I . Call to Order / Roll Call

II . Approval of standing committee minutes from February 17 and March 16, 2015.

III . Committee Agenda

Item No. 1 - REQUEST: HEALTH DEPT. PROJECT

Synopsis:
Request to subcontract with the Community Health Council who is partnering with KDHE (through a CDC grant) on a project to prevent obesity, diabetes, heart disease and stroke, submitted by Terry Brecheisen, Health Dept.

Tracking #: 150100
Item No. 2 - AMENDMENT: FOOD TRUCKS

Synopsis:
Authorize staff to move forward to amend the zoning code to allow short-term food trucks based on administrative review, requested by various commissioners and submitted by Rob Richardson, Director of Urban Planning & Land Use.
Tracking #: 150076

Item No. 3 - AMENDMENT: LIMITATIONS ON NEW "DOLLAR" STORES

Synopsis:
Authorize staff to move forward to amend the zoning code to require a special use permit or other limitations on new "dollar" stores, requested by Mayor Holland and submitted by Rob Richardson, Director of Urban Planning & Land Use.
Tracking #: 150078

Item No. 4 - AMENDMENT: AUTOMOTIVE LAND USES

Synopsis:
Authorize staff to move a code amendment to the Planning Commission to require a special use permit for the following automotive related uses not associated with a new car dealer, submitted by Rob Richardson, Director of Urban Planning & Land Use.
1. Used car sales
2. Used tire sales or tire services
3. Auto mechanics
4. Auto body repairs
Tracking #: 150104

Item No. 5 - AMENDMENT: FLOODPLAIN

Synopsis:
Request an amendment to the floodplain ordinance to change the dates of the UG's approved flood maps in order to maintain eligibility for disaster relief, submitted by Rob Richardson, Director of Urban Planning & Land Use.
Tracking #: 150103
Item No. 6 - AMENDMENT: RESIDENTIAL ACCESSORY USES

Synopsis:
Request an amendment to the allowed residential accessory ordinance due to issues arising from activities within the Hanover Heights neighborhood, submitted by Rob Richardson, Director of Urban Planning & Land Use.
Tracking #: 150106

Item No. 7 - UPDATE: BILLBOARD REMOVAL

Synopsis:
Update on urban billboard removal following passage of the ordinance allowing digital billboards, presented by Rob Richardson, Director of Urban Planning & Land Use.

For information only.
Tracking #: 150105

IV. Measurable Goals

Item No. 1 - PRESENTATION: URBAN PLANNING & LAND USE DEPARTMENT

Synopsis:
Presentation of measurable goals for the Urban Planning & Land Use Department, by Rob Richardson, Director of Urban Planning & Land Use.

For information only.
Tracking #: 150075

Item No. 2 - PRESENTATIONS: EMERGENCY MGMT., HR, CLERK

Synopsis:
Presentation of measurable goals for the following departments: Emergency Management, presented by Matt May, EM Director Human Resources, presented by Renee Ramirez, HR Director UG Clerk's Office, presented by Bridgette Cobbins, UG Clerk

For information only.
V. Public Agenda

Item No. 1 - APPEARANCE: MURRAY ANDERSON

Synopsis:
Appearance of Murray Anderson requesting consideration be given to amend the UG Charter to allow citizens the opportunity to present any subject matter before a public forum and/or standing committee.
Tracking #: 150089

Item No. 2 - APPEARANCE: COMMISSIONER ANN MURGUIA

Synopsis:
Appearance of Commissioner Ann Murguia and several doctors recommending amendments to the smoking ordinance to prohibit the use of electronic cigarettes in designated places.
Tracking #: 150124

VI. Adjourn
The meeting of the Administration and Human Services Standing Committee was held on February 17, 2015, at 5:15 p.m., in the 5th Floor Conference Room of the Municipal Office Building. The following members were present: Commissioner Markley, Chairman; Commissioners Walker (via phone), Maddox, Kane and Philbrook. The following officials were also in attendance: Gordon Criswell, Assistant County Administrator; Brett Deichler, Director of Delinquent Revenue and 3-1-1 Call Center; Luke Folscroft, 3-1-1 Coordinator; Ken Moore, Deputy Chief Counsel; Todd Kinney, Technical Architecture Manager, DOTS; Sharon Reed, Director of Procurement and Contract Compliance; Jeremy Rogers, Director of Parks and Recreation; George Brajkovic, Economic Development Director; and Lew Levin, Chief Financial Officer.

Chairman Markley called the meeting to order. Roll call was taken and all members were present as shown above.

Chairman Markley said I will note there are no minutes to approve this month. As you will recall our December 15 meeting was canceled.

Chairman Markley said Commissioners received a blue sheet last Friday adding a new item to the Committee agenda relating to the Dairy Farmers of America proposal to locate in Kansas City, Kansas. This item will be heard prior to the measurable goals as outlined on the agenda.

Committee Agenda:
Item No. 1 – 150036…3 RESOLUTIONS RE: DAIRY FARMERS OF AMERICA
Synopsis: Three resolutions regarding Dairy Farmers of America’s (DFA) proposal to build a 100k sq.ft. Class A office building to serve as their global headquarters on approximately 12 acres within Project Area 3 of the Vacation Village Redevelopment District (near the current
intersection of France Family Dr. and 98th St.), submitted by George Brajkovic, Economic Development Director.

- Authorize County Administrator to execute a development agreement with DFA
- Authorize $4.5M in street improvements
- Authorize issuance of $4.5M in temporary notes

It it requested that this item be fast tracked to the February 26, 2015 full commission meeting.

Doug Bach, County Administrator, said as the Commission is aware, for several months we have been talking with the Dairy Farmers of America about a potential location in Kansas City, Kansas for the relocation of their global headquarters. Last week we were very pleased to hear that their board had determined that the proposal that was on the table from the State of Kansas, the Schlitterbahn EPR team, and the Unified Government was the one which they wanted to move forward with.

This has been a deal that has taken a fair amount of work as we’ve gone forward to be a good proposal which we believe is very fair to the Dairy Farmers for what they are bringing to our community and at least 300 jobs that will be coming here and really continue the advancement according to the Master Plan that we have looked at out in the Village West area. They called for a mix of the retail development which really is the driving force to continue forward and pay off the STAR bonds that were issued for that site. Nothing about this project does anything toward the base of STAR bonds that were originally started and projected to pay off by the end of 2016. Anything in this project identifies incentives that are new to the community that we are currently not collecting.

With this we have several members from the Dairy Farmers team that are here along with our Economic Development team and Finance. I’m going to go ahead and introduce our Dairy Farmers group. We have Joel Clark, Monica Massey, Mark Korsmeyer, and I believe also Alex Bachelor who’s in the back in the room with the Dairy Farmers group that are all here with their company to represent them. Of course we have George Brajkovic with our Economic Development, Lew Levin, our Chief Financial Officer, and Todd LaSalla, our outside real estate attorney who represents us. I’m going to turn this over to George and he’s going to start the presentation and we’ll move from there.

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George Brajkovic, Economic Development Director, said we’ve got a very brief presentation in terms of maybe structuring it.

We’ve got some comments on the project overview. I’d actually like to turn it over at a certain point to the DFA staff and let them talk about their project and what they envision and then kind of come back to staff here to roll through the incentive structure and some of the early revenue projections that we see from the project.
The Project Overview, this is the way we saw this project as it came in as a lead through the Department of Commerce. We weren’t sure exactly who the company was, but we saw global headquarters, up to 400 jobs over five years and the wages weren’t something that we were seeing everyday. From a staff perspective when we saw that lead come through, we got very excited and knew this was a project we’d like to pursue, especially with the office component. You’ll know within our own tax abatement policy we really offer a large abatement percentage in the pursuit of quality office.

<table>
<thead>
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<th>Capital Investment</th>
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<tr>
<td>100,000 square foot Class “A” global headquarters</td>
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<tr>
<td>$20M – purchase price of land and building</td>
</tr>
<tr>
<td>$10M – purchase price of equipment</td>
</tr>
<tr>
<td>Option to expand Office by 50k sqft</td>
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<tr>
<td>Option to build Innovation center – 50k sqft</td>
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<td>300 jobs, average annual base wage $90k</td>
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From a capital investment standpoint we know this is at least 100,000 square foot Class “A” global headquarters. We believe the value of the land and the building are about $20M, add another $10M in for new equipment and probably equipment they’re bringing, we think it’s about a $30M investment. I’m sure the DFA folks will probably expand on that a little bit.

There are options within this proposal. One is to expand the office or the headquarters building by an additional 50,000 square feet. Another option is to build an innovation center, again another additional 50,000 square feet as a stand-alone building. We’ve got a site plan later in the presentation that will kind of give you a better idea of how the layout might look.

The previous slide had up to 400 jobs over five years. Within the development agreement we called out some minimum standards, so at a minimum it’s 300 new jobs with an average annual base wage of $90,000.

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The project site, itself, is represented by the white star on this map. You see a lot of our other community partners highlighted. You see Cerner just south, Cabela’s directly to the west, Schlitterbahn Waterpark to the east, and then the Auto Mall and the U.S. Soccer components to the north.
Just to kind of bring the site in a little bit more, all of you should be pretty familiar with this. We did this presentation as we advanced the Schlitterbahn project plan as part of their STAR district. Again, the color-coded areas, you see U.S. Soccer again represented in the light blue, the Auto Mall development in the tan above it and then the waterpark in the yellow. Again the black star here would just kind of designate this approximate 12 acre site that DFA is interested in.

Again here’s the site plan. It gives you an idea of how the project will lay out. The front elevation rendering is one that was provided by the DFA staff. If it’s okay, guys I don’t know who’s speaking or if you’re all speaking, but maybe this is a great time to toss it back to you to talk about what you’re project looks like.

Mark Korsmeyer, Executive Vice President, Dairy Farmers of America, said on behalf of our 10,000 plus dairy farmers across the country, we are excited to relocate to the Kansas City, Kansas area. We have been looking for quite some time. It’s been a little bit of a challenge. We’ve looked all over the place. We’re a midwestern organization and we’re glad that the Unified Government has worked with us accordingly. Can’t wait to get over and be a resident of the Village West area and the Legends. Joel, why don’t you talk a little bit about the building and the site that we’re going on.
Joel Clark, Senior Vice President of Accounting, Dairy Farmers of America, said the building is approximately 103,000 square feet, three-story facility, lots of glass exterior to bring in the actual light for the workforce. Our building today was constructed back in the 1980s. We’ve been there since 1998. It’s definitely not of the design that we’re talking about with this new construction so we’re very excited. We’ve got a lot of employee engagement in terms of committees that are working on various aspects of the project. We’ve been working on this, actually for about 18 months prior to today, and looked at a lot of alternatives in terms of sites. We feel like this site best suits our needs of company and our employees. We are a cooperative that’s organized in the State of Kansas so our roots are originally in Kansas in terms of organization. Obviously, we are committed to the Kansas City metropolitan area. We have employees that live on both sides of the state line and this suits our needs quite well.

Monica Massey, Senior Vice President, Corporate Affairs, Dairy Farmers of America, said I would echo what both Mark and Joel said. I’m actually a transplant for DFA to the area in 2006. Since that time we’ve grown considerably. We really created a diverse workforce. This area offers the amenities our employees of today and tomorrow are really seeking. We are very excited to be in this area and building a state-of-the-art global headquarters for them.
Mr. Brajkovic said from the Incentives standpoint, again this is a look at locally what was offered. It is the use of IRBs. We’ve used revenue bonds to finance other office projects.

Per the existing policy, this project did qualify for a 75% tax abatement and a ten year term. I broke out the actual individual components of the 75% abatement. Again, we start with the standard 45%, this is a 15% additional for quality office, 10% based on the level of capital investment that they’re making, and then they have also agreed to participate in Local/Minority/Women business enterprises, having a participation rate in the construction of their project.

We think in looking at the projected values, we think this PILOT offers savings to DFA over the ten years of up to about $5.5M. Additionally, the project will qualify through the Department of Revenue for a sales tax exemption certificate on their construction materials. Just haven’t called out a value on that, but we’ll try to get that nailed down, that value actually narrowed down for the public hearing on the 26th.

There is a pledge to offer $1M from a STAR bond issuance for eligible site costs. Again, this is a site within an existing STAR district and we are recognizing that.

An additional component to this is the 98th Street “S” curve. This aerial shows both the current alignment of France Family as it comes underneath the I-435 overpass there and connects into 98th Street. The overlay is showing the “S” curve design.

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The “S” curve design was always part of the original Schlitterbahn agreement. The current alignment with the “T” connection, or the elbow of 98th and France Family was always considered just a temporary solution. We knew that as the additional project areas would develop there would come a time that the “S” curve would need to be put in place. Having this office development proposal just kind of accelerated that time frame.

So we wanted to highlight a few things related specifically to the “S” curve. It does have a cost of about $4.5M. There are three identified funding sources, but to accommodate the accelerated schedule and make sure that we hit these milestones, or give us the best chance to hit all of these milestones, and I think Lew’s here to talk about it if I you have any questions, but we are contemplating the use of temporary notes to get that project started. Again, moving the long term financing back over to either STAR bond proceeds or State of Kansas or the Schlitterbahn Vacation Village, but we are requesting and that’s part of the fast track to the 26th, is the consideration of issuing those temporary notes. So that’s the Incentives package.
So kind of back on the revenue side of things, from a property tax perspective, the current base taxes on that land produces approximately $40,000 a year in revenue. The PILOT, and again only for the 100,000 square foot headquarter building, year 1 of the PILOT is projected at $135,000. There’s incremental growth with each year of the PILOT. In year 10 you see that that value goes to $170,000.

We think that the additional value from the PILOT payment during the term back to all the taxing jurisdictions is just shy of $1.5M.
Additionally, Mike Grimm and Lew, we’re trying to get a grasp of well, what about a sales tax perspective on this. They were able to use the International Council of Shopping Centers and some of the data that they have available. Based on the average incomes, or average salaries of the positions and how many jobs they’re creating, we think that that can have, and again those employees’ buying power, we think that that will translate to at least another $150,000 in sales tax generated within that district just by introducing another 300 employees into that corridor.

And back to the draft site plan. Commissioner Kane I tried to move through that as quickly as possible. We’re available to answer any questions. I know Mr. LaSalla is here. He’d probably love to go through the Executive Summary if you would require that of him. Commissioner Kane said I think he should. Mr. Brajkovic said otherwise we’re available to answer any questions.

Commissioner Kane said first of all, welcome to Kansas City, Kansas. As excited as you are, we are excited as well and realizing that the amount of money that your folks make, and I think the lady said something about employees of the future, and I think that was a great lead-in to what one of my concerns is.
Cerner hired 12 kids from Kansas City, Kansas. They took one from each high school and they had three ones left over, and they hired some more. I don’t necessarily want you to do that, but I would like you to do is contact the school districts and tell them the requirements that it would take to work for you folks. Then that way our kids can have the opportunity to work for you. It’s huge that you’re coming. That’s a lot of money. We’re giving you a lot of money. I believe that’s a small request. We’ve got some outstanding students that would fit in to this perfectly.

We’ve got some really good housing additions too, so you all can move over here. George’s got a couple right by his house. Any commissioners got any questions?

**Commissioner Philbrook** said right on the back of our fearless leader I would like to say also that there’s a workforce group already established in Wyandotte County. They’re really working diligently to create pipelines for certain types of jobs. If there is someway that you could work with the Wyandotte Economic Development and Workforce group through the Chamber that would be great because there’s representatives from all the school districts, the community colleges, etc.

**Commissioner Maddox** said I also wanted to say thank you and welcome to Kansas City, Kansas as well. My question was more along the lines of the 300 jobs. In the presentation it said 300 jobs and my question was are those jobs already occupied or is it 200 jobs and 100, where is that at. **Mr. Korsmeyer** said we have 308 in our building today, 72,000 square feet. The projection by the time this building is completed is that we would be at 330 and that was the initial starting point for this project. **Commissioner Maddox** said yes sir. Along the lines of what Commissioner Kane said, encourage maybe the employees to buy a home in our community where they’ll spend money day and night and grow our tax base. That’s all I wanted to say.

**Commissioner Kane** said I guess this question’s for legal. It looks like there’s three resolutions. Do we have to do them one at a time? **Ken Moore, Deputy Chief Counsel**, said if each commissioner is voting the same on all three, you can do them at one time.
Action: Commissioner Walker made a motion, seconded by Commissioner Philbrook, to adopt three resolutions authorizing the County Administrator to execute a development agreement with DFA, a resolution authorizing $4.5M in street improvements, a resolution authorizing issuance of $4.5M in temporary notes, and fast tracking the matter to the full commission. Roll call was taken and there were five “Ayes,” Philbrook, Kane, Maddox, Walker, Markley.

Measurable Goals:

**Item No. 1 – 120153 …MEASURABLE GOALS: VARIOUS DEPARTMENTS**

**Synopsis:**

MEASURABLE GOALS:

- Parks
- 3-1-1
- DOTS
- Purchasing

Chairman Markley said that does take us to our Measurable Goals for various departments. I’ll note that these are for information only. I’ll let Joe Connor, our Interim Assistant County Administrator, lead us through these four departments.

Joe Connor, Interim Assistant County Administrator, said as you’re aware, departments are starting to come up with their measurable goals as part of the initiative from the Commission. This is kind of the first round for some departments that report to me currently. There’ll be more coming in future months but for now we want to start with these and spend just a short amount of time. Again, as we start to refine this process we want to hear from you as commissioners, are we hitting the mark, do you want more information, is it too much, does it make sense. That’s kind of where we’re at with this. This is my group of guinea pigs I guess you want to say, but I think they’re well prepared and I think you’ll enjoy their presentations.

So we’ll start with our new Parks and Recreation Director, Jeremy Rogers. For those of you who haven’t met him Jeremy started December 30 and he’s in the hot seat first.

**February 17, 2015**
Jeremy Rogers, Director Parks and Recreation, said I’m the new Parks and Recreation Director as Joe pointed out. It’s very nice to be here with you guys.

I’m here to talk about our Parks and Recreation revenues and how we can increase that over the next 10.5 months.
As you can see these are some of our main revenue streams. They come from shelters, fishings licenses, boating permits and that bottom is all on the recreation side. As you can see we’ve gone up each year and continue to grow.

These are our year-to-date revenues. The 2015 is my projection. That is what I’m here to tell you guys that I would like to increase our revenues for our department by 10%. That would take us up to almost $700,000.
We have a long task ahead of us, but I have a great staff and here’s how we’re going to do that.

Number one is the upgrades that we made to Wyandotte County Lake. It is our number one revenue source. It is our largest park. It is the heart of our Parks and Recreation Department. Some of the upgrades that we’ve made there, we replaced six new fishing docks. We took out the old ones that were all the styrofoam with the mold and algae growing on them and replaced them with the new rubberized.

The other things that we’re doing at the lake, we’re renovating the concession stand. It was built in 1930. There’s some discrepancy, it was either built sometime between 1936 and 1939 and has only minor improvements over the years. We’re renovating that and that will help generate revenue.

The second thing that we’re doing is hiring key staff. Number one, they hired me to lead the department so I think that’s a good idea. Secondly, I’m currently working to hire a recreation program coordinator. I am looking for somebody with a skill set with some marketing background that can help us improve our department in that area. Our overall marketing we have not done a whole lot in this area, so anything that we do will generate revenue.

Our overall department awareness, we are one of the few Parks and Recreation Departments in the whole State of Kansas that doesn’t have a facebook page. I’m meeting with Edwin tomorrow to go over that. With social media and all that, that’s free marketing. Yes it needs to be limited and it needs to be oversight, but we have the staff that can do that. That will definitely help there.

Secondly, to piggyback off the Police Department, the QR code. Everything that goes out from our department, whether it be emails, flyers, anything that comes out of our department will have a QR code on it that will take people directly to our department’s website. 

Finally, we will do monthly reviews to track our revenues to see where we stand and if we need to make any changes or anything like that. That concludes my presentation.

Commissioner Maddox said this is actually my first time meeting you and seeing you, but in my first term I’ve been kind of somewhat a guy that clings to Parks and Recreation and closely looks at what happens, so I’ve got a few questions along those lines.

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One of my questions are is there a possible way like every two years or three years, and maybe this is something you can interact, where all the parks are like analyzed, their equipment from the basketball goals down to the pavement, the benches, to where we are annually making those upgrades maybe every three years systematically to parks. I don’t know that that’s happened in the past but I’d like to see more of that because what I had to do in my first term was kind of get funding going toward the various parks in the area. Mr. Rogers said absolutely. I received a request from Commissioner Philbrook and it consisted of wanting to upgrade our parks. I want to do a complete park inventory of what we have. I’m still learning where our parks are and what we have exactly. We are doing from head-to-toe, complete every park inventory. That’s going to be ongoing. Once I do get that completed, I will have numerous things to point out and changes that need to be made, things like that.

Commissioner Maddox said the other thing I wanted to know is have they spoke to you about the grass mowing in parks across the city. That seems to have been a dilemma the first three years that I was here. Were there any updates or discussions about the ways that we could keep the grass maybe monitored and mowed during the summer so that the parks are appealing. Mr. Rogers said yes I have heard that that is a problem in the past and I am working to see what exactly those problems are. The cause of those problems has not been pinpointed yet, but I am working and hopefully I will see some things that can be changed between now and mowing season which is right around the corner. Mr. Connor said I just want to add to that that in the budget if you remember there’s a youth program. We’re working on buying equipment and coming up with the process and that’ll be part of what Jeremy will do to help with the mowing. So I just wanted to remind the commission that that project will come online here this summer.

Commissioner Maddox said that’s what I was going to ask next because I was trying to find out how would the youth or the young people get involved in that grass mowing. Would they go to Parks and Recreation and maybe apply or does that come through another department? Mr. Connor said as far as I can tell we’re going to run through HR like any other job that we’re going to hire through and they’ll apply through HR and kind of go from there.

Commissioner Walker said Jeremy, I look forward to meeting you. I’m sorry I could not attend tonight. I’ll admit, I guess, some might call it a compliant, I’ll admit that I have had a number of people address me on is that we have a substantial waiting list for boat slips at Wyandotte

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County Lake. Not being familiar with how much space we have or if additional ones could be constructed. I’ve been told that we could certainly add more boat slips, either as extensions to the existing ones. I was under the impression that we had recently extended some of them, but that we did not extend or make available enough to put a dent in that list of people that are waiting for a place to put their boat and use the lake. I ask the question because it seems like to me we could certainly make more slips available for, and I think most of the people that rent there are Wyandotte County people, and make that more available. I certainly don’t have cost figures and I don’t want to inject so many boats that it kind of ruins the ambience of the lake that people describe to me when they take their pontoon out. But I’d be interested in your either assessment tonight or something in the near future as to the viability of that. That seems to be, if anything approaches me on Wyandotte County Lake other than we have too many geese and that creates a problem down at the south end eventually every year, it’s that we don’t have enough boat slips and it takes too long to get one. I’ll listen to your response.

Mr. Rogers said thank you for bringing that up. The current wait for a boat slip at Wyandotte County Lake right now is about five years. That is one of the red flags that came up. I will be doing, as part of my park inventory that I talked about earlier, I will be looking at that. I don’t have an answer for you tonight on the solution for that, but I know yes we can add more slips, however, I don’t know if that’s reasonable yet. I hope to find out very soon and through my park inventory will have that for you. Commissioner Walker said I’m hopeful that we can address that perhaps in this year’s budget or in strategic planning at least have some idea as to that or perhaps there’s an alternative location for a second site for maybe fishing boats or the smaller boats, the non-pontoon boats that would make that wait, I mean five years is a long time and a lot of changes can happen to a person. I look forward to your report. Thank you. That’s all my questions.

Commissioner Philbrook said I’m really enthused about the fact that you’re wading in right in the middle of everything, taking the bull by it’s horns and re-evaluating our park system because I know that was one of the high priorities when we did our survey. Believe me I get comments on parks every week. I really believe that it sounds like what you’re planning on doing, and please correct me if I’m wrong, that you’re planning on putting together a comprehensive plan for how you’re going to address different parks, what parks to keep, what parks to get rid of,
which ones to improve, etc. and create a long-term improvement project. Is that what I’m hearing? Mr. Rogers said that is spot on. That is my goal for this department to create a master plan and create goals and give this department a roadmap to go by. Commissioner Philbrook said amen and hallelujah.

Commissioner Maddox asked is the Parks and Recreation Department still currently under the County Administrator’s office now. Mr. Connor said it’s reporting directly to me. Commissioner Maddox said if you have two things that you have analyzed and seen in your early stages as director of the Parks and Recreation, what are two things that you think really need to be fixed at the Parks and Recreation level so that we kind of take this into the budget session. Mr. Rogers said that’s a tough one. From the very beginning, there is no master plan in place. That’s number one. I’ve met with a couple different consulting firms on that. That is a very long and tedious process that I anticipate going through. It does come with a price though. That is my goal. That’s number one.

Number two is going back to my overall department awareness. We are a very large department compared to other departments in the state. We’re maybe the fifth biggest department in the whole entire State of Kansas which is pretty impressive. People need to know what we have. We need to make our citizens in Wyandotte County more aware of what we have and what we offer. Commissioner Maddox said so that plays into you said bringing in some program coordinators who know how to promote. Mr. Rogers said absolutely, market, promote and implement.

Mr. Connor said the next department up is our 3-1-1 Department. Brett Deichler is here along with Luke Folscroft. Brett is the department head over 3-1-1 and Delinquent Tax and Luke is the manager of 3-1-1. So I’ll turn it over to the gentlemen there to go through the presentation.

Brett Deichler, Director of 3-1-1 Call Center, said I appreciate the opportunity to come in and talk a little bit about what’s going on with 3-1-1. I’m going to keep this at a high level just to kind of give you an idea of the real important factors and the things that are going on there right now. A lot of that circles around what I call managing for results and how to basically create operational efficiency and transparency in government.

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Starting with that, we talked about asking the question about transparency and accountability at the forefront of operational efficiency and improved services. It requires these three items right here.

When you’re looking at strategic business alignment, integrated technology solutions and advanced communications, it kind of brings everything into perspective. We’ve got a host of those things that are out there right now and Mr. Todd Kinney’s going to help support some of that for us. He will talk definitely a little more in detail about some of the technologies that we’re going to put in place.
I wanted to bring a high level focus real quick about where we are today. This basically talks about the historical data. Some of the things that we are looking at with the initial hardware, and as you can tell without going into great detail, some of the call volumes there. I made the announcement a couple of weeks back, really about a month ago at the Operations meeting, that we’re approaching our one millionth call. We’re probably within about 30,000 calls of doing it. We’ll probably see that here in the next couple of months. That’s a big benchmark for us. I think it goes to show some of the things that we do and talking about how we actually answer that type of call or those types of call volumes.

As you know we started off in 2008. We had eight staff members. We were basically downsized which is absolutely understandable due to the economic crisis that we went through, but it cut us right in half. We still basically maintained a very solid response rate.

When you look at some of the things we’re taking, Municipal Court is 44% of our call volume right now. At the onset of this thing I understood to be a problem in District Court or Municipal Court basically for them to even answer the phones. Mondays and Tuesdays are really, really heavy for them. We said how do we get into that. How do we help support that. So a lot of our call volume is going into that. We signed an agreement with the Judge down there to support some of those services. You can look down for the UG Treasury, BPU and District Court, they’re big numbers too.
The more important things are these tags at the bottom when you start looking at calls presented versus how we handle those calls at an 83% right now with four staff members. We’ve looked at, and we’ll talk just in a minute, about centralized versus de-centralized staffing. We’ve looked at a way to help subsidize our current four staff members and basically during those high peak volume times to go in and call, have Luke basically as our coordinator basically call and utilize backup staff members who have been trained that are not necessarily in the central location of 3-1-1, but are throughout the building to help support some of those call volumes.

The max call time right now is about 1.34 minutes where the queue time looks like it’s 55 seconds. 27 seconds after that rings, we answer it. So we’re still doing pretty good. The abandonment rate is setting at 17%. I don’t think that’s alarming. I do think it needs to be adjusted and I’ve got a goal that here’s to measure and how to actually align those strategies to get those calls. My theory is if you can’t answer the phone, you can’t answer the request because you don’t know what it is.

This next slide talks a little bit about the future. Without going into great detail, we’ve got monies that have been set aside to basically re-invent the architecture down there now. Since we were born in 2008 there’s been, as with all technologies, there’s been a vast improvement in Microsoft and the products that we utilize. The stuff now that basically is out there which is

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Microsoft, it’s going to be a 2015 package if we can upgrade to that, it’s at least 2013, is very dynamic. It brings along the opportunity for mobility so the constituent can basically pop us from the phone, doesn’t have to wait in line. We can get that, track those types of requests, etc. It also allows us to put advance reporting models back together including real-time dashboards which are super important.

In that dashboard from the project itself, I’ve basically gone back as part of the requirements and said hey, we need to be able to look at what’s really important to the County Administrator’s Office, to the Commissioners, etc. and to put those types of real time data feeds into that dashboard so you can get it right from your phone and look and see what’s going on in your district.

This next slide talks a little bit about what we show as departmental call percentages. Again, looking at Municipal Court, once again 43%, almost 44. The average queue times and those types of things we talked about a minute ago, it begs the question of how do we actually get there and measure a goal and an objective for this type of environment.

When we asked that question, we say let’s finalize a statement of work. It’s real obvious. We need to get to work and get that thing done. We also will complete the proposed 3-1-1 upgrades by the close of September which is the end of the third quarter which will ultimately

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allow us to get into the real time reporting methodologies at the end of this year and also the revised ad hoc reports that we kind of have some of those still from the old days, but now we’re moving into a new more dynamic reporting methodology which will allow us as an organization internally from an administrative perspective to coordinate basically not only what 3-1-1 does, but the back side of the coin, what the Unified Government does on a department-by-department specific basis.

We should continue to answer calls in less than one minute like we’re trying to do to reduce that abandonment rate and close 80% of all the active work orders, which is a very big deal for us. We get a lot of call backs. We also try to call back and initialize contact to help keep people informed, but we get a lot of call backs on things that are out there that are static that should be active and wanting to know what’s going on with that type of request. It’s very important for the constituent to be able to access us. In the past it’s been a little difficult because the wait times have been tough. But like I said, once we start putting in active measures with the mobility piece and the social media real-time chat upgrades that Mr. Kinney’s going to allow us to get into, I think it’s going to help the 3-1-1 Department actively control the data to where we can model what’s not only going on with 3-1-1, but we can model everything that’s going on in the government operations clear back to the cost allocation and the resources required to complete that.
I can discuss this. I put this on the backside here as an MFR. What I basically did is put a quick model together that shows when you do Microsoft Lync, which is the telephony piece, we’re going to help kind of vet that process again to get our phone operations back in order from cost allocations. It also talks about the data base which is basically what I call central repository to allow us to get down to doing these things over here when you take everything in and funnel it through that architecture there which are those three things that I talked about initially, it allows you to perform most effectively. In reading this right column you can see as accurately as you need be, you can collect the data and you can report it. So we can receive requests directly from you that says tell me A, B, and C and we can report that. This is the model that allows us to get there, but it all starts with managing for results. It’s not about putting widgets together, it’s about getting effective outcomes not just output. You need to measure the outcome and that’s extremely important for all of us to remember as we move forward with this dynamic rebuilding of this operation.

**Chairman Markley** said it’s great that you’re already tracking some data because it makes it a whole lot easier for us to create measureable goals when we have something to start from. I appreciate that.

**Commissioner Philbrook** said so that means you’ll be able to tell where the plug is in the stream if something gets slowed down, somebody calls up, something needs to be taken care of, you’ll be able to see where things are slowed down so that can be taken care of as well. **Mr. Deichler** said it should, yes. We’ll have all the GEO data and the things that tag it literally where it’s at.

**Commissioner Walker** asked Mr. Deichler, how many of your phone calls relate to code enforcement and how are those handled when they come in there. **Mr. Deichler** said that’s a very good question. **Commissioner Walker** said I’ll give you some background on this.

We have at different times over a long period, both when I was an employee and more recently, suggested to the public as well as employees, that complaints that are filed or made retain anonymity. Yet I have recently been provided a sampling of some complaints that were,
and I don’t know that they originate with you, I’m certainly not suggesting that, but in which they identify the complaining party. Then that information seems to inevitably transfer to the target of those code enforcement complaints.

If we’re wanting to encourage people to report code violations and to protect that identity, it has to begin with the intake, whether that intake is at Code Enforcement or whether it is at 3-1-1. Can you comment on your role as 3-1-1 with Code Enforcement. It’s certainly an issue that has troubled me because this creates neighborhood problems. If you have a neighbor that is not maintaining his property and you report it, the fear is that the neighbor will then find out and the situation will become even worse. So protecting the identity of a complaining party is a critical piece of effective code enforcement. We’re not getting it somewhere in the system. I’ll listen to your response.

**Mr. Deichler** said, Commissioner Walker, that’s an absolutely great question and it was at the forefront of our development clear back in 2008. That was asked as well. I know that the initial development allowed us to click a column that was considered triple A anonymous. It would basically wipe off all the incoming data through the Cisco file when someone called in that would allow us to keep the anonymity intact once we forwarded that information over to MAUWI. Right now we have received about 4,600 calls in the last year that relate to code specific violations that were forwarded to Greg Talkin’s group at NRC.

The issue that we have and that we’re still experiencing with the MAUWI system is the lack of integration between the Microsoft dynamics based product and the only Oracle based, correct me if I’m wrong, product that we have left in the Unified Government’s system which is the MAUWI and Excela product. In stating that, we’ve always tried to look to basically being able to integrate those. I think in the past that when we have put work order requests out there, there’s been some of that information transferred. I’m not saying necessarily from us, but we were sending emails that had certain fields that were stated inside the emails so that they could actually have someone at NRC enter that data.

That will not be the case here with the new system. We’re going to work on a way, like I said back in 2008 it was our intent to keep that anonymous, and I know that we would even go as far as asking because people would call in and say hey, I want to be anonymous for those very reasons that you stated. In stating that, we’ve kept that confidentiality intact. It doesn’t mean that everyone that has called in has requested that, so some of that has probably migrated it’s
way into the MAUWI system. But in the future we need to be very diligent about how we protect that content and maybe it’s just something that’s an exclusion based on that criteria alone at the front end until someone requests otherwise. Because I honestly can’t see anyone calling in and reporting their neighbor and wanting them to be out there just in case just to keep the peace.

We’re working towards that goal. The new system, we will be very cognizant once again in refining and meeting that goal. I think that with working in the future and working with Todd Kinney’s group we will be able to find an adequate resolution to not only help that at the front end, but to actually expedite these types of requests because they’re very, very time consuming for our staff with the lack of integration with MAUWI. We’re working towards an answer for that now as we work through the Statement of Work. Does that answer your question Commissioner?

**Commissioner Walker** said well I think unless someone says to you I want the individual to know who I am and that I reported you, I would assume the desirable course is there’s no reason for the code inspector in most situations to have any, if I want to be called back, that’s one thing. If I say, look I want to know that something’s been done. Here’s my name, my phone number and I don’t care if he finds out or she finds out. That’s one thing.

On the other hand, there’s no reason for the code enforcement people when they go out, they’re confronted by people who are not happy. They’re not going to be happy and the best policy would be for them, in my opinion, is not to have the information, not be able to defer off the responsibility that they’re just doing their job, but Joe Blow down the street reported you. I know that has happened. I can give you a specific example in my neighborhood.

I think we should address that not only from 3-1-1, but at the code enforcement level too. There’s no reason for anybody enforcing these to know who called it in and where it came from. That’s my opinion and I will pursue that, but I’m glad to hear that you’re working on this issue and that you’re aware of. Thank you. I’ll relinquish the microphone.

**Mr. Connor** said the next one is from our Department of Technical Services. You’re familiar with Todd Kinney. He’s presented before this Committee before. He’s going to talk about what DOTS is going to be looking at in this coming year.
Todd Kinney, Technical Architecture Manager, Department of Technical Services, said I’ll be talking to you about the Department of Technical Services 2015 key performance goals.

**Department of Technical Services 2015 Key Performance Goals**

- Customer Service
- System & Service Delivery

These goals are in two areas, customer service and system and service delivery. These are two areas the administration has asked us to focus on and improve.

**Customer Service**

- Successfully deploy 311 Citizen Portal and CRM Dynamics upgrade in partnership with 311 Operations
- Successfully deploy System Center Service Manager and an internal self-service portal
- Re-establish x8000 as internal Technical Support solution to streamline both 311 Operations and the Technical Support Help Desk
- Increase 1st Call Resolution
- Decrease Total Resolution Time
- Enable Immediate Resolution
- 80% of Technical Support calls to Help Desk (Currently 25% to individual staff)

In the area of customer service our first goal is to successfully deploy the 3-1-1 Citizen Portal and CRM Dynamics upgrade and partnership with 3-1-1 Operations as Brett mentioned.

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Our next goal is to successfully deploy System Center Service Manager and an internal self-service portal similar to the Citizen’s Portal internally. Employees will be able to make requests, track requests, see maintenance notices and things of that nature. System Center Service Manager also automates a lot of tasks to help us mitigate our human resources limitation and provide better service.

Lastly, once the first two are completed that will allow us to re-establish extension 8800 as a dedicated internal technical support line, enabling 3-1-1 Operations to streamline their operations to focus on citizens and for Technical Support to focus on technical, internal tickets, and we’re not competing with the limited resources that 3-1-1 has.

Once these are deployed it will allow us to increase first call resolution. That will then become measureable. It will allow us to decrease the total resolution time. Instead of going through two hops for technical support you go straight to technical support. It will also enable immediate resolution, something that’s not available now because we go through 3-1-1 and that’s not their skill set. Once the calls are coming directly to Technology, we think a large portion can be solved right there on the phone call if you have a technical person taking that call.

The next goal will be for 98% of technical support calls to go through the Help Desk. Right now it’s our estimate that roughly 25% go to individual staff and the primary reason is that immediate resolution is not available at 3-1-1. It’s not a problem with 3-1-1. It’s just not what they’re geared for, so people will call directly or send an email. That can get lost. It can result in an email that doesn’t get heard for a week and then we have an unhappy internal customer.
In the area of System and Service Delivery, our first goal is to deploy our new Storage Area Network. That was a huge acquisition that the Administration and the Commissioners supported in acquiring this year and that will help alleviate some of our storage issues. Once that’s in place we will maintain 80% maximum storage utilization. We’re at about 95% now.

We’ll take a look at that visually. In 2014 we were at 95% utilization so the area in red, the unused portion, when we get there that’s when we have an issue. That’s as much room as we have to work with and that can actually disrupt operations. If someone dumps a large set of data it’ll shut down the system. What we hope to do in 2015, or we will do, is maintain 80% maximum utilization. That’ll give us a much larger area to react and manage storage when it becomes an issue. We anticipate that storage will no longer disrupt operations.
Staying with System and Service Delivery, our goal is to maintain 99% system and service availability. What that translates to is a maximum of 3.65 days per year, or 7.2 hours per month, unscheduled downtime annually. Any more than that and we don’t meet that service level and we’ll be sending a report to the Administration as to why and how we’re going to get back to 99%.

Looking at that visually in 2014, our manual records show us at 98% and our goal for 2015 is 99%. You may say that’s pretty easy, that’s just 1%, but when you’re talking about uptime what that translates to in 2014 was 7 days per year total, or 14.4 hours per month. That 1% increase in system availability cuts that downtime in half throughout the whole year only 3.65 days per year, or 7.2 hours per month. Of course, downtime, there is a cost associated with it because when the systems are down people are getting paid and not being able to operate.
In summary, for our 2015 key performance goals—under the area of customer service we will successfully deploy the 3-1-1 Citizens Portal and CRM Upgrade in partnership with 3-1-1 Operations. We will successfully deploy Systems Center Service Manager. We will re-establish the extension 8800 dedicated Help Desk for technical support internally here. Once those are accomplished it will enable us to establish baseline goals for customer service performance metrics so we will then go back and review our goals and we’ll have baseline numbers for all those areas we mentioned before: response time, first call closure rate, etc., etc.

Under system and service delivery, we will maintain 80% maximum utilization. We won’t go higher than that without mitigating it and that will prevent storage from disrupting anyone’s operations. We will achieve and maintain 99% system and service availability.

That’s it. We’ll take any questions and answers and give answers.

Commissioner Walker said I guess I’m, the goals sound reasonable. You make them sound easy. I’m sure there’s much more involved than the brief statement that you made about it. I’m interested in storage capacity. Differentiation between storage capacity and archival capacity, or if there is any, and also the protocols on the retention of emails or various other kinds of documents, data, etc., and how that plays into what our storage capacity is.

I lack an IT background so I don’t know, perhaps, the correct jargon. For example, do we have every email and every document that’s ever been created on our data system. If I ask

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you to go back 20 years and find a document, can you find that document given enough time and enough description? Mr. Kinney said well Technology can’t. I believe 20 years ago most of those are going to be physical documents other than those that have been scanned in. Those we will have. We’d have to know specifically what you are asking about to go back and see how far our archiving goes.

With regard to email archiving, that is really under the control of the Legal Department and the Records Manager. Right now I believe they have a policy of save everything after 24 hours. That does effect our storage capacity, but given that that is the current policy, until those change the changes that we’ve put in place in the new SAN that we’ll be implementing, we don’t anticipate that will be a problem for us. We’ll be able to handle that for the foreseeable future.

Commissioner Walker said I was just curious about the prevailing industry standards protocols on the retention of that. It seems like over the years we have continued to spend money to add storage capacity that, with few exceptions, most of those documents, emails, data, etc. that we’re storing after, and I don’t know what the appropriate period of time would be, are never going to be accessed again by anyone. I guess the question becomes is this a situation whereas data continues to expand and we continue to operate, that periodically we’re going to have to buy more and more storage capacity in some form or could we rid ourselves of data that is one, either no longer relevant, or has no, I mean there are a number of guides you could use. You could look for civil litigation, criminal litigation, perhaps records, I don’t know how to articulate it over the phone as clearly, but it does seem that we buy storage capacity periodically to retain records that I’m not convinced there’s a statutory basis for the perpetual retention of documents. It always seems to come with a big price tag. I’m curious in what the industry protocols are more so than what, and no offense to Legal because I was Legal, what Legal’s answer is.

This is costing us money we could allocate to other purposes such as we heard tonight, playground equipment perhaps, and so forth. If there’s a purpose in keeping it, then fine. Just to have it to say that we have it I think there’s a point at which it’s no longer relevant to current events and will never be accessed by another human being. It’s just out there.

I’ve offered my opinion and you know what my concern is and my issue. I would like to have a better understanding at some point of the protocols for storage and whether we’re wasting money on storage capacity that could be allocated to other much more relevant services to our

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constituents. I’m not saying throw things away, the last five, maybe the last ten years, but 15 years ago, what are those emails and data, what are they going to contribute to the present services we’re providing. If there’s no cost savings then keep them forever. That’d be fine, but it just seems like we’re consistently adding expenses and storage capacity at periodic intervals. Again, maybe I don’t understand IT well enough to know that this is really a very small cost and not worth addressing the issue.

Mr. Connor said last, but not least, is Sharon Reed. Sharon’s been our Purchasing Manager since October. She was the Interim Manager for about 1.5 years before that. She’s really doing some nice things in Purchasing and I look forward to her presentation this evening.

Sharon Reed, Director of Procurement and Contract Compliance, said my measureable goal today is a satisfaction survey that would help us identify our internal and external customers expectations of our department. Also, to help us establish our service expectations with our internal and external clients.
This survey would help us identify the areas in which we are lacking where we can improve in and I hope that this customer service will let us know where we can initiate a degree of transparency, accountability and open up our lines of communications.

Just some of our questions for our external customers would be how we rate our professionalism. That’s where all of our buyers and even me for us to meet the expectations of being professional in extending whatever courtesy we can to our internal/external customers.
When you contacted or visited the Procurement Services, did you get the information that was required that you needed. Hopefully, everytime that we make a contact with anyone that’s internal and external, that we are definitely meeting those needs and issues. Then, how satisfied are you with the information provided in the ease of use of our website.

Currently we are building our e-procurement site to where bidders can come in and then they can download our bids and RFPs. Not only that, we recently created our SharePoint where our internal customers can go and access all of our contracts, our certificates of insurance, any of the agreements that we have that was initiated from 2009 to currently. That was a great initiative within our Procurement Department for that outreach.

Anyone please provide suggestions on how we can improve our services to the community, whether in person or via our website. We’re open to start the lines of communications with our internal and external customers so we could help, once again, build that ease of transparency and to find out what their needs are so that we could help bridge that gap.

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Some of our external questions would be rate our courtesy and professionalism, positive problem solving attitudes. We just really want to know how we’re doing so we can start to change the face of the Procurement Department with our internal and external customers.

How well do we communicate in different areas. Are we allowing the vendors to come in and to provide their products and services and how do we pass that information on to the different departments to ensure that they’re heard or we get that feedback.
How would you rate us as far as helping the vendors deal with problems. That’s one of the initiatives, as I said, getting that information to the departments and letting them know that we are listening to them.

We recently, last year we did an outreach with BPU called “Let’s Talk Initiative” where we invited some of the local vendors in to showcase their products and services. We did an outreach within that initiative on how to do business with the Unified Government. That included the Accounting Department, the Business License, and BPU was also involved in that initiative. We got a lot of great feedback. People were very interested in that. We’re going to do one again this year.
Internal Survey Questions

How would you rate YOUR understanding of:

- Purchasing process/policy
- Requisition system (Cayenta)

Internal Survey Questions

How well does the Procurement Department service your department in the areas below:

- Requisition processed in a timely manner?
- Were your Visa issues resolved in a reasonable period of time?
- How well did the Procurement Department help resolve the problem in a timely manner?
Just go through how well to rate our departments. We were going to look at putting this out, once again, on doing a QR code so that we can make sure we get the feedback. This is the first time of doing this initiative so we’re going to benchmark it. Hopefully we can get an 80% within for doing this the first year and then we’re going to use all of our resources to initiate the feedback and do all the improvements that we can to ensure that we’re involving our internal and external customers.

**Action:** No discussion

**Chairman Markley** adjourned the meeting at 6:25 p.m.
The meeting of the Administration and Human Services Standing Committee was held on March 16, 2015, at 5:27 p.m., in the 5th Floor Conference Room of the Municipal Office Building. The following members were present: Commissioner Markley, Chairman; Commissioners Walker, Maddox, McKiernan and Philbrook. The following officials were also in attendance: Joe Connor, Interim Assistant County Administrator; Dr. Larry Franken, Public Health Director; Debbie Jonscher, Assistant Finance Director; Renee Ramirez, Director of Human Resources; and Henry Couchman, Senior Attorney.

Chairman Markley called the meeting to order. Roll call was taken and all members were present as shown above.

Approval of standing committee minutes from January 20, 2015. On motion of Commissioner Philbrook, seconded by Commissioner Maddox, the minutes were approved. Motion carried unanimously.

Committee Agenda:

Item No. 1 – 150039…GRANT: COMPREHENSIVE FOOD SYSTEM ASSESSMENT

Synopsis: Request to submit a grant application to the Greater Kansas City Healthcare Foundation in the amount of $177,115 to fund a comprehensive food system assessment, submitted by Dr. Larry Franken, Public Health Director. No cash match required; in-kind staffing in the amount of $72,307.

Dr. Larry Franken, Public Health Director, said the funds for that are going to be used for doing consulting from a group at KU Medical Center to help us get a comprehensive study to determine weaknesses in our food system.

This is tied in, we’ve already, I guess, add into that, we just recently were named one of eight communities across the nation to receive a Community of Opportunity Award from
Farmland Trust which will give us technical assistance in assessing our food system. As you guys probably are aware, we’re in great need of support with understanding how we can get fresh fruits and vegetables to our residents.

Commissioner Walker asked what would you expect this assessment for almost $200,000 to tell you. What do you hypothesize the results of this is going to be? Dr. Franken said the hope is they’ll give us ideas of one, where we have weaknesses, be it in transit systems to our groceries and to our corner markets. Also, maybe they may also give us ideas on policies that we could implement that may encourage more development with grocery stores and corner markets in the community.

Commissioner Philbrook said you may not know this but I just thought I’d ask you a question because it came across to me in my email. Do you know anything about the Fresh Food Financing Initiative? Dr. Franken said I’m not that familiar with it, no. Commissioner Philbrook said we’ll talk if you want to hang around later because it’s something that I came across.

Commissioner Walker said I’ve got to ask you, what are the employees doing right now in the amount of $72,307 that’s not going to be done while they’re doing this. Dr. Franken said what were they doing, what they’re doing as far as their jobs right now? Commissioner Walker said they’ve got to be doing something. Dr. Franken said they’re actually working on other initiatives which we’re going to talk about here soon, too, from trails to the FIMR stuff, the Fetal Infant Mortality stuff, to just education activities, health promotion activities in the community. Commissioner Walker asked what does this represent in terms of - Dr. Franken said percentage of salary? Commissioner Walker said well, actually percentage of job duties for these? I don’t know how many staff you’re going to have working on this, but is one full-time employee? Dr. Franken said it’ll basically be two employees working part of their job, it’ll include. Commissioner Walker said okay. Dr. Franken said actually, probably it’ll be a lot once we get into the process. It’ll probably be a lot more of their time. I’m guessing probably 30-50% of their time will be devoted toward it. Commissioner Walker said okay.
Action: Commissioner Philbook made a motion, seconded by Commissioner Walker, to approve and forward the matter to the full commission. Roll call was taken and there were five “Ayes,” Philbook, McKiernan, Maddox, Walker, Markley.

Item No. 2 – 150047...GRANT: 20/20/20 CAMPAIGN

Synopsis: Request to submit a grant application to the Greater Kansas City Healthcare Foundation in the amount of $56,095 to fund the 20/20/20 Campaign (20 miles of high priority sidewalks, 20 miles of trails, and 20 miles of bike lanes by the year 2020), submitted by Dr. Larry Franken, Public Health Director. Cash match required which will be achieved with funds already secured through CDC REACH grant and Slide for Health funds. In-kind staffing will be met with a percentage of current Health Communities Wyandotte Program supervisor salary.

Dr. Franken said this grant is a campaign we’re about to start up here on 20 miles of trails, 20 miles of bike lanes, and 20 miles of sidewalks to the community applying this through the Healthcare Foundation Grant, Greater Kansas City.
Here’s a handout explaining some of the activities that we’re going to include with the grant funds which will include things like creation of a campaign logo, websites, brochures, videos to kind of show people what’s available in the community on these trails to encourage people to go out and use them, community events like a bike ride or 5K. Also, we’d like to develop like walking clubs around those communities to encourage more activity.

**Commissioner McKiernan** said the grant is really just for promotional materials here. It doesn’t include anything in the way of creating some of the 20/20/20 infrastructure. **Dr. Franken** said no. I guess this is one, we’re just kind of the part off part to get us kind of started on the campaign with getting people encouraged and excited about wanting to be active and being involved in physical activity in the community. Yeah, that’s kind of this part of that. We’ll talk about it more in the next grant.

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**Commissioner Philbrook** said as you said, it’s just for things that are already in place right now and to encourage people to use what we have. **Dr. Franken** said yeah, use what we have now.

**Action:** Commissioner Philbrook made a motion, seconded by Commissioner McKiernan, to approve and forward the matter to the full commission. Roll call was taken and there were five “Ayes,” Philbrook, McKiernan, Maddox, Walker, Markley.

**Item No. 3 – 150048…ACCEPT FUNDS: SLIDE FOR HEALTH CONTEST**

**Synopsis:** Request to accept funds in the amount of $9,468.32, which were charitable funds raised by the Slide for Health contest sponsored by Healthy Communities Wyandotte (HCW), submitted by Dr. Larry Franken, Public Health Director. The funds will promote physical activity by improving levee trails in the county or help build new recreational trails. Schlitterbahn offered HCW to sponsor the Verrückt opening in the summer of 2014.

**Dr. Franken** said this was a fundraiser. It was done last year at the opening of the new superslide there at Schlitterbahn, Verrückt. The money raised from that $9,468, is going to be used to help, we have a picture there in the handout I gave you, try to improve the surface for Armourdale Hike and Bike route. As you can see there, it’s pretty rough. These funds will be used to help resurface that and also add some signage too.

**Action:** Commissioner McKiernan made a motion, seconded by Commissioner Philbrook, to approve and forward the matter to the full commission. Roll call was taken and there were five “Ayes,” Philbrook, McKiernan, Maddox, Walker, Markley.

**Item No. 4 – 150049…ACCEPT FUNDS FROM GM/UPDATE ON INFANT MORTALITY RATE**

**Synopsis:** Request to accept charitable funds on behalf of Healthy Communities Wyandotte in the amount of $5,000 from General Motors Fairfax Assembly Plant, submitted by Dr. Larry

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Franken, Public Health Director. The funds will support the work of the Infant Mortality Action Team. No match required.

Update on the infant mortality rate.

Dr. Franken said we received $5,000 from General Motors and those funds are going to be used for an action team that’s looking into our Fetal Infant Mortality rate which is a major concern here in Wyandotte County. I’m going to have some of my colleagues here speak on that subject to you briefly.

Leslie Newton, Registered Nurse, Wyandotte County Health Department, said in January, 2013 three counties were given grants to start a Fetal and Infant Mortality Review Program. Those counties were Geary, Shawnee, and Wyandotte. Basically what we’re studying is the deaths of babies in utero, age 24 weeks or greater, and infants up to age one.

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Project HOPE
Helping Others, Providing Education
Wyandotte County FIMR (Fetal and Infant Mortality Review)

- In Kansas the Black, non-Hispanic five-year rate of fetal and infant mortality (2009-2013) is 1.7 times higher than the White, non-Hispanic rate. The Hispanic five-year rate is 1.4 times higher than the White, non-Hispanic rate. Wyandotte County accounted for 104 deaths or 8.0% of the total.
- Healthy People 2020 Infant Mortality objective is 6 deaths per 1000 live births. Wyandotte County’s rate in 2010 was 8.47 deaths per 1000 live births. There were 28 babies that died in 2010.
- Wyandotte County received a grant award in January 2013 from the Kansas Health Foundation, United Methodist Health Ministry Fund, and Kansas Action for Children.
- Four counties in Kansas currently have FIMR programs: Geary ( Junction City), Sedgwick (Wichita), Shawnee (Olathe), and Wyandotte (Kansas City).
- FIMR is an evidence-based perinatal systems initiative that is being implemented to understand and intervene to correct factors that may contribute to disparity in infant health outcomes.
- FIMR is an action-oriented community process that continually assesses, monitors, and works to improve service systems and community resources for women, infants, and families. A fetal or infant death is the event that begins this process.
Infant mortality is an important indicator of the health of a community or estate. It serves as one proxy indicator of population health since it reflects the potential association between the causes of infant mortality and other factors that are likely to influence health status of the whole population. Basically, the number of babies that we have die is a direct reflection of the overall health of our county. We are one of the highest counties in the nation for African American infant mortality.

Fetal and Infant Mortality review is an action oriented community process that continually assesses, monitors, and works to improve service systems and community resources for women, infants, and families. It’s not something we can solve overnight. It is an ongoing community initiative with recommendations that will be constantly changing and added on to based on the data and community needs.

Commissioner Walker said I recently, a month or so ago, maybe longer, had a meeting with a prominent leader in the Black community who has a daughter that works in this field back east, and made him aware of the infant mortality rate in the Black community in particular. Do
we have results over a number of years, or was this one year in particular, in which there was a spike? Has it consistently been the highest in the nation?

Ms. Newton said I don’t have results any newer than 2010 at this time, but we do continue to be one of the higher counties in the nation up into this point. The number of births in Kansas has declined, so our numbers kind of look like they’re going down. But, in reality, our numbers are continuing to go up as far as the death rates go.

Terrie Garrison, Program Manager, Wyandotte County Health Department, said the inequity has actually widened over the last few years between the Caucasian and African American. Commissioner Walker said I would like, I’m sure all the commissioners would like, as much hard data on this as you can develop. I’m not wanting you to go out and spend a lot of time doing this, but surely there must be data that’s somewhat readily available for more than a one year period of time. We don’t know what the 2012 infant mortality rate was? Ms. Newton said I can tell you how many babies died in Wyandotte County in 2013. Commissioner Walker said well, ten is a lot if you only have 100 births, but if you have 10,000 births it’s a different, I guess I have to know or have some quantifiable measure as to whether this health disaster is continuing on a year-by-year basis and what we need to do to make inroads into making that stop or decrease.

Ms. Newton said I believe on your handout that we gave you, the full sheet of paper. Commissioner Walker said I obviously hadn’t had time to read it. Ms. Newton said that’s fine. The first little bullet point it says, “In Kansas, the Black, non-Hispanic five year rate of fetal infant mortality,” so from 2009 to 2013 is 2.7 times higher than the white, non-Hispanic rate. The Black rate was 14.6 deaths per 1,000 live births. The Hispanic five year rate is 1.4 times higher than the White, non-Hispanic rate. Wyandotte County accounted for 104 deaths or 8% of the total. The 20/20 health initiative was six deaths per live births. The African American rate was 14.6, so pretty large discrepancy between the national average of six.

Commissioner Walker asked do they attribute these deaths to what cause. Ms. Garrison said that is the point of the FIMR program. The Fetal Infant Mortality Review program is for us to basically do a continuous quality improvement program for the community to see, to do case reviews, to do case abstractions and case reviews, of those infant and fetal deaths to see what kind of system gaps there were, what kind of resource gaps there were, what kind of issues came

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up for that family, for that mom, for that death, that we can look at it as an entire system and as 
an entire community and find that there are -- what things we can put in place to make 
improvements and to decrease that rate. Commissioner Walker said 8% is totally unacceptable. 
Ms. Garrison said I would agree. Commissioner Walker said I would expect it to be maybe 1 
or 2% and maybe not even that, but 8%.

Commissioner Maddox said I agree, Commissioner Walker. I would also like to see rough 
numbers and rough data that leads to it. I, too, myself, seen the Channel 5 segment where they 
deeded Wyandotte County the highest county in the nation for infant mortality rate. I couldn’t 
believe it so I started to google it, started to do research on it, and I don’t understand how if 
someone is saying where do the most babies die, they will pinpoint on a map Wyandotte County. 
We can speak about poverty and all those different things that may be a part of the equation, but 
my question is, there’s other counties and cities and other states or counties that are in much 
more poverty than Wyandotte County, but we still rank higher than them. I don’t know that it’s 
really a poverty issue, but it may be more of a resource issue.

My question is, with the Health Department being predominantly grant funded, does that 
become an issue if there’s not a grant there? If we don’t get a grant, do we not have the services 
needed? Dr. Franken said it helps. Obviously the grant funding, the resources we can put into 
it helps immensely.

I’ll say that at least there’s a plan in place now to address it, through kind of what they’re 
talking about and going on with the development of an action team to try to see if we can find 
ways to stop this. I guess to your point, there’s areas in rural Alabama and Mississippi that are 
much more poverty stricken than us that have lower infant mortality. Like I said, it is an issue, 
and it is one that we need to probably focus on.

Commissioner Maddox said my question with that, I wanted to know is it going to be a 
task force, is it going to be a team? How many people are on this team? Ms. Newton said 
there’s four steps, basically, to our FIMR process. We receive either the death or birth records 
from KDHE. The charts are then abstracted from hospitals or doctors offices or whatever other 
sources we may need. There’s a maternal interview process which our social worker, Jennifer, 
does, and she actually contacts the mothers of the babies that have died. Whoever is willing to
Jennifer Allen Codil, Social Worker, Wyandotte County Health Department, said I gave you guys the folder, there’s one of these for you guys to pass around, but when we receive the information from KDHE, the death certificate which Leslie gets, we send out this packet of information and it explains what our program is. Because we had to go before an institutional review board, we are not allowed to contact the families before three months to allow them to have time to grieve. We do want to give them information and let them know that we are available for them. We also give them information about where they can go in the community to receive grief support, because a lot of times after something like this happens, families feel very alone.

Almost every mother or father that I’ve talked to after an incident like this feels like they’re alone and they have no one to talk to. So we try and bridge that gap and give them information about where they can go. A lot of times, actually, what happens is they’ll call me directly and say yeah, I want to do the interview. Then I go ahead and schedule the interview.

The interview process takes anywhere from an hour to three hours, sometimes I’ve had an interview take four hours. It depends on what that mom wants to share with me. Now I do have specific questions that I need to ask about, like her prenatal care, if she had any problems with obtaining Medicaid or insurance or food. We also talk about things like drug use, cigarette use, domestic violence, all of those things that happen. We also talk about the baby’s sleeping environment if there was an accident.

So far all of the families and mothers that I’ve interviewed have been very open with me. We’ve found some very interesting things that we’ve taken to our case review team and have recommendations to give to the community action team. We have been very lucky. We’ve had interviews from very diverse families, different groups, different religions. Actually, we are well ahead of the rest of the FMIR teams in the State as far as interviews come. We have had no barriers in getting the maternal interview.

Commissioner Maddox said I would like, if possible, for the evaluation process to include environmental. It could be something that people are drinking. It could be something they’re inhaling everyday. I know there’s other things that could be possibly looked at as to why that’s

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happening, located or centrally located in certain areas of our community. I don’t know what that takes, but I think, also, we can look at the environmental effects. I’ve also read through high school where there were environments that were toxic that people were inhaling daily and they started to die earlier. Different things happen, maybe that’s one process too.

Ms. Newton said once the maternal interview is completed we have a case review team that consists of neonatologists, OB/GYNs, pediatricians, clergy, EMS, coroner, nurses, SIDs, March of Dimes, we have a bereavement coordinator, Healthy Families. We’ve tried to cover as much as we could of the community, the health community, in our case review team.

What they do is they review the charts, the medical information, the maternal interview, and then they make recommendations on what they think maybe could happen to make this better in the community.

Those recommendations then go to a Community Action Team which is made up of a diverse group of community leaders. I believe there’s about 20 members on that team. They have not met yet, I don’t believe. I think they’re planning to meet soon for their first meeting. We’re planning to give recommendations to them in May from the case review team. It’s the Community Action Team’s job at that point to then put the recommendations into action.

Commissioner McKiernan said great work, needed work, well thought out, comprehensive.

Let’s get back to this particular gift. Remind me again, how will this specific $5,000 be used to facilitate the attainment of all these objectives?

Ms. Newton said it’s going to go towards the Community Action Team, so it’s going toward the actions. It’s going to help us put these actions into play. Commissioner McKiernan asked it’s going to help with implementation or just support. Ms. Newton said I believe implementation.

Dr. Franken said some of the things we’re talking about doing, to get people to encourage them to go, have food for them to come, daycare to get the mothers, some of them to come there, so we can meet with them to try to implement some of these interventions. Part of it’s going to be to help get access to the community.

Commissioner Walker said at the risk of, zero would be the obvious goal, but what is considered normal or standard, or is there? I would think that under the best of all circumstances

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there is going to be an occasional infant death, if for no other reason than, perhaps, SIDS or some genetic defect or congenital heart condition. What is considered a normal goal, an attainable goal for a county? Do we have anything like that?

Ms. Newton said the Healthy People 20/20 health initiative is six deaths per 1,000 births. We would like to be below that. Commissioner Walker said below six. Ms. Newton said six or below, yes.

Commissioner Maddox said I would like a quick analysis. Since this has been going on probably three or four years where we’ve been ranking like dead number one, or somewhere in the top three across the nation, before this task force what have we, in research, what have we found in the last three years that may be a common cause, that may be something that’s a red flag. Where are we at in the process as of now? Ms. Newton said I can tell you that the coroner tells us that there’s a lot of sleep accidents. There’s a lot of parents rolling over on babies, alcohol involved. When you look at infant deaths, that’s the majority. We do know that that is, I will tell you that that’s the hardest maternal interview to get.

Commissioner Maddox said you said parents using alcohol. Ms. Newton said sleep accidents, so maybe they have had alcohol and then slept in the same bed as their baby that night. So you know, we’re looking at things like cribs for kids, finding and educating parents about safe places for their babies to sleep. I will tell you that that’s one of the higher ones.

Ms. Garrison said probably for the fetal losses, a lot of times it’s stress. It’s maternal stress. Maternal stress, and that can, I know, incorporate all kinds of things, but it causes inflammation. Then inflammation can cause pre-term labor, pre-term delivery, early babies. Then they’re in neonatal ICU and that can cause all kinds of problems, lungs immaturity and things like that.

Commissioner Walker said I would like, and Joe since you were formerly head of that Health Department for a number of years, we’re going to go into our budget session here soon. I would like to have as part of that budget presentation for the Health Department, I’d like to see a proposal, I mean $5,000 is nice and I’m sure we’ll take money gifted to us. What else can we be doing from a financial standpoint, more staff, more outreach, more private provider assistance? I would like to have a more comprehensive review of what we’re doing in infant mortality than,

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and this was fine tonight, but it is disgraceful to think that we are the worst in African American infant mortality. If you’d have asked me cold blank, I probably would have said Detroit, just because of all the other issues in Detroit. This is not acceptable and $5,000 is nice, but we need more resources at this if we’re ever going to bring that down, I think. I’m not sure what those resources are, that’s why I’m asking for some kind of more comprehensive aspect at the budget session.

Mr. Connor said we can certainly provide that. This has been, we’re very good with grants as you’re well aware, but we can certainly provide the funding source for FIMR, how long it’s going to be in place which will be for just a few more years, and then what it’s going to take to continue it because it is a staff intensive, very laborious process to work through this. We can certainly provide that for you, what it would take, what are we spending on FIMR now, then how do we solidify that in the Health Department into the future.

Commissioner Walker said you can take the results that we’re getting as to what happens post-death and translate those into some kind of effective pre-death outreach program to pregnant women. It seems simple when you say it, but with this kind of number, it is very clear to me we need to be doing more than we’re doing and the sooner the better. Mr. Connor said I think that’s a great point. I think what’s going to happen through this process at the Health Department, we need to engage the community even further to help address these issues. The Health Department can’t be the be-all end-all for fetal infant mortality reductions in this community. What we’re going to be doing is raising the profile of these.

They’ve mentioned a couple of examples of what does happen or what could happen. We really need to wait until they get their interviews done and figure out what’s happening in our community. That’s the difference. We can generalize and take all the different scenarios, but we want to get real numbers from those interviews, including things like environment and the other factors that go into play. What they mentioned tonight is great, but we want to see what these families have actually experienced before we come back with recommendations.

Action: Commissioner Philbook made a motion, seconded by Commissioner Walker, to approve and forward the matter to the full commission. Roll call was taken and there were five “Ayes,” Philbrook, McKiernan, Maddox, Walker, Markley.

March 16, 2015
Item No. 5 – 150061…REQUEST: YMCA FUNDING

Synopsis: Recommend that $65,000 from the 2015 and $10,000 from the 2016 Hollywood Casino grant funding directed to UG Parks & Recreation be allocated to fund the 8th Street Family YMCA operations from April 2015 – April 2016, submitted by Gordon Criswell, Assistant County Administrator.

Mr. Connor said Gordon wasn’t feeling well this afternoon so he headed home.

This is a presentation by the YMCA staff, I’ll let them introduce themselves, about the funding that they have received from the Unified Government in the past, what’s been happening with that funding and the community impact that they’ve had at the 8th Street YMCA. With that I’ll turn it over to the Y staff and you guys can introduce yourself to the commission.

John Mikos, Executive Vice President and Chief Operating Officer, said to your right is Scott Clark. He’s our District Vice President. He oversees operations for all of our Ys in Wyandotte County. JoAnna Rogers to your left is the Membership Engagement Director for the 8th Street YMCA. Tonight who’s not here is David Byrd, our CEO. He’s actually traveling out of town with our board chair. They are being involved with a national YMCA event, including meeting our new national YMCA CEO, Kevin Washington. Simeon, who’s our Executive Director for the 8th Street YMCA also not able to be here this evening. He’s actually traveling as part of the Y-Achievers program, which is part of the 8th Street Y which is a college toward program for teens. You’ll hear a little bit more about that this evening. Again, thank you very much.

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We are very thrilled through the support that we have received from the Unified Government for the last couple of years.

**THANK YOU!**

Because of the support of the Unified Government, the 8th Street Family YMCA is able to remain open and provide the highest level of service to our community.

As a result of the Unified Government’s support of this operation, the Y is able to obtain additional funds through local fundraising and grants to provide needed programs and services to the community.

We have been able to be very intentional about using funds and operating our Y in our main areas of focus, around youth development, healthy living, and then social responsibility. We’ll talk specifically on what is it that we’re doing at the 8th Street Y, but wanted to give you some statistics here to kind of start off with.

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Through our YMCA membership, and this is as of the end of 2014, December, 2014, the 8th Street Y is serving 3,589 children, teens, adults and seniors. This represents 631 households. Again, this is as of the end of 2014. As we checked our numbers today, that number is closer to 759. Very proud of the work that’s being done there.

These numbers represent data points that we’re able to capture. There may be some other folks that we’re serving whose names and addresses that we don’t have in our database if we happen to be offering a community event where we’re not capturing that type of information.

81% of these households and memberships are receiving some sort of financial assistance from the Y. This has increased dramatically over the last year or so. We’ve done very well in increasing the number of people that are utilizing the Y and services, but that’s 81% that are receiving some sort of financial assistance.

The median household of those individuals that we’re serving in the 8th Street area represents $18,401, which is significantly below the national median household.

Finally, the representation of these members that are at the 8th Street Y is a very good representation of the community, both African American and Hispanic. Just happen to know that 47% of those members are Hispanic.

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We also wanted to give you a little idea of what’s happening at the 8th Street Y. Having heard a little bit about what we presented last year, wanted to really kind of focus some of the attention as to how is it that we’ve been leveraging the resources that we’ve been getting from the UG and what we’ve been able to do to be able to get some grant funding that really allows us to be able to do other things that you may typically think of us for as it relates to the building, itself.

In hearing the discussion just a moment ago regarding the fetal deaths that are in this area, we’re involved in a grant opportunity of around $81,000 which is our REACH program which is Racial and Ethnic Approaches to Community Health. Would love to have some additional conversations with what we just heard about and how the Y might be able to play a more significant role, whether it’s in educating or offering some programs and services at the Y to be able to move forward that effort. Would like to have a little further conversation about that.

We’re also doing the Young Achievers program and you can see what that looks like. JoAnna may spend a little bit more time talking about that. Also, our STEM program, Science, Technology, Engineering and Math; Early Learning Readiness; Salsa Sabor y Salud which is a healthy living program for those around nutrition and understanding diet and those types of programs; and finally, an American Century program where we’re receiving funding to provide a variety of programs at the 8th Street Y.

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If we look at our revenue sources, it’s dominated by membership. There’s no question about it. Nearly $400,000 of our revenue stream does come in the form of membership. The rest of it is through the UG funding that we receive, which represents 15%, followed by another 11% in grants. I think that’s the area, in the grant area, without your support we would not be able to leverage those resources to be able to do those types of programs and services.

Because of the Unified Government’s support, the 8th Street Y impacts the lives of many!

We do impact the community tremendously. I’d like to turn it over to JoAnna that can put some faces to some of the numbers that I’ve just discussed with you.

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JoAnna Rogers, Membership Engagement Director, 8th Street YMCA, said so what you’re seeing right here is our Back to School Bash that we had last summer. We were able to serve 350 children. Each child went home with a backpack full of school supplies.

We grilled out, had a healthy dinner for them all that night. Even in a torrential downpour we were still standing outside under the tents grilling. Each of those kids also received free haircuts to prepare them for their first day of school. As you can see face painting and a lot of other activities were involved in that event as well.

Cooking Classes in Partnership with Harvesters

Through Spanish Cooking and Kids’ Cooking classes youth and adults received healthy eating cooking instruction and weekly groceries.
We also have partnered with Harvesters and the Family Conservancy to be able to offer kids cooking classes as well as adult cooking classes where each week the families that participate in that go home with a bag groceries as well. The name of the class is actually Healthy Lifestyles on a Budget, so teaching them not only to eat healthy and be healthier in their cooking, but how to do it while maintaining a family-friendly budget.

**READY TO LEARN—EARLY LEARNING READINESS**

Year-round program designed to improve school readiness of children being cared for by families, friends and neighbors.

We are also offering our Ready to Learn-Early Learning Readiness program. This is one of my favorite programs that we offer. It’s free to the community, free to our members as well. A year-round program designed to improve school readiness for children ages 0-5 years old. It is a program that we offer with the children and parents so it’s teaching them not only getting the children prepared for school but also teaching the parents how to help prepare their kids for school. It’s a great educational program all the way around.
Also we’ve partnered with Girl Scouts. That’s some of our girls there. We host three troops, three age groups of troops at the 8th Street YMCA. That program is able to be offered for free, or the cost is free to the girls. With a combination of the subsidized that the Girl Scouts have received as well as us offering the space for them to use it for free, so that eliminates their facility cost that they would normally have to do. As you can see, they always have really good times. Our leaders for that program are bi-lingual so that we’re able to offer the services to everybody.

Night Courts is a program that we offered free to the community as well. We offered that this summer for teenagers from 12-18 years old. Every Friday night they were able to come together,

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work in leadership. They did have to participate in a leadership program before they were able to participate in the basketball program that came after that. In our summer session we served 50 youth. We also were able to offer that program again in the fall where we were able to offer that program to another 45 youths. That was a great outcome with those programs as well.

Along with that, as far as our teenagers, John mentioned earlier we also offer the Young Achievers which is a program to prepare kids for whatever comes after high school, whether that be college or whether that be straight into a career. We are preparing them for getting ready for whatever comes next. Part of that is the college tour where we have 80 youth right now touring various colleges in Nashville. I think they’re all around down South this year, but we change that up every year. We do that twice a year.

Also our STEM program, which stands for Science, Technology, Engineering and Math. That we offer a free kids camp every summer. We did a two week camp last summer. We plan to do the same this summer as well. With that, it’s engaging kids, getting them more interested in science, making it fun.

We also have the robotics team which is pictured there. That was the tournament that they went to. They did medal. They had a great time and that program is actually based out of Central Middle School. It is a Y-funded program that we offer in the local school.

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This is some photos from the camp that we had this past summer. Those that they are holding right there, they built their own roller coaster using, I’m sorry that’s a pinball machine. They built a pinball machine, and they were all very proud of that, using marbles and straws and toilet paper rolls and all kinds of crazy things to build that. The kids all had a great time. That was completely free to them and that was free to the community, not just for members. Anybody could do that.

**SALSA, SABOR Y SALUD**

Then our Salsa, Sabor & Salud program is offered to Hispanic/Latino families. The class is taught in Spanish. This just is an all-around overall health and well being program. They go over everything from symptoms and what to check for for breast cancer to label reading when

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you’re looking at the cereal box at the grocery store. They go over everything that has to do with health and really helps the families get better. We’ve served over 600 families in the Wyandotte County area in 2014 for that.

Scott Clark, District Vice President, YMCA, said with that is that, again serving the families is one part of it. One very much measurable is over 4,000 pounds was actually lost during that period of time. Again, it’s an eight week program. It’s really educating the entire family. Really, hopefully, helping families understand. Many in our country realize that we’re in an epidemic right now as pre-diabetic, and really helping them to understand and reduce. Weight loss is a big part of that in reducing that blood pressure. So, again, really realizing the importance of that and teaching it in a language that they feel comfortable with, being Spanish, and taught by our team that is a registered dietitian, which is spectacular.

COMMUNITY EVENTS

The Y provides on-going programs to enhance the quality of life for the community.
- Trunk or Treat
- Kids Night Out
- Family Nights
- Healthy Kids Day
- Health Fairs
- Senior Activities
- AND SO MUCH MORE

Ms. Rogers said also what we’re able to offer with your donor support is community events. Everything that’s listed up there is something that we offer to the community. Those photos are from our trunk or treat event where children are able to come have a safe environment where they can still celebrate, dress-up, get in costumes, have a good time, but do it in a healthy and safe environment so that they’re not just going to strangers houses or just pigging out on candy. We offer apples and other things, and toothbrushes, which they definitely didn’t care for the toothbrushes, but we were glad to give them to them. Then lots of good times.

Also with our family nights, we offer family nights once a month. We do movie nights, various health fairs, senior activities. We do senior potlucks as well. Just a variety of

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community events, whatever we can do to really increase the participation and increase the overall health of our community.

Mr. Mikos said these are the faces of those that you may not see every single day and maybe the other ones that you may think that we’re serving, which we do every single day, but these kids and families wouldn’t be getting these types of services without the support from the Unified Government. There is additional information in your packet that provides even financial statements on how the 8th Street Y operated.

We still understand that we, as a non-for-profit charitable organization, must be good stewards of those resources. Our funding request for this year is actually right around $11,000 less from a budget year perspective than what we received from the previous year, and around $17,000 less in capital expenditure related to the 8th Street Y.

I think we have been increasing the utilization of the services for the Y. Again, we can’t thank you enough for this wonderful partnership and opportunity to work with the Unified Government. We’re certainly open for your questions now.

Chairman Markley said Joe, this is probably a question for you rather than them, why are we considering this separate from the budget process? Mr. Connor said I think this was an opportunity to bring their presentation back. It was more of an update because the year is up in
April from when the funding was authorized. So this is brought back as an informational item from the 12 month period.

Commissioner McKiernan said didn’t we, as a part of our last budget cycle, authorize money for 2015, April 2015? Mr. Connor said I’m filling in on this one so I’m going to plead a little bit of ignorance, but I believe the budget was good until April of this year. Commissioner McKiernan said okay. Mr. Connor said so that’s why we’re bringing it back.

Someone spoke but was inaudible.

Commissioner McKiernan said originally it did. We made a strategic decision then to stabilize it until we could have a long-term solution. The long-term solution is still kind of wrapped up in the plans and the progress of the Healthy Campus. Mr. Connor said it was renewed for that second, but at a lower amount. So this is the end of year two.

Commissioner Walker said isn’t the decision, then, to fund this in a way that gets them on cycle with all the other budget. I mean, I thought that was the commission’s decision rather than trying to fund items outside the budget process. Commissioner McKiernan said I certainly think that would make a tremendous amount of sense because otherwise are we authorized to make budget revisions to 2015? Is this money already encumbered somewhere or are we authorizing a budget revision to 2015? Commissioner Walker said the money appears to be coming from Parks and Recreation according to – Commissioner McKiernan said $10,000 of it. Commissioner Walker said is it just $10,000? Commissioner Philbrook said $65,000 from the 2015 budget and than an additional $10,000 from 2016 that would normally go to Parks and Recreation.

Debbie Jonscher, Assistant Finance Director, said what we currently had in the budget, they had budgeted for 2014. They committed $25,000 of the $100,000 that we’re receiving as the casino contribution from the Parks fund. Currently there’s $25,000 in 2015 that is encumbered through April for the YMCA.

Commissioner Maddox said my question is how much money have we taken from the Parks and Recreation budget over the last couple of years to give to the YMCA? Ms. Jonscher said in year one of the agreement it was $10,000 per month. I believe that agreement went from April
of 2013 through April of 2014. It was $10,000 per month. We also funded a Capital Maintenance Program at $2,500 per month.

When they renewed the agreement in 2014, the amount dropped to $6,250 per month, so we were funding $75,000 from April of 2014 through April of 2015. Mr. Connor said Debbie, was the funding source from that the first year of the Hollywood Casino’s $100,000 that went to Parks and Recreation? Ms. Jonscher said that’s correct and so is the second year. That’s where the second year also came from. Mr. Connor said these weren’t local General Fund monies. These were outside funding sources for that. Ms. Jonscher said however, it is budgeted in the Parks General Fund. Mr. Connor said it’s part of Parks’ budget, but it’s not local tax money.

Commissioner Maddox said thank you for that, but I’m still looking for the ballpark number. I understand $2,500 per month. I understand $1,500 per month or whatever it is, but just a ballpark estimate of how much was supposed to go to Parks and Recreation but went to the YMCA. Ms. Jonscher said in the first year it would have been the full $100,000, I believe was utilized in the first year, and $75,000 in the second year. However, I guess it overlapped years because the agreement was done in April. It overlapped years, but for the two years it would have been $175,000. Mr. Connor said we can verify that amount, but I believe that’s correct.

Action: Commissioner McKiernan said I would make a motion that we approve this funding provided that we can make the amendment to the 2015 budget and authorize it for April, 2015 based on the fact as I said earlier that we are effectively still waiting the ultimate resolution of this, which is the inclusion of this into the community center that’s planned as part of the Healthy Campus.

Commissioner Philbrook asked what does that mean exactly. Chairman Markley said that was sort of our sideline discussion. Joe, it might be a nice time for us to have a presentation on what is going on with that Healthy Campus at a full commission meeting so that we can see these two sort of linked together is what I’m thinking.

Commissioner Walker said I would have to tell you that when we started this process a few months after I first became a commissioner, and we agreed to the funding mechanism for the new YMCA, I was under the impression that by this point we would have already broken ground. This issue, oddly, either brings enthusiastic support from the constituents that approach

March 16, 2015
me on it, or absolute objection to continuing to fund the YMCA. It doesn’t seem like there’s any middle ground.

Famous last words, I’m on record as saying I wouldn’t vote for it again, and again, I thought somewhere down the road we’re going to at least say we’ve got the new Y on the drawing board, or we have the plans and we’re ready to break ground. I mean, I don’t feel comfortable, I’ve had a conversation with the Mayor. I realize that this is a complex project that requires a lot of pieces to come together, but we cannot fund, I don’t believe we can justify continuing to take money from Parks and Recreation and other scarce resources to fund the Y with no visible due date on when that new Y is even going to start to be built. That, itself, may take, I don’t know how long, a year to build, a year and a half to build. I don’t even know if they have architectural, do you have architectural plans for it yet?

Mr. Mikos said one thing I am able to tell you is I do know both the Mayor and David Byrd, our CEO, have already been meeting on getting ready to go out and start looking at a capital campaign and start raising funds in order to make this happen. I think it’s part of the overall master plan for the Healthy Campus in order to build this structure. I think the next phase of looking and finding and trying to secure those resources is already underway.

Chairman Markley asked Joe, can we forward this to some kind of special session or full commission discussion without having to vote to approve or deny tonight? Can you just take that we think the full commission needs to hear what’s going on and how that links together. Mr. Connor said sure, absolutely. Commissioner Philbrook and can we roll that in with a report about the Healthy Campus? Mr. Connor said yes.

Commissioner Walker said I’m all for that and I think that we need to do that soon because obviously we’ve gotten ourselves into a situation where they are depending, I assume need the funding before the end of April. So that doesn’t give us a lot of time. I would urge you to urge the Mayor, and I’m urging him by my statement here on TV which maybe he’ll watch tonight, to set up a special session on this so we can make a determination if we can actually fund it outside the budget process and what it takes to get it back on a normal budget cycle because I know there was this general feeling by all the commissioners for different issues, that this sporadic funding of different things throughout the year comes due when we do the budget.

March 16, 2015
Then either buyer’s remorse or whatever you want to characterize it at that we went ahead and funded that at that time instead of waiting until we saw it in the big framework.

At a minimum I would go along with funding it, and probably will, at least until the budget cycle makes a determination. But I think we should have a special session quickly and make a decision at that time as to what we can do.

Commissioner Maddox said I would like to say also that with the same passion and excitement that we move money for the YMCA, that when it comes to budget session, that we possibly look at moving money into Parks and Recreation where we can upgrade our facilities and do some of the things we need to our parks and all those kinds of things. If we’re speaking about constantly taking money away from Parks and Recreation facilities or something of the sort, but at the same time every budget session we continue to dwindle the money we give to the Parks and Recreation department. That, to me, doesn’t see-saw out evenly to me.

I love having more opportunities for young people and people to be healthy in this community, but I’d like to see it on both ends. As a Unified Government Commissioner, I’m responsible to the voters who use Parks and Recreation, freely, to enhance their health and things like that.

Commissioner Philbrook said I remember a lot of the conversation, but some of it was kind of fuzzy by the time we got through talking about how this was going to go, the Healthy Campus. I see the Y is definitely presented as an integral part of a healthy community. That I don’t have any problem with. I would like to see it part of it.

I guess my concern runs right along with Commissioner Maddox and some of the others. Be careful, now, Tarence, don’t faint. We do have, as we’ve talked before, the opportunity for folks who cannot afford to have those memberships that that is worked into the budget, the new budget, of what the Y would be about. I know you guys have talked at length about that, I am sure. I know that was probably part of the uh-oh, how are we going to do this. Mr. Mikos said as part of a committee, I know we’re meeting with in tandem with other folks in the community to ensure that we are able to make it – Commissioner Philbrook said provide that so it is really part of a healthy campus that our community can take use of. That’s all I wanted to say about

March 16, 2015
that. Continue the hard work and looking forwarding to hearing integral commentary from all involved.

Chairman Markley asked Mr. Connor, is that clear enough direction. Mr. Connor said I get it.

Action: No action taken.

Item No. 6 – 150059...PROPOSED CHANGES: HUMAN RESOURCES GUIDE

Synopsis: Request proposed changes to the Human Resources Guide, submitted by Henry Couchman, Senior Attorney.

1.2 Definitions
2.1 Equal Opportunity in Employment
2.2 Harassment in the Workplace
5.6 Family and Medical Leave
7.1 Rules and Discipline
7.2 Grievance Procedure
7.5 Social Media

Henry Couchman, Senior Attorney, said you have before you proposed changes to seven Human Resources policies. The changes consist of kind of two groups of changes.

One change would include sexual orientation and gender identity among the different types of behavior that the Unified Government would be prohibited from engaging in with regard to applicants for employment or employees. Similarly, the Harassment in the Workplace policy would be amended to include gender identity and sexual orientation and prohibit harassment on the basis of either of those.

The Grievance Procedure and the Rules and Discipline Policy would likewise be amended in accord with the amendments to the EEO and Harrassment in the Workplace Policies.

Finally, the Social Media Policy would be amended to prohibit our employees from discriminating in their social media communications on the basis of sexual orientation and gender identity.

The other two changes are to the Definitions Policy and the Family and Medical Leave Act Policy. The Definitions Policy, there would be a new definition of spouse to make it clear that spouse includes same-sex spouses. That definition and the wording of that definition is taken
from IRS and Department of Labor regulations. It basically defines a spouse or marriage according to the place of celebration. So if a marriage is entered into, and it’s legal where it was entered into, including a same-sex marriage, then we would recognize those partners as spouses for the purposes of our policies.

The FMLA definition comes directly out of the recent regulation adopted by the Department of Labor. It’s very similar to the definition of spouse in the Definition section, but it’s somewhat different. I went ahead and went with the IRS regulation for spouse in the Definition section because I think it’s a little easier to understand and apply, but we used the FMLA definition for the FLMA policy.

I’ll be happy to answer any questions that you have on any of these changes.

**Action:** Commissioner Walker made a motion, seconded by Commissioner Philbrook, to approve and forward the matter to the full commission. Roll call was taken and there were five “Ayes,” Philbrook, McKiernan, Maddox, Walker, Markley.

**Chairman Markley** adjourned the meeting at 6:24 p.m.

March 16, 2015
Staff Request for Commission Action

Type: Standard
Committee: Administration and Human Services Committee

Date of Standing Committee Action: 5/18/2015

Proposed for the following Full Commission Meeting Date: 5/28/2015

Item Description:
The Health Department will subcontract with the Community Health Council who is partnering with KDHE (through a CDC grant) on a project to prevent obesity, diabetes, heart disease and stroke. The amount is $42,000.00 and the scope of work to be done in Wyandotte County includes:

1. Create a worksite wellness program to create healthy environments for employees in Wyandotte County
2. Assess Wyandotte County parks for potential signage improvements, to be paid for in subsequent years of the grant (2016-2018)

Action Requested:
Approval of request

Budget Impact: (if applicable)

Amount: $
Source:
- Included In Budget
- Other (explain) Grant funding request

Publication Required: Yes

File Attachments:
The following Scope of Work, Assignment of Resources, and Agreement constitutes a Sub-Contract for between the Community Health Council of Wyandotte County and the Wyandotte County United Government Health Department for the CDC Grant 1422.

SCOPE OF WORK

Over the next four years, the Kansas Department of Health and Environment (KDHE) will be implementing a program from the Centers for Disease Control and Prevention (CDC) to prevent obesity, diabetes, heart disease, and stroke. For Wyandotte County, The Community Health Council of Wyandotte County (CHC) will be the KDHE partner to provide expertise and assistance throughout their service area to the communities at risk.

In accordance with the CDC’s 1422 Implementation Plan, programs, strategies and investments will be researched and developed at local levels to improve both the health for whole communities, and for adults disproportionately at risk for the ailments the CDC is focusing on. Approaches to meet these goals fall under two primary categories – environmental and clinical.

The CHC has identified the Wyandotte County Health Department as a partner in providing assistance throughout Wyandotte County to implement CDC strategies over the 4 years of the grant. As such, the CHC will be supporting the HD initiatives, with specific stipulations, leading to concluding deliverables.

What follows is a narrative description of the scope of work that would be contracted for Year One of Four, ending September 30th, 2015. This Scope of Work directly correlates to the Grant Work Plan, and hence will be the standard of accountability.

To Address 1422 Strategy 1: Implement food and beverage guidelines including sodium standards (i.e., food service guidelines for cafeterias and vending) in public institutions, worksites and other key locations such as hospitals.

   Initiative: Direct Support of the hiring, orientation, and training of a Community Health Specialist where 50% of their work will focus on County-Wide work site wellness initiatives.

   Stipulations: This CHS will work in partnership with the CHC, reporting, at minimum, bi-weekly on progress. Deliverables will be reported by activity, by site, and by individuals accessed. All media relations for this initiative will be coordinated between the CHC and KDHE.

   Deliverables by Sept. 2015: Assess the current status of current wellness policies across the county in order to produce both a worksite census and a baseline for growth; Work within the community to secure 5 outreach partners for the campaign, and 5 initial commitments for assessment; Attend the KS Worksite Wellness Symposium.

To Address 1422 Strategy 3: Strengthen community promotion and physical activity through signage, worksite policies, social support and joint-use agreements.
Initiative: Direct Support of the hiring, orientation, and training of a Community Health Specialist where 35% of their work will focus on Physical Activity Promotion.

Stipulations: This CHS will work in partnership with the CHC, reporting, at minimum, bi-weekly on progress. All media relations for this initiative’s efforts will be managed exclusively through the CHC.

Deliverables by Sept. 2015: Incorporate Physical Activity into the Worksite Wellness Campaigns of Strategy 1; Working with City and County Officials, Latino Health For All, KU School of Architecture, Design and Planning, and the CHC, complete a county-wide assessment, or “parks audit”, to produce both a baseline to show growth and influence a strategic plan; Selection of Three Parks to enhance; Identification of Enhancement Plan for Grant 1422 Years 2-4; Sign Development and Selection.

To Address 1422 Strategy 4: Develop and/or implement transportation and community plans that promote walking.

Initiative: Direct Support of the hiring, orientation, and training of a Community Health Specialist where 15% of their work will focus on walkability.

Stipulations: This CHS will work in partnership with the CHC, reporting, at minimum, bi-weekly on progress. All media relations for this initiative’s efforts will be managed exclusively through the CHC.

Deliverables by Sept. 2015: Serve a resource to KU School of Architecture, Design and Planning; Serve on the Steering Committee for CHC’s Outreach Event.

To Address 1422 Strategy 7: Increase coverage for evidence-based supports for lifestyle change by working with network partners.

Initiative: Direct Support of the hiring, orientation, and training of a Community Health Specialist where 50% of their work will focus on Work Site Wellness. (Please note Strategy One.)

Stipulations: This CHS will work in partnership with the CHC, reporting, at minimum, bi-weekly on progress. All media relations for this initiative’s efforts will be managed exclusively through the CHC.

Deliverables by Sept. 2015: Incorporate DPP promotion and referrals into Work Site Wellness Initiatives.

ASSIGNMENT OF RESOURCES

The Community Health Council of Wyandotte County commits the following financial resources to the sub-contracted for the period of May 1, 2015 through September 30, 2015, or Year One of the CDC 1422 Grant.

$24,350 for 100% FTE of a Community Health Specialist (base salary $40,000 + $18,400 UG benefit package) for 5 months:

- 50% Worksite Wellness
- 35% Physical Activity Promotion
- 15% Walkability Support
$17,650 for Support of the CHS and their priorities:

- $5,200 for Strategy 1 Materials
- $7,800 for Strategy 3 Materials
- $4,650 for Indirect Costs Associated with Orientation & Training, including, but not limited, a laptop and appropriate software, and travel to the Work Well Kansas Symposium in June.

All granted funds must be spent out by September 30th, 2015, or invoiced by August 31st for spend out by December 31st, 2015. A reporting of expenditures must be provided to CHC by August 31st. All funds undesignated by August 31st, 2015 will be forfeit.

Resources will be distributed in the following manner:

- May 15st: $21,000, or 50% of Award
- July 1st: $12,600, or 30% of Award
- September 1st: Remainder of Designated Funds, not to exceed $8,400, or 20% of award

Upon successful completion of, and reporting for, this initiative, this sub-contract will be renewed for years 2, 3 & 4 of CDC Grant 1422. For those periods, CHC support of this FTE will be reduced to 60%.

**AGREEMENT**

The signatures below verify that the terms and conditions of the above sub-contract have been presented in good faith by the Community Health Council of Wyandotte County and have been read, understood, and accepted by the Wyandotte County United Government Health Department.
Staff Request for Commission Action

Date of Standing Committee Action: 5/18/2015

Proposal for the following Full Commission Meeting Date: 5/28/2015

Confirmed Date: 5/28/2015

Changes Recommended By Standing Committee (New Action Form required with signatures)

<table>
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<td>913-573-5774</td>
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Proposed for the following Full Commission Meeting Date: 5/28/2015

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Date: 4/2/2015

Contact Name: Robin Richardson

Contact Phone: 913-573-5774

Contact Email: rrichardson@wycokck.org

Item Description:
Zoning code amendment to amend the food truck ordinances to allow short-term monthly food trucks based on administrative review. Action requested by multiple commissioners.

Action Requested:
Approve Urban Planning and Land Use staff to move forward through the statutory process to amend the code as noted above.

Publication Required

Number: 50576

Revised

On Going

Publication Required

Budget Impact (if applicable)

Amount: $0

Source:

- Included In Budget
- Other (explain) Policy action by Commission.

File Attachment

File Attachment

File Attachment

File Attachment
**Staff Request for Commission Action**

**Tracking No.** 150078

**Type:** Standard  
**Committee:** Administration and Human Services Committee

**Date of Standing Committee Action:** 5/18/2015

If none, please explain:

**Proposed for the following Full Commission Meeting Date:** 5/28/2015  
**Confirmed Date:** 5/28/2015

**Date:** 4/2/2015  
**Contact Name:** Robin Richardson  
**Contact Phone:** 913-573-5774  
**Contact Email:** rrichardson@wycokck.org  
**Ref:**  
**Department / Division:** Urban Planning

**Item Description:**  
Zoning code amendment to require a special use permit or other limitations on "dollar" stores. Action requested by Mayor Holland.

To cover only new buildings. The discount retailers that are typically sized under 11,000 square feet (even if they are larger than that number due to building reuse) would be further regulated by special use permit, total number within the community, or separation by distance. This would impact thrift stores, Dollar General, Family Dollar, Dollar Tree, and the Wal-Mart version of these stores as well as similar future or existing models.

**Action Requested:**  
Approve Urban Planning and Land Use staff to move forward through the statutory process to amend the code as noted above.

**Publication Required:**

**Budget Impact:** (if applicable)

Amount: $0  
**Source:**

- Included In Budget
- Other (explain)  
Policy action by Commission.
**Staff Request for Commission Action**

**Tracking No. 150104**

- □ Revised
- □ On Going

**Type:** Standard  
**Committee:** Administration and Human Services Committee

**Date of Standing Committee Action:** 5/18/2015  
(If none, please explain): 

**Proposed for the following Full Commission Meeting Date:** 5/28/2015

**Confirmed Date:** 5/28/2015

**Contact Name:** Robin Richardson  
**Contact Phone:** 913-573-5774  
**Contact Email:** rrichardson@wycokck.org  
**Ref:**  
**Department / Division:** Urban Planning and Land Use

**Item Description:** Proposal to require a Special Use Permit for certain automotive related uses not associated with a new car dealer. Those uses would include the following:  
1. Used car sales  
2. Used tire sales or tire service  
3. Auto mechanics  
4. Auto body repair

**Action Requested:** Approval to move a code amendment forward to Planning Commission

**Publication Required**

**Budget Impact:** (if applicable)

- **Amount:** $0  
- **Source:**  
  - □ Included In Budget  
  - ✔ Other (explain) Policy action by Commission.

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**File Attachment**
Staff Request for Commission Action

Tracking No. 150103

Type: Standard

Committee: Administration and Human Services Committee

Date of Standing Committee Action:
(If none, please explain): May 18, 2015

Proposed for the following Full Commission Meeting Date: 5/28/2015

Confirmed Date: 5/28/2015

Changes Recommended By Standing Committee (New Action Form required with signatures)

Date: 5/5/2015  Contact Name: Robin Richardson  Contact Phone: 913-573-5774  Contact Email: rrichardson@wycokck.org  Ref:  Department / Division: Urban Planning and Land Use

Item Description:
Amendment to the Floodplain Ordinance. Whenever FEMA updates any of our flood maps, they require us to update the dates of those maps in our ordinance to maintain eligibility for disaster relief.

Action Requested:
Approval to move a code amendment changing the dates of our approved flood maps to Planning Commission.

Publication Required

Budget Impact: (if applicable)

Amount: $0
Source:
  □ Included In Budget  □ Other (explain)

File Attachment  File Attachment  File Attachment  File Attachment
Staff Request for Commission Action

Tracking No. 150106

Date of Standing Committee Action: 5/18/2015

(If none, please explain):

Proposed for the following Full Commission Meeting Date: 5/28/2015

Confirmed Date: 5/28/2015

Changes Recommended By Standing Committee (New Action Form required with signatures)

Date: 5/5/2015
Contact Name: Robin Richardson
Contact Phone: 913-573-5774
Contact Email: rrichardson@wycokck.org
Ref: 
Department / Division: Urban Planning and Land Use

Item Description:
An issue arising from activities within the Hanover Heights neighborhood is the nature of and the allowed accessory uses within our basic residential zoning districts. The neighborhood working with staff proposed the attached amendments. This information has been shared with the At-Large and District Commissioner who are in agreement with this item progressing to Standing Committee for consideration.

Action Requested:
Request for approval for an ordinance amendment to the Allowed Residential Accessory uses on the Planning Commission Agenda.

Publication Required

Budget Impact: (if applicable)

Amount: $0
Source:
- Included In Budget
- Other (explain) Policy action by Commission.

File Attachment
DIVISION 7 – Accessory Uses

Sec. 27-607. - Generally.
(a) Buildings and structures may be erected and land may be used for purposes which are clearly subordinate and incidental to, and customarily and commonly associated with the main permitted use of the premises. Such accessory buildings and uses shall be so constructed, maintained and conducted as to not produce noise, vibration, concussion, dust, dirt, fly ash, odor, noxious gases, heat or glare which is injurious, damaging, unhealthful or disturbing to adjacent property or the users thereof and shall be on the premises of the main use. The determination of the eligibility of a proposed use as an accessory use shall be made by the planning staff.
(b) No private walk or drive serving a district C-1 to M-3 inclusive shall pass through or be located in a residential or agricultural district.

Sec. 27-609. - Districts R-1, R-1(B), R-2, R-2(B). In the R-1, R-1(B), R-2 and R-2(B) districts, accessory uses are as follows:

(1) **Home occupations.** Customary home occupations may be allowed subject to the issuance of a home occupation permit by the planning division. The following conditions and restrictions shall apply to such customary home occupations:
   a. No exterior advertising or signs will be erected and no outside display or activity that depicts other than residential activity will be allowed. Advertising shall not include any address, but only a telephone number.
   b. Only members of the immediate family residing on the premises will participate in the home occupation on the premises.
   c. No machinery or equipment will be used that will interfere with radio or television reception on nearby property.
   d. No heavy equipment, trucks of greater than 10,000 pounds GVWR or other objects that are not typically residential in character will be stored on the premises.
   e. No sales of merchandise will be conducted on the premises, and no service will be rendered that will require customer presence
except on an irregular and incidental basis, but babysitting is
excluded from the standard.

f.
No inventory or storage, other than samples, is maintained on the
premises.
Home occupations that do not meet the criteria of this subsection shall
be permitted only by special use permit but must meet accessory use
requirements regarding storage of equipment, material, or vehicles.

(2)
Accessory buildings (garages, carports, tool sheds, etc.). For any
dwelling unit there may be permitted a detached accessory building.
Such building shall not be located less than 60 feet from the front lot line
or in the front yard, less than two feet from any alley, nor closer than
three feet to any side or rear property line. In the case of corner lots, a
detached accessory building shall not be within 20 feet of the side street.
The total area of such detached accessory building shall not exceed
1,000 square feet or cover more than 30 percent of the required rear
yard. In any residential district on lots or tracts of less than three acres,
the following conditions shall apply to any detached accessory building
of greater than 120 square feet in floor area:

a.
The exterior wall materials shall be limited to customary
residential finish materials. These specifically include: horizontal
clapboard siding of all materials; wood and plywood siding; stone
and brick, both actual and artificial, and textured finishes such as
stucco and stucco board which visually cover the underlying
material regardless of the underlying material. These specifically
exclude preformed, corrugated or ribbed metal, fiberglass or
plastic sheets or panels. Also, excluded as an exterior material
are standard concrete masonry units. Exception: Metal can be
used for the walls of the unit provided they have a factory applied
and painted finish closely matching the color of the primary
structure. Also, excluded as an exterior material are standard
concrete masonry units except when the walls of the building are
painted the exact color of the primary structure.

b.
The exterior roofing materials for roofs sloped more than two in
12 shall be shingles or tiles and not metal, fiberglass or plastic
sheets. Exception: If using a metal roof the color must be a
factory applied and painted finish that closely matches the roof
color of the primary structure or the color of the primary structure
itself if the roof and walls of the accessory structure are to be the
same color.
Animals. Horses, ponies, cows, chickens, or other customary animals may be kept in accordance with the requirements of the public health department, except that on a lot or tract of less than five acres in size, a special use permit shall be required. If so approved, accessory barns or stables are permitted under the standards for accessory buildings.

Hobby activity. A hobby activity may be operated as an accessory use by the occupant of the premises purely for personal enjoyment, amusement or recreation, provided that the articles produced or constructed are not sold either on or off the premises.

Additional uses. Such additional accessory uses as private swimming pools, television and radio antennae or dishes, wind power generators, solar collectors, flagpoles, play equipment, and tool sheds are permitted under the following conditions:

a. Swimming pools, television and radio antennae or dishes greater than two feet in diameter, wind power generators, and tool sheds are not permitted in the front yard or in required side yards. Solar collectors shall not extend more than three feet above the highest point of the roof.

b. Television dishes shall not exceed 12 feet in diameter or more than 15 feet above grade.

c. No accessory use shall exceed 60 feet in height.

d. Any accessory use which exceeds ten feet in height shall be located a distance inside the property line at least equal to one-third its height, except that any wind power generator shall be set back a distance no less than its height.

Storage of equipment, material or vehicle. Only motor passenger cars, other operable domestic equipment, material or vehicles, or a truck of 10,000 pounds GVWR or less shall be kept, parked or stored for more than 48 hours in any 30-day period in a residential area. Only a single one of each of the following may be stored: truck other than customary vans or pickup trucks, camping trailer, hauling trailer, boat, or recreational vehicle. The parking of vehicles or equipment shall not occur
on lawn areas, or other locations that tend to visually downgrade the property and neighborhood. Parking shall be limited to areas that have an improved surface and such areas shall generally be located in close relationship to the garage or an otherwise vehicle-oriented section of the premises or be located in the rear yard, so that the lawn areas upon which the living section of the dwelling faces can be attractively maintained with grass, trees and shrubs. Use of any yard area for commercial or any non-residential or ongoing non-resident parking purposes is prohibited.

DIVISION 1. GENERALLY

Sec. 27-340. Definitions.

Accessory use means a use of building or land that is customarily incidental to and located on the same lot or premises as the main use of the premises.

Accessory use, accessory structure means a use of land or structure which is subordinate to and serves a principal use or structure, is subordinate in area, extent and purpose to the principal use or structure served, contributes to the comfort, convenience or necessity of occupants of the principal use or structure served and is located on the same lot or lots, under the same ownership and in the same zoning district as the principal use or structure.

Parking Lot, Commercial means a paved area or structure intended or used for the off-street parking of operable motor vehicles on a temporary basis, other than accessory to a principal use.

CURRENT APPLICABLE CODE SECTIONS
NEW ADDED VERBIAGE
Staff Request for Commission Action

Tracking No. 150105

Type: Standard
Committee: Administration and Human Services Committee

Date of Standing Committee Action: 5/18/2015
(If none, please explain):

Proposed for the following Full Commission Meeting Date: 5/28/2015
Confirmed Date: 5/28/2015

Changes Recommended By Standing Committee (New Action Form required with signatures)

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Item Description:
Staff will provide an update on urban billboard removal following passage of the ordinance amendment allowing digital billboards.

Action Requested:
None

Publication Required

Budget Impact: (if applicable)
Amount: $0
Source:
- Included In Budget
- Other (explain)

File Attachments
- File Attachment
- File Attachment
- File Attachment
- File Attachment
Staff Request for Commission Action

Tracking No. 150075

Type: Standard
Committee: Administration and Human Services Committee

Date of Standing Committee Action: 5/18/2015

(If none, please explain):

Proposed for the following Full Commission Meeting Date: 4/30/2015

Confirmed Date: 4/30/2015

Changes Recommended By Standing Committee (New Action Form required with signatures)

<table>
<thead>
<tr>
<th>Date</th>
<th>Contact Name</th>
<th>Contact Phone</th>
<th>Contact Email</th>
<th>Ref.</th>
<th>Department / Division</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/2/2015</td>
<td>Robin Richardson</td>
<td>913-573-5774</td>
<td><a href="mailto:rrichardson@wycokck.org">rrichardson@wycokck.org</a></td>
<td></td>
<td>Urban Planning</td>
</tr>
</tbody>
</table>

Item Description:
Departmental Goals Discussion for the Urban Planning and Land Use Department.

Action Requested:
Information Only

Publication Required

Budget Impact: (if applicable)

Amount: $0
Source:
- Included In Budget
- Other (explain)

File Attachment

File Attachment

File Attachment
Staff Request for Commission Action

Type: Standard
Committee: Administration and Human Services Committee

Date of Standing Committee Action: 5/18/2015
(If none, please explain):

Proposed for the following Full Commission Meeting Date: 5/14/2015

Confirmed Date: 5/14/2015

Changes Recommended By Standing Committee (New Action Form required with signatures)

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<tr>
<th>Date:</th>
<th>Contact Name:</th>
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<th>Contact Email:</th>
<th>Ref:</th>
<th>Department / Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/6/2015</td>
<td>Joe Connor</td>
<td>5030</td>
<td><a href="mailto:bbautista@wycokck.org">bbautista@wycokck.org</a></td>
<td>BB</td>
<td>CAO</td>
</tr>
</tbody>
</table>

Item Description:
Presentation of measurable goals from Emergency Management, Human Resources and Clerk’s Office.

Action Requested:
For Discussion Only

Publication Required

Budget Impact: (if applicable)

Amount: $
Source:
- Included In Budget
- Other (explain)

File Attachment
Godsil, Carol

From: Cobbins, Bridgette D  
Sent: Thursday, February 26, 2015 12:01 PM  
To: Godsil, Carol  
Subject: FW: a WYCO citizen resident shall be granted the opportunity to present any subject matter on the agenda of any designated PUBLIC FORUM

Please take to next agenda review.

Bridgette D. Cobbins

From: Murray Anderson  
Sent: 2/26/2015 8:24 AM  
To: Cobbins, Bridgette D  
Cc: Commissioner, Tarence Maddox; James F. (Jim) Walters; Ann Brandau; Angela Markley; Markley, Angela; Townsend, Gayle F.; Kane, Mike; Dr. Jane Winkler Philbrook; Harold T Walker Commissioner; PITCH Reporter, Steve Vockrodt; Garrett Haake; Christal Watson; Chris Steineger; Kansas State Senator, David Haley; KBRC WYCO CHAIRMAN, Delbert Selectman; Stan Frownfelter Rep 31th District State of Kansas Delegation; Kansas Democratic Leader Rep 33rd District, Tom Burroughs; Norman Scott; Lavert Murray Sr; David Alvey; Richard Mabion, NAACP WYCO BRANCH, President; DR. VERNON HOWARD, JR., VICE PRES. SCLC; Chairman Tax Payers League of WYCO, Dr. NOLEN M. ELLISON; KC Star, Mary Sanchez; Mi-Ai Parrish; Black Enterprise SVP/EDITOR-IN-CHIEF, Derek T. Dingle; Honorable Mayor, Mark Holland  
Subject: a WYCO citizen resident shall be granted the opportunity to present any subject matter on the agenda of any designated PUBLIC FORUM

Bridgette D. Cobbins, UG Clerk  
701 N 7th St., Suite 323  
Phone: 913-573-5260 or 913-573-8039  
Fax: 913-573-5299  
Email: bcobbins@wycokck.org

Dear Ms., Cobbins;

I am writing this letter requesting that the BOARD OF COMMISSIONERS consider amending the UG CHARTER by inserting the following a charter provision:

1. a WYCO citizen resident shall be granted the opportunity to present any subject matter on the agenda of any designated PUBLIC FORUM and or before any STANDING COMMITTEE provided that the citizen resident secures a signed letter of support from the hand of the COMMISSIONER representing the perspective district in which the citizen resides and a signed letter of support from the hand of the COMMISSIONER at Large representing the perspective corresponding district whereas the citizen resides.
With that said, I am requesting that I MURRAY D. ANDERSON SR. be in fact placed on the MAYOR CEO agenda at the earliest available date to present the aforementioned charter change question?


**PEACE BE UNTO YOU!**

MDA, Executive Producer/Director
Ph. 913-210-0699
murraydandersonsr@gmail.com
Email: Loveisthepay@kc.rr.com

"THE <66101> GLOBAL ENTREPRENEURIAL ENTERPRISE INNOVATION SEED & VENTURE CAPITAL IMPACT INVESTMENT FORUM"

"LOVE!STHEPAY!"

{Entrepreneurial Spirit Filled Economic Reality Solutions Gospel Video Documentary}
http://taylormadevisionsllc.com/
May 7, 2015

Murray D. Anderson, Sr.
MDA, Executive Producer/Director
murraydanderson@gmail.com
loveisthepay@kc.rr.com

Mr. Anderson:

This is to confirm that your request to appear before the Board of Commissioners to request amendments to the UG Charter has been approved for the following standing committee:

**COMMITTEE:** Administration and Human Services Standing Committee  
**DATE:** Monday, May 18, 2015  
**TIME:** 5:30 p.m.  
**LOCATION:** Municipal Office Building  
701 North 7th Street, 5th floor conference room (Suite 515)  
Kansas City, KS 66101

You will be given up to three minutes to present your views. All comments must pertain to the subject matter.

If you have any questions, do not hesitate to contact me at 573-5263.

Sincerely,

Carol Godsil  
Deputy UG Clerk

c: Jody Boeding, Chief Counsel
Cobbins, Bridgette D

From: Guilfoil, Janet
Sent: Monday, April 13, 2015 3:09 PM
To: Cobbins, Bridgette D; Godsil, Carol
Cc: Segui, Diana L; Leverich, Janet
Subject: Request to Appear before Standing Committee.

Bridgette & Carol,

Commissioner Murguia would like to appear before the Administration/Human Services Standing Committee at the May 18th meeting, she will be attending with several Drs. RE: amendment to the smoking issue regarding electronic cigarettes. If you could let me know who to proceed or if you have any questions let me know.

Thanks,

Janet G.
May 7, 2015

Commissioner Ann Murguia
amurguia@wycokck.org

Commissioner Murguia:

This is to confirm that your request to appear before a standing committee to recommend amendments to the smoking ordinance regarding electronic cigarettes has been approved for the following standing committee:

COMMITTEE: Administration and Human Services Standing Committee
DATE: Monday, May 18, 2015
TIME: 5:30 p.m.
LOCATION: Municipal Office Building
701 North 7th Street, 5th floor conference room (Suite 515)
Kansas City, KS 66101

You will be given up to three minutes to present your views. All comments must pertain to the subject matter.

If you have any questions, do not hesitate to contact me at 573-5263.

Sincerely,

Carol Godsil
Deputy UG Clerk

c: Jody Boeding, Chief Counsel