



**CITY OF MISSION, KANSAS**  
**FINANCE & ADMINISTRATION COMMITTEE**

**WEDNESDAY, OCTOBER 12, 2022 at 7:30 p.m.**

**(or immediately following 6:30 p.m. Community Development Committee)**

**POWELL COMMUNITY CENTER**  
**6200 MARTWAY**

**Meeting In Person and Virtually via Zoom**

*This meeting will be held in person at the time and date shown above. In consideration of the COVID-19 social distancing recommendations, this meeting will also be available virtually via Zoom (<https://zoom.us/join>). Information will be posted, prior to the meeting, on how to join at <https://www.missionks.org/calendar.aspx>. Please contact the Administrative Offices, 913.676.8350, with any questions or concerns.*

**PUBLIC HEARINGS / PUBLIC COMMENTS**

1. 2022 Audit - SAS Letter - Brian Scott/BT&CO, P.A. ([page 3](#))

BT&Co will conduct the audit for the fiscal year ending December 31, 2022. Emily Sheldon will meet with the Finance and Administration Committee to discuss the upcoming audit. In particular, she will outline the auditor's responsibilities with regard to the financial audit, planned scope and timing of the audit, and any significant issues prior to beginning the audit.

**PUBLIC PRESENTATIONS / INFORMATIONAL ONLY**

**ACTION ITEMS**

2. Acceptance of the September 7, 2022 Finance & Administration Committee Minutes – Robyn Fulks ([page 21](#))

Draft minutes of the September 7, 2022 Finance and Administration Committee meeting are included for review and acceptance.

3. Ordinance Imposing  $\frac{3}{8}$ -Percent Citywide Retailers Sales Tax – Laura Smith ([page 32](#))

Mission voters approved renewal of the dedicated street sales tax at the increased rate of  $\frac{3}{8}$ -percent at a September 20, 2022 mail ballot election. The final step in the process is for Council to consider an ordinance imposing the special  $\frac{3}{8}$ -percent citywide

retailers' sales tax to finance parks and recreation improvements and providing notice to the State Director of Taxation requesting the sales tax commence on April 1, 2023 and expire on March 30, 2033.

4. Legislative Advocacy Services 2023 – Laura Smith ([page 40](#))

Since 2020, Mission has contracted with Little Government Relations (LGR), LLC for government affairs and advocacy services. The weekly updates, assistance with crafting testimony and the overall education and information provided about relevant legislative issues and the legislative climate have added value, helping to support and inform staff and Council on a timely basis, particularly during the legislative session. Staff recommends renewal of an agreement with LGR in an annual amount not to exceed \$10,000 for government affairs and advocacy services for 2023.

5. Surplus Resolution – Brian Scott ([page 44](#))

City Council Policy No. 111 defines the process and procedure for the sale and disposal of real and personal property by the City of Mission, which is also outlined in K.S.A. 12-101. The City Council will be asked to consider a resolution identifying surplus items that include a walk behind mower, a vehicle seized by the Police Department and other miscellaneous items.

## DISCUSSION ITEMS

### OTHER

6. Vape Shop Regulations – Laura Smith ([page 48](#))

Councilmember Davis has requested that the Council consider revising the City of Mission Municipal Code to require certain distance requirements from churches, schools or other locations where youth may gather for any vape shop seeking to locate in the City of Mission.

7. Debt Financing Scenarios – Laura Smith ([page 50](#))

Staff will review potential debt financing scenarios for street and park improvements.

8. Department Updates – Laura Smith

**Trent Boultinghouse, Chairperson**  
**Debbie Kring, Vice-Chairperson**  
***Mission City Hall, 6090 Woodson St***  
***913.676.8350***