

MINUTES OF THE MISSION CITY COUNCIL MEETING

August 19, 2020

The Mission City Council met virtually for a regular meeting on Wednesday, August 19, 2020 at 7:00 p.m. The meeting was called to order by Mayor Ron Appletoft. The following Councilmembers participated virtually: Trent Boultinghouse, Ken Davis, Sollie Flora, Kristin Inman, Debbie Kring, Arcie Rothrock, Nick Schlossmacher and Hillary Thomas.

The Mayor stated that because of the COVID-19 social distancing recommendations, the meeting was held virtually via ZOOM. The Mayor, City Councilmembers and staff joined remotely. While the City Administrator, Laura Smith and City Clerk, Audrey McClanahan, participated from their own work stations at City Hall. The public was invited to participate in the meeting by using the instructions included in the City Calendar item listed on the front page of the website. The public could join or just listen, or join with audio and/or video using a webcam or smartphone. The public was allowed to make comments through the "chat" feature and was informed that comments are visible by the group. Members of the public were requested to state their name and city of residence when making a public comment. Mayor Appletoft also asked all to be conscientious of others talking and to speak clearly and slowly.

CONSENT AGENDA

Moved by Davis, seconded by Kring to adopt the Consent Agenda as presented.

- 4a. Minutes of the July 15, 2020 City Council Meeting
- 4b. Contract for Crossing Guard Services
- 4c. Resolution to Ratify Emergency Expenditure for Repairs to the Chiller

Voting AYE: Boultinghouse, Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion Carried.**

PUBLIC COMMENTS

There were no public comments.

FINANCE & ADMINISTRATION COMMITTEE

Councilmember Kring reported that the Finance & Administration Committee met on August 5 and considered seven items including acceptance of the meeting minutes. The Contract for Crossing Guard Services was approved under the Consent Agenda. There were four additional items for consideration on the Regular Agenda.

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Communications Strategy Update

Councilmember Kring stated that since Council's approval of a contract with Crux for communication, branding and public relations services, the firm has completed the research phase of the contract as well as the marketing audit of existing collateral, website, social media, email and print publications, and a comparison of Mission's communication practices to those of comparable local governments in the area. Representatives from Crux presented their findings at the Finance and Administration Committee meeting in June.

Crux has been collaborating with staff to develop a 30-60-90-120 communications plan by coordinating roles and responsibilities in each City department, brainstorming new methods to increase reach and engagement, participating in an introductory meeting with the Mission Magazine Editorial Board, expanding the City's existing list of media contacts and prioritizing collateral and other deliverables to address as the new branding is implemented.

Crux has presented two design concepts for Council's consideration. Both concepts aim to highlight the best of Mission in a way that feels current and unique and is reflective of the feedback Crux sought from a variety of stakeholder groups. If there is consensus around one of the design options, development of the new branding materials will begin right away. The new branding will be incorporated in things like applications, meeting notices, official letterhead, printed publications, apparel, City vehicles and more. The implementation of the new designs will be made in a thoughtful manner, balancing considerations for visibility, frequency of use and cost.

Councilmember Flora asked Ms. Randel to provide more information about the focus group process and what opinions staff had of the designs. Ms. Randel thanked Councilmembers Kring and Flora and reported that the designs were released to the public through social media who had the ability to submit their responses through an online poll to indicate which design option they preferred. The focus group consisted of a cross-section of residents, business owners, church leaders, etc. from the Community. Through the feedback from Council as well as the focus group, the designs were updated to consist of the combined opinions and brought for consideration at the legislative meeting.

Councilmember Flora stated she preferred option one because of the messaging it presented as well as representing the four wards and the idea of creating crossroads in the Community.

Councilmember Davis asked about the poll and how it was affected in regards to

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the response. Ms. Randel replied that on Facebook they received twenty-five votes for option one and twenty-nine votes for option two. On Twitter, option one received forty-one votes while option two was twenty-five votes, which was the biggest difference between the two options. Nextdoor had the reverse of thirty-nine votes for option one and fifty-three votes for option two. The employee feedback stressed that option one reflected the concept of inclusivity and working together to accomplish goals.

Councilmember Kring expressed concern that there was some negative feedback, especially in regards to not incorporating the sunflower in the new design.

Councilmember Davis asked Ms. Randel to address the changes to the coloring of the design. Ms. Randel explained that the shared feedback, from the focus group, included three aspects. The first being the script writing of Kansas, which seemed more personalized as it represented handwriting, and that was adjusted to be reflected in both design options. The second was changing the light blue and navy to a darker, blue, color. The third was that the original green was more yellow and changing it to a darker, true, green would make it distinguishable.

Councilmember Boultinghouse believes either logo will benefit Mission and thanked staff and everyone who participated in the pools and focus group. He added that his preference is option one because of messaging, it tells the story that is reflective of Mission in that the Community is a diverse group with one goal.

Councilmember Schlossmacher commented that while both options were nice modern designs, he was concerned that they were not representative of Mission and would have liked to have seen the sunflower incorporated.

Councilmember Thomas explained that while she doesn't have a strong preference for either of the two designs and so does share some of Councilmember Schlossmacher's concerns, she is comfortable moving ahead with the rest of the Council.

Councilmember Kring expressed concern with not seeing the original designs and was wondering if the current products were the best options. Ms. Randel replied that these designs resulted from the feedback provided, and she knows that they will benefit the community and is energized by the positive reactions received. Ms. Smith added that the first iteration of designs focused heavily on architecture within the City which might not be the most productive option for the long-term viability of the logo. Other feedback, from the first designs, were that they were too "corporate" and not enough community. Also, while some of the designs showed uniqueness they didn't demonstrate the importance of the professionalism and

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competency within the organization. In an effort to find a balance, the current designs were chosen. Ms. Smith concluded that option one promotes a strong message around connectivity and those intersections that occur in Mission.

Councilmember Thomas asked how Mission events would be handled in regards to marketing and the Crux team. Ms. Randel answered the team has all events, including possible projects, organized on an editorial calendar in an effort to ensure each event is properly marketed and strategized beforehand.

A poll was taken with the Council: Option one, which was the majority of votes, was selected by Boultinghouse, Flora, Inman, Kring, Rothrock and Thomas. Option two was selected by Davis and Schlossmacher.

Moved by Kring, Seconded by Davis for the City Council to approve a rebranding design for use throughout the City's communications including logo, signage, website and other essential materials. Voting AYE: Boultinghouse, Davis, Flora, Inman, Kring, and Thomas. Voting NAY: Rothrock and Schlossmacher. **Motion carried.**

2021 Budget Resolution

Councilmember Kring reported that 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 Resolution has been prepared and updated based on the staff, Council and public input received to date in the budget process.

Councilmember Schlossmacher thanked staff for all their hard-work and energy that went into putting everything together. Mayor Appletoft agreed with Councilmember Schlossmacher, adding that having put together budgets before understands the tremendous undertaking and work that goes into the process. He concluded that he appreciates the effort and professionalism that was put forth.

Councilmember Thomas thanked Ms. Smith for helping clarify and remedy her concerns in relation to the budget. After reflection, she is confident with moving forward with the current budget but hopes that next year they can start evaluating earlier, be more effective in engaging residents and gage a better reflection of the fund balance beyond the twenty-five percent mark, so it can be determined how to utilize the funding.

Councilmember Flora supported Councilmember Thomas' statements and added that if issues still continue, because of COVID-19, she hopes to start evaluating a

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multi-year plan to assess reserves. She concluded by thanking staff for all their hard-work in moving this forward.

Councilmember Thomas asked if there had been any progress with receiving reimbursement from Johnson County for any of the housing emergency fund that we created this year. Ms. Smith answered that Johnson County has set aside \$50 million dollars in CARES funding. They have then established a three phase process to best allocate those funds. The first phase, which the City has already submitted for, is reimbursement for hard expenses such as personal protective equipment. The City had incurred around \$20,000 for those expenses since the onset in March. The second phase is for the cities to create a wishlist that details projects that they would like to undertake in an effort to protect and outfit their facilities against COVID-19. The housing assistance is part of the wishlist phase of the reimbursement expenses. In the final phase, the County may consider the reimbursement of certain personnel expenses related to COVID-19.

Moved by Kring, Seconded by Davis for the City Council to approve the 2021 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 2021. Voting AYE: Boultinghouse, Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion carried.**

2021-2025 CIP Resolution

Councilmember Kring explained that as a part of the annual budget process, the Governing Body 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 2021 are included in the 2021 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 2021-2025 CIP are outlined in the body of the Resolution in order to establish a public record/reminder of historical considerations. These projects may eventually be programmed within the 5-year plan as a part of future budget discussions. Approval of the 2021-2025 CIP does not commit the City to any specific expenditures beyond those detailed in the 2021 Budget.

Councilmember Kring thanked Ms. Smith, Mr. Scott and staff for their hard-work preparing this program.

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Moved by Kring, Seconded by Schlossmacher for the City Council to approve the Resolution adopting the City of Mission's 2021-2025 Capital Improvement Program (CIP). Voting AYE: Boultinghouse, Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion carried.**

Adoption of the 2021 Budget

Councilmember Kring presented that the 2021 Budget 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. We believe the 2021 Budget conservatively addresses the challenges presented by the COVID-19 pandemic, which continues to present both short and long-term issues requiring careful evaluation and consideration.

The 2021 Budget had been discussed and developed through a number of public meetings, including the formal public hearing at the August 5th Finance & Administration Committee meeting.

In order to complete the 2021 budget process, the Council will take action, in the form of three separate motions to formally adopt the 2021 budgets for the City of Mission, Rock Creek Drainage District #1 and Rock Creek Drainage District #2. All supporting documentation was previously included as a part of the materials presented in connection with the Public Hearing on the 2021 Budgets at the August 5th Finance and Administration Committee meeting.

Moved by Kring, Seconded by Davis for the City Council to approve the 2021 budget for the City of Mission. Voting AYE: Boultinghouse, Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion carried.**

Moved by Kring, Seconded by Rothrock for the City Council to approve the 2021 budget for the Rock Creek Drainage District #1. Voting AYE: Boultinghouse, Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion carried.**

Moved by Kring, Seconded by Rothrock for the City Council to approve the 2021 budget for the Rock Creek Drainage District #2. Voting AYE: Boultinghouse, Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion carried.**

COMMUNITY DEVELOPMENT COMMITTEE

Councilmember Flora reported that the Community Development Committee also met on August 5 and considered nine items. These included acceptance of the committee minutes and the Resolution to ratify emergency expenditure for repairs

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to the chiller which were all approved on the Consent Agenda. There is one additional item for the Council's consideration on the Regular Agenda.

Pre-Development Agreement with Mission Bowl, LLC.

Councilmember Flora explained that Sunflower Development Group has expressed an interest in redeveloping the former Mission Bowl property at 5399 Martway Street into a multi-family residential development project. Sunflower has formed Mission Bowl, a limited liability corporation, for this undertaking and they will be making a request for public assistance. It is Mission's standard practice for the City to enter into a pre-development agreement with the developer for the purpose of outlining terms for review and consideration of the project, including any public assistance that may be requested. The pre-development agreement recognizes Sunflower as the exclusive developer and requires that they provide an upfront payment of \$10,000 to cover the City's costs associated with review of their application.

The pre-development agreement does not bind the City to accepting the proposed development project, nor does it obligate the City to approve the use of tax increment financing or the issuance of industrial revenue bonds for the sale tax exemption. It does ensure that costs incurred in the review and analysis of the request will be covered by the developer.

Councilmember Davis commented that he supports this project in the way it has been presented to Council and believes the Agreement is an important aspect in order to move forward with the development.

Ms. Smith added that the Mission Bowl, LLC. Preliminary Development Plan will be on the agenda for the Planning Commission on Monday, August 24, 2020.

Moved by Flora, seconded by Davis to approve the pre-development agreement with Mission Bowl, LLC for review and consideration of the redevelopment of the former Mission Bowl site at 5399 Martway Street. Voting AYE: Boultinghouse, Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion Carried.**

NEW BUSINESS

Massage Establishment Application - Sherri Rinne, Elemental Massage & Wellness, 5845 Horton Street, Ste. 202

Ms. McClanahan reported that Sherri Rinne, of Elemental Massage and Wellness, submitted the required application and documentation to operate as the sole

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massage therapist at 5845 Horton, Suite 202. Chief Hadley approved her background check and the inspection of the premises has been completed and approved as well. Earlier this year, Council approved the Massage Establishment permit for Kristine Fotland at the same location. Ms. Fotland had to relocate, out-of-state, and is in the process of selling her business to Ms. Rinne. In order for Ms. Rinne not to experience business interruption, this application was brought to Council for consideration. Ms. Smith added that Mr. Rinne was approved, administratively, the previous month for a Massage Therapist License at this location. However, the Massage Establishment License does have to be approved by Council which was the reason for this item being added in an effort for her business to continue operations.

Moved by Davis, seconded by Schlossmacher to approve the Massage Establishment Permit for Sherri Rinne of Elemental Massage and Wellness at 5845 Horton, Suite 202. Voting AYE: Boultinghouse, Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion Carried.**

COMMENTS FROM THE CITY COUNCIL

Councilmember Davis commented that there would be a Ward IV meeting on September 15th at 7 p.m hosted by Councilmember Flora and himself via Zoom.

Councilmember Kring thanked Councilmember Thomas for leading the Finance and Administration Committee meeting, on August 5th, during her absence.

Councilmember Schlossmacher shared that their City of Mission's Team won the Northeast Johnson County Chamber of Commerce Annual Golf Classic for 2020.

MAYOR'S REPORT

There was no Mayor's Report to be presented.

CITY ADMINISTRATOR'S REPORT

Ms. Smith shared that Mission took part in City Hall Selfie Day and added that Ms. Randel had composed a video that is posted on the City's facebook page at <https://www.facebook.com/CityofMissionKS/>, she also thanked everyone who participated.

Ms. Smith reported there was a recent Mission Magazine Editorial Board meeting and emphasized that if anyone has any story ideas that they could be shared with staff for publication, they are currently working on the September issue. In the last

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issue, there was the featured story of the Dearborn Neighborhood Parade, which has been hosted by the Bergs for many years. The Bergs have decided to hand over their hosting duties and received interest from someone who viewed the magazine which is a testament to the community builder that is this publication. Councilmember Flora commented that she and Councilmember Kring have received a lot of feedback from the Sustainability Commission regarding their enthusiasm for the magazine and would like the opportunity to have a featured section regarding the Commission. Ms. Smith replied they were added to the newsletter for the July issue and that would be continued.

Ms. Smith reminded everyone that Harvesters would be having a mobile food distribution event on August 29 at 7a.m. in the parking lot of Shawnee Mission North High School and there will be another event on October 31st. Details can be found in the City's calendar items at <https://www.missionks.org/calendar.aspx>.

On August 26, there will be a City Council Work Session which will provide conversations around police data, accountability and the racial equity issues that have been in discussion which will be held virtually via Zoom. The City has worked to promote these conversations by posting information on the website as well as social media then by emailing and encouraging participation and is also open to inviting anyone else that would be interested in joining.

ADJOURNMENT

Mayor Appletoft announced that the public video from tonight's meeting will be available through a link on the City's website - missionks.org.

Moved by Kring, seconded by Davis to adjourn the meeting at 8:05 p.m. All present voted AYE. **Motion carried.**

Respectfully submitted by Audrey M. McClanahan, City Clerk.

Ronald E. Appletoft, Mayor

Audrey M. McClanahan, City Clerk