



REVISED

REGULAR MEETING AGENDA

Wednesday, January 17, 2024 at 7:00 p.m.

**MISSION CITY HALL
6090 Woodson Street**

Meeting In Person and Virtually via Zoom

This meeting will be held in person at the time and date shown above. 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>.

If you require any accommodations (i.e. qualified interpreter, large print, reader, hearing assistance) in order to attend this meeting, please notify the Administrative Office at 913-676-8350 no later than 24 hours prior to the beginning of the meeting.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

ROLL CALL

1. PUBLIC HEARINGS
2. SPECIAL PRESENTATIONS
 - 2a. **Outgoing Remarks for Deputy City Administrator Emily Randel**
 - 2b. Evergy
3. ISSUANCE OF NOTES AND BONDS
4. CONSENT AGENDA

*NOTE: Information on consent agenda items has been provided to the Governing Body. These items are determined to be routine enough to be acted on in a single motion; however, this does not preclude discussion. **If a councilmember or member of the public requests, an item may be removed from the consent agenda for further consideration and separate motion.***

CONSENT AGENDA - GENERAL

- 4a. [Minutes of the December 20, 2023 City Council Meeting](#)

CONSENT AGENDA - Finance & Administration Committee

[Finance & Administration Committee Meeting Packet January 10, 2024](#)

[Finance & Administration Committee Meeting Minutes January 10, 2024](#)

CONSENT AGENDA - Community Development Committee

[Community Development Committee Meeting Packet January 10, 2024](#)

[Community Development Committee Meeting Minutes January 10, 2024](#)

- 4b. Black & McDonald Contract
- 4c. Public Works Consulting Contract – Katigon Consult, LLC
- 4d. MFAC Splashpad Refresh
- 4e. MFAC Picnic Table Replacement
- 4f. Water Works Park Inspection Services

5. PUBLIC COMMENTS

6. ACTION ITEMS
Planning Commission

Miscellaneous

7. COMMITTEE REPORTS

Finance & Administration, Mary Ryherd

[Finance & Administration Committee Meeting Packet January 10, 2024](#)

[Finance & Administration Committee Meeting Minutes January 10, 2024](#)

- 7a. Governing Body Compensation (page 5)

Community Development, Lea Loudon

[Community Development Committee Meeting Packet January 10, 2024](#)

[Community Development Committee Meeting Minutes January 10, 2024](#)

8. UNFINISHED BUSINESS

9. NEW BUSINESS

- 9a. Resolution Updating Bank Signatories (Security Bank) (page 10)

10. COMMENTS FROM THE CITY COUNCIL

11. COUNCIL COMMITTEE LIAISON REPORTS

- Sustainability Commission (Kring/Thomas)
- Parks, Recreation + Tree Commission (Loudon/Ryherd)
- Mission Magazine Editorial Board (Boultinghouse)
- Family Adoption Committee (Chociej)

12. MAYOR'S REPORT

Appointments

Council Commission/Committee Liaisons

Sustainability Commission

- Trent Boultinghouse
- Lea Loudon

Parks, Recreation + Tree Commission

- Debbie Kring
- Brian Schmid

Mission Magazine Editorial Board

- Mary Ryherd
- Ben Chociej

Family Adoption Committee

- Cheryl Carpenter-Davis

Planning Commission

- Kevin Schmidt (Ward III) - Term Expiring 12/31/2025

City Officials

- Keith Drill, Municipal Court Judge
- Jeffrey Austin, Municipal Court Judge Pro-tem
- David Bell, Municipal Court Judge Pro-tem
- Peter Simonsen, Municipal Court Judge Pro-tem

Bond Counsel, Financial Advisor, and Land Use Attorney

- Gilmore & Bell, Bond Counsel (appointment expires January 15, 2025)
- Ehlers, Inc., Financial Advisor (appointment expires January 17, 2025)
- Stinson, LLP, Anna Krustlic, Land Use Attorney

13. CITY ADMINISTRATOR'S REPORT

13a. Business Updates

13b. Appointment of Deputy City Administrator for Finance & Administrative Services - Justin Carroll

14. EXECUTIVE SESSION

ADJOURNMENT

City of Mission	Item Number:	7a
ACTION ITEM SUMMARY	Date:	January 17, 2024
ADMINISTRATION	From:	Laura Smith

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

RE: Governing Body Compensation

RECOMMENDATION: Review and recommend proposed changes to annual compensation for Mission’s Governing Body.

DETAILS: Section 115.60 of the Mission Municipal Code establishes compensation for the Governing Body. From 2002 through 2022 it provided for an annual salary of \$12,000 for the Mayor and \$4,200 for Councilmembers. The code also outlines that Council compensation will be reviewed annually at the first regularly scheduled meeting in January.

The compensation structure for elected officials varies widely from city to city throughout Johnson County. In addition, in some cities the Mayor and Council are provided an opportunity to waive or reduce the established salaries. In some cases, this requires a majority vote of the Council, in others each member of the Governing Body may make that decision on their own. In Mission, any Council member may elect in writing not to receive or take a reduction in the annual salary.

Recent Council discussion focused establishing salaries which would encourage diversity in those choosing to file for elected office in order reduce potential barriers to entry because of financial, childcare, or other related issues. The Council ultimately elected to revise the current code to provide for increases in the salaries of the Governing Body annually commensurate with the percentage increase given to employees in the “Meets Expectations” category. The merit matrix used for employees is reviewed and developed carefully each year based on Mission’s specific goals and current financial situation.

In January 2023, this resulted in a 6% increase to Governing Body salaries, bringing Council salaries to \$4,452 annually and the Mayor’s salary to \$12,720 annually. The table below outlines the percentage increase granted for “Meets Expectations” over the last several years.

Year	Average Employee Increase
2023	4.5%
2022	6.0%
2021	4.0%
2020	3.5%

Related Statute/City Ordinance:	Section 115.60 Mission Municipal Code
Line Item Code/Description:	01-09-101-03
Available Budget:	\$59,875

City of Mission	Item Number:	7a
ACTION ITEM SUMMARY	Date:	January 17, 2024
ADMINISTRATION	From:	Laura Smith

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

2019	4.0%
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Following the recommendations outlined in the current code, this would adjust salaries for the Governing Body as indicated below:

	Current Annual Salary	Proposed Annual Salary
Mayor	\$12,720	\$13,292
Councilmember	\$4,452	\$4,652

If this is acceptable to the Governing Body, no code revision is necessary and action would be taken at the January 17, 2024 City Council Legislative meeting.

CFAA CONSIDERATIONS/IMPACTS: Reviewing and evaluating compensation for all City employees and officials allows for appropriate consideration of barriers which might reduce the opportunity for persons of all ages, abilities and socioeconomic status to successfully participate in the effective delivery of local government services.

Related Statute/City Ordinance:	Section 115.60 Mission Municipal Code
Line Item Code/Description:	01-09-101-03
Available Budget:	\$59,875

CITY OF MISSION, KANSAS
ORDINANCE NO. 1579

AN ORDINANCE AMENDING SECTION 115.60 OF THE CITY OF MISSION MUNICIPAL CODE RELATING TO ANNUAL COMPENSATION FOR THE GOVERNING BODY.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF MISSION, KANSAS:

SECTION 1. Section 115.60 is hereby amended as follows:

- A. The compensation of the Governing Body shall be as follows:
1. The annual salary for the Mayor shall be set forth in the City's compensation plan. The salary shall be paid in monthly installments until the Mayor's term of office shall cease, or he/she/they are removed from office, or for any reason leave the office.
 2. The annual salary for the office of Council member shall be set forth in the City's compensation plan. The salary shall be paid in monthly installments until the Councilmember's term of office shall cease, or he/she/they are removed from office, or for any reason leave the office.
 3. The Governing Body will review annually the compensation of the Mayor and Council members at the first (1st) regularly scheduled meeting in January. The salaries of the Mayor and Council members shall be adjusted annually in accordance with the merit increase aligned with the "Meets Expectations" category for all other City Employees from the most recent performance evaluation period unless otherwise modified by action of the Governing Body.
 4. The annual salary and any corresponding adjustment to the salary for the office of Mayor or Councilmember may be waived or reduced at any time upon written request of an individual elected official and such waiver or reduction may be revoked at any time in writing.

SECTION 2. Take Effect. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the official City newspaper, all as provided by law.

PASSED BY THE CITY COUNCIL this 18th day of January 2023.

APPROVED BY THE MAYOR this 18th day of January 2023.



Attest:


Robyn L. Fulks, City Clerk


Solana Flora, Mayor



City of Mission	Item Number:	9a.
ACTION ITEM SUMMARY	Date:	January 17, 2024
ADMINISTRATION	From:	Emily Randel

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

RE: Resolution Authorizing Changes to Bank Signatories for a City of Mission Checking Account

RECOMMENDATION: Approve the Resolution Authorizing Certain Signatories for a City of Mission Checking Account.

DETAILS: The City of Mission conducts its banking activity with Security Bank of Kansas City. The City has multiple checking accounts with Security Bank for various functions. Each account has signatories or individuals that are authorized to sign a warranty check on behalf of the City for funds to be withdrawn from that particular checking account.

With the recent changes in personnel and the departure of the Deputy City Administrator, there is a need to update the signatories on Mission's various accounts. The attached resolution, required by the bank, expresses the City's desire to formally authorize changes to the signatories on checking accounts with Security Bank of Kansas City.

Once approved, documents provided by the bank will be completed with the actual signature of those individuals listed in the resolution. This will allow the bank to identify the signature as correct. In addition, documents will be updated reflecting those employees who have access to on-line banking for the purpose of checking balances, transferring funds and setting up electronic fund transfers.

CFAA CONSIDERATIONS/IMPACTS: N/A

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

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

**A RESOLUTION AUTHORIZING SIGNATORIES FOR CERTAIN BANK CHECKING
ACCOUNTS OF THE CITY OF MISSION, KANSAS**

WHEREAS, The City of Mission utilizes Security Bank of Kansas City for its banking services; and

WHEREAS, the City has various checking accounts from which funds are disbursed by means of a written order to the bank to pay a stated sum from the City's account (e.g. a bank draft or warranty check); and

WHEREAS, from time to time the City needs to authorize the addition or deletion of signatories on these checking accounts,

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY
OF MISSION, KANSAS**

Section 1. The following addition and deletion of signatories to the City of Mission's Checking Accounts with Security Bank of Kansas City will be made:

Checking Account: x1836 (Conduit Employee 125)

None

Checking Account: x6694 (Farmer's Market)

Carrie Crawford Dickerson - Remains
Kate Deacon – Remains
Emily Randel - Delete
Brian Scott – Delete

Checking Account: x6933 (Main Checking)

Solana Flora – Remains
Emily Randel - Delete
Brian Scott – Delete
Laura Smith - Add

Checking Account: x6950 (Bond Account)

Amberly Bard – Remains
Connor Nuessen - Remains

Section 2. The City Administrator for Administrative and Finance Services will be authorized to submit this approved resolution to Security Bank and to secure all forms and documents necessary to execute the intent of this resolution.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MISSION on this 17th day of January 2024.

APPROVED BY THE MAYOR on this 17th day of January 2024.

Solana Flora, Mayor

ATTEST:

Robyn L. Fulks, City Clerk