



MINUTES OF THE MISSION CITY COUNCIL MEETING

April 21, 2021

The Mission City Council met virtually for a regular meeting on Wednesday, April 21, 2021 at 7:00 p.m. The meeting was called to order by Mayor Ron Appletoft. The following councilmembers participated virtually: Trent Boultinghouse, Ken Davis, Sollie Flora, Debbie Kring, Arcie Rothrock, Nick Schlossmacher, Kristin Inman and Hillary Thomas.

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

PUBLIC HEARING

There were no Public Hearings.

SPECIAL PRESENTATION

Sustainability Scoreboard Presentation – The Locale

Mayor Appletoft presented EPC Real Estate Group and The Locale with Silver Level Sustainability Scorecard Recognition on behalf of the Sustainability Commission. He stated that The Locale at Johnson Drive and Lamar Avenue opened in 2020 with 200 apartment units, a courtyard, a 5,000 square foot restaurant space and a four-story parking structure. The Sustainability Scorecard is a tool that recognizes development projects for including sustainable elements that go beyond building code requirements. The Locale earned points for compact development, access to transit facilities and an emphasis on walkability, as well as for installing energy efficient windows,



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heating and cooling systems and thermal insulation and more.

The Scorecard has been in place for many years, but this is the first time a project is receiving formal recognition for completing the program. The program is voluntary and exists to create a dialogue between developers and the community to expand the possibilities of building for a sustainable future. Members of the Sustainability Commission will present the plaque in person at The Locale at a later date.

ETC DirectionFinder Survey Presentation – Jason Morado

Jason Morado, Director of Community Research at the ETC Institute, presented on the DirectionFinder survey. ETC Institute is a market research firm for local government organizations which gathers and utilizes data to enhance organizational performance. There are three main phases in the community service process which includes the following:

- Design the Survey and Develop Sampling Plan: 2021 survey will include many of the same questions from previous years, tailor to fit the City's needs. The Sampling Plan will ensure the completion of at least 400 surveys.
- Administer the Survey: They will be conducted via mail, online and phone call. Demographics will be monitored to ensure that the sample reflects the actual demographics of the City of Mission.
- Analysis and Final Report: Executive summary highlighting key findings, comparisons from previous years and with other communities, importance-satisfaction priorities analysis and GIS maps.

Mayor Appletoft asked about the importance of the 400 survey mark as the statistical validity threshold. Mr. Morado replied that it could be less, the minimum is 300 surveys, but 400 would provide more accurate data. In 2015, the City received 500 surveys, so the expectation is that there will be a good response for this year as well.

Councilmember Kring asked if there was an optimal time to send the surveys



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to residents, taking into consideration the COVID pandemic. Mr. Morado answered that there hasn't been a dramatic change in the results due to the pandemic and they have been conducting these surveys throughout the past year.

Councilmember Davis asked if the percentage of residents who don't utilize computers or emails would be underrepresented in the results. Mr. Morado explained that there would be mail and phone options as well and every household has an equal chance to be randomly selected for a hard-copy survey.

Councilmember Rothrock asked if there was a formula used when sending out the 2,800 mailouts or if other cities have sent more with the expectation to have higher statistical data. Mr. Morado replied that it was a very typical amount to send out and expects there is a good chance to receive higher than 400 returned surveys.

Arbor Day Proclamation

Mayor Appletoft explained that there were three proclamations, the first being the annual Arbor Day Proclamation. This year, Arbor Day will be celebrated on Friday, April 30th. He then presented the proclamation to Mr. Almoney and the Parks, Recreation and Tree Commission. Mr. Almoney reported that as part of the celebrations the City would be partnering with the Shawnee Mission School District to plant twelve trees. The trees' locations will be Mohawk Park and Broadmoor Park.

"Kids to Parks" Day Presentation

Mayor Appletoft reported that the next proclamation recognizes Saturday, May 15th as "Kids to Parks Day." This Day empowers families to embrace what they can do outdoors at America's parks, public lands and waters while encouraging kids to lead a more active lifestyle. This is a great opportunity to promote discovery and exploration while enjoying outdoor activities as well as for us to promote the value and amenities of all our parks in Mission. He



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thanked the Parks and Recreation Department for all their hard work throughout the year to promote the benefits and rewards of an active lifestyle.

Child Abuse Prevention Month

Mayor Appletoft presented the final proclamation which designates April as Child Abuse Prevention Month in an effort to bring awareness that children have a right to be safe and to be provided an opportunity to thrive, learn and grow. It is critical that we come together as partners so that the voices of our children are heard by all and that as a community we are extending a helping hand to children and families in need. He thanked the many child advocates, including teachers, nurses and social workers, that work tirelessly everyday helping children and ensuring their bright and healthy futures.

CONSENT AGENDA

Councilmember Davis recognized that Councilmember Rothrock joined the meeting.

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

- 4a. Minutes of the March 17, 2021 City Council Meeting
- 4b. Resolution Designating City-sponsored Festival Events
- 4c. Commercial Motor Vehicle Ordinance Updates
- 4d. 2022-2026 CARS Program
- 4e. Ratify Emergency Expenditure for Repairs at MFAC
- 4f. Lease-Purchase of Cardio Fitness Equipment 4g. Strength Equipment Purchase
- 4h. Parking Agreement - The Locale

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



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PUBLIC COMMENTS

Mike Carpenter spoke to his concerns about repairs and maintenance at the Community Center. Mayor Appletoft responded that his concerns will be assessed and more information provided.

FINANCE & ADMINISTRATION COMMITTEE

Councilmember Kring reported that the Finance & Administration Committee met on April 7th and considered a total of five items. The acceptance of the meeting minutes were approved under the Consent Agenda along with the Resolution designating City-sponsored festival events and the commercial motor vehicle ordinance updates. There were two additional items for consideration on the Regular Agenda.

Agreement for Enforcement of County Health Order

Councilmember Kring explained that on November 13, 2020, the Johnson County Board of County Commissioners, sitting as the Johnson County Board of Public Health, adopted Public Health Order No. 002-20 in an effort to slow the spread of COVID-19 in the County. An agreement was requested between the County and individual cities for enforcement of the order within their jurisdictional boundaries.

In December 2020, the City Council approved the agreement. Since the agreement was specific to Public Health Order No. 002-20, which has now expired, the Council needed to take specific action to amend the agreement to allow for enforcement of the current order issued on March 26, 2021. A Resolution was prepared which would accomplish the amendment.

Councilmember Schlossmacher asked if it was possible to make an exemption within the County order to allow for patrons to workout without masks, adding that he has received a few concerns and wanted to consider other possible options. Ms. Smith thanked Councilmember Schlossmacher



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and commented that there would only be about a week left for the Order to be in place. There will be more information following the County Commission meeting which will help determine future practices. However, following the legal advice of the City's Attorney, Dave Martin, it is best practice to require masks at all times in alignment with the mandate. Councilmember Boultinghouse suggested, and Councilmember Davis agreed, separating the issue since this Resolution was specifically for allowing the County authority to enforce the mask mandate in Mission. Councilmember Kring supported the motion, adding that she agreed with Councilmember Schlossmacher that with vaccinations increasing and with social distancing then the mask requirement should be lifted at the Community Center.

Councilmember Flora commented that she agreed with keeping the issue of enforcement and mask requirement at the Community Center separate. She added that there is a clear opinion from our City Attorney and we should be requiring masks as long as the County is too. However, she would suggest assessing this requirement again in May and evaluate how the County orders have changed or been modified. Councilmember Thomas agreed to discussing again in May and asked staff to prepare information on the impacts of masks over the past five months as the Community Center. Councilmember Rothrock agreed with Councilmember Kring and added that she will support the Resolution but would like further consideration on the Community Center because she believes it's important to also think about patrons' mental health.

Councilmember Sclossmacher was concerned that by not moving forward with the Community Center mask issue that the Council would not be able to make changes for at least another month. Ms. Smith replied that the Council has been able to take action at Committee meetings when there is consensus around modifications to operations.

Moved by Kring, seconded by Flora to adopt the Resolution Amending the Government Enforcement Services Agreement for Johnson County Local



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Health Officer Orders and County Board of Health Orders between Johnson County and the City of Mission to include the Public Health Order effective March 26, 2021. Voting AYE: Boultinghouse, Davis, Flora, Kring, Rothrock, Thomas, Inman. Voting NAYE: Schlossmacher. **Motion Carried.**

Approval of 2021 DirectionFinder Survey Questions

Councilmember Kring reported that the ETC DirectionFinder Survey is crucial for the City's progress not only for tracking and benchmarking citizen's satisfaction with programs and services but also assisting in the Comprehensive Plan update and our annual budgeting process. In order to allow for proper execution of the survey, it is necessary to finalize the questions this month. A draft of potential questions was included for consideration which incorporated feedback from the Comprehensive Plan Steering Committee.

Ms. Smith commented that a red-lined version was included to show the incorporated changes from Councilmembers Davis and Flora to make potential amendments. The primary goal was to condense the survey to the required seven pages which included assessing which questions could be combined. There will be continued work with ETC to ensure the wording is correct in order to solicit consistent responses.

Councilmember Thomas thanked Councilmember Davis and Flora for all their hardwork preparing the survey. Councilmember Davis commented that a definition for "green" was needed for clarification of a survey question.

Moved by Kring, seconded by Boultinghouse to approve the questions to be included in the 2021 DirectionFinder Survey in substantially the same format as presented. Final edits will be managed by the City Administrator and ETC staff. Voting AYE: Boultinghouse, Davis, Flora, Kring, Rothrock, Schlossmacher, Thomas, Inman. **Motion Carried.**



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COMMUNITY DEVELOPMENT COMMITTEE

Councilmember Flora commented that the Community Development Committee also met on April 7th and considered seven items. Items approved under the Consent Agenda included the acceptance of the Committee minutes, the 2022-2026 CARS Program, the ratification of emergency expenditure for repairs at MFAC, the lease-purchase of cardio fitness and strength equipment and finally, the parking easement agreement with the Locale. There was one additional item for consideration.

Reconfiguration of Johnson Drive

Councilmember Flora reported that for several years, Council has been concerned about traffic and pedestrian safety along Johnson Drive between Lamar Avenue and Nall Avenue. The most viable solution was determined to be a road diet that included the lane restriping from a four-lane section to a three-lane section. Because the Johnson Drive corridor is so vital to the community and a major part of Mission's identity and character, it was necessary to consider and assess all possible factors and outcomes. Through a community engagement process and along with conversations with BikeWalkKC and our on-call engineers, Olsson, staff recommended proceeding with the design change as part of the 2022 CARS resurfacing project.

Councilmember Boultinghouse commented that he is happy to support this exciting project, adding that he appreciates the good faith efforts to reach out to the community for feedback. Councilmember Schlossmacher agreed and thanked staff for their hardwork as well as everyone that participated in the Johnson Drive focus group. Also, Councilmember Schlossmacher commented that this will improve the aesthetics, walkability and accessibility for the Mission business community along Johnson Drive.

Councilmember Flora thanked staff for their time and dedication on the



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project and is pleased with the effectiveness of the public input process. She emphasized that the focus groups and survey provided Council with great information that showed the overwhelming consensus and support from the Community. Councilmember Thomas thanked Mayor Appletoft, commenting that this has been a long-running priority for him and she is glad this was able to be achieved during his tenure.

Moved by Flora, seconded by Schlossmacher to approve the restriping of Johnson Drive, Nall to Lamar from four lanes to three (one in each direction with dedicated turning lanes) in connection with the 2022 CARS resurfacing project. Voting AYE: Boultinghouse, Davis, Flora, Kring, Rothrock, Schlossmacher, Thomas, Inman. **Motion Carried.**

NEW BUSINESS

Election of Council President and Vice-President

Mayor Appletoft announced that there was one item under New Business which was the election of Council President and Vice President. He began by taking election recommendations for Council President.

Moved by Thomas, seconded by Rothrock to nominate Councilmember Nick Schlossmacher for the position of City Council President with a term expiring April 2023. Voting AYE: Boultinghouse, Flora, Kring, Rothrock, Schlossmacher, Thomas, Inman. Voting Naye: Davis. **Motion Carried.**

Moved by Schlossmacher, seconded by Kring to nominate Councilmember Hillary Thomas for the position of City Council Vice-President with a term expiring April 2023. Voting AYE: Boultinghouse, Flora, Kring, Davis, Rothrock, Schlossmacher, Thomas, Inman. **Motion Carried.**

Councilmember Kring suggested for the next terms that the Council President and Vice-President align with the November elections. Mayor Appletoft and



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Ms. Smith confirmed that there would need to be an ordinance change to accommodate those provisions. Councilmember Kring explained that the rationale for the current practice was because City elections were previously held in April. Councilmember Flora suggested assessing the term length for Council President and Vice-President since other cities run their terms for only one year and the Committee chairs are selected that way as well.

Mayor Appletoft congratulated Councilmembers Schlossmacher and Thomas for their new City Council positions of President and Vice-President for two years.

COMMENTS FROM THE CITY COUNCIL

Councilmember Rothrock commented that the Trinity Lutheran Church will host the Mission Community Food Pantry and it will be Thanksgiving in April, the first 100 families will receive a complete turkey dinner. Also, the Harvesters' food distribution will be on May 29th.

Councilmember Thomas apologized for missing the last Committee meetings and thanked Councilmember Kring for relaying her thoughts.

Councilmember Flora congratulated the new Council leadership and looks forward to their service. Councilmember Davis commented that there would be a Ward IV meeting on May 11th.

Councilmember Schlossmacher congratulated Councilmember Thomas for her new position at Council Vice-President. He also thanked the Council for the exciting opportunity to fill the position of Council President and looks forward to continue to serve the Community and work with everyone.

MAYOR'S REPORT

There was no Mayor's Report.



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CITY ADMINISTRATOR'S REPORT

Ms. Smith reported that the March Interim Financial Report was included in the packet and highlights the following:

- Sales tax receipts are strong and will be continually assessed in the year
- Fund balance position is good with \$12.09 million in the bank which has exceeded the 25% fund balance goal
- The City will receive approximately \$1.3 million in American Rescue Plan Act funding with distributions first coming from the State of Kansas
- March expenditures included a replacement of a Ford F-150 truck for the Public Works department and a distribution of TIF proceeds for the Mission Trail or The Locale project
- In the financial report there is an updated historical information chart which was included on cost recovery at the Community Center

EXECUTIVE SESSION

Mayor Appletoft explained that the Council had a need to convene into an executive session for consultation on privileged communication. The Governing Body and those individuals named in the motion were required to leave the virtual legislative meeting and join a virtual executive session for the allotted time of thirty minutes. Mayor Appletoft reminded the public that the Governing Body cannot take any binding action in an executive session.

Moved by Schlossmacher, seconded by Rothrock for the City Council recess to executive session under K.S.A. 75-4319 (b)(2), consultation with Attorney on Matters Deemed Privileged. Also attending the meeting will be City Administrator Laura Smith, City Attorney Dave Martin, and City Attorney Pete Heaven. The open meeting will resume virtually via Zoom at 8:25p.m. Voting AYE: Boultinghouse, Davis, Kring, Rothrock, Schlossmacher, Thomas, Inman. **Motion Carried.**

Council adjourned to executive session at 7:55p.m. and reconvened in the regular legislative meeting at 8:25p.m. Additional time was not needed.



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ADJOURNMENT

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

Moved by Rothrock, seconded by Davis to adjourn the meeting at 8:25p.m. All present voted AYE. **Motion carried.**

Respectfully submitted by Audrey McClanahan, City Clerk.

Ronald E. Appletoft, Mayor

Audrey M. McClanahan, City Clerk