



CITY OF MISSION, KANSAS
FINANCE & ADMINISTRATION COMMITTEE

WEDNESDAY, April 12, 2023 at 7:30 p.m.
(or immediately following 6:30 p.m. Community Development Committee)

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. 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 March 1, 2023 Finance & Administration Committee Minutes - Robyn Fulks ([page 4](#))

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

2. CMB Application Tacos on Lamar LLC dba Tacos El Gallo – Robyn Fulks ([page 12](#))

State statutes and Mission's Code require all businesses wanting to sell Cereal Malt Beverages or Enhanced Cereal Malt Beverages (CMB) to complete an application that includes information on the business and the business owner and/or manager. Additionally, a criminal history background check is completed on the business owner/manager by our Police Department. All original applications and renewals for the sale of CMB must be approved by the City Council. Tacos on Lamar, LLC dba Tacos El Gallo has submitted their application to sell CMB on premises, along with the required license fee. The required background check has been completed without issue and is now ready for City Council consideration.

3. Resolution for 2023 City-Sponsored Festival Events – Penn Almoney ([page 13](#))

The City is required to pass a resolution designating specific City-sponsored Festival Events where alcohol may be consumed if they are held outside of the designated

common consumption area. The resolution includes the Mission Summer Family picnic on July 8, Yoga on the Deck on July 21 and the Concert in the Park on September 1.

4. Declaration of Surplus Equipment – Emily Randel ([page 15](#))

City Council Policy No. 111 defines the process and procedure for the sale and disposal of real and personal property by the City of Mission, which is also outlined in K.S.A. 12-101. The City Council will be asked to consider a resolution identifying surplus items that include Items to be declared as surplus include a 2008 Chevrolet pick-up truck, a 2017 Ford Explorer, and miscellaneous audio and computer equipment.

5. Predevelopment Agreement Mission & Beverly, LLC (Milhaus Development) – Laura Smith ([page 19](#))

Milhaus Development has approached the City with plans to assemble and redevelop several parcels east and south of the Powell Community Center for a 228-unit market-rate, multi-family housing project currently known as the . They intend to submit an application for the use of tax abatement. The predevelopment agreement is the first step in consideration of the developer's request for the use of incentives, allowing the City to cover its costs in evaluating the request and negotiating a redevelopment agreement. Approval of the predevelopment agreement does not obligate the City to approve the request for use of specific incentives for the project.

6. Resolution Adopting Antisemitism Definition – Laura Smith ([page 27](#))

During the March 15 City Council meeting, representatives from the Jewish Community Relations Bureau/American Jewish Committee (JCRB/AJC) presented information on the increasing incidents of antisemitism across the country. They are working with cities throughout the region to educate and seek adoption of the International Holocaust Remembrance Alliance's working definition of antisemitism. A Resolution has been included in the packet for Council review and action.

7. Personnel Policy Guidelines – Emily Randel ([page 38](#))

The City conducts an annual review and update of its Personnel Policy and Guidelines to insure compliance with current practices and state and federal laws and organizational values and objectives. This item details and outlines the proposed changes to become effective May 1, 2023.

8. Purchase and Installation of Automated License Plate Readers – Dan Madden ([page 174](#))

To assist with crime prevention, crime detection and other public safety concerns the Police Department is recommending a contract with Electronic Technology, Inc for the purchase and installation of automated license plate readers (ALPRS) at key locations throughout the City. Funds for the ALPRS were secured through an appropriations grant secured through the Department of Justice.

9. Classification and Compensation Recommendations – Mission Police Department – Laura Smith/Dan Madden ([page 186](#))

At various points over the last several years, the challenges faced by the Police Department in recruiting and retaining qualified, competent sworn law enforcement officers has been communicated to Council. While admittedly a challenge nationwide, the difficulties for smaller departments like Mission continue to increase as agencies (both public and private) in the metropolitan area are leap-frogging over one another to increase compensation in an effort to both attract and retain officers. Staff will discuss the current environment and make recommendations to address the challenges in a way that is both meaningful and sustainable.

DISCUSSION ITEMS

10. Election of Council President and Vice President - Laura Smith - no attachments

In accordance with Mission's Municipal Code Section 115.050, in April of odd-numbered years, elections for a Council President and Vice President will be held. The President and Vice President will serve two year terms.

11. Consideration of Regulations for Tobacco and Electronic Cigarette Retailers – Laura Smith ([page 188](#))

Since October 2022, the Council has been discussing issues related to Mission's zoning code regulations for retailers selling tobacco or electronic cigarettes. In March, Staff recommended and Council approved a temporary (150 day) moratorium on the issuance of new business licenses for tobacco retail establishments. This provides time for the Council to appropriately continue to study and discuss the issue, and ensures time for any contemplated changes to the zoning regulations to be heard and considered.

OTHER

12. Department Updates – Laura Smith

Trent Boultinghouse, Chairperson
Debbie Kring, Vice-Chairperson
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