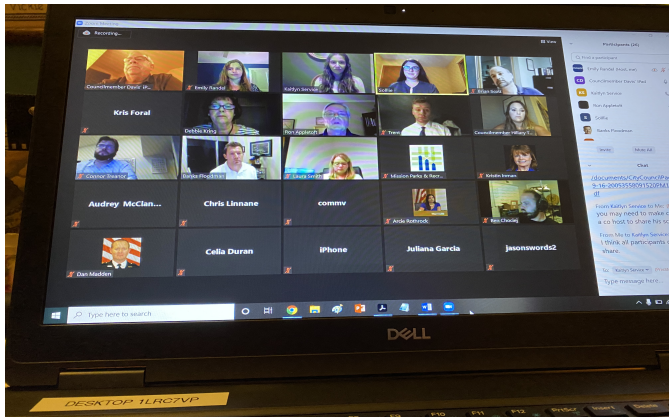




2021 Annual Budget And Capital Improvement Plan



CITY OF MISSION, KANSAS

Mayor

Ronald E. Appletoft

City Council

Ward I

Hillary Parker Thomas
Trent Boultinghouse

Ward II

Arcie Rothrock
Nick Schlossmacher

Ward III

Debbie Kring
Kristin Inman

Ward IV

Sollie Flora
Ken Davis

Staff

City Administrator: Laura Smith
Assistant City Administrator/Finance Director: Brian Scott
Assistant to the City Administrator: Emily Randel
City Clerk: Audrey McClanahan
Interim Police Chief: Dan Maden
Parks & Recreation Director: Penn Almoney
Public Works Director: Celia Duran

City Treasurer

Deborah Long

City Attorney

David K. Martin

Municipal Judge

Keith E. Drill

Table of Contents

COMMUNITY PROFILE

History of Mission	4
About Mission	6
Economic Outlook	8
Demographic Information About Mission	11
Organizational Chart	12

2021 BUDGET SUMMARY

Transmittal Letter	14
Financial Structure	32
Budget Adoption Process	36
Summary of Revenue Sources	38
All Fund Summary	44

2021 GENERAL FUND

General Fund Summary	48
Revenue Detail	49
Summary of Costs by Type of Expenditures	52
Summary of Costs by Department	53
General Overhead	56
Legislative	60
Administration	64
Municipal Court	68
Neighborhood Services	58
Public Works	72
Community Development	76
Parks and Recreation - Mission Family Aquatic Facility	81
Parks and Recreation - Sylvester Powell, Jr. Community Center	83
Police	86

2021 CAPITAL PROJECT FUND

Capital Improvement Fund	92
Vehicle and Equipment Replacement Fund	94
Storm Water Utility	96
Street Sales Tax	100
Parks & Recreation Sales Tax	102

2021 SPECIAL REVENUE FUNDS

Special Highway	106
Special Alcohol	108
Special Parks & Recreation	110
Solid Waste Utility	112
Mission Convention and Visitor's Bureau	114
Mission Crossing TIF/CID	116
Cornerstone Commons CID	118
Mission Apartments TIF	120
Rock Creek TIF #2A	122
Rock Creek Drainage District	124
Rock Creek Drainage District	126

2021 COMMUNITY INVESTMENT PROGRAM (CIP)

CIP Program	130
2021 CIP Resolution	134
CIP - Stormwater	136
CIP - Streets	138
CIP - Parks and Recreation	148

2021 OUTSTANDING DEBT OBLIGATIONS AND DEBT POLICY

Debt Service Summary	182
Debt Schedule for 2021	184
Debt Financing Policy	185

SUPPLEMENTAL INFORMATION

Financial Policies and Provisions	196
2021 Budget Resolution	199
Historical Analysis of Mill Levies	202
Historical Analysis of Assessed Property Values	203
2021 Salary Schedule	204
FTE Positions	205
Glossary of Terms	206

Community Profile



City of Mission 2021 Annual Budget

History of Mission

Mission is a mature, first tier suburban community within the larger Kansas City metropolitan area. The city is located in the northeast portion of Johnson County, Kansas – just two miles due west of the Missouri/Kansas border and the city of Kansas City, Missouri. However, what we know as Mission today was much different a couple of hundred years ago. At that time, it was a wilderness area that lay just beyond the border of the newly formed state of Missouri, at the edge of a vast, open prairie.

The first “settlers” were actually members of the Shawnee Indian tribe that were relocated to the Kansas Territory as part of the 1830 Indian Removal Act. Missions were established in the area. The Shawnee Baptist Mission, was established by the Rev. Isaac McCoy in 1831 in the vicinity of 55th Street and Walmer in present day Mission. The Shawnee Methodist Mission was established in 1839, just a mile to the east, by the Rev. Thomas Johnson, for whom Johnson County derives its name. These missions, and their association with the Shawnee Indians, is what has given this part of Johnson County its identity as “Shawnee Mission.”

By the 1840s, the Santa Fe, Oregon and California Trails had become established corridors through the area for those going west. Departing from the Westport settlement in what is today the mid-town area of Kansas City, Missouri, these trails passed directly through present day Mission from approximately 53th Street and Nall Avenue on the east to Broadmoor Park on the west where they split, the Santa Fe Trail going to the south and the Oregon and California Trails continuing west. Local history has it that there were two watering stops in Mission in the area of 5920 Maple and 6201 West 61st Terrace.

With the passage of the Kansas-Nebraska Act in 1854 the area started to be quickly settled by those wanting to establish homesteads. One of the first families to settle in the area of present day Mission was that of Washington Cross who purchased approximately 200 acres from a Shawnee Indian named John Prophet. Washington Cross and his wife are buried on their original homestead. The grave site is preserved at the corner of Lamar Avenue and Johnson Drive in the heart of Mission. Other families soon followed including the Walmer, Breyfogle, Barkley, Miller, and Roe.

The area of present day Mission began to see its first commercial development in the very early days of the 20th Century. In 1906 William B. Strang, Jr. established the Missouri and Kansas Interurban railroad, which ran from downtown Kansas City, Missouri through northeast Johnson County to Olathe. Strang utilized the Interurban as a commuter line for people that were moving to new residential areas just to the south of present day Mission. The rail line followed much of the same path as the Santa Fe Trail, passing through Mission with two stops, Morrison Ridge stop near 53rd Street and Lamar Avenue and the Goodman Station stop located at Herald’s corner near Metcalf Avenue and Johnson Drive.

With the advent of the automobile a few decades later, commercial businesses started to be built along Johnson Drive providing services and goods for the growing number of residents. The first business was a pharmacy established in 1928 by John Morrow. The first independent grocery store was established by Oral Rider in the early 1930's. Mack Hardware, which is still in operation today, was established in 1937. And, the Dickinson movie theater was built in 1938. By the end of the 1940's, the stretch of Johnson Drive from Nall to Lamar Avenues had become a thriving commercial corridor with a variety of stores and businesses. Many of the one-story, brick buildings that housed these businesses still stand today, serving as the core of Mission's downtown business district.

The end of the Second World War brought a flood of young families seeking new housing opportunities. The rural farmsteads that had made up northeast Johnson County quickly gave way to suburban style subdivisions with single-family homes. This rapid growth led to demands for more formal land use control, planning, and services including public safety and utilities. In short succession the area of northeast Johnson County began to be incorporated into distinct communities such as Fairway, Roeland Park, and Mission. Mission was formally incorporated as a city on July 2, 1951 with a population of approximately 1,500 residents.

With an established commercial district along Johnson Drive and easy access provided by U.S. 69 Highway (Metcalf Avenue) to the west and U.S. Highway 50 (Shawnee Mission Parkway) to the south, the city began to see rapid growth in the residential, retail/business, and office sectors. The Mission Shopping Center, one of the first suburban malls in the nation, was built in 1956. Other businesses soon followed and by the 1970s the city was at its zenith as the commercial hub of Johnson County.

Today Mission is a fully developed city with a population of just under 9,500. Its growth and development is now in the form of regeneration. Many of the young families that originally moved to the city during the early days have now grown and moved on, leading to a generational turnover of new, young families. And, development opportunities take the form of redevelopment of older commercial sites. The city still remains a vibrant, prosperous community with a strong future.



City of Mission 2021 Annual Budget

About Mission

Size and Location

The city of Mission is located in northeast Johnson County, Kansas, a suburban area of the Kansas City metropolitan area. The city lies adjacent to a major transportation corridor, Interstate 35, and is accessible to the entire metropolitan area. The city has a population of approximately 9,490 (2016 5-Year Census Estimate), and covers an area of approximately 2.7 square miles, of which nearly 100% is developed.

Government and Organization of the City

The City of Mission was incorporated in 1951 and became a City of the Second Class in 1959.

The City operates under a non-partisan Council/Mayor form of government. The Council is comprised of eight members elected from four wards, with equal representation from each ward. Councilmember are elected on a staggered basis to four-year terms. The Mayor is elected at large to a four-year term. The Mayor and Council are responsible for all policy-making functions of the City.

The City Administrator is appointed by the Mayor and Council and serves as the chief administrative officer of the City. The City Administrator is responsible for the implementation of policies adopted by the Council. The City Administrator is also responsible for the general operations of the City, and may advise the City Council on accepted public administration practices, legislation and public policy.

The City has six operating departments including Police, Court, Public Works, Parks & Recreation, Community Development and Administration. The City has a total of 75 full-time employees and over 100 part-time and seasonal employees.

Educational Facilities

The city of Mission lies within Unified School District No. 512 (Shawnee Mission School District), which is divided into five attendance areas. Two elementary schools – Rushton and Highlands - are located within the city as is one high school – Horizons. There are a variety of parochial and private schools in and around the city that provide options for local residents.

Residents of Mission also enjoy access to a number of higher education opportunities in the Kansas City metropolitan area. Johnson County Community College, University of Kansas Regent's Center, and the University of Missouri-Kansas City are all large public institutions located nearby that offer a variety of associate to doctoral degrees. A number of smaller private colleges are also located nearby.

Medical and Health Care Facilities

Mission has access to a wide variety of healthcare services throughout the Kansas City metropolitan area. Advent Hospital (formerly, Shawnee Mission Medical Center) and the University of Kansas Medical Center are large, full-service hospitals located within a few miles of Mission. Saint Luke's Community Hospital is a micro hospital at the corner of Roe and Johnson Drive that opened in the summer of 2018. Emergency medical services are provided by Johnson County Med-Act, a program administered by Johnson County. In addition to medical services available in surrounding communities, the City is also home to doctors and dentists representing a wide variety of medical specialties.

Public Utilities

Evergy supplies electricity to the city and Kansas Gas Service provides natural gas. There are a number of cable and telecommunication providers available to residents and businesses in Mission. Water services are provided by Water District No. 1 (WaterOne), a quasi-municipal corporation. Sewer service is supplied by the Johnson County Unified Wastewater District, a separate governmental agency organized and governed by the County's Board of Commissioners.

Public Works

The City's Public Works Department is responsible for maintaining the streets, sidewalks, and storm water infrastructure within the community. They provide snow removal services and oversee infrastructure repair and reconstruction projects.

Police and Fire Protection

The City provides police protection to its residents. There are currently 29 full-time commissioned officers authorized in the Department, including three investigators. The department provides 24-hour protection. Dispatching services are provided by Johnson County Sheriff's office.

Johnson County Consolidated Fire District No. 2 (Fire District) provides fire protection to residents of the city and the majority of northeast Johnson County. The Fire District is a separate and distinct governmental entity with its own board of directors and taxing authority. The Fire District operates three stations, with one located in the city of Mission.

Recreational and Cultural

The City offers a variety of recreational opportunities to its residents. There are seven public parks maintained by the City encompassing a total of 30 acres. Most parks are equipped with picnic tables, playground equipment, walking trails, and parking facilities. Some parks contain baseball/softball diamond, tennis courts and shelters. Numerous activities and sporting clubs are available through the Johnson County Parks and Recreation Commission. Additionally, the 80,000+ sq. ft. Powell Community Center offers indoor swimming, fitness programs and classes as well as outstanding meeting and special event space.

City of Mission 2021 Annual Budget

Economic Outlook

Regional Business Environment

Located in the heartland of America, the economy of the Kansas City metropolitan area is driven primarily by businesses in the agricultural sciences, transportation, and financial services industries.

The metropolitan area sits at the intersection of two primary interstate highways – Interstate 70 (east/west) and Interstate 35 (north/south). Other U.S. highways and state routes also converge within the Kansas City area. This highway access, in combination with Kansas City's presence as the fourth largest rail hub in the United States, makes the region a prime location for the distribution of commercial goods.

Major employers in the Kansas City region include Hallmark, a leader in the gift and greeting card industry; Cerner, a developer of medical information systems; and H&R Block, a national tax preparation company.

The United States government also has a large presence with regional offices for several U.S. agencies including the Internal Revenue Service, Federal Transportation Agency, Environmental Protection Agency, Governmental Administration Services, and Health and Human Services.

Downtown Kansas City has experienced a renaissance over the past decade with the development of the Power and Light entertainment district and the construction of a new performing arts center. In the Cross Roads district, hundred-year-old buildings that once housed manufacturing and commercial enterprises today house luxury apartments, restaurants, and artist studios.

Johnson County Business Environment

Johnson County, Kansas lies along the state line, just west of Kansas City, Missouri. Developed mostly in the years following the Second World War, it has become one of the premier suburban communities in the nation. It is known for quality housing, academically acclaimed school districts, popular retail centers, and class A office buildings.

The primary transportation routes in Johnson County are Interstates 35 and 435, and U.S. Highway 69. The street pattern in Johnson County generally follows a grid pattern with north/south and east/west roads.

Many national companies call Johnson County home including T-Mobile (formerly Sprint), a telecommunications company; Garmin, a manufacturer of global

positioning systems for the marine and aviation industries; and YRC Worldwide, a national logistics and transportation carrier.

Blue Valley and Shawnee Mission school districts enjoy a national reputation for excellence in education.

Mission Business Environment

The business environment within the city of Mission provides a good balance between retailers, professional services, and corporations in a variety of industries including adult education, and pharmaceutical distribution systems.

Since the 1930s, the Johnson Drive corridor, which bisects Mission from east to west, has served as the retail trade area for northeast Johnson County. Various national and local retailers, businesses, and professional services are located along Johnson Drive. In addition, the City offers a full-service grocery store and a national, big-box retailer.

The City has numerous small to medium-sized office buildings that serve as home to professional service providers, including doctors and dentists. Financial services, such as insurance companies, banks, and accountants are also well represented among the City's businesses.

Major employers within the City of Mission include:

- AT&T – Telecommunications/Broadcasting
- Skills Path – Professional Development and Adult Learning
- Pryor Learning Solutions – Professional Development and Adult Learning
- Script Pro – Automated Pharmaceutical Distribution Systems
- Walz Tetrick Advertising – Full-Service Advertising Firm
- Vinsolutions - Automobile Data Base for Auto Retailers

The city is adjacent to major transportation corridors including Interstate 35, U.S. 69 (Metcalf) and U.S. 50 (Shawnee-Mission Parkway).

The daytime population of the city is approximately 10,000 as a result of the large number of people who come into the city to work, conduct business, and shop.

Despite being landlocked and nearly completely developed, the Governing Body continues to focus on ensuring that the City's economic environment remains healthy through business retention and redevelopment opportunities. Mission is seen as a desirable area by the development community for investment in new projects. The City actively works to attract and secure development projects that are consistent with the community's progressive design guidelines and standards.

The Mission Crossing development, at 61st and Metcalf, is a mixed-use development on the site of the former Herf-Jones printing plant. Completed in 2016, this \$24 million

redevelopment project includes 20,000 square feet of retail space and a 100+ unit residential facility designed for independent senior living.

Cornerstone Commons, located at Johnson Drive and Barkley, was also completed in 2016. This redevelopment of a former auto dealership includes a Natural Grocer, casual dining restaurants, and office space in multiple one and two-story buildings.

The Locale, a \$41 million, 200-unit luxury apartment complex, was completed in 2020. Located on the site of the former Pyramid Insurance Company at the corner of Johnson Drive and Beverly, just east of Lamar Avenue, The Locale offers a full array of amenities for its residents including an in-ground swimming pool, sauna, work-out facility, and community gourmet kitchen. This five-story, mixed-use building includes ground floor retail, which will complement the retail environment of the Johnson Drive corridor.

At the end of 2020, the City approved the development of another five-story apartment complex on the site of the former Mission Bowl bowling alley; an iconic community institution built in 1951, but severely damaged in a fire in 2015. This \$33 million, 168-unit apartment complex will offer a similar array of amenities for its residents along with several live/work units.

These projects represent a renaissance for this area that began in 2014 when the City completed a comprehensive \$10.8 million redesign and reconstruction of Johnson Drive from Lamar Avenue to Nall Avenue. It is anticipated that these projects will be the catalyst for future investment along this important corridor, and the heart of the Mission community.

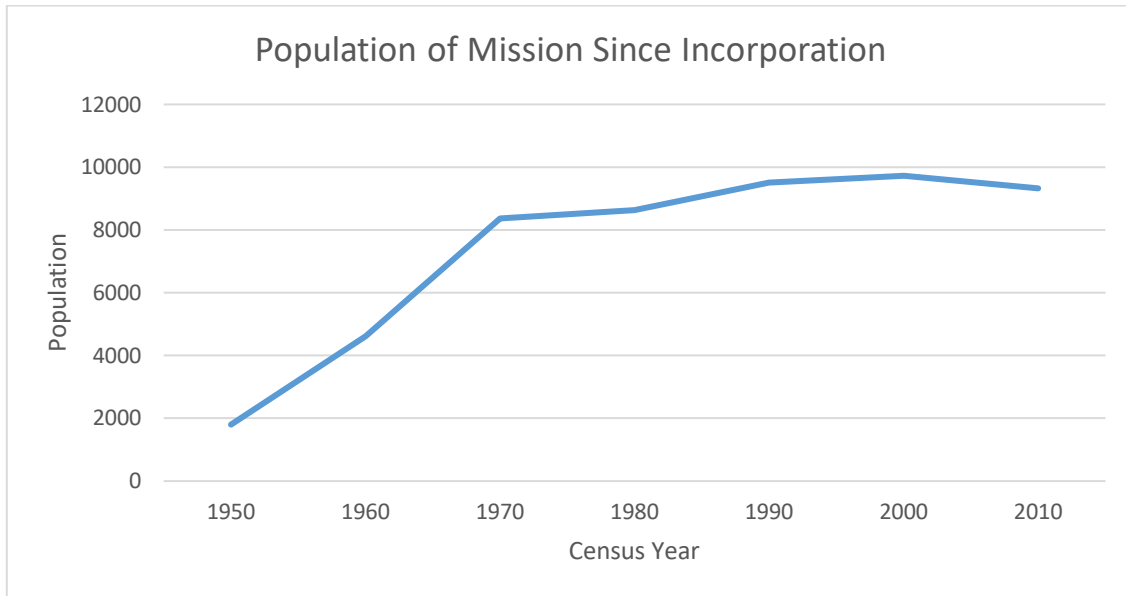
Mission Bowl Apartments



The Locale

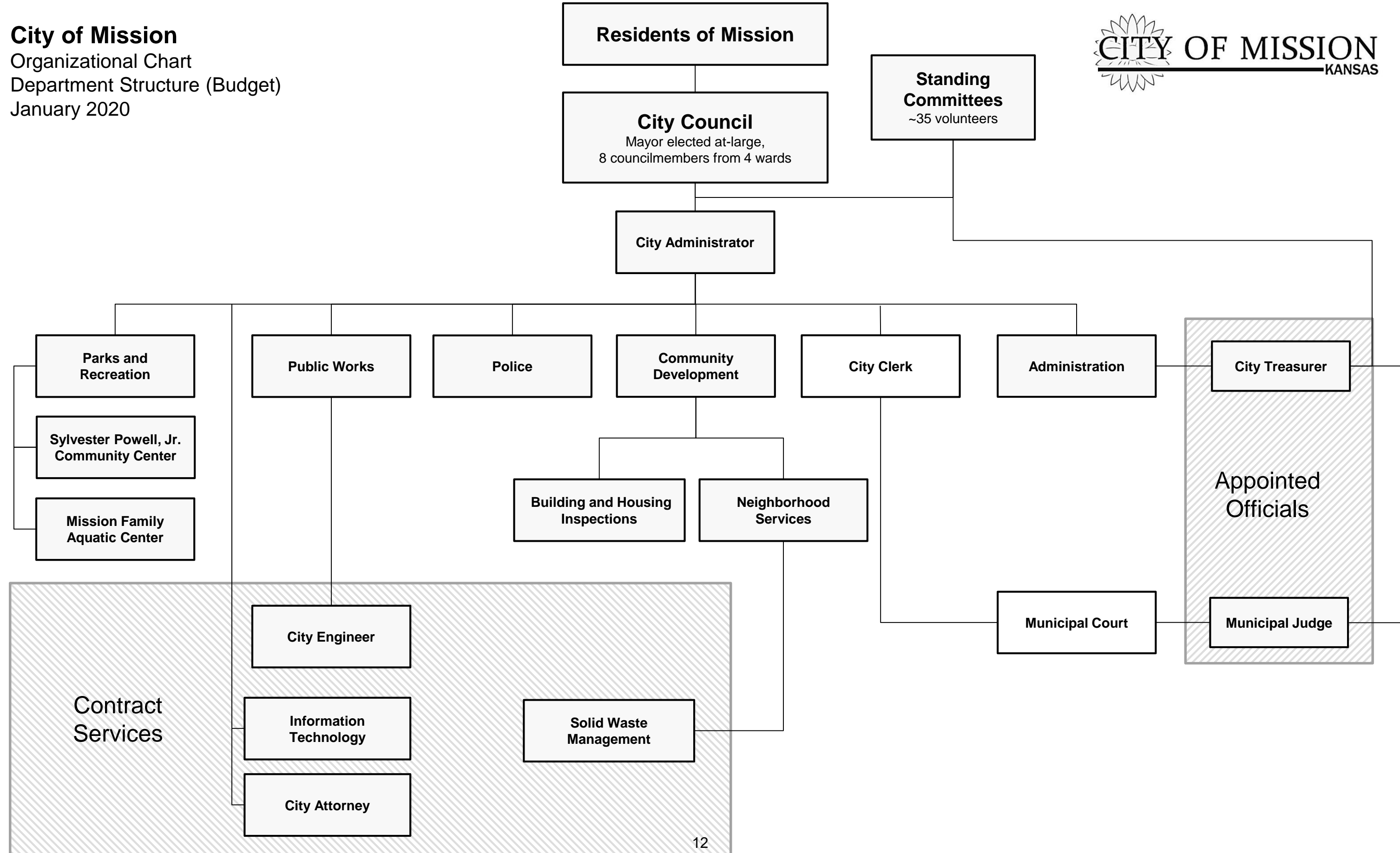


City of Mission 2021 Annual Budget
Demographic Information about Mission



	2010 Census	2000 Census	Change
Population	9,323	9,727	-404
White	84.6%	88.95%	-4.35%
African American	5.5%	3.78%	1.72%
Native American	0.4%	0.33%	0.07%
Asian	3.9%	2.76%	1.13%
Other	2.6%	2.03%	0.57%
Median Age	35.2	35	0.2
Number of Households	5,000	5,119	-119
Household with Children	18.3%	16.7%	1.60%
House with Someone Alone 65+ Age	10%	8.5%	1.50%
Median Household Income	\$48,407	\$42,298	\$6,109
Below the Poverty Line	7.2%	5.7%	1.5%

Organizational Chart
Department Structure (Budget)
January 2020



2021 Budget Summary



August 5, 2020

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

The City of Mission Leadership Team is pleased to present the Recommended 2021 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. We believe the 2021 Recommended 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 process can certainly be characterized as a journey without a roadmap, and while final outcomes remain uncertain, we feel confident in the models we have built and the deliberateness with which we are making choices to keep Mission positioned appropriately for the future. Over the next 12-18 months we anticipate this budget will be monitored and discussed regularly by both staff and the Governing Body as we work to remain responsive to an evolving financial landscape.

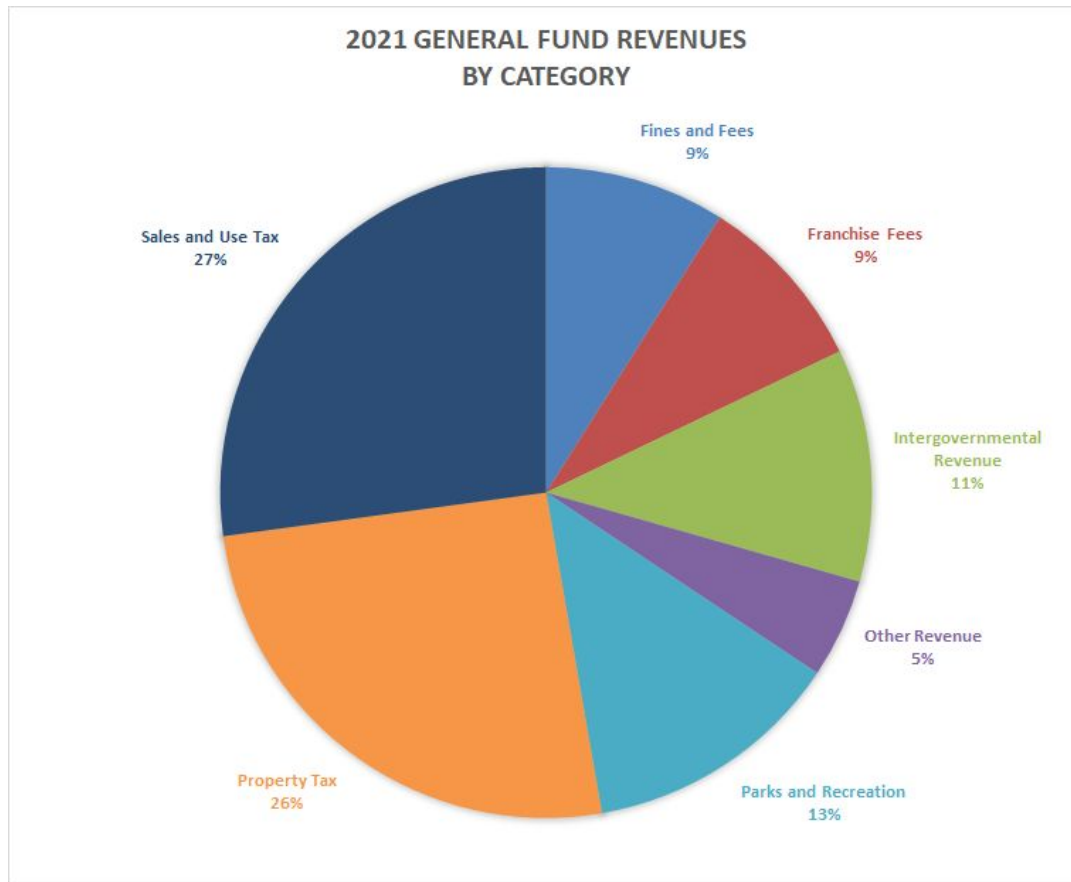
The City of Mission's budget covers the period of January 1st through December 31st. The 2021 budget includes approximately \$19.75 million of total revenues and \$21.42 million of expenses accounted for in seventeen individual funds. Expenses exceed revenues as the result of the expenditure of existing bond proceeds and the intentional use of excess General Fund reserves to address revenues impacted by the coronavirus pandemic.

Our current fund balance position provided a unique opportunity to approach the 2021 budget deliberations cautiously, while also eliminating the need to make immediate decisions in fiscal years 2020 and 2021 that could have potentially long-ranging impacts. Reliance on reserves is not a sustainable budget strategy, but Mission's conservative fiscal management over the past several years has provided an opportunity to maintain the level of programs and services our businesses and residents have come to expect.

General Fund Revenues

The City's General Fund accounts for core municipal functions and services such as Public Safety, Public Works, Parks & Recreation, Community Development, and Administration. It is an operating budget, focused primarily on revenues and expenses in the current fiscal year. Total estimated General Fund Revenues in the 2021 Recommended Budget are \$12.1 which represents a 7% increase over the 2020 Estimated Budget, but a 10% decrease from the original 2020 Budget and a 5% decrease from 2019 actuals.

This annual operating budget is supported by four primary revenue streams: sales/use taxes (local and intergovernmental), property taxes, parks and recreation revenues, and fines and forfeitures. Fluctuations in these revenue streams impact how the City is able to pay for and maintain core services. Totalling an estimated \$10.35 in the 2021 Recommended Budget, they make up approximately 86% of the General Fund Budget resources.



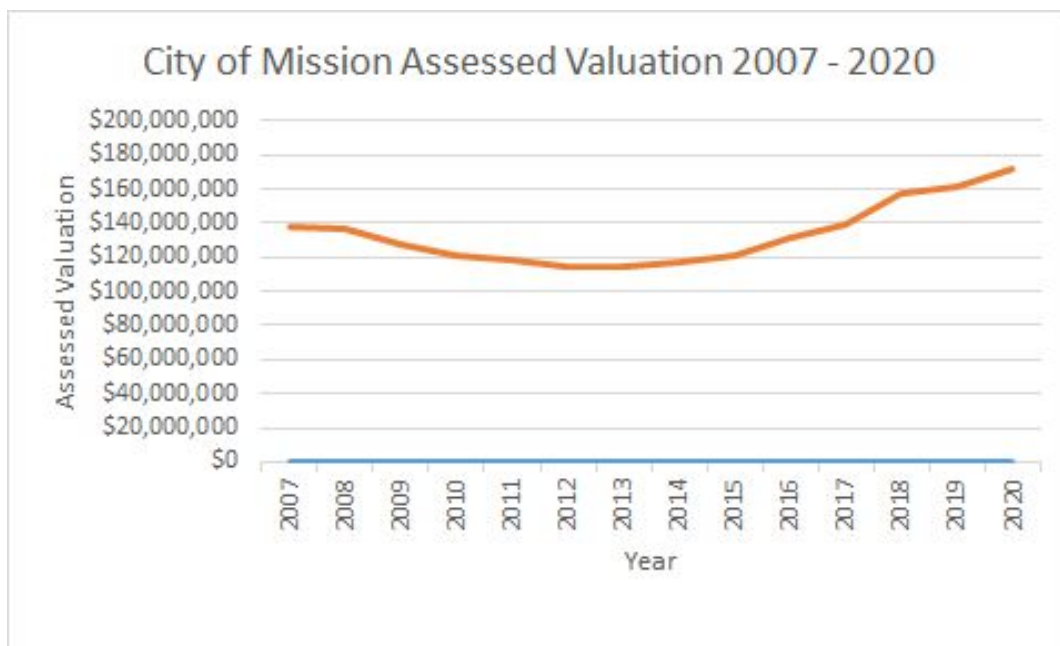
Using a five-year forecasting model, we began our budget discussions with a historical look at each of the major revenue streams in the General Fund to assist in fine-tuning estimates for the current budget year as well as for 2021. This modeling allows for continued flexibility as we review and evaluate revenues impacts in the coming months. Specific assumptions and considerations for each major revenue category are detailed below.

Sales and Use Taxes: The largest revenue stream in the City's General Fund comes from sales and use taxes which include the City's 1% general sales taxes and a portion of the County's sales taxes. Sales tax receipts through the end of July continue to be on target with budget estimates, and the 2020 Estimated Budget and the 2021 Recommended Budget include a sales tax reduction of 10% instead of the 15% originally contemplated. Staff believes these revenues

will continue to improve, but the 10% reduction seems appropriately conservative for a revenue stream so vulnerable to economic fluctuations.

Property Tax Revenues: Property tax revenues are the next largest share of General Fund revenues. Mission's 2020 assessed valuation has been estimated at \$172,504,333 which represents an increase of 5% from the current year. One mill in the 2021 budget will generate approximately \$172,500. The draft budget assumes the current mill levy (17.57) mills remains constant.

Of the total mill levy, 7 mills are assessed for street maintenance with the balance (10.57 mills) dedicated to General Fund operations. The table below details changes in Mission's assessed valuation from 2007 through 2020.



Parks and Recreation Revenues: Parks and Recreation revenues are generated through a variety of sources including memberships, facility rentals, class/program fees and summer camp fees from the Community Center and memberships, daily fees and concessions from the Mission Family Aquatic Center (MFAC). These revenues were significantly impacted by the COVID-19 situation which resulted in a three month closure of the Community Center, cancellation of the summer camp program, and a decision not to open the MFAC for the 2020 season.

The 2020 Estimated Budget anticipates a 50% decline in Parks and Recreation Revenues. In the 2021 Recommended Budget, summer camp and MFAC revenues are included, and Community Center revenues are reduced by 25%. These estimates will remain vulnerable to facility closure and statewide reopening and recovery strategies and will be closely monitored closely to ensure we can respond appropriately to future

Fine and Forfeiture Revenues: Fine and forfeiture revenues are collected as a result of law enforcement activity, primarily traffic enforcement, and associated municipal court charges. Underperformance of this revenue stream has been masked by sales and use taxes in recent years, and required an adjustment prior to estimating any COVID-19 impacts. Revenues were brought in line with 2019 collections, and then decreased by 30%. The estimated recovery in 2021 is more dramatic as this revenue stream is not as dependent on a broader economic recovery.

Revenue Summary: Since the beginning of our budget deliberations, the overall revenue outlook for the General Fund continues to improve, driven exclusively by sales tax receipts at this time. Sales tax performance will continue to be closely monitored as it is critical to the maintenance of Mission's core services and programs.

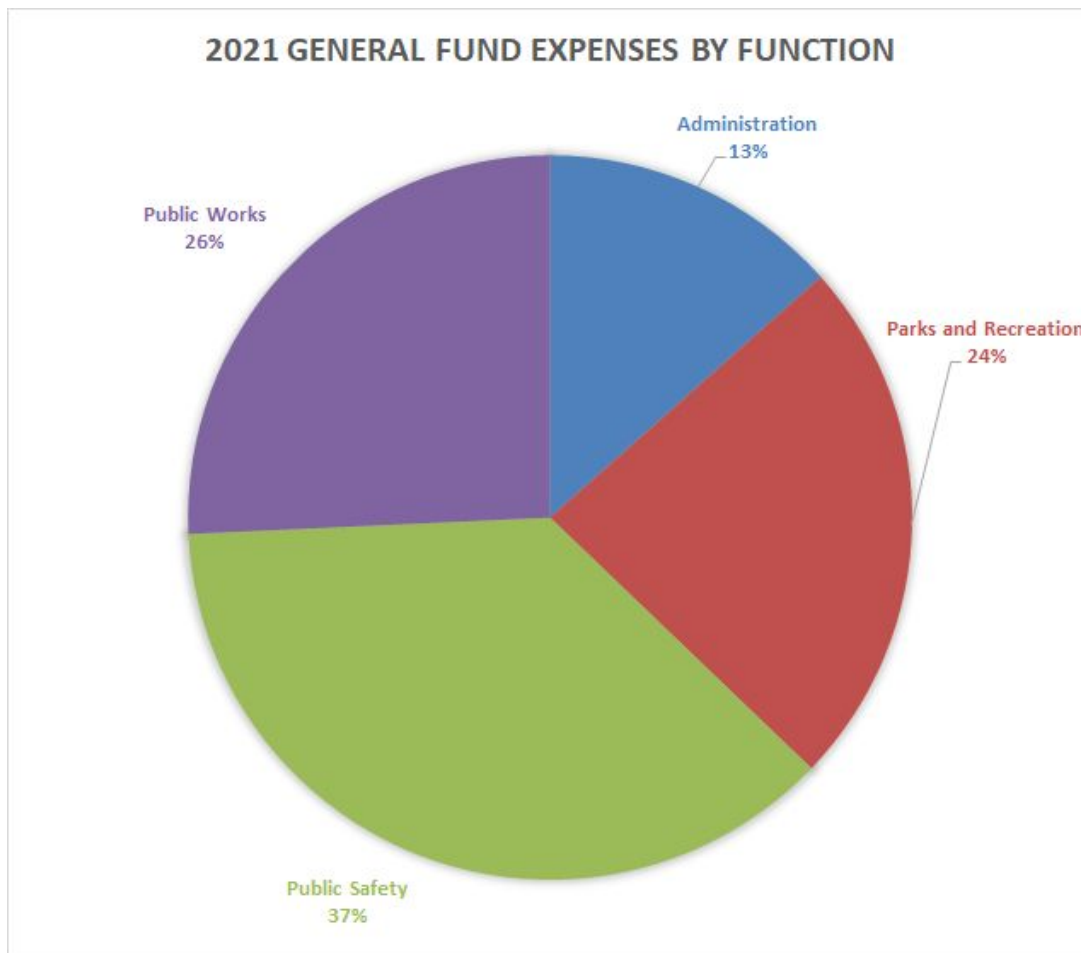
General Fund Policy Assumptions

The 2021 Recommended Budget incorporates a number of Council goals, objectives and policy assumptions including:

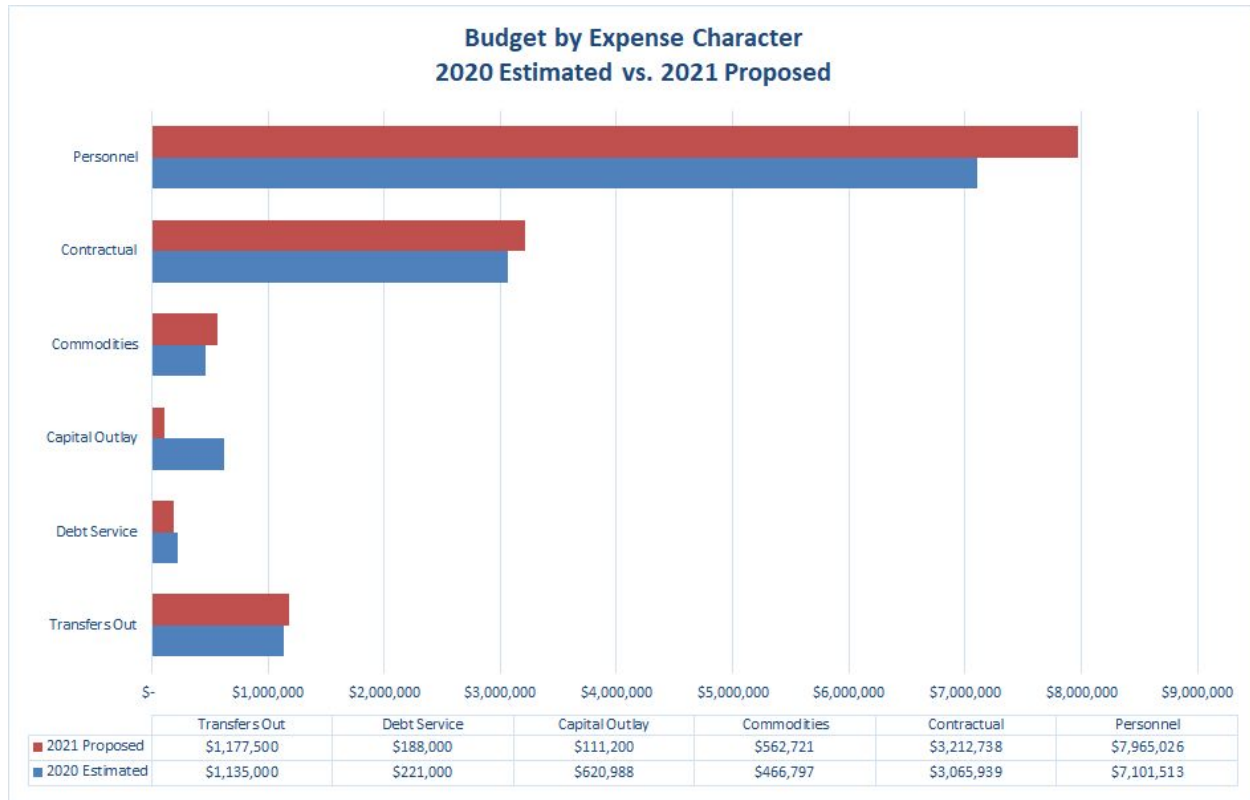
- Continuing to subsidize a portion of the annual Solid Waste Utility Rate for single-family property owners. The current contract with WCA will be increasing by 3%. The City will provide a \$75,000 subsidy toward annual contract costs. Charges assessed to each residential property are estimated to be \$183.83 annually for 2021, or an increase of \$0.67/mo.
- Maintaining the Franchise and Mill Rate Rebate program at 100% of city franchise fees, 75% of total city mill excluding special assessments, and 50% of the solid waste utility fee.
- Personnel costs reflect a 3.5% merit pool for both 2020 and 2021. The 2020 Estimated budget shows all vacant positions being filled from September through December, and the 2021 Proposed Budget includes no new positions, and no budgeted "lapses" in FTEs.
- An increase in health and welfare benefits of 5% over 2020 rates.
- Maintaining funding for the Business Improvement Grant (BIG) Program.
- Funding for the highest priority capital equipment and technology purchases for each Department based on planned replacement or identified need (detailed later in memo).

General Fund Expenditures

Expenditures in the current year were evaluated for potential savings, and the 2020 Estimated expenditures total \$12.61 million (\$11,476,237 in Departmental expenses and \$1,135,000 in Transfers). This represents an overall **decrease** of 7% from the 2020 Budgeted expenses. Expenses by function are highlighted in the graph below.



The 2021 Recommended Budget includes \$13,127,185 in expenses (\$12,039,685 for Departments and \$1,177,500 in Transfers). This represents a 5% increase over the 2020 Estimated Budget, but a 3% **decrease** from the original 2020 Budget. Each of the major categories included in the Proposed 2021 Budget (Personnel, Contractuals, Commodities, Capital, Transfers) are highlighted in the chart and narrative that follows.



Personnel

The largest expenditure category in the General Fund is Personnel Services. Budgeted at \$7.97 million in 2021, these costs represent approximately 67% of the General Fund budget expenses (excluding transfers). The 2021 Recommended Budget does not include any new positions. There are currently seventy-five (75) full-time employees (FTEs) authorized in the budget, and these are assigned by Department as follows:

Department	Admin	Court	Public Works	Comm Dev	Parks & Recreation	Police	Total
Number of FTE's	7	3	12	5	13	35	75

The 2021 Recommended Budget's personnel costs increased by just 1% over the 2020 Budget. While the 2021 Budget does include a 3.5% merit pool and an estimated 5% increase in

health/welfare benefits, the overall increase is minimal because the 2020 Budget included a much larger increase in health/welfare benefits than the 0% actually realized.

The 2021 Recommended Budget accounts for full-staffing levels for the entire year. Historical data suggests that through natural attrition, Mission generally realizes a savings in personnel line items between \$185,000 - 200,000 annually. Any savings realized through position vacancies will contribute to a rebuilding of General Fund reserves.

As highlighted in our budget work sessions, if revenues continue to improve, staff plans to bring forward a proposal for a review and refresh of the 2017 Classification and Compensation study to evaluate whether our ranges and employee positions within them are appropriately aligned with respect to both external (market) and internal comparisons.

Contractuals/Commodities

Contractual services and commodities make up the next largest share of the General Fund expenses, accounting for a combined total of approximately \$3.77 million in the 2021 Recommended Budget. Contractual services are things that are provided or secured through contracts with others and includes things such as utilities, legal services, engineer/architect services, prisoner housing, maintenance/operation of traffic signals. Commodities are consumable goods such as fuel, salt, program supplies, etc.

These budget line items in the 2021 Recommended Budget represent an increase of 7% over the 2020 Estimated Budget, but a decrease of 8% from the original 2020 Budget. Careful and consistent management of the Departmental Budgets will continue to provide for controlled expenditures in both of these categories.

Capital/Debt Service/Lease Payments

For the 2021 Recommended Budget, capital expenditures in the General Fund total \$111,200 with the majority (\$100,000) being Financial Management software which has been carried over in the General Fund fund balance for the last several years and is shown as an expense in 2021. The 2021 Recommended Budget also includes debt service for the 2013A Bonds in the amount of \$80,000. These bonds were issued several years ago to acquire the streetlight system and resulted in immediate and ongoing savings to the General Fund budget of over \$120,000 annually. The bonds will retire in 2023. The 2021 Recommended Budget also includes an annual lease payment for police vehicles in the amount of \$108,000.

Transfers

Transfers are used to support programs and activities budgeted in other funds. The 2021 Recommended Budget includes a transfer from the General Fund to the Capital Improvement Fund in the amount of \$1,102,500 for street maintenance, representing the transfer of revenues generated by the 7 mills dedicated to streets.

A transfer in the amount of \$75,000 is shown to the Solid Waste Utility Fund, and is used to subsidize a portion of the residential trash service contract with Waste Management.

2020/2021 Capital and Supplemental Considerations

Several projects, programs or equipment priorities, which were either carried over from 2019 or approved for 2020, have not yet been completed or in some cases even started. With the exception of the vehicle for the Police Department's Directed Patrol Unit (DPU) which has been deferred, all of those previously approved expenses are included in the 2020 Estimated Budget and 2021 Recommended Budget. Timing of purchases and expenditures will be closely monitored to ensure revenues are sufficient to move forward with any specific program or services.

In addition, capital and supplemental requests submitted by the Departments for 2021 have been incorporated. A summary of these capital and supplemental items is included below.

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: \$12,000. 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 (carry over to 2020). Amount Funded: \$30,000. Fund: General Fund

Legislative

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

COVID-19 Housing Relief Fund. *The City has historically provided a variety of assistance programs for property owners (BIG Program, Rebate, Mission Possible), but has not offered support for vulnerable residents who might be at risk for eviction or foreclosure on the cusp of an economic depression. In an effort to consider extending some type of relief or assistance during this unique time, a recommendation to create a "COVID-19 Emergency Housing Assistance Fund" for low-income Mission residents experiencing financial hardship due to COVID-19 has been suggested. With one of the most socio-economic diverse makeups of anywhere in the KC Metro, Mission could consider helping to protect our residents, particularly those in multi-family housing, from being forced out of their homes, and perhaps our city, due to inability to pay rent or mortgage. The recommendation is for a one-time allocation of \$15,000 that would be distributed through an established housing support provided in the County. Year funded: 2020. Amount funded: \$15,000. Fund: General Fund.*

Public Works

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

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

TrafficCAD Sign Plotter and 48" Squeeze Roller. *Since 2011, the Public Works Department has maintained an internal sign replacement program with specialized equipment, resulting in significant cost savings to the City. The Department has requested replacement of the equipment and a software upgrade to allow them to maintain this functionality in house, and to stay current with MUTCD signage specifications.*

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

Parks and Recreation

Digital Signage Hardware and Software. *The digital signage platform the Department is currently using is not user-friendly and unable to run on multiple computers at the Community Center. In addition, it does not provide staff the ability to draft and schedule posts in advance. This hardware and software upgrade will allow for a better system to communicate daily schedules for the gyms, fitness classes and reservations at both entrances. Year funded: 2021. Amount funded: \$5,440. Fund: General Fund.*

Postage for Mailing Activity Guide. *Memberships and registration numbers at the Community Center have decreased over the last several years. Although an activity guide is currently printed, it is not mailed to members (current or prospective) and staff believes there are a number of important marketing opportunities that are being missed. By mailing the Activity Guide, the goal would be to reach a broader population and*

increase visibility for the Parks and Recreation Department. The success will be evaluated at the end of the year to determine viability for future funding. Year Funded: 2021. Amount Funded: \$9,000. Fund: General Fund.

Police

Directed Patrol Unit (original)

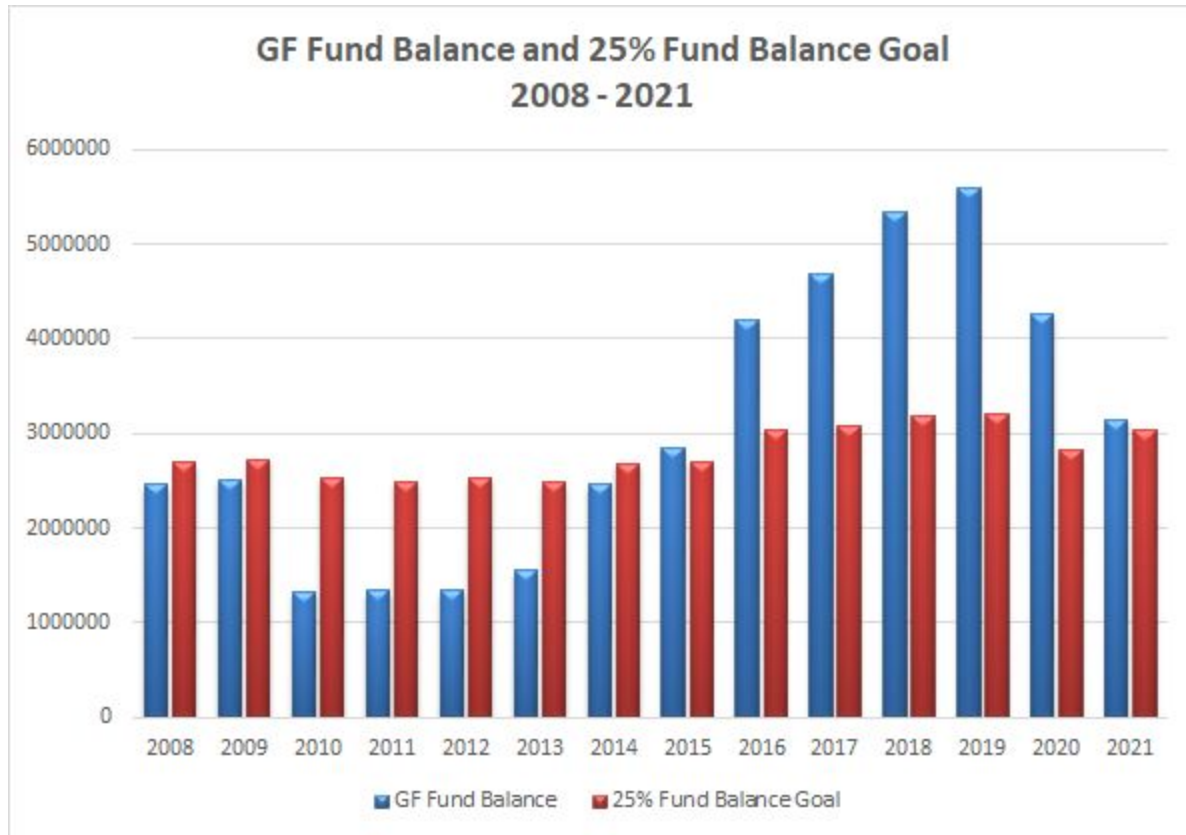
The 2020 Budget included the conversion of two positions previously authorized for “over-hire” to permanent full-time positions in order to establish a Directed Patrol Unit (DPU). A Directed Patrol Unit was to assume responsibility for targeting areas of concern for criminal activity by using officers 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.

Updated: Staff vacancies and workers compensation injuries have impacted the Department’s ability to successfully implement the DPU to date. While fielding this unit is still a goal, the vehicle purchase is not recommended. Department staffing is currently at 30 sworn personnel, and the recommendation is to leave the additional position vacant at least through the end of 2020.

Police Department Server. Replacement of this five year old server continues the planned replacement of the Department’s IT infrastructures. The server houses all police virtual machines and is a critical part of daily operations. Year funded: 2021. Amount funded: \$12,000. Fund: General Fund.

General Fund Fund Balance

The City Council has an established fund balance target/goal of 25% of budgeted revenues in the General Fund. The 25% fund balance requirement equates to \$3,025,714, leaving an estimated unrestricted General Fund fund balance in excess of the Council’s fund balance target of \$123,384. By using excess reserves to help cover anticipated revenue shortfalls in 2020 and 2021 we are able to continue to minimize service delivery impacts for residents and businesses. The chart below compares the City’s 25% goal and actual fund balance from 2008 through 2021.



2021 - 2025 Capital Improvement Program

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 and serves as a guide for the efficient and effective provision of public infrastructure by outlining a schedule of capital projects over a five-year horizon.

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 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 debt currently supported by the capital project funds will be retired by 2031.

Similar to the 2020 Estimated and 2021 Recommended General Fund budgets, as a result of the pandemic, capital project fund budgets are anticipated to remain fluid. The 2021-2025 Capital Improvement Program will continue to be refined and developed throughout the remainder of 2020 and into the first of next year.

Recommended Capital Improvement Program 2021-2025

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 2021. The remaining four years represent a schedule and estimate of future capital needs that **may** be funded given adequate revenues. The recommended 2021-2025 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 9.856 mills in Rock Creek Drainage District #1 which is anticipated to generate approximately \$25,000 annually.
3. Establish a property tax mill rate of 9.771 mills in Rock Creek Drainage District #2 which is anticipated to generate approximately \$77,000 annually.
4. Maintain the total mill levy in the General Fund at an estimated total mill rate of 17.570. The revenues equivalent to approximately 7 mills (\$1,103,000), 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 2021-2025 Capital Improvement Program is detailed in the attached spreadsheets for each of the three separate program areas. Highlights of each 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 is currently set at \$28/ERU/month, and was last adjusted in 2017. The 2021-2025 CIP anticipates no changes to the stormwater utility fee over the five year program. Stormwater utility fee revenues have historically been set to cover existing debt service, leaving very limited funds for new projects or system maintenance. This has resulted in ongoing challenges as there are still significant issues to be addressed in both primary and secondary stormwater systems throughout the City. The availability of the Gateway special assessment will dictate what level of funding is available for these projects.

Beyond 2020 no specific stormwater projects are identified in the 2021-2025 CIP. Once the stormwater condition rating process is complete, staff will develop and present specific projects to be programmed in future years. The program includes \$2.15 million allocated over the next five years for repair/maintenance projects. As specific projects are identified, the City will also have the opportunity to apply for SMAC funding which, if secured, would supplement City dollars.

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 (\$225,000 annually)
2. ¼-cent Sales Tax for Streets (~\$580,000 annually)
3. Mill levy dedicated to street maintenance (~\$1.1 million annually)

The 2021-2025 Street Program Plan is influenced by: expiration/renewal of the ¼-cent Street Sales Tax (sunsets March 31, 2022); City's ability to cash flow large projects (i.e. Foxridge); and, re-evaluation of the residential street maintenance program. Although street asset work has been slowed by the pandemic, conversation around a revised residential street program will begin in August, and are anticipated to, even after the 2021 budget is adopted.

The 2021-2025 Street Program Plan includes negative fund balances in out years, which are driven by the expiration of the street sales tax and by Foxridge project. There are many long term decisions to be made as we evaluate the residential street program, considering both appropriate construction standards, and the time horizon over which we desire to build a maintenance program. Although there are not yet any specific street segments identified, the program includes a total of \$1.15 million in 2020 and 2021 for residential street 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. $\frac{3}{8}$ -cent Sales Tax for Parks and Recreation (~\$875,000 annually)
2. Special Parks and Recreation funds (alcohol tax) distributed by the State (~\$70,000 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 2015 Parks Master Plan.

Staff was in the process of long-range conceptual planning for improvements at Mohawk Park when the COVID-19 pandemic slowed progress significantly. The goal is, through a public visioning and input process, to build out a conceptual master plan for each major park and then develop plans for implementation. Work on Mohawk Park will resume in the near future and then will continue for Broadmoor Park, Waterworks Park, Streamway Park and Andersen Park. It is anticipated that these plans will drive multi-year funding strategies that would be presented in discussions surrounding renewal of the Parks and Recreation sales tax and assist in pursuing grant opportunities.

A number of projects at the Community Center were deferred for 1-2 years in order to gauge the longer term COVID-19 revenue impacts on the facility. The 2021-2025 plan shows a positive fund balance through the end of 2022. The negative fund balance in 2023 can be attributed to the expiration of the sales tax at the end of the first quarter. As with the street sales tax, we need to be cognizant of its sunset as we continue to prioritize and program future improvements.

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. There are several other miscellaneous funds which the City maintains separately, and the 2021 Recommended Budget highlights are shown 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 are expected to be impacted by COVID-19 resulting in decreased revenues for 2020 (\$50,000) and 2021 (\$70,000).

Historically, the City has contributed the majority of these funds (\$50,000 recommended for 2021) 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 Mission's participation in 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 WCA which took effect January 1, 2020. The 2021 budget anticipates a 3% increase in the contract. Charges assessed to each residential property are estimated to be \$183.83 annually for 2021, or an increase of \$0.67/mo.

The General Fund Budget includes a transfer in the amount of \$75,000 to support this contract which represents 15% of total annual contract costs.

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 2021 Proposed Budget. The 2020 budget includes

\$10,000 for the purchase of banners (2 styles) for the entire length of Johnson Drive and no specific projects have been identified for 2021.

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 2021 Recommended Budget, and stand ready to address any remaining questions the Council or the public may have.



This page is intentionally left blank.

City of Mission 2021 Annual Budget

Financial Structure

Basis of Presentation

In determining the agencies or entities which comprise the City for financial reporting purposes, the criteria of oversight responsibility over such agencies or entities, special financing relationships and scope of public service provided by the agencies or entities is used. Oversight responsibility is determined by the extent of financial interdependency, control over the selection of the governing authority and management, ability to significantly influence operations and accountability for fiscal matters. Based on these criteria, there are no other agencies or entities which should be included in the financial statements of the City.

The accounts of the City are organized on the basis of funds and groups of accounts, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts which comprise its assets, liabilities, equities, revenues, and expenditures. The various funds are grouped by type in the financial statements. Within each fund type exists one or more funds. The following fund types and account groups are used by the City.

Fund Structure

Governmental Funds are those through which most governmental functions of the City are financed. The acquisition, use, and balances of the City's expendable financial resources and the related liabilities (other than those in proprietary funds) are accounted for through governmental funds. The measurement focus is upon determination of changes in financial position. The following are the City's governmental fund types:

- **The General Fund** is the principal fund of the City and accounts for all financial transactions not accounted for in other funds. The general operating expenditures, fixed charges and capital improvement costs that are not paid through other funds are financed through revenues received by the General Fund.
- **Capital Project Funds** are used to account for financial resources segregated for the acquisition or construction of major capital facilities/infrastructure.
 - Capital Improvement Fund
 - Vehicle and Equipment Replacement Fund
 - Storm Water Utility Fund
 - Street Sales Tax Fund
 - Parks and Recreation Sales Tax Fund

- **Special Revenue Funds** are used to account for revenues derived from specific taxes, inter-governmental sources, or other revenue sources which are designated to finance particular functions or activities of the City.

- Special Highway Fund
- Special Alcohol Fund
- Special Parks and Recreation Fund
- Solid Waste Utility Fund
- Mission Convention and Visitor's Bureau Fund
- Capitol Federal TIF Fund
- The Locale Apartments TIF Fund
- Mission Crossing TIF/CID Fund
- Cornerstone Commons CID Fund
- Rock Creek Drainage District Fund #1
- Rock Creek Drainage District Fund #2

Basis of Accounting

The modified accrual basis of accounting is utilized by all governmental and agency fund types. Under the modified accrual basis of accounting, revenues are recorded as collected unless susceptible to accrual, i.e. amounts measurable and available to finance the City's operations or of a material amount and not received at the normal time of receipt. Significant revenues which are considered susceptible to accrual include delinquent property taxes (on the basis of amounts expected to be collected within 60 days of year-end); sales, utility and franchise taxes; interest; and certain State and Federal grants and entitlements. Expenditures, other than interest on long-term debt, are recorded when the liability is incurred. The City has implemented GASB 34, which will use the accrual basis in some financial statements.

In applying the susceptible-to-accrual concept to intergovernmental revenues, the legal and contractual requirements of the numerous individual programs are used as guidance. There are, however, essentially two types of these revenues. In one, funds are virtually unrestricted as to purpose of expenditures and are usually revocable only for failure to comply with prescribed compliance requirements. These resources are reflected as revenues at the time of receipt or earlier if susceptible-to-accrual criteria are not met.

Licenses and permits, charges for services, fines and forfeitures, and miscellaneous revenues are recorded as revenues when received in cash because they are generally not measurable until actually received.

Budgetary Basis and Ending Cash Position

The final budget adopted by the City Council must be a balanced budget, where total resources equal total obligations. The State Budget Law prohibits a budget which projects spending in excess of available resources. The Budget Law further prohibits

unappropriated balances in funds supported by general tax levies. The City's budget is prepared on the modified accrual basis and assumes that prior year's ending cash balances will be fully utilized to balance the budget.

While the Fund Balance is not an annual source of revenue to fund operations of the City, year-end carryovers are used to fund future year operating and capital budgets. It is critical that adequate fund balance reserves are kept to meet unexpected operating or capital demands and to cover any unanticipated revenue shortfalls. The State Budget Law requires that budgeted ending fund balances be zero. However, revenue estimates are conservative and the City does not expect to expend budgeted reserves. Therefore, the City expects to finish the budget year with a fund balance.

Encumbrances, which represent purchase orders, contracts, and other commitments, are treated as budgetary expenditures in the year incurred.

Additional Considerations

In order to insure that Kansas public agencies will conduct their financial affairs in a fiscally responsible manner, the State Legislature enacted a cash-basis law in 1933 (K.S.A. 10-1101 to 10-1122) which makes it unlawful for the Governing Body of any municipality to create any indebtedness in excess of the amount of funds actually on hand in the treasury of such municipality at the time for such purpose, or to authorize the issuance of any order, warrant, or check or other evidence of indebtedness of such municipality in excess of the funds actually on hand in the treasury of such municipality at the time for such purpose. The essence of the cash basis law is to prohibit municipalities from spending more than they receive annually in operating revenues, and to prevent the issuance of short-term debt to cover operating expenditures.

The Kansas Statutes and the Director of Accounts and Reports provide for municipal record keeping in conformance with the cash-basis and budget laws of the State of Kansas. Separate funds are maintained for specific purposes and projects in accordance with state law, the State Division of Accounts and Reports, Department of Administration, bond covenants, tax levies, commitments for grants and ordinances and resolutions passed by the City Council. Revenues and expenditures are accounted for and an annual report produced showing revenues received, encumbrances and expenditures against budgeted revenues and expenditures.

Annual audits of the City's financial records are performed by a firm of certified public accountants in accordance with generally accepted auditing standards. The annual audit is filed with the State Division of Accounts and Reports.



This page is intentionally left blank.

City of Mission 2021 Annual Budget

Budget Adoption Process

Policy

It is the policy of the City Council to plan for the orderly operation of the City by the adoption of an annual budget of all anticipated revenues and expenditures according to K.S.A. 79-2929 et. Seq.

Responsibilities

The City Council is responsible for adopting an annual budget for all funds for which the City is responsible.

The City Administrator is responsible for recommending a balanced budget to the Council for adoption.

The Finance Director is responsible for establishing the budget schedule; evaluating department requests; estimating revenues, expenses, and financial impacts of budget proposals; ensuring compliance with applicable state budget laws; providing the Council with the information necessary for it to make responsible decisions; and administering the financial policies and procedures.

Budget Development Process

During the first quarter of each year, the Finance Director and the City Administrator establish the calendar for adoption of the annual operating budget for the following year. The calendar is designed to allow sufficient time for preparation of budget requests, public comment, staff and administrative review, Council consideration, and publication and submission deadlines established by statute. All dates are to be considered mandatory deadlines unless otherwise modified by the City Administrator.

The Finance Director shall issue budget forms and instructions to departments in early April. All departments shall submit their budget requests according to the schedule and instructions.

The Finance Director will review and evaluate the budget requests, and assist the City Administrator in formulating a budget to be recommended to the Council. Departments shall be prepared to fully explain and justify their requests to the City Administrator.

The City Administrator will formulate a recommended budget and submit it to the Council for consideration. The Council will meet in work sessions and committee meetings to consider and discuss the budget. The Council may invite officials,

departments, and agencies to present additional information or justifications concerning their requests.

After review by the Council and action to set a public hearing date, the Finance Director will publish the proposed budget and notice of public hearing in the City's official newspaper. The public hearing shall be scheduled at least 10 days after the publication of the proposed budget, but no later than August 15th, in accordance with the statutes.

The Council will hold a public hearing on the date and at the time specified in the publication for the purposes of hearing taxpayer questions and comments concerning the proposed budget. The public hearing may or may not be scheduled on the same date as formal adoption of the budget.

The Council shall adopt an annual budget and the Finance Director will file it with the County Clerk on or before August 25th. The mill rate that is set as part of the annual budget will be applied by the County Clerk to the assessed value of property within the City to calculate individual property tax bills that are sent in November and collected and remitted to the City in January.

The fiscal year begins on January 1st.

City of Mission 2021 Annual Budget

Summary of Revenue Sources

GENERAL FUND		
Description	Basis of Projection	Additional Information
Local Ad Valorem Property Tax	The mil levy is based on the amount of ad valorem property tax required to fund the 2021 budget. The mill levy is based on a projected assessed valuation in 2020 of \$186,218,505 (10.048 mills, with an additional 7 mills for street projects transferred to the CIP Fund).	The basis of this tax is the assessed valuation of taxable real and tangible personal property within the City. State law requires that all real and tangible personal property shall be assessed at fair market value. Property is classified into various categories and assessed at a percentage of the fair market value for that category. The City sets the tax rate within the parameters of the State Budget Law.
Delinquent Property Tax	Based on historical receipts.	The County Clerk is responsible for placing on the tax rolls any land or improvements that have previously escaped taxation in the amount equal to that amount that would have been paid had the property been on the tax rolls, plus delinquent taxes paid after the due date.
City Sales Tax	Based on historical receipts and trends.	The City levies a 1% general sales tax on all nonexempt retail sales within the City.
Compensating Use Tax	Based on historical receipts and trends.	The compensating use tax is a 1% general sales tax levied on equipment, goods and materials purchased outside of the city, but delivered to the city for consumption. The most common example of this are purchases made on-line.
Countywide Sales Tax	Based on historical receipts and trends. This is the City's share of the countywide .6% sales tax.	The proceeds of the countywide sales tax are distributed by the State Department of Revenue based on the following formula: One half of all revenue collected within the County shall be apportioned among the County and cities in the proportion of each entity's total taxing effort in the preceding year relative to the total taxing effort of all cities and the

Countywide Sales Tax (cont.)		County in the preceding year. The remaining one half of the revenue shall be apportioned to the County and cities in the proportion each entity's population has relative to the total population of the County. The County share shall be calculated by the percentage of people residing in unincorporated areas.
Countywide Sales Tax - Public Safety	Based on historical receipts and trends. This is the City's share of the countywide .25% Public Safety sales tax.	The portion of the Countywide Sales Tax due to the passage of the Public Safety Sales Tax is based on the following formula: One half of all revenue collected from the additional .25% sales tax shall be apportioned to the County. The remaining half shall be apportioned based on the formula used to distribute Countywide Sales Tax as previously stated.
Countywide Sales Tax – Jail	Based on historical receipts and trends. This is the City's share of the countywide .25% Jail sales tax.	The portion of the Countywide Sales Tax due to the passage of the Jail Sales Tax is based on the following formula: One half of all revenue collected from the additional .25% sales tax shall be apportioned to the County. The remaining half shall be apportioned based on the formula used to distribute Countywide Sales Tax as previously stated.
Countywide Sales Tax – Court House	Based on historical receipts and trends. This is the City's share of the countywide .25% courthouse sales tax adopted in 2016.	The portion of the Countywide Sales Tax due to the passage of the Sales Tax for a new courthouse is based on the following formula: One half of all revenue collected from the additional .25% sales tax shall be apportioned to the County. The remaining half shall be apportioned based on the formula used to distribute Countywide Sales Tax as previously stated.
Motor Vehicle Tax	Based on estimates received from the County Treasurer.	The basis of this tax is the levy of a county average mill rate applied against the assessed valuation of registered motor vehicles within the City. The tax is payable in full annually at the time of vehicle registration. Distribution is made as the revenue is collected.

Alcohol Tax	Based on estimates received from the County Treasurer.	The State levies a 10% surtax on the sale of all alcoholic beverages sold by any club, caterer or drinking establishment. 70% of the taxes paid within the city limits are returned to the city and must be allocated 1/3 to each of the following funds: General, Special Parks and Recreation, and Special Alcohol.
Franchise Fees	Based on historical receipts and trends.	The City levies a franchise fee of 5% on gross receipts from the electric, gas, cable, and telephone utilities operating within the City limits. Electric and gas fees can fluctuate with the weather. Cold winters will result in higher gas usage. Cable and telephone fees have traditionally been more stable, but consumer demands and increasing options have resulted in a decline in fees over the past several years.
Licensing Fees	Based on department estimates and historical receipts.	Fees for business and liquor licensing.
Plan Review and Inspection Fees	Based on department estimates.	The City collects fees for land use site plan review, building construction plan review, and building construction inspections. Fees are collected based on the schedule established by the County.
Parks Special Event Revenues	Based on department estimates and historical receipts.	Fees for summer and winter camps at the Community Center.
Mission Family Aquatic Center Revenues	Based on department estimates and historical receipts and trends.	Annual memberships, daily admissions and concession sales at the Mission Family Aquatic Center.
Community Center Revenues	Based on department estimates and historical receipts and trends.	Annual memberships, daily admissions, classes, and rentals at the Community Center.
Fines	Primarily court fines. Based on departmental estimates.	Fines are set by a combination of State law, municipal code and judge's actions.
Interest Income	Based on the percentage return on investments and available cash balances.	K.S.A. 12-1675 and Council policy restrict the type of investments and where they may be purchased.
Charges for Services	Based on historical receipts and trends.	Primarily made up of court costs and weed and nuisance abatement fees.

Miscellaneous Revenue	Based on historical receipts and trends. Based on the nature of these revenues, it is difficult to make accurate estimates.	Various revenues of a miscellaneous nature including, but not limited to, copy fees, sale of books and maps, sale or fixed assets and various reimbursements.
-----------------------	---	---

CAPITAL IMPROVEMENT FUND

Interest Income	Based on the percentage return on investments and available cash balances.	K.S.A. 12-1675 and Council policy restrict the type of investments and where they may be purchased
Interfund Transfers	An equivalent of 7 mills of ad valorem property tax that is collected each year is transferred from the General Fund to the Capital Improvement Fund.	Council may authorize transfers from other funds as allowed by state statute to support construction or debt service for capital improvement projects.
Bond Proceeds	No bonds are anticipated to be sold this fiscal year.	Council may authorize the issuance of debt to finance capital improvement projects.
Intergovernmental Revenue		Includes reimbursement of county, state or federal funds allocated to capital projects.

STORMWATER UTILITY FUND

Storm Water Utility Fee	Based on equivalent residential units (ERUs) of impervious surface on developed parcels within the city.	Equal to \$28 per month per ERU. This represents an annual charge of \$336/year for every single-family property. Larger property owners pay a proportional share based on square footage of impervious surface.
Bond Proceeds	No bonds are anticipated to be sold this fiscal year.	Council may authorize the issuance of debt to finance capital improvement projects.
Interest Income	Based on the percentage return on investments and available cash balances.	K.S.A. 12-1675 and Council policy restrict the type of investments and where they may be purchased.

SPECIAL HIGHWAY FUND

Fuel Tax	Based on historical receipts and trends, and estimates provided by the League of Kansas Municipalities.	State tax on motor vehicle fuel and special fuel sales. The tax is apportioned to the County and cities based on statutory formulas. The City's portion is determined on a per capita basis.
----------	---	--

SPECIAL ALCOHOL FUND

Alcohol Tax	Based on estimates received from the County.	The State levies a 10% surtax on the sale of alcoholic beverages sold by any club, caterer, or drinking establishment. 70% of the taxes paid within the City limits are returned to the respective cities and must be allocated 1/3 to each of the following funds: General, Special Parks and Recreation, and Special Alcohol.
-------------	--	---

SPECIAL PARKS AND RECREATION FUND

Alcohol Tax	Based on estimates received from the County.	The State levies a 10% surtax on the sale of all alcoholic beverages sold by and club, caterer, or drinking establishment. 70% of the taxes paid within the City limits are returned to the respective cities and must be allocated 1/3 to each of the following funds: General, Special Parks and Recreation, and Special Alcohol.
-------------	--	---

SOLID WASTE UTILITY FUND

Solid Waste Utility Fees	Established annually and collected on the property tax bill. \$15.32 / household / month in 2021.	Fees for a portion of contractual trash services provided to all single-family residences.
Interest Income	Based on the percentage return on investments and available cash balances.	K.S.A. 12-1675 and Council policy restrict the type of investments and where they may be purchased
Transfer from General Fund	Reviewed and established annually during the budget process.	General Fund supplement to utility fees collected per residential household.

STREET SALES TAX BOND FUND

Special City Sales Tax - Streets	Based on historical trends.	In December 2011, voters approved an additional .25% sales tax for street and infrastructure improvements. Sales tax sunsets in 2022.
Interest Income	Based on the percentage return on investments and available cash balances.	K.S.A. 12-1675 and Council policy restricts the type of investments and where they may be purchased.

Bond Proceeds	No bonds are anticipated to be sold this fiscal year.	Council may authorize the issuance of debt to finance capital improvement projects.
Intergovernmental Revenue		Includes reimbursement of county, state or federal funds allocated to street/transportation projects.

PARKS & RECREATION SALES TAX FUND

Special City Sales Tax - Parks & Recreation	Based on historical trends.	In November 2012, voters approved an additional .375% sales tax dedicated to parks and recreation programs and facilities. Sales tax sunsets in 2023.
Interest Income	Based on the percentage return on investments and available cash balances.	K.S.A. 12-1675 and Council policy restrict the type of investments and where they may be purchased.
Bond Proceeds	No bonds are anticipated to be sold this fiscal year.	Council may authorize the issuance of debt to finance capital improvement projects.
Intergovernmental Revenue		Includes reimbursement of county, state or federal funds allocated to parks and recreation projects.

City of Mission 2021 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>Street Sales Tax Fund</u>	<u>Parks & Recreation Sales Tax Fund</u>	<u>Special Highway Fund</u>	<u>Special Alcohol Fund</u>
BEGINNING FUND BALANCE	\$ 4,295,725	\$ 634,763	\$ 311,958	\$ 706,402	\$ 447,604	\$ 1,000,817	\$ 196,278	\$ 81,201
REVENUES								
Property Taxes	1,747,500	-	-	-	-	-	-	-
Property Taxes For Streets	1,102,500	-	-	-	-	-	-	-
Payment in Lieu of Taxes	-	-	-	-	-	-	-	-
Motor Vehicle Taxes	248,538	-	-	-	-	-	-	-
Sales and Use Taxes	3,285,000	-	-	-	580,000	875,000	-	-
Franchise Tax Fees	1,077,000	-	-	-	-	-	-	-
Transient Guest Tax	-	-	-	-	-	-	-	-
Licenses and Permits	157,900	-	-	-	-	-	-	-
Plan Review/Insp. Fees	175,000	-	-	-	-	-	-	-
Police Fines	1,083,842	-	-	-	-	-	-	-
Service Charges	137,700	-	-	-	-	-	-	-
Bond/Lease Proceeds	-	-	-	-	-	-	-	-
Miscellaneous and Other	128,000	68,860	77,500	10,000	5,000	5,000	1,000	-
Intergovernmental Rev.	1,399,300	-	-	-	-	-	215,000	70,000
Pool Revenues	108,324	-	-	-	-	-	-	-
Community Center Rev.	1,452,250	-	-	-	-	-	-	-
Special Assessments	-	-	-	18,220	-	-	-	-
Solid Waste Utility Fees	-	-	-	-	-	-	-	-
Stormwater Utility Fees	-	-	-	2,605,000	-	-	-	-
Transf. from Other Funds	-	1,385,575	-	115,000	-	-	-	-
TOTAL REVENUES	\$ 12,102,854	\$ 1,454,435	\$ 77,500	\$ 2,748,220	\$ 585,000	\$ 880,000	\$ 216,000	\$ 70,000
EXPENDITURES								
Personal Services	7,965,026	-	-	-	-	-	-	15,000
Contractual Services	3,206,675	450,000	-	400,000	-	-	-	80,000
Commodities	560,700	-	-	-	-	-	50,000	-
Capital Outlay	111,200	40,000	170,000	-	-	665,100	300,000	-
Debt/Lease Service	188,000	550,735	-	2,515,056	472,720	530,000	-	-
Cont./Reserves/Trans.	-	-	-	-	-	60,000	-	-
Transfers to Other Funds	1,177,500	-	-	283,575	-	-	-	-
TOTAL EXPENDITURES	\$ 13,209,101	\$ 1,040,735	\$ 170,000	\$ 3,198,631	\$ 472,720	\$ 1,255,100	\$ 350,000	\$ 95,000
Difference	(1,106,247)	413,700	(92,500)	(450,411)	112,280	(375,100)	(134,000)	(25,000)
ENDING FUND BALANCE	\$ 3,189,478	\$ 1,048,463	\$ 219,458	\$ 255,991	\$ 559,884	\$ 625,717	\$ 62,278	\$ 56,201

City of Mission 2021 Annual Budget

All Funds Summary

Special Parks & Recreation Fund	Solid Waste Utility Fund	MCVB Fund	Mission Crossing TIF/CID Fund	Cornerst. Commons CID Fund	Mission Trails TIF Fund	Capitol Federal TIF	RC Drainage #1 Fund	RC Drainage #2 Fund	All Funds
\$ 35,283	\$ 28,638	\$ 84,502	\$ (148,559)	\$ 9,016	\$ -	\$ -	\$ 12,994	\$ 21,933	\$ 7,718,555
-	-	-	200,000	-	288,000	20,000	5,000	86,000	\$ 2,346,500
-	-	-	-	-	-	-	-	-	\$ 1,102,500
-	-	-	-	-	-	-	-	-	\$ -
-	-	-	-	-	-	-	-	-	\$ 248,538
-	-	-	185,000	61,000	-	-	-	-	\$ 4,986,000
-	-	-	-	-	-	-	-	-	\$ 1,077,000
-	-	50,000	-	-	-	-	-	-	\$ 50,000
-	-	-	-	-	-	-	-	-	\$ 157,900
-	-	-	-	-	-	-	-	-	\$ 175,000
-	-	-	-	-	-	-	-	-	\$ 1,083,842
-	-	-	-	-	-	-	-	-	\$ 137,700
-	-	-	-	-	-	-	-	-	\$ -
150	100	22,200	-	-	-	-	10	100	\$ 317,920
70,000	-	-	-	-	-	-	-	-	\$ 1,754,300
-	-	-	-	-	-	-	-	-	\$ 108,324
-	-	-	-	-	-	-	-	-	\$ 1,452,250
-	-	-	-	-	-	-	-	-	\$ 18,220
-	547,000	-	-	-	-	-	-	-	\$ 547,000
-	-	-	-	-	-	-	-	-	\$ 2,605,000
-	75,000	-	-	-	-	-	-	-	\$ 1,575,575
\$ 70,150	\$ 622,100	\$ 72,200	\$ 385,000	\$ 61,000	\$ 288,000	\$ 20,000	\$ 5,010	\$ 86,100	\$ 19,743,569
-	-	-	-	-	-	-	-	-	7,980,026
-	583,000	100,000	370,000	61,000	275,000	15,000	-	-	5,540,675
-	1,000	-	-	-	-	-	-	-	611,700
20,000	-	-	-	-	-	-	-	-	1,306,300
67,655	-	-	-	-	-	-	-	-	4,324,166
-	-	-	-	-	-	-	-	-	60,000
-	-	-	-	-	-	-	15,000	100,000	1,576,075
\$ 87,655	\$ 584,000	\$ 100,000	\$ 370,000	\$ 61,000	\$ 275,000	\$ 15,000	\$ 15,000	\$ 100,000	21,398,942
(17,505)	38,100	(27,800)	15,000	-	13,000	5,000	(9,990)	(13,900)	(1,655,373)
\$ 17,778	\$ 66,738	\$ 56,702	\$ (133,559)	\$ 9,016	\$ 13,000	\$ 5,000	\$ 3,004	\$ 8,033	6,063,182



This page is intentionally left blank.

2021 General Fund Summary



City of Mission 2021 Annual Budget

General Fund Summary

	Actual 2018	Actual 2019	Budget 2020	Estimated 2020	Proposed 2021	% Change 2020 Est/2021
<u>BEGINNING FUND BALANCE</u>	\$ 4,700,645	\$ 5,343,352	\$ 5,612,842	\$ 5,612,842	\$ 4,295,725	
<u>REVENUES</u>						
Property Taxes	\$ 1,562,830	\$ 1,749,800	\$ 1,665,000	\$ 1,660,000	1,747,500	5%
Property Taxes For Streets	904,892	1,014,780	975,000	1,050,000	1,102,500	5%
Motor Vehicle Taxes	248,567	246,313	268,300	244,600	248,538	2%
Sales/Use Taxes	3,567,976	3,639,764	3,650,000	3,285,000	3,285,000	0%
Franchise Taxes	1,155,819	1,024,697	1,127,500	1,008,500	1,077,000	7%
Licenses and Permits	155,509	155,907	158,700	157,400	157,900	0%
Review/Plan Inspection Fees	351,203	236,566	225,000	175,000	175,000	0%
Police Fines	992,590	1,078,268	1,160,500	753,990	1,083,842	44%
Service Charges	261,551	137,009	114,500	113,500	137,700	21%
Pool Revenue	136,002	144,225	155,000	-	108,324	
Community Center Revenue	1,675,697	1,698,878	1,849,400	835,750	1,452,250	74%
Intergovernmental Revenue	1,509,397	1,539,116	1,562,000	1,379,300	1,399,300	1%
Miscellaneous	204,196	124,046	135,000	183,000	128,000	-30%
TIF/CID Proceeds	-	-	-	-	-	
Bond/Lease Proceeds	-	-	450,000	420,000	-	
Transfers In	-	-	-	20,000	-	
TOTAL REVENUES	\$ 12,726,229	\$ 12,789,369	\$ 13,495,900	\$ 11,286,040	\$ 12,102,854	7%
<u>EXPENSES</u>						
Personnel Services	\$ 6,668,390	\$ 7,121,949	\$ 7,875,060	\$ 7,101,513	\$ 7,965,026	12%
Contractual Services	2,897,594	2,767,072	3,513,640	3,059,879	3,206,675	5%
Commodities	501,823	523,354	579,200	464,777	560,700	21%
Capital Outlay	279,051	708,037	355,112	620,988	111,200	-82%
Debt Service/Lease-Purchase	273,948	195,774	205,000	221,000	188,000	-15%
Contingency/Reserve	<u>347,822</u>	<u>148,720</u>	-	-	-	
Sub Total for Expenses	\$ 10,968,629	\$ 11,464,906	\$ 12,528,012	\$ 11,468,157	\$ 12,031,601	5%
Transfers Out						
Storm Water Utility Fund		\$ -	\$ -	\$ -	\$ -	
Capital Improvement Fund	904,892	1,014,780	975,000	1,050,000	1,102,500	5%
Solid Waste Fund	110,000	85,000	85,000	85,000	75,000	-12%
Equipment Replacement Fund	<u>100,000</u>	<u>(44,807)</u>	-	-	-	
Sub Total for Transfers Out	\$ 1,114,892	\$ 1,054,973	\$ 1,060,000	\$ 1,135,000	\$ 1,177,500	4%
TOTAL EXPENSES	\$ 12,083,521	\$ 12,519,879	\$ 13,588,012	\$ 12,603,157	\$ 13,209,101	5%
<u>DIFFERENCE (Revenues/Expenses)</u>	\$ 642,707	\$ 269,490	\$ (92,112)	\$ (1,317,117)	\$ (1,106,247)	
<u>ENDING FUND BALANCE</u>	\$ 5,343,352	\$ 5,612,842	\$ 5,520,730	\$ 4,295,725	\$ 3,189,478	-26%

City of Mission 2021 Annual Budget

Revenue Detail				
	Actual 2019	Budget 2020	2020 Year End Projection	Proposed 2021
<u>Property Tax</u>				
Real Estate Tax (General Property Tax)	1,735,980	1,650,000	1,650,000	1,732,500
Delinquent Real Estate Tax	13,820	15,000	10,000	15,000
Property Tax	1,749,800	1,665,000	1,660,000	1,747,500
<u>Property Tax for Streets (7 Mills)</u>	1,014,780	975,000	1,050,000	1,102,500
<u>Motor Vehicle Tax</u>				
Motor Vehicle Tax	241,875	263,000	240,000	241,923
Recreational Vehicle Tax	895	800	600	682
Heavy Truck Tax	3,526	4,000	3,500	5,633
Rental Excise Tax	-	-	-	-
Delinquent Personal Property Tax	17	500	500	300
Motor Vehicle Tax	246,313	268,300	244,600	248,538
<u>City Sales/Use Tax</u>				
City Sales Tax	2,482,631	2,420,000	2,178,000	2,178,000
City Use Tax	1,157,133	1,230,000	1,107,000	1,107,000
City Sales/Use Tax	3,639,764	3,650,000	3,285,000	3,285,000
<u>Franchise Tax</u>				
KCP&L	682,577	750,000	625,000	725,000
KS Gas Service	200,175	225,000	250,000	225,000
SBC Telephone	18,864	19,000	19,000	19,000
Consolidated Telephone (formerly SureWest)	3,027	3,500	3,500	3,000
AT&T (SBC) Video	27,989	27,000	26,000	25,000
Consolidated Video (formerly SureWest)	10,384	20,000	9,000	8,000
Spectrum Video (formerly Time Warner)	57,170	55,000	55,000	53,000
Google (New)	24,511	28,000	21,000	19,000
Franchise Tax	1,024,697	1,127,500	1,008,500	1,077,000
<u>Licenses and Permits</u>				
Occupational License	100,987	95,000	95,000	95,000
Public Works Permits	4,200	3,500	3,500	3,500
Rental License	33,598	45,000	45,000	45,000
Rental Inspection Fee	-	1,000	-	-
Tree Service License Fee	10	200	-	-
Sign Permit Fee	5,612	5,000	6,000	5,000
Land Use Fee	1,725	1,500	1,500	1,500
Liquor License	7,975	5,000	5,000	6,500
Operator/Solicitor/Massage License	1,150	2,000	1,000	1,000
Animal License	650	500	400	400
Licenses and Permits	155,907	158,700	157,400	157,900
<u>Plan Review/Inspection Fees</u>				
Building Permit Fees	121,562	150,000	125,000	125,000
Plan Review Fees	115,004	75,000	50,000	50,000
Plan Review/Inspection Fees	236,566	225,000	175,000	175,000

	Actual 2019	Budget 2020	2020 Year End Projection	Proposed 2021
<u>Intergovernmental Revenue</u>				
County Sales/Use Tax				
County Sales Tax	679,402	695,000	625,500	625,500
County Use Tax	<u>151,654</u>	<u>150,000</u>	135,000	<u>135,000</u>
County Sales/Use Tax	831,056	845,000	760,500	760,500
County Sales/Use Tax - Jail				
County Jail Sales Tax	168,573	172,000	154,800	154,800
County Jail Use Tax	<u>37,913</u>	<u>37,000</u>	33,300	<u>33,300</u>
County Sales/Use Tax - Jail	206,486	209,000	188,100	188,100
County Sales/Use Tax - Pub Safety				
County Public Safety Sales Tax	168,573	172,000	154,800	154,800
County Public Safety Use Tax	<u>37,913</u>	<u>37,000</u>	33,300	<u>33,300</u>
County Sales/Use Tax - Pub Safety	206,486	209,000	188,100	188,100
County Sales/Use Tax - Court House				
County Court House Sales Tax	168,572	172,000	154,800	154,800
County Court House Use Tax	<u>37,913</u>	<u>37,000</u>	33,300	<u>33,300</u>
County Sales/Use Tax - Pub Safety	206,485	209,000	188,100	188,100
Alcohol Tax	88,603	85,000	50,000	70,000
Other Intergovernmental Revenue	-	5,000	4,500	4,500
Total for Intergovernmental	1,539,116	1,562,000	1,379,300	1,399,300
<u>Police Fines</u>				
Fines	1,021,428	1,100,000	715,000	1,031,642
Parking Fines	8,275	5,000	3,000	4,000
Alarm Fines	500	500	200	200
Police Dept. Lab Fees	(499)	500	790	500
Fuel Assessment Fees	9,106	9,000	6,500	10,000
ADA Accessibility Fees	36,086	40,000	26,000	35,000
Motion Fees	2,472	5,000	2,000	2,000
Expungement Fees	900	500	500	500
Court Appointed Attorney	-	-	-	-
Police Fines	1,078,268	1,160,500	753,990	1,083,842
<u>Service Charges</u>				
Court Costs	50,061	50,000	35,000	50,500
On Line Convenience	4,449	4,500	3,500	4,000
Charge for Services	-	-	-	-
Reimbursed Expenses	17,466	50,000	12,000	20,000
Animal Control Contracts	61,800	5,000	58,000	58,200
Nuisance Abatement Fees	3,233	5,000	5,000	5,000
Weed Abatement Fees	-	-	-	-
Service Charges	137,009	114,500	113,500	137,700

	Actual 2019	Budget 2020	2020 Year End Projection	Proposed 2021
<u>Miscellaneous and Other</u>				
Interest/Investments	104,556	110,000	35,000	30,000
Sale of Fixed Assets	-	-	3,000	3,000
Sustainability Revenue	-	-	-	-
Farmer's Market	-	-	-	-
Contributions	-	-	-	-
Miscellaneous	19,490	25,000	145,000	95,000
Miscellaneous and Other	124,046	135,000	183,000	128,000
<u>Pool Revenues</u>				
Outdoor Pool Membership	38,318	45,000	-	28,739
Outdoor Pool Front Desk	54,871	55,000	-	41,153
Outdoor Pool Concessions	32,341	37,000	-	24,256
Outdoor Pool Program Fees	6,290	7,000	-	4,718
Outdoor Pool Rental	5,945	3,000	-	4,459
Super Pool Pass Revenue	6,460	8,000	-	5,000
Pool Revenue	144,225	155,000	-	108,324
<u>Community Center Revenue</u>				
Community Center Membership	607,807	625,000	312,500	468,750
Community Center Rental	268,284	285,000	142,500	213,750
Community Center Program	331,082	400,000	200,000	300,000
Community Center Daily Fees	219,395	250,000	125,000	187,500
Community Center Misc.	5,402	5,000	2,500	3,750
Community Center Resale of Items	1,138	900	250	500
Community Center Sponsorship/Ads	-	500	-	-
Morrow Trust Fund	-	-	-	-
Mission Summer Program	212,645	230,000	-	225,000
Mission Square PILOTS	53,125	53,000	53,000	53,000
Community Center Revenues	1,698,878	1,849,400	835,750	1,452,250
<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>				
2014 Lease Purchase of Police Vehicles	-	-	-	-
2015 Lease Purchase of Street Sweeper	-	-	-	-
2016 Lease Purchase of Police Vehicles	-	-	-	-
2020 Lease Purchase of Police Vehicles	-	450,000	420,000	-
Bond/Lease Proceeds	-	450,000	420,000	-
<u>Transfers From Other Funds</u>				
Transfers From Other Funds	-	-	-	-
Transfers From Other Funds	-	-	-	-
Total Revenue	12,789,369	13,495,900	11,266,040	12,102,854

City of Mission 2021 Annual Budget

Summary of Costs by Type of Expenditure

	Personnel	Contractual Services	Commodities	Capital Outlay	Debt Service	Total
General Overhead	\$ -	\$ 305,000	\$ 43,500	\$ 100,000	80,000	\$ 528,500
Legislative	\$ 56,600	\$ 147,600	\$ 1,700	\$ -	-	\$ 205,900
Administration	\$ 849,000	\$ 34,150	\$ 600	\$ -	-	\$ 883,750
Municipal Court	\$ 326,600	\$ 28,100	\$ 6,750	\$ 2,000	-	\$ 363,450
Neighborhood Services	\$ -	\$ -	\$ -	\$ -	-	\$ -
Public Works	\$ 1,041,523	\$ 1,067,000	\$ 193,800	\$ 2,500	\$ -	\$ 2,304,823
Community Development	\$ 447,000	\$ 337,900	\$ 5,000	\$ -	-	\$ 789,900
Parks and Recreation						
Mission Aquatic Center	\$ 154,000	\$ 76,750	\$ 48,950	\$ -	-	\$ 279,700
Sylvester Powell Jr. Community Center	\$ 1,638,955	\$ 819,675	\$ 114,150	\$ -	-	\$ 2,572,780
Police	\$ 3,451,348	\$ 390,500	\$ 146,250	\$ 6,700	\$ 108,000	\$ 4,102,798
Total	\$ 7,965,026	\$ 3,206,675	\$ 560,700	\$ 111,200	\$ 188,000	\$ 12,031,601

City of Mission 2021 Annual Budget

Summary of Costs by Department

	Actual 2018	Actual 2019	Budget 2020	Proposed 2021
<u>General Overhead</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	252,975	295,500	323,000	305,000
Commodities	77,031	58,472	50,500	43,500
Capital Outlay	184,079	86,740	28,000	100,000
Debt Service	75,875	79,575	80,000	80,000
Total	\$ 589,960	\$ 520,287	\$ 481,500	\$ 528,500
<u>Legislative</u>				
Personnel Services	\$ 53,115	\$ 53,276	\$ 56,710	\$ 56,600
Contractual Services	83,915	113,320	174,900	147,600
Commodities	2,174	771	1,850	1,700
Capital Outlay	2,715	-	-	-
Total	\$ 141,919	\$ 167,367	\$ 233,460	\$ 205,900
<u>Administration</u>				
Personnel Services	\$ 799,623	\$ 866,541	\$ 867,250	\$ 849,000
Contractual Services	33,509	28,918	50,050	34,150
Commodities	929	826	1,100	600
Capital Outlay	2,808	7,403	-	-
Total	\$ 836,867	\$ 903,687	\$ 918,400	\$ 883,750
<u>Municipal Court</u>				
Personnel Services	\$ 314,214	\$ 357,119	\$ 352,500	\$ 326,600
Contractual Services	16,851	10,078	30,100	28,100
Commodities	5,811	6,092	10,500	6,750
Capital Outlay	-	2,118	-	2,000
Total	\$ 336,876	\$ 375,407	\$ 393,100	\$ 363,450
<u>Public Works</u>				
Personnel Services	\$ 774,696	\$ 790,268	\$ 1,056,000	\$ 1,041,523
Contractual Services	845,621	787,818	1,027,000	1,067,000
Commodities	159,689	175,412	193,800	193,800
Capital Outlay	54,567	174,242	34,000	2,500
Debt Service	57,325	28,662	-	-
Total	\$ 1,891,898	\$ 1,956,402	\$ 2,310,800	\$ 2,304,823
<u>Community Development</u>				
Personnel Services	\$ 205,212	\$ 254,697	\$ 405,600	\$ 447,000
Contractual Services	383,682	317,744	566,300	337,900
Commodities	714	4,075	8,000	5,000
Capital Outlay	821	23,631	7,000	-
Total	\$ 590,428	\$ 600,148	\$ 986,900	\$ 789,900

City of Mission 2021 Annual Budget

Summary of Costs by Department

	Actual 2018	Actual 2019	Budget 2020	Proposed 2021
<u>Mission Aquatic Center</u>				
Personnel Services	\$ 158,746	\$ 156,340	\$ 162,500	\$ 154,000
Contractual Services	88,087	70,235	81,150	76,750
Commodities	47,121	47,417	48,950	48,950
Capital Outlay	-	3,412	3,412	-
Total	\$ 293,953	\$ 277,404	\$ 296,012	\$ 279,700
<u>Community Center</u>				
Personnel Services	\$ 1,416,125	\$ 1,472,003	\$ 1,620,500	\$ 1,638,955
Contractual Services	822,168	833,178	868,200	819,675
Commodities	104,505	104,245	112,500	114,150
Capital Outlay	-	16,506	-	-
Total	\$ 2,342,798	\$ 2,425,932	\$ 2,601,200	\$ 2,572,780
<u>Police</u>				
Personnel Services	\$ 2,946,661	\$ 3,171,705	\$ 3,354,000	\$ 3,451,348
Contractual Services	370,787	310,280	392,940	390,500
Commodities	103,850	126,044	152,000	146,250
Capital Outlay	34,062	393,986	282,700	6,700
Debt Service	140,748	87,536	125,000	108,000
Total	\$ 3,596,108	\$ 4,089,552	\$ 4,306,640	\$ 4,102,798
Total for All Departments	\$ 10,620,807	\$ 11,316,186	\$ 12,528,012	\$ 12,031,601

2021 General Fund



City of Mission 2021 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.

The 2019 and 2020 Budgets contemplate additional technology (hardware and software) replacement and upgrades. Financial management software is budgeted for 2021.

Objectives

- The 2019 and 2020 budgets included computer replacements throughout the organizations as well as upgrades to network equipment.
- The City will be migrating from the Google office productive software to the Microsoft Office 365 office productivity software in 2021.
- City staff will also be getting access to the Acrobat Adobe software in 2021 for use in creating reports, presentations, and applications, and other documents.
- The City will begin work on acquiring new financial management software in 2021.
- A needs space study was conducted in 2019 for City Hall and the Police Department to determine options for better use of the existing space and/or a new facility. Work on this initiative will continue in 2021.
- The City embarked on a new brand initiative in 2020 that resulted in a new logo for the City and creating the foundation for a more coordinated and enhanced communication plan that will be implemented in 2021. This also included work on the City's webpage, which will be implemented in

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Department Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	252,975	295,500	304,548	305,000
Commodities	77,031	58,472	42,600	43,500
Capital Outlay	184,079	86,740	58,000	100,000
Debt Service	75,875	79,575	80,000	80,000
Total	\$ 589,960	\$ 520,287	\$ 485,148	\$ 528,500

Authorized Positions

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 2021 Budget Worksheet

Fund:	General
Department:	General Overhead

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Personnel Services</u>					
		\$ -	\$ -	\$ -	\$ -
	Total Personnel Services	\$ -	\$ -	\$ -	\$ -

Contractual Services

01-07-201-01	Electricity - City Hall	\$ 41,441	\$ 37,335	\$ 35,000	\$ 42,000
01-07-201-03	Natural Gas - City Hall	5,322	5,197	7,000	8,000
01-07-201-05	Water and Sewer - City Hall	2,293	1,915	1,500	2,000
01-07-201-07	Refuse - City Hall	-	-	2,300	2,500
01-07-201-08	Telephone	210	2,191	2,500	2,500
01-07-203-03	Tuition Reimbursement	-	925	-	5,000
01-07-204-01	Advertising	-	265	-	1,000
01-07-205-01	Insurance - City Hall and Equip	48,944	44,917	44,748	50,000
01-07-206-03	Periodicals/Books	139	-	-	500
01-07-206-04	Legal Publications	1,447	5,127	3,000	1,500
01-07-206-05	Professional Services	4,211	40,355	56,500	20,000
01-07-207-02	Finance/Audit	27,585	27,460	28,000	30,000
01-07-207-07	Pre-employment/Hiring Expense	-	-	-	-
01-07-207-07	Bank Fees	2,613	961	1,000	1,000
01-07-210-02	Janitorial Services	7,275	6,065	7,000	7,000
01-07-212-06	Service Contracts	27,139	30,145	25,000	25,000
01-07-213-02	Rentals and Leases	4,950	5,400	5,000	5,000
01-07-214-02	Property Taxes	11,952	13,112	15,000	15,000
01-07-214-05	Computer Services	60,765	66,505	60,000	75,000
01-07-214-06	Codification	2,504	2,301	2,000	2,000
01-07-214-13	Website Development	2,777	5,326	5,000	5,000
01-07-215-03	Contingency	1,407	-	4,000	5,000
	Total Contractual Services	\$ 252,975	\$ 295,500	\$ 304,548	\$ 305,000

Commodities

01-07-301-01	Office Supplies	\$ 7,531	\$ 6,531	\$ 4,000	\$ 3,000
01-07-301-04	Postage	15,729	19,036	10,400	12,000
01-07-304-04	Misc. Supplies	101	112	200	500
01-07-305-01	Janitorial Supplies	200	-	3,000	3,000
01-07-305-02	Maintenance/Repairs City Hall	53,470	32,794	25,000	25,000
	Total Commodities	\$ 77,031	\$ 58,472	\$ 42,600	\$ 43,500

City of Mission 2021 Budget Worksheet

Fund:	General
Department:	General Overhead

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Capital Outlay</u>					
01-07-402-03	Computer Systems/Software	\$ 153,558	\$ 86,740	\$ 58,000	\$ 100,000
01-07-404-06	Equipment Replacement	30,521	-	-	-
01-07-499-01	Land	-	-	-	-
	Total Capital Outlay	\$ 184,079	\$ 86,740	\$ 58,000	\$ 100,000
<u>Debt Service</u>					
	2013A Principal and Interest	<u>75,875</u>	<u>79,575</u>	<u>80,000</u>	<u>80,000</u>
	Total Debt Service	75,875	79,575	80,000	80,000
	General Overhead Total	\$ 589,960	\$ 520,287	\$ 485,148	\$ 528,500



This page is intentionally left blank.

City of Mission 2021 Budget Worksheet

Fund:	General
Department:	Legislative

Department Description

The City Council serves as the legislative and policy-making body of the City. The City Council is composed of eight councilmembers - two from each ward elected for four year terms - and a Mayor who is elected at large for a four year term.

The City Council provides long-range strategic planning for the City as well as short-term goals and objectives to be achieved for the better of the community. These goals and objectives are often implement through ordinances, resolutions, and budget allocations adopted by the City Council.

Budgetary support for the City's boards and commissions is accounted for in this department.

Objectives

- Members of the City Council attend national and regional conferences that provide training on proper governance, legal aspects of municipal operations, policy development, advocating for municipal concerns with state and federal government representatives. Some Councilmembers sit on committees of the National League of Cities and the board of the Kansas League of Municipalities.
- The City Council participated in a day long retreat in early 2020 to establish long-term goals for the City. The City has been working toward accomplishing these goals in 2020 and will continue to in 2021.
- Elections will occur for four of the eight councilmembers and the mayor in November of 2021.
- Renewal of the 1/2 Cent Street Sales Tax will also be an important endeavor for 2021.

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Department Budget Summary</u>				
Personnel Services	\$ 53,115	\$ 53,276	\$ 56,550	\$ 56,600
Contractual Services	83,915	113,320	124,150	147,600
Commodities	2,174	771	1,700	1,700
Capital Outlay	2,715	-	-	-
Total	\$ 141,919	\$ 167,367	\$ 182,400	\$ 205,900

Authorized Positions

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

City of Mission 2021 Budget Worksheet

Fund:	General
Department:	Legislative

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Personnel Services</u>					
01-09-101-03	Wages and Salaries	\$ 48,300	\$ 48,300	\$ 52,200	\$ 52,200
01-09-102-01	Health/Welfare Benefits	-	-	-	-
01-09-102-02	Social Security	4,097	4,082	3,670	3,670
01-09-102-03	KPERS	-	-	-	-
01-09-102-04	Employment Security	133	261	130	130
01-09-102-05	Workers Compensation	585	633	550	600
	Total Personnel Services	\$ 53,115	\$ 53,276	\$ 56,550	\$ 56,600

Contractual Services

01-09-201-07	Telephone	\$ 322	\$ 118	\$ -	\$ -
01-09-202-06	Commercial Travel	2,697	3,222	3,500	5,000
01-09-202-07	Lodging and Meals	8,581	8,758	10,000	12,000
01-09-202-08	Parking and Tolls	35	82	100	200
01-09-202-09	Mileage	393	151	300	500
01-09-203-02	Registration	3,227	5,910	7,000	7,500
01-09-203-05	Planning Commission	3,734	-	-	-
01-09-205-01	Insurance - Public Official	6,193	6,057	-	-
01-09-206-01	Professional Organizations	50	50	50	100
01-09-206-02	Municipal Organizations	7,296	9,877	9500	9,500
01-09-206-03	Periodicals/Books	462	-	100	500
01-09-208-01	Annual Celebrations	19,552	22,503	10,000	15,000
01-09-208-02	Election Expense	-	-	-	15,000
01-09-208-03	Holiday Parties	1,765	7,101	-	-
01-09-208-04	Public/Employee Relations	7,763	7,057	25,000	31,500
01-09-208-05	Meeting Expenses	998	3,334	2,500	5,000
01-09-208-07	Economic Development	-	-	-	-
01-09-208-08	Human Service Fund (UCS)	7,600	7,600	7,600	8,300
01-09-208-09	Chamber of Commerce	7,295	7,950	5,000	9,000
01-09-208-12	MARC	2,444	2,657	3,500	3,500
01-09-208-15	JOCO Utility Assistance	-	-	-	-
01-09-208-16	Farmer's Market	325	9,975	10,000	10,000
01-09-210-04	PRT Commission	-	-	5,000	5,000
01-09-214-07	Newsletter	-	-	-	-
01-09-215-03	Miscellaneous	-	-	-	-
01-09-214-03	Miscellaneous	96	890	-	-
01-09-215-04	Sustainability Commission	3,088	2,933	20,000	5,000
01-09-215-06	Planning Commission	-	7,095	5,000	5,000
	Total Contractual Services	\$ 83,915	\$ 113,320	\$ 124,150	\$ 147,600

City of Mission 2021 Budget Worksheet

Fund:	General
Department:	Legislative

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Commodities</u>					
01-09-301-01	Office Supplies	\$ 1,215	\$ 201	\$ 500	\$ 500
01-09-301-02	Clothing	663	481	1,000	1,000
01-09-301-04	Printing	<u>296</u>	<u>89</u>	<u>200</u>	<u>200</u>
	Total Commodities	\$ 2,174	\$ 771	\$ 1,700	\$ 1,700
<u>Capital Outlay</u>					
01-09-407-05	Contingency	<u>\$ 2,715</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	Total Capital Outlay	\$ 2,715	\$ -	\$ -	\$ -
	Legislative Total	\$ 141,919	\$ 167,367	\$ 182,400	\$ 205,900



This page is intentionally left blank.

City of Mission 2021 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 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.

There are two seasonal employees that serve as coordinators for the Mission Market.

Objectives

- Continue to coordinate the City's response to the COVID-19 pandemic that began in early 2020.
- Continue to evaluate opportunities to enhance the Mission Market, especially in light of the COVID-19 pandemic.
- Implement the City's new webpage and continue to build upon the new brand imitative and communication plan started in 2020.
- Purchase and implement a new financial management software.
- Submit the 2021 Budget to the Government Finance Officer's Association for consideration of their Outstanding Budget Award.
- Establish an employee safety team to promote continued awareness of safety throughout the organization.

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Department Budget Summary</u>				
Personnel Services	\$ 799,623	\$ 866,541	\$ 861,395	\$ 849,000
Contractual Services	33,509	28,918	35,350	34,150
Commodities	929	826	700	600
Capital Outlay	2,808	7,403	-	-
Total	\$ 836,867	\$ 903,687	\$ 897,445	\$ 883,750

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	9.00

City of Mission 2021 Budget Worksheet

Fund:	General
Department:	Administration

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Personnel Services</u>					
01-10-101-01	Full Time Salaries	\$ 574,528	\$ 621,324	\$ 623,260	\$ 600,000
01-10-101-02	Part Time Salaries	25,294	28,191	32,870	42,000
01-10-101-04	Overtime Salaries	958	1,054	2,000	1,000
01-10-102-01	Health/Welfare Benefits	83,128	86,575	78,795	83,000
01-10-102-02	Social Security	47,558	51,631	47,000	47,000
01-10-102-03	KPERS	53,249	61,288	60,420	60,000
01-10-102-04	Employment Security	1,428	3,379	3,000	2,000
01-10-102-05	Workers Compensation	1,801	2,141	1,800	2,000
01-10-102-06	City Pension	11,680	10,957	12,250	12,000
Total Personnel Services		\$ 799,623	\$ 866,541	\$ 861,395	\$ 849,000

Contractual Services

01-10-201-01	Electric	\$ -	\$ -	\$ -	\$ -
01-10-201-08	Telephone	2,470	3,671	3,700	3,500
01-10-202-02	Commercial Travel	673	392	700	500
01-10-202-03	Lodging/Meals	853	1,767	1,500	500
01-10-202-04	Parking/Tolls	25	126	50	50
01-10-202-05	Mileage	373	547	100	500
01-10-203-01	Registration/Tuition	1,241	2,637	2,000	3,000
01-10-204-01	Advertising	-	-	1,000	1,000
01-10-205-02	Notary Bonds	-	50	-	100
01-10-206-01	Professional Organizations	4,227	4,308	5,000	5,000
01-10-206-02	Municipal Organizations	-	200	500	500
01-10-206-03	Periodicals/Books/Publications	2,600	2,386	2,500	1,500
01-10-206-05	Professional Services	12,632	5,542	10,000	10,000
01-10-206-06	Attorney Services	-	-	-	-
01-10-207-07	Pre-Employment Testing	210	176	-	-
01-10-208-04	Public Relations	3,287	5,148	5,000	5,000
01-10-208-05	Meeting Expenses	871	793	800	1,000
01-10-208-06	JoCo Utility Assistance Prog.	270	0	-	-
01-10-208-13	Employee Recognition	3,228	150	1,500	1,000
01-10-212-06	Service Contracts	-	-	-	-
01-10-214-03	Printing	175	173	500	500
01-10-214-13	Website Development	-	850	-	-
01-10-215-03	Miscellaneous	370	-	500	500
01-10-215-04	Sustainability Expenses	5	-	-	-
Total Contractual Services		\$ 33,509	\$ 28,918	\$ 35,350	\$ 34,150

Commodities

01-10-301-01	Office Supplies	\$ 585	\$ 557	\$ 500	\$ 500
01-10-301-04	Postage	-	23	-	-
01-10-301-05	Printed Forms	110	247	100	100
01-10-301-02	Clothing	234	-	100	-
Total Commodities		\$ 929	\$ 826	\$ 700	\$ 600

City of Mission 2021 Budget Worksheet

Fund:	General
Department:	Administration

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Capital Outlay</u>					
01-10-401-01	Office Machines	\$ -	\$ 6,902	\$ -	\$ -
01-10-401-02	Office Furnishings	398	-	-	-
01-10-402-03	Computer Systems	2,410	501	-	-
01-10-407-05	Contingency	-	-	-	-
01-10-407-10	Sustainability Assets	-	-	-	-
Total Capital Outlay		\$ 2,808	\$ 7,403	\$ -	\$ -
Administration Total		\$ 836,867	\$ 903,687	\$ 897,445	\$ 883,750



This page is intentionally left blank.

City of Mission 2021 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

- Continue implementation and training for the municipal court software that was purchased in 2020.
- Explore opportunities for moving to a paperless court operation.
- Continue to maintain municipal court operations in light of the COVID-19 pandemic.

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Department Budget Summary</u>				
Personnel Services	\$ 314,214	\$ 357,119	\$ 280,600	\$ 326,600
Contractual Services	16,851	10,078	23,825	28,100
Commodities	5,811	6,092	4,875	6,750
Capital Outlay	-	2,118	70,000	2,000
Total	\$ 336,876	\$ 375,407	\$ 379,300	\$ 363,450

Authorized Positions

Full-Time	3.00	3.00	3.00	3.00
Part-Time	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00
Total	3.00	3.00	3.00	3.00

City of Mission 2021 Budget Worksheet

Fund:	General
Department:	Municipal Court

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Personnel Services</u>					
01-11-101-01	Full Time Salaries	\$ 151,883	\$ 162,215	\$ 137,550	\$ 146,000
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	8,197	11,762	8,000	8,000
01-11-101-06	City Attorney - Court	47,650	68,290	35,000	57,000
01-11-101-09	City Attorney Appeals - Court	2,550	3,175	2,500	5,000
01-11-102-01	Health/Welfare Benefits	39,369	43,306	35,900	40,000
01-11-102-02	Social Security	13,574	14,709	13,550	19,000
01-11-102-03	KPERS	15,260	15,782	13,500	15,000
01-11-102-04	Employment Security	403	938	400	600
01-11-102-05	Workers Compensation	2,702	3,530	2,700	3,000
01-11-102-06	City Pension	2,626	3,412	1,500	3,000
01-11-102-07	Admin Charge/Pension Plan	-	-	-	-
	Total Personal Services	\$ 314,214	\$ 357,119	\$ 280,600	\$ 326,600
<u>Contractual Services</u>					
01-11-201-08	Telephone	\$ 1,675	\$ 1,056	\$ 2,500	\$ 2,500
01-11-202-03	Lodging/Meals	389	-	500	\$1,000
01-11-202-04	Parking/Tolls	33	-	25	50
01-11-202-05	Mileage	397	-	400	500
01-11-203-01	Registration/Tuition	305	175	200	500
01-11-204-01	Advertising - Classified	-	-	-	100
01-11-205-01	Insurance	619	-	-	-
01-11-205-02	Notary Bonds	-	75	-	100
01-11-206-05	Professional Services	5,528	315	10,000	10,000
01-11-206-06	City Attorney Services	-	-	-	-
01-11-207-07	Pre-employment Expenses	-	199	-	150
01-11-208-13	Employee Recognition	-	296	200	200
01-11-209-01	Appeals	-	-	-	-
01-11-209-02	Computer Maintenance	6,000	6,102	10,000	10,000
01-11-209-03	Defense	1,905	1,860	-	3,000
01-11-214-08	Prisoner Care	-	-	-	-
	Total Contractual Services	\$ 16,851	\$ 10,078	\$ 23,825	\$ 28,100
<u>Commodities</u>					
01-11-301-01	Office Supplies	\$ 2,630	\$ 3,455	\$ 2,500	\$ 3,000
01-11-301-04	Postage	-	-	-	-
01-11-301-05	Printed Forms	2,959	2,637	2,000	3,500
01-11-301-02	Clothing	222	-	375	250
	Total Commodities	\$ 5,811	\$ 6,092	\$ 4,875	\$ 6,750

City of Mission 2021 Budget Worksheet

Fund:	General
Department:	Municipal Court

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Capital Outlay</u>					
01-11-401-01	Office Machines	\$ -	\$ 2,118	\$ -	\$ -
01-11-402-03	Computer Systems	-	-	70,000	2,000
01-11-407-05	Contingency	-	-	-	-
	Total Capital Outlay	\$ -	\$ 2,118	\$ 70,000	\$ 2,000
	Municipal Court Total	\$ 336,876	\$ 375,407	\$ 379,300	\$ 363,450



This page is intentionally left blank.

City of Mission 2021 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.

Vehicles and equipment in 2021 are being purchased from the Equipment Reserve and Replacement Fund. This includes a heavy-duty pick-up truck and backhoe.

The Public Works Department is responsible for managing significant capital improvement projects including the resurfacing and re-stripping of Lamara Avenue in 2020 from Shawnee Mission Parkway to Foxridge and the reconstruction of the Rock Creek Storm water channel between Roeland Drive and Nall Avenue.

Objectives

- Complete the Rock Creek channel reconstruction project in 2021.
- Complete the assessment of the City's stormwater secondary infrastructure system initially begun in 2019 and continued with grant from Johnson County Stormwater Management Advisory Council, and present to City Council for prioritization of future stormwater projects.

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Department Budget Summary</u>				
Personnel Services	\$ 774,696	\$ 790,268	\$ 949,018	\$ 1,041,523
Contractual Services	845,621	787,818	1,017,920	1,067,000
Commodities	159,689	175,412	183,602	193,800
Capital Outlay	54,567	174,242	249,488	2,500
Debt Service (Lease)	57,325	28,662	-	-
Total	\$ 1,891,898	\$ 1,956,402	\$ 2,400,028	\$ 2,304,823

Authorized Positions

Full-Time	12.00	12.00	12.00	12.00
Part-Time	1.00	1.00	1.00	1.00
Seasonal	0.00	0.00	0.00	0.00
Total	13.00	13.00	13.00	13.00

City of Mission 2021 Budget Worksheet

Fund:	General
Department:	Public Works

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Personnel Services</u>					
01-20-101-01	Full Time Salaries	\$ 469,643	\$ 469,973	\$ 605,000	\$ 655,000
01-20-101-02	Part Time Salaries	22,927	22,369	24,000	25,000
01-20-101-04	Overtime Salaries	20,416	32,947	25,000	20,000
01-20-102-01	Health/Welfare Benefits	144,845	137,888	155,000	175,523
01-20-102-02	Social Security	36,826	37,123	45,000	54,000
01-20-102-03	KPERS	46,118	51,106	58,600	70,000
01-20-102-04	Employment Security	1,105	2,373	1,668	2,000
01-20-102-05	Workers Compensation	25,217	29,192	26,750	30,000
01-20-102-06	City Pension	7,599	7,297	8,000	10,000
Total Personnel Services		\$ 774,696	\$ 790,268	\$ 949,018	\$ 1,041,523
<u>Contractual Services</u>					
01-20-201-02	Electricity - Maint. Facility	\$ 17,955	\$ 14,630	\$ 18,000	\$ 20,000
01-20-201-04	Natural Gas - Maint. Facility	15,134	8,807	15,000	15,000
01-20-201-06	Water and Sewer - Maint. Fact	8,672	11,626	10,000	10,000
01-20-201-07	Refuse - Maint. Facility	2,892	1,270	5,000	5,000
01-20-201-08	Telephone	4,058	3,771	3,500	5,000
01-20-201-10	Traffic Signals - KCPL Lease	379,807	335,804	400,000	400,000
01-20-201-11	Traffic Signal - OP Interlocal	8,605	5,115	8,000	8,000
01-20-201-12	Traffic Signals Maint.	28,377	20,407	65,000	65,000
01-20-201-13	Street Lights - KCPL Power	57,492	53,661	65,000	65,000
01-20-201-15	Street Lights - Street & Parks	1,095	890	1,200	2,500
01-20-202-02	Travel/Commercial	667	708	1,000	1,500
01-20-202-03	Lodging / Meals	2,806	3,040	1,500	3,000
01-20-202-04	Parking / Tolls	101	-	100	100
01-20-202-05	Mileage	74	-	300	300
01-20-203-01	Registration / Tuition	4,453	6,805	1,500	3,500
01-20-203-04	Worker's Comp Claims	-	59	-	-
01-20-204-01	Advertising	-	611	500	1,000
01-20-205-01	Insurance - Building & Equipment	36,154	32,304	40,000	40,000
01-20-205-02	Notary Bonds	-	-	-	-
01-20-206-01	Professional Organizations	-	-	1,500	2,000
01-20-206-03	Periodicals/Books/Publications	-	-	-	-
01-20-206-04	Legal Advertising	10	-	100	100
01-20-206-05	Professional Services	-	9,210	2,000	2,000
01-20-207-03	Engineering/Architect Services	49,223	42,254	40,000	50,000
01-20-207-06	Inspections	2,241	6,201	5,000	5,000
01-20-207-07	Pre-Employment Drug Testing	1,075	2,439	1,000	1,500
01-20-208-04	Public Relations	245	-	300	500
01-20-208-05	Meeting Expense	377	20	800	1,000
01-20-208-13	Employee Recognition	22	597	1,000	1,000
01-20-210-01	Building Repairs / Maintenance	3,012	4,000	12,000	15,000
01-20-210-02	Janitorial Services	4,115	4,115	4,120	5,000
01-20-210-03	Trees / Shrubs Maintenance	7,519	6,954	28,500	28,500

City of Mission 2021 Budget Worksheet

Fund:	General
Department:	Public Works

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Contractual Services (cont.)</u>					
01-20-210-04	Tree Board	966	859	-	-
01-20-211-03	Curbs/Sidewalks	3	25	-	-
01-20-211-04	Drainage	6,500	1,109	-	-
01-20-212-03	Storm Warning Sirens	850	720	1,500	1,500
01-20-212-04	Communications	-	-	-	-
01-20-212-05	Equipment Repairs	-	175	4,000	8,000
01-20-212-06	Service Contracts	181,286	186,610	217,000	230,000
01-20-212-07	Vehicle Maintenance	12,389	6,378	17,000	20,000
01-20-212-08	Holiday Decorations	15	-	17,000	20,000
01-20-212-09	Johnson Drive Maintenance	1,074	147	20,000	20,000
01-20-213-02	Rental Equipment	160	12,433	5,000	5,000
01-20-213-03	Laundry / Uniforms	4,080	3,763	3,800	5,000
01-20-214-02	Vehicle Registration	-	71	200	500
01-20-214-03	Printing	100	-	500	500
01-20-214-04	Computer Services	-	230	-	-
01-20-215-03	Contingency	-	-	-	-
	Total Contractual Services	\$ 845,621	\$ 787,818	\$ 1,017,920	\$ 1,067,000
<u>Commodities</u>					
01-20-301-01	Office Supplies	\$ 1,414	\$ 2,349	\$ 1,200	\$ 1,200
01-20-301-04	Postage	58	53	100	100
01-20-301-05	Printed Forms	20	-	-	-
01-20-302-01	Uniforms/Clothing	578	2,495	3,202	2,000
01-20-303-04	Safety Supplies	5,998	3,486	4,500	5,000
01-20-304-01	Shop Chemicals	814	34	2,500	3,000
01-20-304-02	Fertilizer / Weeds	582	1,037	1,300	1,500
01-20-304-04	Misc. Supplies	7	4,806	1,000	1,000
01-20-305-01	Janitorial Supplies	80	189	800	1,000
01-20-305-02	Bldg. Repair Parts / Plumbing	10,003	16,966	5,000	5,000
01-20-305-03	Tools - Building / Land Maint	5,945	5,395	7,500	7,500
01-20-305-04	Landscape	1,546	4,567	3,000	3,000
01-20-306-01	Gas / Oil	17,599	28,746	25,000	25,000
01-20-306-02	Vehicle / Equip Repair Parts	26,269	21,763	27,000	27,000
01-20-306-03	Tools - Vehicle / Equip Maint	6,097	7,681	7,000	7,000
01-20-307-01	Asphalt Patch	1,886	-	-	-
01-20-307-02	Rock	332	-	1,500	1,500
01-20-307-03	Sand / Salt	42,739	49,948	50,000	60,000
01-20-307-05	Signs	15,959	7,822	7,500	7,500
01-20-307-06	Traffic Paint	-	29	500	500
01-20-307-07	Park Maintenance	21,766	16,448	35,000	35,000
01-20-307-08	Other Street Maint.	-	1,597	-	-
	Total Commodities	\$ 159,689	\$ 175,412	\$ 183,602	\$ 193,800

City of Mission 2021 Budget Worksheet

Fund:	General
Department:	Public Works

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Capital Outlay</u>					
01-20-401-01	Office Machines	\$ -	\$ -	\$ -	\$ -
01-20-401-02	Office Furnishings	369	5,244	500	2,000
01-20-402-03	Computer Systems	112	5,252	500	500
01-20-403-03	Public Works Vehicles	-	102,370	209,488	-
01-20-403-06	Public Works - Other Equipment	53,998	61,376	39,000	-
01-20-404-04	Radios	88	-	-	-
01-20-407-05	Contingency	-	-	-	-
	Total Capital Outlay	\$ 54,567	\$ 174,242	\$ 249,488	\$ 2,500
<u>Debt Service</u>					
	2015 Lease Purchase	\$ 57,325	\$ 28,662	\$ -	\$ -
	Total for Debt Service	\$ 57,325	\$ 28,662	\$ -	\$ -
	Public Works Total	\$ 1,891,898	\$ 1,956,402	\$ 2,400,028	\$ 2,304,823

City of Mission 2021 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 also enforces the City's building construction codes through a systematic plan review and inspection program, and the City's property maintenance codes.

The department is responsible for overseeing the solid waste collection contract, coordinating neighborhood support programs, and grant and assistance programs for community businesses and residents.

The Assistant City Administrator/Finance Director provides oversight of the department, but is budgeted in the Administration Department Budget. 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 2020 Budget re-establishes the planner position.

Objectives

- Complete the update of the City's comprehensive land use plan and begin implementing recommendations.
- Conduct an comprehensive review and update of the City's zoning code.
- Continue to work on process improvements to ensure that the development review, and permitting and building inspection are as efficient as possible.
- Coordinate the purchase and implementation of a new land use management software.
- 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

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Department Budget Summary</u>				
Personnel Services	\$ 205,212	\$ 254,697	\$ 354,700	\$ 447,000
Contractual Services	383,682	317,744	507,526	337,900
Commodities	714	4,075	4,300	5,000
Capital Outlay	821	23,631	47,500	-
Total	\$ 590,428	\$ 600,148	\$ 914,026	\$ 789,900

Authorized Positions

Full-Time	4.00	4.00	5.00	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	5.00	5.00

City of Mission 2021 Budget Worksheet

Fund:	General
Department:	Community Development

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Personnel Services</u>					
01-23-101-01	Full Time Salaries	\$ 155,368	\$ 185,585	\$ 260,000	\$ 312,000
01-23-101-02	Part Time Salaries	-	-	-	-
01-23-101-04	Overtime Salaries	437	127	500	500
01-23-102-01	Health/Welfare Benefits	14,789	28,913	40,000	64,000
01-23-102-02	Social Security	11,885	13,447	18,500	24,000
01-23-102-03	KPERS	12,966	17,769	26,000	31,000
01-23-102-04	Employment Security	357	861	700	1,000
01-23-102-05	Workers Compensation	5,854	6,519	6,500	10,000
01-23-102-06	City Pension	3,557	1,476	2,500	4,500
	Total Personnel Services	\$ 205,212	\$ 254,697	\$ 354,700	\$ 447,000
<u>Contractual Services</u>					
01-23-201-08	Telephone	\$ 1,421	\$ 931	\$ 732	\$ 1,000
01-23-202-02	Commercial Travel	320	-	-	-
01-23-202-03	Lodging / Meals	2,910	430	-	-
01-23-202-04	Parking / Tolls	184	-	-	-
01-23-202-05	Mileage	32	231	500	1,000
01-23-203-01	Registration /Tuition	3,131	656	1,000	1,000
01-23-203-02	Planning Commission	1,179	148	154	-
01-23-204-01	Advertising	-	741	-	150
01-23-205-01	Insurance	-	68	500	500
01-23-205-01	Notary	439	-	100	-
01-23-206-01	Professional Organizations	-	953	4,000	4,000
01-23-206-03	Periodicals/Books/Publications	150	1,945	100	100
01-23-206-04	Legal Publications	176	87	1,000	500
01-23-206-05	Professional Services	1,226	2,036	145,000	20,000
01-23-206-06	Land Use Attorney Services	31,836	89,504	40,000	50,000
01-23-206-08	Plan/Inspection Fees	222,530	122,740	100,000	75,000
01-23-207-03	Engr/Arch/Planning Services	50,979	11,878	100,000	75,000
01-23-207-04	Housing Imp - Loan Program	-	-	-	-
01-23-207-07	Pre-Employment Testing	60	584	50	-
01-23-208-04	Public Relations	2,294	243	4,000	2,000
01-23-208-05	Meeting Expense	857	144	2,000	500
01-23-208-13	Employee Recognition	176	198	140	150
01-23-212-06	Service Contracts	(6,343)	-	-	-
01-23-212-07	Vehicle Maintenance	-	65	250	500
01-23-214-03	Printing	737	873	2,000	500
01-23-215-03	Miscellaneous	60	-	500	500
01-23-216-01	Nuisance Abatement	2,304	5,992	5,000	5,000
01-23-216-04	Mission Possible Program	38,387	27,075	35,000	35,000
01-23-216-06	Neighborhood Grant Program	4,126	4,841	5,000	5,000
01-23-216-07	Business Improvement Grant	8,804	25,034	35,000	35,000
01-23-216-09	Citizen Rebate Program	10,902	15,472	20,000	20,000
01-23-216-11	Jo Co Utility Assistance Program	4,726	2,739	5,000	5,000
01-23-216-12	Storm Water BMP	79	2,138	500	500
	Total Contractual Services	\$ 383,682	\$ 317,744	\$ 507,526	\$ 337,900

City of Mission 2021 Budget Worksheet

Fund:	General
Department:	Community Development

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
-----------------------	----------------------	------------------------	------------------------	-----------------------------	------------------------

Commodities

01-23-301-01	Office Supplies	\$ 97	\$ 1,317	\$ 1,000	\$ 1,500
01-23-301-02	City Maps	-	-	500	500
01-23-301-03	Clothing	-	1,437	500	500
01-23-301-04	Postage	172	410	1,000	1,000
01-23-301-05	Printed Forms	-	13	500	500
01-23-306-01	Gas/Oil	445	898	800	1,000
Total Commodities		\$ 714	\$ 4,075	\$ 4,300	\$ 5,000

Capital Outlay

01-23-401-01	Office Machines	\$ 821	\$ 1,658	\$ 7,000	\$ -
01-23-401-02	Office Furnishings	-	-	500	-
01-23-402-03	Computer Systems	-	-	40,000	-
01-23-403-06	Other Equipment/Software	-	-	-	-
01-23-407-01	Vehicle	-	21,972	-	-
01-23-407-05	Contingency	-	-	-	-
Total Capital Outlay		\$ 821	\$ 23,631	\$ 47,500	\$ -
Community Development Total		\$ 590,428	\$ 600,148	\$ 914,026	\$ 789,900



This page is intentionally left blank.

City of Mission 2021 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

- Manage the implementation of recommendations contained in the Parks Master Plan adopted in 2016.
- Continue with the design and implementation of enhancements to Mohawk Park.
- Work with energy conservation consultants to develop energy saving solutions for the Community Center.
- Continue with maintenance and replacement program for the community center.
- Work with the communications consultant hired by the City in 2020 to develop new signage and brand for the City's parks and community center.
- Maintain operations during the COVID-19 pandemic and work toward long-term strategies for recovering post pandemic.

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Department Budget Summary</u>				
Personnel Services	\$ 1,574,870	\$ 1,628,343	\$ 1,385,050	1,792,955
Contractual Services	910,255	903,413	741,800	896,425
Commodities	151,625	151,662	96,200	163,100
Capital Outlay	-	19,918	-	-
Total	\$ 2,636,751	\$ 2,703,336	\$ 2,223,050	\$ 2,852,480

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 2021 Budget Worksheet

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

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Personnel Services</u>					
01-25-101-01	Full Time Salaries	\$ 20,108	\$ 21,857	\$ -	\$ 19,000
01-25-101-02	Part Time Salaries	109,914	105,968	\$ -	\$ 114,000
01-25-101-04	Overtime Salaries	8,542	5,257	-	2,000
01-25-102-01	Health/Welfare Benefits	1,464	2,685	-	-
01-25-102-02	Social Security	10,539	10,102	-	10,000
01-25-102-03	KPERS	2,372	2,507	-	2,000
01-25-102-04	Employment Security	288	647	-	500
01-25-102-05	Workers Compensation	5,404	6,812	-	6,000
01-25-102-06	City Pension	114	507	-	500
	Total Personnel Services	\$ 158,746	\$ 156,340	\$ -	\$ 154,000
<u>Contractual Services</u>					
01-25-201-01	Electricity	\$ 15,819	\$ 15,060	\$ 2,000	\$ 17,000
01-25-201-03	Gas	-	-	-	-
01-25-201-05	Water and Sewer	32,894	19,401	2,000	22,000
01-25-201-07	Trash	-	47	-	-
01-25-201-08	Telephone	967	-	-	-
01-25-203-03	Training/Registration	967	456	-	1,500
01-25-204-01	Marketing/Public Relations	198	126	-	1,500
01-25-205-01	Insurance - Building & Equipment	4,423	4,038	5,000	5,000
01-25-207-07	Pre-Employment Drug Testing	-	1,926	-	2,000
01-25-208-13	Employee Recognition	469	303	-	500
01-25-210-01	Maint Bldg. / Land	7,670	9,259	4,000	4,000
01-25-212-05	Other Equipment / Repairs	1,353	2,138	2,250	2,250
01-25-213-02	Rental Agreements	1,714	1,513	-	1,500
01-25-214-05	Computer Services	23	118	-	-
01-25-214-12	Mission Swim Team	7,500	7,500	-	7,500
01-25-215-02	Contract Serv/Maint Agreements	14,091	8,350	8,000	12,000
01-25-215-05	Consultant/Instructors	-	-	-	-
	Total Contractual Services	\$ 88,087	\$ 70,235	\$ 23,250	\$ 76,750
<u>Commodities</u>					
01-25-301-01	Office Supplies	\$ 253	\$ 304	\$ -	\$ 300
01-25-301-02	Clothing	2,614	2,466	-	2,500
01-25-301-03	Food Service	24,817	27,959	-	25,000
01-25-301-04	Printing	47	-	-	-
01-25-301-08	Equipment and Supplies	4,220	3,958	-	6,500
01-25-303-04	Safety Supplies	897	591	-	900
01-25-304-02	Cleaning Chemicals	117	825	-	750
01-25-304-04	Miscellaneous	140	-	-	-

City of Mission 2021 Budget Worksheet

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

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Commodities (cont.)</u>					
01-25-304-05	Pool Chemicals	11,220	11,086	-	12,000
01-25-305-05	Repair / Parts Maintenance	<u>778</u>	<u>228</u>	<u>1,000</u>	<u>1,000</u>
	Total Commodities	\$ 47,121	\$ 47,417.04	\$ 1,000.00	\$ 48,950.00
<u>Capital Outlay</u>					
01-25-407-01	Equipment Replacement	\$ -	\$ 3,412	\$ -	\$ -
01-25-407-02	Filter Elements	-	-	-	-
01-25-407-03	Pool Imp/ Repair/Design	-	-	-	-
01-25-407-05	Contingency	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Capital Outlay	\$ -	\$ 3,412	\$ -	\$ -
Parks & Recreation - MFAC Total		\$ 293,953	\$ 277,404	\$ 24,250	\$ 279,700

City of Mission 2021 Budget Worksheet

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

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Personnel Services</u>					
01-27-101-01	Full Time Salaries	\$ 578,094	\$ 582,188	\$ 620,000	\$ 722,000
01-27-101-02	Part Time Salaries	503,427	537,212	430,500	513,000
01-27-101-04	Overtime Salaries	45,075	33,816	7,500	10,000
01-27-102-01	Health/Welfare Benefits	118,623	124,139	143,250	188,955
01-27-102-02	Social Security	83,713	85,833	85,000	97,000
01-27-102-03	KPERS	58,200	74,581	65,000	73,000
01-27-102-04	Employment Security	2,538	5,477	6,000	3,000
01-27-102-05	Workers Compensation	15,761	18,488	16,800	18,000
01-27-102-06	City Pension	10,694	10,268	11,000	14,000
Total Personnel Services		\$ 1,416,125	\$ 1,472,003	\$ 1,385,050	\$ 1,638,955
<u>Contractual Services</u>					
01-27-201-01	Electricity	\$ 202,624	\$ 195,667	\$ 170,000	\$ 205,000
01-27-201-03	Gas	32,118	28,095	31,000	32,250
01-27-201-05	Water and Sewer	43,329	35,118	34,000	37,000
01-27-201-07	Trash	380	518	-	5,400
01-27-201-08	Telephone	7,339	9,491	8,500	8,500
01-27-202-02	Travel / Commercial	571	1,939	2,500	2,625
01-27-202-03	Lodging / Meals	2,473	1,272	2,000	4,800
01-27-202-04	Parking / Tolls	50	52	50	100
01-27-202-05	Mileage	523	715	500	1,000
01-27-203-01	Registration / Tuition	2,340	3,452	3,000	3,200
01-27-203-02	Staff Training	4,404	5,480	4,500	6,000
01-27-203-03	Tuition Reimbursement	-	-	-	-
01-27-204-01	Marketing / Public Relations	22,313	26,936	60,000	35,000
01-27-205-01	Insurance - Building & Equipment	32,732	30,081	30,000	35,000
01-27-205-02	Notary Bonds	-	-	-	100
01-27-206-01	Professional Organizations	2,875	3,565	3,500	3,500
01-27-206-05	Profesional Services	21,334	64,346	-	-
01-27-207-07	Pre-Employment Drug Testing	8,426	4,054	4,500	6,100
01-27-208-13	Employee Recognition	2,191	3,313	3,000	3,500
01-27-210-01	Maint - Bldg. / Land	69,886	61,720	60,000	60,000
01-27-212-05	Equipment Maintenance	9,266	10,953	14,000	14,000
01-27-212-07	Vehicle Maintenance	-	-	-	500
01-27-213-02	Rental Equipment	8,374	8,517	9,000	10,000
01-27-214-03	Printing	11,990	13,097	10,000	15,000
01-27-214-05	Computer Services / Software	11,070	15,851	15,000	15,000
01-27-214-10	Registration Materials	-	-	-	-
01-27-214-11	Special Programs	24,305	22,827	15,000	18,500
01-27-214-12	Swim Programs	465	1,486	1,500	1,500
01-27-214-13	Mission Summer Program	30,633	32,653	10,000	33,000
01-27-215-01	Seasonal Programs	23,961	18,038	15,000	28,300

City of Mission 2021 Budget Worksheet

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

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Contractual Services (cont.)</u>					
01-27-215-02	Contract Services / Maint. Agreements	60,196	58,773	60,000	63,000
01-27-215-05	Contract Instructors	158,711	161,426	140,000	157,500
01-27-215-06	Transportation Services	12,865	13,744	12,000	14,300
01-27-215-10	Parking Lot Lease	12,409	-	-	-
	Total Contractual Services	\$ 822,168	\$ 833,178	\$ 718,550	\$ 819,675
<u>Commodities</u>					
01-27-301-01	Office Supplies	\$ 2,888	\$ 3,999	\$ 4,000	\$ 4,000
01-27-301-02	Clothing	7,059	4,837	4,500	8,600
01-27-301-03	Food Services / Concession Supplies	8,709	7,148	7,000	8,000
01-27-301-04	Postage	2,062	2,155	2,000	5,000
01-27-301-05	Printing	1,317	1,130	1,200	1,300
01-27-301-08	Equipment & Supplies	42,020	38,556	39,000	39,000
01-27-301-09	Special Event Supplies	5,854	7,363	6,000	10,000
01-27-303-04	Safety Supplies	1,015	1,208	-	-
01-27-304-02	Cleaning Supplies	17,990	18,994	19,000	20,000
01-27-304-05	Pool Chemicals	6,799	9,054	6,000	8,500
01-27-305-05	Bldg. Maint / Repair / Parts	8,364	9,534	6,000	9,000
01-27-306-01	Gas/Oil	428	267	500	750
01-27-306-02	Vehicle/Equip Repair Parts	-	-	-	-
	Total Commodities	\$ 104,505	\$ 104,245	\$ 95,200	\$ 114,150
<u>Capital Outlay</u>					
01-27-402-03	Computer Systems	\$ -	\$ 16,506	\$ -	\$ -
01-27-407-01	Eqpt and Eqpt Replacement	-	-	-	-
01-27-407-03	Construction/Repair	-	-	-	-
01-27-407-05	Contingency	-	-	-	-
	Total Capital Outlay	\$ -	\$ 16,506	\$ -	\$ -
Parks & Recreation - Community Center Total		\$ 2,342,798	\$ 2,425,932	\$ 2,198,800	\$ 2,572,780



This page is intentionally left blank.

City of Mission 2021 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 included 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 included 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. Due to other priorities, including responding the COVID-19 Pandemic, implementation of the DPU has been held back.

Objectives

- Coordinate the City's efforts in responding to the COVID-19 pandemic.
- Continue with technology improvements in the department to gain greater operations efficiency.

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
Department Budget Summary				
Personnel Services	\$ 2,946,661	\$ 3,171,705	\$ 3,214,200	\$ 3,451,348
Contractual Services	370,787	310,280	304,760	390,500
Commodities	103,850	126,044	130,800	146,250
Capital Outlay	34,062	393,986	196,000	6,700
Debt Service (Lease)	140,748	87,536	141,000	108,000
Total	\$ 3,596,108	\$ 4,089,552	\$ 3,986,760	\$ 4,102,798

Authorized Positions

Full-Time	31.00	33.00	35.00	35.00
Part-Time	1.00	1.00	0.00	0.00
Seasonal	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total	32.00	34.00	35.00	35.00

City of Mission 2021 Budget Worksheet

Fund:	General
Department:	Police

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Personnel Services</u>					
01-30-101-01	Full Time Salaries	\$ 1,872,502	\$ 2,009,378	\$ 2,092,500	\$ 2,200,000
01-30-101-02	Part Time Salaries	-	-	-	-
01-30-101-04	Overtime Salaries	99,939	120,231	115,000	110,000
01-30-101-05	Overtime Salaries (Court)	8,306	8,132	6,000	10,000
01-30-102-01	Health/Welfare Benefits	402,525	378,404	350,000	411,648
01-30-102-02	Social Security	142,147	154,689	155,000	175,000
01-30-102-03	KPERS	9,609	18,972	19,000	19,000
01-30-102-04	Employment Security	4,263	9,883	10,000	5,700
01-30-102-05	Workers Compensation	31,521	36,004	32,700	40,000
01-30-102-06	City Pension	4,046	3,098	4,000	4,000
01-30-102-07	KP&F Retirement	373,428	432,865	430,000	476,000
01-30-102-08	NEACC Pension	(1,626)	50	-	-
	Total Personnel Services	\$ 2,946,661	\$ 3,171,705	\$ 3,214,200	\$ 3,451,348

Contractual Services

01-30-201-01	Electric	\$ -	\$ -	\$ -	\$ -
01-30-201-08	Telephone	21,984	22,299	23,477	23,500
01-30-202-02	Commercial Travel	8,025	4,527	3,000	6,000
01-30-202-03	Lodging / Meals	16,371	17,083	12,000	21,000
01-30-202-04	Parking / Tolls / Misc.	221	519	-	750
01-30-202-05	Mileage Reimbursement	-	159	-	-
01-30-203-01	Registration / Tuition / Other	22,057	25,218	12,000	26,000
01-30-203-02	Firing Range	8,794	6,012	10,000	10,000
01-30-203-04	Training / Junior College	9,256	-	-	-
01-30-204-01	Advertising - Classified	-	924	-	-
01-30-205-01	Insurance	612	3,369	-	-
01-30-205-02	Notary Bonds	175	25	250	250
01-30-206-01	Professional Organizations	1,955	3,575	2,000	3,500
01-30-206-03	Periodicals/Books/Publications	1,509	1,033	1,033	1,500
01-30-206-05	Professional Services	3,472	1,638	2,500	4,000
01-30-207-07	Pre-employment Exams	5,410	4,926	4,000	7,000
01-30-208-04	Public Relations	12,758	8,893	6,000	13,000
01-30-208-13	Employee Recognition	2,762	3,258	2,500	3,500
01-30-210-02	Janitorial Services	11,479	11,480	12,000	12,000
01-30-212-04	Communications / Radios	-	996	500	1,000
01-30-212-05	Other Equip/Radar/Repair/Misc.	6,555	10,604	6,000	10,000
01-30-212-06	Service Contracts/Rentals	55,155	56,101	80,000	90,000
01-30-212-07	Vehicle Maintenance	29,318	39,938	30,000	30,000

City of Mission 2021 Budget Worksheet

Fund:	General
Department:	Police

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Contractual Services (Cont.)</u>					
01-30-213-02	Equipment Rental	515	-	-	-
01-30-213-03	Uniform Dry Cleaning	5,824	5,992	6,500	7,500
01-30-214-02	Vehicle Registration	556	468	1,000	1,000
01-30-214-05	Computer Services	36,847	42,185	45,000	50,000
01-30-214-06	Animal Control / Care	77,149	13,543	15,000	15,000
01-30-214-08	Prisoner Care	24,998	24,692	30,000	50,000
01-30-214-09	Crime Prevention	825	-	-	1,000
01-30-214-10	DARE Supplies	-	-	-	-
01-30-214-11	Local Law Enforcement Blk Grant	-	-	-	-
01-30-214-12	Bullet Proof Vest Grant	-	-	-	-
01-30-215-03	Miscellaneous	4,188	824	-	3,000
Total Contractual Services		\$ 370,787	\$ 310,280	\$ 304,760	\$ 390,500

Commodities

01-30-301-01	Office Supplies	\$ 4,459	\$ 3,802	\$ 3,800	\$ 5,000
01-30-301-02	Copy Machine Supplies	-	-	-	-
01-30-301-04	Postage	489	294	500	750
01-30-301-05	Printed Forms	2,639	1,873	2,000	2,500
01-30-301-06	Other Operating Supplies	1,308	4,370	4,500	4,500
01-30-302-01	Uniforms/Leather/Protect Vests	24,320	30,141	30,000	33,000
01-30-302-02	Equipment - General	14,903	22,281	25,000	25,000
01-30-303-01	Investigation Supplies	2,426	733	1,500	1,500
01-30-303-02	Property/Evidence Supplies	1,340	3,120	3,500	3,500
01-30-303-03	Booking Facility Supplies	81	-	-	500
01-30-303-04	Safety Supplies	-	-	-	-
01-30-305-01	Janitorial Supplies	-	806	2,500	2,500
01-30-306-01	Fuel	47,938	51,898	50,000	55,000
01-30-306-02	Fleet Tire Replacement	3,279	6,550	6,500	7,500
01-30-306-03	Emergency Management	668	174	1,000	5,000
Total Commodities		\$ 103,850	\$ 126,044	\$ 130,800	\$ 146,250

City of Mission 2021 Budget Worksheet

Fund:	General
Department:	Police

Account Number	Account Title	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Capital Outlay</u>					
01-30-401-01	Office Machines	\$ -	\$ 58,440	\$ -	\$ -
01-30-402-02	Office Furnishings	-	-	-	-
01-30-402-03	Computer Systems	132	4,025	11,000	-
01-30-403-01	Police Vehicles	31,471	79,718	-	-
01-30-404-03	Handguns / Shotguns	-	1,286	-	3,000
01-30-404-04	Radios	-	249,458	-	-
01-30-404-05	Radar	2,459	-	-	3,700
01-30-404-06	Other Equipment	-	1,060	-	-
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		\$ 34,062	\$ 393,986	\$ 196,000	\$ 6,700
<u>Debt Service</u>					
	2014 Lease-Purchase	49,319	-	-	-
	2016 Lease-Purchase	91,429	87,536	-	-
	2020 Lease-Purchase	-	-	141,000	108,000
Total Debt Service		\$ 140,748	\$ 87,536	\$ 141,000	\$ 108,000
Police Total		\$ 3,596,108	\$ 4,089,552	\$ 3,986,760	\$ 4,102,798



This page is intentionally left blank.

2021 Capital Project Funds



City of Mission 2021 Budget Worksheet

Fund Group:	Capital
Fund:	Capital Improvement

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 improvement projects that have been recently completed.

Funds come from intergovernmental revenues, proceeds from bond issues, and transfers from other funds. Since 2016 the City has earmarked 7 mills of general property tax levy 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 the Capital Improvement fund each year for these efforts.

Capital projects in 2020 included:

- Completion of Broadmoor from Johnson Drive to Martway, including installation of a new traffic signal at Johnson Drive and Broadmoor.
- Resurfacing of Lamar from Shawnee Mission Parkway to Lamar with UBAS Surface Treatment. This project included curb and sidewalk replacement where needed, and stripping for a bike lane. The bike lane and sidewalks was covered with Safe Routes to School grant from the Federal Highway Administration.

No specific project has been identified for funding in the 2021 budget year. Instead, the City is working on a comprehensive analysis of the condition of streets and roads in the city. Once completed, the City will identify streets in residential areas that are in most need of repairs or reconstruction and utilize funds in 2022 to address these projects.

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 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Fund Expenditure Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	329,064	300,000	450,000
Commodities	-	-	-	-
Capital Outlay	240,681	1,350,872	1,131,350	40,000
Debt Service	650,473	550,738	550,838	550,735
Transfers/Reserves	-	-	-	-
Total	\$ 891,154	\$ 2,230,674	\$ 1,982,188	\$ 1,040,735

Authorized Positions

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 2021 Annual Budget

	Fund Group:		Fund:	
	Capital		Capital Improvement	
	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
FUND BALANCE JANUARY 1	\$ 420,890	\$ 784,516	\$ 659,016	\$ 634,763
REVENUES				
Intergovernmental Revenue				
Jo County CARS Grant	\$ -	\$ 435,870	\$ 485,000	\$ -
Safe Routes to School Grant	-	-	68,000	-
Total for Intergovernmental Revenue	-	435,870	553,000	-
Bond Proceeds	\$ -	\$ -	\$ -	\$ -
Miscellaneous and Other				
Mission Pet Mart Loan	\$ 64,360	\$ 64,360	\$ 64,360	\$ 64,360
West Gateway Plan Review Fees	-	-	-	-
Interest	10,309	14,795	7,000	4,500
Miscellaneous Revenue	-	-	-	-
Total for Miscellaneous and Other	\$ 74,669	\$ 79,155	\$ 71,360	\$ 68,860
Transfers From Other Funds				
General Fund (7 mills)	\$ 904,892	\$ 1,014,780	\$ 1,050,000	\$ 1,102,000
Storm Water Utility Fund (2013C)	275,219	275,368	283,575	283,575
Street Sales Tax Fund	-	300,000	-	-
Total for Transfers from Other Funds	\$ 1,180,111	\$ 1,590,149	\$ 1,333,575	\$ 1,385,575
TOTAL REVENUES	\$ 1,254,780	\$ 2,105,173	\$ 1,957,935	\$ 1,454,435
EXPENDITURES				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ 329,064	\$ 300,000	\$ 450,000
Commodities	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ 240,681	\$ 1,350,872	\$ 1,131,350	\$ 40,000
Debt Service				
2013C - Principal & Interest	550,438	550,738	550,838	550,735
Total for Debt Service	\$ 650,473	\$ 550,738	\$ 550,838	\$ 550,735
Reserves	\$ -	\$ -	\$ -	\$ -
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 891,154	\$ 2,230,674	\$ 1,982,188	\$ 1,040,735
FUND BALANCE DECEMBER 31	\$ 784,516	\$ 659,016	\$ 634,763	\$ 1,048,463

City of Mission 2021 Budget Worksheet

	Fund Group: Capital
	Fund: Equipment Reserve/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.

In 2021, the purchase of a 3/4-ton pick-up truck, and back-hoe will be purchased for the Public Works Department.

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Fund Expenditure Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	495	-	-	-
Commodities	-	-	-	-
Capital Outlay	-	-	300,000	170,000
Debt Service	-	-	-	-
Transfers/Reserves	-	-	-	-
Total	\$ 495	\$ -	\$ 300,000	\$ 170,000

Authorized Positions

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 2021 Annual Budget

		Fund Group: Capital		
		Fund: Equipment Reserve/Replacement		
	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
FUND BALANCE JANUARY 1	\$ 308,350	\$ 447,091	\$ 476,458	\$ 311,958
REVENUES				
Transfers from Other Funds				
General Fund	\$ 100,000	\$ -	\$ -	\$ -
Total for Transfers	\$ 100,000	\$ -	\$ -	\$ -
Miscellaneous and Other				
Sale of Fixed Assets	\$ 39,236	\$ -	\$ 133,000	\$ 75,000
Insurance Proceeds	-	25,624	-	-
Interest	-	3,744	2,500	2,500
Total For Miscellaneous and Other	\$ 39,236	\$ 29,367	\$ 135,500	\$ 77,500
TOTAL REVENUES	\$ 139,236	\$ 29,367	\$ 135,500	\$ 77,500
EXPENDITURES				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ 495	\$ -	\$ -	\$ -
Commodities	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ 300,000	\$ 170,000
Reserves	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 495	\$ -	\$ 300,000	\$ 170,000
FUND BALANCE DECEMBER 31	\$ 447,091	\$ 476,458	\$ 311,958	\$ 219,458

City of Mission 2021 Budget Worksheet

Fund Group:	Capital
Fund:	Storm Water 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 equivalent residential unit (ERU), which equals 2,600 sq. ft., the amount of impervious surface that an average single-family residential parcel is estimated to have. For 2021, 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:

- 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)
- 2020A - Refunding of the 2010B Bonds.

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

Improvements to the Rock Creek storm channel from Roeland Drive to Nall are budgeted for 2020. There are no capital projects budgeted for 2021 other than small repairs. An assessment of the overall storm water infrastructure is being developed for review and prioritization in 2021.

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Fund Expenditure Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	446	47,747	523,205	400,000
Commodities	-	-	-	-
Capital Outlay	2,943	830,708	5,039,435	-
Debt Service	2,309,469	2,472,470	2,609,528	2,515,056
Transfers/Reserves	275,219	275,368	283,575	283,575
Total	\$ 2,588,077	\$ 3,626,293	\$ 8,455,743	\$ 3,198,631

Authorized Positions

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 2021 Annual Budget

		Fund Group: Capital		
		Fund: Storm Water Utility		
	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
FUND BALANCE JANUARY 1	\$ 178,485	\$ 1,906,995	\$ 5,810,145	\$ 706,402
REVENUES				
Property Taxes				
Property Tax	\$ -	\$ -	\$ -	\$ -
Delinquent Property Tax	-	-	-	-
Motor Vehicle Tax	-	-	-	-
Total Property Taxes	\$ -	\$ -	\$ -	\$ -
Fees				
Storm Water Utility Fees	\$ 2,579,475	\$ 2,566,934	\$ 2,510,000	\$ 2,575,000
Storm Water Utility Fees Delinquent	127,362	21,790	20,000	30,000
Total Fees	\$ 2,706,837	\$ 2,588,724	\$ 2,530,000	\$ 2,605,000
Special Assessments				
Gateway Special Benefit District	\$ 1,498,990	\$ 599,596	\$ 599,000	\$ -
Roeland Court Townhomes CID	-	-	-	18,220
Total Special Assessments	\$ 1,498,990	\$ 599,596	\$ 599,000	\$ 18,220
Intergovernmental				
SMAC Funds (Stormwater Assessment)	\$ -	\$ -	\$ 115,000	\$ -
Total Intergovernmental	\$ -	\$ -	\$ 115,000	\$ -
Bond Proceeds	\$ -	\$ 4,177,120	\$ -	\$ -
Miscellaneous and Other				
Interest	\$ 22,760	\$ 76,003	\$ 20,000	\$ 10,000
Miscellaneous	-	-	-	-
Total Miscellaneous and Other	\$ 22,760	\$ 76,003	\$ 20,000	\$ 10,000
Transfers From Other Funds				
General Fund	\$ -	\$ -	\$ -	\$ -
Capital Improvement Fund	-	-	-	-
Rock Creek Drainage #1 Fund	3,000	3,000	3,000	15,000
Rock Creek Drainage #2 Fund	85,000	85,000	85,000	100,000
Total Transfer From Other Funds	\$ 88,000	\$ 88,000	\$ 88,000	\$ 115,000
TOTAL REVENUES	\$ 4,316,587	\$ 7,529,443	\$ 3,352,000	\$ 2,748,220

City of Mission 2021 Annual Budget

Fund Group:	Capital
Fund:	Storm Water Utility

	<u>Actual 2018</u>	<u>Actual 2019</u>	<u>YE Estimate 2020</u>	<u>Budget 2021</u>
EXPENDITURES				
Contractual Services				
Professional Services	\$ 120	\$ 1,975	\$ -	\$ -
Engineering Services	326	43,472	228,780	50,000
Inspections	-	-	-	-
Storm Drain Repairs	-	2,188	294,425	350,000
Other Contractual Services	-	112	-	-
Refund Rebate Utility Fee	-	-	-	-
Total for Contractual Services	<u>\$ 446</u>	<u>\$ 47,747</u>	<u>\$ 523,205</u>	<u>\$ 400,000</u>
Commodities	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ 2,943	\$ 830,708	\$ 5,039,435	\$ -
Debt Service				
2010A Refunding - Princ & Intr	\$ 368,738	\$ 369,388	\$ 364,762	\$ -
2010B Refunding - Princ & Intr	279,131	279,132	969,500	-
2014A Refunding - Princ & Intr	1,389,838	1,741,438	1,050,538	1,052,838
2019A GO Bonds - Princ & Intr	-	-	218,163	216,038
2020A Refunding - Princ & Intr	-	-	-	1,239,615
KDHE Loan	6,562	6,565	6,565	6,565
Fiscal Agent Fees	-	75,947	-	-
Total For Debt Service	<u>\$ 2,309,469</u>	<u>\$ 2,472,470</u>	<u>\$ 2,609,528</u>	<u>\$ 2,515,056</u>
Transfers To Other Funds				
Capital Improvement Fund (2013C)	<u>\$ 275,219</u>	<u>\$ 275,368</u>	<u>\$ 283,575</u>	<u>\$ 283,575</u>
Total for Transfers to Other Funds	<u>\$ 275,219</u>	<u>\$ 275,368</u>	<u>\$ 283,575</u>	<u>\$ 283,575</u>
TOTAL EXPENDITURES	<u><u>\$ 2,588,077</u></u>	<u><u>\$ 3,626,293</u></u>	<u><u>\$ 8,455,743</u></u>	<u><u>\$ 3,198,631</u></u>
FUND BALANCE DECEMBER 31	\$ 1,906,995	\$ 5,810,145	\$ 706,402	\$ 255,991



This page is intentionally left blank.

City of Mission 2021 Budget Worksheet

Fund Group:	Capital
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. The City intends to seek voter authorization in 2021 to renew the sales tax for another 10-year period.

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. No projects are funded for 2021 because revenue will be needed for the last debt service payment in 2022 if the sales tax is not renewed.

In 2019 the City undertook an overall assessment of the condition of the streets throughout the City. This assessment included core samples of the street to determine depth of asphalt and type of base underneath and pavement surface evaluation. Once the data was collected, it was analyzed and prioritization given worst to best condition. Costs were assigned based on reconstruction or treatment to get on overall cost for street repair. This was presented to the City Council in 2020. Further evaluation of the assessment and consideration of projects to be funded with a renewal of the 1/4 cent street sales tax will be done in 2021.

Debt Service:

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

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Fund Expenditure Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-
Commodities	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	472,315	471,660	470,060	472,720
Transfers/Reserves	-	300,000	-	-
Total	\$ 472,315	\$ 771,660	\$ 470,060	\$ 472,720

Authorized Positions

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 2021 Annual Budget

		Fund Group: Capital		Street Sales Tax	
	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021	
FUND BALANCE JANUARY 1	\$ 308,203	\$ 455,201	\$ 332,664	\$ 447,604	
REVENUES					
Sales Tax - 1/4 Cent for Streets	\$ 616,486	\$ 645,064	\$ 580,000	\$ 580,000	
Miscellaneous and Other					
Interest	\$ 2,827	\$ 4,059	\$ 5,000	\$ 5,000	
Total Miscellaneous and Other	\$ 2,827	\$ 4,059	\$ 5,000	\$ 5,000	
TOTAL REVENUES	\$ 619,313	\$ 649,123	\$ 585,000	\$ 585,000	
EXPENDITURES					
Personnel Services	\$ -	\$ -	\$ -	\$ -	
Contractual Services	\$ -	\$ -	\$ -	\$ -	
Commodities	\$ -	\$ -	\$ -	\$ -	
Capital Outlay	\$ -	\$ -	\$ -	\$ -	
Debt Service					
2012A - Principal & Interest	\$ 472,315	\$ 471,660	\$ 470,060	\$ 472,720	
Total for Debt Service	\$ 472,315	\$ 471,660	\$ 470,060	\$ 472,720	
Reserves	\$ -	\$ -	\$ -	\$ -	
Transfers To Other Funds					
Capital Improvement Fund	\$ -	\$ 300,000	\$ -	\$ -	
Transportation Utility Fund	-	-	-	-	
Total for Other Funds	\$ -	\$ 300,000	\$ -	\$ -	
TOTAL EXPENDITURES	\$ 472,315	\$ 771,660	\$ 470,060	\$ 472,720	
FUND BALANCE DECEMBER 31	\$ 455,201	\$ 332,664	\$ 447,604	\$ 559,884	

City of Mission 2021 Budget Worksheet

Fund Group:	Capital
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.

Capital projects budgeted for 2021 include \$10,000 for sealing and re-striping of parking lot at Mission Family Aquatic Center, \$10,000 for replacement of UV sanitation filter, and \$13,000 for replacement of diving board. Repairs of the natatorium ceiling in the Powell Community Center in the amount of \$70,000 is budget for 2021 as well as \$80,000 for selectroized weight equipment replacement, \$15,000 for sauna retiling, and \$450,000 for general repairs.

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Fund Expenditure Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-
Commodities	-	-	-	-
Capital Outlay	407,756	206,239	488,675	665,100
Debt Service	531,100	527,750	529,100	530,000
Transfers/Reserves	-	-	-	60,000
Total	\$ 938,856	\$ 733,989	\$ 1,017,775	\$ 1,255,100

Authorized Positions

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 2021 Annual Budget

		Fund Group: Capital Fund: Parks and Recreation Sales Tax		
	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
FUND BALANCE JANUARY 1	\$ 896,721	\$ 891,257	\$ 1,135,592	\$ 1,000,817
REVENUES				
Sales Tax - 3/8th Cent for Parks	\$ 924,728	\$ 967,596	\$ 875,000	\$ 875,000
Bond Proceeds	\$ -	\$ -	\$ -	\$ -
Miscellaneous and Other				
Miscellaneous	\$ -	\$ -	\$ -	\$ -
Interest	8,664	10,728	8,000	5,000
Total for Miscellaneous and Other	\$ 8,664	\$ 10,728	\$ 8,000	\$ 5,000
TOTAL REVENUES	\$ 933,392	\$ 978,324	\$ 883,000	\$ 880,000
EXPENDITURES				
Capital Outlay	\$ 407,756	\$ 206,239	\$ -	\$ -
Outdoor Parks	-	-	350,000	230,000
MFAC	-	-	12,000	40,000
SPJCC	-	-	126,675	395,100
Total for Capital Outlay	\$ 407,756	\$ 206,239	\$ 488,675	\$ 665,100
Debt Service				
2013B - Principal & Interest	\$ 531,100	\$ 527,750	\$ 529,100	\$ 530,000
Total For Debt Service	\$ 531,100	\$ 527,750	\$ 529,100	\$ 530,000
Reserves				
Outdoor Park Improvements	\$ -	\$ -	\$ -	\$ -
Facility Reserve - SPJCC	-	-	-	50,000
Facility Reserve - MFAC	-	-	-	10,000
Total for Reserve Accounts	\$ -	\$ -	\$ -	\$ 60,000
Transfers To Other Funds				
General Fund	\$ -	\$ -	\$ -	\$ -
Total for Transfers to Other Funds	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 938,856	\$ 733,989	\$ 1,017,775	\$ 1,255,100
FUND BALANCE DECEMBER 31	\$ 891,257	\$ 1,135,592	\$ 1,000,817	\$ 625,717



This page is intentionally left blank.

2021 Special Revenue Funds



City of Mission 2021 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 2021:

- Full-depth reconstruction (\$300,000)
- Asphalt repair and patching, and crack sealing (\$50,000)

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Fund Expenditure Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-
Commodities	11,612	57,948	20,000	50,000
Capital Outlay	214,031	56,702	300,000	300,000
Debt Service	-	-	-	-
Transfers/Reserves	-	-	-	-
Total	\$ 225,643	\$ 114,650	\$ 320,000	\$ 350,000

Authorized Positions

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 2021 Annual Budget

<div> <div>Fund Group: Special Revenue</div> <div>Fund: Special Highway</div> </div>				
	Actual 2018	Actual 2019	Budget 2020	Proposed 2021
FUND BALANCE JANUARY 1	\$ 91,216	\$ 123,626	\$ 270,278	\$ 196,278
REVENUES				
Intergovernmental - Kansas Gas Tax	\$ 256,180	\$ 258,871	\$ 250,000	\$ 215,000
Miscellaneous and Other				
Interest	\$ 1,873	\$ 2,430	\$ 100	\$ 1,000
Miscellaneous	-	-	-	-
	<u>\$ 1,873</u>	<u>\$ 2,430</u>	<u>\$ 100</u>	<u>\$ 1,000</u>
TOTAL REVENUES	<u>\$ 258,053</u>	<u>\$ 261,301</u>	<u>\$ 250,100</u>	<u>\$ 216,000</u>
EXPENDITURES				
Personnel Services				
Total for Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ -	\$ -	\$ -
Commodities				
Asphalt Patch	\$ 11,612	\$ 57,948	\$ 25,000	\$ 50,000
Total for Commodities	\$ 11,612	\$ 57,948	\$ 25,000	\$ 50,000
Capital Outlay	\$ 214,031	\$ 56,702	\$ 225,000	\$ 300,000
Debt Service	\$ -	\$ -	\$ -	\$ -
Reserves	\$ -	\$ -	\$ -	\$ -
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	<u>\$ 225,643</u>	<u>\$ 114,650</u>	<u>\$ 250,000</u>	<u>\$ 350,000</u>
FUND BALANCE DECEMBER 31	\$ 123,626	\$ 270,278	\$ 270,378	\$ 62,278

City of Mission 2021 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 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Fund Expenditure Budget Summary</u>				
Personnel Services	\$ -	\$ 15,000	\$ 15,000	\$ 15,000
Contractual Services	37,952	57,597	80,000	80,000
Commodities	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers/Reserves	-	-	-	-
Total	\$ 37,952	\$ 72,597	\$ 95,000	\$ 95,000

Authorized Positions

Full-Time	0.25	0.25	0.25	0.25
Part-Time	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00
Total	0.25	0.25	0.25	0.25

City of Mission 2021 Annual Budget

		Fund Group:		Special Revenue
		Fund:		Special Alcohol
	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
FUND BALANCE JANUARY 1	\$ 68,040	\$ 110,196	\$ 126,201	\$ 81,201
REVENUES				
Intergovernmental - Alcohol Tax	\$ 80,108	\$ 88,603	\$ 50,000	\$ 70,000
TOTAL REVENUES	\$ 80,108	\$ 88,603	\$ 50,000	\$ 70,000
EXPENDITURES				
Personnel Services				
Full-Time Salaries	\$ -	\$ 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
Contractual Services				
Drug and Alcoholism Council	\$ 30,000	\$ 40,000	\$ 50,000	\$ 50,000
Mental Health Responder	7,952	17,597	30,000	30,000
Total Contractual Services	\$ 37,952	\$ 57,597	\$ 80,000	\$ 80,000
Commodities				
DARE Supplies	\$ -	\$ -	\$ -	\$ -
Total Supplies	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 37,952	\$ 72,597	\$ 95,000	\$ 95,000
FUND BALANCE DECEMBER 31	\$ 110,196	\$ 126,201	\$ 81,201	\$ 56,201

City of Mission 2021 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.

Debt Service is for lease-purchase of cardio fitness equipment that was obtained in 2019. The City will be considering replacement of this equipment in 2021 through a similar arrangement.

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Fund Expenditure Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-
Commodities	-	345	-	-
Capital Outlay	2,357	-	50,000	20,000
Debt Service	70,624	67,548	67,655	67,655
Transfers/Reserves	-	-	-	-
Total	\$ 72,981	\$ 67,893	\$ 117,655	\$ 87,655

Authorized Positions

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 2021 Annual Budget

		Fund Group: Special Revenue		Fund: Special Parks and Recreation	
	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021	
FUND BALANCE JANUARY 1	\$ 43,549	\$ 81,801	\$ 102,738	\$ 35,283	
REVENUES					
Intergovernmental - Alcohol Tax	\$ 80,108	\$ 88,603	\$ 50,000	\$ 70,000	
Bond/Lease Proceeds	\$ -	\$ -	\$ -	-	
Miscellaneous and Other					
Miscellaneous	\$ 30,845	\$ -	\$ -	\$ -	
Interest	280	227	200	150	
Total Miscellaneous and Other	\$ 31,125	\$ 227	\$ 200	\$ 150	
TOTAL REVENUES	\$ 111,233	\$ 88,829	\$ 50,200	\$ 70,150	
EXPENDITURES					
Personnel Services	\$ -	\$ -	\$ -	\$ -	
Contractual Services	\$ -	\$ -	\$ -	\$ -	
Commodities	\$ -	\$ 345	\$ -	\$ -	
Capital Outlay	\$ 2,357	\$ -	\$ 50,000	\$ 20,000	
Debt Service/Lease Payments	\$ 70,624	\$ 67,548	\$ 67,655	\$ 67,655	
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -	
TOTAL EXPENDITURES	\$ 72,981	\$ 67,893	\$ 117,655	\$ 87,655	
FUND BALANCE DECEMBER 31	\$ 81,801	\$ 102,738	\$ 35,283	\$ 17,778	

City of Mission 2021 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 had a contract with Waste Management (formerly Deffenbaugh Industries), which expired in 2019. The City took bids for solid waste collection in the summer of 2021 and awarded a five year contract to Waste Corporation of America (WCA).

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 has been \$175.03 per single-family home for the past couple of years. The fee was increased by 5% to 183.83 for the 2021 budget year (2020 tax year) to cover in an increase in service costs.

The cost of collection of solid waste from City facilities, which has been paid for in this fund, is now being accounted for in each respective department's budget in the General Fund this year. This will help to offset the fee increase and more accurately reflect the operating costs of departments.

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

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Fund Expenditure Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	591,154	611,804	565,000	583,000
Commodities	2,000	1,000	1,000	1,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers/Reserves	-	-	-	-
Total	\$ 593,154	\$ 612,804	\$ 566,000	\$ 584,000

Authorized Positions

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 2021 Annual Budget

		Fund Group: Fund:		Special Revenue Solid Waste Utility
	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
FUND BALANCE JANUARY 1	\$ (27,179)	\$ (6,611)	\$ (11,962)	\$ 28,638
REVENUES				
Fees				
Solid Waste Utility Fee	\$ 498,933	\$ 516,873	\$ 520,000	\$ 546,000
Trash Bag Sales	2,637	-	-	-
Yard Waste Stickers	-	2,691	1,500	1,000
Commercial Recycling	-	-	-	-
Recycling Rebate	-	-	-	-
	<u>\$ 501,570</u>	<u>\$ 519,564</u>	<u>\$ 521,500</u>	<u>\$ 547,000</u>
Miscellaneous and Other				
Interest	\$ 2,152	\$ 2,889	\$ 100	\$ 100
Total for Miscellaneous and Other	<u>\$ 2,152</u>	<u>\$ 2,889</u>	<u>\$ 100</u>	<u>\$ 100</u>
Transfers from Other Funds				
General Fund	\$ 110,000	\$ 85,000	\$ 85,000	\$ 75,000
Total for Miscellaneous and Other	<u>\$ 110,000</u>	<u>\$ 85,000</u>	<u>\$ 85,000</u>	<u>\$ 75,000</u>
TOTAL REVENUES	<u>\$ 613,722</u>	<u>\$ 607,453</u>	<u>\$ 606,600</u>	<u>\$ 622,100</u>
EXPENDITURES				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services				
Solid Waste Contract	\$ 588,959	\$ 608,919	\$ 562,000	\$ 580,000
Utility Rebate Refund	2,195	2,885	3,000	3,000
Total for Contractual Services	<u>\$ 591,154</u>	<u>\$ 611,804</u>	<u>\$ 565,000</u>	<u>\$ 583,000</u>
Commodities	\$ 2,000	\$ 1,000	\$ 1,000	\$ 1,000
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	<u>\$ 593,154</u>	<u>\$ 612,804</u>	<u>\$ 566,000</u>	<u>\$ 584,000</u>
FUND BALANCE DECEMBER 31	\$ (6,611)	\$ (11,962)	\$ 28,638	\$ 66,738

City of Mission 2021 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.

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Fund Expenditure Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	82,172	72,038	85,500	100,000
Commodities	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers/Reserves	-	-	-	-
Total	\$ 82,172	\$ 72,038	\$ 85,500	\$ 100,000

Authorized Positions

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 2021 Annual Budget

Fund Group: Special Revenue		Fund: Mission Convention and Visitors Bureau (MCVB)		
	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
FUND BALANCE JANUARY 1	\$ 75,595	\$ 69,343	\$ 72,802	\$ 84,502
REVENUES				
Transient Guest Tax Receipts	\$ 61,384	\$ 51,270	\$ 45,000	\$ 50,000
Miscellaneous and Other				
Event Sponsorship/Revenue	\$ 9,085	\$ -	\$ -	\$ -
Holiday Adoption Revenue	4,430	13,679	15,000	15,000
Interest	741	961	200	200
Miscellaneous Revenue	280	9,588	37,000	7,000
Total for Miscellaneous and Other	14,536	24,227	52,200	22,200
TOTAL REVENUES	\$ 75,920	\$ 75,497	\$ 97,200	\$ 72,200
EXPENDITURES				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services				
MCVB General Expenses	\$ 11,773	\$ 233	\$ 3,000	\$ 10,000
Barbeque Contest	-	-	-	-
Holiday Lights Event	922	-	-	-
Mission Merchants	7,355	9,763	7,500	10,000
MCVB Magazine	45,536	46,048	50,000	50,000
Holiday Adoptions	16,586	15,994	25,000	30,000
Pole Sign Incentive Program	-	-	-	-
Business Support Programs	-	-	-	-
Total for Contractual Services	\$ 82,172	\$ 72,038	\$ 85,500	\$ 100,000
Commodities	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 82,172	\$ 72,038	\$ 85,500	\$ 100,000
FUND BALANCE DECEMBER 31	\$ 69,343	\$ 72,802	\$ 84,502	\$ 56,702

City of Mission 2021 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 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Fund Expenditure Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	506,831	400,178	366,000	370,000
Commodities	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers/Reserves	-	-	-	-
Total	\$ 506,831	\$ 400,178	\$ 366,000	\$ 370,000

Authorized Positions

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 2021 Annual Budget

		Fund Group:	Special Revenue	
		Fund:	Mission Crossing TIF/CID	
	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
FUND BALANCE JANUARY 1	\$ 5,943	\$ (142,816)	\$ (149,559)	\$ (148,559)
REVENUES				
Property Taxes -TIF	\$ 207,442	\$ 199,265	\$ 182,000	\$ 200,000
Sales Tax - TIF	\$ 76,240	\$ 97,625	\$ 93,000	\$ 93,000
Sales Tax - CID	\$ 74,390	\$ 96,546	\$ 92,000	\$ 92,000
TOTAL REVENUES	<u>\$ 358,072</u>	<u>\$ 393,435</u>	<u>\$ 367,000</u>	<u>\$ 385,000</u>
EXPENDITURES				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services				
TIF Property Tax Reimbursement	\$ 358,697	\$ 208,908	\$ 181,000	\$ 190,000
TIF Sales Tax Reimbursement	74,976	96,337	93,000	90,000
CID Sales Tax Reimbursement	<u>73,158</u>	<u>94,933</u>	<u>92,000</u>	<u>90,000</u>
Total for Contractual Services	\$ 506,831	\$ 400,178	\$ 366,000	\$ 370,000
Commodities	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	<u>\$ 506,831</u>	<u>\$ 400,178</u>	<u>\$ 366,000</u>	<u>\$ 370,000</u>
FUND BALANCE DECEMBER 31	\$ (142,816)	\$ (149,559)	\$ (148,559)	\$ (133,559)

City of Mission 2021 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 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Fund Expenditure Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	78,727	78,727	61,000	61,000
Commodities	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers/Reserves	-	-	-	-
Total	\$ 78,727	\$ 78,727	\$ 61,000	\$ 61,000

Authorized Positions

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 2021 Annual Budget

<div> <div></div> <div> Fund Group: Special Revenue Fund: Cornerstone Commons CID </div> </div>				
	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
FUND BALANCE JANUARY 1	\$ 17,794	\$ 6,033	\$ 9,016	\$ 9,016
REVENUES				
Sales Tax - CID	\$ 66,966	\$ 64,627	\$ 61,000	\$ 61,000
TOTAL REVENUES	\$ 66,966	\$ 64,627	\$ 61,000	\$ 61,000
EXPENDITURES				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services				
CID Sales Tax Reimbursement	\$ 78,727	\$ 61,644	\$ 58,500	\$ 58,500
Administrative Fee	-	-	2,500	2,500
Total for Contractual Services	78,727	61,644	61,000	61,000
Commodities	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 78,727	\$ 61,644	\$ 61,000	\$ 61,000
FUND BALANCE DECEMBER 31	\$ 6,033	\$ 9,016	\$ 9,016	\$ 9,016

City of Mission 2021 Budget Worksheet

Fund Group:	Special Revenue
Fund:	Mission Apartments TIF

Fund Description

The Mission Apartments Tax Increment Financing (TIF) district was established in 2017 for the purpose of redirecting property tax revenue generated from the redevelopment of the former Pyramid Insurance office building into a 200-unit luxury apartment building. 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).

Reimbursement is for certain eligible costs including the construction of a four-level parking structure. In addition to the redirected property tax increment, the developer also agreed to dedicate 50 parking spaces on the ground level of the parking structure to the City for public parking and to pay \$250,000 for additional parking in the downtown area.

The apartment building, known as The Locale, was completed in the spring of 2020. It includes a combination of studio apartments and one and two bedroom apartments; outdoor pool with patio area; work out facility for residents; gourmet kitchen and community room; and other amenities. The building also has a retail component on the ground floor.

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Fund Expenditure Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	275,000
Commodities	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers/Reserves	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 275,000

Authorized Positions

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 2021 Annual Budget

		Fund Group: Special Revenue		Fund: Mission Apartments TIF	
	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021	
FUND BALANCE JANUARY 1	\$ -	\$ -	\$ -	\$ -	
REVENUES					
Property Taxes -TIF	\$ -	\$ -	\$ -	\$ 288,000	
TOTAL REVENUES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 288,000</u>	
EXPENDITURES					
Personnel Services	\$ -	\$ -	\$ -	\$ -	
Contractual Services					
TIF Property Tax Reimbursement	\$ -	\$ -	\$ -	\$ 275,000	
Total for Contractual Services	\$ -	\$ -	\$ -	\$ 275,000	
Commodities	\$ -	\$ -	\$ -	\$ -	
Capital Outlay	\$ -	\$ -	\$ -	\$ -	
Debt Service	\$ -	\$ -	\$ -	\$ -	
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -	
TOTAL EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 275,000</u>	
FUND BALANCE DECEMBER 31	\$ -	\$ -	\$ -	\$ 13,000	

City of Mission 2021 Budget Worksheet

Fund Group:	Special Revenue
Fund:	Rock Creek TIF District #2A (Capitol Federal)

Fund Description

The Rock Creek Tax Increment Financing (TIF) district was established in 2006 for the purpose of spurring new development within the areas that makes up the Rock Creek storm water channel (primarily areas along Johnson Drive and Matrway) and to provide funding for improvements to the storm water channel and properties within its floodplain. New property tax and sales tax revenue generated from new development within the district is the intended source of funding for creek improvements and other public improvements.

In 2010, the Rock Creek TIF District #2A was carved out as a subset of the district for funding of certain cost associated with the development of a Capitol Federal Savings and Loan bank at the southwest corner of Nall Avenue and Johnson Drive. The Rock Creek TIF District #2A was structured to reimburse the developer on a "pay-as-you-go" basis with reimbursement coming from the property tax on the assessed valuation for the completed project (property tax increment) less the assessed valuation for the property prior to the project being completed, the (base valuation). However, the new assessed valuation for the completed bank development was less than the base valuation, because the base valuation included all of the properties within the larger Rock Creek TIF District.

This was corrected in the fall of 2019 when the entire Rock Creek TIF District was split up into five smaller TIF Districts, Rock Creek TIF District #2A being one of them. An increment should now be recognized from the new assessed value with the improvement (the bank) on that particular parcel of property less the original, base assessed value for the parcel without the improvement. The City will recognize this increment with the 2020 property tax roll and reimburse the developer accordingly.

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Fund Expenditure Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	15,000
Commodities	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers/Reserves	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 15,000

Authorized Positions

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 2021 Annual Budget

<div> <div></div> <div> Fund Group: Special Revenue Fund: Rock Creek TIF District #2A </div> </div>				
	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
FUND BALANCE JANUARY 1	\$ -	\$ -	\$ -	\$ -
REVENUES				
Property Taxes -TIF	\$ -	\$ -	\$ -	\$ 20,000
TOTAL REVENUES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,000</u>
EXPENDITURES				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services				
TIF Property Tax Reimbursement	\$ -	\$ -	\$ -	\$ 15,000
Total for Contractual Services	\$ -	\$ -	\$ -	\$ 15,000
Commodities	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 15,000</u>
FUND BALANCE DECEMBER 31	\$ -	\$ -	\$ -	\$ 5,000

City of Mission 2021 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 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Fund Expenditure Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-
Commodities	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers/Reserves	3,000	3,000	3,000	15,000
Total	\$ 3,000	\$ 3,000	\$ 3,000	\$ 15,000

Authorized Positions

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 2021 Annual Budget

		Fund Group: Special Revenue		Fund: Rock Creek Drainage Dist. #1	
	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021	
FUND BALANCE JANUARY 1	\$ 1,711	\$ 9,909	\$ 11,484	\$ 12,994	
REVENUES					
Property Taxes					
Real Estate Tax	\$ 4,506	\$ 4,533	\$ 4,500	\$ 5,000	
Real Estate Tax Delinquent	6,661	-	-	-	
Total for Property Taxes	\$ 11,167	\$ 4,533	\$ 4,500	\$ 5,000	
Miscellaneous and Other					
Interest	\$ 31	\$ 42	\$ 10	\$ 10	
Total for Miscellaneous and Other	\$ 31	\$ 42	\$ 10	\$ 10	
TOTAL REVENUES	\$ 11,198	\$ 4,575	\$ 4,510	\$ 5,010	
EXPENDITURES					
Personnel Services	\$ -	\$ -	\$ -	\$ -	
Contractual Services	\$ -	\$ -	\$ -	\$ -	
Commodities	\$ -	\$ -	\$ -	\$ -	
Capital Outlay	\$ -	\$ -	\$ -	\$ -	
Debt Service	\$ -	\$ -	\$ -	\$ -	
Transfers To Other Funds					
Storm Water Utility Fund	\$ 3,000	\$ 3,000	\$ 3,000	\$ 15,000	
Total for Transfers To Other Funds	\$ 3,000	\$ 3,000	\$ 3,000	\$ 15,000	
TOTAL EXPENDITURES	\$ 3,000	\$ 3,000	\$ 3,000	\$ 15,000	
FUND BALANCE DECEMBER 31	\$ 9,909	\$ 11,484	\$ 12,994	\$ 3,004	

City of Mission 2021 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 the Rock Creek and within the flood plain of the 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 2006 for the purpose of encouraging redevelopment in the flood plain. Most all of the properties in the district are already developed, and redevelopment in the district, to date, has been modest.

	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021
<u>Fund Expenditure Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-
Commodities	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers/Reserves	85,000	85,000	85,000	100,000
Total	\$ 85,000	\$ 85,000	\$ 85,000	\$ 100,000

Authorized Positions

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 2021 Annual Budget

		Fund Group: Special Revenue		Fund: Rock Creek Drainage Dist. #2	
	Actual 2018	Actual 2019	YE Estimate 2020	Budget 2021	
FUND BALANCE JANUARY 1	\$ 16,142	\$ 21,933	\$ 23,333	\$ 21,933	
REVENUES					
Property Taxes					
Real Estate Taxes	\$ 89,967	\$ 86,822	\$ 83,000	\$ 85,000	
Real Estate Taxes Delinquent	-	(1,428)	500	1,000	
Total for Property Taxes	\$ 89,967	\$ 85,394	\$ 83,500	\$ 86,000	
Miscellaneous and Other					
Interest	\$ 824	\$ 1,006	\$ 100	\$ 100	
Total For Miscellaneous and Other	\$ 824	\$ 1,006	\$ 100	\$ 100	
TOTAL REVENUES	\$ 90,791	\$ 86,400	\$ 83,600	\$ 86,100	
EXPENDITURES					
Personnel Services	\$ -	\$ -	\$ -	\$ -	
Contractual Services	\$ -	\$ -	\$ -	\$ -	
Commodities	\$ -	\$ -	\$ -	\$ -	
Capital Outlay	\$ -	\$ -	\$ -	\$ -	
Debt Service	\$ -	\$ -	\$ -	\$ -	
Transfers To Other Funds					
Storm Water Utility Fund	\$ 85,000	\$ 85,000	\$ 85,000	\$ 100,000	
Total for Transfers To Other Funds	\$ 85,000	\$ 85,000	\$ 85,000	\$ 100,000	
TOTAL EXPENDITURES	\$ 85,000	\$ 85,000	\$ 85,000	\$ 100,000	
FUND BALANCE DECEMBER 31	\$ 21,933	\$ 23,333	\$ 21,933	\$ 8,033	



This page is intentionally left blank.

2021 Capital Improvement Program



City of Mission 2021 Annual Budget

Capital Improvement Program

Purpose

The capital improvement program (CIP) is a major public infrastructure and planning tool for municipalities. The CIP is a statement of the City's policies and financial abilities to manage the physical development and redevelopment of the community. The development of a five-year CIP provides a systematic plan for providing efficient and effective public infrastructure improvements within a prioritized framework.

There are several benefits to developing and adopting a CIP. Not only does it become a management tool for the Governing Body and City staff, it can also provide valuable information to citizens, developers and businesses who are interested in the development and redevelopment of Mission. The CIP document can assist in leveraging available resources through improved timing of projects, and coordination of the City's projects with those of other public or private entities.

The City of Mission's CIP aims to provide effective and efficient services to improve the quality of life for residents, businesses and visitors in our community. The following principles serve as a guide for evaluating and prioritizing capital project requests recommended to the Governing Body.

- Provide effective and efficient governmental services to residents, businesses and visitors.
- Enhance public health, safety and welfare.
- Consider solutions that extend beyond the City's boundaries.
- Use public investment as a catalyst for economic growth in a manner consistent with the major planning processes the City has performed.
- Safeguard Mission's environment and natural beauty for present and future generations through implementation of sustainable solutions.
- Maintain and sustain effective land use planning.
- Maintain or enhance cultural, recreational, educational and social opportunities.
- Protect existing investment in facilities and infrastructure that are vital in delivering fundamental services to our residents.
- Anticipate future facility and infrastructure needs to best leverage the City's capital resources.
- Comply with applicable state and federal mandates.

Goals and Objectives

The goal of Mission's Capital Improvement Program (CIP) is to forecast future public improvements and facility updates in the City and to provide data concerning need, cost, timing, funding sources, budget impacts and alternatives. The goal is pursued with the following objectives.

1. Integrate the CIP budget into the Annual Operating Budget in order to provide a comprehensive financial plan for accomplishing the goals of Mission.

2. Execute the CIP budgetary process in a manner that will provide the Governing Body with an opportunity to respond to community needs.
3. Leverage City resources against available federal, state and county funds in such a manner that the present and future citizens of Mission will be provided with the highest level of services and facilities without adverse financial impacts in the future.
4. Ensure that all decisions and actions will assist in maintaining or improving the City's bond ratings.

Despite the many benefits of multi-year planning, it is important to highlight the fact that the CIP is a fluid document. Revenues can fluctuate as a result of changing economic conditions or shifts in public policy. Private, economic decisions can also affect the timing, scale and location of capital projects. Finally, community objectives are difficult to set and may be altered during the annual budget process when priorities are reviewed. The CIP should be reviewed and updated annually, primarily in connection with the annual budget process. Reviewing the CIP annually provides flexibility to ensure the City provides the most efficient and effective level of service for present and future citizens.

The first year of the plan reflects the approved capital budget for the current fiscal year. The remaining four years represent a schedule and estimate of future capital needs that may be funded given adequate revenues. In summary, a CIP should reflect community assets, community needs and community goals, and should also provide guidelines for growth and development.

2021-2025 Community Investment Program

Historically, Mission's General Fund revenues have been shared between operating costs and investment in capital projects. Debt financing prior to 2005 was used primarily for construction and expansion of the Community Center, acquisition of parkland (Mohawk), economic development (Target) and some limited storm water improvements.

Mission has long prided itself in having a low mill levy and relying primarily on sales tax revenues to support the City's budget. In the early 2000's a combination of factors began to emerge that put pressure on the City's resources, including:

- FEMA revisions to 100-year floodplain, impacting central business corridor
- Street improvement needs/projects that outpaced annual revenues (Roe, Nall, Martway, and Johnson Drive)
- Increasing operating subsidies for the Community Center
- Deferred maintenance of City vehicles and equipment
- Deferred maintenance of City facilities (City Hall, Public Works)

These factors potentially threatened not only the ability to sustain the delivery of basic city services but also had long-term implications for maintaining property values throughout the community. From 2004-2013, approximately \$11 million was transferred from the General Fund for capital projects or debt service associated with capital projects, representing approximately 18% of total General Fund (operating) revenues for that same time period.

There have been a number of actions taken over the last several years to begin to address these challenges, specifically efforts to establish dedicated revenue streams for capital infrastructure investments. In recent years, the emphasis has been to fund Mission's capital projects through a variety of transparent, dedicated sources, including:

- Storm Water Utility Fees
- Drainage District Revenues
- Property Tax revenues (dedicated 7 mills for streets)
- ¼-cent Dedicated Street Sales Tax
- ⅜-cent Dedicated Parks & Recreation Sales Tax
- Special Highway Revenues (pass through from State)
- Special Parks & Recreation Revenues (pass through from State)

Some of these dedicated funding sources including the Street Sales Tax, Parks and Recreation Sales Tax, and the Storm Water Utility Fee have been utilized primarily to pay debt on bonds that were issued nearly a decade ago for street improvements such as reconstruction of Nall, Martway and Johnson Drive; reconstruction of the City's outdoor pool; and storm water improvements associated with the Rock Creek. These bonds have begun to mature in the past few years freeing up these dedicated funding sources for other projects. The City has been able to take advantage of favorable interest rates to refund bonds that are still outstanding.

In addition to developing dedicated local revenue streams over the last 10-12 years, the City has also aggressively pursued outside funding to help support the investment in capital infrastructure. More than \$30 million in federal, state and county funds were secured for various projects between 2005-2014.

Major storm water projects and arterial street projects are funded with assistance through the Johnson County Storm Water Management Advisory Committee (SMAC) or the Johnson County Assisted Road Systems (CARS). The storm water program collects revenue county-wide and reallocates it among all cities. CARS funding is considered and appropriated annually by the Board of County Commissioners.

The City has also utilized state and federal funding for street improvements including the reconstruction of Johnson Drive from Nall Avenue to Lamar in 2014 and re-stripping of Lamar for a shared vehicle/bicycle facility in 2020.

Both the Street Sales Tax and the Parks and Recreation Sales Tax are nearing the end of the end of their 10-year authorization. The Street Sales Tax will expire in March of 2022 and the Parks and Recreation Sales Tax in 2023. The City intends to seek the renewal of these sales taxes for another 10-year period.

In the past few years, the city has utilized these funding sources in some form or

combination to reconstruct Foxridge from 54th street to 51st (2016); reconstruct Broadmoor from Martway to Johnson Drive (2018); resurface Lamar from Shawnee Mission Parkway to Foxridge (2020); and reconstruct the Rock Creek stormwater channel from Nall Avenue to Roeland Drive (2020).

In part, due to the COVID-19 pandemic, and concern about possible reduction in sales tax revenue, and in part, planning for the renewal of the sales tax, the City opted not to undertake any significant capital improvement projects in 2021.

In 2021 the City will complete a comprehensive stormwater condition assessment/inventory that was begun in 2019. This will assessment will become a guide for planning future maintenance and improvements with the City's storm water infrastructure.

In 2021 the City will review a comprehensive condition assessment/inventory of the City's streets that was begun in 2019 with core samples taken from various streets, and continued in 2020 with a pavement condition analysis performed by Stantec. A compilation and analysis of the data collected will be presented to the City Council in late 2020 and used for prioritization of needs and renewal of the ¼-cent Street Sales Tax in 2021.

A conceptual master plan of Mohawk Park was undertaken in 2019. This is expected to be completed by late 2020. The City has applied for a Land and Water Conservation Grant through the United States Department of Interior for partial funding of the proposed improvements.

Conceptual master plans for the City's other parks including Broadmoor Park, Waterworks Park, Streamway Park and Andersen Park will be initiated in 2021. These plans will be the basis for a renewal of the 3/8th-Cent Parks Sales Tax renewal in 2023.

Conclusion

Mission continues to face infrastructure challenges that will put pressure on future budgets. The CIP provides an important tool to guide the decision-making process to ensure the program accurately reflects community assets, community needs and community goals, as well as providing guidelines for growth and development.

**CITY OF MISSION, KANSAS
RESOLUTION NO. 1060**

A RESOLUTION ADOPTING THE 2021-2025 CAPITAL IMPROVEMENT PROGRAM (CIP) FOR THE CITY OF MISSION, KANSAS.

WHEREAS, the City of Mission, faces significant infrastructure project needs, including, streets, stormwater, parks and recreation and public facilities which are necessary to maintain property values and encourage additional private-sector redevelopment; 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 but serves as 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 2021-2025 CIP is adopted. The City expects to receive approximately \$6,103,720 million of revenue and spend \$6,058,609 million in expenditures as part of the 2021 Budget related to the Capital Improvement Program.

Section 2. In 2021, 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 2021-2025 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 19th day of August 2020.

THIS RESOLUTION IS APPROVED BY THE MAYOR this 19th day of August 2020.


Ronald E. Appletoft, Mayor


ATTEST:


Audrey M. McClanahan, City Clerk

Stormwater Program Plan (2020 - 2025) - No Gateway Assessment

	2020	2021	2022	2023	2024	2025	
Revenues							
Beginning Balance	5,844,962	700,228	400,020	84,777	84,777	95,579	
<i>Local Revenue</i>							
Stormwater Utility Fund Revenues	2,530,000	2,605,000	2,605,000	2,605,000	2,605,000	2,605,000	
Drainage District Revenues	88,000	115,000	115,000	115,000	115,000	115,000	
Gateway Special Benefit District Revenues	599,000	-	-	-	-	-	
Sub-total	3,217,000	2,720,000	2,720,000	2,720,000	2,720,000	2,720,000	
<i>Extenal Revenue</i>							
SMAC Revenues	115,000	-	-	-	-	-	
Miscellaneous Revenues	20,000	10,000	-	-	-	-	
RCHA CID Revenues	18,220	18,220	18,220	18,220	18,220	18,220	
Sub-total	153,220	28,220	18,220	18,220	18,220	18,220	
<i>Debt Proceeds</i>							
Sub-total	-	-	-	-	-	-	
Total Stormwater Revenues	3,370,220	2,748,220	2,738,220	2,738,220	2,738,220	2,738,220	
Expenses							
<i>Capital Projects</i>							
Rock Creek Channel (Nall to Roeland Drive)	5,039,432						
Design/Construction Inspection	519,918						
Property Acquisition	-						
Construction	4,519,514						
51st & Lamar Stormwater Repairs	59,240						
Sub-total	5,098,672	-	-	-			
<i>Maintenance Programs</i>							
Repair and Maintenance Projects	294,425	200,000	200,000	200,000	200,000	200,000	
50th/Dearborn Drainage	184,975						
Rock Creek Channel Failure	109,450						
Miscellaneous Engineering	228,759	50,000	50,000	50,000	50,000	50,000	
Sub-total	523,184	250,000	250,000	250,000	250,000	250,000	
<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
GO Series 2010A	364,763	-	-	-	-	-	\$45,934/2031
GO Series 2010B	969,497	-	-	-	-	-	\$0
GO Series 2013C - Stormwater Portion	283,575	283,375	283,075	287,000	-	-	\$0/refunded by 2020A
GO Series 2014-A	1,050,538	1,052,838	1,054,738	1,060,313	1,061,563	1,061,563	\$0
GO Series 2019A (Rock Creek/RCHA)	218,163	216,038	218,563	615,918	613,815	613,815	\$2,334,513/2029
GO Series 2020A (Refunding of 2010B)	-	1,239,615	1,240,525	507,625	503,925	1,110,125	\$3,076,579/2029
Sub-total	2,893,098	2,798,428	2,803,463	2,477,418	2,185,865	2,792,065	\$1,907,775/2029
Total Stormwater Expenses	8,514,954	3,048,428	3,053,463	2,727,418	2,435,865	3,042,065	
Annual Surplus/(Deficit)	(5,144,734)	(300,208)	(315,243)	10,802	302,355	(303,845)	
Ending Fund Balance	700,228	400,020	84,777	95,579	387,132	(208,266)	


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></p> <p><u>Project Location (address if known):</u> Various Locations Citywide</p>																															
<p><u>Project Description:</u> 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.</p>																															
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <th style="text-align: left;">Budget Year:</th> <th style="text-align: right;">Expenditure:</th> </tr> <tr> <td>2021</td> <td style="text-align: right;">350,000.00</td> </tr> <tr> <td>2022</td> <td style="text-align: right;">350,000.00</td> </tr> <tr> <td>2023</td> <td style="text-align: right;">500,000.00</td> </tr> <tr> <td>2024</td> <td style="text-align: right;">500,000.00</td> </tr> <tr> <td>Total Five Year Cost</td> <td style="text-align: right;">\$ 2,050,000.00</td> </tr> </table>	Budget Year:	Expenditure:	2021	350,000.00	2022	350,000.00	2023	500,000.00	2024	500,000.00	Total Five Year Cost	\$ 2,050,000.00	<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <th style="text-align: left;">Fund:</th> <th style="text-align: right;">Expenditure:</th> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td style="text-align: right;">350,000.00</td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td></td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td>Total:</td> <td style="text-align: right;">\$ 350,000.00</td> </tr> </table>	Fund:	Expenditure:	Capital Improvement		Stormwater Utility	350,000.00	Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax		Other		Total:	\$ 350,000.00
Budget Year:	Expenditure:																														
2021	350,000.00																														
2022	350,000.00																														
2023	500,000.00																														
2024	500,000.00																														
Total Five Year Cost	\$ 2,050,000.00																														
Fund:	Expenditure:																														
Capital Improvement																															
Stormwater Utility	350,000.00																														
Street Sales Tax																															
Special Highway																															
Special Parks and Recreation																															
Park Sales Tax																															
Other																															
Total:	\$ 350,000.00																														
<p><u>Priority:</u></p> <p> Immediate Next Two Years <input type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																															


Street Program Plan (2021 - 2025)

	2020	2021	2022	2023	2024	2025
Revenues						
Beginning Balance*	1,261,958	1,221,285	1,588,704	415,541	(1,896,084)	(1,570,584)
<i>Local Revenue</i>						
7 mills dedicated to streets	1,050,000	1,102,500	1,102,500	1,102,500	1,102,500	1,102,500
0.25% Street Sales Tax Revenues - existing	580,000	580,000	145,000	-	-	-
Gateway Development - Street Sales Tax Portion	-	-	-	-	-	-
Sub-total	1,630,000	1,682,500	1,247,500	1,102,500	1,102,500	1,102,500
<i>External Revenue</i>						
CARS Reimbursements	485,000	-	319,000	2,617,500	212,000	123,500
Special Highway	245,000	215,000	225,000	225,000	225,000	225,000
SMAC Reimbursements	-	-	-	-	-	-
Grants / Other Outside Funding	68,000	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-	-
Sub-total	798,000	215,000	544,000	2,842,500	437,000	348,500
<i>Debt Proceeds</i>						
Sub-total	-	-	-	-	-	-
Total Street Revenues	2,428,000	1,897,500	1,791,500	3,945,000	1,539,500	1,451,000
Expenses						
<i>Capital Projects</i>						
UBAS Treatment Lamar (SMP to Foxridge)	1,131,350	-	-	-	-	-
UBAS Treatment - Jo Drive (Lamar to Roe)	-	40,000	638,000	-	-	-
Foxridge (51st to Lamar)	-	-	835,000	5,235,000	-	-
Mill and Overlay - Roe (SMP to 63rd St)	-	-	-	-	464,000	-
UBAS Treatment - Nall (Martway to SMP)	-	-	-	-	-	247,000
Full-depth Reconstruction Projects (non-CARS eligible)	-	300,000	300,000	300,000	300,000	300,000
Sub-total	1,131,350	340,000	1,773,000	5,535,000	764,000	547,000
<i>Maintenance Programs</i>						
Residential Street Program	500,000	350,000	350,000	350,000	350,000	350,000
PW Maintenance Programs (sidewalks, traffic safety)	75,000	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	600,000	450,000	450,000	450,000	450,000	450,000
<i>Debt Service</i>						
Johnson Drive/Martway Debt Service (2012A)	470,060	472,718	474,300	-	-	-
Jo Drive - Street Portion (2013C)	267,263	267,363	267,363	271,625	-	-
Sub-total	737,323	740,081	741,663	271,625	-	-
Total Street Expenses	2,468,673	1,530,081	2,964,663	6,256,625	1,214,000	997,000
Ending Balance	1,221,285	1,588,704	415,541	(1,896,084)	(1,570,584)	(1,116,584)


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Miscellaneous Public Works Programs</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Multiple Locations Citywide</p>																																			
<p><u>Project Description:</u> 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.</p>																																			
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <th style="text-align: left;">Budget Year:</th> <th style="text-align: left;">Expenditure:</th> </tr> <tr> <td>2021</td> <td>\$ 75,000.00</td> </tr> <tr> <td>2022</td> <td>\$ 75,000.00</td> </tr> <tr> <td>2023</td> <td>\$ 75,000.00</td> </tr> <tr> <td>2024</td> <td>\$ 75,000.00</td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 375,000.00</td> </tr> </table>	Budget Year:	Expenditure:	2021	\$ 75,000.00	2022	\$ 75,000.00	2023	\$ 75,000.00	2024	\$ 75,000.00	<hr/>		Total Five Year Cost	\$ 375,000.00	<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <th style="text-align: left;">Fund:</th> <th style="text-align: left;">Expenditure :</th> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td>\$ 75,000.00</td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td></td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 75,000.00</td> </tr> </table>	Fund:	Expenditure :	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway	\$ 75,000.00	Special Parks and Recreation		Park Sales Tax		Other		<hr/>		Total:	\$ 75,000.00
Budget Year:	Expenditure:																																		
2021	\$ 75,000.00																																		
2022	\$ 75,000.00																																		
2023	\$ 75,000.00																																		
2024	\$ 75,000.00																																		
<hr/>																																			
Total Five Year Cost	\$ 375,000.00																																		
Fund:	Expenditure :																																		
Capital Improvement																																			
Stormwater Utility																																			
Street Sales Tax																																			
Special Highway	\$ 75,000.00																																		
Special Parks and Recreation																																			
Park Sales Tax																																			
Other																																			
<hr/>																																			
Total:	\$ 75,000.00																																		
<p><u>Priority:</u></p> <p> Immediate <input checked="" type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																			


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>																																										
<p><u>Project Description: (Most recent update, if applicable, listed first)</u> 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.</p>																																										
<p><u>Timeline:</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 10%;">Expenditure:</td> <td style="width: 60%;"></td> </tr> <tr> <td>2021</td> <td>\$ 25,000.00</td> <td></td> </tr> <tr> <td>2022</td> <td>\$ 25,000.00</td> <td></td> </tr> <tr> <td>2023</td> <td>\$ 25,000.00</td> <td></td> </tr> <tr> <td>2024</td> <td>\$ 25,000.00</td> <td></td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black;"></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 125,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021	\$ 25,000.00		2022	\$ 25,000.00		2023	\$ 25,000.00		2024	\$ 25,000.00					Total Five Year Cost	\$ 125,000.00		<p><u>Funding Source:</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Fund:</td> <td style="width: 40%;">Expenditure :</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td>\$ 25,000.00</td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td></td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black;"></td> </tr> <tr> <td>Total:</td> <td>\$ 25,000.00</td> </tr> </table>	Fund:	Expenditure :	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway	\$ 25,000.00	Special Parks and Recreation		Park Sales Tax		Other				Total:	\$ 25,000.00
Budget Year:	Expenditure:																																									
2021	\$ 25,000.00																																									
2022	\$ 25,000.00																																									
2023	\$ 25,000.00																																									
2024	\$ 25,000.00																																									
Total Five Year Cost	\$ 125,000.00																																									
Fund:	Expenditure :																																									
Capital Improvement																																										
Stormwater Utility																																										
Street Sales Tax																																										
Special Highway	\$ 25,000.00																																									
Special Parks and Recreation																																										
Park Sales Tax																																										
Other																																										
Total:	\$ 25,000.00																																									
<p><u>Priority:</u></p> <p> Immediate Next Two Years <input type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																										

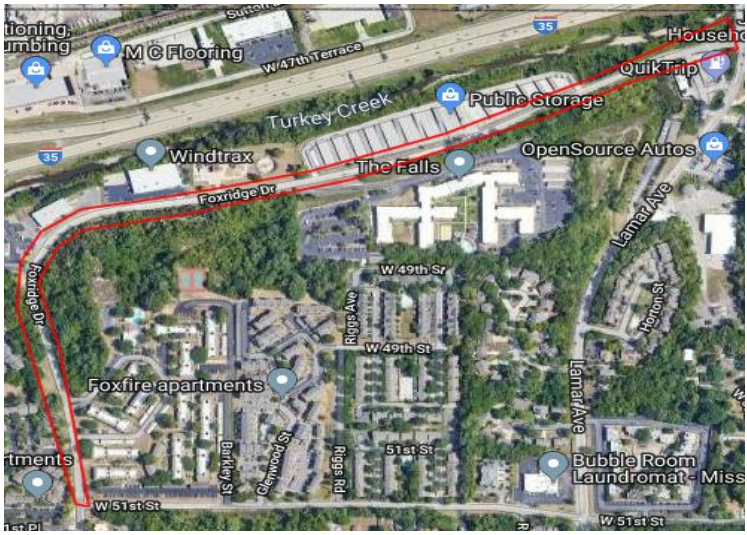
Capital Improvement Program - Project Summary Sheet
City of Mission

<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>																																											
<p><u>Project Description:</u> 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.</p>																																											
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 20%;">Budget Year:</td> <td style="width: 20%;">Expenditure:</td> <td style="width: 20%;"></td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td>\$</td> <td>200,000.00</td> <td></td> </tr> <tr> <td>2022</td> <td>\$</td> <td>300,000.00</td> <td></td> </tr> <tr> <td>2023</td> <td>\$</td> <td>300,000.00</td> <td></td> </tr> <tr> <td>2024</td> <td>\$</td> <td>300,000.00</td> <td></td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black;">Total Five Year Cost</td> <td style="border-top: 1px solid black;">\$</td> <td style="border-top: 1px solid black;">1,400,000.00</td> </tr> </table>	Budget Year:	Expenditure:			2021	\$	200,000.00		2022	\$	300,000.00		2023	\$	300,000.00		2024	\$	300,000.00		Total Five Year Cost		\$	1,400,000.00	<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 40%;">Fund:</td> <td style="width: 60%;">Expenditure :</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td style="text-align: right;">200,000.00</td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td></td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td style="border-top: 1px solid black;">Total:</td> <td style="border-top: 1px solid black; text-align: right;">\$ 200,000.00</td> </tr> </table>	Fund:	Expenditure :	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway	200,000.00	Special Parks and Recreation		Park Sales Tax		Other		Total:	\$ 200,000.00
Budget Year:	Expenditure:																																										
2021	\$	200,000.00																																									
2022	\$	300,000.00																																									
2023	\$	300,000.00																																									
2024	\$	300,000.00																																									
Total Five Year Cost		\$	1,400,000.00																																								
Fund:	Expenditure :																																										
Capital Improvement																																											
Stormwater Utility																																											
Street Sales Tax																																											
Special Highway	200,000.00																																										
Special Parks and Recreation																																											
Park Sales Tax																																											
Other																																											
Total:	\$ 200,000.00																																										
<p><u>Priority:</u></p> <p>Immediate Next Two Years <input type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/></p>																																											

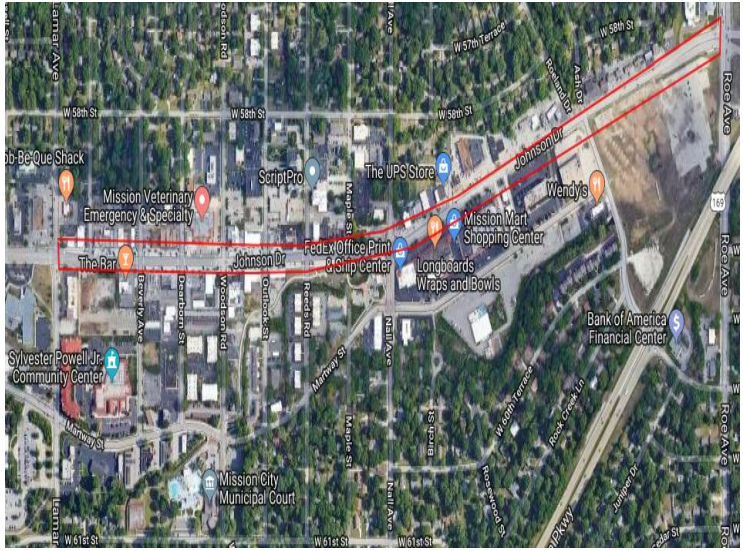
Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Residential Street Program</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>																																			
<p><u>Project Description:</u> 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.</p>																																			
<p><u>Timeline:</u></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Budget Year:</th> <th style="text-align: left;">Expenditure:</th> </tr> </thead> <tbody> <tr> <td>2021</td> <td>\$ 300,000.00</td> </tr> <tr> <td>2022</td> <td>\$ 350,000.00</td> </tr> <tr> <td>2023</td> <td>\$ 350,000.00</td> </tr> <tr> <td>2024</td> <td>\$ 350,000.00</td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 1,700,000.00</td> </tr> </tbody> </table>	Budget Year:	Expenditure:	2021	\$ 300,000.00	2022	\$ 350,000.00	2023	\$ 350,000.00	2024	\$ 350,000.00	<hr/>		Total Five Year Cost	\$ 1,700,000.00	<p><u>Funding Source:</u></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Fund:</th> <th style="text-align: left;">Expenditure :</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement</td> <td>300,000.00</td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td></td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 300,000.00</td> </tr> </tbody> </table>	Fund:	Expenditure :	Capital Improvement	300,000.00	Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax		Other		<hr/>		Total:	\$ 300,000.00
Budget Year:	Expenditure:																																		
2021	\$ 300,000.00																																		
2022	\$ 350,000.00																																		
2023	\$ 350,000.00																																		
2024	\$ 350,000.00																																		
<hr/>																																			
Total Five Year Cost	\$ 1,700,000.00																																		
Fund:	Expenditure :																																		
Capital Improvement	300,000.00																																		
Stormwater Utility																																			
Street Sales Tax																																			
Special Highway																																			
Special Parks and Recreation																																			
Park Sales Tax																																			
Other																																			
<hr/>																																			
Total:	\$ 300,000.00																																		
<p><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"/> </p>																																			

Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Foxridge Phase II</p>																															
<p><u>Project Request Prepared By:</u> Brent Morton</p>																															
<p><u>Initial Date of Preparation:</u> 10/12/16</p>																															
<p><u>Date of Most Recent Update:</u> 5/29/19</p>																															
<p><u>Project Location (address if known):</u> Foxridge Drive from 51st Street to Lamar Avenue</p>																															
<p><u>Project Description:</u> 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. </p>																															
<p><u>Timeline:</u></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Budget Year:</th> <th style="text-align: left;">Expenditure:</th> </tr> </thead> <tbody> <tr> <td>2021</td> <td></td> </tr> <tr> <td>2022</td> <td></td> </tr> <tr> <td>2023 (Design, ROW, Utilities)</td> <td>\$ 528,420.00</td> </tr> <tr> <td>2024 (Construction & Inspec)</td> <td>4,420,164.00</td> </tr> <tr> <td>Total Project Cost</td> <td>\$ 4,948,584.00</td> </tr> </tbody> </table>	Budget Year:	Expenditure:	2021		2022		2023 (Design, ROW, Utilities)	\$ 528,420.00	2024 (Construction & Inspec)	4,420,164.00	Total Project Cost	\$ 4,948,584.00	<p><u>Funding Source:</u></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Fund:</th> <th style="text-align: left;">Expenditure :</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement</td> <td>\$ 2,733,502.00</td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td></td> </tr> <tr> <td>Other: (CARS)</td> <td>\$ 2,215,082.00</td> </tr> <tr> <td>Total:</td> <td>\$ 4,948,584.00</td> </tr> </tbody> </table>	Fund:	Expenditure :	Capital Improvement	\$ 2,733,502.00	Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax		Other: (CARS)	\$ 2,215,082.00	Total:	\$ 4,948,584.00
Budget Year:	Expenditure:																														
2021																															
2022																															
2023 (Design, ROW, Utilities)	\$ 528,420.00																														
2024 (Construction & Inspec)	4,420,164.00																														
Total Project Cost	\$ 4,948,584.00																														
Fund:	Expenditure :																														
Capital Improvement	\$ 2,733,502.00																														
Stormwater Utility																															
Street Sales Tax																															
Special Highway																															
Special Parks and Recreation																															
Park Sales Tax																															
Other: (CARS)	\$ 2,215,082.00																														
Total:	\$ 4,948,584.00																														
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																															

Capital Improvement Program - Project Summary Sheet
City of Mission

<u>Project Name:</u> Ultrathin Bonded Asphalt Surface (UBAS) - Johnson Drive																																														
<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> Johnson Drive - (Lamar Ave to Roe Ave)																																														
<u>Project Description:</u> 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.																																														
<u>Timeline:</u> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> <td></td> </tr> <tr> <td>2021</td> <td></td> <td></td> </tr> <tr> <td>2022</td> <td>\$ 322,000.00</td> <td></td> </tr> <tr> <td>2023</td> <td></td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 322,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021			2022	\$ 322,000.00		2023			2024			Total Five Year Cost	\$ 322,000.00		<u>Funding Source:</u> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 30%;">Expenditure :</td> <td></td> </tr> <tr> <td>Capital Improvement</td> <td>\$</td> <td>142,061.00</td> </tr> <tr> <td>Stormwater Utility</td> <td></td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td></td> <td></td> </tr> <tr> <td>Other (Roeland Park, CARS)</td> <td>\$</td> <td>179,939.00</td> </tr> <tr> <td>Total:</td> <td>\$</td> <td>322,000.00</td> </tr> </table>	Fund:	Expenditure :		Capital Improvement	\$	142,061.00	Stormwater Utility			Street Sales Tax			Special Highway			Special Parks and Recreation			Park Sales Tax			Other (Roeland Park, CARS)	\$	179,939.00	Total:	\$	322,000.00
Budget Year:	Expenditure:																																													
2021																																														
2022	\$ 322,000.00																																													
2023																																														
2024																																														
Total Five Year Cost	\$ 322,000.00																																													
Fund:	Expenditure :																																													
Capital Improvement	\$	142,061.00																																												
Stormwater Utility																																														
Street Sales Tax																																														
Special Highway																																														
Special Parks and Recreation																																														
Park Sales Tax																																														
Other (Roeland Park, CARS)	\$	179,939.00																																												
Total:	\$	322,000.00																																												
<u>Priority:</u> Immediate <input type="checkbox"/> Next Two Years <input checked="" type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/>																																														

Capital Improvement Program - Project Summary Sheet
City of Mission

<u>Project Name:</u> Johnson Drive- Metcalf Ave to Lamar Ave																															
<u>Project Request Prepared By:</u> Brent Morton																															
<u>Initial Date of Preparation:</u> 5/21/18																															
<u>Date of Most Recent Update:</u> 5/29/19																															
<u>Project Location (address if known):</u> Johnson Drive - Metcalf to Lamar																															
<u>Project Description:</u> 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> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 70%;">Expenditure:</td> </tr> <tr> <td>2021</td> <td></td> </tr> <tr> <td>2022</td> <td></td> </tr> <tr> <td>2023 (Design, ROW, Utilities)</td> <td style="text-align: right;">\$ 1,778,076.00</td> </tr> <tr> <td>2024 (Construction, Inspection)</td> <td style="text-align: right;">\$ 8,994,183.00</td> </tr> <tr> <td>Total Five Year Cost</td> <td style="text-align: right;">\$ 10,772,259.00</td> </tr> </table>	Budget Year:	Expenditure:	2021		2022		2023 (Design, ROW, Utilities)	\$ 1,778,076.00	2024 (Construction, Inspection)	\$ 8,994,183.00	Total Five Year Cost	\$ 10,772,259.00	<u>Funding Source:</u> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 70%;">Expenditure :</td> </tr> <tr> <td>Capital Improvement</td> <td style="text-align: right;">\$ 5,272,259.00</td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td></td> </tr> <tr> <td>Other (CARS, SMAC, STP)</td> <td style="text-align: right;">\$ 5,500,000.00</td> </tr> <tr> <td>Total:</td> <td style="text-align: right;">\$ 10,772,259.00</td> </tr> </table>	Fund:	Expenditure :	Capital Improvement	\$ 5,272,259.00	Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax		Other (CARS, SMAC, STP)	\$ 5,500,000.00	Total:	\$ 10,772,259.00
Budget Year:	Expenditure:																														
2021																															
2022																															
2023 (Design, ROW, Utilities)	\$ 1,778,076.00																														
2024 (Construction, Inspection)	\$ 8,994,183.00																														
Total Five Year Cost	\$ 10,772,259.00																														
Fund:	Expenditure :																														
Capital Improvement	\$ 5,272,259.00																														
Stormwater Utility																															
Street Sales Tax																															
Special Highway																															
Special Parks and Recreation																															
Park Sales Tax																															
Other (CARS, SMAC, STP)	\$ 5,500,000.00																														
Total:	\$ 10,772,259.00																														
<u>Priority:</u> Immediate <input type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input checked="" type="checkbox"/> Six Years + <input type="checkbox"/>																															

Captial Improvement Program - Project Summary Sheet
City of Mission

Project Name: Ultrathin Bonded Asphalt Surface (UBAS) - Nall		
Project Request Prepared By: Brent Morton		
Initial Date of Preparation: 6/4/18		
Date of Most Recent Update: 5/29/19		
Project Location (address if known): 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.		
Timeline:		Funding Source:
Budget Year:	Expenditure:	Fund:
2021		Capital Improvement
2022		Stormwater Utility
2023	\$ 220,500.00	Street Sales Tax
2024		Special Highway
Total Five Year Cost	\$ 220,500.00	Special Parks and Recreation
		Park Sales Tax
		Other
		Total:
Priority:		
Immediate <input type="checkbox"/>	Next Two Years <input checked="" type="checkbox"/>	Next Five Years <input type="checkbox"/>
		Six Years + <input type="checkbox"/>


Capital Improvement Program - Project Summary Sheet
City of Mission

<u>Project Name:</u> Roe Ave Mill and Overlay Project																																														
<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> Roe Avenue from Johnson Drive to 59th Street																																														
<u>Project Description:</u> 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 (Adminstrating 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> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure :</td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td></td> <td></td> </tr> <tr> <td>2022</td> <td></td> <td></td> </tr> <tr> <td>2023</td> <td></td> <td></td> </tr> <tr> <td>2024</td> <td style="text-align: right;">\$ 371,540.00</td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td style="text-align: right;">\$ 371,540.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure :		2021			2022			2023			2024	\$ 371,540.00		Total Five Year Cost	\$ 371,540.00		<u>Funding Source:</u> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 30%;">Expenditure :</td> <td style="width: 40%;"></td> </tr> <tr> <td>Capital Improvement</td> <td style="text-align: right;">\$ 257,510.00</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td></td> <td></td> </tr> <tr> <td>Other (CARS)</td> <td style="text-align: right;">\$ 114,030.00</td> <td></td> </tr> <tr> <td>Total:</td> <td style="text-align: right;">\$ 371,540.00</td> <td></td> </tr> </table>	Fund:	Expenditure :		Capital Improvement	\$ 257,510.00		Stormwater Utility			Street Sales Tax			Special Highway			Special Parks and Recreation			Park Sales Tax			Other (CARS)	\$ 114,030.00		Total:	\$ 371,540.00	
Budget Year:	Expenditure :																																													
2021																																														
2022																																														
2023																																														
2024	\$ 371,540.00																																													
Total Five Year Cost	\$ 371,540.00																																													
Fund:	Expenditure :																																													
Capital Improvement	\$ 257,510.00																																													
Stormwater Utility																																														
Street Sales Tax																																														
Special Highway																																														
Special Parks and Recreation																																														
Park Sales Tax																																														
Other (CARS)	\$ 114,030.00																																													
Total:	\$ 371,540.00																																													
<u>Priority:</u> Immediate <input type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input checked="" type="checkbox"/> Six Years + <input type="checkbox"/>																																														

Parks & Recreation Program Plan (2021-2025)						
	2020	2021	2022	2023	2024	2025
Revenues						
Beginning Fund Balance	1,238,330	1,052,555	682,455	563,505	(625,945)	(1,205,945)
<i>Local Revenue</i>						
0.375% Parks & Recreation Sales Tax Revenues	875,000	875,000	900,000	215,000	-	-
Transfers/other	-	-	-	-	-	-
Sub-total	875,000	875,000	900,000	215,000	-	-
<i>External Revenue</i>						
Special Parks & Recreation Revenues	85,000	85,000	85,000	85,000	85,000	85,000
Grant Proceeds/Other						
Sub-total	85,000	85,000	85,000	85,000	85,000	85,000
<i>Debt Proceeds</i>						
	-	-	-	-	-	-
Sub-total	-	-	-	-	-	-
Total Parks and Recreation Revenues	960,000	960,000	985,000	300,000	85,000	85,000
Expenses						
<i>Capital Projects</i>						
Park Systems Improvements	350,000	230,000	150,000	150,000	150,000	150,000
Mohawk Park Restrooms	250,000	Park Signage 80,000	Legacy Park Shade Structure 6,000			
Park Amenities TBD	100,000	Park Amenities TBD 150,000	Park Amenities TBD 144,000	Park Amenities TBD 150,000	Park Amenities TBD 150,000	Park Amenities TBD 150,000
MFAC Improvements/Equipment Replacement	12,000	40,000	52,000	75,000	75,000	75,000
Shade Structure Replacement (\$15,000)	-	Restripe Parking Lot 10,000	Maintenance Slide 2 25,000	MFAC Maintenance TBD 75,000	MFAC Maintenance TBD 75,000	MFAC Maintenance TBD 75,000
MFAC Painting and Maintenance	12,000	UV Light Bulb Replacement 12,000	Shade Structure Replacement 15,000			
Lane Line Replacement (\$12,000)	-	Diving Board Replacement 13,000	Lane Line Replacement 12,000			
		Spray Ground Timer 5,000				
SPJCC Improvements/Equipment Replacement	126,675	395,100	236,500	599,000	305,000	305,000
Conference Center Banquet Chairs (\$24,100)	-	Conference Center Blinds 10,000	Conference Center Carpet 30,000	Locker Room Flooring 30,000	TBD 300,000	TBD 300,000
Resurface Pool Deck	84,300	Natatorium Ceiling Repairs 70,000	Conference Center Projectors 18,000	Adult Lounge Counters 9,000		
Indoor Pool Slide Maintenance (\$28,000)	-	Selectorized Weight Equipment 80,000	Conference Center Painting 20,000	North and South Kitchen Counters 20,000		
Conference Center Tables (\$10,000)	-	Steamroom retiling 15,000	Natatorium Painting 32,000	Roof Resurfacing 425,000		
Small Kaivac	4,875	Conference Center Banquet Chairs 24,100	Parking Lot seal/restripe 57,000	Pool Resurfacing 100,000		
Indoor Track Resurfacing (\$123,000)	-	Indoor Pool Slide Maintenance 28,000	Touchless fixtures in restrooms/locker rooms 28,000	Adult Lounge Furniture 10,000		
South Kitchen Flooring (\$10,000)	-	Conference Center Tables 10,000	North bathroom remodel 35,000			
Firepanel Upgrade	18,100	Indoor Track Resurfacing 123,000	Chemical Room Maintenance/Repairs 11,500			
Stain/seal Exterior Beams	14,400	South Kitchen Flooring 10,000				
		Replace Chairs in A&B 20,000				
Computer Replacement	5,000	Computer Replacement 5,000	Computer Replacement 5,000	Computer Replacement 5,000	Computer Replacement 5,000	Computer Replacement 5,000
Sub-total Capital Projects	488,675	665,100	438,500	824,000	530,000	530,000
<i>Maintenance/Operations</i>						
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
<i>Debt Service/Lease Payments</i>						
Outdoor Aquatic Facility Debt Service (2013B)	\$529,100	\$530,000	\$530,450	\$530,450		
Cardio Equipment Lease	68,000	75,000	75,000	75,000	75,000	75,000
Sub-total	597,100	605,000	605,450	605,450	75,000	75,000
Total Parks & Recreation Expenses	1,145,775	1,330,100	1,103,950	1,489,450	665,000	665,000
Ending Balance	1,052,555	682,455	563,505	(625,945)	(1,205,945)	(1,785,945)

Parks & Recreation 2021


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Mohawk Park Restrooms</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> Mohawk Park</p>																																			
<p><u>Project Description:</u> 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 2020.</p>																																			
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 50%;">Budget Year:</td> <td style="width: 50%;">Expenditure:</td> </tr> <tr> <td>2021</td> <td>\$ 250,000.00</td> </tr> <tr> <td>2022</td> <td></td> </tr> <tr> <td>2023</td> <td></td> </tr> <tr> <td>2024</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 250,000.00</td> </tr> </table>	Budget Year:	Expenditure:	2021	\$ 250,000.00	2022		2023		2024		<hr/>		Total Five Year Cost	\$ 250,000.00	<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 50%;">Fund:</td> <td style="width: 50%;">Expenditure:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td>\$ 250,000.00</td> </tr> <tr> <td>Park Sales Tax</td> <td></td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 250,000.00</td> </tr> </table>	Fund:	Expenditure:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation	\$ 250,000.00	Park Sales Tax		Other		<hr/>		Total:	\$ 250,000.00
Budget Year:	Expenditure:																																		
2021	\$ 250,000.00																																		
2022																																			
2023																																			
2024																																			
<hr/>																																			
Total Five Year Cost	\$ 250,000.00																																		
Fund:	Expenditure:																																		
Capital Improvement																																			
Stormwater Utility																																			
Street Sales Tax																																			
Special Highway																																			
Special Parks and Recreation	\$ 250,000.00																																		
Park Sales Tax																																			
Other																																			
<hr/>																																			
Total:	\$ 250,000.00																																		
<p><u>Priority:</u></p> <p> Immediate Next Two Years <input type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																			


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Outdoor Park Improvements - TBD</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Multiple Locations Citywide</p>																																			
<p><u>Project Description:</u> 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.</p>																																			
<p><u>Timeline:</u></p> <table style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Budget Year:</th> <th style="text-align: right;">Expenditure:</th> </tr> </thead> <tbody> <tr> <td>2021</td> <td style="text-align: right;">100,000.00</td> </tr> <tr> <td>2022</td> <td style="text-align: right;">150,000.00</td> </tr> <tr> <td>2023</td> <td style="text-align: right;">144,000.00</td> </tr> <tr> <td>2024</td> <td style="text-align: right;">150,000.00</td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total Five Year Cost</td> <td style="text-align: right;">\$ 544,000.00</td> </tr> </tbody> </table>	Budget Year:	Expenditure:	2021	100,000.00	2022	150,000.00	2023	144,000.00	2024	150,000.00	<hr/>		Total Five Year Cost	\$ 544,000.00	<p><u>Funding Source:</u></p> <table style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Fund:</th> <th style="text-align: right;">Expenditure \$:</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td style="text-align: right;">100,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td style="text-align: right;">\$ 100,000.00</td> </tr> </tbody> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	100,000.00	Other		<hr/>		Total:	\$ 100,000.00
Budget Year:	Expenditure:																																		
2021	100,000.00																																		
2022	150,000.00																																		
2023	144,000.00																																		
2024	150,000.00																																		
<hr/>																																			
Total Five Year Cost	\$ 544,000.00																																		
Fund:	Expenditure \$:																																		
Capital Improvement																																			
Stormwater Utility																																			
Street Sales Tax																																			
Special Highway																																			
Special Parks and Recreation																																			
Park Sales Tax	100,000.00																																		
Other																																			
<hr/>																																			
Total:	\$ 100,000.00																																		
<p><u>Priority:</u></p> <p> Immediate Next Two Years <input checked="" type="checkbox"/> Next Five Years <input checked="" type="checkbox"/> Six Years + <input checked="" type="checkbox"/> </p>																																			


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>																																										
<p><u>Project Description:</u> The shade canopies at the Mission Family Aquatic Center will be replaced to address issues of fading and tearing.</p>																																										
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td>15,000.00</td> <td></td> </tr> <tr> <td>2022</td> <td></td> <td></td> </tr> <tr> <td>2023</td> <td></td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 15,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021	15,000.00		2022			2023			2024			<hr/>			Total Five Year Cost	\$ 15,000.00		<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 70%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>15,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 15,000.00</td> </tr> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	15,000.00	Other		<hr/>		Total:	\$ 15,000.00
Budget Year:	Expenditure:																																									
2021	15,000.00																																									
2022																																										
2023																																										
2024																																										
<hr/>																																										
Total Five Year Cost	\$ 15,000.00																																									
Fund:	Expenditure \$:																																									
Capital Improvement																																										
Stormwater Utility																																										
Street Sales Tax																																										
Special Highway																																										
Special Parks and Recreation																																										
Park Sales Tax	15,000.00																																									
Other																																										
<hr/>																																										
Total:	\$ 15,000.00																																									
<p><u>Priority:</u></p> <p> Immediate <input checked="" type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																										


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> MFAC Painting and Maintenance</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Mission Family Aquatic Center 5930 W 61st St Mission, KS 66202</p>																																			
<p><u>Project Description:</u> 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.</p>																																			
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> </tr> <tr> <td>2021</td> <td>\$ 52,000.00</td> </tr> <tr> <td>2022</td> <td></td> </tr> <tr> <td>2023</td> <td></td> </tr> <tr> <td>2024</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 52,000.00</td> </tr> </table>	Budget Year:	Expenditure:	2021	\$ 52,000.00	2022		2023		2024		<hr/>		Total Five Year Cost	\$ 52,000.00	<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 60%;">Fund:</td> <td style="width: 40%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>\$ 52,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 52,000.00</td> </tr> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	\$ 52,000.00	Other		<hr/>		Total:	\$ 52,000.00
Budget Year:	Expenditure:																																		
2021	\$ 52,000.00																																		
2022																																			
2023																																			
2024																																			
<hr/>																																			
Total Five Year Cost	\$ 52,000.00																																		
Fund:	Expenditure \$:																																		
Capital Improvement																																			
Stormwater Utility																																			
Street Sales Tax																																			
Special Highway																																			
Special Parks and Recreation																																			
Park Sales Tax	\$ 52,000.00																																		
Other																																			
<hr/>																																			
Total:	\$ 52,000.00																																		
<p><u>Priority:</u></p> <p> Immediate <input checked="" type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																			


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Lane Line Replacement - MFAC</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Mission Family Aquatic Center 5960 W 61st Street Mission, KS 66202</p>																																			
<p><u>Project Description:</u> 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.</p>																																			
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> </tr> <tr> <td>2021</td> <td>\$ 12,000.00</td> </tr> <tr> <td>2022</td> <td></td> </tr> <tr> <td>2023</td> <td></td> </tr> <tr> <td>2024</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 12,000.00</td> </tr> </table>	Budget Year:	Expenditure:	2021	\$ 12,000.00	2022		2023		2024		<hr/>		Total Five Year Cost	\$ 12,000.00	<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 60%;">Fund:</td> <td style="width: 40%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>\$ 12,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 12,000.00</td> </tr> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	\$ 12,000.00	Other		<hr/>		Total:	\$ 12,000.00
Budget Year:	Expenditure:																																		
2021	\$ 12,000.00																																		
2022																																			
2023																																			
2024																																			
<hr/>																																			
Total Five Year Cost	\$ 12,000.00																																		
Fund:	Expenditure \$:																																		
Capital Improvement																																			
Stormwater Utility																																			
Street Sales Tax																																			
Special Highway																																			
Special Parks and Recreation																																			
Park Sales Tax	\$ 12,000.00																																		
Other																																			
<hr/>																																			
Total:	\$ 12,000.00																																		
<p><u>Priority:</u></p> <p> Immediate <input checked="" type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																			


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Conference Center Banquet Chairs</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202</p>																																			
<p><u>Project Description:</u> 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.</p>																																			
<p><u>Timeline:</u></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Budget Year:</th> <th style="text-align: right;">Expenditure:</th> </tr> </thead> <tbody> <tr> <td>2021</td> <td style="text-align: right;">24,100.00</td> </tr> <tr> <td>2022</td> <td></td> </tr> <tr> <td>2023</td> <td></td> </tr> <tr> <td>2024</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total Five Year Cost</td> <td style="text-align: right;">\$ 24,100.00</td> </tr> </tbody> </table>	Budget Year:	Expenditure:	2021	24,100.00	2022		2023		2024		<hr/>		Total Five Year Cost	\$ 24,100.00	<p><u>Funding Source:</u></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Fund:</th> <th style="text-align: right;">Expenditure \$:</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td style="text-align: right;">24,100.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td style="text-align: right;">\$ 24,100.00</td> </tr> </tbody> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	24,100.00	Other		<hr/>		Total:	\$ 24,100.00
Budget Year:	Expenditure:																																		
2021	24,100.00																																		
2022																																			
2023																																			
2024																																			
<hr/>																																			
Total Five Year Cost	\$ 24,100.00																																		
Fund:	Expenditure \$:																																		
Capital Improvement																																			
Stormwater Utility																																			
Street Sales Tax																																			
Special Highway																																			
Special Parks and Recreation																																			
Park Sales Tax	24,100.00																																		
Other																																			
<hr/>																																			
Total:	\$ 24,100.00																																		
<p><u>Priority:</u></p> <p> Immediate <input checked="" type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																			


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Conference Center Tables</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202</p>																																			
<p><u>Project Description:</u> The 60-inch round tables are used for various activities on an almost daily basis in the conference center and require periodic replacement.</p>																																			
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 50%;">Budget Year:</td> <td style="width: 50%;">Expenditure:</td> </tr> <tr> <td>2021</td> <td>10,000.00</td> </tr> <tr> <td>2022</td> <td></td> </tr> <tr> <td>2023</td> <td></td> </tr> <tr> <td>2024</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 10,000.00</td> </tr> </table>	Budget Year:	Expenditure:	2021	10,000.00	2022		2023		2024		<hr/>		Total Five Year Cost	\$ 10,000.00	<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 50%;">Fund:</td> <td style="width: 50%;">Expenditure:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>10,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 10,000.00</td> </tr> </table>	Fund:	Expenditure:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	10,000.00	Other		<hr/>		Total:	\$ 10,000.00
Budget Year:	Expenditure:																																		
2021	10,000.00																																		
2022																																			
2023																																			
2024																																			
<hr/>																																			
Total Five Year Cost	\$ 10,000.00																																		
Fund:	Expenditure:																																		
Capital Improvement																																			
Stormwater Utility																																			
Street Sales Tax																																			
Special Highway																																			
Special Parks and Recreation																																			
Park Sales Tax	10,000.00																																		
Other																																			
<hr/>																																			
Total:	\$ 10,000.00																																		
<p><u>Priority:</u></p> <p> Immediate <input checked="" type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																			


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Parking Lot Re-Seal/Stripe</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Mission Family Aquatic Center 5960 W 61st Street Mission, KS 66202</p>	<div style="border: 1px solid black; height: 200px; margin: 10px 0;">  </div>																																		
<p><u>Project Description:</u> 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.</p>																																			
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> </tr> <tr> <td>2021</td> <td>\$ 10,000.00</td> </tr> <tr> <td>2022</td> <td></td> </tr> <tr> <td>2023</td> <td></td> </tr> <tr> <td>2024</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 10,000.00</td> </tr> </table>	Budget Year:	Expenditure:	2021	\$ 10,000.00	2022		2023		2024		<hr/>		Total Five Year Cost	\$ 10,000.00	<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 60%;">Fund:</td> <td style="width: 40%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>\$ 10,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 10,000.00</td> </tr> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	\$ 10,000.00	Other		<hr/>		Total:	\$ 10,000.00
Budget Year:	Expenditure:																																		
2021	\$ 10,000.00																																		
2022																																			
2023																																			
2024																																			
<hr/>																																			
Total Five Year Cost	\$ 10,000.00																																		
Fund:	Expenditure \$:																																		
Capital Improvement																																			
Stormwater Utility																																			
Street Sales Tax																																			
Special Highway																																			
Special Parks and Recreation																																			
Park Sales Tax	\$ 10,000.00																																		
Other																																			
<hr/>																																			
Total:	\$ 10,000.00																																		
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																			


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> UV Sanitation Light Bulb Replacement - MFAC</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Mission Family Aquatic Center 5960 W 61st Street Mission, KS 66202</p>	<div style="border: 1px solid black; height: 200px; position: relative;">  </div>																														
<p><u>Project Description:</u> 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.</p>																															
<p><u>Timeline:</u></p> <table style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Budget Year:</th> <th style="text-align: left;">Expenditure:</th> </tr> </thead> <tbody> <tr> <td>2021</td> <td>\$ 12,000.00</td> </tr> <tr> <td>2022</td> <td></td> </tr> <tr> <td>2023</td> <td></td> </tr> <tr> <td>2024</td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 12,000.00</td> </tr> </tbody> </table>	Budget Year:	Expenditure:	2021	\$ 12,000.00	2022		2023		2024		Total Five Year Cost	\$ 12,000.00	<p><u>Funding Source:</u></p> <table style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Fund:</th> <th style="text-align: left;">Expenditure \$:</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>\$ 12,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td>Total:</td> <td>\$ 12,000.00</td> </tr> </tbody> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	\$ 12,000.00	Other		Total:	\$ 12,000.00
Budget Year:	Expenditure:																														
2021	\$ 12,000.00																														
2022																															
2023																															
2024																															
Total Five Year Cost	\$ 12,000.00																														
Fund:	Expenditure \$:																														
Capital Improvement																															
Stormwater Utility																															
Street Sales Tax																															
Special Highway																															
Special Parks and Recreation																															
Park Sales Tax	\$ 12,000.00																														
Other																															
Total:	\$ 12,000.00																														
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input checked="" type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																															


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>																															
<p><u>Project Description:</u> 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.</p>																															
<p><u>Timeline:</u></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Budget Year:</th> <th style="text-align: right;">Expenditure:</th> </tr> </thead> <tbody> <tr> <td>2021</td> <td style="text-align: right;">\$ 13,000.00</td> </tr> <tr> <td>2022</td> <td></td> </tr> <tr> <td>2023</td> <td></td> </tr> <tr> <td>2024</td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td style="text-align: right;">\$ 13,000.00</td> </tr> </tbody> </table>	Budget Year:	Expenditure:	2021	\$ 13,000.00	2022		2023		2024		Total Five Year Cost	\$ 13,000.00	<p><u>Funding Source:</u></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Fund:</th> <th style="text-align: right;">Expenditure \$:</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td style="text-align: right;">\$ 13,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td>Total:</td> <td style="text-align: right;">\$ 13,000.00</td> </tr> </tbody> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	\$ 13,000.00	Other		Total:	\$ 13,000.00
Budget Year:	Expenditure:																														
2021	\$ 13,000.00																														
2022																															
2023																															
2024																															
Total Five Year Cost	\$ 13,000.00																														
Fund:	Expenditure \$:																														
Capital Improvement																															
Stormwater Utility																															
Street Sales Tax																															
Special Highway																															
Special Parks and Recreation																															
Park Sales Tax	\$ 13,000.00																														
Other																															
Total:	\$ 13,000.00																														
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input checked="" type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																															


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Conference Center Blinds - 2021</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202</p>																																										
<p><u>Project Description:</u> 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</p>																																										
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td>10,000.00</td> <td></td> </tr> <tr> <td>2022</td> <td></td> <td></td> </tr> <tr> <td>2023</td> <td></td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 10,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021	10,000.00		2022			2023			2024			<hr/>			Total Five Year Cost	\$ 10,000.00		<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 70%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>10,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 10,000.00</td> </tr> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	10,000.00	Other		<hr/>		Total:	\$ 10,000.00
Budget Year:	Expenditure:																																									
2021	10,000.00																																									
2022																																										
2023																																										
2024																																										
<hr/>																																										
Total Five Year Cost	\$ 10,000.00																																									
Fund:	Expenditure \$:																																									
Capital Improvement																																										
Stormwater Utility																																										
Street Sales Tax																																										
Special Highway																																										
Special Parks and Recreation																																										
Park Sales Tax	10,000.00																																									
Other																																										
<hr/>																																										
Total:	\$ 10,000.00																																									
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input checked="" type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																										


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Natatorium Ceiling Repairs 2021</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202</p>																																										
<p><u>Project Description:</u> 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.</p>																																										
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td>70,000.00</td> <td></td> </tr> <tr> <td>2022</td> <td></td> <td></td> </tr> <tr> <td>2023</td> <td></td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 70,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021	70,000.00		2022			2023			2024			<hr/>			Total Five Year Cost	\$ 70,000.00		<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 70%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>70,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 70,000.00</td> </tr> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	70,000.00	Other		<hr/>		Total:	\$ 70,000.00
Budget Year:	Expenditure:																																									
2021	70,000.00																																									
2022																																										
2023																																										
2024																																										
<hr/>																																										
Total Five Year Cost	\$ 70,000.00																																									
Fund:	Expenditure \$:																																									
Capital Improvement																																										
Stormwater Utility																																										
Street Sales Tax																																										
Special Highway																																										
Special Parks and Recreation																																										
Park Sales Tax	70,000.00																																									
Other																																										
<hr/>																																										
Total:	\$ 70,000.00																																									
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input checked="" type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																										


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Selectorized Weight Equipment 2021</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway St. Mission, KS 66202</p>																																										
<p><u>Project Description:</u> 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.</p>																																										
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td>80,000.00</td> <td></td> </tr> <tr> <td>2022</td> <td></td> <td></td> </tr> <tr> <td>2023</td> <td></td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 80,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021	80,000.00		2022			2023			2024			<hr/>			Total Five Year Cost	\$ 80,000.00		<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 60%;">Fund:</td> <td style="width: 40%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>80,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 80,000.00</td> </tr> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	80,000.00	Other		<hr/>		Total:	\$ 80,000.00
Budget Year:	Expenditure:																																									
2021	80,000.00																																									
2022																																										
2023																																										
2024																																										
<hr/>																																										
Total Five Year Cost	\$ 80,000.00																																									
Fund:	Expenditure \$:																																									
Capital Improvement																																										
Stormwater Utility																																										
Street Sales Tax																																										
Special Highway																																										
Special Parks and Recreation																																										
Park Sales Tax	80,000.00																																									
Other																																										
<hr/>																																										
Total:	\$ 80,000.00																																									
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input checked="" type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																										

Capital Improvement Program - Project Summary Sheet
City of Mission


<p><u>Project Name:</u> Steam Room Retiling 2021</p>																																																				
<p><u>Project Request Prepared By:</u> Laura Smith</p>																																																				
<p><u>Initial Date of Preparation:</u> 9/22/17</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>																																																				
<p><u>Project Description: (Most recent update, if applicable, listed first)</u> 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.</p>																																																				
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 10%;">Expenditure:</td> <td style="width: 60%;"></td> </tr> <tr> <td>2021</td> <td>15,000.00</td> <td></td> </tr> <tr> <td>2022</td> <td></td> <td></td> </tr> <tr> <td>2023</td> <td></td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 15,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021	15,000.00		2022			2023			2024			<hr/>			Total Five Year Cost	\$ 15,000.00		<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 30%;">Expenditure \$:</td> <td style="width: 40%;"></td> </tr> <tr> <td>Capital Improvement</td> <td></td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td>\$</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td>\$</td> <td></td> </tr> <tr> <td>Special Highway</td> <td>\$</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td>\$</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td></td> <td>15,000.00</td> </tr> <tr> <td>Other</td> <td>\$</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total:</td> <td>\$</td> <td>15,000.00</td> </tr> </table>	Fund:	Expenditure \$:		Capital Improvement			Stormwater Utility	\$		Street Sales Tax	\$		Special Highway	\$		Special Parks and Recreation	\$		Park Sales Tax		15,000.00	Other	\$		<hr/>			Total:	\$	15,000.00
Budget Year:	Expenditure:																																																			
2021	15,000.00																																																			
2022																																																				
2023																																																				
2024																																																				
<hr/>																																																				
Total Five Year Cost	\$ 15,000.00																																																			
Fund:	Expenditure \$:																																																			
Capital Improvement																																																				
Stormwater Utility	\$																																																			
Street Sales Tax	\$																																																			
Special Highway	\$																																																			
Special Parks and Recreation	\$																																																			
Park Sales Tax		15,000.00																																																		
Other	\$																																																			
<hr/>																																																				
Total:	\$	15,000.00																																																		
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input checked="" type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																																				

Capital Improvement Program - Project Summary Sheet
City of Mission


<p><u>Project Name:</u> SPJCC Repairs and Improvements - TBD</p> <hr/> <p><u>Project Request Prepared By:</u> Laura Smith</p> <p><u>Initial Date of Preparation:</u> 6/7/19</p> <p><u>Date of Most Recent Update:</u></p> <hr/> <p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Street Mission, KS 66202</p>																																																				
<p><u>Project Description: (Most recent update, if applicable, listed first)</u> 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.</p>																																																				
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> <td></td> </tr> <tr> <td>2021</td> <td>75,000.00</td> <td></td> </tr> <tr> <td>2022</td> <td>75,000.00</td> <td></td> </tr> <tr> <td>2023</td> <td></td> <td></td> </tr> <tr> <td>2024</td> <td>300,000.00</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 450,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021	75,000.00		2022	75,000.00		2023			2024	300,000.00		<hr/>			Total Five Year Cost	\$ 450,000.00		<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 30%;">Expenditure \$:</td> <td></td> </tr> <tr> <td>Capital Improvement</td> <td></td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td>\$</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td>\$</td> <td></td> </tr> <tr> <td>Special Highway</td> <td>\$</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td>\$</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>\$</td> <td>450,000.00</td> </tr> <tr> <td>Other</td> <td>\$</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total:</td> <td>\$</td> <td>450,000.00</td> </tr> </table>	Fund:	Expenditure \$:		Capital Improvement			Stormwater Utility	\$		Street Sales Tax	\$		Special Highway	\$		Special Parks and Recreation	\$		Park Sales Tax	\$	450,000.00	Other	\$		<hr/>			Total:	\$	450,000.00
Budget Year:	Expenditure:																																																			
2021	75,000.00																																																			
2022	75,000.00																																																			
2023																																																				
2024	300,000.00																																																			
<hr/>																																																				
Total Five Year Cost	\$ 450,000.00																																																			
Fund:	Expenditure \$:																																																			
Capital Improvement																																																				
Stormwater Utility	\$																																																			
Street Sales Tax	\$																																																			
Special Highway	\$																																																			
Special Parks and Recreation	\$																																																			
Park Sales Tax	\$	450,000.00																																																		
Other	\$																																																			
<hr/>																																																				
Total:	\$	450,000.00																																																		
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input checked="" type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																																				

Parks & Recreation 2022


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Shade Structure Replacement - Legacy Park</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Legacy Park 6000 Boardmoor St. Mission, KS 66202</p>																																										
<p><u>Project Description:</u> 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.</p>																																										
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td></td> <td></td> </tr> <tr> <td>2022</td> <td>6,000.00</td> <td></td> </tr> <tr> <td>2023</td> <td></td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 6,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021			2022	6,000.00		2023			2024			<hr/>			Total Five Year Cost	\$ 6,000.00		<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 70%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td>6,000.00</td> </tr> <tr> <td>Park Sales Tax</td> <td></td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 6,000.00</td> </tr> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation	6,000.00	Park Sales Tax		Other		<hr/>		Total:	\$ 6,000.00
Budget Year:	Expenditure:																																									
2021																																										
2022	6,000.00																																									
2023																																										
2024																																										
<hr/>																																										
Total Five Year Cost	\$ 6,000.00																																									
Fund:	Expenditure \$:																																									
Capital Improvement																																										
Stormwater Utility																																										
Street Sales Tax																																										
Special Highway																																										
Special Parks and Recreation	6,000.00																																									
Park Sales Tax																																										
Other																																										
<hr/>																																										
Total:	\$ 6,000.00																																									
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input checked="" type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																										


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Slide 2 Maintenance - 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 66212</p>																																																													
<p><u>Project Description:</u> 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.</p>																																																													
<p><u>Timeline:</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 10%;"></td> <td style="width: 20%;">Expenditure:</td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2022</td> <td></td> <td>\$</td> <td>25,000.00</td> </tr> <tr> <td>2023</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black;">Total Five Year Cost</td> <td>\$</td> <td>25,000.00</td> </tr> </table>	Budget Year:		Expenditure:		2021				2022		\$	25,000.00	2023				2024				Total Five Year Cost		\$	25,000.00	<p><u>Funding Source:</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 10%;"></td> <td style="width: 20%;">Expenditure \$:</td> <td style="width: 40%;"></td> </tr> <tr> <td>Capital Improvement</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td></td> <td>\$</td> <td>25,000.00</td> </tr> <tr> <td>Other</td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black;">Total:</td> <td>\$</td> <td>25,000.00</td> </tr> </table>	Fund:		Expenditure \$:		Capital Improvement				Stormwater Utility				Street Sales Tax				Special Highway				Special Parks and Recreation				Park Sales Tax		\$	25,000.00	Other				Total:		\$	25,000.00
Budget Year:		Expenditure:																																																											
2021																																																													
2022		\$	25,000.00																																																										
2023																																																													
2024																																																													
Total Five Year Cost		\$	25,000.00																																																										
Fund:		Expenditure \$:																																																											
Capital Improvement																																																													
Stormwater Utility																																																													
Street Sales Tax																																																													
Special Highway																																																													
Special Parks and Recreation																																																													
Park Sales Tax		\$	25,000.00																																																										
Other																																																													
Total:		\$	25,000.00																																																										
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input checked="" type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																																													


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Conference Center Carpet - 2022</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202</p>																																										
<p><u>Project Description:</u> 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.</p>																																										
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td></td> <td></td> </tr> <tr> <td>2022</td> <td>30,000.00</td> <td></td> </tr> <tr> <td>2023</td> <td></td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 30,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021			2022	30,000.00		2023			2024			<hr/>			Total Five Year Cost	\$ 30,000.00		<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 70%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>30,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 30,000.00</td> </tr> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	30,000.00	Other		<hr/>		Total:	\$ 30,000.00
Budget Year:	Expenditure:																																									
2021																																										
2022	30,000.00																																									
2023																																										
2024																																										
<hr/>																																										
Total Five Year Cost	\$ 30,000.00																																									
Fund:	Expenditure \$:																																									
Capital Improvement																																										
Stormwater Utility																																										
Street Sales Tax																																										
Special Highway																																										
Special Parks and Recreation																																										
Park Sales Tax	30,000.00																																									
Other																																										
<hr/>																																										
Total:	\$ 30,000.00																																									
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input checked="" type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																										


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Conference Center Projectors - 2022</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202</p>																																										
<p><u>Project Description:</u> 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.</p>																																										
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td></td> <td></td> </tr> <tr> <td>2022</td> <td>18,000.00</td> <td></td> </tr> <tr> <td>2023</td> <td></td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 18,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021			2022	18,000.00		2023			2024			<hr/>			Total Five Year Cost	\$ 18,000.00		<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 70%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks & Recreation</td> <td>18,000.00</td> </tr> <tr> <td>Park Sales Tax</td> <td></td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 18,000.00</td> </tr> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks & Recreation	18,000.00	Park Sales Tax		Other		<hr/>		Total:	\$ 18,000.00
Budget Year:	Expenditure:																																									
2021																																										
2022	18,000.00																																									
2023																																										
2024																																										
<hr/>																																										
Total Five Year Cost	\$ 18,000.00																																									
Fund:	Expenditure \$:																																									
Capital Improvement																																										
Stormwater Utility																																										
Street Sales Tax																																										
Special Highway																																										
Special Parks & Recreation	18,000.00																																									
Park Sales Tax																																										
Other																																										
<hr/>																																										
Total:	\$ 18,000.00																																									
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input checked="" type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																										


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Conference Center Painting</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway St. Mission, KS 66202</p>																																										
<p><u>Project Description:</u> 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.</p>																																										
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td></td> <td></td> </tr> <tr> <td>2022</td> <td>20,000.00</td> <td></td> </tr> <tr> <td>2023</td> <td></td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 20,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021			2022	20,000.00		2023			2024			<hr/>			Total Five Year Cost	\$ 20,000.00		<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 70%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td>20,000.00</td> </tr> <tr> <td>Park Sales Tax</td> <td></td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 20,000.00</td> </tr> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation	20,000.00	Park Sales Tax		Other		<hr/>		Total:	\$ 20,000.00
Budget Year:	Expenditure:																																									
2021																																										
2022	20,000.00																																									
2023																																										
2024																																										
<hr/>																																										
Total Five Year Cost	\$ 20,000.00																																									
Fund:	Expenditure \$:																																									
Capital Improvement																																										
Stormwater Utility																																										
Street Sales Tax																																										
Special Highway																																										
Special Parks and Recreation	20,000.00																																									
Park Sales Tax																																										
Other																																										
<hr/>																																										
Total:	\$ 20,000.00																																									
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input checked="" type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																										

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>																																														
<p><u>Project Description:</u> 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.</p>																																														
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td></td> <td></td> </tr> <tr> <td>2022</td> <td>32,000.00</td> <td></td> </tr> <tr> <td>2023</td> <td></td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black;">Total Five Year Cost</td> <td style="border-top: 1px solid black;">\$ 32,000.00</td> </tr> </table>	Budget Year:	Expenditure:		2021			2022	32,000.00		2023			2024			Total Five Year Cost		\$ 32,000.00	<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 30%;">Expenditure \$:</td> <td style="width: 40%;"></td> </tr> <tr> <td>Capital Improvement</td> <td></td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> <td></td> </tr> <tr> <td>Parks Sales Tax</td> <td></td> <td>32,000.00</td> </tr> <tr> <td>Other</td> <td></td> <td></td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black;">Total:</td> <td style="border-top: 1px solid black;">\$ 32,000.00</td> </tr> </table>	Fund:	Expenditure \$:		Capital Improvement			Stormwater Utility			Street Sales Tax			Special Highway			Special Parks and Recreation			Parks Sales Tax		32,000.00	Other			Total:		\$ 32,000.00
Budget Year:	Expenditure:																																													
2021																																														
2022	32,000.00																																													
2023																																														
2024																																														
Total Five Year Cost		\$ 32,000.00																																												
Fund:	Expenditure \$:																																													
Capital Improvement																																														
Stormwater Utility																																														
Street Sales Tax																																														
Special Highway																																														
Special Parks and Recreation																																														
Parks Sales Tax		32,000.00																																												
Other																																														
Total:		\$ 32,000.00																																												
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input checked="" type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																														

Capital Improvement Program - Project Summary Sheet
City of Mission


<p><u>Project Name:</u> SPJCC Parking Lot Seal and Re-stripe 2022</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway St. Mission, KS 66202</p>	<div style="border: 1px solid black; height: 200px; margin: 10px 0;">  </div>																																		
<p><u>Project Description:</u> Extensive maintenance was done on the community center parking lots in 2017. In order to preserve the investment, they require periodic sealing and re-striping. Costs are estimated for a seal treatment, restriping, and traffic control, mobilization and phasing.</p>																																			
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> </tr> <tr> <td>2021</td> <td></td> </tr> <tr> <td>2022</td> <td>57,000.00</td> </tr> <tr> <td>2023</td> <td></td> </tr> <tr> <td>2024</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 57,000.00</td> </tr> </table>	Budget Year:	Expenditure:	2021		2022	57,000.00	2023		2024		<hr/>		Total Five Year Cost	\$ 57,000.00	<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 70%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>57,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 57,000.00</td> </tr> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	57,000.00	Other		<hr/>		Total:	\$ 57,000.00
Budget Year:	Expenditure:																																		
2021																																			
2022	57,000.00																																		
2023																																			
2024																																			
<hr/>																																			
Total Five Year Cost	\$ 57,000.00																																		
Fund:	Expenditure \$:																																		
Capital Improvement																																			
Stormwater Utility																																			
Street Sales Tax																																			
Special Highway																																			
Special Parks and Recreation																																			
Park Sales Tax	57,000.00																																		
Other																																			
<hr/>																																			
Total:	\$ 57,000.00																																		
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input checked="" type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																			

Parks & Recreation 2023


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Locker Room Flooring</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway St. Mission, KS 66202</p>	<div style="border: 1px solid black; height: 200px; margin: 10px 0;">  </div>																																		
<p><u>Project Description:</u> 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.</p>																																			
<table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> </tr> <tr> <td>2021</td> <td></td> </tr> <tr> <td>2022</td> <td></td> </tr> <tr> <td>2023</td> <td>30,000.00</td> </tr> <tr> <td>2024</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 30,000.00</td> </tr> </table>	Budget Year:	Expenditure:	2021		2022		2023	30,000.00	2024		<hr/>		Total Five Year Cost	\$ 30,000.00	<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 60%;">Fund:</td> <td style="width: 40%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>30,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 30,000.00</td> </tr> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Parks and Recreation		Park Sales Tax	30,000.00	Other		<hr/>		Total:	\$ 30,000.00
Budget Year:	Expenditure:																																		
2021																																			
2022																																			
2023	30,000.00																																		
2024																																			
<hr/>																																			
Total Five Year Cost	\$ 30,000.00																																		
Fund:	Expenditure \$:																																		
Capital Improvement																																			
Stormwater Utility																																			
Street Sales Tax																																			
Special Highway																																			
Parks and Recreation																																			
Park Sales Tax	30,000.00																																		
Other																																			
<hr/>																																			
Total:	\$ 30,000.00																																		
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input checked="" type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																			


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Adult Lounge Counters - 2023</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Street Mission, KS 66202</p>																																																				
<p><u>Project Description:</u> 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.</p>																																																				
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td></td> <td></td> </tr> <tr> <td>2022</td> <td></td> <td></td> </tr> <tr> <td>2023</td> <td>9,000.00</td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 9,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021			2022			2023	9,000.00		2024			<hr/>			Total Five Year Cost	\$ 9,000.00		<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 30%;">Expenditure \$:</td> <td style="width: 40%;"></td> </tr> <tr> <td>Capital Improvement</td> <td></td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td></td> <td>9,000.00</td> </tr> <tr> <td>Other</td> <td></td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total:</td> <td>\$</td> <td>9,000.00</td> </tr> </table>	Fund:	Expenditure \$:		Capital Improvement			Stormwater Utility			Street Sales Tax			Special Highway			Special Parks and Recreation			Park Sales Tax		9,000.00	Other			<hr/>			Total:	\$	9,000.00
Budget Year:	Expenditure:																																																			
2021																																																				
2022																																																				
2023	9,000.00																																																			
2024																																																				
<hr/>																																																				
Total Five Year Cost	\$ 9,000.00																																																			
Fund:	Expenditure \$:																																																			
Capital Improvement																																																				
Stormwater Utility																																																				
Street Sales Tax																																																				
Special Highway																																																				
Special Parks and Recreation																																																				
Park Sales Tax		9,000.00																																																		
Other																																																				
<hr/>																																																				
Total:	\$	9,000.00																																																		
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input checked="" type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																																				


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> North and South Kitchen Counters - 2023</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Street Mission, KS 66202</p>																																										
<p><u>Project Description:</u> 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.</p>																																										
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td></td> <td></td> </tr> <tr> <td>2022</td> <td></td> <td></td> </tr> <tr> <td>2023</td> <td>20,000.00</td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 20,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021			2022			2023	20,000.00		2024			<hr/>			Total Five Year Cost	\$ 20,000.00		<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 70%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>20,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 20,000.00</td> </tr> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	20,000.00	Other		<hr/>		Total:	\$ 20,000.00
Budget Year:	Expenditure:																																									
2021																																										
2022																																										
2023	20,000.00																																									
2024																																										
<hr/>																																										
Total Five Year Cost	\$ 20,000.00																																									
Fund:	Expenditure \$:																																									
Capital Improvement																																										
Stormwater Utility																																										
Street Sales Tax																																										
Special Highway																																										
Special Parks and Recreation																																										
Park Sales Tax	20,000.00																																									
Other																																										
<hr/>																																										
Total:	\$ 20,000.00																																									
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input checked="" type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																										


Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Roof Resurfacing - 2023</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Street Mission, KS 66202</p>																																										
<p><u>Project Description:</u> 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.</p>																																										
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td></td> <td></td> </tr> <tr> <td>2022</td> <td></td> <td></td> </tr> <tr> <td>2023</td> <td>425,000.00</td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 425,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021			2022			2023	425,000.00		2024			<hr/>			Total Five Year Cost	\$ 425,000.00		<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 70%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>425,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 425,000.00</td> </tr> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	425,000.00	Other		<hr/>		Total:	\$ 425,000.00
Budget Year:	Expenditure:																																									
2021																																										
2022																																										
2023	425,000.00																																									
2024																																										
<hr/>																																										
Total Five Year Cost	\$ 425,000.00																																									
Fund:	Expenditure \$:																																									
Capital Improvement																																										
Stormwater Utility																																										
Street Sales Tax																																										
Special Highway																																										
Special Parks and Recreation																																										
Park Sales Tax	425,000.00																																									
Other																																										
<hr/>																																										
Total:	\$ 425,000.00																																									
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input checked="" type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																										

Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Pool Resurfacing - 2023</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Street Mission, KS 66202</p>																																										
<p><u>Project Description:</u> 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.</p>																																										
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td></td> <td></td> </tr> <tr> <td>2022</td> <td></td> <td></td> </tr> <tr> <td>2023</td> <td>100,000.00</td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 100,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021			2022			2023	100,000.00		2024			<hr/>			Total Five Year Cost	\$ 100,000.00		<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 70%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>100,000.00</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total:</td> <td>\$ 100,000.00</td> </tr> </table>	Fund:	Expenditure \$:	Capital Improvement		Stormwater Utility		Street Sales Tax		Special Highway		Special Parks and Recreation		Park Sales Tax	100,000.00	Other		<hr/>		Total:	\$ 100,000.00
Budget Year:	Expenditure:																																									
2021																																										
2022																																										
2023	100,000.00																																									
2024																																										
<hr/>																																										
Total Five Year Cost	\$ 100,000.00																																									
Fund:	Expenditure \$:																																									
Capital Improvement																																										
Stormwater Utility																																										
Street Sales Tax																																										
Special Highway																																										
Special Parks and Recreation																																										
Park Sales Tax	100,000.00																																									
Other																																										
<hr/>																																										
Total:	\$ 100,000.00																																									
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input checked="" type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																										

Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Adult Lounge Furniture - 2023</p> <hr/> <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> <hr/> <p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Street Mission, KS 66202</p>																																																				
<p><u>Project Description: (Most recent update, if applicable, listed first)</u> 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.</p>																																																				
<p><u>Timeline:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 30%;">Expenditure:</td> <td style="width: 40%;"></td> </tr> <tr> <td>2021</td> <td></td> <td></td> </tr> <tr> <td>2022</td> <td></td> <td></td> </tr> <tr> <td>2023</td> <td>10,000.00</td> <td></td> </tr> <tr> <td>2024</td> <td></td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total Five Year Cost</td> <td>\$ 10,000.00</td> <td></td> </tr> </table>	Budget Year:	Expenditure:		2021			2022			2023	10,000.00		2024			<hr/>			Total Five Year Cost	\$ 10,000.00		<p><u>Funding Source:</u></p> <table style="width: 100%;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 30%;">Expenditure \$:</td> <td style="width: 40%;"></td> </tr> <tr> <td>Capital Improvement</td> <td></td> <td>10,000.00</td> </tr> <tr> <td>Stormwater Utility</td> <td>\$</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td>\$</td> <td></td> </tr> <tr> <td>Special Highway</td> <td>\$</td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td>\$</td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td>\$</td> <td></td> </tr> <tr> <td>Other</td> <td>\$</td> <td></td> </tr> <tr> <td colspan="2"><hr/></td> <td></td> </tr> <tr> <td>Total:</td> <td>\$</td> <td>10,000.00</td> </tr> </table>	Fund:	Expenditure \$:		Capital Improvement		10,000.00	Stormwater Utility	\$		Street Sales Tax	\$		Special Highway	\$		Special Parks and Recreation	\$		Park Sales Tax	\$		Other	\$		<hr/>			Total:	\$	10,000.00
Budget Year:	Expenditure:																																																			
2021																																																				
2022																																																				
2023	10,000.00																																																			
2024																																																				
<hr/>																																																				
Total Five Year Cost	\$ 10,000.00																																																			
Fund:	Expenditure \$:																																																			
Capital Improvement		10,000.00																																																		
Stormwater Utility	\$																																																			
Street Sales Tax	\$																																																			
Special Highway	\$																																																			
Special Parks and Recreation	\$																																																			
Park Sales Tax	\$																																																			
Other	\$																																																			
<hr/>																																																				
Total:	\$	10,000.00																																																		
<p><u>Priority:</u></p> <p> Immediate <input type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input checked="" type="checkbox"/> Six Years + <input type="checkbox"/> </p>																																																				



This page is intentionally left blank.

2021 Outstanding Debt Obligations And Debt Policy



City of Mission 2021 Annual Budget

Debt Service Summary

Overview and Debt Financing Principles

Construction of new infrastructure, or the reconstruction and upgrade of existing infrastructure, can often exceed the financial resources of a local government in a given fiscal year. To overcome this deficit, local governments will often debt-finance these major capital projects over a period of several years. This allows the local government to complete the project in a timely manner rather than saving funds over a period of time to complete the project at a later date.

The goal of Mission's debt policy is to maintain the ability to provide high quality, essential City services and improvements in a cost-effective manner. Policy makers weigh this goal against maintaining the ability to borrow at the lowest possible rates. The City uses a formally established Debt Policy when determining when to finance projects with debt.

Outstanding Debt

The following provides a summary of the City's outstanding debt issues as of December 31, 2020. Debt service schedules are maintained and updated by the Administration Department. The City's current credit rating is "AA+" as assigned by Standard and Poor's Rating Services.

General Obligation Debt Supported by Taxes/Storm Water Utility Fees

Date of Issue	Original Amount	Purpose	Final Maturity	Principal Outstanding at 12-31-20
8/12/10	\$3,200,000	Series 2010A - Stormwater	9/1/20	\$0
12/15/10	\$6,945,000	Series 2010B - Stormwater	9/1/29	\$0
7/11/13	\$680,000	Series 2013A - Streetlights	9/1/23	\$220,000
12/20/13	\$4,480,000	Series 2013C - Jo Drive	9/1/23	\$1,585,000
8/7/14	\$9,795,000	Series 2014A - 2009A Refunding	9/1/29	\$5,895,000
8/15/19	\$3,470,000	Series 2019A - Stormwater	9/1/2029	\$3,430,000
7/9/2020	\$6,020,000	Series 2020A – Stormwater	9/41/2029	\$6,020,000

Recent bond issues include Series 2019A general obligation bonds issued to fund reconstruction of the Rock Creek channel from Nall Avenue to Roeland Drive, and Series 2020A bond issued to refund Series 2010B Bonds resulting in an interest savings to the City of over \$800,000.

General Obligation Debt Supported Primarily by Other Sources (Sales Tax)

Date of Issue	Original Amount	Purpose	Final Maturity	Principal Outstanding at 12-31-18
2/16/12	\$4,360,000	Series 2012A - Jo Dr & Martway Improvements	9/1/22	\$920,000
7/11/13	\$4,510,000	Series 2013B - Outdoor Pool	9/1/23	\$1,500,000

Legal Debt Margin

Percentage of legal debt margin used measures the City's ability to issue bonded debt. Direct bonded debt is debt for which the City has pledged its full faith and credit. The debt limit establishes a maximum dollar limitation calculated under existing law. The debt limitations outlined by K.S.A. 10-308 provide that the debt of the City is limited to 30% of assessed valuation.

CITY OF MISSION
DEBT SUMMARY 2021

Debt Issue	Issue Date	Original Issue Amount	Interest Rates	Amount Outstanding 1/1/2021	Debt to be Issued in 2021	Debt Service 2021		Amount Outstanding 12/31/2021	Maturity Date	Repayment Source
						Interest	Principal			
GO Bonds, Series 2012A Johnson Drive/Martway Improvements	2/16/2012	\$ 4,360,000	.40-2.0	\$ 920,000	\$ -	\$ 17,718	\$ 455,000	\$ 465,000	9/1/2022	1/4-cent Street Sales Tax
GO Bonds, Series 2013A Streetlight Acquisition	7/11/2013	\$ 680,000	2.0-3.0	\$ 220,000	\$ -	\$ 6,425	\$ 70,000	\$ 150,000	9/1/2023	General Fund
GO Bonds, Series 2013B Mission Aquatic Center	7/11/2013	\$ 4,510,000	2.0-3.0	\$ 1,500,000	\$ -	\$ 45,000	\$ 485,000	\$ 1,015,000	9/1/2023	3/8-cent Parks & Recreation Sales Tax
GO Bonds, Series 2013C* Johnson Drive Improvements	12/20/2013	\$ 4,480,000	2.0-2.5	\$ 1,585,000	\$ -	\$ 35,738	\$ 515,000	\$ 1,070,000	9/1/2023	1/4-cent Street Sales Tax and Storm Water Utility
GO Refunding, Series 2014-A (replaced portion of 2009-A)	8/7/2014	\$ 9,795,000	2.0-3.0	\$ 5,895,000	\$ -	\$ 147,838	\$ 905,000	\$ 4,990,000	9/1/2029	Storm Water Utility and Drainage Districts
GO Bonds, Series 2019-A Rock Creek Channel	8/15/2019	\$ 3,470,000	5.0	\$ 3,430,000	\$ -	\$ 166,050	\$ 50,000	\$ 3,380,000	9/1/2029	Storm Water Utility and Drainage Districts
GO Refunding Bonds, Series 2020-A Refunding 2010-B Refunding Bonds	7/9/2020	\$ 6,020,000	1.5-2	\$ 6,020,000	\$ -	\$ 134,615	\$ 1,105,000	\$ 4,915,000	9/1/2029	Storm Water Utility and Drainage Districts
Totals		\$ 33,315,000		\$ 19,570,000	\$ -	\$ 553,383	\$ 3,585,000	\$ 15,985,000		
						Total Debt Service Payments (P&I): <u>\$ 4,138,383</u>				

City of Mission 2021 Annual Budget

Debt Financing Policy

The Debt Financing Policy Statement sets forth comprehensive guidelines for the financing of capital expenditures. It is the objective of the policy that:

- 1) the City obtain financing only when necessary,
- 2) the process for identifying the timing and amount of debt or other financing be as efficient as possible,
- 3) the most favorable interest rate and other related costs be obtained, and
- 4) when appropriate, future financial flexibility be maintained.

Debt financing, which includes general obligation bonds, special assessment bonds, revenue bonds, temporary notes, lease/purchase agreements, and other City obligations permitted to be issued or incurred under Kansas law, shall only be used to purchase capital assets that cannot reasonably be acquired from either available current revenues or fund balances. The useful life of the asset or project shall exceed the payout schedule of any debt the City assumes.

To enhance creditworthiness and prudent financial management, the City is committed to systematic capital planning, intergovernmental cooperation and coordination, and long-term financial planning.

Evidence of this commitment to capital planning will be demonstrated through periodic adjustment of the City's Comprehensive Plan and the annual adoption of a Community Investment Program (CIP) identifying the benefits, costs and method of funding each capital improvement planned for the succeeding five years. In addition, the City will use a ten-year equipment replacement schedule and an annual five-year financial forecast to assist with long-term financial planning.

Responsibility for Policy

The primary responsibility for developing debt financing recommendations rests with the Finance Director. In developing such recommendations, the Finance Director shall be assisted by the City Administrator and City's outside Financial Advisor (FA), the three of whom shall comprise the Debt Management Committee who will:

- meet at least semi-annually to consider the need for debt financing and assess progress on the current CIP and any other program/improvement deemed necessary by the City Administrator;
- meet at least annually to test adherence to this policy statement and to review applicable debt ratios serving as benchmarks;
- review changes in federal and state legislation that affect the City's ability to issue debt and report such findings to the City Council as appropriate;
- review annually the provisions of resolutions authorizing issuance of general obligation bonds of the City;
- review semi-annually the opportunities for refinancing current debts; and
- review annually the services provided by the City's financial advisor, bond

counsel, paying agents and other debt financing service providers.

Prior to each meeting, the Finance Director shall gather information on the financial status of the City's current CIP. The report shall be based in part on information collected from departmental managers for the City and shall include a projection of near term financing needs compared to available resources, an analysis of the impact of contemplated financings on the property tax rate and user charges, and a final financing recommendation. In developing financing recommendations, the Debt Management Committee shall consider:

- the length of time proceeds of obligations are expected to remain on hand and their related carrying costs;
- the options for interim financing including short term and inter-fund borrowing, taking into consideration federal and state reimbursements;
- the effect of proposed actions on the tax rate and user charges;
- trends in bond markets;
- trends in interest rates; and,
- other factors as deemed appropriate.

Use of Debt Financing

Debt financing will not be considered appropriate for any recurring purpose such as current operating and maintenance expenditures. The City will use debt financing only for one-time capital improvement projects and unusual equipment purchases, and only under the following circumstances:

- when the project is included in the City's five-year Community Investment Program; or when the project involves acquisition of equipment that cannot be purchased outright without causing an unacceptable spike in the property tax rate; or,
- when the project is the result of growth-related activities within the community that require unanticipated and unplanned infrastructure or capital improvements by the City; and,
- when the project's useful life, or when the projected service life of the equipment, will be equal to or exceed the term of the financing; and,
- when there are designated revenues sufficient to service a debt, whether from project revenues, other specified and reserved resources, or infrastructure cost sharing revenues.

The following criteria will be used to evaluate pay-as-you-go versus debt financing in funding capital improvements:

Factors which favor pay-as-you-go financing include circumstances where:

- the project can be adequately funded from available current revenues and fund balances;
- the project can be completed in an acceptable time frame given the available revenues;
- additional debt levels could adversely affect the City's credit rating or repayment sources; or

- market conditions are unstable or suggest difficulties in marketing debt.

Factors which favor long-term debt financing include circumstances where:

- revenues available for debt issues are considered sufficient and reliable so that long-term financing can be marketed with an appropriate credit rating, which can be maintained;
- market conditions present favorable interest rates and demand for municipal debt financing;
- a project is mandated by state or federal government and current revenues or fund balances are insufficient to pay project costs;
- a project is immediately required to meet or relieve capacity needs or existing life/health/safety needs;
- unprogrammed cash reserves are insufficient to pay project costs; or
- the life of the project or asset financed is five years or longer.

Structure and Term of Long-Term Debt Financing

Term of Debt

City debt obligations will be structured to achieve the lowest possible net interest cost to the City given market conditions, the urgency of the capital project, and the nature and type of any security provided. Moreover, to the extent possible, the City will design the repayment of its overall debt issues so as to recapture rapidly its credit capacity for future use. As a benchmark, the City shall strive to repay at least 25% of the principal amount of its general obligation bonds, excluding special assessment bonds, within five years and at least 75% within ten years.

General Obligation Bonds

The City shall use an objective analytical approach to determine whether it can afford to assume new general obligation bonds beyond what it retires each year (see Assumption of Additional Long-Term Obligations below). Generally, this process will compare benchmarks relative to key demographic data of the City.

These benchmarks shall include, at a minimum, ratios reflecting long-term debt per capita, long-term debt as a percent of taxable value, long-term debt service payments as a percent of current revenues and current expenditures, and the level of overlapping net long-term debt of all local taxing jurisdictions. This process shall also examine the direct costs and quantifiable benefits of any proposed expenditures.

The decision on whether to assume new general obligation bonds shall, in part, be based on (a) costs and benefits, (b) the current conditions of the municipal bond market, and (c) the City's ability to assume new general obligation bonds as determined by the aforementioned benchmarks.

Revenue Bonds

For the City to issue new revenue bonds, projected annual revenues as defined by the ordinance authorizing such issuance, shall be at a rate greater than 100% of the issue's

average annual debt service. If necessary, annual adjustments to the City's rate structures will be considered in order to maintain an acceptable coverage factor.

Special Assessment Bonds

The City shall maintain a watchful attitude over the issuance of special assessment bonds for benefit district improvements. While the City's share of any benefit district project may fluctuate, under Kansas law, the City will not pay more than 95% of any proposed costs related to a benefit district. A report on the findings of the Debt Management Committee will be submitted to the City Administrator prior to the City Council approval of any special assessment bond issue.

Economic Development Bonds

The City shall follow City Council Policy 106 which outlines the procedure for considering applications for Tax Increment Financing (TIF) used for economic development and redevelopment purposes in accordance with the provisions of K.S.A 12-1770 through 12-1780. In addition the City shall use all relevant portions of City Council Policy 106 for the issuance of any other type of Economic Development Bonds, including STAR Bonds.

Assumption of Additional Long-Term Obligations

The City shall not assume more tax-supported general obligation bond debt (excluding special assessment bonds) without first conducting an objective analysis as to the community's ability to assume and support additional general obligation bond service payments. Whenever appropriate, self-supporting revenue bonds shall be issued before general obligation bonds.

Asset Life

The City will consider long-term financing for the acquisition, replacement, or expansion of physical assets (including land) only if a capital project has a useful life of longer than the term of the bond issue supporting it. Long-term debt will not be issued for periods exceeding the useful life or average useful lives of the project or projects to be financed.

Length of Long-Term Debt

City long-term debt will be amortized for the shortest period consistent with a fair allocation of costs to current and future beneficiaries or users.

The City normally shall issue bonds with an average life of 10 years or less for general obligation bonds and 20 years for revenue bonds and special assessment bonds. (However, there may be special circumstances when the cost of a project necessitates a bond life greater than 10 years.) When feasible, the structure of general obligation bonds will reduce principal at a faster rate than amortization of revenue bonds or special assessment bonds. There shall be no "balloon" bond repayment schedules, which consist of low annual payments and one large payment of the balance due at the end of the term, unless anticipated revenues streams would support otherwise. There shall always be at least interest paid in the first fiscal year after a bond sale and principal

starting no later than the second fiscal year after the bond issue, unless the City is required to issue Capital Appreciation Bonds (CABs).

Call Provisions

Call provisions for bond issues shall be made as short as possible consistent with the lowest interest cost to the City. All bonds shall be callable only at par.

Long-Term Debt Structuring

At a minimum, the City will seek to amortize general obligation bonds with level principal and interest costs-over the life of the issue. Pushing higher costs to future years in order to reduce short-term budget liabilities will be considered only when natural disasters or extraordinary or unanticipated external factors make the short-term cost of general obligation bonds prohibitive.

Variable Rate Long-Term Obligations

The City may choose to issue bonds that pay a rate of interest that varies according to predetermined formula or results from a periodic remarketing of the securities, consistent with state law and covenants of pre-existing bonds, and depending on market conditions.

Long-Term Debt Administration and Financing

Financing Proposals

Any capital financing proposal of a City division, agency, or utility involving the pledge or other extension of the City's credit through sale of bonds, execution of loans or leases, or otherwise involving directly or indirectly the lending or pledging of the City's credit, shall be referred to the Finance Director or his/her designee.

Bond Counsel

The City will utilize external bond counsel for all Long-Term Debt issues. All long-term debt issued by the City will include a written opinion by Bond Counsel affirming that the City is authorized to issue the long-term debt, stating that the City has met all Federal and State constitutional and statutory requirements necessary for issuance, and determining a long-term debt federal income tax status.

Underwriter's Counsel

City payment for Underwriters Counsel will be authorized for negotiated sales by the Finance Director on a case-by-case basis depending on the nature and complexity of the transaction and the needs expressed by the underwriters.

Financial Advisor

The City will utilize an external Financial Advisor, to be selected for a term of up to three

years, through a competitive process administered by the City's Finance Director. The utilization of the Financial Advisor for certain long-term debt issuance will be at the discretion of the Finance Director and City Administrator on a case-by-case basis. For each City bond sale the Financial Advisor will provide the City with information on pricing and underwriting fees for comparable sales by other issuers.

Temporary Notes

Use of short-term borrowing, such as temporary notes, will be undertaken only if the transaction cost plus interest on the notes are less than the cost of internal financing, or available cash or reserves are insufficient to meet project needs or current obligations.

Credit Enhancements

Credit enhancement (letters of credit, bond insurance, etc.) may be used if the costs of such enhancements will reduce the net service payments on the bonds.

Lease/Purchase Agreements

The use of lease/purchase agreements in the acquisition of vehicles, equipment and other capital assets shall be considered carefully relative to any other financing option or a "pay-as-you-go" basis. Although lifetime costs of lease may be higher than other financing options or if the asset were purchased outright, this will not preclude lease-purchase agreements from being considered by the City as a funding option for certain capital projects.

Competitive Sale of Long-Term Debt

The City, as a matter of policy, shall seek to issue its general or revenue bond obligations in a competitive sale unless it is determined by the Debt Management Committee that such a sale method will not produce the best results for the City. In such instances where the City, through a competitive bidding for its bonds, deems the bids received as unsatisfactory or does not receive bids, it may at the election of the City Council, enter into negotiation for sale of the bonds.

Refunding of Long-Term Debt

Periodic reviews of all outstanding long-term debt will be undertaken to determine refunding opportunities. Refunding will be considered (within federal tax law constraints) if and when there is a net economic benefit of the refunding or the refunding is essential in order to modernize covenants essential to operations and management.

City staff and the Financial Advisor shall monitor the municipal bond market for opportunities to obtain interest savings by refunding outstanding long-term debt. As a general rule, the present value savings of a particular refunding will exceed 3% of the refunded debt service.

Refunding issues that produce a net present value savings of less than 3% will be considered on a case-by-case basis. Refunding issues with negative savings will not be

considered unless there is a compelling public policy objective.

Conduit Financings

The City may sponsor conduit financings in the form of Industrial Revenue Bonds for those activities (i.e. economic development, housing, health facilities, etc.) that have a general public purpose and are consistent with the City's overall service and policy objectives as outlined in City Council Policy 112.

All conduit financings must insulate the City completely from any credit risk or exposure and must first be approved by the City Administrator before being submitted to the City Council. All conduit financings will require an appropriate issuance fee as determined by the Debt Management Committee in accordance with City Council Policy 112.

Arbitrage Liability Management

It is the City's policy to minimize the cost of arbitrage rebate and yield restriction while strictly complying with the law.

General

Federal arbitrage legislation is intended to discourage entities from issuing tax-exempt obligations unnecessarily. In compliance with the spirit of this legislation, the City will not issue obligations except for identifiable projects with very good prospects of timely initiation. Temporary notes and subsequent general obligation bonds will be issued timely as project contracts are awarded so that all issues will be spent quickly.

Responsibility

Because of the complexity of arbitrage rebate regulations and the severity of non-compliance penalties, the advice of Bond Counsel, Financial Advisor, and other qualified experts will be sought whenever questions about arbitrage rebate regulations arise.

Credit Ratings

Rating Agency Relationships

The Finance Director and the Debt Management Committee shall be responsible for maintaining relationships with the rating agencies that currently assign ratings to the City's various debt obligations. This effort shall include providing periodic updates on the City's general financial condition along with coordinating meetings and presentations in conjunction with a new long-term debt issuance.

Use of Rating Agencies

The Debt Management Committee shall be responsible for determining whether or not a rating shall be requested on a particular financing and which of the major rating agencies shall be asked to provide such a rating.

Minimum Long-Term Rating Requirements

The City's minimum rating requirement for its direct, general obligation debt is a rating of "AA" or higher. If a given long-term debt cannot meet this requirement based on its underlying credit strength, then credit enhancement may be sought to ensure that the minimum rating is achieved. If credit enhancement is unavailable or is determined by the Debt Management Committee to be uneconomical, then the obligations may be issued without a rating.

Rating Agency Requirements

Full disclosure of operations and open lines of communication shall be made to rating agencies used by the City. The Debt Management Committee, with assistance of the City's Financial Advisor, shall prepare the necessary materials and presentations to the rating agencies. Credit rating will be sought from any rating agency as recommended by the City's Debt Management Committee.

Financial Disclosure

The City is committed to full and complete financial disclosure, and to cooperating fully with rating agencies, institutional and individual investors, City departments and agencies, other levels of government, and the general public to share clear, comprehensible, and accurate financial information. The City is committed to meeting secondary disclosure requirements on a timely and comprehensive basis.

Official statements accompanying long-term debt issues, Comprehensive Annual Financial Reports, and continuing disclosure statements will meet (at a minimum), the standards articulated by the Government Accounting Standards Board (GASB), the National Federation of Municipal Analysts, the Securities and Exchange Commission (SEC), and Generally Accepted Accounting Principles (GAAP). The Department of Finance shall be responsible for ongoing disclosure to established national information repositories and for maintaining compliance with disclosure standards promulgated by state and national regulatory bodies.

Debt Policy Terminology

Arbitrage. Arbitrage refers to the rebate amount due to the Internal Revenue Service where funds received from the issuance of tax-exempt debt have been invested and excess earnings have occurred.

General Obligation Bonds. Bonds backed by the full faith and credit of the City. Although General Obligation Bonds may be repaid with revenues sources other than ad valorem taxes (e.g. voter-approved sales taxes), the issuer's tax levy commitment is unlimited. As such, this structure has strong marketability in competitive offerings and attracts the lowest interest costs.

Municipal Lease Agreements. The City enters into a lease agreement with another party (typically a third-party vendor) to lease an asset over a defined period of time at a prearranged annual payment.

Revenue Bonds. Bonds secured by revenues generated by the facility from dedicated user fees. Planning for such issues generally is more complex because future costs and revenues directly affect each other. Credit enhancement (e.g., insurance or letter of credit) may be needed because of the limited source of long-term debt service payments that may be available in outlying years.

Special Obligation Bonds. Bonds backed by a dedicated revenue source and not the full faith and credit of the City. For example, Special Obligation Tax Increment Bonds would be repaid solely from pledged tax increment financing revenues. Because it is not secured by an unlimited tax levy, this structure has typically required a negotiated offering with interest costs higher than those available for General Obligation Bonds.

Special Assessment Bonds. Bonds issued to develop facilities and basic infrastructure for the benefit of properties within the benefit district. Assessments are levied on properties benefited by the project.

Temporary Notes. Notes are issued to provide temporary financing, to be repaid by long-term financing. This type of bridge financing has a maximum maturity of four years under Kansas law.



This page is intentionally left blank.

Supplemental Information



City of Mission 2021 Annual Budget

Financial Policies and Provisions

General Provisions

The City of Mission's financial policies and provisions, compiled below, set forth the basic framework for the overall fiscal management of the City. These policies assist the decision-making process of the City Council and the Administration. They provide guidelines for evaluating both current activities and proposals for future programs and budgets.

Financial policies aid the City by improving financial management, improving financial position, and improving the credit-worthiness of the City. They also serve to ensure that all financial transactions conducted by or on behalf of the City, its agencies, departments, officials, and authorized agents, shall be made in a manner and method which provides for the most proficient and effective management of the financial resources and funds of the City. These policies provide for the maximum protection of the City taxpayer, in accordance with and using established financial management practices, accounting standards, and auditing requirements.

The City Council shall be responsible to establish and authorize policies and procedures for the management of all financial resources and transactions of the City. The City Administrator, Finance Director, and other City officials shall adopt administrative procedures necessary to implement the financial policies.

It is the policy of the City to maintain sound financial practices and policies which are viable and current according to generally accepted accounting principles, auditing standards and financial management experience, and which are consistent and comply with all applicable state and federal laws. The City shall regularly review its policies and procedures and reserves its right to change and supplement them as necessary.

Revenue Provisions

The City will attempt to maintain a diversified and stable revenue system to shelter it from short term fluctuations in any one revenue source.

The City will attempt to obtain additional revenue sources as a way of ensuring a stable, balanced budget.

The City will establish user charges and fees at a level relative to the cost of providing the service.

The City acknowledges that property values have historically increased in Johnson

County, but in recent valuation years the City has seen a decrease in overall property values in our community. Increasing property values will increase property tax revenues when the mill levy is held constant. Decreasing property values reduce the revenue available to the City unless the mill levy is increased. The City will annually review the effect of property values and will take that into consideration when establishing the mill levy rate.

The City levies a 1% general local sales tax. A special ¼-cent sales tax became effective in April 2012 (sunsets April 2022) that is dedicated to street repair and maintenance. A special 3/8-cent parks and recreation sales tax became effective April 2013 (sunsets April 2023). Revenues from this special sales tax may be used to fund construction, operation, or maintenance of parks and recreation facilities.

Expenditure Provisions

The City will manage expenditures to assure that service delivery will be efficient and cost effective when carrying out the public policy directives established by the Council.

The City will continue to support a scheduled level of maintenance and replacement of its infrastructure, fleet, and other equipment and facilities.

Reserve Provisions

The City has established a goal of maintaining 25% of General Fund revenues as a reserve in this fund. From time to time, short-term, planned draw-down of reserves may occur based on specific needs and priorities established by the Council.

Capital Project Provisions

The City will annually develop a five-year plan for capital improvements in accordance with City policies.

The City will adopt annual capital budgets based on the five-year capital improvement plan.

Cash Management/Investment Provisions

The City will deposit all funds on the same day the funds are received.

The City will collect revenues aggressively, including past due bills of any type.

The Council follows an investment policy that emphasizes the preservation of principal, while seeking to obtain the best available rate of return. The policy fully complies with statutes concerning the investment of idle funds by municipalities in Kansas.

The Finance Director, City Administrator, and City Treasurer, will regularly review the status of the City's investments, the return on the investments, and the outlook of existing market conditions and other factors affecting the City's investment decisions.

Debt Service Provisions

The City has adopted a formal debt policy which governs the type, amount and length of any long-term debt issued by the City Council.

When general obligation debt is issued, the City will seek to obtain interest costs that are the lowest attainable in the market. The City will seek to maintain good financial policies and financial reporting to aid in the acquisition of the best market rates.

The City will comply with the legal debt margin established by state statutes.

Accounting, Auditing, and Financial Reporting Provisions

The City will follow the Generally Accepted Accounting Principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB) for budget preparation and financial reporting.

The City will submit to an annual audit by an independent certified public accountant to gain an unqualified opinion.

The City will prepare a Comprehensive Annual Financial Report (CAFR) and submit it for consideration to the Governmental Finance Officers Association for their Certificate of Achievement for Excellence in Financial Reporting.

The City will follow the standards of full disclosure in all financial reporting and bond offering statements.

Budget Amendment Policy

The process of amending the City's budget is outlined and authorized by K.S.A. 79-2929a. Amendments to the City's budget are allowed only in the event of an increase in the original budget for previously unbudgeted increases in revenues other than ad valorem property taxes. To amend the budget, the City is required to publish a Notice of Hearing ten days prior to the hearing. The City then must hold a public hearing and forward amended budget forms to the County Clerk for certification.

**CITY OF MISSION, KANSAS
RESOLUTION NO. 1059**

A RESOLUTION ESTABLISHING BUDGET POLICIES FOR BUDGET YEAR 2021 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 2021 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 9.856 mills in Rock Creek Drainage District #1 which is anticipated to generate approximately \$25,000 annually.
3. Establish a property tax mill rate of 9.771 mills in Rock Creek Drainage District #2 which is anticipated to generate approximately \$77,000 annually.
4. Maintain the total mill levy in the General Fund at an estimated total mill rate of 17.570. The revenues equivalent to approximately 7 mills (\$1,102,000), will be transferred to the Capital Improvement Fund to support street maintenance activities.
5. Use revenues from the ¾-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 2021 Budget.

1. Preserve an estimated 10.570 mills for General Fund operations. Although the total mills to be levied in the General Fund are estimated at 17.570, 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 2021 Recommended budget includes a restricted General Fund balance in the amount of \$3,025,714 which achieves the fund balance goal and leaves an estimated unrestricted fund balance \$123,385 at December 31, 2021.
3. Increase the Solid Waste Utility Rate by 5% to a rate of \$183.83 annually for single-family property owners. A transfer of \$75,000 from the General Fund has been maintained to subsidize the remainder of the contract for single-family residential trash service beginning January 1, 2021.
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 2021 Budget.
5. Fund replacement of the highest priority capital equipment needs. Capital equipment replacement is estimated at \$281,200 with \$111,200 in the General Fund and \$170,000 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 impacts of the coronavirus pandemic on General Fund revenues and be positioned to respond to continued revenue declines.

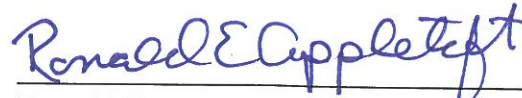
Section 3. The Governing Body directs staff to pursue the following areas as part of ongoing budget considerations.

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.
3. Continue to explore opportunities to replenish the General Fund excess reserves which

have been anticipated to help balance COVID-19 related revenue impacts in 2020 and 2021.

PASSED AND APPROVED BY THE GOVERNING BODY OF THE CITY OF MISSION on this 19th day of August 2020.

APPROVED BY THE MAYOR on this 19th day of August 2020.



Ronald E. Appletoft, Mayor

ATTEST:



Audrey M. McClanahan, City Clerk

City of Mission 2021 Annual Budget

Five Year Historical Analysis of Mill Levies

Break Down of Total Mill Levy for City of Mission

Taxing Entity	Tax Year				
	2016	2017	2018	2019	2020
State of Kansas	1.500	1.500	1.500	1.500	1.500
Johnson County	19.590	19.318	19.024	19.036	18.799
Johnson County Community College	9.473	9.503	9.266	9.121	9.191
Johnson County Parks and Recreation	3.102	3.112	3.088	3.090	3.093
Johnson County Library	3.915	3.921	3.901	3.904	3.905
City of Mission	18.019	17.973	17.878	17.157	17.048
Unified School District #512 (Shawnee Mission)	54.940	53.663	52.427	52.121	52.351
Consolidated Fire District #2	11.769	11.760	11.750	11.753	11.201
Total Mill Levy for City of Mission	122.308	120.750	118.834	117.682	117.088
Rock Creek Drainage District #1	10.442	8.802	8.852	8.857	10.500
Rock Creek Drainage District #2	10.500	10.500	9.793	9.174	8.793

Some properties within the City of Mission are also in one of two drainage districts. These properties will have an additional mill levy depending on which drainage district they are located

Total Mill Levy of Other Cities in Johnson County

City	Tax Year				
	2016	2017	2018	2019	2020
Desoto	154.604	151.604	146.775	144.940	143.970
Edgerton	154.515	150.128	134.815	148.067	149.699
Fairway	124.151	122.691	120.873	120.453	119.967
Gardner	138.354	137.315	138.457	135.590	137.550
Lake Quivira	109.748	108.245	106.483	106.000	106.066
Leawood	130.548	130.684	128.501	126.195	123.941
Lenexa	124.348	122.849	119.115	118.091	118.081
Merriam	120.193	118.758	117.086	116.537	116.397
Mission Hills	126.240	124.739	122.918	123.295	122.795
Mission Woods	119.817	119.061	116.358	116.101	115.616
Olathe	126.147	129.307	127.949	127.022	126.161
Overland Park	106.320	104.582	102.772	102.329	102.421
Prairie Village	123.760	122.088	120.270	119.845	119.361
Roeland Park	137.752	133.800	129.487	129.058	128.588
Shawnee	119.131	117.631	115.823	115.397	115.340
Spring Hill	143.438	144.073	142.820	147.282	147.077
West Wood	125.590	124.084	122.263	121.831	121.352
West wood Hills	129.786	127.720	130.277	128.460	127.537

Mill Levies are established in the Tax Year to fund the subsequent fiscal year budget.

City of Mission 2021 Annual Budget

Five Year History of Assessed Property Values for City of Mission

Type of Property	Tax Year				
	2016	2017	2018	2019	2020
Real Property	\$ 127,313,589	\$ 134,635,081	\$ 148,847,600	\$ 155,567,456	167,059,449
Personal Property	1,250,762	1,000,871	944,126	842,751	807,566
Utility Property	3,412,918	4,024,616	7,694,157	4,496,009	4,614,951
Motor Vehicles	12,423,247	12,987,922	13,541,214	13,415,581	13,736,539
Total Assessed Value	\$ 144,400,516	\$ 152,648,490	\$ 171,027,097	\$ 174,321,797	\$ 186,218,505
Change in Total Assessed Value	8.11%	5.71%	12.04%	1.93%	6.82%
City of Mission Mill Levy*	18.019	17.973	17.878	17.157	17.048
Total Property Tax Generated	\$ 2,601,953	\$ 2,743,551	\$ 3,057,622	\$ 2,990,839	\$ 3,174,653

*Note: This is only the City of Mission. For other taxing jurisdictions, please look at Mill Levies

Property Tax Calculation

Determining Assessed Value

State statutes require that the valuation of real property subject to taxation be updated each year as of January 1st, and such property be physically inspected by the County Appraiser at least once every six years. All property is to be valued at its market value, which is what the Appraiser believes to be fairly worth. Assessed value is a percentage of the market value as set by state statutes.

Public Utility Real and Tangible Property	33% of Market Value
Commercial/Industrial Real and Tangible Property	25% of Market Value
Vacant Real Property	12% of Market Value
Residential Real Property	11.5% of Market Value
Motor Vehicles	20% of Market

Formula for Determining Property Tax

Assessed Property Value / 1,000 X Mill Levy = Property Tax

Example for a Home with a Market Value of \$150,000

$$(\$150,000 \times 11.5\%) / 1,000 \times 120.75 = \$2,082.94$$

**City of Mission, Kansas
2021 Salary Schedule**

Position Title	Pay Grade	Pay Range		
		Minimum	Midpoint	Maximum
Office Assistant	11	\$32,261	\$39,525	\$46,789
Accountant	11	\$32,261	\$39,525	\$46,789
Payroll/Benefits Specialist	15	\$42,620	\$52,212	\$61,803
Accounting Manager	20	\$53,864	\$65,972	\$78,081
Assistant to the City Administrator	23	\$62,974	\$77,143	\$91,313
City Clerk	23	\$62,974	\$77,143	\$91,313
Asst City Administrator/Finance Director	31	\$93,490	\$114,521	\$135,553
City Administrator	33	\$102,580	\$125,654	\$148,728
Court Clerk	13	\$37,115	\$45,470	\$53,826
Laborer/Equipment Operator I	11	\$32,261	\$39,525	\$46,789
Laborer/Equipment Operator II	13	\$37,115	\$45,470	\$53,826
Mechanic	15	\$42,620	\$52,212	\$61,803
Public Works Crewleader	16	\$44,666	\$54,718	\$64,770
Public Works Superintendent	23	\$62,974	\$77,143	\$91,313
Public Works Director	29	\$84,399	\$103,388	\$122,377
Neighborhood Services Officer	14	\$40,664	\$49,766	\$58,868
Community Development Coordinator	16	\$44,666	\$54,718	\$64,770
Planner	16	\$44,666	\$54,718	\$64,770
Building Official	23	\$62,974	\$77,143	\$91,313
Maintenance Worker	10	\$31,066	\$38,050	\$45,033
Facilities & Maintenance Supervisor	20	\$53,864	\$65,972	\$78,081
Aquatics Facilities Manager	17	\$45,110	\$55,257	\$65,404
Aquatics Coordinator	13	\$37,115	\$45,470	\$53,826
Recreation Program Supervisor	20	\$53,864	\$65,972	\$78,081
Recreation Program Coordinator	15	\$42,620	\$52,212	\$61,803
Administrative Supervisor	20	\$53,864	\$65,972	\$78,081
Rental Coordinator	13	\$37,115	\$45,470	\$53,826
Membership Coordinator	13	\$37,115	\$45,470	\$53,826
Parks & Recreation Director	29	\$84,399	\$103,388	\$122,377
Police Records Clerk	13	\$37,115	\$45,470	\$53,826
Community Service Officer	13	\$37,115	\$45,470	\$53,826
Police Officer I	15	\$42,620	\$52,212	\$61,803
Police Officer II	16	\$44,666	\$54,718	\$64,770
Detective	19	\$51,814	\$63,464	\$75,115
Corporal	19	\$51,814	\$63,464	\$75,115
Sergeant	22	\$60,051	\$73,568	\$87,084
Captain	26	\$74,657	\$91,446	\$108,235
Chief of Police	31	\$93,490	\$114,521	\$135,553

City of Mission 2021 Annual Budget

Full-Time Equivalent Employees by Function Last Ten Fiscal Years

<u>Function/Department</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
General Government										
Administration/Finance	7	7	7	7	7	7	7	6	5	5
Community Development	5	5	4	4	4	4	2	3	3	3
Neighborhood Services	0	0	0	0	0	0	2	2	2	2
Municipal Court	3	3	3	3	3	3	3	3	4	4
Public Works	12	12	12	12	12	11	11	11	11	11
Police	35	35	33	31	31	31	31	31	31	31
Parks & Recreation	<u>13</u>	<u>13</u>	<u>13</u>	<u>13</u>	<u>13</u>	<u>12</u>	<u>13</u>	<u>13</u>	<u>13</u>	<u>12</u>
Total	75	75	72	70	70	68	69	69	69	68

City of Mission 2021 Annual Budget

Glossary of Terms

Accrual Basis

A basis of accounting in which transactions are recognized at the time they are incurred as opposed to when cash is received or spent.

Adopted Budget

Refers to the budgeted amounts approved by the City Council and sent to the County Clerk's Office for certification. The budget is required to be delivered to the County Clerk by no later than the 25th of August.

Ad Valorem Taxes

Ad Valorem taxes, commonly referred to as property taxes, are levied on both real and personal property according to the property's valuation and the tax rate.

Agency Fund

A fund established to account for assets held by Johnson County as a collection or paying agent for individuals, private organizations, other governmental units, or other funds.

Appropriation

An authorization made by the City Council which permits the City to incur obligations and to make expenditures for specific purposes.

Assessed Valuation

A value that is established for real or personal property use as a basis for levying property taxes. The assessed valuation for residential property in Mission is 11.5% of fair market value, and commercial property is 25%.

Assets

Resources owned or held by the City which have monetary value.

Bond

A written promise to pay a sum of money on a specific date at a specific interest rate. Bonds are most frequently sold to raise funds for large capital projects, such as constructing stormwater facilities, streets, or public facilities such as a community center, city hall or police station.

Budget

A plan of financial operation embodying an estimate of proposed expenditures for a specified period of time (budget fiscal year) indicating all planned revenues and expenditures for the year. The term may be used to describe a plan for an entire jurisdiction, such as "the City of Mission Budget," or it may apply to specific plans or parts of a fiscal plan, such as "the Capital Budget" or "the Police Department Budget."

Budget Amendment

An increase in the published budget expenditure authority at the fund level for a given year's published budget.

Budget Revision

A change in budgeted expenditure authority for any City department which does not result in an increase in the published budget authority of any fund.

Budgetary Basis

This refers to the basis of accounting used to estimate financing sources and uses in the budget.

This generally takes one of three forms: GAAP, cash or modified accrual.

Budgetary Control

The control or management of the City in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

CAFR

Comprehensive Annual Financial Report. An annual, audited financial report issued by the City stating the results of the previous year's fiscal operations.

Community Investment Program (CIP)

A plan for capital outlay to be incurred each year over a fixed number of years to meet capital needs arising from the long-term needs of the City. Examples of items frequently included in the CIP are new buildings, land acquisition, roads, bridges, culverts, and park amenities and improvements.

Capital Outlay

Expenditures which result in the acquisition of, or addition to, fixed assets.

Capital Projects

Major construction, acquisition, or renovation activities which add value to the City's physical assets or significantly increase their useful life. Also called capital improvements.

CARS (County Assisted Road System)

The CARS program provides funds to the cities of Johnson County to construct and maintain major arterials. Each year the cities submit a 5-year road improvement plan to Johnson County. Using a scoring system, Johnson County selects projects and allocates funds. The County pays 50% of the project's construction and construction inspection costs. Cities are responsible for 100% of design, right-of-way, and utility relocation costs.

Cash Basis

A basis of accounting in which transactions are recognized only when cash is received or spent.

Commodities

Expendable items which are consumable or have a short life span. Examples include office supplies, gasoline, minor equipment, and asphalt.

Consumer Price Index (CPI)

A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

Consumer Use Tax

A sales tax placed on equipment or materials purchased outside of a city or county for use in said city or county.

Contingency

A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contractual Services

Services rendered to the City by private firms, individuals, or other governmental agencies. Examples include utilities, rent, maintenance agreements, and professional consulting services.

Debt Service

Expenditures to pay the principal and interest of all bonds and other debt instruments according to a predetermined payment schedule.

Debt Service Fund

A fund established to account for the accumulation of resources for the payment of general long-term debt principal and interest.

Encumbrance

The commitment of appropriated funds to purchase an item or service prior to actual payment. To encumber funds means to set aside or commit funds for a specified future expenditure. Funds are generally encumbered once a contractual obligation has been entered into by the Governing Body.

Enterprise Fund

A governmental accounting fund in which services provided are financed and operated similar to those of a private business- where the intent is that the costs (expenses, including depreciation) of providing goods and services be financed or recovered primarily through user fees. The City currently has no Enterprise Funds.

Expendable Trust Fund

A fund established to account for assets held by the City in a trustee capacity.

Expenditure

A decrease in net financial resources, these include current operating expenses which require the current or future use of net current assets, debt service, and capital outlays.

Fiscal Policy

The City's policies with respect to revenues, spending, and debt management as these relate to City services, programs and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of the City's budget and its funding.

Fiscal Year

A 12-month period to which the annual operating budget applies and at the end of which the City determines its financial position and the results of its operations. The fiscal year for the City is the same as the calendar year (January 1 – December 31).

Fixed Assets

Assets of a long term character, such as land, buildings, improvements other than buildings, machinery and equipment. The City has established a level of \$1,000 for an item to be considered an asset; below \$1,000, the item is a commodity.

Franchise Fees

Fees charged utility companies for operating within the City's corporate limits.

Fund

An accounting entity which has a set of self-balancing accounts and which records all financial transactions for specific activities or functions.

Fund Balance

Fund balance is the excess of assets less liabilities.

Fund Type

A group of sub funds that have similar activities, objectives, or funding sources. In governmental accounting, all funds are classified into seven generic fund types: General, Special Revenue, Debt Service, Capital Projects, Enterprise, Internal Service, and Trust and Agency.

GAAP

Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted

accounting principles.

GASB 34

New framework and financial reporting model for state and local governments, designed by the Governmental Accounting Standards Board (GASB), to fulfill the requirement of reporting all infrastructure assets in financial statements.

General Fund

The fund used to account for all financial resources except those required to be accounted for in another fund. Revenues are derived primarily from general property taxes, local sales taxes, utility taxes, license and permit fees, and State shared taxes. General Fund expenditures include the costs of general City government.

G.O. Bond

A General Obligation (G.O.) Bond is a bond secured by the issuer's full faith and credit.

Grants

Grants are gifts of money from another government or private source which must be spent to complete a stated program or purpose.

Interfund Transfers

The movement of monies between funds of the City.

Levy

To impose taxes or fees for the support of City activities.

Liability

Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

Line Item

A specific expenditure category within an agency budget. Examples include postage, rent, paper supplies and travel.

Long Term Debt

Debt with a maturity of more than one year after date of issuance.

Market Value

The appraised price of real property. Market value is also called the "100% value" of property.

Mill

The property tax rate which is based on the valuation of the property. A tax rate of one mill produces one dollar on each \$1,000 of assessed property valuation.

Modified Accrual Basis

The basis of accounting is used for governmental funds and expendable trust funds where the measurement focus is on current financial resources measurement. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt, which is recognized when due.

Motor Vehicle Tax

Tax received from the county for vehicles licensed in Mission and is based on the age and value of the vehicle and is taxed according to the county-wide average tax rate for the previous year.

Object Category

An expenditure classification, referring to the highest and most comprehensive level of classification. These include Personal Services, Contractual Services, Commodities, Capital Outlay, Transfers/Refunds, Debt Service and Losses.

Object Class

An expenditure classification, referring to specific groups of objects, such as salaries and wages, utilities, rent, supplies and materials, and administrative equipment.

Object of Expenditure

An expenditure classification, referring to the lowest and most detailed level of classification, such as electricity, office supplies, asphalt, and furniture/furnishings.

Operating Budget

The annual budget and process which provides a financial plan for the operation of the City and the provision of services for the year. Excluded from the operating budget are one-time capital projects, which are determined by a separate, but interrelated, process.

Operating Expenses

The cost for personnel, materials and equipment required for a department to function.

Pay-As-You-Go Basis

A term used to describe the financial policy which funds capital outlays from current revenues rather than by borrowing.

Personnel Services

Expenditures for salaries, wages, and fringe benefits of City employees.

Property Tax

See Ad Valorem Tax

Reserves

Reserves are funds set aside to support unknown or unforeseen disbursements of a legal or emergency nature and to provide resources for future funding requirements. These funds may accumulate throughout one or more fiscal years.

Revenue

Funds which the City receives as income.

Revenue Bonds

These bonds are used to finance public improvement projects authorized by the Governing Body, and are backed by revenues or user fees.

Sales Tax

The City of Mission has an ongoing 1% sales tax on all retail sales. The City's voters also authorized the collection of an additional ¼ cent tax for street and transportation infrastructure needs and an additional 3/8 cent tax for parks and recreation.

Solid Waste Utility Fee

A fee assessed to all single-family residential households in the City of Mission to provide for the curbside collection of trash, recycling and yard waste.

Special Alcohol Fund

A fund established in accordance with K.S.A. 79-41a04. Revenues for the fund are derived from alcohol taxes. Expenditures for the fund are limited to alcohol and drug abuse prevention and education.

Special Assessment

A compulsory levy made against certain properties to defray part or all of the costs of a specific improvement deemed to primarily benefit the assessed properties.

Special Highway Fund

A fund established in accordance with K.S.A. 79-3425C to account for those revenues received from the state tax on motor fuel. Statutes restrict the use of these funds to non-capital street and highway expenditures.

Special Parks and Recreation Fund

A fund established in accordance with K.S.A. 79-41a04. Revenues for the fund are derived from alcohol taxes. Expenditures for the fund are limited to parks and recreational services, programs and facilities.

Stormwater Utility Fee

Based on the amount of impervious surface on all developed property in the City, the fee is set per equivalent residential unit (ERU) which is equal to 2,600 sq. ft. The rate is reviewed and established annually during the budget process and is dedicated to stormwater improvements and maintenance.

Tax Base

Objects and/or activities to which a specific tax is applied; state law and/or local ordinances define what makes up the tax base and determines what objects, if any, are exempted from taxation. For example, the City's real property tax base is the market value of all real estate in the City.

Taxes

Compulsory charges levied by the City for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments or fees.

Tax Increment Financing (TIF)

A method of financing established in accordance with K.S.A. 12-1770 et seq. This method allows cities to help redevelop property through private investment. Revenues for this method are derived from the increased property tax payments (increment) caused by the higher assessments on the redeveloped property.

User Fees

All fees charged by the City for the use of certain programs or facilities.