



CITY OF MISSION, KANSAS
FINANCE & ADMINISTRATION COMMITTEE

WEDNESDAY, MAY 1, 2024 at 6:30 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>. Please contact the Administrative Offices, 913.676.8350, with any questions or concerns.

PUBLIC COMMENTS

PUBLIC PRESENTATIONS / INFORMATIONAL ONLY

- Installation of Ward I Councilmember Josepha Haden Chomphosy

PLANNING COMMISSION ACTION ITEMS

ACTION ITEMS

1. Acceptance of the April 3, 2024 Finance & Administration Committee Minutes - Robyn Fulks ([page 3](#))

Draft minutes of the April 3, 2024 Finance and Administration Committee meeting are included for review and acceptance.

2. Resolution Transferring Benefits of Performance Agreement (58/Nall Multi-family Redevelopment Project) - Laura Smith ([page 7](#))

Staff was recently advised of negotiations between MOJO Built, LLC and At Home Apartments of KC, LLC related to a potential sale and transfer of the approved tax abatement benefits for the 58/Nall multi-family redevelopment project. Under the terms of the Performance Agreement the transfer or assignment of any benefits requires the approval of the City Council. At Home is currently well-established in Mission and has carefully reviewed the terms of the Performance Agreement and stands ready to meet any and all conditions included in the Agreement. Staff recommends approval of the

transfer/assignment of the Performance Agreement to At Home Apartments of KC, LLC.

DISCUSSION ITEMS

3. Election of Committee Chairs and Vice Chairs – Laura Smith ([page 19](#))

In accordance with Section 130.010 (B) of the City’s Municipal Code, on or before the first June Council meeting, the City Council shall vote to elect the chairperson and vice chairperson of the Finance and Administration Committee and the Community Development Committee. Committee Chairs are appointed for one year. This item will be considered under “New Business” on the May 15, 2024 City Council agenda.

4. 2025 – 2029 Capital Improvement Program Budget – Laura Smith

Staff will present the first look at the 2025 – 2029 Capital Improvement Program focused on three program areas including stormwater, streets and parks and recreation.

OTHER

5. Department Updates – Laura Smith

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

City of Mission	Item Number:	1.
ACTION ITEM SUMMARY	Date:	May 1, 2024
Administration	From:	Robyn Fulks

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

RE: April 3, 2024 Finance & Administration Committee Minutes.

RECOMMENDATION: Review and accept the April 3, 2024 minutes of the Finance & Administration Committee.

DETAILS: Minutes of the April 3, 2024 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

April 3, 2024

The Mission Finance & Administration Committee met at Mission City Hall and virtually via ZOOM on Wednesday, March 6, 2024. The following Committee members were present: Sollie Flora, Trent Boultinghouse, Cheryl Carpenter-Davis, Debbie Kring, Brian Schmid and Mary Ryherd. Councilmember Chociej appeared via Zoom. Councilmember Thomas was absent. Councilmember Ryherd called the meeting to order at 7:44 p.m.

The following staff were present: City Administrator Laura Smith, City Clerk Robyn Fulks, Deputy City Administrator Justin Carroll, Deputy City Administrator Brian Scott, Public Works Director Stephanie Boyce, Public Works Superintendent Brent Morton, Chief Dan Madden, and Parks and Recreation Director Penn Almoney.

Public Comments

Councilmember Ryherd 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 March 6, 2024 Finance & Administration Committee Minutes

Minutes of the March 6, 2024 Finance & Administration Committee were provided to the Committee for review.

Councilmember Kring asked that page 2 be corrected to reflect "she believes the City should require pervious" rather than impervious.

Councilmember Boultinghouse 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.

CMB Application Avellutos LLC

Ms. Fulks' second item of the evening was for approval of a CMB license for Avellutos LLC. She explained that 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. All original applications and renewals for the sale of CMB must be approved by the City Council. Avellutos 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.

Councilmember Schmid 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

There were no discussion items.

Department Updates

Ms. Smith had no additional department updates.

OTHER

Meeting Close

There being no further business to come before the Committee, the meeting of the Community Development Committee adjourned at 7:48 p.m.

Respectfully submitted,



Robyn L. Fulks, City Clerk

City of Mission	Item Number:	2.
ACTION ITEM SUMMARY	Date:	May 1, 2024
Administration	From:	Laura Smith

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

RE: Resolution Approving the Assignment of the Performance Agreement for the 58/Nall Project

RECOMMENDATION: Adopt the Resolution approving the assignment of the benefits provided through Mission Resolution No. 1168 from MOJO Built, LLC to At Home Apartments of KC, LLC and authorizing execution of an assignment of assumption of the performance agreement.

DETAILS: The Governing Body previously adopted Resolution No. 1168 on October 18, 2023 determining the City’s intent to issue industrial revenue bonds (IRBs) in an aggregate amount not to exceed \$20 million to finance the costs of acquiring, constructing and equipping a three story, 77-unit multifamily housing project located at 5808 Nall Avenue. The IRBs provided a 70% property tax abatement for the project for a period of ten years. The Resolution of Intent also approved a Performance Agreement with MOJO Built, LLC the developer of the project which set forth specific terms related to the property tax abatement including the designation of 10% of the units as “attainable housing” (60% of AMI) and achieving a minimum of one Globe under the U.S. Green Buildings Green Globes rating system.

The City was recently contacted by an attorney representing At Home Apartments of KC, LLC who has been in negotiations with MOJO Built, LLC to purchase, complete and own the project. At Home Apartments has been in the business of developing and operating multifamily real estate projects for more than 20 years. Although based in Columbia, Missouri, At Home as enjoyed a presence in Mission for 20+ years with its Kansas home office located at 5945 Woodson Road.

At Home currently owns/manages six (6) properties in Mission with approximately 286 units between the properties:

- Mission Hill (5954 Woodson)
- Mission Point (5708 Outlook)
- Mission Ridge (5907 Reeds Rd)
- Mission Terrace (5720 Martway)
- Mission View (5980 Reeds Rd)

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

City of Mission	Item Number:	2.
ACTION ITEM SUMMARY	Date:	May 1, 2024
Administration	From:	Laura Smith

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

- The Gables-Hermitage of Mission (5932 Outlook)

At Home Apartments of KC, LLC has reviewed the specific terms and conditions of the performance agreement and is prepared to meet all obligations contained in the agreement. Article 4 of the Performance Agreement requires the City consent to the assignment of any benefits provided through the performance agreement.

Kevin Wempe of Gilmore and Bell has prepared the Resolution approving the assignment as well as the document formally assigning and assuming the terms of the agreement. It has undergone legal review by the seller and the prospective buyer and is now ready for consideration by the City Council.

Staff recommends approval of the transfer, including assignment of the benefits and conditions contained in the Performance Agreement to At Home Apartments, LLC. Pending a successful closing in the coming weeks, At Home is prepared to commence construction of the project by the July 1, 2024 milestone included in the agreement. Representatives from At Home will be present during the Committee meeting to introduce themselves and answer any questions the Council may have.

CFAA CONSIDERATIONS/IMPACTS: N/A

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

AT HOME APARTMENTS OF KC, LLC
5945 Woodson Road, Mission, Kansas 66202

April 19,2024

Laura Smith
City Administrator 6090 Woodson Rd.
Mission, KS 66202
VIA Email: lsmith@missionks.org

Re: 5808 Nall Avenue, Mission, Kansas (the "Project")

Dear Ms. Smith:

My name is Richard Miller and I am the principal of a company called At Home Apartments of KC, LLC ("At Home"). At Home is under contract to acquire the Project from a company called MoJo Built, LLC ("MoJo Built"), in a sale expected to close in early June of this year. Part of the terms of the contract with MoJo Built include At Home taking an assignment of a certain Performance Agreement between the City of Mission, Kansas (the "City"), and MoJo Built dated October 18,2024 (the "Performance Agreement").

This Performance Agreement includes tax abatement for the construction of a planned multifamily development approved by the City. At Home intends to build the project as already contemplated by MoJo Built and the City, and the purpose of this letter of introduction is to provide the City with background information on At Home, its history in Mission, Kansas, its long track record of success in developing and operating multifamily housing in the Kansas City area, and its sound financial condition making it capable of following through on each of the conditions contained in the Performance Agreement.

At Home's Background

At Home has been in the business of developing and operating multifamily real estate projects for more than 20 years, and has operated through related companies in Columbia, Missouri; and Kansas City (Missouri and Kansas). The company is managed by Richard Miller along with his sons Skip and Justin Miller. To date, At Home has developed, acquired, and managed approximately \$125 million in multifamily housing.

Specifically, with respect to Kansas City, at Home has built an amazing KC staff that enjoys long term leadership. Dayna Brehm has been our Regional Manager for 15 years, and Tom Deay has been our maintenance supervisor for 20 years. Scott Miller has been our local Asset Manager for 20 years, as well. The At Home team has won numerous awards through the Apartment Association of Kansas City (AAKC). We are the only property management company in the history of the AAKC to have two Presidents of the Association. Our track record demonstrates that we are committed to our industry, our people, and our communities.

Though At Home is based in Columbia, Missouri, it has enjoyed a presence in Mission for 20 years with its Kansas home office located at 5945 Woodson Road. In fact, At Home undertook and completed several projects in Mission so we already have a successful record of development in the City and familiarity with the City's approval processes necessary to undertake the Project.

Financial Condition

At Home enjoys a strong balance sheet and the Miller family holdings extend beyond real estate to include a variety of asset classes, but principally holdings in insurance. I am prepared to direct my accountant to offer a certification of assets to demonstrate our fiscal capacity, and can offer letters of support from a variety of lenders attesting to our consistent and unflinching ability to meet our financial obligations.

The Project

We have carefully reviewed the terms of the Performance Agreement and are prepared to assume each obligation to be assigned to us by MoJo Built in the event the City is amenable to

our assumption of the Project. In addition, we are proceeding apace to commence work on the Project by July 1, 2024, in accordance with the existing terms of the Performance Agreement so we do not anticipate requesting any modification of its terms provided the City agrees to a timely assignment of the Performance Agreement prior to our closing of the acquisition with MoJo Built.

We are working with an attorney experienced in low-income housing rent restrictions connected to government oriented subsidies so that we are confident in building the internal controls and marketing plan necessary to adhere to the Attainable Housing Certification requirements set forth in Section 3.5 of the Performance Agreement. We are also currently working with the existing architect for the Project to confirm that the current design and materials specifications will meet the Green Globe rating system requirements outlined in Section 3.6 of the Performance Agreement.

Finally, a representative from At Home will be present for the May City Council meeting where the assignment of the Performance Agreement will hopefully be on the agenda for City Council's decision to allow the City to ask questions in a formal setting on the record. In the meantime, we welcome the development of a dialogue to answer any questions you have and to address any concerns that might emerge from the proposed assignment or ownership of the Project.

Respectfully,

A handwritten signature in black ink, appearing to read "R. Miller", written in a cursive style.

Richard Miller

Cc. via email: Brian Scott, City of Mission
Bruce Kimmel, Ehlers, Inc.
Kevin Wempe, Gilmore & Bell
Thomas Jensen, Jensen Law Firm

RESOLUTION NO. _____

**RESOLUTION APPROVING THE ASSIGNMENT OF THE BENEFITS OF
RESOLUTION NO. 1168 FROM MOJO BUILT LLC TO AT HOME
APARTMENTS OF KC, LLC AND AUTHORIZING EXECUTION OF AN
ASSIGNMENT OF ASSUMPTION OF PERFORMANCE AGREEMENT**

WHEREAS, the City of Mission, Kansas (the “City”), desires to promote, stimulate and develop the general welfare and economic prosperity of the City and its inhabitants and thereby to further promote, stimulate and develop the general welfare and economic prosperity of the State of Kansas; and

WHEREAS, the City is authorized and empowered under the provisions of K.S.A. 12-1740 to 12-1749d, inclusive (the “Act”), to issue industrial revenue bonds to pay the cost of certain facilities (as defined in the Act) for the purposes set forth in the Act, and to lease such facilities to private persons, firms or corporations; and

WHEREAS, the Governing Body of the City previously adopted Resolution No. 1168 on October 18, 2023 (the “Resolution of Intent”) determining the intent of the City to issue its industrial revenue bonds in the aggregate amount of not to exceed \$20,000,000 (the “Bonds”) to finance the costs of acquiring, constructing and equipping an approximately 89,427 square foot, three story, 77-unit multifamily housing project to be located at 5808 Nall Avenue, Mission, Kansas (the “Project”) for the benefit of MOJO Built, LLC, a Kansas limited liability company (the “Assignor”); and

WHEREAS, the City and the Assignor entered into a Performance Agreement dated as of October 18, 2023 (the “Performance Agreement”) whereby the City and Assignor set forth certain terms relating to the property tax abatement for the Project; and

WHEREAS, the Assignor desires to assign its interest in the Resolution of Intent to At Home Apartments of KC, LLC, a Kansas limited liability company (the “Assignee”); and

WHEREAS, the City desires to consent to this assignment of the Resolution of Intent to the Assignee and authorize the execution of an Assignment and Assumption of Performance Agreement between the City, the Assignee, and the Assignor (the “Assignment Agreement”).

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF MISSION, KANSAS AS FOLLOWS:

Section 1. The Governing Body of the City hereby consents to the assignment by the Assignor of its interest in the Resolution of Intent to the Assignee. The City agrees that the Assignee will now be entitled to the benefits of the Resolution of Intent to the same extent and on the same terms as the Assignor as originally stated in the Resolution of Intent.

Section 2. The Mayor is authorized to execute and deliver the Assignment Agreement between the City, the Assignee, and the Assignor on behalf of and as the act and deed of the City, in substantially the same form as presented to the Governing Body on this date with such corrections or amendments thereto as the Mayor, upon recommendation of the City Attorney, may approve.

Section 3. This Resolution shall take effect and be in full force immediately after its adoption by the Governing Body of the City.

ADOPTED by the Governing Body this 15^h day of May, 2024.

APPROVED by the Mayor this 15th day of May, 2024.

[SEAL]

Solana Flora, Mayor

ATTEST:

Robyn L. Fulks, City Clerk

ASSIGNMENT AND ASSUMPTION OF PERFORMANCE AGREEMENT

THIS ASSIGNMENT AND ASSUMPTION OF PERFORMANCE AGREEMENT (this “**Assignment**”) is made and entered into as of this ____ day of _____, 2024 (the “**Effective Date**”), by and among **MOJO BUILT, LLC**, a Kansas limited liability company (the “**Assignor**”), **AT HOME APARTMENTS OF KC, LLC**, a Kansas limited liability company (the “**Assignee**”), and the **CITY OF MISSION, KANSAS**, a municipal corporation organized and existing under the laws of the State of Kansas (the “**City**”).

Recitals:

A. The City previously adopted Resolution No. 1168 on October 18, 2023 (the “**Resolution**”) expressing the City’s intent to issue up to \$20,000,000 of its industrial revenue bonds for the benefit of the Assignor and its construction of an approximately 89,427 square foot, three story, 77-unit multifamily housing project to be located at 5808 Nall Avenue, Mission, Kansas (the “**Project**”).

B. The City and the Assignor entered into a Performance Agreement dated as of October 18, 2023 (the “**Performance Agreement**”) whereby the City and Assignor set forth certain terms relating to the property tax abatement for the Project.

C. Prior to or concurrently herewith, Assignor has conveyed or is conveying to Assignee all of Assignor’s right, title and interest in and to the Project and the Project Site (as defined in the Performance Agreement and described in **Exhibit A** hereto).

D. Assignor desires to assign to Assignee all of Assignor’s right, title and interest in, to and under the Resolution and the Performance Agreement (collectively, the “**IRB Documents**”). Assignee desires to accept such assignment and assume and agree to keep, perform and observe all of the terms, covenants, agreements and conditions contained in the IRB Documents on Assignor’s part to be kept, performed and observed with respect to any fact, event or circumstance that first occurs from and after the Effective Date, subject to the terms, covenants and conditions contained herein and in the IRB Documents.

E. The City has authorized the execution of its consent to the assignment of the IRB Documents, as reflected below.

Agreement:

NOW, THEREFORE, the parties mutually agree as follows:

1. Representation. As of the Effective Date, Assignor and Assignee represent that Assignor has conveyed to Assignee its interest in the Project, including the buildings, structures, improvements, fixtures, machinery, and equipment situated on the Project Site and all additions, alterations, modifications, and improvements thereof.

2. Assignment. Assignor hereby assigns to Assignee all right, title and interest of Assignor in, to and under the IRB Documents, subject to the terms, covenants and conditions contained herein.

3. Assumption. Assignee hereby accepts such assignment and assumes and agrees to keep, perform and observe all of the terms, covenants, agreements and conditions contained in the IRB

Documents on Assignor's part to be kept, performed and observed with respect to any fact, event or circumstance that first occurs from and after the Effective Date, subject to the terms, covenants and conditions contained herein.

4. No Event of Default. The Assignor represents that there has been no Event of Default (as defined and/or described in the Performance Agreement) under the terms of the Performance Agreement, and no conditions currently exist that with the passage of time would result in an Event of Default.

5. Consent and Release. Pursuant to **Article IV** of the Performance Agreement, the City hereby consents to the assignment of the IRB Documents from the Assignor to the Assignee. The City hereby releases the Assignor from all liability under the IRB Documents occurring on and after the Effective Date.

6. Notice Address. The Assignee represents that the notice address of the Assignee for purposes of the IRB Documents is:

At Home Apartments of KC, LLC

Attn:

7. Successors and Assigns. This Assignment shall be binding upon, and shall inure to the benefit of, Assignor and Assignee and their respective successors and assigns; provided, the IRB Documents may only be further assigned in accordance with the terms of such IRB Documents.

8. Receipt of IRB Documents. Assignee hereby represents that it has received and reviewed the copy of the IRB Documents delivered to it by Assignor.

9. Governing Law. This Assignment shall be governed by, and construed in accordance with, the laws of the State of Kansas and each party agrees to jurisdiction and venue in said state and the federal and state courts located in such state.

10. Counterparts. This Assignment may be executed and delivered in any number of counterparts, or by the parties on separate counterpart signature pages, all of which shall constitute one and the same instrument.

[Remainder of page intentionally blank.]

IN WITNESS WHEREOF, the parties hereto have caused this Assignment to be executed as of the Effective Date.

ASSIGNOR:

MOJO BUILT, LLC
a Kansas limited liability company,

By: _____

Name: _____

Title: _____

ASSIGNEE:

AT HOME APARTMENTS OF KC, LLC,
a Kansas limited liability company

By: _____

Name: _____

Title: _____

CITY:

CITY OF MISSION, KANSAS

By: _____

Name: Solana Flora

Title: Mayor

(SEAL)

ATTEST:

By: _____

Name: Robyn L. Fulks

Title: City Clerk

EXHIBIT A

Legal Description

Lots 16, 17, 18 and 46, MILLIONHILL ACRES, a subdivision in the City of Mission, Johnson County, Kansas.

City of Mission	Item Number:	3.
DISCUSSION ITEM SUMMARY	Date:	May 1, 2024
ADMINISTRATION	From:	Laura Smith

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

RE: Election of Council Committee Chairs and Vice Chairs

DETAILS: In accordance with Section 130.010 (B) of the City’s Municipal Code, “On an annual basis, on or before the first June Council meeting, the City Council shall vote to elect the chairperson and vice chairperson of the Finance and Administration Committee and the Community Development Committee.”

Committee Chairs are appointed for one year. City Council Policy 104 outlines the practices and procedures of the Council Committees and is attached for your information.

This item will be considered under “New Business” on the May 15, 2024 City Council agenda.

CFAA IMPACTS/CONSIDERATIONS: N/A

Related Statute/City Ordinance:	Mission Municipal Code Section 130.010, Council Policy 104
Line Item Code/Description:	N/A
Available Budget:	N/A

CITY OF MISSION CITY COUNCIL POLICY MANUAL

POLICY NO. 104 - REVISED

GUIDELINES FOR CITY COUNCIL COMMITTEES

1.01 Composition and Number

The City of Mission has established and assigned specific responsibilities to the following City Council Committees:

- Finance and Administration Committee
- Community Development Committee

1.02 Meetings

Committee meetings shall be scheduled monthly. All meetings are open to the public. Wednesday evenings shall be committee meeting night with meetings beginning at 6:30 p.m. Committees shall follow a meeting schedule, except for holidays, as follows:

- 1st Wednesday of the month: Community Development Committee at 6:30 p.m.; Finance & Administration Committee at 7:30 p.m. or immediately following the Community Development Committee.
- 2nd Wednesday of the month: Reserved for overflow business from either the Community Development Committee or Finance and Administration Committee. Committee meetings scheduled for the second Wednesday of the month shall begin at 6:30 p.m.

All meetings shall be held at City Hall unless otherwise specified. Additional meetings may be held upon the call of the Chair or upon the call of a majority of committee members, provided that all members shall be notified of such meeting at least 24 hours in advance of the announced start of the meeting, and is consistent with Kansas Open Meeting laws.

1.03 Quorum

Committees shall conduct business only in the presence of a quorum. A quorum shall consist of five members. It shall be the duty of each committee chair to encourage member attendance. City staff will be responsible to ascertain in advance whether or not a quorum will be present to conduct business.

1.04 Agenda

An agenda shall be developed by the chair and related staff before each meeting. Individual councilmembers may request the addition of specific items to the agenda by contacting the committee chairperson, vice-chairperson, or City Administrator. These items will initially be placed under "Discussion Item" for consideration of additional/future action by the committee. The agenda shall be followed as much as possible; however, business not appearing on the agenda may be taken up under the heading "Other Business." All items on the Agenda will identify the person(s) sponsoring an item. The City Administrator and department heads will participate in the presentation of information to the committee, but are not voting members of the committee.

1.05 Public Comments

Public meetings are the primary method for the public to address the members of the Council Committee. A vital part of good government is establishing policies and procedures for public meetings so that the meetings can be as effective as possible. It is the desire of the Council Committee to allow public comment and to conduct the meetings with the utmost civility and professionalism. Public comment taken at the Council Committee meetings will adhere to the following guidelines:

- To ensure an accurate record, members of the public will be asked to state their name and address for the record and then sign in with the City Clerk after addressing the Committee.
- Printed materials to be distributed to the Committee should be given to the City Clerk who will see that they are entered into the record.
- When public comment is sought at the Committee meeting, no interested person shall speak more than twice to any question, nor more than five (5) minutes each time.
- Members of the Committee are discouraged from engaging in debate with a member of the public at a Committee meeting. The purpose of public comment is for the Committee members to receive input or information from the public.
- Any person making slanderous remarks or being disruptive while addressing the Committee may be requested to leave immediately.

1.06 Votes

Meetings shall be conducted in an orderly manner. Generally, Code of Procedure for Kansas Cities, First Edition, should serve as a guideline in the conduct of committee meetings. The committee chair will preside over the meetings and is responsible for maintaining orderly discussion. Upon the call of the chair, voice votes shall be taken of committee members to determine committee action on each issue. Passage shall require a majority of those present and voting, including the chair. Tie votes shall be considered to be a failure of the motion. The chair of the committee cannot make a motion. Seconds to motions are not required.

1.07 Minutes

Minutes shall be kept of all committee meetings by staff assigned by the City Administrator. Distribution shall be made to the Mayor and Council.

1.08 Committee Responsibilities

Committees shall be responsible for the review of policy matters dealing with their assigned departments. This shall include but not limit review of major equipment purchases, property acquisition, construction, development policies, ordinance and resolution review, budget review.

Requests by various groups for proclamations shall be routed to the Mayor for consideration. Proclamations do not require Council action. Planning Commission items generally shall go directly to the Council except in the instance of recommended changes to the actual Zoning Ordinance, in which case these recommendations will be reviewed by the Community Development Committee.

Council committee members shall not be involved in daily administrative tasks. Direction of the daily operations of a department shall be left to the department head under the direction of the City Administrator. If a committee has specific operations problems, these are to be directed to the attention of the City Administrator who will expedite any necessary actions.

Committees shall deal with City personnel matters only on a policy review basis. Policy review means such things as personnel rules, job descriptions, or salary schedules. Committee members either individually or as a committee shall not meet with an employee concerning personnel matters. Employees with specific grievances shall use the established appeal procedure as outlined in the Personnel Policies and Guidelines.

The City Administrator shall be responsible for any necessary support to the Council committees.

1.09 Significance of Committee Actions

Action of committees shall constitute recommendations to the full Council. No binding decision can be made in committee on matters that should be brought before the full Council. In emergency and time-constrained situations, the City Administrator or City Clerk may poll the remainder of the City Council Committee members for approval of a committee action.

1.10 Responsibilities of Committee Chair

1. Conduct meetings of the committee, including managing public comments
2. Report on Committee action to the full Council at City Council Meetings.
3. Approve agendas for regular and special committee meetings.

4. Encourage participation and attendance of committee members, including soliciting motions.
5. Serve as principal liaison between the committee and the staff and City Council on issues for which the committee had principal responsibility.

Suggestions and ideas regarding city business from individual Councilmembers are welcome and should be directed to the Committee Chair and/or City Administrator for action.

APPROVED BY THE CITY COUNCIL ON AUGUST 13, 2003.

REVISED AND APPROVED BY THE CITY COUNCIL ON JANUARY 14, 2004.

REVISED AND APPROVED BY THE CITY COUNCIL ON MAY 10, 2006.

REVISED AND APPROVED BY THE CITY COUNCIL ON MAY 21, 2014

REVISED AND APPROVED BY THE CITY COUNCIL ON JUNE 20, 2018.

City of Mission	Item Number:	4.
DISCUSSION ITEM SUMMARY	Date:	May 1, 2024
Administration	From:	Laura Smith

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

RE: 2025 – 2029 Capital Improvement Program Budget

DETAILS: Our 2024 Revised and 2025 Recommended budget discussions begin this year with a focus on the 2025–2029 Capital Improvement Program (CIP), debt related to capital infrastructure and the various infrastructure funds which support both pay-as-you go and financed capital projects throughout the City. These expenditures are reflected in three program plan areas historically budgeted through the CIP process and include projects related to streets, stormwater, and parks and recreation.

CFAA IMPACTS/CONSIDERATIONS: Budget and policy decisions related to capital infrastructure should consider and reflect the desire of Mission to be a community whose public investments are accessible and benefit residents and visitors of all ages and abilities.

Related Statute/City Ordinance:	NA
Line Item Code/Description:	NA
Available Budget:	<ul style="list-style-type: none"> • NA



MEMORANDUM

Date: April 26, 2024
To: Mayor and City Council
From: Laura Smith, City Administrator
RE: 2025 - 2029 Capital Improvement Program (CIP)

Our 2024 Revised and 2025 Recommended budget discussions begin this year with a focus on the 2025–2029 Capital Improvement Program (CIP), debt related to capital infrastructure and the various infrastructure funds which support both pay-as-you go and financed capital projects throughout the City. These expenditures are reflected in three program plan areas historically budgeted through the CIP process and include projects related to streets, stormwater, and parks and recreation.

2025 - 2029 Capital Improvement Program

Capital infrastructure projects are generally large in scope, and it can take several years to secure adequate funding, which makes it more appropriate to handle them outside of the City's annual operating budget (General Fund). Mission's current Capital Improvement Program (CIP) is focused around three primary program areas: streets, stormwater, and parks and recreation. CIP revenues and expenses are developed and approved as part of the annual budget process on 1-year and 5-year horizons and are designed to be adjusted as circumstances evolve in any particular fiscal year.

Understanding the bigger picture of our comprehensive infrastructure needs allows us to more effectively and efficiently stretch resources for the benefit of our residents, businesses, and visitors. Specific action plans or recommendations are highlighted in the various program areas discussed later in this memorandum.

Debt Summary

The City has consciously used debt to address deferred infrastructure, leverage grant or outside funding opportunities, or to complete projects which exceed the City's cash flow abilities in any given fiscal year. The majority of the City's debt is related to capital infrastructure projects and debt service is accounted for in various CIP/Infrastructure funds within Mission's overall budget.

The narrative and tables below reflect the City's 2024 and 2025 debt service obligations by project type.

City of Mission –2024 Debt Service

Types of Improvements:				Balance
	Principal	Interest		
Streets				
2022A	\$ 245,000	\$ 160,425	FUND 40	3,340,000.00
Parks Sales Tax				
2022A	\$ 210,000	\$ 137,300	FUND 45	2,860,000.00
Stormwater				
2014A	\$ 975,000	\$ 86,563	FUND 22	2,140,000.00
2019A	\$ 430,000	\$ 140,300	FUND 22	2,485,000.00
2020A	\$ 440,000	\$ 63,925	FUND 22	2,895,000.00
General Fund				
2021A	\$ 190,000	\$ 62,450	FUND 1	2,640,000.00
Total	\$ 2,490,000	\$ 650,963		16,360,000.00

The 2022A bonds issued in December 2022 are shared between outdoor park improvements and street improvements. This bond issue allowed for the completion of the Water Works Park improvements and Phase II of Mohawk Park along with funding for the Foxridge Phase II project.

Debt service for 2024 paid from the capital project funds totals \$2,888,513 and will increase to \$2,973,339 in the 2025 Budget. The net increase is attributed to the structure of the 2020A stormwater issue. All current debt related to capital infrastructure projects will be retired by 2033.

City of Mission – 2025 Debt Service

Types of Improvements:				Balance
	Principal	Interest		
Streets				
2022A	\$305,000	\$146,675	FUND 40	3,034,891
Parks Sales Tax				
2022A	\$260,000	\$125,550	FUND 45	2,600,108
Stormwater				
2014A	\$395,000	\$62,188	FUND 22	1,745,000
2019A	\$450,000	\$118,800	FUND 22	2,035,000
2020A	\$1,055,000	\$55,126	FUND 22	1,840,000
General Fund				
2021A	\$195,000	\$56,750	FUND 1	2,445,000
Total	\$2,660,000	\$565,089		13,699,999

There are two significant projects on the 2025 – 2026 horizon which will require some form of debt financing. These include the Johnson Drive (Lamar to Metcalf) Rehabilitation Project and the Rock Creek Channel (Woodson to Maple) Stormwater Improvements. Staff has successfully

secured outside funding (Federal and County) for both projects, and during the May 1, 2024 Committee meeting we will begin discussing the needs and options more specifically, in anticipation of formalizing a plan by early 4Q 2024.

Stormwater Program

Stormwater infrastructure projects include repair, maintenance, or reconstruction of major creek channels, stormwater systems incorporated in street design, secondary stormwater systems, or other projects which address or promote flood plain remediation or water quality.

Revenues used to support stormwater infrastructure projects in the City are derived from the following sources:

1. Stormwater utility fees assessed annually to each parcel in the City of Mission (~\$2.6 million annually)
2. Drainage district revenues (~\$75,000 to \$85,000 annually)
3. Funding through the Johnson County Stormwater (SMAC) Program (varies by project)
4. Gateway Special Assessment revenues (~\$599,000 annually)

The stormwater utility fee is authorized by State statute and is based on a formula that calculates the impact of stormwater runoff based on an average amount of impervious surface attributed to a single-family residential parcel. This unit of measurement is called an Equivalent Residential Unit (ERU) and in Mission's ordinances this equates to 2,600 sq. ft. of impervious surface for a single-family home.

The stormwater utility rate is currently set at \$28/ERU/mo meaning that each single-family property in Mission pays \$336/year in stormwater utility fees. For all other types of property, the utility is structured to calculate fees as follows:

$$\text{Total sq ft of impervious surface} / 2,600 = \text{Total ERUs}$$

The total ERUs are then multiplied by \$336 to determine the total annual stormwater utility fee. The City Council has complete discretion each year during the annual budget process to set the monthly ERU. The current fee was last adjusted in 2017. Stormwater utility fees are assessed and collected annually on property tax bills. A \$1 adjustment in the monthly stormwater ERU fee will generate approximately \$90,000.

Stormwater utility fee revenues have historically been set to cover existing debt service. This is an important component of long-term planning but presents increasing challenges when there are still significant issues to be addressed in both the City's primary and secondary stormwater systems. Mission has been able to realize meaningful savings through careful review and management of refunding opportunities of current debt, but without any adjustment in the monthly stormwater utility fee, the Gateway special assessment remains the primary source of additional funding available for larger scale maintenance and repair projects.

With the Gateway Developer’s default on their mortgage in 2023 and the subsequent cancellation of the redevelopment agreement, these special benefit district revenues were suspended in the 2023 Estimated and 2024 Budgets as taxes on the property are delinquent. The liability for the property remains, but since the legal authority to enforce payment rests with the County, we need to continue to exclude these revenues in the 2025 – 2029 Stormwater CIP. The loss of this revenue, coupled with several large-scale projects anticipated over the next five years, results in negative balances that will need to be addressed.

The larger projects in the 2025 – 2029 Stormwater CIP which require further discussion and attention in order to be addressed proactively include:

- Rock Creek Channel Repair (Maple to Woodson) - \$9.3 million
- 5424 Maple Concrete Channel Repair - \$700,000
- Rock Creek Channel (Lamar to Woodson) - \$3.3 million

Rock Creek Channel Repair (Maple to Woodson)

In December 2023, staff and Olsson presented the results of a Preliminary Project Study (PPS) for the Rock Creek Channel from Outlook to Woodson. The PPS outlined four alternatives and assigned a specific risk mitigation score to each. Staff recommended, and Council approved proceeding with the design and construction of Alternative Three which consists of:

- Lowering the channel from upstream at Woodson to downstream of Reeds Rd
- Upsizing the box culvert at Woodson
- Replacing/up sizing the bridges at Outlook and Reeds Rd.

This is a priority project due to the extensive failures that have occurred over the last five years through this section of creek channel. The City recently met with the other members of Watershed 1 regarding the PPS, and there was general support for the project. It appears the project will be funded through the Johnson County Stormwater Management Program, which provides a 50/50 cost share for design and construction. Estimated total project costs and reimbursements are estimated as follows:

Rock Creek Channel Repair (Woodson to Maple)

	Anticipated SMAC \$	City Funding	Total Estimated Cost
Design (2025)	\$500,000	\$500,000	\$1,000,000
Construction (2026)	\$4,152,972	\$4,152,972	\$8,305,944

Council recently received the final results of the Rock Creek Corridor study, a project for which Mission was awarded a project development grant through the Mid-America Regional Council’s *Planning Sustainable Places* program. The study explored sustainable development opportunities that address transportation, green infrastructure, alternative energy, art, and

community interaction in the public realm. The study’s objective was to determine where and how these elements may be incorporated along the corridor to build on past accomplishments or supplement future projects. The stormwater deliverables from the study are not expected to address stormwater management or mitigation issues but could aid in establishing green infrastructure or other place-making elements along the creek channel corridor. No specific funds have been allocated in the 5-Year Stormwater CIP to address these projects, but as design of the Rock Creek Channel progresses, there will be opportunities to evaluate projects to supplement the investment in the channel itself. There will also be additional opportunities to seek implementation funding in future *Planning Sustainable Places* application cycles.

5424 Maple Concrete Channel Repair

In 2022, the City completed an urban channel assessment which identified continued deterioration of this creek channel from Reeds/Maple east to the Mission/Roeland Park city limits. The project would include joint separation and miscellaneous concrete slab repairs, vegetation management and removal, and rebuild of 80 ft. of channel adjacent to the single-family home at 5424 Maple as well as construction of a new awning/porch at this same address.

5424 Maple Concrete Channel Repair

	Total Estimated Cost
Design (2024)	\$100,000
Construction (2025)	\$600,000

Rock Creek Channel (Lamar to Woodson)

This project was introduced into the 5-Year Stormwater CIP as a placeholder to ensure conversations continued around the last upstream portion of the Rock Creek Channel. This section runs through an engineered (concrete) channel behind the Mission Family Aquatic Center, Andersen Park and the tennis courts and then crosses into a more natural open channel as the creek meanders behind homes north of 61st Street and east of Lamar Avenue). Current costs included in the 5-Year Stormwater CIP are as follows:

Rock Creek Channel (Lamar to Woodson)

	Total Estimated Cost
Design (2026)	\$300,000
Construction (2027)	\$3,000,000

With the channel’s proximity to the proposed Mission Beverly (Milhaus) project and potential upgrades and replacement of the Andersen Park shelters, the City may wish to push this project further into the future to evaluate options more comprehensively. The Milhaus project is estimated to be substantially complete by December 2026 with final completion in August 2027. This section of creek channel could potentially be eligible for funding through the Johnson County SMAC Program.

Miscellaneous Stormwater Projects

In addition to the larger projects detailed above, funds are also allocated in two funding streams to complete localized or smaller repair and maintenance projects. The first, at approximately \$150,000/year, is intended to address sinkholes or other system failures which require immediate attention. An additional \$250,000 is budgeted annually for other repair or maintenance projects. This allocation targets planned corrugated metal pipe (CMP) replacement (some in connection with street projects) and helps to begin to address a number of lingering stormwater issues in neighborhoods throughout the City.

In April 2023, Staff presented a methodology to be used in reviewing, rating and prioritizing more localized, non-emergency stormwater projects. The presentation also shared preliminary rankings and general costs estimates for a number of existing stormwater projects. A copy of the presentation is included in the packet for your reference and information.

The top ranked localized stormwater projects identified in the April 2023 work session were included in the 2023 Revised Budget with total funding in the amount of \$360,000. Those projects (5230/5234 Riggs Pipe Lining, 5300 Foxridge, 6126 Glenwood, and 6012 Rosewood) were bid in February 2024 and the construction contract was awarded at the April 2024 City Council meeting in the amount of \$209,685.

In 2023, the City spent approximately \$74,000 on emergency repairs and sinkholes, and the Council approved up to \$400,000 to proceed with repairs to address failure of a reinforced concrete box (RCB) south of Johnson Drive on Beverly located on private property. The Beverly Project came in significantly under budget at a total of approximately \$222,566.

During the Committee meeting we will review options for additional maintenance projects for 2024 and beyond in connection with a conversation about options to ensure we are positioned to appropriately fund the larger scale stormwater projects, including opportunities to pursue additional grant or loan funding.

Stormwater Master Plan

Staff continues to inventory and document the condition of the stormwater management system throughout the City. Funding in the amount of \$200,000 for a stormwater master plan was included in the 2024 Budget, with the expectation that we could secure \$100,000 through a Corps of Engineers grant. The funding commitment documents for that project will be coming forward for Council action in June. Once completed the results will not only help to ensure we can present the most complete picture of overall system condition, but also allow the City to be more strategic in planning and budgeting for future improvements.

Street/Transportation Program

Street maintenance continually ranks as the highest priority for Mission residents in the DirectionFinder survey conducted every four years. Funds expended in the street portion of the 5-Year CIP address street maintenance, curb and gutter repair or replacement, sidewalk repairs or additions and any other item which might support Mission's transportation network including signage, signals, striping, etc.

Routine street maintenance improves the quality of the roads and extends the life cycle of the street network, protecting past and future investments. Mission has developed a multi-year preservation program based on pavement conditions and available resources.

The revenue streams that currently support the City's street and transportation network projects include:

1. Special Highway funds (gas tax) distributed by the State (~\$265,000 annually)
2. $\frac{3}{8}$ -cent Sales Tax for Streets (~\$1.18 million annually)
3. Property tax transfer from General fund for street maintenance (~\$1.4 million in 2024 budget)
4. Johnson County CARS Program (varies by project)

In addition, the City has diligently pursued other state and federal funding opportunities in an effort to stretch our local dollars even further. The challenge each year is balancing the residential street preservation needs with the larger arterial and collector project needs that can be partially funded through the Johnson County CARS program.

In 2023, the Council prioritized not only \$1.4 million in property tax revenues to be dedicated to the street program, but also committed an additional \$500,000 of General Fund (ARPA) revenues. These monies, coupled with bond proceeds from the 2022A issue kept the 2023 projects on-track despite significant cost increases and allowed for the design of the 2024 Street Preservation Project (55th Street from Lamar to east City limits) to be accelerated. So far in 2024, we are experiencing project costs trending downward slightly which will allow us to stretch our resources further.

Residential Street Preservation Program

In connection with renewal of the dedicated street sales tax in 2021, the Council established a funding target of approximately \$2.0 million annually to support of the Residential Street Preservation Program. As a result of a lack of consistent standards when Mission's streets were originally constructed and deferred maintenance over time, the residential streets require full-depth reconstruction in nearly every case. This is the most expensive type of maintenance, but also the most comprehensive.

Streets are generally prioritized with a "worst first" approach. In order to manage the program appropriately, Staff and Council are committed to regular review and evaluation of the data supporting the Street Preservation Program. In 2023, the Pavement Condition Index (PCI)

report was updated by GEI Consultants. In the 2017 PCI Report, the overall pavement condition rating given to the City’s streets was 56.1. The 2023 report indicated that overall rating has increased to 61.4, an increase of 10%. We are making progress, but with nearly every street requiring full-depth reconstruction it is incremental. The Street CIP Program anticipates updating the PCI report every 3-5 years, with the next update budgeted in 2026.

The significant investment in streets must be followed up with regular, routine maintenance to maximize the City’s investment. As we near the end of the 2025 – 2029 Street Program, we will need to begin to think about how to balance intermediate maintenance needs for the streets constructed 6-7 years ago with the remaining full-depth reconstructions city-wide.

Johnson County CARS Projects

The 2025-2029 Street Program Plan includes several projects funded through the Johnson County CARS program. Through a combination of state gas tax dollars and County General Fund revenues, the CARS program provides funds to cities (up to 50% of the project’s construction and construction inspection costs) to construct and maintain eligible streets. Each year, cities submit a 5-year road improvement plan to the County from which projects are selected for funding. Cities are responsible for design, right-of-way acquisition, and utility relocation costs. Mission’s CARS-eligible streets include:

- Lamar (Foxridge to 67th)
- 51st (Lamar east to City Limit)
- 63rd (Nall to Roe)
- Foxridge (56th to Lamar)
- Johnson Drive (Metcalf to Roe)
- Roe (Johnson Drive to 63rd)
- Nall (Johnson Drive to 67th)
- Martway (Metcalf to Roeland)
- Roeland Dr (Johnson Drive to SMP)
- Broadmoor (Johnson Drive to Martway)

In April 2024, the Council adopted Resolution No.1183 adopting the recommended 2025-2029 CARS program that included the following projects described more fully below:

2025	2026	2027	2028	2029
63rd Street (Nall Ave. to Roe Ave.)	Johnson Drive (Metcalf Ave. to Lamar Ave.)	Nall Avenue UBAS (Martway St. to 63rd St.)	Martway Street (Woodson Rd. to Roeland Dr.)	51st Street (Lamar Ave to Eastern City Limits)

2025 - 63rd Street (Nall Avenue to Roe Avenue): Proposed improvements include a 3-inch mill and overlay; pavement repairs; replacement of curb and gutter; spot replacement of sidewalks

and ADA ramps; and pavement markings. Total estimated project cost: \$760,926.00 with Mission funding \$400,463 and Prairie Village funding \$80,093 after the CARS funding.

2026 - Johnson Drive (Metcalf Ave. to Lamar Ave.): Proposed improvements include full depth pavement replacement; traffic signal replacement; HAWK pedestrian signal at Riggs Ave.; spot replacement of curb and gutter, sidewalks, and ADA ramps; streetlights; and pavement markings. Additionally, stormwater infrastructure will be replaced and includes the continuance of the stormwater interceptor completed with the Johnson Dr., Lamar Ave. to Nall Ave. Phase I project. Olsson, the City's on-call design engineer, is currently working on concepts to evaluate right-of-way needs for widening sidewalks, including costs and any potential impact to adjacent businesses. Mission has been awarded a \$6,000,000 Surface Transportation Grant (STP) for this project. Total estimated project cost: \$14,781,107 with Mission funding \$5,851,694 after funds from the STP grant and CARS funding.

2027 - Nall Avenue (Martway Street to 63rd Street): Proposed improvements include UBAS surface treatment; pavement repairs; spot replacement of curb and gutter; sidewalks, and ADA ramps; and pavement markings. Total estimated project cost: \$373,177 with Mission funding \$204,089 after CARS funding. Prairie Village is applying for CARS funds for Nall Avenue (63rd St. to 67th St.) and Mission's funding portion is estimated to be \$73,750.

2028 – Martway Street (Woodson Road to Roeland Drive): Proposed improvements include a 2-inch mill and overlay; pavement repairs; stormwater repairs; spot replacement of curb and gutter; sidewalks, and ADA ramps; and pavement markings. Total estimated project cost: \$1,015,895 with Mission funding \$531,948 after CARS funding. The City is also looking for additional funding to implement changes to Martway from Nall to Roeland Drive anticipated and recommended from the Rock Creek Corridor Study.

2029 – 51st Street (Lamar Avenue to Eastern City Limits): Proposed improvements include a full depth reconstruction; stormwater repairs; replacement of curb and gutter; sidewalks, and ADA ramps; and pavement markings. Total estimated project cost: \$2,146,046 with Mission funding \$1,170,523 after CARS funding. Roeland Park is applying for CARS funds to replace the traffic Signal at Johnson Drive at Ash Drive. Mission's portion is estimated to be \$145,000.

CARS funding anticipated over the 5-Year Street Program totals \$4,050,877. With an increased demand for funding county-wide, cities have seen strict adherence to the programs' funding percentages, resulting in reductions to funding amounts originally requested. Mission experienced this on two recent projects and should be prepared to potentially see reductions in future projects as well.

Safe Streets Grant

The Bipartisan Infrastructure Law (BIL) established the Safe Streets and Roads for All (SS4A) discretionary program with \$5 billion in appropriated funds over five years (2022-2026). The SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway

deaths and serious injuries. In 2023, the City worked closely with its consultant, Kimley Horn, to submit a grant application which included a comprehensive outline for completing a Transportation Safety Action Plan (TSAP). The TSAP will carry forward the priorities of the Comprehensive Plan and publicly commit to a goal of zero traffic fatalities and injuries.

The city was notified in December 2023 that it was selected for a total grant project in the amount of \$200,000 (\$160,000 in Federal funding/\$40,000 cost share) to develop a TSAP. The next step in this process includes executing an agreement with the US Department of Transportation and obligating \$40,000 in a local cost share/match. Mission intends to develop a TSAP tailored to the safety-related needs and opportunities identified in its 2023 comprehensive plan. This includes:

- In the Data Collection and Analysis phase, the TSAP will emphasize data collection and improvement of the City-wide transportation asset dataset, including roadway/roadside conditions, presence of sidewalks/bicycle facilities, and updated traffic volumes to support Citywide crash risk analysis. This updated dataset will feed a City-wide analysis of high-crash and high-crash-risk intersections and corridors.
- In the Policy and Process Review phase, the TSAP will assess City Street design guidelines for new street construction and reconstruction, bicycle and pedestrian accommodations, traffic signal equipment, all-way stop sign control, and traffic calming.
- Given the City's committed focus on safety for all users, the Identification of Strategies and Projects phase will focus on the best strategies for calming traffic, crosswalks, upgrading intersection control, and how to safely accommodate bicycle and pedestrian traffic.
- Finally, the Prioritization and Scoping of Projects phase will identify key catalyst projects in priority locations that will maximize safety for all users and carry forward the safety-related goals and objectives from the comprehensive plan.

Once the agreement is submitted, it is anticipated to take 4-6 months for the project to be approved by the US Department of Transportation and then the project can be bid. Information from the bike/pedestrian development study and the Rock Creek Corridor study both recently completed will be integrated into the TSAP and will help inform future design decisions on Mission's streets and roadways.

Miscellaneous Street/Transportation Sidewalk Projects

The 5-year Street Program Plan also includes funding for smaller scale maintenance projects, traffic striping, a curb and gutter replacement program, biennial bridge inspections and principal and interest on existing street related debt.

Generally, the bridges in Mission are in good condition. The two most problematic bridges (at Reeds and at Outlook) will be addressed as part of the Rock Creek Channel Improvements planned for construction in 2026.

Staff is also in communication with the Kansas Department of Transportation (KDOT) reviewing options for replacement of the Metcalf/Johnson Drive bridge. We understood the project was originally budgeted for 2026, but now understand that may be delayed because of design estimates exceeding KDOT's original budget by more than \$25 million. We expect a status update from KDOT in the next few weeks but anticipate the project will be delayed at least 1-2 years. We are working with Olsson in the design of the Johnson Drive (Lamar to Metcalf) project to account for any anticipated impacts to our street project.

Street Program Financing Considerations

Similar to the debt financing considerations highlighted for the large stormwater infrastructure projects, the City will need to consider appropriate financing tools for the street program, specifically for the Johnson Drive (Lamar to Metcalf) project. Staff is currently working with the City's financial advisor to explore various structures and scenarios to best address the funding needs and to account for significant reimbursements anticipated through the STP Grant and the Johnson County CARS program. Based on the anticipated costs of right-of-way acquisition for the Johnson Drive Project (> \$1.2 million) a solution will need to be identified early in 4Q 2024.

Staff also continues to explore additional grant funding for the various street projects and would hope to reduce the City's actual net costs even further.

Parks and Recreation Program

The Parks and Recreation Program Plan is the third program area in Mission's CIP and addresses the capital infrastructure needs of Mission's eight (8) outdoor parks, the Powell Community Center (PCC), the Mission Family Aquatic Center (MFAC), and trails located throughout Mission. The program is funded primarily with:

1. $\frac{3}{8}$ -cent Sales Tax for Parks and Recreation (~\$1.18 million annually)
2. Special Parks and Recreation funds (alcohol tax) distributed by the State (~\$90,000 annually)

In anticipation of the expiration of the parks and recreation sales tax in March 2023, the City Council completed a series of conceptual park planning processes in 2021 – 2023 to develop preferred outdoor park improvements. Based on the priorities identified for the outdoor parks, and resident's willingness to support increased investment in parks and recreation maintenance as demonstrated through the 2021 DirectionFinder survey results, the Council approved a September 2022 mail ballot election, asking voters to consider renewing the special sales tax at a rate of $\frac{3}{8}$ -cent.

Voter turnout for the mail ballot election was 25.73%, and the sales tax was renewed with nearly an 86% approval rating. The renewed Parks and Recreation Sales Tax sunsets in March 2033.

Following the successful renewal of street and parks sales taxes Council directed Staff to prepare a debt issue to allow for park improvements to be accelerated as well as to provide funding for the Foxridge Phase II project. The combination of the dedicated park sales tax renewal and the 2022A Bonds proceeds allows for a robust and aggressive capital program related to parks and recreation.

Outdoor Park System Improvements

Council, Staff and the community have focused increased attention in recent years on making significant improvements to the City's outdoor parks. The City issued Series 2022A General Obligation Bonds with approximately \$3.07 million allocated to outdoor park system improvements for Waterworks Park, Mohawk Park Phase II and potentially Streamway Park pending construction bid costs. The debt service on the parks portion of the 2022A bonds represents approximately 33% of the anticipated annual sales tax revenues.

Mohawk Park Phase I improvements are now complete, and a contract for Phase II improvements was awarded in April 2024. Water Works Park improvements were bid in late summer 2023, with a construction timeline to coincide with the students' return to the new Rushton Elementary school. Similar to street and stormwater projects over the last two years, we experienced escalating costs for anticipated outdoor park improvements. We are seeing a slowing of that trend in 2024, and Staff continues to work to maximize local funds through grants, potential fundraising opportunities, or project phasing if appropriate.

The 2023 CIP reflected a transfer of \$350,000 from the General Fund to support outdoor park improvements and helped to address increasing costs. A Land and Water Conservation Fund (LWCF) grant was denied for the Streamway Park Improvements, so this project, including the construction of a dog park, has been delayed. Additionally, Staff had to withdraw the application for the LWCF grant for Mohawk Park Phase II due to timing issues. There are sufficient revenues available to proceed with the Mohawk Phase II improvements as planned and staff will continue to explore opportunities for future improvements to Broadmoor and Andersen Parks.

Plans for additional improvements to Streamway Park, Broadmoor Park and Andersen Park will continue to be developed and implemented over the course of the 2025 – 2029 Park Program CIP. Outdoor Park improvement funding allocated from 2022 through 2024 totals \$6.3 million dollars, with an additional \$1.88 million anticipated to be spent between 2025 and 2029. This represents a significant shift in priorities for parks funding and aligns with both the Council's and community's goals and objectives.

Maintenance of these improvements will need careful planning and attention going forward to ensure the investments being made remain safe, attractive and inviting for our residents and visitors. One full-time Parks Maintenance position and several part-time maintenance positions are currently reflected in the City's General Fund. The Parks, Recreation + Tree Commission recently recommended to the Council to consider funding a second full-time position in the 2025 Budget. During the Committee meeting, we will discuss the Council's interest and/or appetite for

allocating park maintenance expenses, including personnel, to the parks and recreation sales tax.

Powell Community Center

Revenues at the Powell Community Center continued to improve throughout 2023, and although they have not yet fully recovered to pre-pandemic levels, the progress has been significant. The long-term feasibility and viability of the Powell Community Center (PCC) was an area of concern in the 2022 budget development process, and Council allocated funding for a feasibility study. The final report was presented in July 2023, offering a number of recommendations and strategies to help the facility achieve at least 70% cost recovery while maintaining a primary focus as a fitness and meeting/conference center.

Deferred maintenance was of significant concern for the PCC prior to implementation of the first parks and recreation sales tax in 2013. In fact, it was the primary driver in the decision to pursue a $\frac{3}{8}$ -cent sales tax vs. $\frac{1}{4}$ -cent. As a result of sales tax revenues being available over the last ten years, and investment in the Facility Conservation Improvement Program, the facility's maintenance issues are dramatically improved, allowing for projects to focus on improving the patron experience within the facility.

There are large expenditures for the facility contemplated in the 5-Year Park Program CIP, including replacement of the roof, relining the indoor pool and resurfacing the parking lot. As part of the roof replacement consideration, Staff will be evaluating the feasibility of solar.

Mission Family Aquatic Center

The first Parks and Recreation Sales Tax was initially proposed to fund the reconstruction of the Mission Family Aquatic Center. The approximately \$4.1 million renovation was completed in 2014, and roughly 60% of the annual sales tax revenues between 2013 and 2023 were dedicated to debt service for the 2013A Bonds used to finance the improvements. The 2013A debt retired in 2023. Expenses in the 2025 – 2029 CIP for the MFAC are focused on maintenance and keeping the facility fresh and attractive for users.

Summary/Next Steps

As the memo indicates in several places, the 2025 – 2029 CIP still requires a lot of work and evaluation with respect to funding the large-scale projects anticipated over the next 2-3 years. The spreadsheets detailing revenues and expenses in all three CIP program areas will be provided at the Committee meeting and will continue to be refined and updated as we move through the remainder of the 2024 Revised and 2025 Budget process.

Included below is the calendar for our remaining budget discussions:

MISSION 2024 REVISED AND 2025 BUDGET ADOPTION CALENDAR

<u>Date</u>	<u>Action</u>
May 22	City Council Work Session (6 pm) <ul style="list-style-type: none"> • Recommendations for Revised 2024 and Proposed 2025 General Fund Budget including Supplemental Requests
June 5	Finance & Administration Committee <ul style="list-style-type: none"> • Review of Revised 2024 and 2025 Recommended Budgets (All Funds)
June 26	City Council Work Session (6 pm) <ul style="list-style-type: none"> • Community Dialogue on 2025 Budget and CIP
July 10	Finance & Administration Committee <ul style="list-style-type: none"> • Final Review of 2024 Revised and 2025 Recommended Budgets • Discuss Intent to Exceed Revenue Neutral Rate
July 17	City Council Meeting <ul style="list-style-type: none"> • Resolution of Intent to Exceed Revenue Neutral Rate for 2025 Budget
August 21	City Council Meeting <ul style="list-style-type: none"> • Public Hearing/Adoption of 2024 Revised and 2025 Recommended Budgets

Criteria for Nuisance/Localized Stormwater Projects Mission, Kansas

Celia J. Duran, P.E.
Public Works Director

April 19, 2023



Overview

Types of Stormwater Concerns

- Nuisance/Localized Drainage
 - Typically in residential areas
 - Staff makes determination if private vs. public stormwater
- Aging Public Stormwater Infrastructure
 - Failed CMP pipe
 - Sinkholes
 - Lack of stormwater infrastructure
- Deteriorated Concrete Channels/RCBs
 - Rock Creek Subsidence/Roeland Ct. (2018)
 - Rock Creek Channel Failures (2020, 2022)
 - Beverly Ave. RCB



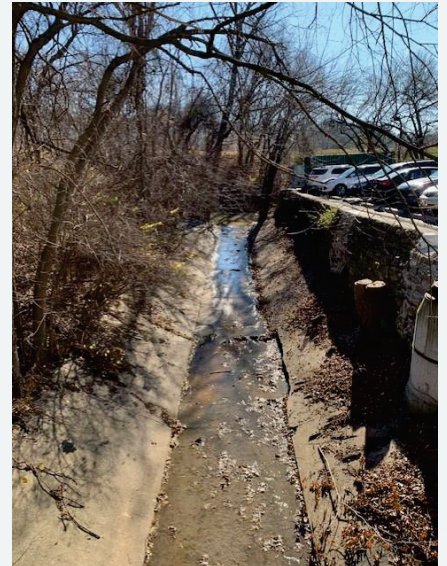
Stormwater Challenges

- Nuisance/Localized Drainage
 - Subdivisions/infrastructure designed in 1950s; minimal/no storm pipe; poor design
 - Sometimes residential lots built lower than street
 - Some private stormwater drainage creates safety/erosion hazards for public
- Aging Stormwater Infrastructure
 - Failed CMP/Sinkholes
 - Undersized pipe; pipe under buildings
 - Public interconnected with private pipe
 - Often no easements in residential areas; pipe constructed too close to homes
 - Condition inventory underway
- Deteriorated Concrete Channels/RCBs
 - Buildings located within Rock Creek floodplain
 - Rock Creek bank failures (2018, 2020, 2022)
 - Sediment accumulates in concrete boxes and channels; repairs needed
 - Repairs needed for cracks in RCBs
 - Difficult to maintain/remove brush
 - Minimal access; encroachments



Stormwater Work-To-Date/Progress

- Nuisance/Localized Drainage (\$250,000 budget for 2023)
 - Identified project list
 - Developed draft prioritized criteria and costs
 - List is ongoing
- Aging Stormwater Infrastructure (\$150,000 budget for 2023)
 - Fix sinkholes as they occur
 - Continue annual inventory (\$72K SMAC grant) (50% match)
 - Continue pipe replacement with CARS/Street Program (\$254K SMAC grant) (50% match)
 - GOAL: More proactive
- Deteriorated Concrete Channels
 - Rock Creek PPS (Lamar to Maple) (\$147K SMAC grant) (25% match)
 - Continue annual inspection
 - Annual creek maintenance/brush removal (\$20,000 budget)



Proposed Stormwater Criteria Nuisance/Localized Drainage

- Project benefit criteria developed from JoCo SMAC and Olsson
 - 13 criteria with 285 rating points
 - ✓ Loss of life
 - ✓ Flooding of buildings or streets
 - ✓ Widespread ponding
 - ✓ Erosion (threatens buildings, utilities, or structures)
 - ✓ System condition
 - Includes frequency and severity multiplier
 - Projects ranked by cost/benefit ratio
 - Used as a general planning tool only; flexibility necessary
 - 9 current projects (Total \$1,635,000) (2023 dollars)
 - List updated as new projects identified

Proposed Stormwater Projects Nuisance/Localized Drainage

9 Projects City-wide with Current Ranking

- Area 1 (6126 Glenwood) – Rank #2
- Area 2 (5030 Foxridge) – Rank #1
- Area 3 (6347 W. 47th St./6334 W. 50th St.) – Rank #5
- Area 4 (5816 W. 62nd Terr.) – Rank #6
- Area 5 (Hodges Dr. & 61st Terr.) – Rank #4
- Area 6 (6200 Russell St.) – Rank #8
- Area 7 (58th & Horton) – Rank #9
- Area 8 (6012 Rosewood Dr.) – Rank #3
- Area 9 (5230/5234 Riggs Ave.) – Rank #7



Proposed Stormwater Projects

Project Rank 1:

Area 2 (5300 Foxridge Dr.) \$45,000

- Water ponding, mud, and ice accumulates on sidewalk from public and private drainage
- Safety hazard for pedestrians and liability for City
- Ongoing maintenance required for PW staff
- Project includes installation of 1 area inlet and 27' 15" pipe

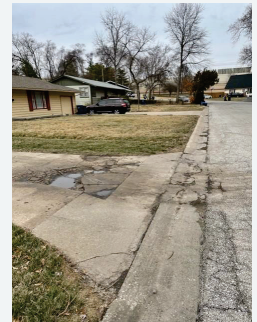
Area 2



Project Rank 2

Area 1 (6126 Glenwood) \$95,000

- Curb doesn't drain resulting in ponding and driveway deterioration
- Project includes driveway replacement and installation of curb, inlet, and 110' 15" pipe



Area 1

Proposed Stormwater Projects

Project Rank 3:

Area 8 (6012 Rosewood Dr.) \$85,000

- Stormwater from cul-de-sac ponds in front of and on residential driveway
- Existing 8" grate inlet pipe is undersized and backs up
- Project includes removal and replacement of the driveway approach, curb and gutter, and installation of 3 curb inlets and pipe

Area 8

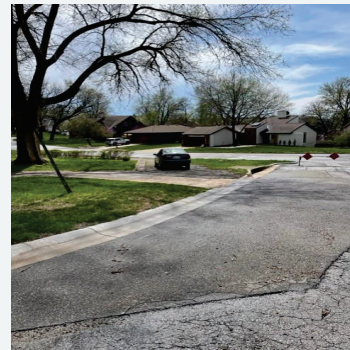


Project Rank 4:

Area 5 (Hodges Dr. and 61st Terr.) \$55,000

- Stormwater from Hodges/61st Terr. drains onto public ROW (former street)
- ROW is partially gravel/asphalt and used as cut-through
- Project includes partial driveway replacement and installation of 1 area inlets and 30' 15" pipe

Area 5

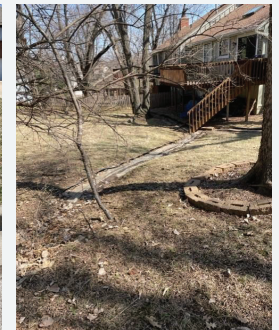
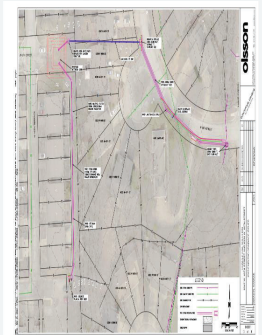


Proposed Stormwater Projects

Project Rank 5:

Area 3 (6347 W. 49th St./6334 W. 50th St.) \$450,000

- Apollo Gardens has no stormwater infrastructure
- Private stormwater from residential lots, sump pumps and parking lot and public stormwater from streets drain onto residential lots to the east
- This project addresses two locations:
 - 6347 W. 49th St.: Stormwater drains into area inlet and undersized public pipe to W. 49th St. inlet
 - ✓ Inlet has no outfall pipe and drains into street when full or clogs
 - ✓ Pipe is undersized and close to homes; no easement
 - 6334 W. 50th St.: Stormwater drains onto residential lots to the east
 - ✓ Residents have constructed concrete channel to convey stormwater away from homes
 - ✓ Impacts four properties downstream
- No easy solution. Project may include detention basin, 3 structures, 270' pipe, lining existing 12" pipe, street repairs
- Consider public/private funding



Proposed Stormwater Projects

Project Rank 6
Area 4 (5816 W. 62nd Terr.) \$220,000

- Stormwater from 62nd Terr. and SMP drains into pipe and swale between 2 houses.
- Pipe is between homes and partially collapsed
- Silt and erosion occur at discharge outlet
- No public easement
- Project includes removal and replacement of 2 structures and 290' 24" pipe, and street repair
- May be completed with future street project

Area 4



Project Rank 7:
Area 9 (5230/5234 Riggs Ave.) \$110,000

- Pipe carries public stormwater from Riggs west to outfall
- Pipe is rated a "5" (failed) and pipe is close to 2 homes
- Developer has application to construct 2 homes behind existing lots and plans to extend public pipe this Fall if approved by PC
- City should consider lining pipe prior to construction due to limited access

Area 9



Proposed Stormwater Projects

Project Rank 8:

Area 6 (6200 Russell Street) \$245,000

- Sump pump and drainage from residential lot on Russell drains to Russell & 62nd St. intersection and ponds
- Private drainage causes ponding and icy conditions in street
- Requires ongoing PW maintenance and liability for City
- No close existing stormwater infrastructure to connect sump pump
- Recommend installing stormwater system with future street project
- Project includes installation of 2 structures, curb, street repairs, and installation of 300' 15" pipe to Lamar Ave.

Area 6



Project Rank 9:

Area 7 (58th and Horton) \$330,000

- Sump pump and drainage from residential lots to north drain onto street and pond at NE corner
- Private drainage causes ponding and icy conditions in street
- No existing stormwater to connect sump pump
- Recommend installing stormwater system with future street project
- Project includes 3 structures, installation of 410' 15" and 475' 24" pipe and street and concrete drive repairs

Area 7



Recommendation For Next Steps

- Next Steps:
 - Area 9 (5230/5234 Riggs) (\$110,000):
 - ✓ Obtain bids and approve contract to line pipe prior to construction by developer
 - Area 2 (5300 Foxridge Dr.) and Area 1 (6126 Glenwood):
 - ✓ Complete design in 2023 (estimated \$25,000)
 - ✓ Bid for potential construction in 2023 (estimated \$140,000)
 - ✓ Bid alternate Area 8 (6012 Rosewood Dr.) (estimated \$85,000) (design completed)
- Relocate Beverly Ave. RCB; flow fill collapsed portion (potential cost-sharing with developer)
- Evaluate funding (i.e., public/private funding options, external funding, utility fund)
- Complete Stormwater Master Plan in 2024 to provide comprehensive overview of stormwater needs (potential for 50% cost-share)



Thank You!
Questions?

