



CITY OF MISSION, KANSAS
FINANCE & ADMINISTRATION COMMITTEE

WEDNESDAY, MARCH 1, 2023, at 7:30 p.m.

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

MISSION CITY HALL
6090 WOODSON

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

PUBLIC PRESENTATIONS / INFORMATIONAL ONLY

ACTION ITEMS

1. Acceptance of the February 1, 2023 Finance & Administration Committee Minutes – Robyn Fulks ([page 3](#))

Draft minutes of the February 1, 2023 Finance and Administration Committee meeting are included for review and acceptance.

2. Animal Sheltering Services Contract – Dan Madden ([page 10](#))

The City of Mission provides animal control services for the cities of Fairway, Mission Woods, Roeland Park, Westwood, and Westwood Hills on a contractual basis. Part of the service delivery includes contracting with a private animal shelter to accept animal impounds. With recent developments surrounding the State of Kansas seeking license revocation of the animal shelter the City has used in the past, staff researched other alternatives. Staff is recommending the City enter into a contract with Melissa's Second Chances, Inc. to provide animal sheltering services.

3. Johnson County Mental Health Co-Responder MOU – Dan Madden ([page 19](#))

The MOU between Johnson County Mental Health and the Northeast cities for Co-Responder services requires an update/amendment to assist with grant reporting and auditing.

DISCUSSION ITEMS

4. 2022 Year End Project Status Update – Laura Smith ([page 32](#))

The 2022 Year End Project Status Update Report is included for Council's review and information. Staff will be review highlights from last year and answer questions during the March 1, 2023 Finance & Administration Committee meeting.

5. 2023 Master Calendar Review – Laura Smith ([page 59](#))

Staff has developed a Master Calendar for 2023 which will be reviewed and discussed during the March 1, 2023 Finance & Administration Committee meeting.

OTHER

6. Department Updates – Laura Smith

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

City of Mission	Item Number:	1.
ACTION ITEM SUMMARY	Date:	February 1, 2023
Administration	From:	Robyn Fulks

Action items require a vote to recommend the item to full City Council for further action.

RE: February 1, 2023 Finance & Administration Committee Minutes.

RECOMMENDATION: Review and accept the February 1, 2023 minutes of the Finance & Administration Committee.

DETAILS: Minutes of the February 1, 2023 Finance & Administration Committee meeting are presented for review and acceptance. At the committee meeting, if there are no objections or recommended corrections, the minutes will be considered accepted as presented.

Draft minutes are linked to the City Council agenda packet so that the public may review the discussion from the committee meeting in advance of the Council action on any particular item.

CFAA CONSIDERATIONS/IMPACTS: N/A

Related Statute/City Ordinance:	NA
Line Item Code/Description:	NA
Available Budget:	NA



MINUTES OF THE MISSION FINANCE & ADMINISTRATION COMMITTEE

February 1, 2023

The Mission Finance & Administration Committee met at City Hall and virtually via ZOOM on Wednesday, February 1, 2023. The following Committee members were present: Ken Davis, Trent Boultinghouse, Mary Ryherd, Debbie Kring, Hillary Parker-Thomas, Kristin Inman and Mayor Flora. Councilmember Loudon was absent. Councilmember Boultinghouse called the meeting to order at 7:50 p.m.

The following staff were present: City Administrator Laura Smith, Deputy City Administrator Brian Scott, Deputy City Administrator Emily Randel, City Clerk Robyn Fulks, Public Works Director Celia Duran, Parks and Recreation Director Penn Almoney, and Deputy Police Chief Kirk Lane.

Public Comments

Councilmember Boultinghouse reminded the public they can participate via the chat feature on Zoom. All comments would be visible to the group.

There were no public comments.

Public Presentations/Informational Items

There were no public presentations or informational items.

Action Items

Acceptance of the January 11, 2023 Finance & Administration Committee Minutes

Minutes of the January 11, 2023 Finance & Administration Committee were provided to the Committee for review.

Councilmember Davis recommended this item be forwarded to the City Council for approval. All on the committee agreed, and this item will be on the consent agenda.

Discussion Items

Consideration of Regulations for Electronic Cigarette Retailers

City Administrator Laura Smith presented to the Committee for discussion a conversation regarding regulation of electronic cigarette retailers in the City. Ms. Smith reminded the Committee that this was a continuation of the discussion item from October 2022 that was brought forward at the request of Councilmember Davis. Preliminary research was shared in the fall, and the consensus was to continue the discussion with a focus on buffer zones between e-cigarette retailers and places where youth might gather.

Ms. Smith then reviewed again that tobacco licensing is done at a State level, rather than at the City level, and that there are currently nine tobacco retailers in Mission, none of which are exclusively e-cigarette retailers, also referred to as vape shops. She shared a map put together by Staff highlighting where the retailers are in relation to schools, churches, commercial daycares and other gathering places for youth such as the Community Center and Tyler's House. The map also highlighted the location of the zoning districts within the City where tobacco sales are allowed.

She addressed the idea of grandfather existing locations and reviewed that currently the only location where there currently was any overlap was the Casey's location with respect to Tyler's House and Christ Church on Johnson Drive. Ms. Smith also mentioned that the Shawnee Code requires a minimum one mile between e-cigarette retailers, a requirement which might not be feasible based on Mission's small size.

Councilmember Kring asked about home daycares in consideration of the regulations and if they would be prohibited from opening a home daycare if it were within the 250' of a shop. Ms. Smith answered that like Shawnee, the regulations for Mission would only include commercial daycares, of which four are currently operating within the City.

Mayor Flora clarified that she believes Councilmember Kring would like to know if the buffer goes the other direction, meaning could a childcare facility choose to open within the buffer zone or would it be prohibited. Ms. Smith clarified that the buffer area would not work in reverse, a daycare can choose to operate within the 250' of an e-cigarette retailer. If a current location selling electronic

cigarettes closed and a new business wanted to open, they would not inherit the grandfathering and would not be able to be licensed. Councilmember Kring stated that she would like to see the criteria apply to all types of daycares. Ms. Smith clarified that tobacco retailers can only open in certain parts of the City as identified on the map provided, so most residential areas are already off limits due to the underlying zoning classification.

Councilmember Davis thanked Ms. Smith for adding the discussion to the agenda. He referenced a study made available in the Committee packet that was done by the Kansas Health Institute and introduced Sarah Prem of the American Lung Association, who was in attendance and was available to speak to questions regarding studies done regarding these regulations. He feels the issue is a public health prevention issue, focusing on middle and high school aged children, mentioning that while the raising the age to be able to purchase tobacco was raised to 21 on the Federal level, implementation and enforcement was left to the states and Kansas has not adopted enforcement mechanisms. He believes legislation has been presented to address this issue.

Councilmember Davis believes that de-densifying the opportunity for minors to obtain tobacco products and adding buffer zones is appropriate and desirable. He also suggested capping the total number of tobacco retailers stores to the existing 9 with no more licenses available in the City, something he does believe would limit accessibility for the public. He is glad of the fact there are no standalone vape shops and hopes to eliminate them and hookah bars from being allowed in the City.

He further recommends using the City of Shawnee's regulations as a guide and does not want to burden Staff with enforcement and licensing requirements. Ms. Smith stated she could not speak this evening to limiting or capping licenses, or the ability to prohibit standalone vape shops. She did acknowledge that due to existing smoking ordinances, it is unlikely that something like a hookah bar would open. Ms. Smith acknowledged additionally that product sampling of vape products is already prohibited by smoking ordinances. She stated that further conversations with the City's land use attorney would be necessary when talking about total bans or caps on number of retailers.

Mayor Flora voiced agreement with the buffer zone idea as Shawnee has approved. She asked about places of assembly and was curious to see parks included on the map provided and asked to have those included on future maps to address this issue. She does not like the idea of a cap or limitations on the

number of retailers.

Councilmember Chociey offered his perspective that perhaps signage limitations could discourage retailers from opening vape shops in the City as many have flashy signage, which he also feels detracts from the character of the city.

Councilmember Boultinghouse asked about other places that bring in groups of children such as a karate studio, a dance studio or youth sports areas in general. He also voiced support for the buffer regulations but does not believe pursuing a cap is the correct decision.

Councilmember Thomas shared that there are a lot of children in multi-family housing in the northern part of the city which concerns her as tobacco and liquor are sold near multi-family homes and near children walking to school. She also echoed Councilmember Chociey's comments about the signage and would like to see a map with parks as Mayor Flora suggested.

Ms. Smith commented Staff will go back and add parks, and will look at youth activities, although that could be a bit more challenging as many of those places are tenants leasing a space and restrictions could cause issues with limiting the ability of landlords to attract tenants. She also addressed the mile between shops part of the Shawnee's regulations as she does not believe that makes sense for Mission as a much smaller community geographically. She does believe some sort of distance between regulation could help with Councilmember Thomas's concerns. She believes that larger buffer zones could also eliminate some of the availability for retail spaces allowed for vaping products.

Councilmember Kring asked if the Comprehensive Master Plan regulates specific business types, and if so, would that be helpful? Ms. Smith acknowledged that the comp plan does not regulate specific business types.

Councilmember Chociey added that he would not want regulations to add to the phenomenon of making products so hard to obtain that illegal means would be found to obtain the products. He also stated he does not know if that is as much of a concern with vaping products.

Councilmember Davis commented that, with regards to parks, an ordinance to completely eliminate smoking in parks could be a desirable issue to think about for the future. Councilmember Boultinghouse replied that, for the time being,

focusing on the vaping regulations seems to be the right path. However, the no-smoking ordinance in City parks could be brought to the table at another time through regular order.

Ms. Smith stated that the Parks, Recreation & Tree Commission has been discussed banning smoking in City parks, and that could be a recommendation that would come to Council in the future.

She acknowledged that she hears consensus to move forward with this after re-working the map to include the parks, and asked for clarification on a potential buffer between retailers. Councilmember Boultinghouse stated he agreed with Mayor Flora that using a scale for the size of Mission compared to the 1 mile distance requirement in Shawnee may be helpful. Ms. Smith will review maps and distance with Staff and will bring back this issue as a continued discussion item.

Councilmember Chociej commented that, upon further consideration, he believes that a cap on the number of retailers would make sense. Ms. Smith stated she's not sure a cap is possible or how the process would work, but she can do that research.

Councilmember Davis asked to pursue the cap idea, and recommends 500' between retailers, which he believes will help take care of new retailers if any of the nine were to go out of business. He also asked Sarah Prem, his guest, to speak to the Committee. Ms. Prem introduced herself and provided hard copies of the report Councilmember Davis referenced earlier. She believes a 500' buffer zone is an industry goal. She also believed that the Shawnee ordinance, according to her report, only allowed vape shops in a free-standing building. That could be another option for the Council to consider. She also referenced density facts in her report, showing that the state average is one tobacco retailer per 1,000 residents. Mission is slightly higher than that, and Johnson County is about half of that.

Ms. Smith asked Ms. Prem if she was familiar with other cities who had capped retailers. Ms. Prem replied that she was not familiar with anyone in the Kansas City area who has, however around the country some cities have. Mayor Flora asked if anyone in Kansas had done so, and Ms. Prem stated that she does not believe anyone in the general area has. She cited Independence, MO, however no cities in Kansas.

Councilmember Davis stated that he spoke with Charlie Hunt, Deputy Director of Health and Environment for Johnson County who has offered his assistance in terms of consultation if there is a desire on part of Council or Staff.

Councilmember Boultinghouse thanked Ms. Prem for attending and sharing the information. He did also address his desire to see a more formal process for inviting speakers to present on issues before the Council. Looping the City Administrator, Mayor and the Committee Chair as a part of the agenda setting process will ensure that there is adequate time to advise the Committee members and to prepare additional information or invite other speakers as desired.

Mayor Flora commented that she and Ms. Smith will be working on a more formal Council procedures document to help more clearly define expectation for the future.

Department Updates

Ms. Smith shared that, referencing the short-term rental discussion item on the Community Development agenda that proceeded this meeting, she really enjoyed hearing from residents who were in attendance at the meeting. She would like to know if the Committee would like to hear from the public via public comment or public feedback. She stated that can be part of the work plan and the Committee agreed.

OTHER

Meeting Close

There being no further business to come before the Committee, the meeting of the Community Development Committee adjourned at 8:24 p.m.

Respectfully submitted,

Robyn L. Fulks, City Clerk

City of Mission	Item Number:	2.
ACTION ITEM SUMMARY	Date:	March 1, 2023
Police Department	From:	Dan Madden

Action items require a vote to recommend the item to the full City Council for further action.

RE: Animal Sheltering Services Contract

RECOMMENDATION: Approve a contract with Melissa’s Second Chances, Inc. to provide animal sheltering services.

DETAILS: The City of Mission provides animal control services for the cities of Fairway, Mission Woods, Roeland Park, Westwood, and Westwood Hills on a contractual basis. Part of the service delivery includes contracting with a private animal shelter to accept animal impounds. With recent developments surrounding the State of Kansas seeking license revocation of the animal shelter the City has used in the past, staff researched other alternatives.

Of the two known private animal shelters in the area, Great Plains SPCA (Merriam) and Melissa’s Second Chances, Inc. (Shawnee) only Melissa’s had the capacity to take on additional clients at this time. Staff requested inspection records for Melissa’s Second Chances, Inc. from the Kansas Department of Agriculture, which indicated the shelter had received “satisfactory” ratings from the Kansas Department of Agriculture.

Additionally, staff met with management of Melissa’s Second Chances, Inc. to tour the facility and gather information regarding after-hours impounds. Mission staff found the facility to be acceptable with reasonable accommodations for after-hours access.

Melissa’s Second Chances provided a proposed contract for services which was reviewed by the City Attorney. The City Attorney found the contract acceptable, and it is recommended for approval. The fees for animal impound or sheltering for animals coming from the other communities served by Mission are included in the annual contract fees. Actual fees incurred in 2022 were \$8,246.

CFAA CONSIDERATIONS/IMPACTS: NA

Related Statute/City Ordinance:	NA
Line Item Code/Description:	01-30-214-06
Available Budget:	\$12,000

City of Mission Animal Control Agreement

The agreement is effective as of _____ by and between the City of Mission, KS and Melissa's Second Chances Inc. for and on behalf of itself and subsidiaries.

Whereas, the City has enacted certain ordinances prohibiting dogs and cats from running at large in the City, mandating the licensing of dogs and cats, and providing for the impoundment and disposition of animals found running at large or otherwise in violation of said ordinances; and

Whereas, the City deems it desirable and in the best interest of the City to contract with Melissa's Second Chances to board and dispose of dogs found running at large or otherwise impounded pursuant to City ordinance, or cats who are deemed ill or injured.

Now, therefore, the parties agree as follows:

1. Services provided by Melissa's Second Chances:

- a. Melissa's Second Chances will provide a suitable and adequate animal shelter for the proper handling of lost, stray or otherwise impounded animals, whose shelter shall be supervised by a competent person or persons. Melissa's Second Chances shall be open daily at such hours as Melissa's Second Chances shall determine, provided it shall be open for the public to recover animals a minimum of six hours per day during normal business hours every day. Melissa's Second Chances will provide 24-hour access to Animal Control and Police Officers for the impoundment of animals.
- b. Melissa's Second Chances agrees to accept all animals picked up or delivered to Melissa's Second Chances by the City or its employees. Exceptions include:
 - i. Feral cats
 - ii. Melissa's Second Chances shall not have to accept large animals such as horses, cattle, deer, farm animals, other large, vicious or dangerous animals, or other animals not customarily sheltered by Melissa's Second Chances.
- c. Melissa's Second Chances shall first refer all persons and calls concerning strays found in the City to the City's Animal Control division or Police Department via Dispatch. Melissa's Second Chances agrees it will not accept an animal on behalf of the City without first obtaining authorization from the City. The City will only be billed for animals they bring in or approve for public surrender.
- d. Melissa's Second Chances agrees to provide proper and adequate food, shelter, water and humane care to the animals delivered to it by the City during all times the animals are in its possession and until redeemed or otherwise disposed of.
- e. Animals delivered to Melissa's Second Chances who are in need of immediate medical care to treat a severe injury or illness, will be billed to the City at a fee not to exceed

\$500 per pet, if delivered during normal business hours. Examples of such injuries or illnesses include, but are not limited to: pets who have been hit by a car, broken limbs, lacerations or other open wounds, or parvo virus, etc. Routine medical care for general/common illnesses such as upper respiratory disease/infection, heartworms, providing vaccinations, etc. will not be billed to the City and will be provided to pets delivered by City's Animal Control division under the general contract terms. The City's Animal Control division also has the option to transfer the pet to another veterinary clinic for treatment at their own expense; however, pets who are obviously or suspected to be injured or seriously ill may not, under any circumstances, be delivered to Melissa's Second Chances after hours. Any pet who is in the possession of the City after hours and is injured or ill must be transferred to an emergency hospital. It is not humane or acceptable for Animal Control Officers to deliver pets to Melissa's Second Chances after hours who are suffering and in need of medical attention. Euthanasia will be reserved for pets who are suffering, not for pets with a treatable condition. Melissa's Second Chances will not euthanize a pet, even if released by the City, who can be reasonably treated and rehabilitated. For all pets delivered to and housed at Melissa's Second Chances, medical conditions will be promptly treated to prevent pain, suffering and discomfort.

- f. Melissa's Second Chances agrees to hold all of the animals delivered to it by the City for a maximum holding period of 3 business days; provided, however, that any animal so impounded may be reclaimed by its legal owner within the holding period provided the owner pays any outstanding administrative and/or veterinary fees and charges to Melissa's Second Chances. At the end of the holding period, all animals that remain unclaimed shall become the property of Melissa's Second Chances and may be listed for adoption by Melissa's Second Chances, transferred to another Humane Organization or Rescue, or humanely euthanized at the shelter. Melissa's Second Chances will not knowingly list for adoption any animal that is vicious or that has been deemed dangerous.
- g. Melissa's Second Chances has the right to deworm, vaccinate, and medically treat all animals upon arrival at Melissa's Second Chances regardless of the pet's condition to protect the animal and others from disease and suffering.
- h. Melissa's Second Chances agrees to keep records and make such reports as shall be reasonably required by the City concerning the animals it cares for on behalf of the City, and Melissa's Second Chances shall render monthly statements to the City.
- i. Melissa's Second Chances agrees to complete any City forms provided to it by Animal Control, and to collect any further information requested by Animal Control, related to persons recovering animals.

2. Obligations of the City of Mission:

Any animal that appears to be suffering from injury or illness or appears to have a contagious disease shall be (1) released to Melissa's Second Chances for medical treatment not to exceed \$500 or, (2) must be taken by the City to a veterinarian of the City's choice immediately. This includes after hours impoundments. Medical conditions must be treated immediately to prevent suffering, pain and discomfort.

3. After Hours Impoundment

Melissa's Second Chances prohibits inhumanely impounding an animal. Any animal impounded after normal working hours shall be provided with water and placed in a holding kennel of appropriate size. Melissa's Second Chances shall provide after-hours impounding Officers with all necessary supplies to include litter boxes, food, bedding and cleaning supplies. Animals are not to be left in traps or in outdoor pens overnight. No animal is to be left in the facility without proper paperwork being completed by the Animal Control Officer, Police Officer or City designee impounding the animal. Melissa's Second Chances is responsible to ensure that there are adequate, secure and sanitary cages or runs available for all impounded animals. Impounding Officers may not place injured or ill animals in kennels after hours. Such pets must be transported to an after-hours veterinary facility for care/treatment. Pets can be transferred to Melissa's Second Chances the following morning during normal business hours for continued care.

4. Fees:

In consideration for the above performance, the City agrees to pay Melissa's Second Chances as follows. The euthanasia fee, disposal fee and non-placeable animal fee will only be required to be paid by the City if the events causing these to occur happen prior to the animals becoming the property of Melissa's.

- a. A one-time administrative fee of \$75.00 per dog, puppy, cat, kitten or other small animal impounded, which includes the first day of board.
- b. Each day following the first day of impoundment, boarding will be billed at \$25.00 per day, or fraction of a day, for each dog, cat or other small animal.
- c. For 10-day bite hold animals, the fee shall be \$350
- d. \$200 per euthanasia fee, which includes disposal
- e. \$125 disposal fee for each animal delivered deceased
- f. \$150 for each non-placeable animal delivered to Melissa's Second Chances. For purposes of this section, "non-placeable" shall mean an animal designated as such by the City, which due to its aggressive disposition or specific legislation cannot be adopted by a citizen of the City, including feral cats.

In the event a litter or a litter with the mother is impounded, and said litter is not “weaned,” no more than two administrative fees will be charged. For example, if a cat with four nursing kittens is impounded, only two administrative fees will be collected.

Any fees incurred or charges for unclaimed animals during the legal holding period (3 business days) will be paid by the City. If an animal is reclaimed by its owner, Melissa’s Second Chances shall collect all fees from the owner. If the owner reclaims prior to the stray hold being up, the City will not be charged.

These fees may be changed or additional fees imposed by Melissa’s Second Chances, provided that Melissa’s Second Chances gives the City sixty (60) days prior verbal or written notice of such change or additional fees in accordance with Section 15.

5. Independent Contractor:

The parties hereto agree that the services to be provided by Melissa’s Second Chances are being provided strictly on a contract basis. Melissa’s Second Chances is not and shall not be considered a part of the City and shall not be subject to the control of the City, but shall be considered an independent contractor at all times.

6. Assignability:

This agreement shall not be assignable without prior written permission of both parties.

7. Non-Discrimination:

Melissa’s Second Chances agrees that:

- a. Melissa’s Second Chances shall observe the provisions of the Kansas Act against discrimination and shall not discriminate against any person in the performance of work under the present contract because of race, religion, color, sex, disability, national origin or ancestry.
- b. In all solicitation or advertisements for employees, Melissa’s Second Chances shall include the phrase, “equal opportunity employer” or a similar phrase to be approved by the Kansas Human Rights Commission (Commission);
- c. If Melissa’s Second Chances fails to comply with the manner in which it reports to the Commission in accordance with the provisions of K.S.A. 44-1031 and amendments thereto, Melissa’s Second Chances shall be deemed to have breached the present contract and it may be canceled, terminated or suspended, in whole or in part, by the City;
- d. If Melissa’s Second Chances is found guilty of a violation of the Kansas Act against discrimination under a decision or order of the Commission which has become final, Melissa’s Second Chances shall be deemed to have breached the present contract and it may be canceled, terminated, or suspended, in whole or in part, by the City; and

- e. Melissa's Second Chances shall include the provisions of subsections 7 (a) through (d) above in every subcontract or purchase order so that such provisions will be binding upon such subcontractor or vendor.
- f. The provisions of this section shall not apply to a contract entered into by Melissa's Second Chances if:
 - i. Melissa's Second Chances employs fewer than four employees during the term of such contract; or
 - ii. Melissa's Second Chances contracts with the City cumulatively total \$5,000.00 or less during the fiscal year for the City.
- g. Melissa's Second Chances further agrees that it shall abide by the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 et seq.) and the applicable provision in the Americans With Disabilities Act (42 U.S.C. 12101 et seq.) as well as all federal, state and local laws, ordinances and regulations applicable to Melissa's Second Chances, and to furnish any certification required by any federal, state or local governmental agency in connection therewith.

8. Non-Exclusivity:

This Agreement shall not preclude the City from entering into any agreement with, or from utilizing, any other impounding entity or shelter and shall not be considered exclusive.

9. Term:

This Agreement shall be effective _____, and shall continue in effect until _____. The term of this Agreement shall be automatically extended at the end of the initial term for a twelve month period, and in like manner for all succeeding years, unless and until either party terminates the Agreement pursuant to Section 10, below. Notwithstanding the foregoing or any other language contained in this Agreement, the City is obligated to pay only such periodic payments or monthly installments thereof as may lawfully be made from funds budgeted and approved for that purpose. The City agrees to notify Melissa's Second Chances at the earliest possible time of the non-availability of funds from which to make any periodic payment or monthly installment. The right of the parties to enter into this Agreement is subject to the provisions of the Cash Basis Law (K.S.A. 10-1112 and 10-1113), the budget Law (K.S.A. 79-2935), and other laws of the State of Kansas. This Agreement shall be construed and interpreted in such a manner as to ensure the parties shall at all times remain in conformity with such laws. Further, the parties reserve the right to unilaterally sever, modify, or terminate this Agreement at any time if, in the opinion of legal counsel, the Agreement may be deemed to violate the terms of any laws of the State of Kansas.

10. Termination:

Either party may terminate this agreement at any time for their convenience by giving thirty (30) days written notice to the other party.

11. Periodic Meeting:

The parties agree to meet as needed or requested by either party during the term of this Agreement to better anticipate the needs of the parties prior to renegotiation of the Agreement.

12. Insurance:

During the term of this Agreement, Melissa's Second Chances agrees to maintain insurance coverage of the types and minimum liability limits as set forth below. Melissa's Second Chances shall furnish to the City a Certificate of Insurance verifying such coverage. The certificate holder on the Certificate of Insurance shall be as follows:

City of Mission, KS

Prior to any material change or cancellation, the City will be given thirty (30) days advance written notice by certified mail to the stated address of the certificate holder.

13. Minimum Liability Limits:

Commercial General Liability insurance on an occurrence basis in amounts no less than \$500,000 bodily injury and property damage per occurrence; \$500,000 general aggregate.

Industry Ratings – City will only accept coverage from an insurance carrier who carries a Best's policyholder rating of A-:VII or better; or is a company mutually agreed upon by the City and Melissa's Second Chances.

14. Indemnification:

- a. Melissa's Second Chances shall indemnify, defend and hold harmless the City from and against all damages, expenses (including, but not limited to reasonable attorney fees), obligations, costs, liabilities, losses, claims, actions or causes of actions whatsoever sustained by the City arising from or related to Melissa's Second Chances'; obligations pursuant to this Agreement to the extent that such damages, expenses, obligations, costs, liabilities, losses, claims, actions or causes of action are caused by the negligence of the Melissa's Second Chances, its employees or its agents.
- b. The City shall indemnify, defend and hold harmless Melissa's Second Chances from and against all damages, expenses (including, but not limited to reasonable attorney fees), obligations, costs, liabilities, losses, claims, actions or causes of actions whatsoever sustained by Melissa's Second Chances arising from or related to the City's obligations

pursuant to this Agreement to the extent that such damages, expenses, obligations, costs, liabilities, losses, claims, actions or causes of action are caused by negligence of the City, its employees or its agents.

15. Notices

The parties agree that all notices under this Agreement shall be in writing and shall be deemed to have been duly given upon either being delivered personally or upon receipt if mailed by certified mail, return receipt requested. Notices shall be sent to the representatives named below or to any subsequent representative for which notice is provided pursuant to this section.

Melissa's Second Chances
Nancy Gassmann
Director of Rescue Operations
11015 W 75th Street
Shawnee, KS 66214

City of Mission, KS
Dan Madden
Chief of Police
6090 Woodson St.
Mission, KS 66202

16. Entire Agreement:

This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements, whether oral and written, covering the same subject matter. This Agreement may not be modified or amended except in writing mutually agreed to, accepted and signed by both parties.

17. No Third Party Beneficiaries:

Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any third party.

18. Severability:

Should any provision of this Agreement be determined to be void, invalid, unenforceable or illegal for whatever reason, such provision(s) shall be null and void; provided; however, that the remaining provisions of this Agreement shall be unaffected thereby and shall continue to be valid and enforceable.

IN WITNESS WHEREOF, the parties understand this Agreement and have caused this Agreement to be executed by their duly authorized representatives as of the date first set forth above.

Melissa's Second Chances

City of Mission, KS

By: _____

By: _____

Name: Nancy Gassmann

Name: Laura Smith

Title: Director of Rescue Operations

Title: City Administrator

Date: _____

Date: _____

City of Mission	Item Number:	3.
ACTION ITEM SUMMARY	Date:	March 1, 2023
Police Department	From:	Dan Madden

Action items require a vote to recommend the item to the full City Council for further action.

RE: Mental Health Co-Responder Memorandum of Understanding

RECOMMENDATION: Authorize an updated Memorandum of Understanding (MOU) between Johnson County Mental Health and seven cities for Mental Health Co-Responder services.

DETAILS: The Memorandum of Understanding between the Cities of Westwood, Westwood Hills, Mission Woods, Roeland Park, Fairway, Merriam, Mission and Johnson County Mental Health was last revised in March 2022. Changes to the MOU are necessary for grant reporting/auditing requirements.

The changes to the agreement include a breakdown of costs each city will incur for the portion of the costs not covered by grant funding. The details are included in the Project Budget Addendum which begins on page 10 of the MOU. The updated Memorandum of Understanding has been reviewed by the City Attorney and is ready for Council consideration.

The Co-Responder program continues to provide services to those in our community that are in crisis, as well as other important social service connections.

CFAA CONSIDERATIONS/IMPACTS: Mental Health Co-Responders provide valuable services to Mission residents. Having access to a mental health professional in real time for persons in crisis is an important benefit for both our officers and the individuals we serve. In addition, the Co-Responders provide connection to a variety of other social services for those who are in need. These services greatly impact residents of all ages and abilities in our community.

Related Statute/City Ordinance:	NA
Line Item Code/Description:	Special Alcohol Fund
Available Budget:	\$90,000

**JOHNSON COUNTY MENTAL HEALTH CO-RESPONDER
COOPERATIVE MEMORANDUM OF UNDERSTANDING**

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) is a collaboration amongst the Kansas cities of Merriam, Mission, Roeland Park, Fairway, Westwood, Westwood Hills, and Mission Woods (collectively, the “Cities”) and Johnson County Board of County Commissioners (BOCC) to address potential mental health and co-occurring substance use disorder issues in our jurisdictions by sharing resources and expenses to fund a shared co-responder position dedicated to the Cities (herein referred to as the “Project”).

This MOU supersedes all previous memorandums of understanding relating to collaborative efforts between the Cities and the Johnson County Mental Health Center (JCMHC) to share a co-responder and amendments thereto.

I. Purpose

- a. The purpose of the Project is to find ways that the mental health and criminal justice systems of Johnson County, specifically within the Cities, can work in partnership to improve service response to individuals who suffer from mental health issues and have co-occurring substance use disorders, or who are in danger of becoming alcoholics or drug abusers.
- b. The purpose of this MOU is to:
 - i. delineate the responsibilities of the parties to the Project;
 - ii. maximize interagency cooperation; and
 - iii. formalize the relationships between the parties and their employees regarding Project operations, policies, planning and training.

II. Parties.

The participating entities in the Project and this MOU are:

- a. the Johnson County Board of County Commissioners, through the Mental Health Center/JCMHC;
- b. the City of Merriam, through the Merriam Police Department;
- c. the City of Mission, through the Mission Police Department;
- d. the City of Roeland Park, through the Roeland Park Police Department;
- e. the City of Fairway, through the Fairway Police Department;
- f. the City of Westwood, through the Westwood Police Department;

- g. the City of Westwood Hills, through the Westwood Police Department; and
- h. the City of Mission Woods, through the Westwood Police Department;

JCMHC and the cities of Merriam, Mission, Roeland Park, Fairway, Westwood, Westwood Hills, and Mission Woods are collectively referred to herein as the “Parties”, or individually, as a “Party”.

III. Organizational Structure, Control and Responsibilities.

a. Organizational Structure.

- i. The oversight of the Project will be cooperatively provided by the Parties.
- ii. Each Party will designate one individual to be that Party’s point of contact. These points of contact will make up the Project Leadership Team.
- iii. The Parties will facilitate regular meetings of the Project Leadership Team and any other appropriate individuals to address the progress of the Project, as well as other justice and mental health related projects or issues.

b. Roles and Responsibilities of the Parties.

- i. JCMHC will hire, employ, and supervise one Qualified Mental Health Professional (the “co-responder”) as part of the Project. Further, the Parties acknowledge and agree that additional Co-Responders may be added under this MOU.
- ii. JCMHC expressly represents and warrants to each City that the co-responder is not and shall not be construed to be an employee of any City and that the status of JCMHC is that of independent contractor for the Cities for which JCMHC is solely responsible for co-responder’s actions and inactions. JCMHC also agrees that neither it, nor the co-responder may enter into contracts or agreements on behalf of any City or to otherwise create obligations of any City to third parties.
- iii. The Cities may participate in the interview and hiring process with JCMHC, though JCMHC will retain the ultimate decision-making authority regarding the hiring and employment of the co-responder.
- iv. JCMHC shall provide the co-responder with a vehicle and cell phone for the co-responder’s use in his/her Project duties for which the Cities will reimburse JCMHC pursuant to the pro rata calculation in the attached Addendum
- v. The co-responder will work in cooperation with the Cities to assist the Cities with individuals who suffer from mental health issues and co-occurring substance use disorders and who are contacted by law enforcement.
- vi. The co-responder will report to JCMHC for administrative matters (e.g., leave, pay, benefits) and for other matters unrelated to the case-specific work assignments of the Project. The co-responder will coordinate with the City with regard to respective case-specific work assignments.
- vii. It shall be the joint responsibility of JCMHC and the co-responder to regularly and in a

timely manner inform the Cities of scheduled vacation, training, annual leave, or sick leave. The co-responder will observe holidays as set by Johnson County, Kansas government. When the co-responder is on leave for any reason, back-up coverage will not be provided.

- viii. The co-responder shall be subject to the personnel policies and procedures of JCMHC. To the extent they are not in conflict with JCMHC policies, each City's personnel policies shall also apply to the co-responder when he/she is working in or coordinating with that particular City. It shall be the responsibility of each individual City to inform or train the co-responder on the personnel policies applicable to him/her. Performance appraisals will be handled by JCMHC, except that the Cities will be given the opportunity to provide written comments for discretionary use by JCMHC in the appraisal process.
- ix. The City of Merriam shall serve as host site for the Project and will provide an office designated for the use of the co-responder. In addition to the office at the Merriam Police Department the co-responder shall be provided a designated workspace or office, as available, in the other Cities.
- x. The City of Merriam will provide the co-responder with a portable police radio. JCMHC will provide him/her a laptop computer and any other equipment necessary to fulfill Project duties.
- xi. The co-responder position will be a salaried exempt position which will work full-time (40 hours per week), allocating work time between the Cities as calls for service and workload requires.
- xii. The Cities shall reimburse JCMHC for the co-responder personnel costs incurred by JCMHC including, but not limited to, salary, retirement, expenses, disability, and all other employment-related benefits incident to the co-responder's employment with JCMHC (see attached Co-Responder Budget). All additional expenses and reimbursement, if any, including other equipment, will be discussed and agreed upon among the Parties. Raise projections shall be provided annually to the Cities by JCMHC. Such raise projections provided by JCMHC, however, shall not be construed by the Parties as annual finalized projections. JCMHC shall invoice each City its pro rata share for all such personnel costs by the 15th of the month following the end of each quarter. Upon receipt of such invoice(s), the Cities shall reimburse JCMHC accordingly for such invoiced amount(s) at the close of the same invoiced month. During the term of this MOU and notwithstanding any provision to the contrary, should for any reason and at any time there be an increase in the payment of the co-responder personnel costs as determined and incurred by JCMHC, including all other employment-related benefits incident to the co-responder's employment with JCMHC, in an amount up to, but not exceeding, five percent (5%) of the total annual cost for a co-responder position as indicated in the attached Co-Responder Budget, or any addendum subsequent thereto, JCMHC will include in its invoice to each City the respective City's pro rate share for such increased personnel costs which shall be reimbursed by the individual Cities accordingly.
- xiii. As law enforcement officers respond to the scene of a call and it is determined that assistance of the co-responder will aide in the disposition of the call, the responding officer will work jointly with the co-responder, either directly or through dispatch.
- xiv. The co-responder's time will be shared among and between the Cities. It is the intent of the Parties that the shared time will be reasonably equal to the percentages shown on the attached Addendum. The Parties shall meet regularly to determine the appropriate

scheduling. However, the Cities shall work cooperatively in this regard and if a City to which the co-responder is not assigned at the particular time has a situation which would benefit from co-responder assistance, that City shall contact the co-responder and request assistance as available.

- xv. Co-responder training shall be provided by JCMHC including, but not limited to, issues related to confidentiality. Additional training, as appropriate, may be provided as needed by the Cities.
- xvi. The Cities will provide training to the co-responder and their respective employees on the Project with regard to Project goals and protocols, including communication protocols for determining the need for the co-responder, situational awareness training, and information security training and credentialing as required by Criminal Justice Information System (CJIS) and KCJIS (Kansas Criminal Justice Information System).
- xvii. In the event that the co-responder is on leave and/or busy on another case, the Cities may employ the traditional process for requesting JCMHC services by calling the JCMHC crisis line, as needed.
- xviii. If the co-responder has complaints, suggestions, comments, or concerns regarding the policies, procedures, practices or decisions of the Cities, the co-responder is to first present such concerns to their immediate JCMHC supervisor who may, in turn, pursue discussions with the respective City. However, it is permissible and encouraged for the co-responder to communicate with City staff regarding daily issues pertaining to efficient and effective case processing.
- xix. In any instance in which the co-responder, in the judgment of a City, may have engaged in misconduct or failure to fulfill the mission or purpose of the Project as requested, the City shall notify JCMHC, in writing, of the details of the alleged misconduct or failure. JCMHC shall then undertake an appropriate review of the allegations and, in the event the allegations are confirmed, implement any necessary or appropriate discipline up to, and including, termination of the co-responder, after discussion with the Project Leadership Team, as deemed appropriate.
- xx. Should the Project be terminated for any reason, JCMHC is solely responsible for any and all decisions as to whether to continue to employ a co-responder. The co-responder shall have no recourse against any City for any employment decision(s) made by JCMHC, including termination of the Project or termination of the co-responder.
- xxi. Equipment and other tangible property provided to the co-responder by any City as part of the Project will remain property of the respective City and must be returned to the respective City immediately upon termination of the co-responder, or within thirty (30) days of the termination of the Project, unless otherwise agreed to in writing.
- xxii. The co-responder shall, to the extent practical, keep a general account of time spent working for each City, including types of activities, police calls, and training.

c. Legal Status.

- i. This MOU is authorized by K.S.A. 12-2908 as a contract between municipalities to perform governmental services or activities; is not an interlocal agreement as contemplated by K.S.A. 12-2901 et seq.; and does not create a new or separate legal entity. Each Party shall

be responsible for the actions and responsibilities arising under this MOU of its respective employees.

d. Confidentiality; Inquiries.

- i. The Parties shall adhere to all applicable laws and policies regarding the confidentiality of data or information obtained during the Project. To the extent required by law, the Parties shall comply with HIPAA, and are to maintain the confidentiality of personal health information (PHI), sharing that PHI only to the extent necessary to coordinate treatment or disposition of the crisis situation.
- ii. As a general rule, all outside inquiries regarding the Project shall be directed to the respective Public Information Officer representing the involved City. Any inquiries involving mental health case supervision issues shall be directed to JCMHC.

IV. Effective Date, Duration, Termination, Insurance and Funding.

- a. This MOU shall become effective upon execution by all Parties.
- b. This MOU may be executed in one or more counterparts, including by facsimile, each of which when compiled in its entirety shall together constitute one and the same instrument.
- c. The term of this MOU is for the duration of the Project.
- d. Any Party may terminate its relationship with the Project and withdraw from the Project and this MOU at any time, by written notification to the other Parties at least (60) days prior to termination. The terminating Party will be responsible for its pro rata share of the costs of the Project up to, and including, the last date of its participation, regardless of the use of the co-responder. Notice of termination shall be delivered to the Project Leadership Team. If one or more Cities terminate its relationship to the Project, then the JCMHC and remaining Cities may agree to continue the Project under this MOU by amending the pro rata shares in the Addendum, renegotiate this MOU, or terminate the MOU.
- e. Insurance – The Parties shall each carry and maintain in force for the duration of the Project insurance coverage, underwritten by insurer(s) lawfully authorized to write insurance in the state of Kansas, of the minimum types and limits as set forth below:
 - i. All Parties shall carry Commercial General Liability
 1. \$1,000,000 Combined Single Limit, for bodily injury, personal injury, and property damage liability per occurrence;
 2. \$2,000,000 annual aggregate.
 - ii. Coverage must include Premises and Operations; Contractual Liability; Products and Completed Operations Liability.
 - iii. All Parties shall carry Commercial Automobile Liability - \$500,000 Combined Single Limit, for bodily injury, personal injury, and property damage liability per accident covering all owned, non-owned, and hired vehicles. Provided, however, it is understood and agreed

by the Parties that the JCMHC provided vehicle shall be covered primarily by JCMHC's automobile liability self-insurance and insurance program.

iv. JCMHC shall carry Professional Liability

1. \$1,000,000 Combined Single Limit, for bodily injury, personal injury, and property damage liability per occurrence;
2. \$3,000,000 annual aggregate.

v. Cities shall carry Law Enforcement Liability

1. \$1,000,000 Combined Single Limit, for bodily injury, personal injury, and property damage liability per occurrence;
2. \$2,000,000 annual aggregate.

vi. As respects each Party's employees:

1. Statutory Workers' Compensation
2. Employer's Liability:
 - a. Bodily Injury by Accident \$500,000 Each Accident:
 - b. Bodily Injury by Disease \$500,000 Policy Limit
 - c. Bodily Injury by Disease \$500,000 Each Employee

Provided, however, it is understood and agreed by the Parties that the co-responder shall be covered primarily by the JCMHC Workers' Compensation and Employer's Liability self-insurance and excess insurance coverage.

Each Party shall furnish the other with Certificate(s) of Insurance verifying the required insurance is in full force and effect in accordance with this MOU. Certificate Holders shall be the Parties as shown on attached exhibit A.

Board of County Commissioners and JCMHC Johnson County, Kansas
c/o Risk Manager
111 South Cherry Street, Suite 2400
Olathe, Kansas 66061-3486

Prior to cancellation or non-renewal, each Party agrees that it or its Agent shall provide Certificate Holder not less than thirty (30) days advance written notice of such change. Renewal certificate(s) of insurance shall be provided by the Parties within ten (10) business days of insurance renewals.

- f. Expenditure of funds as part of the Project will be subject to the respective budgetary processes of each Party. To the extent that this MOU is interpreted as requiring any expenditure of funds by any City, the Parties acknowledge that the Cities are obligated only to pay expenditures as may lawfully be made from: (a) funds budgeted and appropriated for that purpose during that City's

current budget year; or (b) funds made available from any lawfully operated revenue producing source.

- g. This MOU shall inure to the benefit of, and shall be binding upon, the Parties and their respective successors.

Mike Kelly, Chairman, Date
Johnson County Board of County Commissioners

City of Merriam:

By: _____
Bob Pape, Mayor Date

ATTEST:

Juli Pinnick, City Clerk

APPROVED AS TO FORM:

Ryan Denk, City Attorney

City of Mission:

By: _____
Solana Flora, Mayor Date

ATTEST:

Robyn L. Fulks, City Clerk

APPROVED AS TO FORM:

David Martin, City Attorney

City of Roeland Park:

By: _____
Michael Poppa, Mayor Date

ATTEST:

Kelley Nielsen, City Clerk

APPROVED AS TO FORM:

Steve Mauer, City Attorney

City of Fairway:

Melanie Hepperly, Mayor Date

ATTEST:

Kim Young, City Clerk

APPROVED AS TO FORM:

Richard Cook, City Attorney

City of Westwood:

By: _____
David E. Waters, Mayor Date

ATTEST:

Abby Schneweis, City Clerk

APPROVED AS TO FORM:

Ryan Denk, City Attorney

City of Westwood Hills:

By: _____
Rosemary Podrebarac, Mayor Date

ATTEST:

Beth O'Bryan, City Clerk

APPROVED AS TO FORM:

James R. Orr, City Attorney

City of Mission Woods:

By: _____
Darrell Franklin, Mayor Date

ATTEST:

Shelly Floyd, City Clerk

APPROVED AS TO FORM:

Steven Mauer, City Attorney

**ADDENDUM
PROJECT BUDGET**

Allocation of Co-Responder(s) Assigned to All Participating Cities

The total annual cost for a co-responder position for the calendar year 2023 is estimated to be \$117,241, except for overtime approved in advance by each City’s point of contact, as approved in each City’s budget. JCMHC shall provide future calendar year annual budgets upon request of the Cities. JCMHC shall invoice each City on a quarterly basis according to its pro rata share, determined by population, as follows:

City	Population	Percent	Annual Share of Cost
Merriam	11,098	32.2%	\$37,752
Mission	9,954	28.9%	\$33,883
Roeland Park	6,871	19.9%	\$23,331
Fairway	4,170	12.1%	\$14,186
Westwood	1,750	5.1%	\$5,979
Westwood Hills	400	1.2%	\$1,407
Mission Woods	203	0.6%	\$703

Grant Funded Co-Responder

It is agreed by the Cities to share in the cost of an additional co-responder position originally funded by a grant until September 2023 obtained through the City of Merriam. Once grant funds are exhausted, the remaining cost of the position will be split between the Cities according to their pro rata share, determined by population as per above. An estimate of the cost of the final quarter of 2023 and each City’s pro rata share follows. Succeeding years cost for this position will be shared among the cities as other non-grant positions.

City	Population	Percent	4th Quarter Share of Cost
Merriam	11,098	32.2%	\$7,551.00
Mission	9,954	28.9%	\$6,777.00
Roeland Park	6,871	19.9%	\$4,667.00
Fairway	4,170	12.1%	\$2,838.00
Westwood	1,750	5.1%	\$1,196.00
Westwood Hills	400	1.2%	\$281.00
Mission Woods	203	0.6%	\$141.00
Total			\$23,451.00

In order to ensure all grant assurances are met, a copy of the Justice Assistance Grant (JAG) grant assurances will be reviewed with both the JAG funded co-responder and JCMHC co-responder supervisor. The co-responder will initial and sign a copy of the grant assurances as acknowledgement of receipt of and understanding the grant assurances. The signed copy will be kept at the Merriam Police Department as part of the JAG grant file and a copy will be provided to JCMHC.

the JAG funded co-responder. The activity logs will include the date of service, time, type of activity and duration of activity. A copy of the activity logs will be retained at the Merriam Police Department in the JAG grant file.

The co-responder job description is included as Exhibit A.

Exhibit A

Board of County Commissioners and JCMHC Johnson County, Kansas
c/o Risk Manager
111 South Cherry Street, Suite 2400
Olathe, Kansas 66061-3486

City of Merriam Kansas
9001 W. 62nd Street,
Merriam, Kansas 66202

City of Mission Kansas
6090 Woodson
Mission, Kansas 66202

City of Roeland Park Kansas
4600 W. 51st Street
Roeland Park, Kansas 66205

City of Westwood
4700 Rainbow Boulevard
Westwood, Kansas 66205

City of Westwood Hills
2216 West 49th Street
Westwood Hills, Kansas 666205

City of Fairway Kansas
4210 Shawnee Mission Parkway, Suite #100
Fairway, Kansas 66205

City of Mission Woods Kansas
4700 Rainbow
Westwood, Kansas 66205

City of Mission	Item Number:	4.
DISCUSSION ITEM SUMMARY	Date:	March 1, 2023
Administration	From:	Laura Smith

Discussion items allow the committee the opportunity to freely discuss the issue at hand.

RE: Review of 2022 Year End Project Status Update

DETAILS: The 2022 Year End Project Status Update Report is included for Council's review and information. Staff will be review highlights from last year and answer questions during the March 1, 2023 Finance & Administration Committee meeting.

CFAA CONSIDERATIONS/IMPACTS: Periodic review and update on the various projects, programs and services currently underway provides a consistent and comprehensive touchpoint for Council, staff, residents and visitors to stay abreast of the City's progress toward identified goals and objectives, and provides an opportunity to ensure a focus on remaining a community for residents and visitors of all ages and abilities.

Related Statute/City Ordinance:	NA
Line Item Code/Description:	NA
Available Budget:	NA



MEMORANDUM

Date: February 15, 2023
To: Mayor and City Council
From: Laura Smith, City Administrator
RE: Project and Service Delivery Status Update – 2022 Year End

Staff is pleased to share the 2022 Year End project status report. The report contains information on completed projects, those still in progress, and those in various stages of planning or discussion. In addition, the list includes projects not originally anticipated or budgeted which required staff and/or Council resources and impacted progress on previously identified projects or priorities. Reporting on specific projects was transitioned to a matrix format at the beginning of 2022 for ease of review.

Highlights will be shared during the City Administrator's report at the February 15, 2023 City Council meeting, but will not be covered in detail. Staff is always available to answer questions or provide more information on anything contained in the project status update.

2022 – 4Q Successes/Accomplishments

Similar to the reports in previous quarters, accomplishments and successes for the fourth quarter are included below. In addition, staff is preparing a full 2022 Successes and Accomplishments report that can be posted to social media and shared with our residents and businesses. Please see the list below for the things staff (at all levels) have been working on or achieved during 4Q 2022.

Successes and Accomplishments

- Submitted an STP grant for the Johnson Dr. (Metcalf to Lamar) rehabilitation project and received \$6 million in funding for fiscal year 2026
- Completed the Johnson Dr. Rehabilitation Project (Lamar to Roe)
- Completed the 2022 Street Preservation Program
- Completed design for the Foxridge Dr. Phase II project, as well as coordination with JCW for the force main project
- Started field work for the Phase I ADA Transition Plan for Public Right-of-Way
- Began design on the Rock Creek Preliminary Project Study (Lamar to Maple) which includes floodplain modeling and developing three design alternatives to reduce the floodplain
- Developed and presented a Streetlight Extension Policy, which was subsequently approved by Council
- Completed design and installation of pavement markings on three streets in Mission

- Promoted and hosted 2 ward meetings
- Held supervisor training on the topic of delivering critical feedback effectively
- Consistently performed month-end close in four business days
- Participated in groundbreaking event for The Residence at Rock Creek (Mission Bowl) apartment project
- Issued 87 building permits for commercial projects ranging from construction of a new multi-family residential building to tenant finishes for existing commercial buildings to electrical, plumbing, and HVAC upgrades. Total project value for all commercial building permits issued in 2022 equaled \$36 million.
- Issued 290 building permits for residential projects ranging from construction of a new, single-family home to room additions and remodels, to electrical and plumbing upgrades. Total project valuation for residential building permits issued in 2022 equaled \$6 million.
- Removed and resurfaced PCC locker room flooring
- Launched new municipal court software that will provide greater efficiency in processing court cases. This project entailed several months of set-up, data transfer, testing, and training.
- Hosted Pearl Harbor Remembrance Event
- Fundraised \$16,692 for Family Adoption program.
- Successfully hosted Family Adoption for 105 families for Thanksgiving meals, December holiday meals and gifts
- Promoted and coordinated holiday light recycling at two locations diverting 2,173 lbs of lights from the landfill
- Welcomed 600+ attendees at the Holiday Lights and Festive Sights event on Johnson Drive
- Hosted 750+ attendees at the October Spooky Walk in Streamway Park
- Supported registration for and attended National League of Cities City Summit
- Mission PD, City Council and staff hosted the Thanks for Seniors for 250 seniors
- Accepted bids for the Water Works Park final design contract
- Initiated the Broadmoor Park perimeter trail redesign plan
- Presented at MARC's Resilient Success Stories event on the Facility Conservation Improvement Program
- Began final implementation of access control and security camera upgrades.
- Submitted a successful nomination for the Go Green! Environmental Fair as best "Green Event" to MARC's Solid Waste Management District
- Completed new parking lot as part of Mohawk Phase I construction
- Applied for and received a Planning Sustainable Places (PSP) grant in the amount \$100,000 to study and develop possible improvements to the Rock Creek Trail corridor from Woodson to Roeland Drive.
- Competed in a "cereal challenge" between Mission PD and CDF2 that resulted in 967 boxes of cereal being donated and distributed to those in need.
- Continued having informal monthly meetings with residents of Welstone and Mission Square and Mission Police Department
- Completed 2022 Citizens Police Academy

- Hosted prescription drug take back event
- Published 2 issues of the Mission Magazine
- Completed pool deck resurfacing project at Powell Community Center

Communications Efforts

- Added LinkTree functionality to Instagram channels
- Facebook Live recording of the 81st Pearl Harbor Commemoration at the PCC
- Developed new sub-brand for Municipal Court
- Developed Holiday 2022 banners for Johnson Drive and Holiday Lights and Festive Sights campaign and other holiday graphics
- Planned for updated grant program collateral to increase awareness in 2023
- Hosted a business dialogue forum with 20 local businesses in attendance with Council and staff

Planning Activity: The Community Development Department experienced a record breaking year in 2022 in terms of the number of land use development applications processed – 38 Planning Commission Cases in total. These cases consisted of preliminary and final development plans, preliminary and final plats, rezonings, special use permits, and non-conforming situation permits. The cases were often tied to one of the seven (7) redevelopment projects that are being undertaken in the City, and these projects are detailed in the Project Matrix that accompanies this memo.

Building Permitting and Inspection Activity: The Community Development Department issued a total of 377 building permits in 2022 with a total valuation of work of \$42 million. Though the number of permits issued for 2022 was 6% less than 2021, the project valuation increased by 62%. Some of the more significant construction activity that occurred around the City includes:

- 5528 Barkley – This was a one-story, single-family home on a parcel of property that was actually platted as two, individual lots. The home was purchased in the winter of 2021 by a home builder with the intention of demolishing the existing structure and building two, single-family homes, one on each platted lot. A building permit was issued in early 2022 for the first home (5528 Barkley), and that home is now completed. A building permit for the second home (5524 Barkley) was issued in September.
- 6649 Lamar – A permit was issued in September for the Mohawk Park Improvements, which include restrooms and pavilion. Inspections have occurred for this project as various components are completed.
- 5399 Martway (Mission Bowl) - A building permit was issued in April for a five-story, 172-unit apartment building. Construction commenced over the summer with grading of the site, realignment of the sanitary sewer main from the JCW lift-station to the sanitary sewer main in Martway, and installation of piers for the podium. Installation of the piers and podium deck have resulted in 561 inspections for this project alone in 2022.

- 6780 Johnson Drive – A building permit was issued in September for exterior and interior improvements to the Arby’s restaurant. Improvements were completed in late fall and included removal of the pole sign along the Johnson Drive frontage.
- Thirteen commercial tenant finishes totaling \$1.2 million in value.
- Three permits issued for additions to single-family homes totaling almost a \$1 million in value.
- Eighteen permits issued for remodels or basement finishes totaling approximately \$650,000 in value.
- Other permitting activity has included 50 roof replacements, 47 heating and cooling replacements, 23 new fence installations, 30 electrical service updates, 12 water heater installations, and 4 solar panel installations.

Construction drawings for the Rushton Elementary School rebuild were submitted in September, and a building permit issued in January 2023.

Neighborhood Services Assistance Programs: The information below reflects the number of applications and total amount reimbursed to date through the end of 2022. Some applicants have not yet submitted documentation for reimbursement.

Program	Number of Applications 2022	Amount Budgeted	Amount Allocated To Date
Mission Possible	10	\$35,000	\$15,610
Community Rebate	21	\$20,000	\$ 10,604
BMP Stormwater	39	\$3,000	\$ 358
Business Improvement Grant	3	\$45,000	\$24,727
Neighborhood Grant	15	\$5,000	\$4,305

*Family Features and Flatlanders

In addition, the following Neighborhood Services activities have been supported in 2022:

- Adopt-A-Street – 7 organization/group clean-ups.
- Accessory Animal Permits – 12 chicken and 3 bee permits issued or renewed

New Businesses: In addition to several included in the building permit updates above, a listing of the various businesses opening or locating in Mission in the last quarter of 2022 is highlighted below:

- Tortilla Ranch Mexican Grill (6029 Metcalf) opened in October at Mission Crossing Shopping Center. This is their second area restaurant location.
- The Other Place (6522 Martway) announced recently that they will be opening a bar and grill in the space of the former Italian Delight at Mission West shopping center. To date, demolition of the existing space has taken place, but no plans have been issued for finish work, nor has any opening date been announced.

- American Honey Salon (6620 Martway) submitted plans recently for a tenant finish in the long vacant space at the southwest end of Mission West Shopping Center. No opening date has been announced. This project also has a mural application under consideration by the Planning Commission.
- Victors Home and Upholstery (5301 Johnson Drive) a furniture and home decor store, also offering upholstery and sewing services opened in November at the east end of the Mission Mart shopping center.
- Elevate Organic Hair Salon (5420 Johnson Drive) had a soft opening in October and hosted their grand opening in November.

Code Enforcement Activity: Year to date statistics for code enforcement activity in 2022 is reflected in the table below. The Neighborhood Services Officer’s position was vacant from March-May of 2022.

	2022	2021	2020	2019
Ward I	196	191	184	196
Ward II	191	237	201	235
Ward III	181	211	162	184
Ward IV	147	231	205	213
Total Cases	715	870	752	828

Parks + Recreation Revenue Comparisons: A comparison of 2021 and 2022 revenues for the Powell Community Center (PCC) and the Mission Family Aquatic Center (MFAC) are included below. As we work to finalize the PCC Feasibility Study, we will be developing and reporting on a variety of new statistics to better share information on performance with the Council and the public.

Powell Community Center

Revenue Category	2021	2022 (unaudited)	% Change
Memberships	\$277,863	\$364,155	31%
Rentals	\$110,427	\$200,569	82%
Programs	\$137,838	\$194,898	41%
Daily Fees	\$103,820	\$177,449	73%
Miscellaneous	\$ 1,594	\$173,397	1078%
Summer Programs	\$111,693	\$164,952	48%
Totals	\$742,235	\$1,275,420	72%

Mission Family Aquatic Center

Revenue Category	2021	2022 (unaudited)	% Change
Memberships	\$39,317	\$52,129	33%
Daily Fees	\$74,269	\$57,148	-23%
Concessions	\$21,505	\$24,027	12%
Programs	\$ 2,160	\$ 1,781	-18%
Rentals	\$ 4,225	\$ 9,628	128%
Super Poll Pass	\$ 0	\$ 9,289	
Totals	\$141,475	\$154,002	9%

Parks + Recreation Park Maintenance Activities: Public Works and Parks + Recreation continue to meet park maintenance needs through the cooperative use of resources. The Parks Technician receives on-site feedback from residents who enjoy the trails and park amenities. Preparations are being made to hire part-time parks team members in order to enhance park maintenance and to prepare for the addition of new amenities planned or under construction.

4Q 2022 Project Update:	
Brush removal and tree pruning along Rock Creek Trail and Rotary Park	Inspected all playgrounds and replaced or repaired all deficiencies in November.
Tree pruning at Broadmoor, Andersen, Rock Creek Trail and Mohawk Parks	Leaf removal at Andersen, Broadmoor, Pearl Harbor, Mohawk and Waterworks Parks
New chains and S hooks in Broadmoor Park	Replaced missing bolts on Mohawk playground
New warning and age stickers installed on all playgrounds	Removed volunteer trees from fence along Waterworks Park
Snowplowed PCC parking lot and sidewalks	Watered new trees and year 2 trees
Weeding at Andersen, Birch, Broadmoor, Legacy, Mohawk, Pearl Harbor and Waterworks Parks	Hosted Adopt-A-Park with Down Syndrome Innovations at Beverly Park
Removed shade sail at Legacy Park	Removed graffiti at Streamway Park
Removed 2 trees at Lamar Ave and Johnson Dr	Installed new bike pump at Mission Market

2022 continued to be a busy and productive time in the City of Mission. Notable projects completed this year (detailed in the corresponding project matrix) included:

- Complete refurbishment of the Andersen Park Tennis Courts
- Successful renewal of the dedicated Parks + Recreation Sales Tax
- Completion of the Facility Conservation Improvement Program
- Johnson Drive Reconfiguration (Lamar to Nall)
- 2022A GO Bond Issue to fund Street and Parks Projects



Also included with this report are:

- 2022 Year End analytics for the City's Social media platforms
- 2022 Mental Health Co-Responder Data
- 2022 Police Data
- 2022 Police Use of Force and Bias-based Data

We look forward to working collaboratively with the Governing Body, our residents and businesses to continue to build upon our successes in 2023. For more information on any of the specific projects or information included in this Year End Project Status Update, please do not hesitate to contact me.

CITY OF MISSION - 2022 YEAR END PROJECT STATUS UPDATE

<u>Project Name/Title</u>	<u>Project Description</u>	<u>Budget</u>	<u>Originally started</u>	<u>Responsible Dept/Staff</u>	<u>Status at Year End</u>
Mission Gateway - Roe and Johnson Drive	An approximately 140,000 square foot mixed-use redevelopment project at the site of the former Mission Mall, corner of Roe Avenue and Johnson Drive. Project will consist of a 90,000 sq. ft. movie theater and entertainment venue, 50,000 sq. ft. of small shop retail, 378 apartments, a 202 room hotel, and a 100,000 sq. ft. office building, and parking structure.	N/A	2006	Administration / Community Development / Public Works	Developer submitted 5th Amended TIF Project Plan and 2022 Mission Gateway CID Petition in June. Council scheduled public hearings for September 28 which were subsequently continued to November 21 to allow time for financing term sheets to be updated. A preliminary and final development plan was approved by the Planning Commission in October and approved by Council in November. Final approval for the amended TIF Project Plan, CID Petition and redevelopment agreement were approved in January 2023. Developer is now putting final financing in place with the intent of proceeding to a Special Obligation bond issue in 2023.
The Locale Redevelopment Project - 6201 Johnson Drive	The new 5-story luxury apartment development at Johnson Drive and Lamar Avenue which includes 200 units, structured parking with 50 spaces on the ground level dedicated to public parking, and first floor retail space.	N/A	2019	Community Development	Met with representatives of the Locale to address parking issues/spillover by their residents. Provided management with a letter in October to advise residents of the appropriate parking locations. Signage indicating public parking only was installed in December in the garage and along Johnson Drive, and enforcement has been initiated. Signage for the Powell Community Center lot will be installed in February 2023.
Mission Bowl Redevelopment Project - 5399 Martway Street	Construction of 172 apartment units at 5399 Martway, with terms negotiated in a redevelopment agreement for the developer to incorporate affordable housing and to achieve LEED Silver certification as a part of the project.	N/A	2020	Administration / Community Development / Public Works	A building permit was issued in April for a five-story, 172-unit apartment building. Construction began over the summer with grading of the site, re-alignment of the sanitary sewer main from the JCW lift-station to the sanitary sewer main in Martway, and installation of piers for the podium. A ground breaking ceremony was held in September. Podium is being built and wood framing is underway.
Mission Preserve Development Project - 51st and Riggs	Construction of 132-unit multi-family housing development for residents age 55 and older seeking an independent life style. Project will be situated on a 9.6 acre undeveloped parcel at 51st and Riggs	N/A	2022	Community Development / Public Works	A preliminary development plan and plat for a 132-unit apartment building for 55+ in age was approved in March. The final development plan and plat were approved in September by the Planning Commission. The final plat with dedication of right-of-way at north end of Riggs was approved by the City Council in October. Developer is finalizing dedication language for the right-of-way for submission to the County. No anticipated construction start date has been communicated to the City.
Multi-Family Redevelopment Project Proposal - 5665 Foxridge Drive	Construction of an approximately 300-unit multi-family housing development project on the site of the former JC Penny Call Center at the southeast corner of Foxridge and 56th Street.	N/A	2022	Administration / Community Development / Public Works	A preliminary development plan and preliminary and final plat for a 300 unit, five-story apartment building was approved by the City Council in September. Application for final development plan was recently submitted to the Community Development Department and will be heard by the Planning Commission in April 2023. A construction timeline has not been determined yet. Developer has indicated they may return to Council with a request for public incentives.
58Nall Redevelopment Project - 5555 W. 58th Street.	Construction of a 77-unit apartment building at the southwest corner of 58th Street and Nall Avenue.	N/A	2022	Community Development / Public Works	A rezoning, preliminary development plan, and preliminary plat for a 77-unit apartment building at the southwest corner of W. 58th and Nall was approved by the City Council in July. The final development plan and final plat was approved by the City Council in August. Construction drawings were submitted to the City in February 2023, and construction is anticipated to begin in 2023. Developer has indicated a desire to seek a tax abatement in connection with the project.

CITY OF MISSION - 2022 YEAR END PROJECT STATUS UPDATE

<u>Project Name/Title</u>	<u>Project Description</u>	<u>Budget</u>	<u>Originally started</u>	<u>Responsible Dept/Staff</u>	<u>Status at Year End</u>
Mission Vale Redevelopment Project - 5817 Nall Avenue	Construction of 19-unit townhome development at the southeast corner of W. 58th Terrace and Nall Avenue (directly across the street from the 58Nall redevelopment project).	N/A	2022	Community Development / Public Works	A rezoning, preliminary development plan, and preliminary plat for a 19-unit townhome development at the southeast corner of W. 58th Terrace and Nall Avenue was approved by the City Council in October. Application for a final development plan and final plat has been submitted to the Community Development Department and will be considered by the Planning Commission in February 2023. Construction is anticipated to begin in 2023.
Big Biscuit Site Improvements - 7017 Johnson Drive	Renovation of the former Don Chilitos restaurant at 7017 Johnson Drive into a Big Biscuit restaurant.	N/A	2022	Community Development / Public Works	This property is located within the Form Based Code Overlay District. Since the proposed improvements are greater than 10% of the value of the building, a Non-Conforming Situation Permit had to be approved by the Planning Commission. An application was approved by the Planning Commission in October. While ultimately approved, staff continues to work with applicant to ensure a cross-access agreement is in place for all properties in the area for ease of parking, ingress and egress.
Chick-Fil-A Site Improvements - 6039 Metcalf Avenue	Enhanced drive-thru with canopy	N/A	2022	Community Development / Public Works	Chick-Fil-A initiated a discussion in 2021 about possible improvements to the drive-thru. Discussions stalled due to concerns expressed by the owner of the Mission Crossing development. Those concerns were addressed and Chick-Fil-A submitted an application for site improvements in the summer of 2022. Site improvements include making the drive-thru two lane all the way thru, constructing a canopy over the drive-thru, and other. The project was proposed to address queuing issues in the drive-thru. The Planning Commission approved the site improvements in November.
MS-1 Zoning Amendment	Amendment to the Main Street 1 (MS-1) Zoning district providing clarification for when a special use permit is required for a drinking establishment.	N/A	2022	Community Development	Staff proposed an amendment to the Main Street 1 (MS-1) zoning district that would provide clarification around where a drinking establishment is permitted by right and when a special use permit would be required. A public hearing was held before the Planning Commission in November meeting with no one submitting testimony in opposition. The City Council approved the zoning amendment in December. The change in the zoning means Sandhills Brewing and Rockcreek Brewing no longer require special use permits to operate in their current locations
Azure Credit Union - 6751 Johnson Drive	Nonconforming Situation Permit to renovate the former Runza restaurant building into a credit union, and preliminary and final plat combining the two lots into one and dedicating public right-of-way	N/A	2022	Community Development / Public Works	Azure Credit Union submitted an application to the Community Development Department in the summer of 2022 to renovate the former Runza restaurant building. At the time, staff requested that they replat the property combining the two lots into one and dedicating a portion of the property along Johnson Drive for future sidewalk enhancements. Since the property is in the Form Based Code Overlay District, a Non-Conforming Situation Permit was granted by the Planning Commission as well as approval of the preliminary and final plat. The City Council approved the plat in December.
Shops of Benson Plat - 5600 Johnson Drive	Replate of an existing lot located at 5600 Johnson Drive into three individual lots.	N/A	2022	Community Development / Public Works	The owner of the parcel at 5600 Johnson Drive submitted an application for a replat, dividing it into three separate parcels for the purpose of resale. The replat also entailed a dedication of right-of-way for parking in along Johnson Drive, sidewalk easement, and maintenance agreement for parking on the east side of the building located in City right-of-way. Preliminary and Final Plats were approved by the City Council in December.

CITY OF MISSION - 2022 YEAR END PROJECT STATUS UPDATE

<u>Project Name/Title</u>	<u>Project Description</u>	<u>Budget</u>	<u>Originally started</u>	<u>Responsible Dept/Staff</u>	<u>Status at Year End</u>
Replat of Morrison Ridge Park - 5200 Block of Riggs Avenue	Replat of two, undeveloped parcels of property west of Riggs Avenue.	N/A	2022	Community Development / Public Works	There are two, undeveloped parcels of property behind the homes along the west side of the 5200 block of Riggs Avenue. Each parcel is approximately half an acre. Kevin Klausen purchased the parcels in the summer of 2022 and initiated conversations with staff about replating into four lots with an access drive to Riggs. Mr. Klassen recently submitted a preliminary plat that will be considered by the Planning Commission at their March 2023 meeting.
Johnson County Wastewater Rock Creek Pump Station - 5701 Roe Avenue		N/A	2021	Community Development / Public Works	The final Plat of Rock Creek Pump Station Lot #1 was approved by the Council in March and approved by the Board of County Commissioners in April. JCW has closed on the purchase of the property, but the project has been postponed due to supply chain issues and JCW's need to focus on the larger scale Nelson treatment plant update.
Johnson County Wastewater Nelson Treatment Plant - 4800 Nall Avenue.	Reconstruction of a 70 year old wastewater treatment plant for greater future capacity and to meet compliance with new industry standards and the Environmental Protection Agency.	N/A	2021	Community Development / Public Works	Johnson County Wastewater (JCW) is planning to rebuild the Nelson Wastewater Treatment Plant which is located in Mission. The \$400 million project is expected to take several years to complete, and the new plant will provide more efficient, modern wastewater treatment compliant with state and federal regulations. A public meeting was hosted by JCW at the plant in October to gather public input and answer questions. The Planning Commission heard the application for a preliminary development plan, preliminary plat, and special use permit in November. The City Council approved the preliminary development plan, preliminary plat and final development plan in December. Initial construction is expected to begin in summer of 2023. Currently, JCW is relocating the forcemain located under Foxridge Drive that connects the Turkey Creek Pump Station to the to plant. The work needs to be completed before the City begins construction on the Foxridge Drive Phase II project in 2023.
Rushton Elementary Reconstruction - 6001 W. 52nd Street	Demolition of existing Rushton Elementary School (67 years old) and construction of a new 75,000 sq. ft. elementary school in its place.	N/A	2021	Community Development / Public Works	A preliminary development plan and preliminary and final plat were approved by the City Council in August for the construction of a new, 75,000 square foot elementary school on the site of the existing school. The final development plan was approved by the Planning Commission in October. Demolition of the existing school began in January 2023, construction will follow immediately. Students are expected to return to the new building in August 2024.
Adoption of 2018 ICC Building Codes	Adoption of the 2018 ICC Building Codes	N/A	2020	Community Development / Public Works	The International Council of Codes develops building codes which are continually reviewed and updated to reflect trends in building safety and new construction technology. A new set of codes is updated at the national level every three years, with many jurisdictions in the Kansas City metro area adopting the codes on a six year cycle. Mission was operating from the 2012 codes, while the majority of cities and counties had adopted the 2018 codes, and most plan submittals are designed to the 2018 codes. Staff proposed adoption of the 2018 codes in 2020, at which time the Council expressed concerns about the 2018 Energy Conservation Code, requesting that staff consider the 2021 Energy Conservation Code. Staff brought the request back in December 2022 at which time the Council approved the 2018 ICC Building Codes as presented, but also adopted a resolution directing staff to bring back a proposal to adopt the 2021 Energy Conservation Code by the fourth quarter of 2023.

CITY OF MISSION - 2022 YEAR END PROJECT STATUS UPDATE

<u>Project Name/Title</u>	<u>Project Description</u>	<u>Budget</u>	<u>Originally started</u>	<u>Responsible Dept/Staff</u>	<u>Status at Year End</u>
Comprehensive Plan Update	Update to the City of Mission's Comprehensive Plan document working with Confluence and soliciting significant public input.	N/A	2020	Community Development	An update of the Comprehensive Plan was initiated in March 2020 but impacted dramatically by COVID-19. Work on the plan was imitated again at the end of 2020 and continued through 2022. Staff submitted comments on a second draft of the plan in January 2023. Final revisions are underway and joint worksessions with the Planning Commission/City Council are being calendared for April/May 2023 anticipating final approval in the summer of 2023.
Building Permitting and Code Enforcement Software	Evaluate and implement new building permitting and code enforcement software.	\$35,000	2020	Community Development	This project has been delayed due to workload and work required to support Planning Commission agendas and development projects in 2022. Two firms have undergone a final review, cost verification and reference checks following the second round demonstrations. A recommendation for contract approval will be presented to the Council in March 2023.
Municipal Court Software	Evaluate and implement new municipal court software.	\$37,500	2020	Administration	The new court software went live in September planned. Online fee payment was unexpectedly delayed, but is expected to go live by March 2023.
Facility Conservation Improvement Program	Completion of approximately \$3.3 million dollars in improvements to City Hall, the Powell Community Center, the Public Works facility and Mission's street light network. Bonds were issued, to be repaid from utility savings and other General Fund revenues pledged to debt service	\$3.3M	2021	Administration	The projects are complete and are in wrap-up stages with training on the monitoring dashboards and initial usage reports.
Conceptual Park Master Planning	Working with a consultant, staff and public stakeholders to develop conceptual park plans for the following parks: Mohawk, Broadmoor, Waterworks, Streamway and Andersen. Order of magnitude costs to be used to aid in making decisions surrounding renewal of the parks and recreation sales tax.	\$35,750	2019	Parks and Recreation	A public meeting on the conceptual plans for Mohawk, Broadmoor, Waterworks and Streamway parks was hosted at the Powell Community Center in May engaging 60+ residents and interested neighbors. Feedback demonstrated overwhelming support for increased investment in Mission's outdoor parks. Staff continued to engage with the community through a conceptual design tent/display at the Mission Market in August. Following renewal of the parks sales tax in September, Staff presented options for debt financing to accelerate improvements targeting a bond issue prior to the end of 2022.
Parks and Recreation Sales Tax Renewal	Mail ballot election scheduled for September 20 to ask voters to consider renewal of a dedicated parks and recreation sales tax.	N/A	2022	Administration / Parks and Recreation	Mission staff and CRUX created a themed marketing plan ("Choose Your Adventure") for the parks sales tax renewal campaign. Staff attended the Mission Market twice to review park conceptual designs and answer questions. A grassroots campaign, created yard signs and solicited donations to offset costs with 100 signs distributed throughout the City. Staff designed and installed signage for the MFAC, tennis courts and Legacy Park to signify which park improvements were completed with P+R Sales Tax dollars. The PRT were strong supporters of the campaign and helped inform residents of the mail ballot election. The sales tax was approved on September 20, 2022 with nearly 86% support and a voter turnout of 25%. The new sales tax will begin in April 2023, sunseting in March 2033.

CITY OF MISSION - 2022 YEAR END PROJECT STATUS UPDATE

<u>Project Name/Title</u>	<u>Project Description</u>	<u>Budget</u>	<u>Originally started</u>	<u>Responsible Dept/Staff</u>	<u>Status at Year End</u>
Street Asset Inventory/Street Maintenance Program	The City will develop and maintain a prioritized annual street maintenance program which is reviewed and revised annually. Maintenance and expansion of the street asset inventory is conducted on an on-going basis.	\$2 MIL	2021	Public Works	Construction for the 2022 street preservation project is complete. 2023 street projects were bid in February 2023, with two of the four streets included as bid alternates because of concerns for higher costs stemming from inflation and the current economy. Design has started on 55th St., but construction is likely to be delayed to 2024 due to extensive utility relocations planned by WaterOne and Kansas Gas Service. An updated PCI inventory is currently underway, and following completion, the residential street program will be reevaluated for reprioritization if appropriate.
Stormwater Asset Inventory	The City will develop and maintain a stormwater asset inventory to be reviewed and revised on an on-going basis.	N/A	2020	Public Works	Stormwater improvements are included for construction in connection with the street preservation projects. The City received a SMAC grant for \$70K (with the City required to provide matching funds of \$70K) to inspect additional pipes in 2023. A Preliminary Project Study is currently underway for the Rock Creek Channel (Lamar to Maple). Staff is currently developing ranking criteria to prioritize neighborhood level stormwater projects for 2023 and beyond and will make a presentation to Council in April 2023.
Greenhouse Gas Inventory Update	Update/completion of a greenhouse gas inventory.	\$15,000	2020	Administration	Council approved the contract with Lotus Engineering and Sustainability in December. Staff is currently coordinating and assisting with various data collection efforts. The reports and final deliverables are expected in April/May 2023.
Financial Management Software	Evaluate and implement new financial management software.	\$100,000	2014	Administration	This project continues to experience delays due to workload and staff capacity issues.
Racial Equity/DEI Initiatives	Review, evaluate and implement appropriate racial equity/DEI initiatives for the City of Mission	TBD	2020	All	Staff continues to engage in workshops and conversations regarding DEI initiatives. The 2023 budget includes \$19,500 earmarked for various DEI initiatives.
Climate Action Plan Task Force	Convene a task force with the charge of evaluating and recommending 1-, 3- and 5-year strategies for Mission in support of the Regional Climate Action Plan's goal of Net-Zero emissions for local government operations by 2030.	N/A	2022	Administration	The Climate Action Task Force met five times between May-July 2022 and developed net emissions goals and presented 18 recommendations for action in August. Staff have started working through the recommendations to provide recommendations on implementation. The thrust of the work in the fall was to prepare the Greenhouse Gas Inventory RFP for approval in December.
Community Center Feasibility Study	Complete a feasibility study/business plan for the Powell Community Center to address long-term viability and financial sustainability.	\$39,910	2021	Administration / Parks and Recreation	Declining revenues, and the impact of the COVID-19 pandemic created concerns regarding the long-term viability and sustainability of the facility. Following a competitive selection process, PROS Consulting was selected to complete a feasibility study. A program needs analysis and recommendations including- interviews, surveys, report data and regional trends information were reviewed and included in deliverables to the stakeholder committee in September. Rental use reports were completed in October and shared along with a draft of the 'business plan' which included recommendations, analysis and report templates. Staff reviewed the business plan draft and met with PROS with updated considerations and feedback throughout the fall/winter of 2022. Draft recommendations will be shared with the stakeholder group in early March 2023, with a presentation to the City Council in late March 2023.

CITY OF MISSION - 2022 YEAR END PROJECT STATUS UPDATE

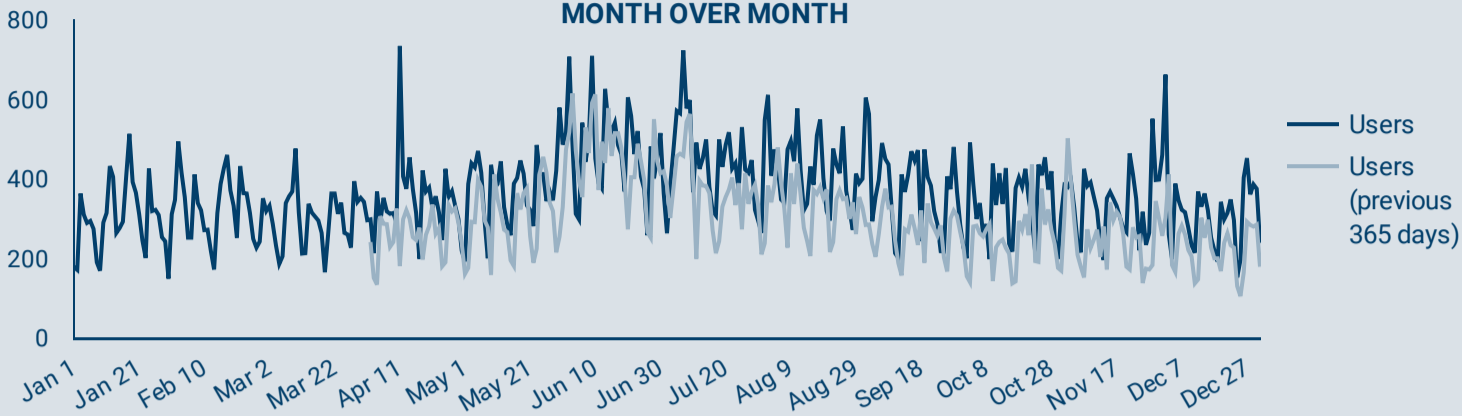
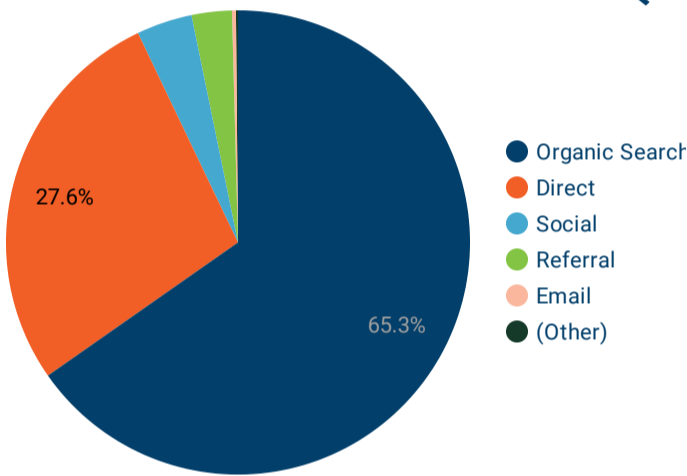
<u>Project Name/Title</u>	<u>Project Description</u>	<u>Budget</u>	<u>Originally started</u>	<u>Responsible Dept/Staff</u>	<u>Status at Year End</u>
Mohawk Park Improvements	Design, bidding and construction of improvements to Mohawk Park	\$1.4M	Phase I - 2022	Administration / Parks and Recreation	Construction contract for Mohawk Phase I improvements was awarded to Sands Construction in June. A groundbreaking ceremony was held on August 15 with nearly 100 in attendance. Sands Construction mobilized in September and installed construction fencing and signage. Sands began installing the sanitary lines and electrical tie-ins in early October 2022 after removing the west parking lot which will serve as the project's staging area. The new parking lot is was completed in October. Minor grading and landscaping was completed around the perimeter of the parking lot in early November. The footers were poured for the restrooms and shelter along with the west-facing concrete seating. All but one trail tie-in has been poured connecting the new 10-foot concrete trail to the existing asphalt trails. Restrooms, trail connections and the pavilion/shelter will be next on the construction schedule. Phase I improvements are anticipated to be completed by April 2023 barring any additional supply chain volatility. All but 2 trees will remain on site and undisturbed.
Johnson Drive Reconfiguration	Restripe to a three-lane configuration from Lamar Ave. to Nall Ave.	\$1,320,168.00	2022	Public Works	This project was completed in 2022, and was showcased on local news, in the <i>America Walks</i> newsletter as a "Walkability Win" along with projects in Texas, Pennsylvania and Louisiana, is likely to be featured in the upcoming edition of the Kansas Government Journal. Staff also recently presented on the project to the Mid-America Regional Council's Total Transportation Policy Committee.
Foxridge Dr. 2023 CARS Project	Full depth reconstruction of Foxridge from 51st to Lamar	\$6.1M (est)	2020	Public Works	This is Mission's 2023 CARS project. The project was bid in February 2023 and contract award is anticipated in March 2023. JCW is currently working on installation of the force main on Foxridge Dr. with work estimated to be completed by the end of March 2023. JCW will also install traffic signals at both ramps on the Lamar bridge over I-35 in Summer 2023. Construction for the City project will require restrictions to one-way traffic and will result in traffic delays. Utility relocation is underway for the City's project and easement acquisition has been completed.
ADA Transition Plan	Evaluate all sidewalks within the City to determine compliance with ADA and complete a report.	\$30,000 (2022)	2022	Public Works	A Phase I ADA Study of all streets/sidewalks was budgeted for 2022. A contract was awarded to Michelle & Associates in September, and staff is performing inspections of sidewalks with the ADA consultant. Field work began in September 2022 and will resume again in Spring 2023 when temperatures allow. A Phase II Study which includes the inspection of city-owned buildings will begin following completion of the sidewalks and right-of-way.
Andersen Park Tennis Courts	Resurfacing and upgrades to Andersen Park tennis courts facilities	\$340,846	2021	Parks and Recreation	This project, completed on time and on budget, represented the first significant investment in Mission's outdoor park system (with the exception of the MFAC) since approval of the dedicated parks and recreation sales tax. The tennis courts were opened in June with the shaded seating installation occurring in July 2022. Residents and visitors have enjoyed the additional pickleball court lines and are regularly using the courts during the day.

CITY OF MISSION - 2022 YEAR END PROJECT STATUS UPDATE

<u>Project Name/Title</u>	<u>Project Description</u>	<u>Budget</u>	<u>Originally started</u>	<u>Responsible Dept/Staff</u>	<u>Status at Year End</u>
Broadmoor Park Trail Improvement	Broadmoor Park design and replacement plan for the perimeter trail	\$32,000	2022	Parks and Recreation	The Council approved a Task Order with GBA for design of the trail which will include widening it to 10 ft. The trail design was included and approved as part of the 2022 Parks + Recreation CIP with anticipated construction beginning in 2023. GBA engineers have been on site for surveying as part of the first step in design. A change in engineering personnel resulted in a slight delay in project design, but staff is working to ensure the project will be ready for bid and construction as soon as possible.
Streamway Park- LWCF Grant	Land and Water Conservation Fund grant award decision for Streamway Park dog park improvements	\$453,670	2022	Parks and Recreation	Streamway Park was chosen as the preferred location for a dog park through public meetings and citizen engagement. Staff applied for a matching funds from the Land and Water Conservation Fund to complete Phase I improvements which include: parking lot, ADA enhancements, dog park fencing, water fountains, concrete trail tie ins, irrigation and landscaping. The grant coordinator visited the site in October. The internal review committee is reviewing all applications and estimate having an award decision by early Spring 2023.
Mission Market	Hosting a weekly market for 13 weeks through the summer, June-August	\$10,000	2022	Administration	Market staff arranged for Mission Market artisan vendors to join the Holiday Lights and Festive Sights event in December. The water fountain installation was completed in Q4 and is ready for spring 2023.
Automated License Plate Reader Technology	Installation of automated license plate readers in various locations throughout the City.	\$140,000	2022/23	Police	After being made aware of a funding mechanism for purchasing automated license plate readers (ALPR) police department staff began the grant application process. In the interim, staff evaluated several ALPR options and met with neighboring cities and the County who are already using, or in the process of acquiring the same technology to insure this project is coordinated with our law enforcement partners. In September, the City received word that the grant application was successful, and staff is currently finalizing a quote from the vendor and will bring forward a recommendation for contract award by April 2023. Following contract award, staff will develop and present a policy regarding the use of ALPR's for Council review and approval.
2022A GO Debt Financing - Streets and Parks		TBD	2022	Administration	Following successful renewal of the parks sales tax in September, Staff began conversations with the Council to evaluate sizing for a potential bond issue prior to year-end for various street and park improvements. 2022A bond documents were prepared and released, and the City's AA+ credit rating with Standard & Poor's was affirmed with the bond sale occurring in December. The City received a true interest cost for the bond issue of 2.9%. The bonds issues was closed and proceeds deposited prior to 2022 year end.
Planning Sustainable Places Grant Application		\$100,000	2022	Community Development	The City applied for and received a Planning for Sustainable Places project development grant (\$80,000) through the Mid-America Regional Council that will study opportunities for enhancing the Rock Creek Trail corridor from Woodson to Roeland Drive. The City will supply matching funds in the amount of \$20,000. Once completed the projects identified may be eligible for future grant funding opportunities.

YEAR OVER YEAR

Users 101,159 ↑ 66.5%	Sessions 151.1K ↑ 60.4%	Pageviews 435.5K ↑ 72.9%	Avg. Session Duration 01:47 ↓ -12.8%	% Exit 34.6% ↓ -7.2%
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MONTH OVER MONTH

ACQUISITION

USERS FROM SOCIAL

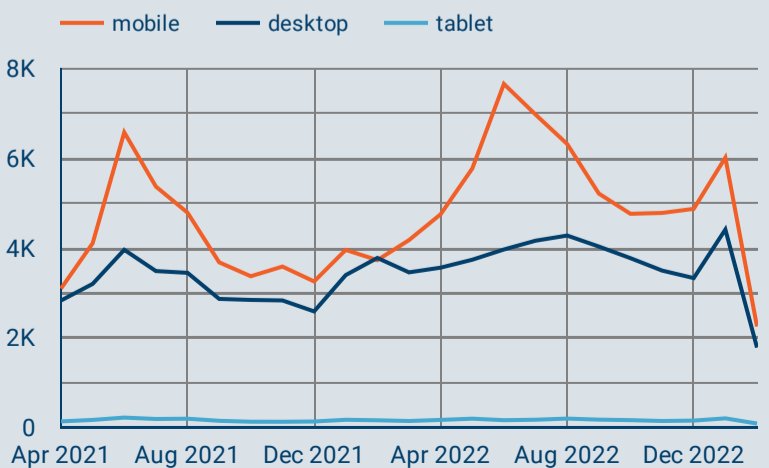
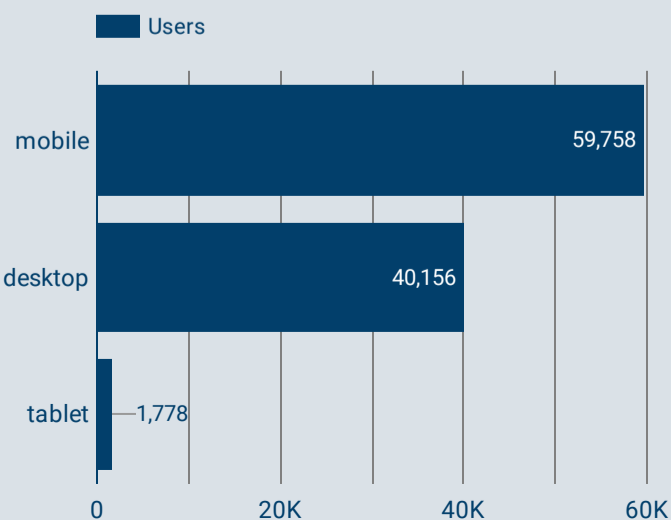
 Users
4,194
 ↑ 52.0%

USERS FROM NextDoor

 Users
24
 ↓ -44.2%

	Page Title	Users	Pageviews	Avg. Time on Page	Bounce Rate
1.	Powell Community Center - City of Mission	21,947	42,758	00:00:29	16.74%
2.	The City of Mission, KS	21,045	41,065	00:00:39	29.77%
3.	Aquatics - City of Mission	12,725	28,492	00:00:26	11.63%
4.	Mission Family Aquatic Center (MFAC) - City...	8,377	21,317	00:00:55	26.15%
5.	Programs + Fitness - City of Mission	6,938	12,496	00:00:46	49.96%
6.	Become a Member - City of Mission	6,295	11,326	00:01:57	62.77%
7.	Recycling, Trash and Yard Waste - City of Mi...	4,445	8,939	00:00:49	39.22%
8.	Job Openings - City of Mission	4,290	8,938	00:01:21	52.92%

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USER INFORMATION


SOCIAL CHANNELS

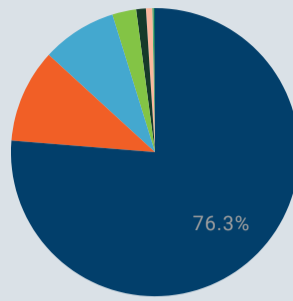


Jan 1, 2022 - Dec 31, 2022

USERS FROM SOCIAL

4,194

↑ 52.0%



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1.	Facebook	3,091	7,953	00:01:06
2.	Instagram	426	951	00:00:40
3.	Twitter	341	949	00:01:07
4.	Yelp	109	563	00:02:09
5.	LinkedIn	44	142	00:01:09
Grand total		4,035	10,633	00:01:05

Instagram Linktree Tracking

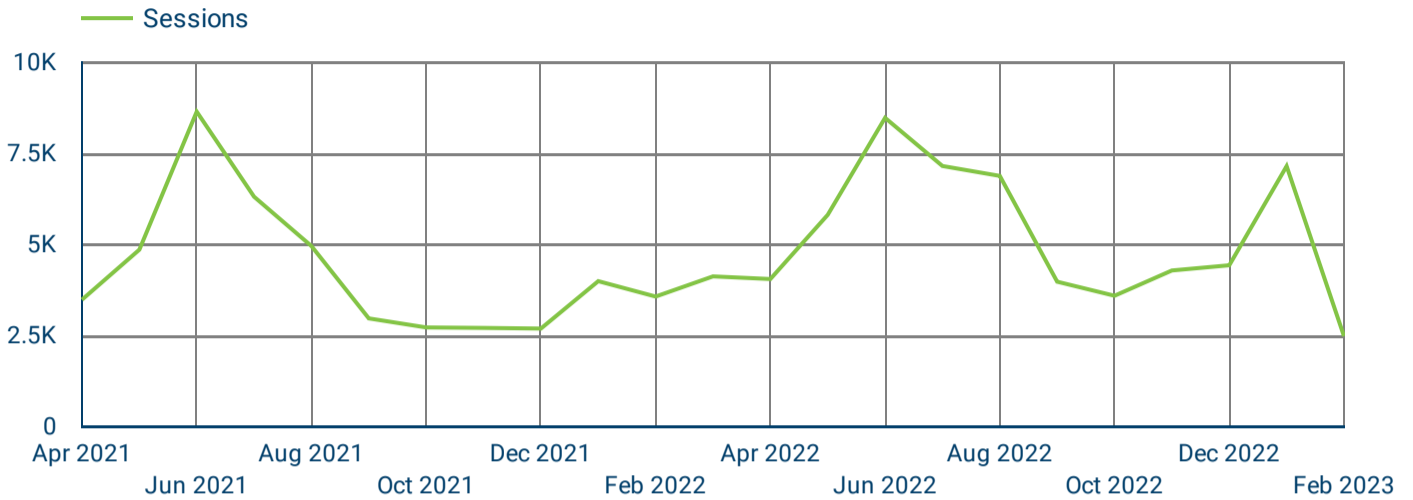
	Source / Medium	Campaign	Sessions	% Δ	Pages / Session
1.	Instagram / Social	biolink_rec_programs_registration	10	-	1.5
2.	Instagram / Social	biolink_mainwebsite	9	-	2.56
3.	Instagram / Social	biolink_special_events	9	-	2.22
4.	Instagram / Social	biolink_aquatics_indoor_pool	6	-	2.33
5.	Instagram / Social	biolink_events	4	-	1.5
6.	Instagram / Social	biolink_rental_spaces	2	-	1.5
7.	Instagram / Social	biolink_trash	1	-	1
Grand total			44	-	1.98

All Campaign Traffic (email, social, QR, etc.)

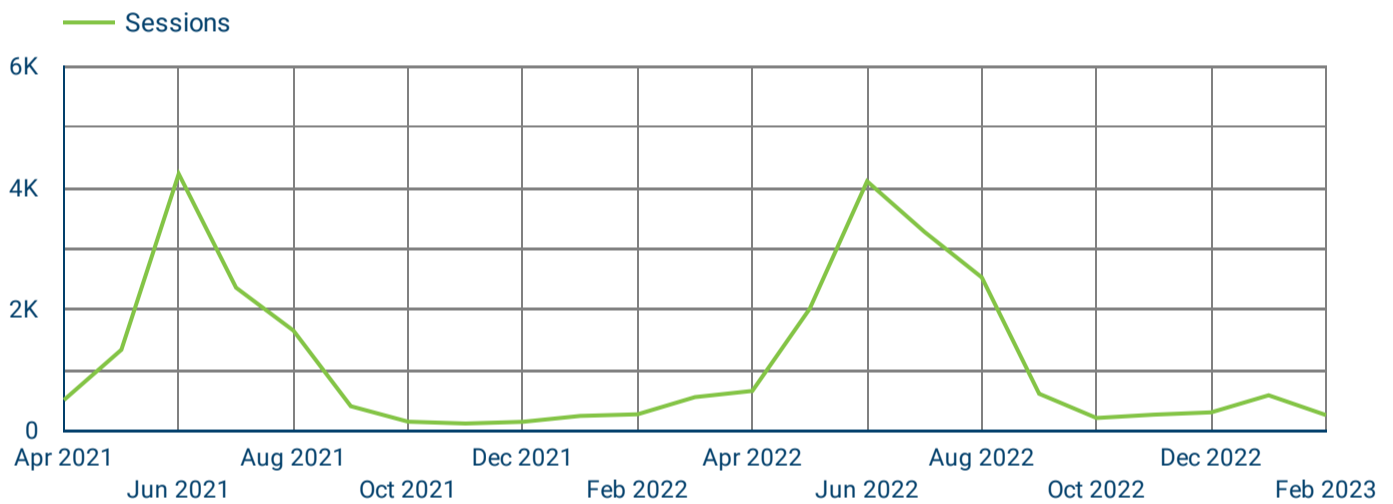
Medium

	Source / Medium	Campaign	Sessions	% Δ	Avg. Session Duration
1.	yourmembershipcom-recr...	mission-parks-recreation-facilities-main...	123	-	00:00:29
2.	ActiveCampaign / email	"THE WEEKEND" July 7 Appeal Version	112	-	00:00:08
3.	ActiveCampaign / email	"THE WEEKEND" August 18	83	-	00:01:20
4.	Constant Contact / Email	mission_monthly	37	-	00:02:09
5.	ActiveCampaign / email	"THE WEEKEND" September 8	35	-	00:00:14
6.	ActiveCampaign / email	"THE WEEKEND" September 1	28	-	00:00:39
Grand total			560	3,633.3% ↑	00:00:40

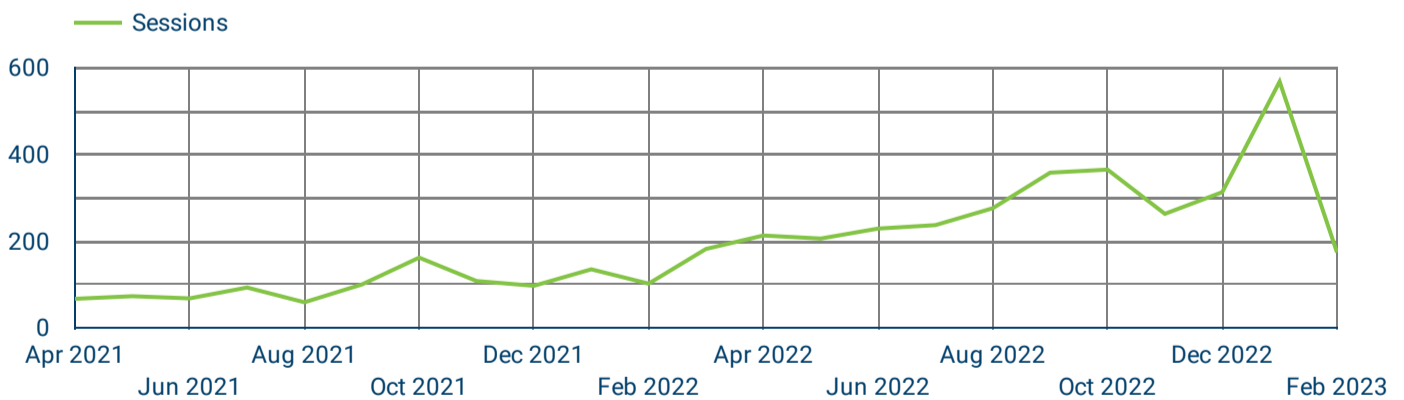
Parks & Recreation



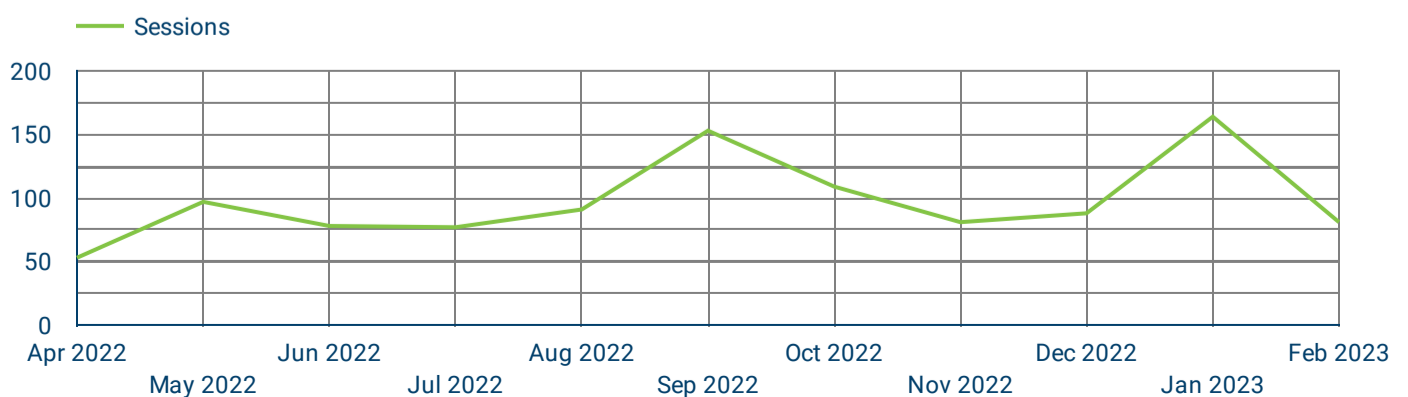
Aquatics



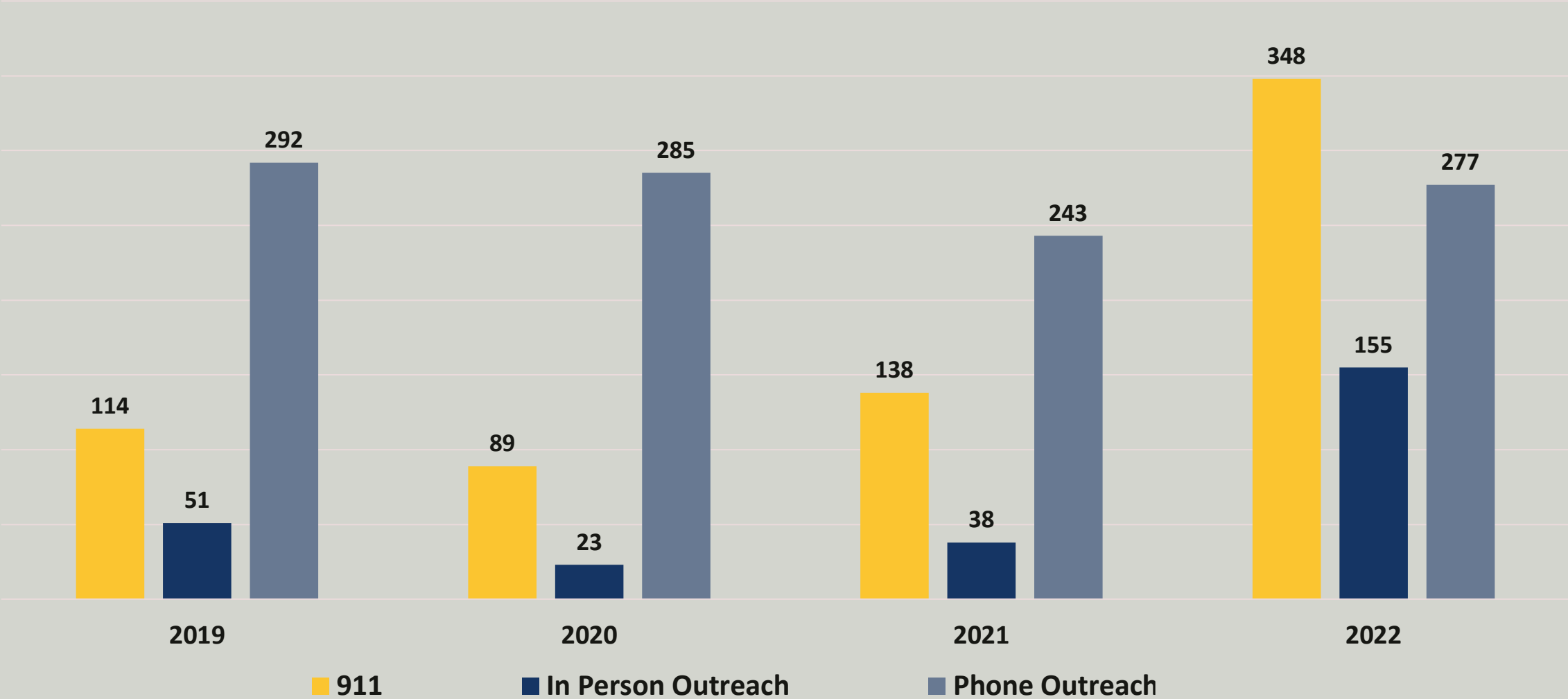
Rentals



Hourly Rentals



Northeast Co-Responder Program Growth 2020-2022



*NE Co-Responder was vacant for 3 months in 2020 due to maternity leave.

Northeast Co-Responder Program 2022

Service Provided	Number of Citizens Served						Police Data	
	911 Response <i>On scene and by phone</i>	ER Diverts	Jail Diverts	Follow-Up <i>By phone or mail</i>	Outreach <i>Door knock in person with officer</i>	Other Co-Responder Contacts*	Reports Flagged Mental Health	Crisis Line Utilized by LEO
Merriam	152	11	21	110	49	128	347	131
Mission	127	13	8	111	67	131	284	128
Roeland Park	56	5	1	38	30	48	79	20
Fairway	7	1	0	13	5	16	19	6
Westwood	6	0	1	5	4	17	17	4
Total	348	30	31	277	155	340	746	289

***Other Co-Responder Contacts** – Include calls outside of direct police/client contact such as court hearings, care coordination with family/friends or hospitals, suicide survivor follow up, EMS Referrals, trauma follow ups, LEO consults that do not require a 911 Response, or crisis contacts by phone initiated by client.

****There was no co-responder during the first quarter. The first quarter data reflects coverage provided by CR Supervisor while recruiting/filling co-responder positions.**



CO-RESPONDER
JOHNSON COUNTY, KS

End of Year 2022 Mission PD Operations Report Feb 6, 2023

YTD Crime Rates

KBI Grouping	Reported	Unfounded	2022 Actual
Agg Assault/Battery	35	0	35
Assault/Harassment	4	1	3
Auto Burglary	142	0	142
Auto Theft	176	0	176
Battery	98	0	98
Burglary	33	0	38
Homicide	3	0	3
Rape	10	0	10
Robbery	10	0	10
Theft	201	1	200

Group A Crimes

Reported	Unfounded	2022 Actual
Property Crimes	2	930
Society Crimes	0	335
Violent Crimes	1	190

All Group A Crimes

Reported	Unfounded	2022 Actual
All Group A	3	1,455

All Group B Crimes

Reported	Unfounded	2022 Actual
Group B	0	328

Average Response Times to Priority 0 & 1 CFS

Shift	YTD 2022
Days	03:12
Eves	03:19
Mids	02:53

All Shifts

YTD 2022	
All Shifts	03:10

Accidents

YTD Clearance Rates

KBI Grouping	Reported	Unfounded	2022 Actual	Cleared Arrest	Cleared All	Total Cleared	2022 % Cleared
Agg Assault/Battery	35	0	35	19	4	23	65.7%
Arson	0	0	0	0	0	0	
Assault/Harassment	40	1	39	11	0	11	28.2%
Auto Burglary	142	0	142	2	0	2	1.4%
Auto Theft	176	0	176	0	0	0	0.0%
Battery	98	0	98	1	4	5	5.1%
Burglary	33	0	38	3	0	3	7.9%
Homicide	3	0	3	2	0	2	63.7%
Rape	10	0	10	3	0	3	30.0%
Robbery	10	0	10	1	0	1	10.0%
Theft	201	1	200	46	1	47	23.5%

Group A Crimes

Reported	Unfounded	2022 Actual	Cleared Arrest	Cleared All	Total Cleared	2022 % Cleared
Property Crimes	2	930	109	4	113	12.2%
Society Crimes	0	335	275	5	280	83.6%
Violent Crimes	1	190	90	8	98	51.6%

All Group A Crimes

Reported	Unfounded	2022 Actual	Cleared Arrest	Cleared All	Total Cleared	2022 % Cleared
All Group A	3	1,455	474	17	491	33.7%

Group B Crimes

Reported	Unfounded	2022 Actual	Cleared Arrest	Cleared All	Total Cleared	2022 % Cleared
Group B	0	328	208	0	208	63.4%

Calls for Service

Nature of Call	YTD 2022
Non-Self Initiated	7,084
Traffic	5,073
Warrant Service	199
Self-Initiated	1,374
Total CFS	13,730

Arrests by Report Type and Type of Arrest

Reporting Severity	YTD 2022
	8
Fatal	1
Injury	37
Property damage < \$1000	32
Property damage >= \$1000	123
Total Accidents	201
DUI Accident	YTD 2022
Yes	10
DUI Accident w/ Injury	YTD 2022
Yes	2
Pedestrian Involved	YTD 2022
02 Pedestrian	1
06 Pedal cyclist	1

Report Type	YTD 2022
Drugs/Para	147
DUI	78
Warrant	295
All Arrests	YTD 2022
All Arrests	735
Type of Arrest	YTD 2022
District	141
Juvenile	20
Municipal	284

Mission PD Theft Crime Rate and Clearance Rate Report

Feb 6, 2023

YTD Crime Rates			
Theft Type	Reported	Unfounded	2022 Actual
All other	65	1	64
Motor vehicle theft	176	0	176
Pick-pocket	1	0	1
Purse-snatching	2	0	2
Shoplifting	84	0	84
Theft from a motor vehicle	142	0	142
Theft from building	20	0	20
Theft of motor vehicle parts or accessories	29	0	29

YTD Clearance Rates							
Theft Type	Reported	Unfounded	2022 Actual	Cleared Arrest	Cleared All	Total Cleared	2022 % Cleared
	0	0	0	0	0	0	
All other	65	1	64	13	1	14	21.9%
Motor vehicle theft	176	0	176	0	0	0	0.0%
Pick-pocket	1	0	1	0	0	0	0.0%
Purse-snatching	2	0	2	0	0	0	0.0%
Shoplifting	84	0	84	31	0	31	36.9%
Theft from a coin operated machine or device	0	0	0	0	0	0	
Theft from a motor vehicle	142	0	142	2	0	2	1.4%
Theft from building	20	0	20	2	0	2	10.0%
Theft of motor vehicle parts or accessories	29	0	29	0	0	0	0.0%

Mission PD All KIBRS/NIBRS Crime Rate and Clearance Rate Report

Feb 6, 2023

YTD Crime Rates

YTD Clearance Rates

NIBRS Description	NIBRS Code	Reported	Unfounded	2022 Actual
Murder and nonnegligent manslaughter (09A)	09A	2	0	2
Negligent manslaughter (09B)	09B	1	0	1
Kidnaping/abduction (100)	100	5	0	5
Forcible rape (11A)	11A	4	0	4
Forcible sodomy (11B)	11B	1	0	1
Forcible fondling (11D)	11D	5	0	5
Robbery (120)	120	10	0	10
Aggravated Assault/Battery (13A)	13A	35	0	35
Battery (13B)	13B	98	0	98
Assault/Harassment (13C)	13C	40	1	39
Extortion/blackmail (210)	210	3	0	3
Burglary (220)	220	38	0	38
Theft (23A - 23H)	23	518	1	517
Motor vehicle theft (240)	240	1	0	1
Counterfeiting/forgery (250)	250	34	0	34
Theft by Deception (26A)	26A	80	0	80
Credit Card/ATM Fraud (26B)	26B	29	0	29
Embezzlement (270)	270	2	0	2
Possession of Stolen Property (280)	280	29	0	29
Criminal Damage To Property (290)	290	188	1	187
Drug/narcotic violations (35A)	35A	192	0	192
Drug equipment violations (35B)	35B	121	0	121
Pornography/obscene material (370)	370	2	0	2
Weapon law violations (520)	520	20	0	20
Worthless Checks (90A)	90A	1	0	1
Disorderly conduct (90C)	90C	28	0	28
Driving under the influence (90D)	90D	77	0	77
Family offenses, nonviolent (90F)	90F	2	0	2
Liquor law violations (90G)	90G	32	0	32
Trespass of real property (90J)	90J	7	0	7
All other offenses (90Z)	90Z	181	0	181
Non-reportable (999)	999	566	0	566

NIBRS Description	NIBRS Code	Reported	Unfounded	2022 Actual	Cleared Arrest	Cleared All	Total Cleared	2022 % Cleared
Murder and nonnegligent manslaughter (09A)	09A	2	0	2	2	0	2	100.0%
Negligent manslaughter (09B)	09B	1	0	1	0	0	0	0.0%
Kidnaping/abduction (100)	100	5	0	5	4	0	4	80.0%
Forcible rape (11A)	11A	4	0	4	0	0	0	0.0%
Forcible sodomy (11B)	11B	1	0	1	0	0	0	0.0%
Forcible fondling (11D)	11D	5	0	5	3	0	3	60.0%
Robbery (120)	120	10	0	10	1	0	1	10.0%
Aggravated Assault/Battery (13A)	13A	35	0	35	19	4	23	65.7%
Battery (13B)	13B	98	0	98	51	4	55	56.1%
Assault/Harassment (13C)	13C	40	1	39	11	0	11	28.2%
Extortion/blackmail (210)	210	3	0	3	0	0	0	0.0%
Burglary (220)	220	38	0	38	3	0	3	7.9%
Theft (23A - 23H)	23	518	1	517	48	1	49	9.5%
Motor vehicle theft (240)	240	1	0	1	0	0	0	0.0%
Counterfeiting/forgery (250)	250	34	0	34	7	2	9	26.5%
Theft by Deception (26A)	26A	80	0	80	11	0	11	13.8%
Credit Card/ATM Fraud (26B)	26B	29	0	29	3	0	3	10.3%
Embezzlement (270)	270	2	0	2	0	0	0	0.0%
Possession of Stolen Property (280)	280	29	0	29	11	0	11	37.9%
Criminal Damage To Property (290)	290	188	1	187	25	1	26	13.9%
Drug/narcotic violations (35A)	35A	192	0	192	156	2	158	82.3%
Drug equipment violations (35B)	35B	121	0	121	102	3	105	86.8%
Pornography/obscene material (370)	370	2	0	2	0	0	0	0.0%
Weapon law violations (520)	520	20	0	20	16	0	16	80.0%
Worthless Checks (90A)	90A	1	0	1	0	0	0	0.0%
Disorderly conduct (90C)	90C	28	0	28	16	0	16	57.1%
Driving under the influence (90D)	90D	77	0	77	70	0	70	90.5%
Family offenses nonviolent (90F)	90F	2	0	2	1	0	1	50.0%
Liquor law violations (90G)	90G	32	0	32	25	0	25	78.1%

Mission PD All KIBRS/NIBRS Crime Rate and Clearance Rate Report

Feb 6, 2023

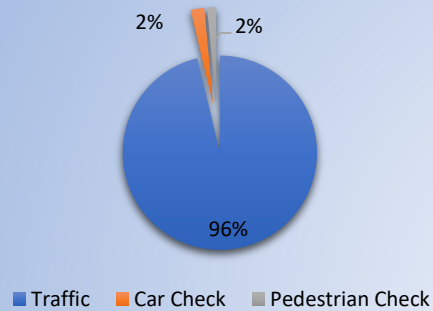
YTD Crime Rates

YTD Clearance Rates

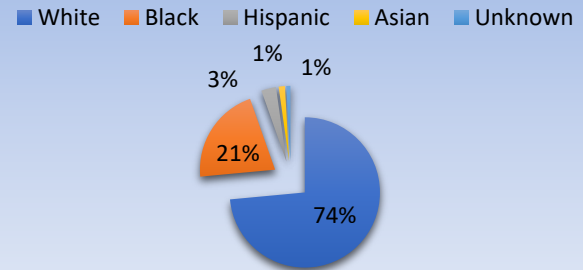
NIBRS Description	NIBRS Code	Reported	Unfounded	2022 Actual	Cleared Arrest	Cleared All	Total Cleared	2022 % Cleared
All other offenses (90Z)	90Z	181	0	181	93	0	93	51.4%
Non-reportable (999)	999	566	0	566	386	3	389	68.7%

Annual Bias-Based Statistics for 2022

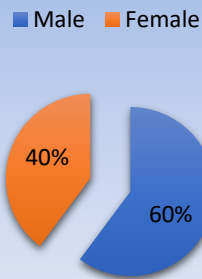
Probable Cause



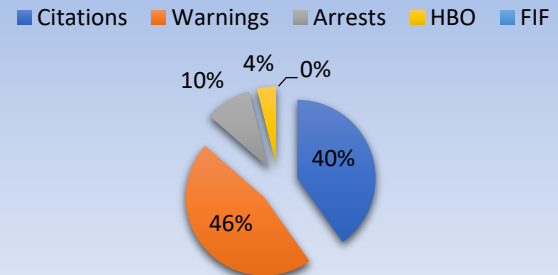
Race



Sex



Disposition



3,865 Total Contacts for 2022

Probable Cause		Race					Sex		Disposition				
		White	Black	Hispanic	Asian	Unknown	Male	Female	Citations	Warnings	Arrests	HBO	FIF
	TOTALS	2840	814	123	52	34	2325	1538	1551	1788	370	154	0
Traffic	3721	2733	783	119	52	34	2225	1496	1550	1780	341	46	0
Car Check	88	64	19	3	0	0	57	29	1	5	19	65	0
Pedestrian Check	56	43	12	1	0	0	43	13	0	3	10	43	0
	3865	73%	21%	3%	1%	1%	60%	40%	40%	46%	10%	4%	0%

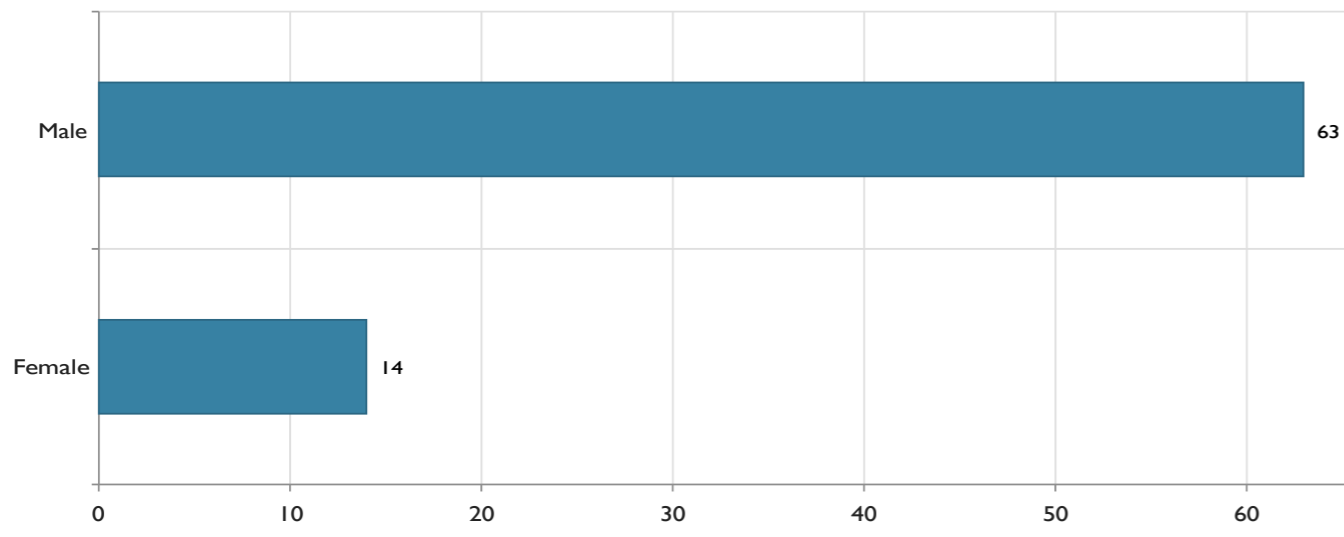
Use of Force Statistics Mission Police Department - 2022

Total Calls for Service: 13,730

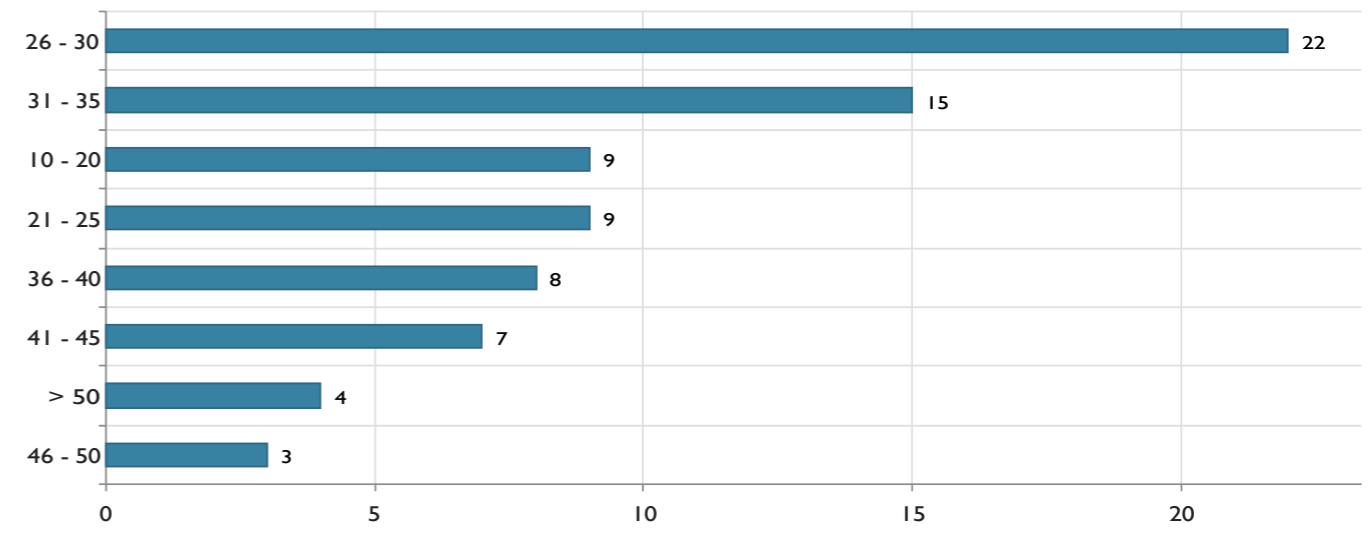
Total Use of Force Incidents: 77

Use of Force as a % of Calls for Service: 0.0005%

Suspect Gender

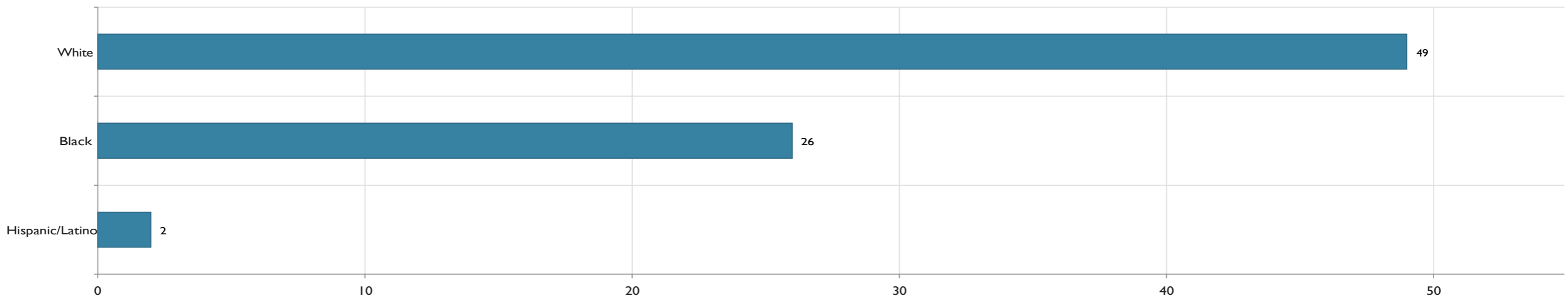


Suspect Age



Use of Force by Gender: Male 82% Female: 18%

Suspect Race



Use of Force by Race: White: 64% Black: 34% Hispanic/Latino: 2%

City of Mission	Item Number:	5.
DISCUSSION ITEM SUMMARY	Date:	March 1, 2023
Administration	From:	Laura Smith

Discussion items allow the committee the opportunity to freely discuss the issue at hand.

RE: Review of 2023 Master Calendar

DETAILS: Staff has developed a Master Calendar for 2023 which will be reviewed and discussed during the March 1, 2023 Finance & Administration Committee meeting.

CFAA CONSIDERATIONS/IMPACTS: NA

Related Statute/City Ordinance:	NA
Line Item Code/Description:	NA
Available Budget:	NA



City Council Calendar Items - 2023

February

- February 14 – Rep. Sharice Davids Open House – 3:00 p.m. – 5:00 p.m. – 9200 Indian Creek Pkwy, Building 9, Suite 562, Overland Park, KS
- February 15 – Countryside/Mission Consolidation Anniversary Reception – 6:15 p.m. – City Hall
- February 15 – City Council Meeting – 7:00 p.m. – City Hall
- February 20 – Parks, Recreation and Tree Commission – 6:00 p.m. - PCC
- February 21 – Ward IV Meeting – 7:00 p.m. - PCC

March

- March 1 - CDC and F&A Committee Meetings – 6:30 p.m. - City Hall
- March 3 – Rushton Elementary School Groundbreaking – 1:30 p.m. – 6001 W. 52nd Street
- March 6 - Sustainability Commission – 6:30 p.m. – City Hall
- March 8 – Mission Magazine Editorial Board Meeting – 12:00 p.m. - PCC
- **March 15 – City Council Work Session – Council Budget Priorities - 6:00 p.m. – City Hall**
- March 15 – City Council Meeting – 7:00 p.m. – City Hall
- March 20 - Parks, Recreation and Tree Commission – 6:00 p.m. - PCC
- March 26-28 - NLC Congressional City Conference – Washington, D.C.
- March 27 – Planning Commission – 7:00 p.m. - City Hall
- **March 29 – City Council Work Session – PCC Feasibility Study – 6:00 p.m. - City Hall**

April

- April 3 - Sustainability Commission – 6:30 p.m. – City Hall
- April 4 – State of the County Luncheon – 11:30 a.m. - OP Convention Center
- April 8 – Bunny Eggstravaganza – 10:00 a.m. - Broadmoor Park
- April 10 – Joint City Council/Planning Commission Work Session (Comp Plan) - 6:00 p.m. - PCC

- April 12 – Mission Magazine Editorial Board Meeting – 12:00 p.m. - PCC
- April 12 - CDC and F&A Committee Meetings – 6:30 p.m. - City Hall – **NEW DATE**
- April 17 - Parks, Recreation and Tree Commission – 6:00 p.m. - PCC
- April 19 – City Council Work Session – Stormwater Ranking Criteria – 6:00 p.m. - City Hall
- April 19 – City Council Meeting – 7:00 p.m. – City Hall (Elect Council President/Vice-President)
- April 20 – Ward III Meeting – 7:00 p.m. - PCC
- April 22 – Citywide Clean Up – 9:00 a.m. – 11:00 a.m. – Beverly Park
- April 24 – Planning Commission – 7:00 p.m. - City Hall
- April 29 – Harvesters Mobile Distribution Event – 7:30 a.m. – SMN High School

May

- May 1 - Sustainability Commission – 6:30 p.m. – City Hall
- May 2 – Joint City Council/Planning Commission Work Session (Comp Plan) - 6:00 p.m. - PCC
- May 3 - CDC and F&A Committee Meetings – 6:30 p.m. - City Hall
- May 4 – 6 – Citywide Garage Sale – Various Locations
- May 10 – Mission Magazine Editorial Board Meeting – 12:00 p.m. - PCC
- May 15 - Parks, Recreation and Tree Commission – 6:00 p.m. - PCC
- May 17 – City Council Meeting – 7:00 p.m. – City Hall (Elect Committee Chairs/Vice-Chairs)
- May 20 – Kids to Parks – 10:00 a.m. - Streamway Park
- May 22 – Planning Commission – 7:00 p.m. - City Hall
- May 24 – City Council Work Session – 2024 General Fund Revenues/Expenses/Supplemental Requests - 6:00 p.m. - City Hall
- May 25 – Ward I Meeting – 6:00 p.m. - Rock Creek Brewing Company
- May 29 – Memorial Day – City Hall Closed

June

- June 5 - Sustainability Commission – 6:30 p.m. – City Hall
- June 7 - CDC and F&A Committee Meetings – 6:30 p.m. - City Hall
- June 12 – NEJC Chamber Golf Tournament
- June 12 - Parks, Recreation and Tree Commission – 6:00 p.m. - PCC

- June 14 - Mission Magazine Editorial Board Meeting – 12:00 p.m. - PCC
- June 16 – Movie in the Park – 8:00 p.m. - Water Works Park
- June 19 – Juneteenth Holiday – City Hall Closed
- **June 21 – City Council Work Session – 2024-2028 CIP - 6:00 p.m. – City Hall**
- June 21 – City Council Meeting – 7:00 p.m. – City Hall
- June 23 - Backyard Campout – 5:00 p.m. - Andersen Park
- June 23 – Moonlight Swim – 8:00 p.m. - MFAC
- June 29 – Family Adoption Committee Meeting – 9:00 a.m. - PCC

July

- July 3 - Sustainability Commission – 6:30 p.m. – City Hall
- July 5 - CDC and F&A Committee Meetings – 6:30 p.m. - City Hall
- July 8 – Mission Summer Family Picnic – 5:00 p.m. - Broadmoor Park
- July 12 - Mission Magazine Editorial Board Meeting – 12:00 p.m. - PCC
- July 17 - Parks, Recreation and Tree Commission – 6:00 p.m. - PCC
- **July 19 – City Council Work Session – Community Dialogue on 2024 Budget and CIP - 6:00 p.m. – City Hall**
- July 19 - City Council Meeting – 7:00 p.m. – City Hall (Adoption of Comprehensive Plan, Resolution to Exceed Revenue Neutral Rate)
- July 20 – Ward III Meeting – 7:00 p.m. - PCC
- July 27 - Family Adoption Committee Meeting – 9:00 a.m. - PCC
- July 21 – Yoga on the Deck/Wine Tasting – 8:00 p.m. - MFAC
- June 26 – Planning Commission – 7:00 p.m. - City Hall
- July 29– Under the Sea – 5:00 p.m. - MFAC
- July 29 – Harvesters Mobile Distribution Event – 7:30 a.m. - SMN High School

August

- August 2 - CDC and F&A Committee Meetings – 6:30 p.m. - City Hall
- August 7 - Sustainability Commission – 6:30 p.m. – City Hall
- August 9 - Mission Magazine Editorial Board Meeting – 12:00 p.m. - PCC
- August 11 – Movie in the Park – 8:00 p.m. - Mohawk Park

- August 15 - City Council Meeting – 7:00 p.m. – City Hall
- August 21 - Parks, Recreation and Tree Commission – 6:00 p.m. - PCC
- August 21 – September 2 – PCC Annual Maintenance Closure
- August 23 – City Council Work Session (Topic TBD) - 6:00 p.m. - City Hall
- August 28 – Planning Commission – 7:00 p.m. - City Hall
- August 31 - Family Adoption Committee Meeting – 9:00 a.m. - PCC

September

- September 2 – Concert in the Park – Time TBD - Broadmoor Park
- September 4 – Labor Day – City Hall Closed
- September 5 – Pool Party for Pooches – 5:30 p.m. - MFAC
- September 5 - Sustainability Commission – 6:30 p.m. – City Hall
- September 6 - CDC and F&A Committee Meetings – 6:30 p.m. - City Hall
- September 6 – Special City Council Meeting – Public Hearing on 2024 Budget/Budget Adoption
- September 13 - Mission Magazine Editorial Board Meeting – 12:00 p.m. - PCC
- September 18 - Parks, Recreation and Tree Commission – 6:00 p.m. - PCC
- September 20 - City Council Meeting – 7:00 p.m. – City Hall
- September 23 - “Go Green” Environmental Fair – 9:00 a.m. - noon – PCC
- September 26 – Planning Commission – 7:00 p.m. - City Hall
- September 28 - Family Adoption Committee Meeting – 9:00 a.m. - PCC
- September 30 – Harvesters Mobile Distribution Event – SMN High School – 7:30 a.m.

October

- October 2 - Sustainability Commission – 6:30 p.m. – City Hall
- October 4 - CDC and F&A Committee Meetings – 6:30 p.m. - City Hall
- October 7-8 – LKM Annual Conference - Wichita
- October 11 - Mission Magazine Editorial Board Meeting – 12:00 p.m. - PCC
- October 16 - Parks, Recreation and Tree Commission – 6:00 p.m. - PCC
- October 18 - City Council Meeting – 7:00 p.m. – City Hall
- October 19 – Ward III Meeting – 7:00 p.m. - PCC

- October 20 – Spooky Walk – 6:00 p.m. - Streamway Park (Shuttles from Broadmoor)
- October 23 – Planning Commission – 7:00 p.m. - City Hall
- October 26 – Family Adoption Committee Meeting – 9:00 a.m. - PCC

November

- November 1 - CDC and F&A Committee Meetings – 6:30 p.m. - City Hall
- November 6 - Sustainability Commission – 6:30 p.m. – City Hall
- November 7 – Election Day – City Council Elections
- November 8 - Mission Magazine Editorial Board Meeting – 12:00 p.m. - PCC
- November 9 - Family Adoption Committee Meeting – 9:00 a.m. - PCC
- November 10 – Veteran's Day (Observed) – City Hall Closed
- November 15 - City Council Meeting – 7:00 p.m. – City Hall
- November 16 -18 – NLC City Summit, Atlanta, GA
- November 16 – Thanks for Seniors – 11:00 a.m. - PCC
- November 18 – NEJC Chamber Gala – 5:00 p.m. - Overland Park Marriott
- November 20 – Family Adoption Distribution – 7:00 a.m. - 4:00 p.m. - PCC
- November 23-24 – Thanksgiving – City Hall Closed
- November 27 – Planning Commission – 7:00 p.m. - City Hall

December

- December 1 – Holiday Lights and Festive Sights – 6:00 p.m. - Mission Market Site
- December 4 - Sustainability Commission – 6:30 p.m. – City Hall
- December 7 – Pearl Harbor Remembrance – 11:30 a.m. - PCC
- December 13 - Mission Magazine Editorial Board Meeting – 12:00 p.m. - PCC
- December 13 - CDC and F&A Committee Meetings – 6:30 p.m. - City Hall
- December 7 - Family Adoption Committee Meeting – 9:00 a.m. - PCC
- December 21 - Family Adoption Distribution – 7:00 a.m. - 4:00 p.m. - PCC
- December 25-26 – Christmas – City Hall Closed