



CITY OF MISSION, KANSAS
FINANCE & ADMINISTRATION COMMITTEE
WEDNESDAY, FEBRUARY 3, 2021 at 7:30 p.m.
7:30 P.M.
(or immediately following 6:30 p.m. Community Development Committee)
Meeting Held Virtually via Zoom

In consideration of the COVID-19 social distancing recommendations, this meeting will be held virtually via Zoom (<https://zoom.us/join>). The public may participate with comments by using the “chat” feature, please note all statements are made visible to the group.

Information will be posted, prior to the meeting, on how to join at <https://www.missionks.org/calendar.aspx>. Please contact the Administrative Offices, 913-676-8350, with any questions or concerns.

PUBLIC HEARINGS / PUBLIC COMMENTS

PUBLIC PRESENTATIONS / INFORMATIONAL ONLY

ACTION ITEMS

1. Acceptance of the January 6, 2021 Finance & Administration Committee Minutes - Audrey McClanahan ([page 4](#))

Draft minutes of the January 6, 2021 Finance and Administration Committee meeting are included for review and acceptance.

2. Declaration of Surplus Equipment - Brian Scott ([page 8](#))

City Council Policy No. 111 defines the process and procedure for the sale and disposal of real and personal property by the City of Mission, which is also outlined in K.S.A. 12-101. The City Council will be asked to consider a resolution identifying certain public works vehicles as surplus items.

3. New CMB License Application: The Corner Lalo's Kitchen, 5038 Lamar Avenue - Audrey McClanahan ([page 12](#))

Businesses wishing to sell Cereal Malt Beverage/Enhanced Cereal Malt Beverage (CMB) must submit an initial application for approval by Council and renew their license annually on a calendar year basis. The Corner Lalo's Kitchen (5038 Lamar Avenue) has submitted an application which meets the requirements for selling CMB/Enhanced CMB on premises.

4. Appointment of City Historian - Laura Smith ([page 13](#))

In 2017, the position of City Historian was created and Mission resident Frank Bruce was appointed to the volunteer role. Resolution 997 originally anticipated a bi-annual appointment with the term expiring December 31, 2019. In Council transitions, and because Mr. Bruce's contributions were positive and invaluable in capturing the history of our community, we lost track of the expiration of the appointment. This oversight was recently brought to our attention, and it is recommended that the Council consider reappointment of Mr. Bruce to the position of City Historian for a two-year term commencing February 17, 2021 and expiring December 31, 2023. A new Resolution has been provided to more accurately reflect the current duties and role for the City Historian.

DISCUSSION ITEMS

5. UCS Racial Equity Theory of Action/Cohort - Laura Smith ([page 18](#))

As part of a racial equity action plan developed during the summer of 2020, the final step included researching and implementing opportunities for on-going training and education for our elected officials and all employees related to implicit bias, race and inequity as soon as possible, but no later than 1Q 2021. Since last summer, staff has engaged in conversations with United Community Services (UCS) who are doing work in this area through their Racial Equity and Inclusion (REI) Committee to explore opportunities to support local communities, particularly smaller communities in this work. Our conversations with UCS have continued as they refined the parameters of their program, and Kathryn Evans will make a presentation on the *Racial Equity in Cities Program*. Kathryn is the owner and principal consultant with [Rooted Strategy](#), and served staff to UCS' REI Committee.

6. 2020 Project Status Update/Budget Review - Laura Smith ([Page 30](#))

During the February 3, 2020 Committee meeting, members of the City's Leadership Team will report on the status of various projects and priorities from 2020 and will share additional successes and accomplishments achieved during the past year. In addition, staff will begin a more in-depth review and recap of the City's 2020 financials and budget performance.

OTHER

7. Department Updates - Laura Smith

Debbie Kring, Chairperson
Hillary Parker Thomas, Vice-Chairperson
Mission City Hall, 6090 Woodson St
913-676-8350