



CITY OF MISSION, KANSAS
FINANCE & ADMINISTRATION COMMITTEE

WEDNESDAY JULY 5, 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. 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 June 7, 2023 Finance & Administration Committee Minutes - Robyn Fulks ([page 4](#))

Draft minutes of the June 7, 2023 Finance and Administration Committee meeting are included for review and acceptance.

2. Milhaven HOA Picnic – Mohawk Park – Robyn Fulks ([page 9](#))

The Milhaven Homeowners Association has submitted a Special Event Permit to host a picnic at Mohawk Park on September 23, 2023 from 4:00–10:00 p.m. There will be games and a live band and residents can bring their own food and drink. In order for residents to bring their own alcohol to consume on public property (Mohawk Park), the Council must waive the prohibition included in Section 600.040 (b) of the Municipal Code.

3. Resolution Updating Bank Signatories (Security Bank) - Emily Randel ([page 10](#))

Following the hire of the Budget and Finance Manager, and the formal transfer of the oversight of finance to the Deputy City Administrator for Administrative and Finance Services, the City needs to authorize new signatories for the City's various checking accounts with Security Bank of Kansas City. This is done by a Resolution

that is sent to the bank as formal notice.

4. Resolution Updating Authorized Users in the Kansas Municipal Investment Pool (KMIP) - Emily Randel ([page 13](#))

Following the hire of the Budget and Finance Manager, and the formal transfer of oversight of finance to the Deputy City Administrator for Administrative and Finance Services, the City needs to authorize update authorized users in the Kansas Municipal Investment Pool (KMIP). This is done by a Resolution that is sent to the MIP as formal notice.

5. Crossing Guard Contract – Dan Madden ([page 16](#))

Since 2016, Mission has contracted with All City Management Services, Inc. to provide crossing guard services for Highlands Elementary and Rushton Elementary schools. The 2023-2024 contract renewal reflects a significant increase in the hourly rate, but because Mission will only need to staff one location for the 2023-2024 school year the price increase can be managed within the 2023 budget while Staff continues to explore options for the future. Billing from ACMS reflects only hours worked by their staff. When Mission personnel are required to cover the shifts, the City is not billed. Staff recommends entering into a new agreement with All City Management Services, Inc. for the 2023-2024 school year for a total estimated annual cost of \$15,300.00.

6. Tax Abatement Policy – Laura Smith ([page 24](#))

Mission's current tax abatement policy (Council Policy 116) was approved in May 2007. but has not been used since its adoption. Until 2022, the City had not received any requests for the consideration of a property tax abatement. Considering ongoing discussions with two developers (58/Nall and Milhaus) who have requested consideration of both sales and property tax abatements in connection with their proposed multi-family projects staff initiated a review of the existing Council policy to align it more closely with current Council goals and objectives related to redevelopment and the use of incentive tools. The updated policy seeks to clearly define the purpose, scope and policy of the Governing Body when considering any request for property tax abatement. Like other economic development incentives, the decision to approve the tax abatement tool is completely discretionary, and no decision to grant or deny property tax abatement and/or tax incentives shall serve as a precedent for any future decisions.

7. Resolution of Intent to Levy a Property Tax Exceeding the Revenue Neutral Rate for the 2023 Budget – City of Mission – Laura Smith ([page 47](#))

8. Resolution of Intent to Levy a Property Tax Exceeding the Revenue Neutral Rate for the 2023 Budget – Rock Creek Drainage District #1 – Laura Smith ([page 47](#))
9. Resolution of Intent to Levy a Property Tax Exceeding the Revenue Neutral Rate for the 2023 Budget – Rock Creek Drainage District #2 – Laura Smith ([page 47](#))

In accordance with State statutes, if the Governing Body would like to retain a mill levy which is equal to or greater than the current tax year, notice must be provided to the Clerk no later than July 20, 2023. Three Resolutions of Intent to exceed the 2024 revenue neutral rate have been included for Council consideration on the July 19, 2023 City Council Agenda. No special meeting is required this year to meet the statutory deadline for notice.

DISCUSSION ITEMS

10. 2023 Revised and 2024 Recommended General Fund and all Other Funds – Laura Smith ([page 51](#))

Budget materials will be uploaded to the packet prior to the Committee meeting.

OTHER

11. Department Updates – Laura Smith

Mary Ryherd, Chairperson
Hillary Parker Thomas, Vice-Chairperson
Mission City Hall, 6090 Woodson St
913.676.8350