



MINUTES OF MISSION WOODS CITY COUNCIL
May 5, 2015
7:00 p.m.

The City Council of Mission Woods, Kansas met in regular session on Tuesday, May 5, 2015 at the Westwood City Hall, 4700 Rainbow, Westwood, Kansas.

Members Present: Mayor Tietze
Council member Darrell Franklin
Council member John Baenisch
Council member Bill Dunn, Jr.

Visitors present: City Attorney Heather Zerger
City Treasurer Chuck Haviland
Vern Schallen

I. Call to Order

Mayor Tietze called the meeting to order at 7:01 p.m. A quorum was present.

II. Swearing In

City Attorney Zerger administered the oath of office to the Council members in attendance and to Mayor Tietze.

III. Minutes of Prior Meeting

Mayor Tietze first asked for corrections or additions to the April Council meeting minutes. Council member Dunn moved to approve the minutes and Council member Franklin seconded the motion, which passed unanimously.

IV. Warrants

The Council next turned to approval of the warrants. Mayor Tietze reported on the results of the shredding event that recently took place in the City. Council member Baenisch moved to

approve the warrants and Council member Franklin seconded the motion. Council member Franklin inquired about whether we are receiving an itemized invoice from Michael's landscaping. Mr. Haviland indicated we are receiving detail with the invoice and provided a copy for review by the Council members. The motion carried unanimously.

V. Police Report

The Council turned its attention to the police report. Mayor Tietze noted that he met with Chief O'Halloren today and there will soon be another new police car on the street. Mr. Haviland noted that we signed a new contract and indicated he had looked at police charges between this year and last year, and at this point they are comparable, if not lower in 2014 than they were in 2013. However, he expects the costs going forward will increase given the new contract that was signed. Mayor Tietze indicated they are preparing their 2016 budget and they will be asking for an increase. There was an increase last year as well. Mr. Schallen indicated he would like to factor in the percentage increase when he prepares the budget. Chief O'Halloren will be at our meeting next month to discuss his budget proposal. Mr. Haviland stated in 2013 we had \$81,000 in traffic fine revenue and in 2014 we had \$71,000 in traffic fine revenue. Mayor Tietze reported on other issues discussed with Chief O'Halloren that the department is addressing.

VI. Review of 2014 Year End Financial Statements

Mr. Haviland provided the report for the year end 2014. Total assets increased: the City had 56,000 in net income which was about 10,000 higher than the prior year. The three funds increased over the prior year as well. Mr. Haviland then referenced the general budget. He explained the comparative columns. Total taxes were comparable to the prior year, at 87,000 to 89,000. Sales taxes went down about \$6,000 over the prior year. Franchise fees held relatively stable. Total income for the year was \$312,200 compared with \$291,000 the year prior. On the expense side, the expenses were relatively similar. Legal expenses were up over the prior year. Trash pick-up expenses were up over the prior year as well. Total contractual expenses were up about \$20,000 over the prior year. Some savings were realized in the total public safety expenses. Street maintenance expenses were up: \$261,000 compared to \$253,000 compared to the year prior. There was a net income on the general fund of around \$50,000. The City has done a good job of holding our expenses in check. Mr. Haviland then turned to the Capital Improvement Fund, which is the core fund for the City, as the City anticipates the need to fund improvements itself. This is the fund by which the City is setting aside funds for infrastructure improvements we know will need to be addressed in the future. Mr. Haviland's recommendation is to transfer another \$85,000 into the capital improvement fund in anticipation of potentially significant costs for maintenance and repair of the sewer system and other infrastructure. The plan is in progress and we are simply waiting on the final costs associated with the storm sewer videotaping in order to complete the plan, which will then be on file with the City Clerk. Mayor Tietze noted that Cory Fisher is working on getting a bid, which requires an estimate of the amount of line being video-taped. Council member Franklin inquired about the amount

presently in the CIP, which is \$591,000. \$85,000 has been the amount transferred in the last three years, which the Mayor indicated he would support. Council member Dunn moved to transfer, Council member Baenisch seconded. The Council voted and the motion to transfer \$85,000 to the CIP carried unanimously.

Council member Franklin asked about the income on the funds. Mr. Haviland noted that we are making no money on the funds. He suggested the possibility of obtaining some investment advice for the City. We need to get a better return on our investment even with the restrictions imposed on municipalities. The City Attorney will provide some recommendations for advisors and Mayor Tietze will check with the Mayors of Westwood and Westwood Hills.

Mr. Haviland requested approval of the year end financials. Franklin moved to approve and Dunn seconded. All voted in favor and motion carried unanimously.

VII. General Comments

Mayor Tietze followed up on the pedestrian cross-walk issue at SMP. A prior study was done on a separate part of the City under the prior Mayor by Olson Associates. They were not engaged for the area at issue but noted to the Mayor they would probably recommend pedestrian push-buttons, ramps and other improvements. Mr. Schallen noted that these items could be funded with the Highway Fund. Mayor Tietze also noted that we participate with Operation Green Light and they may be able to provide assistance.

Mayor Tietze also noted that under our contract with Westwood for police protection, we have to notify Westwood by June 1 if we are not planning to engage them. Council member Franklin asked whether we could make this approval without knowing the cost. Council member Dunn moved that, at this time, the City sees no reason not to go forward with police protection from Westwood, and Council member Baenisch seconded. The Council approved unanimously.

Mayor Tietze also provided an update on the issue of replatting of the KU property. Mayor Tietze noted that he did not hear back from his contact but the City Attorney did hear from counsel for KU, who indicated KU may be receptive to replatting the property.

Mayor Tietze noted another meeting with Mr. Karbank, who wants to pursue the sidewalk starting at Hi Hat, traveling up State Line and then wrapping around on Shawnee Mission Parkway to Rainbow. Some discussion ensued regarding whether the City wants to be responsible for maintaining the sidewalk, as well as the legal cost associated with implementing a benefit district.

Mr. Schallen also noted that the budget work has begun and the Council needs to be thinking about those issues, including employee salary and the like. The intended budget will need to be published in July so it can be approved at the August Council meeting.

Meeting adjourned at 8:00 p.m.