

Unified Government of Wyandotte County and Kansas City, Kansas



Board of Commissioners

Commission Chambers

701 N. 7th Street Trafficway, Kansas City, KS 66101

Mayor Christal E. Watson

*Commissioner At-Large Dist. 1 Melissa Bynum – Commissioner At-Large Dist. 2 Andrew Kump –
Commissioner Dist. 1 Jermaine Howard – Commissioner Dist. 2 Bill Burns –
Commissioner Dist. 3 Christian Ramirez – Commissioner Dist. 4 Evelyn Hill –
Commissioner Dist. 5 Carlos Pacheco – Commissioner Dist. 6 Phil Lopez –
Commissioner Dist. 7 Chuck Stites – Commissioner Dist. 8 Andrew Davis*

AGENDA

Thursday, August 6, 2026

5:30 PM

- 1. CALL TO ORDER/ROLL CALL**
- 2. INVOCATION**
- 3. PLEDGE OF ALLEGIANCE**
- 4. REVISIONS TO AGENDA**
- 5. PUBLIC ANNOUNCEMENTS**
- 6. MAYOR'S AGENDA**
 - 6.1 RESOLUTION: ADOPTING ADDITIONAL RECOMMENDATIONS OF THE AMERICAN ROYAL SUBCOMMITTEE**

Synopsis: Adoption of a resolution approving additional recommendations of the American Royal subcommittee.

Tracking #: 21750
 - 6.2 PROCLAMATION: NATIONAL NIGHT OUT AGAINST CRIME DAY**

Synopsis: A proclamation proclaiming August 4, 2026, as National Night Out Against Crime Day.

Tracking #: 21797
 - 6.3 PROCLAMATION: WYANDOTTE COUNTY AS PURPLE HEART COUNTY**

Synopsis: A proclamation recognizing August 7th of each year as Purple Heart Day.

Tracking #: 21798

6.4 **PROCLAMATION: PROVIDENCE YMCA/BALL FAMILY CENTER DAY**

Synopsis: A proclamation proclaiming August 17, 2026, as Providence YMCA/Ball Family Center Day.

Tracking #: 21799

7. **REGULAR CONSENT AGENDA**

7.1 **ORDINANCE: ORDINANCE RELATING TO OPERATION OF A MICRO UTILITY TRUCK**

Synopsis: Approve an ordinance relating to Chapter 35, Traffic, Article I. in general and Article XIII. Miscellaneous Rules, amending Section 35-1 Definitions and Section 35-658 Unlawful operation of a micro utility truck.

*On July 13, 2026, the **Public Works and Safety Standing Committee**, chaired by Commissioner Kump, voted unanimously to approve and forward to the Board of Commissioners meeting.*

Tracking #: 21539

7.2 **RESOLUTION: DEPARTMENT OF JUSTICE GRANT TO SUPPORT THE HEALTH DEPARTMENT'S PEER SUPPORT RECOVERY PROGRAM (2026-2029)**

Synopsis: Adopt a resolution to submit and accept the FY2025 Comprehensive Opioid, Stimulant, and Substance Use Program (COSSUP) grant to the Department of Justice. The grant amount is \$1.3 million and is seeking retroactive approval from the Unified Government Commission. The Health Department is providing \$114,500 in grant match from the Opioid Settlement Fund.

*On July 13, 2026, the **Administration and Human Services Standing Committee**, chaired by Commissioner Ramirez, voted unanimously to approve and forward to the Board of Commissioners meeting.*

Tracking #: 21394

7.3 **RESOLUTION: KANSAS FIGHTS ADDICTION (KFA) - PEER SUPPORT RECOVERY GRANT**

Synopsis: Adopt a resolution for the Health Department to submit an application and accept a \$150,000/year, 3-year grant to the Kansas Fights Addiction fund and to add two additional Peer Support Recovery specialists to its substance use program. No match required.

*On July 13, 2026, the **Administration and Human Services Standing Committee**, chaired by Commissioner Ramirez, voted unanimously to approve and forward to the Board of Commissioners meeting.*

Tracking #: 21551

- 7.4 **RESOLUTION: GRANT APPLICATION AND POLICY**
 Synopsis: Adopt a resolution amending the grant application and acceptance policy.
- On July 13, 2026, the **Administration and Human Services Standing Committee**, chaired by Commissioner Ramirez, voted unanimously to approve and forward to the Board of Commissioners meeting.*
- Tracking #: 21526
- 7.5 **RESOLUTIONS: APPROVAL OF FISCAL YEAR 2026 ANNUAL ACTION, AMENDMENTS TO 2025 ANNUAL PLAN AND DESIGNATION OF MT. CARMEL REDEVELOPMENT CORPORATION**
 Synopsis: Adoption of three resolutions:
1. A resolution authorizing the submission of an annual action plan to the U.S. Department of Housing and Urban Development and authorizing the implementation of such plan.
 2. A resolution authorizing substantial amendments to the 2025 annual plan and 2022 - 2026 consolidated plans submitted to the U.S. Department of Housing and Urban Development.
 3. A resolution designating Mt. Carmel Redevelopment Corporation as a community housing development organization.
- This item will be scheduled to appear before the **Neighborhood and Community Development Standing Committee**, chaired by Commissioner Davis, on August 3, 2026. It is requested to fast-track this item to the August 6, 2026, Board of Commissioners meeting.*
- Tracking #: 21717
- 7.6 **APPOINTMENT: BOARDS AND COMMISSIONS**
 Synopsis: **Board of Zoning Appeals (BOZA)/City Planning Commissioner:** Appointment of Rachel Russell-Term 8/6/26 to 12/15/29, submitted by Commissioner Ramirez.
- Parks Board:**
 Appointment of Sarah Lynch-Term 8/6/26 to 12/15/29, submitted by Commissioner Kump.
- Tracking #: 21796
- 7.7 **MINUTES**
 Synopsis: Minutes from the Special Session meeting on August 19, 2025, and the Regular Session meeting on June 18, 2026.
- Tracking #: MINUTES
- 7.8 **WEEKLY BUSINESS**
 Synopsis: Weekly business materials dated July 2 and 9, 2026.
- Tracking #: WEEKLY BUSINESS

8. PUBLIC HEARING AGENDA

9. COMMISSIONERS' AGENDA

9.1 TRAVEL REQUEST: COMMISSIONER BYNUM

Synopsis: Request to travel for Unified Government business for the purpose of legislative business.

Tracking #: 21793

9.2 TRAVEL REQUEST: COMMISSIONER KUMP

Synopsis: Request to travel for Unified Government business for the purpose of legislative business.

Tracking #: 21794

9.3 TRAVEL REQUEST: COMMISSIONER HOWARD

Synopsis: Request to travel for Unified Government business to attend The Kansas League of Municipalities conference.

Tracking #: 21795

9.4 TRAVEL REQUEST: COMMISSIONER RAMIREZ

Synopsis: Request to travel for Unified Government business to attend the Local Progress National Convening.

Tracking #: 21792

10. STANDING COMMITTEES' AGENDA

10.1 CHARTER RESOLUTION: TO ABOLISH THE EXISTING WYANDOTTE COUNTY LIBRARY BOARD, RECREATE A NEW WYANDOTTE COUNTY LIBRARY BOARD, AND REPEALS CHARTER RESOLUTION NO. CR-01-99.

Synopsis: Adopt a Charter Resolution exempting the Unified Government from the provisions of K.S.A. 12-1222 and 12-1224, which relate to county library boards; enacting substitute and additional provisions; abolishing the existing Wyandotte County Library Board; recreating a new Wyandotte County Library Board; and repealing original Charter Resolution No. CR-01-99.

On July 13, 2026, the Administration and Human Services Standing Committee, chaired by Commissioner Ramirez, voted 4/1 to forward to the Board of Commissioners meeting with no recommendation.

Tracking #: 21521

11. ADMINISTRATOR’S AGENDA

11.1 **RESOLUTION: MEMORANDUM OF UNDERSTANDING (MOU) WITH THE UNITED FOOD & COMMERCIAL WORKERS (UFCW) UNION**

Synopsis: A resolution authorizing the Unified Government of Wyandotte County/Kansas City, Kansas, to execute a Memorandum of Understanding (MOU) with the United Food & Commercial Workers (UFCW), effective January 1, 2026, through December 31, 2028.

Tracking #: 21489

11.2 **PRESENTATION: 2025 ANNUAL CONSOLIDATED FINANCIAL REPORT (ACFR)**

Synopsis: The 2025 Annual Consolidated Financial Report (ACFR). The presentation will be by UG’s independent outside auditors, Forvis Mazars LLC.

For Information Only

Tracking #: 21740

11.3 **BUDGET PRESENTATION**

Synopsis: Administrator's presentation of the amended 2026 Unified Government budget and the proposed 2027 Unified Government budget.

Tracking #: 21281

15. ADJOURN

The Unified Government of Wyandotte County and Kansas City, Kansas will provide necessary, reasonable auxiliary aids and services, such as ASL translators, machine-readable copies of meeting materials, or on-site language interpretation. Individuals requiring any auxiliary aids or services should contact the Unified Government Office of the Clerk by emailing or calling UGclerkrequest@wycokck.org or 913-573-5260 at least 48 hours in advance of the meeting. Persons may address the Commission during the time set aside for Public Comment on each item scheduled or at any time by suspension of the rules. All persons must address the commission and state their name and address for the record. Comments shall be limited to three (3) minutes for each participant. Disruptive comments and behavior are not permitted and may result in removal from the meeting.

Some commissioners, staff, and the public may attend remotely via Zoom or by phone. All participants joining by phone should mute their phones when not speaking to avoid background noise. During the meeting, all speakers are asked to please announce yourself by name and title every time you speak so the public that is observing knows who is speaking. This is critical given the number of remote participants and is current guidance from the Kansas Attorney General.

El Gobierno Unificado del Condado de Wyandotte y Kansas City, Kansas, proporcionará ayudas y servicios auxiliares necesarios y razonables, como traductores de ASL, copias legibles por máquina de los materiales de la reunión o interpretación de idiomas en el lugar. Las personas que requieran ayuda o servicios auxiliares deben comunicarse con la Oficina del Secretario del Gobierno Unificado enviando un correo electrónico o llamando al UGclerkrequest@wycokck.org o al 913-573-5260 al menos 48 horas antes de la reunión.

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Report to Board of Commissioners

MEETING DATE	PRESENTER	DEPARTMENT
	Jeffrey Conway, Assistant Counsel jconway@wycokck.org x5075	Legal

AGENDA ITEM #6.1.

RESOLUTION: ADOPTING ADDITIONAL RECOMMENDATIONS OF THE AMERICAN ROYAL SUBCOMMITTEE

BACKGROUND

The Development Agreement provided for deadlines for the subcommittee to meet and to provide its recommendations to the full Commission on both the Origination Fee and the Annual Payment. The Development Agreement also provided that the subcommittee's recommendations for the Origination Fee must be for local economic development activities and the subcommittee's recommendations for the Annual Payment can be for economic development, infrastructure improvements or other beneficial UG purposes;

on June 18, 2026, the Unified Government Board of Commissioners adopted Resolution R-42-26, which adopted additional recommendations of the American Royal Subcommittee for specified uses of the Origination Fee that totaled \$2,662,500.

the American Royal Subcommittee is making additional recommendations for the use of moneys from among the remainder of the funds from the Origination Fee, as such fee is described in the Development Agreement, as follows:

\$ 82,500	for equipment for the abatement/blight team for the clean-up of illegal dumping
\$ 500,000	for expansion of UG fiber and video infrastructure across three strategic corridors
\$ 526,000	for payment toward the \$629,300 owed on the loan provided by the Local Investment Initiatives Support Corp. (LISC) for the downtown grocery store
\$ 25,000	for payment toward an update to the downtown KCK mini-master plan
\$ 250,000	for payment toward the planning, design, and construction of Sunflower Hills Golf Course Clubhouse
\$ 25,000	for seed funding for the Sister City program
\$ 11,200	for payment toward speed bumps near 6 th Street and Central Avenue
\$ 40,000	for payment toward sidewalk construction near T.A. Edison Elementary School in KCK
\$ 12,000	for payment toward outreach regarding senior and disabled tax credits

TOTAL: \$1,472,500.00
RECOMMENDATION
Approve
BUDGET IMPACTS / FINANCIAL CONSIDERATIONS
None-monies will be allocated from the American Royal original fee.
LEGAL/ POLICY CONSIDERATIONS
ATTACHMENTS
Resolution on Origination Fee Recommendation Final Rec, American Royal Subcommittee Funding Allocations after 6.2.26

Approved by Mayor/Administrator to add to agenda.

RESOLUTION NO. R-____-26

A RESOLUTION TO ADOPT THE FINAL RECOMMENDATIONS OF THE AMERICAN ROYAL SUBCOMMITTEE FOR THE USE OF MONEYS FROM THE ORIGINATION FEE DESCRIBED IN THE AMERICAN ROYAL DEVELOPMENT AGREEMENT

WHEREAS, on June 24, 2025, the Unified Government of Wyandotte County/Kansas City, Kansas (UG) and the American Royal Association, a Missouri not-for-profit corporation, (Developer) entered into that certain American Royal Amended and Restated Development Agreement;

WHEREAS, Developer proposed to design, develop, construct, complete and operate a major commercial entertainment and tourism destination and major multi-sport athletic complex within the STAR Bond District consisting of at least three (3) first-class arenas and facilities and other related improvements; a first class agricultural education center and museum; and certain barbecue-related uses for the American Royal barbecue contest; and which may include a Festival Grounds concept;

WHEREAS, on December 5, 2025, the UG and Developer entered into the First Amendment to the American Royal Amended and Restated Development Agreement, and the agreement as amended by the First Amendment became the full agreement (collectively referred to as the Development Agreement);

WHEREAS, the Development Agreement provided that the Developer was to pay the UG a \$5,000,000 Origination Fee to be used by the UG for local economic development activities, and which was separate from and not subject to the UG's community benefit ordinance or other resolutions or ordinances intended to allocate fees and charges to specific purposes;

WHEREAS, the Development Agreement also provided that the Developer is obligated to pay annual payments of \$1,315,789.48 to the UG for up to nineteen years or until all the STAR bonds are repaid in full;

WHEREAS, the Development Agreement also provided that the UG form a five-member subcommittee made up of the Mayor/CEO, the Chair and a non-Chair member of the Economic Development and Finance Standing Committee, and the Chair and a non-Chair member of the Public Works and Safety Standing Committee;

WHEREAS, the Development Agreement also provided for deadlines for the subcommittee to meet and to provide its recommendations to the full Commission on both the Origination Fee and the Annual Payment;

WHEREAS, the Development Agreement also provided that the subcommittee's recommendations for the Origination Fee must be for local economic development activities and

the subcommittee's recommendations for the Annual Payment can be for economic development, infrastructure improvements or other beneficial UG purposes;

WHEREAS, on April 30, 2026, the Unified Government Board of Commissioners adopted Resolution R-25-26, which adopted the initial recommendations of the American Royal Subcommittee for specified uses of the Origination Fee that totaled \$865,000;

WHEREAS, on June 18, 2026, the Unified Government Board of Commissioners adopted Resolution R-42-26, which adopted additional recommendations of the American Royal Subcommittee for specified uses of the Origination Fee that totaled \$2,662,500; and

WHEREAS, the Board of Commissioners intends to adopt final recommendations of the American Royal Subcommittee for the use of moneys from among the remainder of the Origination Fee funds.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS, AS FOLLOWS:

Section 1. That the Governing Body adopts the final recommendations of the American Royal Subcommittee for the use of moneys from among the remainder of the funds from the Origination Fee, as such fee is described in the Development Agreement, as follows:

\$ 82,500	for equipment for the abatement/blight team for the clean-up of illegal dumping
\$ 500,000	for expansion of UG fiber and video infrastructure across three strategic corridors
\$ 526,000	for payment toward the \$629,300 owed on the loan provided by the Local Investment Initiatives Support Corp. (LISC) for the downtown grocery store
\$ 25,000	for payment toward an update to the downtown KCK mini-master plan
\$ 250,000	for payment toward the planning, design, and construction of Sunflower Hills Golf Course Clubhouse
\$ 25,000	for seed funding for the Sister City program
\$ 11,200	for payment toward speed bumps near 6 th Street and Central Avenue
\$ 40,000	for payment toward sidewalk construction near T.A. Edison Elementary School in KCK
\$ 12,000	for payment toward outreach regarding senior and disabled tax credits

TOTAL: \$1,472,500.00

Section 2. The Mayor, the County Administrator and the Unified Government's other officers, agents, and employees are hereby authorized and directed to take such further action, and execute such other documents, certificates, and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution.

Section 3. This Resolution shall take effect and be in full force from and after its passage and adoption.

**ADOPTED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED
GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS
THIS _____ DAY OF _____, 2026.**

Christal E. Watson, Mayor/CEO

Attest:

Monica L. Sparks, Unified Government Clerk

Approved as to Form:

Angela J. Lawson, Chief Counsel

American Royal Subcommittee Funding Allocations 6.29.26 meeting

\$5,000,000

Initial Allocation

Approved by BOC:

\$ 150,000

Downtown Grocery Store Replacement Funding

\$ 250,000

Little Turkey Creek Infrastructure

\$ 300,000

Economic Mobility Business Support

\$ 150,000

Small Business Grant Program Enhancement

\$ 15,000

Cultural Training

Approved by BOC

\$1,000,000

Grant matching for Economic Development Grant
Matches, including Infrastructure Grants

(\$1,865,000)

Total allocated

\$3,135,000

Funds available June 2, 2026

Additional funds approved by BOC

\$ 250,000

Economic Development Strategic Plan

\$ 112,500

Accella Upgrades, including managed services and
equipment)

\$1,000,000

Residential-focused Drainage Ditch Program

\$ 300,000

Land Acquisition for Future Fire Station

(\$1,662,500)

Subtotal allocated

\$1,472,500

Funds remaining available June 29, 2026

\$ 82,500

Equipment for the abatement/blight team for the clean-up
of illegal dumping

\$ 500,000

Expansion of UG fiber and video infrastructure across
three strategic corridors

\$ 526,000	Payment toward the \$629,300 owed on the loan provided by the Local Investment Initiatives Support Corp. (LISC) for the downtown grocery store
\$ 25,000	Payment toward an update to the downtown KCK mini-master plan
\$ 250,000	Payment toward the planning, design, and construction of Sunflower Hills Golf Course Clubhouse
\$ 25,000	Seed funding for the Sister City program
\$ 11,200	Payment toward speed bumps near 6th Street and Central Avenue
\$ 40,000	Payment toward sidewalk construction near T.A. Edison Elementary School in KCK
\$ 12,000	Payment toward outreach regarding senior and disabled tax credits
\$1,472,500.00	Funds allocated June 29, 2026
\$ 0.00	Total remaining

*Yearly allocation is \$1,315,789.48



Unified Government of Wyandotte County/Kansas City, Kansas

PROCLAMATION

KANSAS CITY, NATIONAL NIGHT OUT AGAINST CRIME

- WHEREAS,** National Night Out is a nationwide community-building campaign that promotes police-community partnerships, neighborhood camaraderie, and citizen engagement in efforts to create safer, stronger, and more connected communities; and
- WHEREAS,** residents, law enforcement agencies, public safety professionals, neighborhood organizations, businesses, and community leaders throughout Wyandotte County work together year-round to prevent crime, build trust, and improve the quality of life for all residents; and
- WHEREAS,** National Night Out provides an opportunity for neighbors to come together, strengthen relationships, foster community pride, and demonstrate a shared commitment to creating safe and welcoming neighborhoods; and
- WHEREAS,** community involvement, public awareness, and collaborative partnerships are essential to reducing crime, improving public safety, and ensuring that every resident has the opportunity to live, work, and thrive in a secure environment; and
- WHEREAS,** the Unified Government of Wyandotte County and Kansas City, Kansas recognizes and appreciates the dedication of law enforcement officers, first responders, neighborhood leaders, volunteers, and residents who work tirelessly to strengthen our community and promote public safety;

NOW, THEREFORE, I, Christal E. Watson, Mayor & CEO of the Unified Government of Wyandotte County and Kansas City, Kansas, do hereby proclaim August 4, 2026 as

NATIONAL NIGHT OUT AGAINST CRIME DAY

in Wyandotte County and Kansas City, Kansas, and encourage all residents to participate in activities that promote neighborhood unity, public safety, civic engagement, and positive community partnerships.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Unified Government of Wyandotte County and Kansas City, Kansas to be affixed this 4th day of August 2026.

CHRISTAL E. WATSON, MAYOR/CEO



Unified Government of Wyandotte County/Kansas City, Kansas

PROCLAMATION

Designating Wyandotte County, Kansas as a Purple Heart County

- WHEREAS,** the Purple Heart is the oldest military decoration in present use, originally established as the Badge of Military Merit by General George Washington on August 7, 1782; and
- WHEREAS,** the Purple Heart is awarded to members of the United States Armed Forces who have been wounded or killed in action while serving our nation with honor and courage; and
- WHEREAS,** the residents of Wyandotte County, Kansas, hold a deep and enduring respect for the brave men and women who have sacrificed in defense of our freedoms; and
- WHEREAS,** Purple Heart recipients represent a profound legacy of courage, resilience, and selfless service, having borne the physical and emotional cost of protecting our nation; and
- WHEREAS,** the State of Kansas has been officially designated a Purple Heart State, reflecting a statewide commitment to recognizing and honoring combat-wounded veterans; and
- WHEREAS,** the Unified Government of Wyandotte County and Kansas City, Kansas is committed to ensuring that the sacrifices of our veterans—and especially those awarded the Purple Heart—are never forgotten, but instead are honored, recognized, and remembered with gratitude; and
- WHEREAS,** the designation of Wyandotte County as a Purple Heart County affirms our commitment to supporting veterans and their families and fostering a community rooted in respect, patriotism, and service;

NOW, THEREFORE, I, Christal E. Watson, **Mayor/CEO of the Unified Government of Wyandotte County and Kansas City, Kansas**, do hereby proclaim **Wyandotte County, Kansas as a Purple Heart County**, and call upon all residents to honor and recognize the sacrifices of Purple Heart recipients and all who have served our nation.

BE IT FURTHER PROCLAIMED, that **August 7th of each year** shall be recognized as **Purple Heart Day** in Wyandotte County, and all citizens are encouraged to observe this day with appropriate ceremonies, reflection, and expressions of gratitude.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Unified Government of Wyandotte County and Kansas City, Kansas to be affixed this 7th day of August 2026.

CHRISTAL E. WATSON, MAYOR/CEO



Unified Government of Wyandotte County/Kansas City, Kansas

PROCLAMATION

CELEBRATING THE 20TH ANNIVERSARY OF THE PROVIDENCE YMCA/BALL FAMILY CENTER

- WHEREAS,** for twenty years, the **Providence YMCA/Ball Family Center** has served as a cornerstone of health, wellness, youth development, and community engagement in Wyandotte County, providing a welcoming place where individuals and families of all ages can learn, grow, and thrive; and
- WHEREAS,** guided by its commitment to strengthening community through youth development, healthy living, and social responsibility, the Providence YMCA/Ball Family Center has enriched countless lives by offering programs that promote physical wellness, educational opportunities, leadership development, family support, and meaningful community connections; and
- WHEREAS,** through the generosity of donors, dedicated staff, volunteers, and community partners, the Providence YMCA/Ball Family Center has remained committed to ensuring that financial circumstances are never a barrier to participation, providing scholarships, food distribution, and other essential resources that make its programs accessible to all; and
- WHEREAS,** for two decades, the Providence YMCA/Ball Family Center has served as more than a recreation facility; it has been a trusted gathering place where friendships are formed, young people are mentored, families are strengthened, and lives are transformed through compassion, inclusion, and opportunity; and
- WHEREAS,** the Unified Government of Wyandotte County and Kansas City, Kansas proudly recognizes the Providence YMCA/Ball Family Center for twenty years of dedicated service and extends its appreciation to the staff, volunteers, members, donors, and community partners whose unwavering commitment continues to strengthen the quality of life throughout our community;

NOW, THEREFORE, I, Christal E. Watson, Mayor & CEO of the Unified Government of Wyandotte County and Kansas City, Kansas, do hereby proclaim **August 17, 2026**, as

PROVIDENCE YMCA/BALL FAMILY CENTER DAY

in Wyandotte County and Kansas City, Kansas, and encourage all residents to join in celebrating this remarkable 20-year milestone while recognizing the Providence YMCA/Ball Family Center for its enduring commitment to building healthier individuals, stronger families, and a more connected and vibrant community for generations to come.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Unified Government of Wyandotte County and Kansas City, Kansas to be affixed this 17th day of August 2026.

CHRISTAL E. WATSON, MAYOR/CEO



Report to Board of Commissioners

MEETING DATE	PRESENTER	DEPARTMENT
	aaron morris	Legal
AGENDA ITEM #7.1.		
ORDINANCE: AN ORDINANCE RELATING TO OPERATION OF A MICRO UTILITY TRUCK		
BACKGROUND		
An ordinance relating to Chapter 35, Traffic, Article I. In General and Article XIII. Miscellaneous Rules, amending Section 35-1 Definitions and Section 35-658 Unlawful operation of a micro utility truck, of the Code of Ordinances for the Unified Government of Wyandotte County/Kansas City, Kansas. This item is added at the request of Commissioner Kump.		
RECOMMENDATION		
Approve To approve the ordinance.		
BUDGET IMPACTS / FINANCIAL CONSIDERATIONS		
none		
LEGAL/ POLICY CONSIDERATIONS		
To approve the ordinance.		
ATTACHMENTS		
Ordinance Amending MUT Provisions v2, UG Code Amendment re MUTs		

Approved by Mayor/Administrator to add to agenda.

Published _____

ORDINANCE NO. _____

An ordinance relating to Chapter 35, Traffic, Article I. In General, and Article XIII. Miscellaneous Rules, amending Section 35-1 Definitions, and Section 35-658 Unlawful operation of a micro utility truck, of the Code of Ordinances for the Unified Government of Wyandotte County/Kansas City, Kansas.

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS:

Section 1. That the definition of micro utility truck in Chapter 35 – Traffic, Article I. – In General, Sec. 35-1. – Definitions. of the Code of Ordinances for the Unified Government of Wyandotte County/Kansas City, Kansas be amended to read as follows:

Micro utility truck means any motor vehicle which is not less than 48 inches in width, has an overall length, including the bumper, of not more than 160 inches, has an unladen weight, including fuel and fluids, of more than 1,500 pounds, can exceed 40 miles per hour as originally manufactured and is manufactured with a metal cab. The term "micro utility truck" does not include a work-site utility vehicle.

State law reference – Similar provisions, K.S.A. 8-1494

Section 2. That Chapter 35 – Traffic, Article XIII. – Miscellaneous Rules, Sec. 35-658 – Unlawful operation of a micro utility truck, of the Code of Ordinances for the Unified Government of Wyandotte County/Kansas City, Kansas, be amended to read as follows:

Article XIII. Sec. 35-658. – Unlawful operation of a micro utility truck.

(a) It shall be unlawful for any person to operate a micro utility truck:

- (1) On any interstate highway, federal highway, or state highway; or
- (2) On any public highway or street within the corporate limits of the city unless:
 - a. Such truck complies with the equipment requirements under K.S.A. ch. 8, art. 17 (K.S.A. 8-1701 et seq.) and amendments thereto;
 - b. The operator of the micro utility truck has a valid driver's license; and
 - c. The owner maintains insurance for the micro utility truck that includes coverage for operation on public roads and meets the minimum insurance requirements for motor vehicles as set forth in K.S.A. 40-3107.

(b) The provisions of subsection (a) of this section shall not prohibit a micro utility truck from crossing a federal or state highway.

Section 3. That said original definition of “micro utility truck” in Chapter 35, Article I, In General, Section 35-1, and said original Article XIII. – Miscellaneous Rules, Section 35-658. - Unlawful operation of a micro utility truck. of the Code of Ordinances for the Unified Government of Wyandotte County/Kansas City, Kansas are hereby repealed.

Section 4. This ordinance shall take effect and be in full force from and after the passage, approval, and publication in the official Unified Government newspaper.

PASSED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED GOVERNMENT OF
WYANDOTTE COUNTY/KANSAS CITY, KANSAS,

THIS _____ DAY OF _____, 2026.

Christal E. Watson/Mayor CEO

Attest:

Unified Government Clerk

Approved As To Form:

Unified Government Counsel

MUNICIPAL CODE ORDINANCE AMENDMENT

- Definitions
 - Sec. 35-1
- Unlawful operation of a micro utility truck
 - Sec. 35-658

SEC. 35-1

DEFINITIONS

Micro utility truck means any motor vehicle which is not less than 48 inches in width, has an overall length, including the bumper, of not more than ~~144~~160 inches, has an unladen weight, including fuel and fluids, of more than 1,500 pounds, can exceed 40 miles per hour as originally manufactured and is manufactured with a metal cab. The term "micro utility truck" does not include a work-site utility vehicle.

State Law reference – Similar provisions, K.S.A. 8-1494



Sec. 35-658

Unlawful operation of a micro utility truck

Sec. 35-658. - Unlawful operation of a micro utility truck.

(a) It shall be unlawful for any person to operate a micro utility truck:

(1) On any interstate highway, federal highway, or state highway; or

(2) On any public highway or street within the corporate limits of the city unless ~~authorized by the unified government;~~

a.

~~(b) No micro utility truck shall be operated on any public highway or street, unless s~~Such truck complies with the equipment requirements under K.S.A. ~~ch. 8, art. 17 (K.S.A. 8-1701 et seq.) and amendments thereto;~~

b. The operator of the micro utility truck has a valid driver's license; and

c. The owner maintains insurance for the micro utility truck that includes coverage for operation on public roads and meets the minimum insurance requirements for motor vehicles as set forth in K.S.A. 40-3107.

~~(be)~~ The provisions of subsection (a) of this section shall not prohibit a micro utility truck from crossing a federal or state highway.



Report to Board of Commissioners

MEETING DATE	PRESENTER	DEPARTMENT
	Wesley McKain, Policy & Development Manager wmckain@wycokck.org X8833	Health Department

AGENDA ITEM #7.2.

RESOLUTION: DEPARTMENT OF JUSTICE GRANT TO SUPPORT THE HEALTH DEPARTMENT'S PEER SUPPORT RECOVERY PROGRAM (2026-2029)

BACKGROUND

- The Public Health Department was awarded the Department of Justice (DOJ) Comprehensive Opioid, Stimulant, and Substance Use Program (COSSUP) grant in September 2023. It was a 3-year grant for \$1.3 million. The grant term ends on 9/30/2026. **This application is a renewal submission for that grant.**
- The grant funds the Health Dept's Peer Support Recovery Program. That includes 3 FTE: 2 peers who are in long-term recovery from substance abuse, and a Program coordinator.
- The grant also funds 1 FTE licensed substance use counselor who resides within UG Community Corrections. These services are performed by a behavioral health partner, who is sub-warded funds through the grant. In the 2023-2026 grant cycle Wyandot Behavioral Health Network is the partner.
- The grants funds the following activities:
 1. A partnership with the UG Drug Court to provide recovery support services. That includes peer-to-peer counseling, navigating healthcare and social services, crisis counseling, and other services.
 2. A partnership with the UG Drug Court and UG Community Corrections to assess those who have committed eligible offenses for substance use disorder or a mental health disorder, so they can join the Drug Court and Behavioral Health Court.
 - This grant has shortened the assessment period from an avg of 3 weeks to several days.
 3. Distributing naloxone (Narcan) to community-agencies and training staff and residents on using it.
 4. Performing street outreach to homeless residents with substance use disorders, to get them in recovery and move them into housing
 - Partnership with the KCKPD CIT team.
 5. Teaching classes at the Drug Court for those in the program
 6. Supports for Drug Court participants to complete the 12-month recovery, including transportation assistance and short-term hotel vouchers.
- The deadline for submitting the application is May 11, 2026.

- **For this second application, we adding the UG Behavioral and UG Veterans Courts, to serve all the Specialty Courts.**

Funding amount is \$1.3 million over 3 years, 9/30/2026 – 9/29/2029

RECOMMENDATION

Approve

Approval of grant request

BUDGET IMPACTS / FINANCIAL CONSIDERATIONS

The Health Department provided match funding of \$114,500 from Opioid Settlement Funds it received. \$100,800 for naloxone (Narcan), and \$13,700 for marketing peer support and recovery services to the community.

LEGAL/ POLICY CONSIDERATIONS

A resolution of grant acceptance is required.

ATTACHMENTS

Resolution Approving HD application for DOJ grant CLEAN copy, Resolution Approving HD application for DOJ grant, Commission Action Civic Clerk - DOJ COSSUP grant 2026, DOJ Grant Package Application 2026, CAO Approval for early submission_DOJ grant

Approved by Mayor/Administrator to add to agenda.

RESOLUTION NO. _____

**A RESOLUTION FOR THE WYANDOTTE COUNTY PUBLIC HEALTH
DEPARTMENT’S APPLICATION FOR A THREE-YEAR GRANT FROM THE
DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE AFFAIRS, TO SUPPORT
SUBSTANCE USE RECOVERY, AND ALLOCATION OF FUNDS FOR ELIGIBLE
USES**

WHEREAS, the Wyandotte County Public Health Department (“the Health Department”) hosts a Peer Support Recovery Program in which staff with a history of substance use addiction, who have been in long-term recovery, provide supportive services to residents who are caught in addiction and trying to recover; and

WHEREAS, the Health Department partners with UG Community Corrections and the Wyandotte County Drug Court and Behavioral Court to embed peer support specialists in their programs, and pays for a Licensed Addictions Counselor to reside in Community Corrections to do assessment and counseling; and

WHEREAS, the Health Department was awarded a Department of Justice (DOJ) Comprehensive Opioid, Stimulant, and Substance Use Program (COSSUP) grant in September 2023, which funds this program through 9/30/2026; and

WHEREAS, the Health Department seeks to continue this program past 9/30/2026, and needs federal resources to do so; and

WHEREAS, the Department of Justice released the grant notice on March 25, 2026, with an application deadline of May 11, 2026, for the next COSSUP grant cycle; and

WHEREAS, because of the short timeline, the Health Department has applied for this grant in the amount of \$1.3 million and is seeking retroactive approval from the Unified Government Commission. The grant, if awarded, will be used to support salaries and benefits of Health Department staff who work in the Substance Use program, as well as a Licensed Addictions Counselor on contract to reside within UG Community Corrections; and

WHEREAS, the Health Department is providing \$114,500 in grant match, from Opioid Settlement Funds which have previously been allocated to the department by the Board of Commissioners, and includes naloxone (Narcan) as well as marketing & communications to the community about the peer program and other substance use resources;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/ KANSAS CITY, KANSAS AS FOLLOWS:

Section 1. The Unified Government Board of Commissioners hereby approves the application for and, should the grant be awarded to the Health Department, its acceptance of the

Department of Justice, Bureau of Justice Affairs COSSUP grant for a term of three years for a total grant amount of up to \$1,300,000.00.

Section 2. If the Health Department is awarded the Department of Justice COSSUP grant, the Unified Government Board of Commissioners hereby approves the allocation of the award amount to support the salaries and benefits of staff within the Substance Use program, as well as a contracted/sub-awarded agency to provide a Licensed Addictions Counselor;

Section 3. If the Health Department is awarded the Department of Justice COSSUP grant, the County Administrator and other officers, agents, and employees of the Unified Government are hereby authorized and directed to take such further action as may be appropriate or desirable to accomplish the purpose of this Resolution.

Section 4. This Resolution shall take effect and be in full force immediately after its adoption by the Governing Body of the Unified Government.

**APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS OF THE
UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS,
THIS _____ DAY OF _____, 2026.**

Christal E. Watson, Mayor/CEO

Attest:

Unified Government Clerk

Approved as to Form:

RESOLUTION NO. _____

**A RESOLUTION FOR THE WYANDOTTE COUNTY PUBLIC HEALTH
DEPARTMENT’S APPLICATION FOR A THREE-YEAR GRANT FROM THE
DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE AFFAIRS, TO SUPPORT
SUBSTANCE USE RECOVERY, AND ALLOCATION OF FUNDS FOR ELIGIBLE
USES**

WHEREAS, the Wyandotte County Public Health Department (“the Health Department”) hosts a Peer Support Recovery Program in which staff with a history of substance use addiction, who have been in long-term recovery, provide supportive services to residents who are caught in addiction and trying to recover; and

WHEREAS, the Health Department partners with UG Community Corrections and the Wyandotte County Drug Court and Behavioral Court to embed peer support specialists in their programs, and pays for a Licensed Addictions Counselor to reside in Community Corrections to do assessment and counseling; and

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WHEREAS, because of the short timeline, the Health Department ~~wishes to apply~~has applied for this grant in the amount of \$1.3 million and is seeking retroactive approval from the Unified Government Commission; ~~which~~The grant, if awarded, will be used to support salaries and benefits of Health Department staff who work in the Substance Use program, as well as a Licensed Addictions Counselor on contract to reside within UG Community Corrections; and

WHEREAS, the Health Department is providing \$114,500 in grant match, from Opioid Settlement Funds which have previously been allocated to the department by the Board of Commissioners, and includes naloxone (Narcan) as well as marketing & communications to the community about the peer program and other substance use resources;

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Section 4. This Resolution shall take effect and be in full force immediately after its adoption by the Governing Body of the Unified Government.

**APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS OF THE
UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS,
THIS _____ DAY OF _____, 2026.**

Christal E. Watson, Mayor/CEO

Attest:

Unified Government Clerk

Approved as to Form:

Commission Agenda Item Report

Title: Grant request: Department of Justice (DOJ) for Health Dept Peer Support Recovery Program

Proposed Agenda Date: Next Administration & Human Services Committee
Grant application due May 11

Presented by: Wesley McKain, Community Health Manager, Public Health

BACKGROUND:

- The Public Health Department was awarded the Department of Justice (DOJ) Comprehensive Opioid, Stimulant, and Substance Use Program (COSSUP) grant in September 2023. It was a 3-year grant for \$1.3 million. The grant term ends on 9/30/2026. **This application is a renewal submission for that grant.**
- The grant funds the Health Dept's Peer Support Recovery Program. That includes 3 FTE: 2 peers who are in long-term recovery from substance abuse, and a Program coordinator.
- The grant also funds 1 FTE licensed substance use counselor who resides within UG Community Corrections. These services are performed by a behavioral health partner, who is sub-warded funds through the grant. In the 2023-2026 grant cycle Wyandot Behavioral Health Network is the partner.
- The grants funds the following activities:
 1. A partnership with the UG Drug Court to provide recovery support services. That includes peer-to-peer counseling, navigating healthcare and social services, crisis counseling, and other services.
 2. A partnership with the UG Drug Court and UG Community Corrections to assess those who have committed eligible offenses for substance use disorder or a mental health disorder, so they can join the Drug Court and Behavioral Health Court.
 - This grant has shortened the assessment period from an avg of 3 weeks to several days.
 3. Distributing naloxone (Narcan) to community-agencies and training staff and residents on using it.
 4. Performing street outreach to homeless residents with substance use disorders, to get them in recovery and move them into housing
 - Partnership with the KCKPD CIT team.
 5. Teaching classes at the Drug Court for those in the program
 6. Supports for Drug Court participants to complete the 12-month recovery, including transportation assistance and short-term hotel vouchers.
- The deadline for submitting the application is May 11, 2026.

- For this second application, we adding the UG Behavioral and UG Veterans Courts, to serve all the Specialty Courts.
- Funding amount is \$1.3 million over 3 years, 9/30/2026 – 9/29/2029

BUDGET IMPACTS / FINANCIAL CONSIDERATIONS:

There is no match required. The Substance Use Program is also supported by Opioid Settlement Funds allocated to the Health Department.

POLICY CONSIDERATIONS:

- No policy considerations required.

PROCUREMENT CONSIDERATIONS:

- We will subaward funds to a partner agency to provide Behavioral Health services to clients within the Drug Court, Behavioral Court, and Veterans Court.

LEGAL CONSIDERATIONS:

- A resolution of grant acceptance is required.

RECOMMENDED ACTION:

- Approval of grant request.

COUNTY ADMINISTRATION COMMENTS:

-

MAYOR AGENDA DIRECTION:

-

Standard Applicant Information

Project Information

Project Title	Proposed Project Start Date	Proposed Project End Date
Wyandotte County Peer Support Program	9/30/26	9/29/29
Federal Estimated Funding (Federal Share)	Applicant Estimated Funding (Non-Federal Share)	Program Income Estimated Funding
1300000.0	114500.0	0.0
Total Estimated Funding		
1414500.0		

Areas Affected by Project (Cities, Counties, States, etc.)

Wyandotte County, KS

Kansas City, KS

Edwardsville, KS

Bonner Springs, KS

Type Of Applicant

Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

Other (specify):

Application Submitter Contact Information

Application POC Prefix Name

Ms.

Application POC First Name

Karah

Application POC Middle Name

Application POC Last Name

Barnes

Application POC Suffix Name

Organizational Affiliation

Unified Government Public Health Department

Title

Substance Use Coordinator

Email ID

kbarnes@wycokck.org

Phone Number

913-573-6751

Fax Number

ORINumber

Executive Order and Delinquent Debt Information

Is Application Subject to Review by State Under Executive Order 12372? ★

c. Program is not covered by E.O. 12372.

Is the Applicant Delinquent on Federal Debt?

No

SF424 Attachments (5)

	Name Disclosure of Lobbying Activities_UG	Date Added 5/11/26
	Name manifest.txt	Date Added 5/3/26
	Name Form SF424_4_0-V4.0.pdf	Date Added 5/3/26
	Name SF424_4_0-1234-KS-02 and KS-03.pdf	Date Added 5/3/26
	Name GrantApplication.xml	Date Added 5/3/26

[Load more](#)

Authorized Representative

Authorized Representative Information

Prefix Name

Mr.

First Name Middle Name Last Name Suffix Name

David W. Johnston —

Title

County Administrator

Verify Legal Name, Doing Business As, and Legal Address

Legal Name

UNIFIED GOVERNMENT OF WYANDOTTE COUNTY K

UEI

PD76T7LUCLS2

Legal Address

Street 1

701 N 7TH ST

Street 2

City

KANSAS CITY

State

KS

Zip/Postal Code

66101

Congressional District

02

Country

USA

Doing Business As

Certification

The legal name + Doing Business As (DBA) and legal address define a unique entity in the system as represented in its entity profile. The profile legal address is applicable to ALL applications and awards associated to this fiscal agent.

1. If this information is correct confirm/acknowledge to continue with completion of this application.

I confirm this is the correct entity.

Signer Name

Karah Barnes

Certification Date / Time

05/11/2026 08:10 PM

2. If the information displayed does not accurately represent the legal entity applying for federal assistance:

- a. Contact your Entity Administrator.
- b. Contact the System for Award Management (SAM.gov) to update the entity legal name/address.

3. If the above information is not the entity for which this application is being submitted, Withdraw/Delete this application. Please initiate a new application on Grants.gov with using the correct UEI/SAM profile.

Proposal Abstract

Wyandotte County has some of the lowest health outcomes in the state of Kansas and consistently has among the highest rates of overdose and substance misuse. While overdose deaths have fallen since 2022, in line with national trends, they have decreased at a significantly lower rate in this county. Wyandotte County Public Health Department (WyCo PHD) is committed to reducing overdose deaths and expanding the region's ability to support residents experiencing substance misuse to increase health and safety for all community members. WyCo PHD is requesting funds to sustain its community-based Wyandotte County Peer Support Program, a Licensed Clinical Addiction Counselor, and capacity building efforts through outreach and education.

The Wyandotte County Peer Support Program and Licensed Clinical Addiction Counselor are part of a vital substance misuse treatment ecosystem partnership between Community Corrections, treatment courts, and the community mental health center. Peer Support Specialists from WyCo PHD assist residents navigating their recovery journey and complying with treatment court and corrections plans. One of few available peer support services in Wyandotte, Peer Support Specialists at the WyCo PHD play a key role in both connecting participants to resources and ensuring SUD services are accessible. The LCAC provides timely assessments of pre-trial and post-trial residents to connect with necessary services and mental health support at faster rates than possible before the creation of the role. Peer Support Specialists also work alongside homeless outreach organizations including Community Outreach and Eden Village on a weekly basis to offer support to those in our community who are experiencing both homelessness and substance misuse.

While resources exist within the county, coordination of care and connection of services has remained a barrier to substance use response. The County has stepped in to address this by forming the Wyandotte County Recover Collective, a substance misuse response coalition of service providers across the region. The coalition includes mental health providers, police and community policing, fire and EMS, substance use treatment partners, housing

and other social service organizations. Convened by the coordinator at WyCo PHD, this proposal allows for the continued funding of the role to coalition can continue. This role is the heart of outreach and education efforts in the county, responsible for naloxone distribution planning, coalition convening, training to stakeholders on substance use and naloxone, and supervision of the Peer Support Program.

Capacity building relies on the collaboration of resource and service providers, and the ongoing education of community organizations, businesses, and the general public. The WyCo PHD is dedicated to the safety and health of Wyandotte County, addressing substance use in a coordinated response across sectors to better the lives of the residents we serve.

Data Requested with Application

- > **Financial Management and System of Internal Controls**
- > **Funding Priority Inventory 2**
- > **Funding Priority Inventory 3**

Proposal Narrative

	Name	Category	Created by	Date Added	
	Wyandotte County COSSUP Narrative FINAL.docx	Proposal Narrative	Karah Barnes	05/11/2026	

Budget and Associated Documentation

Budget Summary

Budget / Financial Attachments

Indirect Cost Rate Agreement

No documents have been uploaded for Indirect Cost Rate Agreement

Consultant Rate Justification

No documents have been uploaded for Consultant Rate Justification

Employee Compensation Waiver

No documents have been uploaded for Employee Compensation Waiver

Financial Management Questionnaire (Including applicant disclosure of high-risk status)

No documents have been uploaded for Financial Management Questionnaire

Disclosure of Process Related to Executive Compensation

No documents have been uploaded for Disclosure of Process Related to Executive Compensation

Additional Attachments

No documents have been uploaded for Additional Attachments

Budget and Associated Documentation

Budget Category	Year 1	Year 2	Year 3	Total
Personnel	\$159,482	\$164,266	\$169,195	\$492,943
Fringe Benefits	\$84,745	\$87,287	\$89,906	\$261,938
Travel	\$2,686	\$6,190	\$2,659	\$11,535
Equipment	\$0	\$0	\$0	\$0
Supplies	\$42,800	\$33,600	\$33,600	\$110,000
Construction	\$0	\$0	\$0	\$0
SubAwards	\$99,608	\$99,608	\$99,608	\$298,824
Procurement Contracts	\$14,850	\$10,350	\$10,350	\$35,550
Other Costs	\$22,200	\$22,200	\$22,200	\$66,600
Total Direct Costs	\$426,371	\$423,501	\$427,518	\$1,277,390
Indirect Costs	\$49,419	\$43,544	\$44,147	\$137,110
Total Project Costs	\$475,790	\$467,045	\$471,665	\$1,414,500
Federal	\$428,490	\$433,445	\$438,065	\$1,300,000
Non-Federal	\$47,300	\$33,600	\$33,600	\$114,500

Budget Totals

Total

Percentage

	Total	Percentage
Total Project Cost	\$1,414,500	
Federal Funds	\$1,300,000	91.91%
Non-Federal Amount	\$114,500	8.09%
Match Amount	\$114,500	8.09%
Program Income	\$0	0.00%

Standard Applicant Information	Equals	Budget Summary
Total Estimated Funding	=	Total Project Costs
Federal Estimated Funding (federal share)	=	Federal Funds
Applicant Estimated Funding (non-federal share)	=	Match Amount
Program Income Estimated Funding	=	Program Income Amount

DOES THIS BUDGET CONTAIN CONFERENCE COSTS WHICH IS DEFINED BROADLY TO INCLUDE MEETINGS, RETREATS, SEMINARS, SYMPOSIA, AND TRAINING ACTIVITIES? Yes

Instructions

Year 1

Personnel Detail

Personnel Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$159,482	\$0	\$159,482

Two (2) Peer Support Specialists. 100% of these individuals time will be dedicated to the project. Valentino Barajas, annual salary of \$44,908, will receive a 3% COLA raise in year two and three. Keatherann Sharp, annual salary of \$46,303, will receive a 3% COLA raise in year two and three. The Peer Support Specialists connect with people who use drugs, to provide warm handoffs and referrals to treatment programs within treatment courts and other high-risk areas for opioid and substance use needs within the county. They do outreach and education with partners serving the unhoused population in Wyandotte County and also provide referrals to social and community services which aid recovery. Both Peer Support Specialists host their own weekly recovery meetings for clients.

Karah Barnes, Substance Misuse Coordinator and project coordinator. 100% of this individual's time will be dedicated to the project. Karah Barnes, annual salary of \$68,271, will receive a 3% COLA raise in year two and three. This individual conducts weekly program meetings with the peer support specialists to monitor caseloads, barriers and successes. She organizes monthly checkins with treatment court partners to assess progress and share updates on programming. She manages the hotel voucher, UBER, and client phone programs. The coordinator also convenes monthly meetings of the Wyandotte Recovery Collective, a coalition built from local resource partners and providers who work in the recovery field, and leads coalition activities like summit planning, resource guide development and distribution.

Naloxone training and distribution is collaboratively handled by all three staff members.

Year 2

Year 2

Personnel Detail

Name	Position	Salary	Rate	Time Worked	Percentage of Time (%)	Total Cost
Valentino Barajas	Peer Support Specialist	\$46,255.00	Y	1.00	100.00%	\$46,255.00
Keatherann Sharp	Peer Support Specialist	\$47,692.00	Y	1.00	100.00%	\$47,692.00
Karah Barnes	Substance Misuse Coordinator	\$70,319.00	Y	1.00	100.00%	\$70,319.00

Personnel Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$164,266	\$0	\$164,266

Additional Narrative

Valentino Barajas, Keatherann Sharp, and Karah Barnes all receive a 3% COLA raise in year 2.

Year 3

Year 3

Personnel Detail

Name	Position	Salary	Rate	Time Worked	Percentage of Time (%)	Total Cost
Valentino Barajas	Peer Support Specialist	\$47,643.00	Y	1.00	100.00%	\$47,643.00
Keatherann Sharp	Peer Support Specialist	\$49,123.00	Y	1.00	100.00%	\$49,123.00
Karah Barnes	Substance Misuse Coordinator	\$72,429.00	Y	1.00	100.00%	\$72,429.00

Personnel Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$169,195	\$0	\$169,195

Additional Narrative

Valentino Barajas, Keatherann Sharp, and Karah Barnes all receive an 3% COLA raise in year 3.

Fringe Benefits

Instructions

Fringe benefits should be based on the actual known costs or an approved negotiated rate by a Federal Agency. If not based on an approved negotiated rate, provide the composition of the fringe benefit package. Fringe benefits are for the personnel listed in Personnel budget category listed and only for the percentage of time allocated to the project. In the narrative section, please provide a specific description for each item

Year 1

Fringe Benefit Detail

Name	Base	Rate (%)	Total Cost
Valentino Barajas	\$44,908.00	46.38%	\$20,828.33
Keatherann Sharp	\$46,303.00	83.81%	\$38,806.54
Karah Barnes	\$68,271.00	36.78%	\$25,110.07

Fringe Benefits Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$84,745	\$0	\$84,745

Additional Narrative

Fringe rates for the Unified Government include comprehensive health coverage, with medical, dental, and vision. That costs us \$30,287 annually for family health coverage, and \$12,564 annually for individual, per employee. There is also a standard life insurance benefit (\$28). The remainder of the benefits are assumed to be at the market rate. They include contribution to Kansas Public Employee Retirement System (10.59% of salary); Social Security (6.20% of salary); Medicare (1.45% of salary); and Unemployment insurance (.10% of salary).

Keatherann Sharp has family health coverage. Karah Barnes and Valentino Barajas have individual health coverage.

Fringe rate = (Health insurance + Life insurance + (Base Salary * 18.34%)) / Base Salary

Valentino Barajas = (\$12,564 + \$28 + (\$44,908 * 18.34%)) / \$44,908 = **46.38%**

Keather Sharp fringe = (\$30,287 + \$28 + (\$46,303 * 18.34%)) / \$46,303 = **83.81%**

Karah Barnes fringe = (\$12,564 + \$28 + (\$68,271 * 18.34%)) / \$68,271 = **36.78%**

Note: In FY23, we received feedback from the financial review that the fringe rate seemed high for the peers. As an explanation: the high fringe rate for Keatherann Sharp (83.81%) is because of family health coverage, paid as a lump sum per employee. Peer support specialist positions have modest salaries, so the fringe rate can get quite high when benefits are compared to salaries. Our two other staff have individual health coverage, so their fringe rates are lower.

Year 2

Fringe Benefit Detail

Name	Base	Rate (%)	Total Cost
Valentino	\$44,908.00	46.38%	\$20,828.33

Barajas	\$46,255.00	46.38%	\$21,453.07
Keatherann Sharp	\$47,692.00	83.81%	\$39,970.67
Karah Barnes	\$70,319.00	36.78%	\$25,863.33

Fringe Benefits Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$87,287	\$0	\$87,287

Additional Narrative

Fringe cost for Year 2 = Year 1 fringe + 3% estimated increase in health coverage costs, and 3% COLA. Because benefits and salaries increase the same the rates remain the same.

Fringe rate = (Health insurance + Life insurance + (Base Salary * 18.34%)) / Base Salary

Valentino Barajas = (\$12,941 + \$28 + (\$46,255 * 18.34%)) / \$46,255 = **46.38%**

Keather Sharp fringe = (\$31,196 + \$28 + (\$47,692 * 18.34%)) / \$47,692 = **83.81%**

Karah Barnes fringe = (\$12,941 + \$28 + (\$70,319 * 18.34%)) / \$70,319 = **36.78%**

Year 3

Fringe Benefit Detail

Name	Base	Rate (%)	Total Cost
Valentino Barajas	\$47,643.00	46.38%	\$22,096.82
Keatherann Sharp	\$49,123.00	83.81%	\$41,169.99
Karah Barnes	\$72,429.00	36.78%	\$26,639.39

Fringe Benefits Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$89,906	\$0	\$89,906

Additional Narrative

Fringe cost for Year 3 = Year 2 fringe + 3% estimated increase in health coverage costs, and 3% COLA. Because benefits and salaries increase the same the rates remain the same.

Fringe rate = (Health insurance + Life insurance + (Base Salary * 18.34%)) / Base Salary

Valentino Barajas = (\$13,329 + \$28 + (\$47,643 * 18.34%)) / \$47,643 = **46.38%**

Keather Sharp fringe = (\$32,132 + \$28 + (\$49,123 * 18.34%)) / \$49,123 = **83.81%**

Karah Barnes fringe = (\$13,329 + \$28 + (\$72,429 * 18.34%)) / \$72,429 = **36.78%**

Travel

Instructions

Itemize travel expenses for staff personnel (e.g. staff to training, field interviews, advisory group meeting, etc.). Describe the purpose of each travel expense in relation to the project objectives. Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In trainee projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved. Identify the location of travel. If unknown, indicate "location/dates to be determined." In the narrative section, please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application.

Year 1

Travel Detail

Purpose of Travel	Location	Type of Expense	Basis	Cost	Quantity	# Of Staff	# Of Trips	Total Cost	Non-Federal Contribution	Feder Requir
State Conference	Kansas	Meals	Day	\$49.00	2.00	3.00	1.00	\$294.00		\$294.00
State Conference	Kansas	Lodging	Night	\$110.00	2.00	3.00	1.00	\$660.00		\$660.00
State Conference	Wichita, Kansas	Transportation	Round-Trip	\$0.70	394.00	1.00	1.00	\$275.80		\$275.80
Peers Mileage	Kansas City, KS	Mileage	Mile	\$0.70	10.00	2.00	104.00	\$1,456.00		\$1,456.00

Travel Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$2,686	\$0	\$2,686

Additional Narrative

State Conference Lodging: GSA FY2026 Per Dim rate for daily lodging in Kansas is \$110/night.

State Conference Transportation: Last year's Opioid and Stimulant Conference was in Wichita, KS, or 394 round-trip miles from the Wyandotte County Health Dept. Using that conference for estimation purposes. The GSA mileage rate for FY26 is \$.70. The 3 staff will carpool in one vehicle.

State Conference Meals: Most conferences provide lunch, so daily estimate is \$16/breakfast + \$28/dinner + \$5 incidental = \$49/day. Estimating 2 (for 3 staff.

Peers Mileage: Peer support specialists drive all over the county to visit clients. Estimating 2 trips per week @ 10 miles per trip for 52 weeks. Using FY26 mileage rate of \$.70.

We've budgeted for sufficient travel & training to keep staff updated with trends in the recovery field and connected with Kansas stakeholders. The 11 supported staff are budgeted for one state conference per year, and 1 national conference each during the grant term. The national conference is in Year 2.

Conference examples include the national All Rise Specialty Conference, location announced yearly at different cities in the United States, and the K Opioid and Stimulant Conference, which was in Wichita last year. These conferences are vital to recovery workers as the landscape of substance use treatments is in constant development. One of our staff, Keather Sharp, has also presented at the Kansas Opioid and Stimulant Conference to share innovative and collaborative work of the Wyandotte County Public Health Department Peer Support Program.

Year 2

Travel Detail

[illegible]

State Conference	Kansas	Meals	Day	\$49.00	2.00	3.00	1.00	\$294.00	\$294.00
State Conference	Kansas	Lodging	Night	\$110.00	2.00	3.00	1.00	\$660.00	\$660.00
State Conference	Wichita, KS	Transportation	Round-Trip	\$0.70	394.00	1.00	1.00	\$275.80	\$275.80
National Conference	Nashville, TN	Meals	Day	\$63.00	3.00	3.00	1.00	\$567.00	\$567.00
National Conference	Nashville, TN	Transportation	Round-Trip	\$328.00	1.00	3.00	1.00	\$984.00	\$984.00
National Conference	Nashville, TN	Lodging	Night	\$217.00	3.00	3.00	1.00	\$1,953.00	\$1,953.00
Peers Mileage	Kansas City, KS	Mileage	Mile	\$0.70	10.00	2.00	104.00	\$1,456.00	\$1,456.00

Travel Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$6,190	\$0	\$6,190

Additional Narrative

State Conference Lodging: GSA FY2026 Per Dim rate for daily lodging in Kansas is \$110/night.

State Conference Transportation: Last year's Opioid and Stimulant Conference was in Wichita, KS, or 394 round-trip miles from the Wyandotte County Health Dept. Using that conference for estimation purposes. The GSA mileage rate for FY26 is \$.70. The 3 staff will carpool in one vehicle.

State Conference Meals: Most conferences provide lunch, so daily estimate is \$16/breakfast + \$28/dinner + \$5 incidental = \$49/day. Estimating 2 days for 3 staff.

National Conference Lodging: The 2026 RISE conference, focused on serving justice-involved individuals with mental health and substance use disorders will be in Nashville, TN. Using Nashville for estimation purposes. GSA FY26 lodging rate is \$217/night. Estimating 3 nights.

National Conference Transportation: Using Nashville as an estimate, roundtrip tickets in July 2026 from Kansas City to Nashville were \$328. Estimating 1 roundtrip for 3 staff.

National Conference Meals: Most conferences provide lunch, so daily estimate for Nashville is \$22/breakfast + \$36/dinner + \$5 incidental = \$63/day. Estimating 3 days travel for 3 staff.

Peers Mileage: Peer support specialists drive all over the county to visit clients. Estimating 2 trips per week @ 10 miles per trip for 52 weeks. Using FY26 mileage rate of \$.70.

Conference examples include the national All Rise Specialty Conference, focused on serving justice-involved individuals with mental health and substance use disorders, with location announced yearly at different cities in the United States. In July 2026 this conference will be in Nashville, so we're using that for estimation purposes. The state example is the the Kansas Opioid and Stimulant Conference, hosted in different cities in Kansas. In 2025 the conference was held in Wichita, KS, so using that for estimation purposes.

Year 3

Travel Detail

Purpose of Travel	Location	Type of Expense	Basis	Cost	Quantity	# Of Staff	# Of Trips	Total Cost	Non-Federal Contribution	Federal Request
State Conference	Kansas	Meals	Day	\$49.00	2.00	3.00	1.00	\$294.00		\$294.00
State Conference	Kansas	Lodging	Night	\$110.00	2.00	3.00	1.00	\$660.00		\$660.00
State Conference	Wichita, KS	Transportation	Round-Trip	\$0.70	395.00	1.00	1.00	\$276.50		\$276.50
Peers Mileage	Kansas City, KS	Mileage	Mile	\$0.70	10.00	2.00	102.00	\$1,428.00		\$1,428.00

Travel Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$2,659	\$0	\$2,659

Additional Narrative

State Conference Lodging: GSA FY2026 Per Diem rate for daily lodging in Kansas is \$110/night.

State Conference Transportation: The 2025 Opioid and Stimulant Conference was in Wichita, KS, or 395 round-trip miles from the Wyandotte County Jail. Using that conference for estimation purposes. The GSA mileage rate for FY26 is \$.70. The 3 staff will carpool in one vehicle.

State Conference Meals: Most conferences provide lunch, so daily estimate is \$16/breakfast + \$28/dinner + \$5 incidental = \$49/day. Estimating 2 trips per week @ 10 miles per trip for 52 weeks. Using FY26 mileage rate of \$.70.

Peers Mileage: Peer support specialists drive all over the county to visit clients. Estimating 2 trips per week @ 10 miles per trip for 52 weeks. Using FY26 mileage rate of \$.70.

Equipment

Instructions

List non-expendable items that are to be purchased (Note: Organization's own capitalization policy for classification of equipment should be used). Expendable equipment should be included in the "Supplies" category. Applications should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technological advances. Purchased or leased equipment costs should be listed in the "Contracts" data fields under the "Sub awards" (Subgrants)/Procurement Contracts" category. In the budget narrative, explain how the equipment is necessary for the success of the project, and describe the procurement method to be used. All requested information must be included in the detail worksheet and budget narrative.

Year 1

Equipment Detail

Equipment Item	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
No items					

Equipment Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$0	\$0	\$0

Year 2

Equipment Detail

Equipment Item	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request

No items

Equipment Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$0	\$0	\$0

Year 3

Equipment Detail

Equipment Item	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request

No items

Equipment Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$0	\$0	\$0

Supply Items

Instructions

List items by type (office supplies, postage, training materials, copy paper, and expendable equipment items costing less than \$10,000, such as books tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of f All requested information must be included in the budget detail worksheet and budget narrative.

Year 1

Supply Item Detail

Purpose of Supply Items	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request

Matchbooks	2,500.00	\$0.08	\$200.00	\$200.00	\$0.00

Water bottles	500.00	\$4.00	\$2,000.00	\$2,000.00	\$0.00

Water bottles	300.00	\$7.00	\$2,100.00	\$2,100.00	\$0.00
Safety bags	300.00	\$3.00	\$900.00	\$900.00	\$0.00
Peer Program t-shirts	50.00	\$18.00	\$900.00	\$900.00	\$0.00
Printing - Community Resource Guide	700.00	\$4.00	\$2,800.00	\$2,800.00	\$0.00
Printing - Peer Support flyers	4,000.00	\$0.60	\$2,400.00	\$2,400.00	\$0.00
Naloxone	1,600.00	\$21.00	\$33,600.00	\$33,600.00	\$0.00

Supplies Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$42,800	\$42,800	\$0

Additional Narrative

Matchbooks, Water bottles, Safety bags, T-shirts: The Health Department's Peer Support Program is creating and distributing items used by the community (including homeless clients) to promote recognition and relationship building in the recovery community, and to attract more clients to the program. The program will distribute these items at local summits, at naloxone trainings, neighborhood groups, Community Corrections facilities and at Wyand County Treatment Courts. We will also distribute the Safety Bags to the unhoused community. We fill these bags with donated from Heart to Heart International, a national nonprofit based in Kansas City. We priced all these items out through online retailers to find the best prices. These are supported through Opioid Settlement Funds.

Printing: The Health Department's Peer Support Program needs to create and establish a permanent logo and related branding. The flyer will assist in communicating our services in multiple venues. The Community Resource Guide is a high quality booklet that can withstand being in someone's belt who is transitionally housed. We will print 500 English and 200 Spanish. These are supported through Opioid Settlement Funds.

Naloxone: The Health Dept peer program administers the county's major naloxone program, including distribution and training on administration. We distributed 2,274 doses in 2025, and 2026 is on track to exceed that amount. We purchase naloxone with Opioid Settlement Funds. In 2025 we purchased from Emergent, a manufacturer, but in 2026 we connected with DCCCA, a nonprofit serving OK, MO, and KS who gets whole discount prices. We can purchase Naloxone from DCCCA at a 36% discount from the price we got from the manufacturer (\$21 v. \$33 for a 2-dose box). As of May 2026 we are distributing 400 boxes a quarter (800 doses), and we anticipate that volume to continue. We distribute through Cross-Lines, a homeless service agency through Narcan vending machines in 5 library locations, and through the community mental health center among others. 400 boxes per quarter @ \$28,400. 4 quarters per year \$8400 = \$33,600.

Naloxone comes 2/box, so 1,600 items is 3,200 naloxone doses. We intentionally distribute Naloxone by the 2-dose box, since more than 1 dose is often needed in an overdose.

Year 2

Supply Item Detail

Purpose of Supply Items	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
Naloxone	1,600.00	\$21.00	\$33,600.00	\$33,600.00	\$0.00

Supplies Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$33,600	\$33,600	\$0

Additional Narrative

Naloxone purchased by program (Opioid Settlement Funds) and administered by Program Staff through Health Dept clinic & community agencies. 4 per quarter @ \$21/box = \$8,400. 4 quarters per year \$8400 = \$33,600. Estimates are from volume as of May 2026.

Naloxone comes 2/box, so 1,600 items is 3,200 naloxone doses. We intentionally distribute Naloxone by the 2-dose box, since more than 1 dose is often needed in an overdose.

Year 3

Supply Item Detail

Purpose of Supply Items	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request

Naloxone	1,600.00	\$21.00	\$33,600.00	\$33,600.00	\$0.00

Supplies Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$33,600	\$33,600	\$0

Additional Narrative

Naloxone purchased by program (Opioid Settlement Funds) and administered by Program Staff through Health Dept clinic & community agencies. 4 per quarter @ \$21/box = \$8,400. 4 quarters per year \$8400 = \$33,600. Estimates are from volume as of May 2026.

Naloxone comes 2/box, so 1,600 items is 3,200 naloxone doses. We intentionally distribute Naloxone by the 2-dose box, since more than 1 dose is needed in an overdose.

Construction

Instructions

As a rule, construction costs are not allowable. In some cases, minor repairs or renovations may be allowable. Consult with the DOJ grant-making con before budgeting funds in this category. In the narrative section, please provide a specific description for each item, and explain how the item supports goals and objectives outlined in your application.

Year 1

Construction Detail

Purpose of Construction	Description of Work	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request

No items

Construction Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$0	\$0	\$0

Year 2

Construction Detail

Purpose of Construction	Description of Work	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request

No items

Construction Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$0	\$0	\$0

Year 3

Construction Detail

Purpose of Construction	Description of Work	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
No items						

Construction Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$0	\$0	\$0

Subawards

Instructions

Subawards (see "Subaward" definition at 2 CFR 200.92) : Provide a description of the Federal Award activities proposed to be carried out by any subrecipient and an estimate of the cost (include the cost per subrecipient, to the extent known prior to the application submission). For each subrecipient, enter the subrecipient entity name, if known. Please indicate any subaward information included under budget category Subawards (Subgrants) Contracts by in label "(subaward)" with each subaward category.

Year 1

Subaward (Subgrant) Detail								
Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
Licensed Clinical Addiction Counselor	Providing an LCAC/LCPC to serve in Wyandotte treatment courts and Community Corrections		United States	Kansas	Kansas City	\$99,608.00		\$99,608.00

Subawards Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$99,608	\$0	\$99,608

Add Consultant Travel

Additional Narrative

Subaward to an agency to provide a full-time Licensed Clinical Addiction Counselor (LCAC) to provide substance use disorder assessments to adult in the criminal justice system, priority given to those involved in Drug Court, Veterans Court, and Behavioral Health Court; provide substance use intervention to client using both individual and group modalities as recommended; and provide Level I and Level II outpatient treatment (individual and family based) to adult clients involved in the criminal justice system. Ideally this individual would also have a Licensed Clinical Professional Counselor (LCPC) credential as they are equally familiar with substance use and a broader mental health scope.

Under our current COSSUP grant, these services are provided by the Wyandotte Behavioral Health Network. We are assessing whether sole source

justification would be possible, justified due to need for continuity of care for current Treatment Court clients. We are unsure at this time, so we are n explicitly writing them in as the subaward agency.

An LCPC + LCAC would do:

- forensic/drug court assessments,
- competency evaluations,
- interagency coordination,
- treatment recommendations,
- court collaboration

For an LCPC + LCAC, we're estimating a salary of \$90,000, 37.5% fringe at \$33,750, and indirect of 15% at \$18,563, for a total of \$142,313. These n on actual personnel costs under our current contract. **This subaward would pay for approximately 70% of that LCPC/LCAC's time.**

Year 2

Subaward (Subgrant) Detail

Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
Licensed Clinical Addictions Counselor	Providing an LCAC/LCPC to serve in Wyandotte treatment courts and Community Corrections		United States	Kansas	Kansas City	\$99,608.00		\$99,608.00
Subawards Total Cost						\$99,608		
							Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
							\$0	\$99,608

Add Consultant Travel

Additional Narrative

Year 2 of the LCAC/LCPC to serve clients in the Wyandotte County treatment courts and Community Corrections, with a similar scope and same sut amount as Year 1. This subaward amount is approximately 70% of the LCAC/LCPC's time.

Year 3

Subaward (Subgrant) Detail

Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
Licensed Clinical Addictions Counselor	Providing an LCAC/LCPC to serve in Wyandotte treatment courts and Community Corrections		United States	Kansas	Kansas City	\$99,608.00		\$99,608.00
Subawards Total Cost						\$99,608		
							Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
							\$0	\$99,608

Add Consultant Travel

Additional Narrative

Year 3 of the LCAC/LCPC to serve clients in the Wyandotte County treatment courts and Community Corrections, with a similar scope and same sut amount as Year 1. This subaward amount is approximately 70% of the LCAC/LCPC's time.

Procurement contracts (see “Contract” definition at 2 CFR 200.22): Provide a description of the product or service to be purchased by contract and an estimate of the cost. Indicate whether the applicant’s formal, written Procurement Policy or the Federal Acquisition Regulation is followed. Applicants are encouraged to promote free and open competition in awarding procurement contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold set in accordance with 41 U.S.C. 1908 (currently set at \$250,000) for prior approval. Please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application. Consultant Fees: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Unless otherwise approved by the COPS Office, approved consultant rates will be based on the salary a consultant receives from his or her primary employer. Consultant fees in excess of \$650 per day require additional written justification, and must be approved in writing by the COPS Office if the consultant is hired via a noncompetitive bidding process. Please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application. visit <https://cops.usdoj.gov/grants> for a list of allowable and unallowable costs for this program.

Instructions

Procurement contracts (see “Contract” definition at 2 CFR 200.1): Provide a description of the product or service to be procured by contract and an estimate of the cost. Indicate whether the applicant’s formal, written Procurement Policy or the Federal Acquisition Regulation is followed. Applicants are encouraged to promote free and open competition in awarding procurement contracts. A separate justification must be provided for noncompetitive procurements in excess of the Simplified Acquisition Threshold set in accordance with 41 U.S.C. 1908 (currently set at \$250,000).

Consultant Fees: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Prior approval and additional justification is required for consultant fees in excess of the DOJ grant-making component’s threshold for an 8-hour day.

In the narrative section, please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application.

Year 1

▼ Procurement Contract Detail

Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
Graphic design	Design services for peer support logo, flyer, naloxone lit, and community resource guide	No	United States	Kansas	Kansas City	\$3,500.00	\$3,500.00	\$0.00
Translation	Costs to translate the Community Resource Guide into Spanish	No	United States	Kansas	Kansas City	\$1,000.00	\$1,000.00	\$0.00
Case Management Software	The Peers and LCAC will use Case Management software from Bonterra (Apricot) to enter case notes and track project deliverables	No	United States	Kansas	Kansas City	\$10,350.00		\$10,350.00

Do you need Consultant Travel?

No

Procurement Cost

\$14,850

Total Non-Federal Amt (Match or Prog Inc)

\$4,500

Total Federal Amount

\$10,350

Additional Narrative

Do you need Consultant Travel?

No

Procurement Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$10,350	\$0	\$10,350

Additional Narrative

Year 3 subscription to case management software.

Other Direct Costs**Instructions**

List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, or provide a monthly rental cost and how many months to rent. All requested information must be included in the budget detail worksheet and budget narrative.

Year 1**Other Cost Detail**

Description	Quantity	Basis	Costs	Length of Time	Total Costs	Non-Federal Contribution	Federal Request
Cell phone plans for peers	2.00	Monthly plans	\$40.00	12.00	\$960.00		\$960.00
Client transportation	58.00	Uber rides (one-way)	\$15.00	12.00	\$10,440.00		\$10,440.00
Hotel vouchers	3.00	Vouchers	\$300.00	12.00	\$10,800.00		\$10,800.00

Other Costs Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$22,200	\$0	\$22,200

Additional Narrative

Client transportation: Transportation for individuals engaged with the treatment court programs, to assist them in making community corrections appointments, recovery-related appointments, and other appointments which will aid in their recovery. The Public Health Department currently provides transportation to clients via Uber. Based on analysis from current rides, one-way ride cost estimated at \$15, \$30 round-trip. Current costs are approximately \$600/3 weeks (reviewing billing records), which translates to \$870 per month, or 58 rides/month. These trips are booked by program staff via an online app provided by Uber Health, and are non-redeemable, nontransferable, and we have the ability to audit all rides via data reports provided by Uber. The Department cannot modify the trips destination, which is set by program staff. We have a program policy in place for client transportation and can provide to OJP upon request.

Hotel Vouchers: Purchase hotel vouchers for clients in transition between detox or hospital stays and to keep them from going back to the streets and to wait for interviews/assessments/openings in community recovery living programs like Oxford House. Vouchers will be \$300, and clients can stay for a maximum of 7 days. The voucher amount of \$300 is based on an average client hotel stay of 3 days. We are budgeted for 3 vouchers per month. Hotel cost is approximately \$100/night. We have relationships with several hotels who are already participating in this program. We have a policy for hotel vouchers provided to OJP BJA upon request.

Cell phone plan for Peer Support Specialists: The two Peer Support Specialists will use work phones to keep in contact with individuals in recovery. The Public Health Department has an AT&T plan which charges \$40/month for each phone. Cost for cell phone service is \$40/month for 2 plans for a total of \$80 = \$960

Year 2

Other Cost Detail							
Description	Quantity	Basis	Costs	Length of Time	Total Costs	Non-Federal Contribution	Federal Request
Cell phone plans for peers	2.00	Monthly plans	\$40.00	12.00	\$960.00		\$960.00
Client transportation	58.00	Uber rides (one-way)	\$15.00	12.00	\$10,440.00		\$10,440.00
Hotel vouchers	3.00	Vouchers	\$300.00	12.00	\$10,800.00		\$10,800.00
Other Costs Total Cost		Total Non-Federal Amt (Match or Prog Inc)		Total Federal Amount			
\$22,200		\$0		\$22,200			
Additional Narrative							
Client transportation: Same estimated utilization as Year 1 of the program. Quantity of monthly rides, and cost per ride, based on actual current vo							
Hotel Vouchers: Same estimated utilization as Year 1 of the program.							
Cell phone plan for Peer Support Specialists: Same cost for cell plans as Year 1; 2 plans @ \$40/month for 12 months.							

Year 3

Other Cost Detail							
Description	Quantity	Basis	Costs	Length of Time	Total Costs	Non-Federal Contribution	Federal Request
Cell phone plans for peers	2.00	Monthly plans	\$40.00	12.00	\$960.00		\$960.00
Client transportation	58.00	Uber rides (one-way)	\$15.00	12.00	\$10,440.00		\$10,440.00
Hotel vouchers	3.00	Vouchers	\$300.00	12.00	\$10,800.00		\$10,800.00
Other Costs Total Cost		Total Non-Federal Amt (Match or Prog Inc)		Total Federal Amount			
\$22,200		\$0		\$22,200			
Additional Narrative							
Client transportation: Same estimated utilization as Year 1 of the program. Quantity of monthly rides, and cost per ride, based on actual current vo							
Hotel Vouchers: Same estimated utilization as Year 1 of the program.							
Cell phone plan for Peer Support Specialists: Same cost for cell plans as Year 1; 2 plans @ \$40/month for 12 months.							

Indirect Costs

Instructions

Indirect costs are allowed only if: a) the applicant has a current, federally approved indirect cost rate; or b) the applicant is eligible to use and elects to "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f). (See paragraph D.1.b. in Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals for a description of entities that may not elect to use the "de minimis" rate.) An applicant with a current, federally approved indirect cost rate must attach a copy of the rate approval, (a fully-executed, negotiated agreement). If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant Federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant is a tribal government, the applicant should review Appendix A of Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals regarding submission and documentation of indirect cost proposals. The requested information must be included in the budget detail worksheet and budget narrative. In order to use the "de minimis" indirect cost rate an applicant

need to attach written documentation to the application that advises DOJ of both the applicant's eligibility (to use the "de minimis" rate) and its election applicant elects the de minimis method, costs must be consistently charged as either indirect or direct costs, but may not be double charged or incons charged as both. In addition, if this method is chosen then it must be used consistently for all federal awards until such time as the applicant entity cho negotiate a federally approved indirect cost rate.

Year 1

Indirect Cost Detail					
Description	Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request
15% de minimus on MTDC	\$329,463.00	15.00%	\$49,419.45		\$49,419.45
Indirect Costs Total Cost	Total Non-Federal Amt (Match or Prog Inc)		Total Federal Amount		
\$49,419	\$0		\$49,419		
Additional Narrative					
Calculation for Indirects (15% de minimus on MTDC per 2024 Uniform Guidance update)					
• Base federal share for Year 1: \$380,321 • Less Subaward of \$100,858 • Add \$50,000 of Subaward which can be counted as MTDC per 2024 Uniform Guidance update • New Base federal share for Year 1: \$329,463 x 15% = \$49,419					

Year 2

Indirect Cost Detail					
Description	Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request
Year 2 indirects (15% de minimus)	\$290,294.00	15.00%	\$43,544.10		\$43,544.10
Indirect Costs Total Cost	Total Non-Federal Amt (Match or Prog Inc)		Total Federal Amount		
\$43,544	\$0		\$43,544		
Additional Narrative					
Calculation for Indirects (15% de minimus on MTDC per 2024 Uniform Guidance update)					
- Base federal share for Year 2: \$391,152 - Less Subaward of \$100,858 New Base federal share for Year 1: \$290294 x 15% = \$43,544.1					

Year 3

Indirect Cost Detail					
Description	Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request
Indirects Year 3 (15% de minimus)	\$294,310.00	15.00%	\$44,146.50		\$44,146.50
Indirect Costs Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount			
\$44,147	\$0	\$44,147			

Additional Narrative

Calculation for Indirects (15% de minimus on MTDC per 2024 Uniform Guidance update)

- Base federal share for Year 3: \$395,168
- Less Subaward of \$100,858
- **New Base federal share for Year 1: \$294,310 x 15% = \$44,146.5**

Additional Application Components

Tribal Authorizing Resolution

No documents have been uploaded for Tribal Authorizing Resolution

Documentation of Anticipated Benefit to Qualified Opportunity Zones (if applicable)

No documents have been uploaded for Documentation of Anticipated Benefit to Qualified Opportunity Zones (if applicable)

Research and Evaluation Independence and Integrity Statement

No documents have been uploaded for Research and Evaluation Independence and Integrity Statement

Additional Attachments

	Name Letter of Support from Veteran\$27s Court-Judge Henry.pdf	Category Additional Application Components Other	Created by Karah Barnes	Date Added 05/11/2026	
	Name Certification by CEO Unified Government_A-523390.pdf	Category Appendix 1: Certification by the Chief Executive Officer (or senior official) of the Applicant Government	Created by Karah Barnes	Date Added 05/11/2026	
	Name Professional Services Agreement-WBHN Court Liaison.pdf	Category Additional Application Components Other	Created by Karah Barnes	Date Added 05/11/2026	
	Name Letter of Support from Eden Village \$281\$29.docx	Category Additional Application Components Other	Created by Karah Barnes	Date Added 05/11/2026	
	Name Letter of Support from Drug Court-Judge Myers.doc	Category Additional Application Components Other	Created by Karah Barnes	Date Added 05/11/2026	

	Name Letter of Support from Cross-lines Community Outreach.pdf	Category Additional Application Components Other	Created by Karah Barnes	Date Added 05/11/2026	
	Name Letter of Support from Community Corrections \$281\$29.pdf	Category Additional Application Components Other	Created by Karah Barnes	Date Added 05/11/2026	
	Name Sequential Intercept Model.pdf	Category Additional Application Components Other	Created by Karah Barnes	Date Added 05/11/2026	

Disclosures and Assurances

Applicant has Lobbying Activities

The applicant must [download the SF-LLL](#), complete it, and upload it to the application package. The application cannot be submitted until this form is upl

	Name Disclosure of Lobbying Activities_UG.pdf	Category LobbyingActivitiesDisclosure	Created by Karah Barnes	Date Added 05/11/2026	

Disclosure of Duplication in Cost Items

No. [Applicant Name on SF-424] does not have (and is not proposed as a subrecipient under) any pending applications submitted within the last 1 for federally funded grants or cooperative agreements (or for subawards under federal grants or cooperative agreements) that request funding to : same project being proposed in this application to OJP and that would cover any identical cost items outlined in the budget submitted as part of th application.

DOJ Certified Standard Assurances

U.S. DEPARTMENT OF JUSTICE

CERTIFIED STANDARD ASSURANCES

On behalf of the Applicant, and in support of this application for a grant or cooperative agreement, I certify under penalty of perjury to the U.S. Department of ("Department"), that all of the following are true and correct:

- (1) I have the authority to make the following representations on behalf of myself and the Applicant. I understand that these representations will be relied upon as material in any Department decision to make an award to the Applicant based on its application.
- (2) I certify that the Applicant has the legal authority to apply for the federal assistance sought by the application, and that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project costs) to plan, manage, and complete the project described in the application properly.
- (3) I assure that, throughout the period of performance for the award (if any) made by the Department based on the application--
 - a. the Applicant will comply with all award requirements and all federal statutes and regulations applicable to the award;
 - b. the Applicant will require all subrecipients to comply with all applicable award requirements and all applicable federal statutes and regulations; and
 - c. the Applicant will maintain safeguards to address and prevent any organizational conflict of interest, and also to prohibit employees from using their positions in any manner that poses, or appears to pose, a personal or financial conflict of interest.
- (4) The Applicant understands that the federal statutes and regulations applicable to the award (if any) made by the Department based on the application specifically include statutes and regulations pertaining to civil rights and nondiscrimination, and, in addition--
 - a. the Applicant understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);
 - b. the Applicant understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and that the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13)), which will apply to all awards made by the Office on Violence Against Women, also may apply to an award made otherwise;
 - c. the Applicant understands that it must require any subrecipient to comply with all such applicable statutes (and associated regulations); and
 - d. on behalf of the Applicant, I make the specific assurances set out in 28 C.F.R. §§ 42.105 and 42.204.
- (5) The Applicant also understands that (in addition to any applicable program-specific regulations and to applicable federal regulations that pertain to civil rights and nondiscrimination) the federal regulations applicable to the award (if any) made by the Department based on the application may include, but are not limited to, 2 C.F.R. Part 2800 (the DOJ "Part 200 Uniform Requirements") and 28 C.F.R. Parts 22 (confidentiality - research and statistical information), 23 (criminal intelligence systems), 38 (regarding faith-based or religious organizations participating in federal financial assistance programs), and 46 (human subjects protection).
- (6) I assure that the Applicant will assist the Department as necessary (and will require subrecipients and contractors to assist as necessary) with the Department's compliance with section 106 of the National Historic Preservation Act of 1966 (54 U.S.C. § 306108), the Archeological and Historical Preservation Act of 1974 (54 U.S.C. §§ 312501-312508), and the National Environmental Policy Act of 1969 (42 U.S.C. §§ 4321-4335), and 28 C.F.R. Parts 61 (NEPA) and 63 (floodplains and wetlands).
- (7) I assure that the Applicant will give the Department and the Government Accountability Office, through any authorized representative, access to, and opportunity to examine, all paper or electronic records related to the award (if any) made by the Department based on the application.
- (8) If this application is for an award from the National Institute of Justice or the Bureau of Justice Statistics pursuant to which award funds may be made available (whether by the award directly or by any subaward at any tier) to an institution of higher education (as defined at 34 U.S.C. § 10251(a)(17)), I assure that, if any award funds actually are made available to such an institution, the Applicant will require that, throughout the period of performance--
 - a. each such institution comply with any requirements that are imposed on it by the First Amendment to the Constitution of the United States; and
 - b. subject to par. a, each such institution comply with its own representations, if any, concerning academic freedom, freedom of inquiry and debate, research independence, and research integrity, at the institution, that are included in promotional materials, in official statements, in formal policies, in applications for grants (including this award application), for accreditation, or for licensing, or in submissions relating to such grants, accreditation, or licensing, or that otherwise are made or disseminated to students, to faculty, or to the general public.
- (9) I assure that, if the Applicant is a governmental entity, with respect to the award (if any) made by the Department based on the application--
 - a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - b. it will comply with requirements of 5 U.S.C. §§ 1501-1508 and 7324-7328, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.
- (10) If the Applicant applies for and receives an award from the Office of Community Oriented Policing Services (COPS Office), I assure that as

required by 34 U.S.C. § 10382(c)(11), it will, to the extent practicable and consistent with applicable law--including, but not limited to, the Indian Self-

Determination and Education Assistance Act--seek, recruit, and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement by increasing their ranks within the sworn positions, as provided under 34 U.S.C. § 10382(c)(11).

(11) If the Applicant applies for and receives a DOJ award under the STOP School Violence Act program, I assure as required by 34 U.S.C. § 10552(a)(3), that it will maintain and report such data, records, and information (programmatic and financial) as DOJ may reasonably require.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Please Acknowledge ★

Signed

SignerID

kbarnes@wycokck.org

Signing Date / Time

5/6/26 4:52 PM

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing

U.S. DEPARTMENT OF JUSTICE

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; DRUG-FREE
WORKPLACE REQUIREMENTS; COORDINATION WITH AFFECTED AGENCIES**

Applicants should refer to the regulations and other requirements cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in regulations or other cited requirements before completing this form. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the U.S. Department of Justice ("Department") determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by 31 U.S.C. § 1352, as implemented by 28 C.F.R. Part 69, the Applicant certifies and assures (to the extent applicable) the following:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Applicant, to any pe

for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an office employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant or the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If the Applicant's request for Federal funds is in excess of \$100,000, and any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee member of Congress in connection with this Federal grant or cooperative agreement, the Applicant shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities" in accordance with its (and any DOJ awarding agency's) instructions; and

(c) The Applicant shall require that the language of this certification be included in the award documents for all subgrants and procurement contracts (and their subcontracts) funded with Federal award funds and shall ensure that any certifications or lobbying disclosures required of recipients of such subgrants and procurement contracts (or their subcontractors) are made and filed in accordance with 31 U.S.C. § 1352.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

A. Pursuant to Department regulations on nonprocurement debarment and suspension implemented at 2 C.F.R. Part 28 and to other related requirements, the Applicant certifies, with respect to prospective participants in a primary tier "covered transaction," as defined at 2 C.F.R. § 2867.20(a), that neither it nor any of its principals--

(a) is presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) has within a three-year period preceding this application been convicted of a felony criminal violation under any Federal law, or been convicted or had a civil judgment rendered against it for commission of fraud or criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, tribal, or local) transaction or private agreement or transaction; violation of Federal or State anti-trust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice; or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects its (or its principals') present responsibility;

(c) is presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, tribal, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and/or

(d) has within a three-year period preceding this application had one or more public transactions (Federal, State, tribal, or local) terminated for cause or default.

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application. Where the Applicant or any of its principals was convicted, within a three-year period preceding this application, of a felony criminal violation under any Federal law, the Applicant also must disclose such felony criminal conviction in writing to the Department (for OJP Applicants, to OJP at Ojpcompliancereporting@usdoj.gov; for OVW Applicants, to OVW at OVW.GFMD@usdoj.gov; or for COPS Applicants, to COPS at AskCOPSRC@usdoj.gov), unless such disclosure has already been made.

3. FEDERAL TAXES

A. If the Applicant is a corporation, it certifies either that (1) the corporation has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (liabilities) to the Department (for OJP Applicants, to OJP at Ojpcompliancereporting@usdoj.gov; for OVW Applicants, to OVW at OVW.GFMD@usdoj.gov; or for COPS Applicants, to COPS at AskCOPSRC@usdoj.gov).

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an

explanation to this application.

4. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, as implemented at 28 C.F.R. Part 83, Subpart F, for grantees defined at 28 C.F.R. §§ 83.620 and 83.650:

A. The Applicant certifies and assures that it will, or will continue to, provide a drug-free workplace by--

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about--

- (1) The dangers of drug abuse in the workplace;
- (2) The Applicant's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the award be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the award, the employee will--

- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of the employee's conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the Department, in writing, within 10 calendar days after receiving notice under subparagraph (2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title of any such convicted employee to the Department, as follows:

For COPS award recipients - COPS Office, 145 N Street, NE, Washington, DC, 20530;

For OJP and OVW award recipients - U.S. Department of Justice, Office of Justice Programs, ATTN: Control Desk, 999 North Capitol Street, NE Washington, DC 20531.

Notice shall include the identification number(s) of each affected award;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d) with respect to any employee who is so convicted:

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; a

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

5. COORDINATION REQUIRED UNDER PUBLIC SAFETY AND COMMUNITY POLICING PROGRAMS

As required by the Public Safety Partnership and Community Policing Act of 1994, at 34 U.S.C. § 10382(c)(5), if this application is for a COPS award, the Applicant certifies that there has been appropriate coordination with all agencies that may be affected by its award. Affected agencies may include, among others, Offices of the United States Attorneys; State, local, or tribal prosecutors; or correctional agencies.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certification

provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Please Acknowledge ★

Certified

SignerID

kbarnes@wycokck.org

Signing Date / Time

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Other Disclosures and Assurances

Applicant Disclosure and Justification - DOJ High Risk Grantees

No documents have been uploaded for Application Disclosure and Justification - DOJ High Risk Grantees

No documents have been uploaded for Other Disclosures and Assurances

Declaration and Certification to the U.S. Department of Justice as to this Application Submission

By [taking this action], I --

1. Declare the following to the U.S. Department of Justice (DOJ), under penalty of perjury: (1) I have authority to make this declaration and certification on behalf of the applicant; (2) I have conducted or there was conducted (including by the applicant's legal counsel as appropriate made available to me) a diligent review of all requirements pertinent to and all matters encompassed by this declaration and certification.
2. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are as of the date of this application submission: (1) I have reviewed this application and all supporting materials submitted in connection therewith (including anything submitted in support of this application by any person on behalf of the applicant before or at the time of the application submission and any materials that accompany this declaration and certification); (2) The information in this application and in all supporting materials is accurate, true, and complete information as of the date of this request; and (3) I have the authority to submit this application on behalf of the applicant.

3. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

Please Acknowledge 

Signed

SignerID

kbarnes@wycokck.org

Signing Date / Time

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Other

No documents have been uploaded for Other

Certified



Public Health
Prevent. Promote. Protect.

Unified Government Public Health Department

619 Ann Avenue, Kansas City, KS 66101-3038

Phone (913) 573-8855

wycokck.org/health

TO: David Johnston, County Administrator

VIA: Lupe Valdovino, Grants Administrator

FROM: Wesley McKain, Community Health Manager, wmckain@wycokck.org
Terrie Garrison, Interim Director, tgarrison@wycokck.org

DATE: 5/7/2026

RE: Approval for Health Department to submit DOJ grant to continue funding for Peer Support Recovery program, prior to Commission approval

The Public Health Department is seeking approval to submit a 3-year, \$1.3 million grant to the Department of Justice to fund our Peer Support Recovery program. DOJ awarded this grant to the Health Department FY2023-FY2026. It currently supports 3 FTE who distribute Narcan, partner with Drug Court, do street outreach to homeless residents, teach classes, and carry a caseload of clients in early recovery from substance use addiction. It also funds a licensed addictions counselor, staffed at Wyandotte Behavioral Health Network, who resides in UG Community Corrections.

The deadline for grant submission is May 11. The funding opportunity was announced March 25. We delayed submitting for Commission approval due to figuring out if the behavioral health partner we currently use can be named in the grant (we decided against it). The grant was submitted to Civic Clerk on April 28. We will present to Administration & Human Services Standing Committee on May 18th and BOC on June 4th.

There is no match required for the grant. We have \$170,000 of Opioid Settlement Funds remaining for Narcan and community education that are supporting the project.

In this grant cycle, we are adding the Behavioral Health Court and Veterans Courts as partners, to serve all Wyandotte County Specialty Courts. In administering this project, we learned those courts also need substance abuse recovery support. That is the only major change from the FY23 submission.

We are seeking approval to submit the grant on or before May 11, to meet the deadline. Thanks for your consideration, and apologies for the breach in process.

Sincerely,

Wesley McKain & Terrie Garrison

Appendix 1

U.S. DEPARTMENT OF JUSTICE, OFFICE OF JUSTICE PROGRAMS

Certification by the Chief Executive Officer (or senior official) of the Applicant Government

On behalf of the applicant named below, and in support of its application, I certify under penalty of perjury to the Office of Justice Programs ("OJP"), U.S. Department of Justice ("USDOJ"), that all of the following are true and correct:

- (1) I am the chief executive officer of the State or local government ("the jurisdiction") of which the applicant entity named below is a part (or a senior official of the jurisdiction, with the legal authority to bind the same), I have received appropriate legal advice as to this certification, and I have the authority to make this certification on my own behalf as chief executive officer (or senior official) and on behalf of the jurisdiction and the applicant entity. I understand that OJP will rely upon this certification as a material representation in any decision to make an award to the applicant entity.
- (2) I have carefully reviewed (or have received pertinent legal advice concerning) 8 U.S.C. §§ 1373(a) & (b) and 1644, including the prohibitions on certain actions by State and local government entities, agencies, and officials regarding information on citizenship and immigration status.
- (3) I (and the applicant entity) understand that, for purposes of this certification, the term "program or activity" means what it means under title VI of the Civil Rights Act of 1964 (*see* 42 U.S.C. § 2000d-4a), and that terms used in this certification that are defined in 8 U.S.C. § 1101 mean what they mean under that section 1101, except that the term "State" also shall include American Samoa (*cf.* 42 U.S.C. § 901(a)(2)).
- (4) I (and the applicant entity) assure that the applicant entity (and its officials and other personnel) will comply with 8 U.S.C. §§ 1373 and 1644 in any "program or activity" receiving federal financial assistance under any award made by OJP pursuant to this application. I further certify that any subrecipient (at any tier) of such federal financial assistance (and its officials and other personnel) will also comply with 8 U.S.C. §§ 1373 and 1644.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 34 U.S.C. § 10271 or under 18 U.S.C. § 1001 or 1621, and may subject me and the applicant entity to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729–3730 and §§ 3801–3812). I also acknowledge that OJP awards, including certifications provided in connection with such awards, are subject to review by USDOJ, including by OJP and by the USDOJ Office of the Inspector General.

Signature of Chief Executive Officer (or senior official) of the Applicant Government

Date of Certification

David W. Johnston
Printed Name of Chief Executive Officer (or senior official)

County Administrator
Title of Chief Executive Officer (or senior official)

Unified Government of Wyco-KCKs
Name of Applicant Government Entity



Report to Board of Commissioners

MEETING DATE	PRESENTER	DEPARTMENT
	Wesley McKain, Policy & Development Manager wmckain@wycokck.org X8833	Health Department
AGENDA ITEM #7.3.		
RESOLUTION: KANSAS FIGHTS ADDICTION (KFA) - PEER SUPPORT RECOVERY GRANT		
BACKGROUND		
The Health Department requests permission to submit a \$150,000/year, 3-year grant to the Kansas Fights Addiction fund, to add two (2) additional Peer Support Recovery specialists to its substance use program. These individuals have personal experience with substance use recovery and work with those on their recovery from addiction. The new peers will focus on the youth (through age 24) and Spanish-speaking communities. No match required. These funds will complement funds awarded by the Department of Justice for a similar purpose. Kansas Fights Addiction would grow the program from two (2) to four (4) full-time peers. The grant application is due June 26.		
RECOMMENDATION		
Approve Fast Track		
BUDGET IMPACTS / FINANCIAL CONSIDERATIONS		
None		
LEGAL/ POLICY CONSIDERATIONS		
A resolution of grant acceptance is required.		
ATTACHMENTS		
Resolution for Kansas Fights Addiction Grant Approval 6.24.2026, Application Questions, Peer-CHW 3 Year Budget Workbook_UG Public Health, KFA-Peers-CHWs-RFP-Packet		

Approved by Mayor/Administrator to add to agenda.

RESOLUTION NO. _____

**A RESOLUTION FOR THE WYANDOTTE COUNTY PUBLIC HEALTH
DEPARTMENT’S APPLICATION FOR A THREE-YEAR GRANT FROM THE
SUNFLOWER FOUNDATION, KANSAS FIGHTS ADDICTIONS PROGRAM, TO
SUPPORT SUBSTANCE USE RECOVERY, AND ALLOCATION OF FUNDS FOR
ELIGIBLE USES**

WHEREAS, the Wyandotte County Public Health Department (“the Health Department”) hosts a Peer Support Recovery Program in which staff with a history of substance use addiction, who have been in long-term recovery, provide supportive services to residents who are caught in addiction and trying to recover; and

WHEREAS, the Health Department partners with UG Community Corrections and the Wyandotte County Drug Court and Behavioral Court to embed peer support specialists in their programs, and partners to provide substance use programming and intervention services with Cross-Lines Community Outreach, Wyandot BHN, KCK Fire Department Community Paramedicine Program, KCK Police Department Crisis Intervention Team, and others; and

WHEREAS, the Health Department is seeking funding to expand its Peer Support Recovery program with two (2) additional Peers, specifically serving youth and residents who speak Spanish;

WHEREAS, the Sunflower Foundation released a Request for Grant Proposals for Substance Use Disorder Recovery Services through Peer Supports and Community Health Workers on May 26, 2026, with an application deadline of June 26, 2026; and

WHEREAS, the Health Department wishes to apply for this grant in the amount of \$150,000 per year for 3 years, which, if awarded, will be used to support salaries and benefits of Health Department staff who work in the Substance Use program; and

WHEREAS, the Health Department is providing \$163,773 in match funding to support the project, from Health Levy Funds, which will help cover the fringe benefits of staff which cannot be covered through grant funds;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
COMMISSIONERS OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/
KANSAS CITY, KANSAS AS FOLLOWS:**

Section 1. The Unified Government Board of Commissioners hereby approves the application for and, should the grant be awarded to the Health Department, its acceptance of the Sunflower Foundation, Kansas Fights Addiction Peer Grant for a term of three years for a total grant amount of up to \$450,000.

Section 2. If the Health Department is awarded the Kansas Fights Addiction Peer Grant, the Unified Government Board of Commissioners hereby approves the allocation of the award

amount to support the salaries and benefits of staff within the Substance Use program, as well supports to clients to aid in overcoming barriers to recovery, which include transportation assistance, basic mobile phones, and funds for vital documents;

Section 3. If the Health Department is awarded the Kansas Fights Addiction Peer Grant, the County Administrator and other officers, agents, and employees of the Unified Government are hereby authorized and directed to take such further action as may be appropriate or desirable to accomplish the purpose of this Resolution.

Section 4. This Resolution shall take effect and be in full force immediately after its adoption by the Governing Body of the Unified Government.

**APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS OF THE
UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS,
THIS _____ DAY OF _____, 2026.**

Christal E. Watson, Mayor/CEO

Attest:

Unified Government Clerk

Approved as to Form:

Application Questions

Please ensure responses are brief, concise, and clear. While there are no length limitations for responses, please keep responses to three (3) paragraphs or less for each question.

A. Organization Capacity/Experience (5 points)

1. Describe the applicant organization's current capacity to implement the proposed project and experience with serving individuals with SUD.

Reviewed

The Unified Government of Wyandotte County and Kansas City, KS (hereafter “Unified Government”) is the Applicant entity and the Public Health Department (hereafter the “Wyandotte County Public Health Department”, or WyCo PHD), is a department within the Unified Government, which provides public health services and support to its residents.

The WyCo PHD has successfully operated a peer support program for three years. The Department of Justice, Bureau of Justice Affairs awarded the WyCo PHD a 3-year, \$1.3M Comprehensive Opioid, Stimulant and Substance Use (COSSUP) grant in October 2023. It funds 2 Peer Support Specialists, a Substance Use Coordinator, a Licensed Clinical Addiction Counselor (LCAC), a research evaluator, and barrier reduction supports. The peers are integrated into the Drug and Behavioral Health Courts, and coordinate transportation assistance and short-term hotel stays for clients. The Substance Use

Coordinator supervises peers and has created a naloxone distribution and education plan to ensure efficient distribution and outreach. Wyandot Behavioral Health Network, our community mental health center, employs the LCAC who is embedded in the Specialty Courts to provide assessment, treatment, and referrals. The University of Kansas serves as the research evaluator. Securing and implementing the federal COSSUP grant has provided the WyCo PHD experience which will aid in successfully implementing this KFA Peer grant. This grant ends in September 2026. WyCo PHD has re-applied and is awaiting word on renewal.

The substance use team works closely with partners across various sectors, including Wyandot Behavioral Health Network for outpatient treatment, Cross-Lines Community Outreach for homelessness services and case management, KCK Fire Department for paramedicine and health navigation, KCK Police Department's crisis intervention team, specialty courts, and Community Corrections. WyCo PHD has an MOU with Cross-Lines Community Outreach to coordinate street outreach to homeless individuals. WyCo PHD funds transportation services to individuals identified by the Kansas City, KS Fire Department Community Paramedic Team, and the paramedic refers clients who need peer support services.

WyCo PHD has 87 employees, and an \$11 million budget that is approximately 2/3 grant funded. Department staff manage direct federal grants, as well as pass through federal grants from the State of Kansas and private funding agencies. Management staff and program staff have experience with the administrative and evaluation components of grant implementation. The Division Manager has 10+ years managing grant awards, and the

Substance Use Coordinator 15 months in her role as peer supervisor. A staff accountant reviews quarterly financial reports and the Unified Government Grants Administrator reviews progress reports and grant expenditures against the approved budget. The WyCo PHD is finalizing a contract with Bonterra to implement Apricot case management database for Peer Support Specialists and the LCAC to use for service and referral documentation. Using the database's reporting function, the Substance Use Coordinator and Division Supervisor will run various reports to gather performance metrics for reporting and program evaluation.

B. Project Overview and Need (30 points)

2. Describe the proposed project and types of services to be provided.

Reviewed

The WyCo PHD will expand its established Peer Support Program by hiring two (2) additional Peer Support Specialists to fill gaps in care for youth and Hispanic and Spanish speaking residents with substance use disorder. After considering trends in overdoses, evolving socio-economic needs and local changes to available recovery support, we identified gaps for these two populations. Our program currently employs two peers, Keatherann Sharp and Valentino Barajas. Both are at capacity serving clients from the Drug Court, street outreach, and referring organizations. Each peer carries an active caseload of 20-30 clients. Neither have expertise serving youth, and neither speak Spanish. This application builds strategically upon our existing peer support program to serve additional underserved populations. The primary goals of Peer Support Specialists are not only to

connect and provide warm handoffs and referrals to treatment programs for participants, but also to set and achieve strengths-based Recovery Goals through resource connection, mentoring, and convening recovery groups.

Current barrier reduction supports available to participants of the WyCo PHD's Peer Support Program include transportation support, short term housing, access to phones and harm reduction materials (including naloxone), weekly recovery groups and one-on-one mentoring. These services are available for free for those experiencing homelessness and/or mental health disorders with co-occurring SUD, individuals participating in Wyandotte County Specialty court programs, clients referred from partner organizations, and the general public. They are funded through our current COSSUP grant, which ends September 2026.

In May, WyCo PHD applied for the next round of COSSUP funding to support our program through 2029. The request includes the Substance Use Coordinator, 2 existing Peers, the LCAC, transportation assistance (Uber), short-term housing (hotel vouchers), program literature, safety bags with harm reduction items, and case management software. We were unable to request low-cost phones and phone cards, and those are included in this KFA request. This request also includes two new barrier reduction supports: bus passes and a vital documents fund for IDs, birth certificates, and other needed identification.

The project includes retrofitting a new space within the Health Department for the five-person Substance Use team. That activity is explained within the Capital portion of the budget.

3. Describe how services will be delivered, including how peers/CHWs will help participants navigate various levels of care and wrap around supports, including existing SUD treatment services, recovery supports, additional behavioral and primary healthcare services, and community resources.

Reviewed

This project was founded upon an existing strong partnership between the WyCo Drug Court and the Wyandot Behavioral Health Network (WBHN), our community mental health center. The WyCo PHD joined this partnership in 2023 to form a triangle of organizations committed to increasing recovery support for those passing through the criminal justice system. WyCo PHD has integrated into this recovery services partnership by utilizing Peer Support Specialists to support participants along the continuum of their treatment plans. The WyCo PHD peer support specialists engage at any intercept of the Sequential Intercept Model, but are embedded within Intercept 3 (Specialty Courts), conducting recovery groups and offering supportive recovery programming. The program has expanded to work with unhoused clients by attending weekly street outreach to homeless encampments with Cross-lines Outreach and setting up a weekly resource table at Willa Gill Center which serves hot meals and provides case management to our unhoused community members. Other recovery organizations like First Call and Heartland RADAC also attend weekly outreach. This collaboration of providers is vital in offering direct recovery support and intervention for anyone experiencing both SUD and homelessness, as Peer Support

Specialists can connect these clients with detox, treatment facilities, mental health care, food pantries, and housing supports.

Our program started with the Drug Court partnership and has expanded to other settings.

This KFA request expands those settings and populations further. The Peer program addresses systemic obstacles to substance use treatment by providing access to services with almost no barriers to deter individuals interested in starting their recovery journey.

This low-barrier entry program does not require clinical referrals, SUD assessments, lengthy intake processes or previous or current enrollment in other organizational programming to access services. In Wyandotte County, peer support is offered at Heartland RADAC and Wyandot Behavioral Health, but clients must be enrolled in their services. This often requires a form of ID, a method of transportation to facilities, an appointment and an SUD assessment before peer support can be provided. Peer support at the Health Department is free, does not require a referral or initial assessment, provides transportation to meetings and one-on-one sessions and is only one text or phone call away. With the addition of youth serving and multi-lingual Peer Support Specialists, these free services will reach underserved populations with valuable resources, education and supportive programming.

Supported individuals create healthier communities, and while WyCo and the surrounding Kansas City region is rich with resources, people often get lost in the linkage to care system, especially if they are experiencing active withdrawal or extreme cravings. Peer Support Specialists can make referrals and handoffs to additional supports that are not limited to specific drug treatment, but can also extend to housing support, employment

and education, food access, assistance obtaining insurance, obtaining vital documents, and accessing mental health treatment. This creates a collaborative and supportive approach to recovery that overcomes barriers to treatment with long term, whole person-centered wellness in mind.

4. If the proposed project includes funding for barrier reduction supports, describe the barrier reduction offerings proposed. Provide the specific mechanism that will be used to issue, track, and monitor each proposed offering. (Note: Proposed projects not including barrier reduction funding can skip this question. This question will not be factored into scoring for this section if the proposed project does not include this strategy.)

Reviewed

Some existing barrier reduction supports are funded through the DOJ's COSSUP grant. The program provides transportation support to clients via Uber Health to help them get to community corrections appointments, treatment and recovery appointments, recovery meetings and other services that aid them on their journey. Through the hotel voucher program, the WyCo PHD provides short-term housing for individuals for up to one week upon release from detox, treatment, incarceration or the hospital as these clients wait for interviews or placement in community recovery programs like Oxford House or other transitional living programs. Studies consistently show the highest risk for fatal opioid overdose after detox occurs within the first two to four weeks following discharge from treatment or release from correctional facilities. Hotel vouchers bridge the gap for clients, preventing them from returning to unsafe housing where people are still in active use or returning to the streets where relapse is likely. Peers maintain contact, create housing

plans and help clients set recovery goals and connect to other resources like food pantries and transitional housing programs during these hotel stays as they begin their journey to sobriety. Through this KFA request we will add bus passes, low-cost mobile phones, and funds for vital documents as barrier reduction supports. Bus passes are lower cost than Uber and provide greater independence for clients. Kansas City recently re-introduced bus fares after 4 years of free buses, so this is an emerging need. Peers also provide phones and 30-day phone cards for individuals who do not have their own phones. A reliable method of communication is imperative for clients to connect to resources and referrals during the recovery process. An additional barrier to accessing treatment and resources that is frequently reported by partners is a lack of identification and vital documents. Without documents like birth certificates, social security cards and drivers' licenses, clients are unable to apply for much needed financial support, jobs, transitional housing, SSI and other resources. To address this need, the Peer Support Program will create a fund to cover all costs associated with obtaining vital documents.

The Peer Support Program staff provide naloxone and fentanyl test strips as well as education materials (in both English and Spanish) on how to recognize an overdose, administer naloxone and use fentanyl test strips to any interested parties in the county. We purchase naloxone with Municipalities Fights Addiction funding. Trainings on how to recognize an opioid overdose and how to administer naloxone are also free to the public or any organization in Wyandotte County. Peer Support Specialists share their lived experience at these trainings, pass out their business cards, and offer support and guidance to anyone looking for recovery resources. As of May 2026, Peer Support

Specialists and the Project Coordinator have conducted over 30 trainings to audiences including domestic violence shelters, the community mental health center, public school bus drivers, re-integration organizations, and many other settings. Naloxone, fentanyl test strips and education materials are available to the public free of charge and are accessible not only at the WyCo PHD clinic, but at vending machines within public libraries across Wyandotte County, Cross-lines Outreach and Willa Gill Center. Major recipients include school districts, businesses, transportation systems, non-profits and bars. Harm reduction kits containing naloxone, fentanyl test strips, hygiene supplies, first aid items and condoms are also distributed on weekly outreach to homeless encampments with Cross-lines Community Outreach, to community police officers and CIT officers, to Wyandot Behavioral Health's Mobile Crisis Response team and at recovery events and community health fairs.

5. Describe the population to be served by the project, including an estimated number of individuals to be served and any relevant demographic information related to individuals to be served.

Reviewed

This project focuses on youth and Hispanic/Spanish-speaking populations. Wyandotte County is home to the largest Hispanic and Latino community in Kansas, making up approximately 36% of the county's total population. This amounts to nearly 57,000 residents, the largest ethnic group in the county. According to the 2024 ACS, 25.7% of

WyCo households are primarily Spanish-speaking. Youth between the ages of 15-24 make up about 13.8% of the county's population, roughly 23,350 residents. Wyandotte County ranks 5th in the state for total residents aged 15-24.

Within these two target populations, the project will focus on homeless and justice-involved individuals. Based on the 2025 point-in-time (PIT) count, approximately 252 people were experiencing homelessness in Wyandotte County, many of whom were also experiencing SUD, as self-reported during the PIT count. Peers regularly support Kansas City Kansas Fire Department's Community Paramedicine Program and Kansas City Kansas Police Department's Crisis Intervention Team (CIT) Co-Responder teams for substance use-related calls. The Peer Support Program has a relationship with the Drug Court, Veteran's Treatment Court, and Behavioral Health court. These treatment courts vary between 15-30 participants at any given time. Time to complete these programs is typically 18 months but also varies based on the individual.

Peer Support Specialists typically work with a caseload of 25-30 clients at a time. Based on this average, an anticipated caseload for the youth facing and Spanish speaking Peer Support Specialists is 0 in Q1 of the first year as staff begins building their case load, 5 clients in Q2, 10 clients in Q3, 15 clients in Q4 and 20 in Q1 of year 2 with 25 clients per quarter for the remainder of the grant period. The anticipated total of clients to be served over the 36-month grant period is 450.

i. Estimated number anticipated to be served: 450

6. Provide a description of the need for the proposed project, including quantitative and/or qualitative data as appropriate, how the proposed project will address the need, and what the applicant organization is currently doing to address the need.

Reviewed

Wyandotte County (WyCo) is a medium-sized jurisdiction of approximately 170,000 residents and is the 4th most populous Kansas county. The county experiences some of the poorest health outcomes in Kansas, ranking 103rd out of 104 counties for health outcomes in 2024 (County Health Rankings). In the 2025 Kansas Health Institute's county profiles, Wyandotte County's premature death rate exceeded Kansas and the U.S. by more than 35%. That amounts to 11,751 years of potential life lost before age 75 per 100,000 residents in WyCo, compared with 8,589 for Kansas and 8,352 for the U.S. About 15% of families in WyCo are living below the federal poverty level (Census Bureau ACS, 2020-2024), five percent higher than the national mark, and nearly 16% of WyCo residents are uninsured, double the national percentage (Census Bureau ACS, 2020-2024). These challenges increase overall upfront costs and barriers to navigating the healthcare and substance use treatment system.

Environmental factors along with biological and mental health risk factors have contributed to high rates of SUD and overdoses in the county. WyCo has seen a steep increase in overdose-related morbidity and mortality since 2017. The 3-year average of overdose mortality from 2017-2019 was 17.3 deaths/year, or 10.8 deaths/100,000 residents. From 2022-2024 that jumped to 65.7 deaths/year, or 39.7 deaths/100,000

residents (KDHE Overdose Data Dashboard.). Overdose deaths dropped 10% between 2023 and 2024, but concerningly, U.S. overdose deaths dropped 26% during the same period (CDC). Overdoses among youth are also concerning. From 2020-2024, Wyandotte had the second highest rate of youth overdose among all counties in Kansas (Kansas Dept of Health & Environment, 2025).

In 2022, WyCo's only inpatient treatment center, Mirror Inc, shut its doors permanently. This was a loss of 44 beds and critical, local inpatient treatment opportunities. This heightens the need for an increased presence of peer support specialists in the county. The Peer Support Program through WyCo PHD plays a vital role in recovery support access and is one of the only available peer support resources in the county. WyCo PHD is seeking support through the KFA Peer grant to expand ongoing efforts by adding a youth focused Peer Support specialist and a Spanish speaking Peer Support specialist. According to the KDHE, from 2020-2024 Wyandotte County recorded 16 youth drug overdose deaths, which places it among the top three counties for youth overdose deaths in Kansas. Additionally, the Wyandotte County Youth Fatality Review Committee (YFRC) reviews fatalities of those ages 1-24 years old. Of the 18 cases available for review from 2024, eight were fatal overdoses, seven of which involved fentanyl. Of the 15 cases available for review from 2025, six were fatal overdoses, all of which involved fentanyl. Of the 13 fatalities involving fentanyl, 54% of those youth were Hispanic/Latino. The Hispanic and Latino community faces additional barriers including systemic fears regarding immigration status, lack of trust for medical professionals, reluctance to disclose personal information, social

stigmas, and language access which all impede recovery and access to substance use education, treatment and resources.

C. Goals (20 points)

7. Identify reasonable goals with a timeline for completion for the proposed project. Goals should be specific, measurable, achievable, relevant, and time-bound (SMART). (If awarded, your organization will be expected to report progress based on the identified SMART goals.)

Reviewed

Goals

1. Peer support specialists will partner with treatment courts, the juvenile justice system, and relevant community partners to establish strengths-based goals, implement recovery groups, and sustain substance use recovery during the programs, as well as conduct outreach to other vulnerable populations to connect them to similar recovery programming.
 - a. At the end of the 36-month project period, related SMART goals include:
 - i. 100 Peer Support Program clients completing Treatment Court
 - ii. 300 clients creating a relapse prevention safety plan
 - iii. 200 clients setting strength-based recovery goals by the end of the grant period.
2. Peers will increase access to and receipt of prevention, treatment, and recovery support services – both program-funded and external – including housing,

transportation, detox, health care, mental health care, employment, and other services for individuals with substance use disorder (SUD), via warm-handoffs and closed-loop referrals.

- a. At the end of the 36-month project period, related SMART goals include:
 - i. Clients will complete at least 300 referrals to outside agencies.
 - ii. The program will distribute all bus passes and phones/phone cards and obtain 16 vital documents per year for clients.
3. Peer support specialists will provide training and materials (e.g. naloxone, literature) to community organizations to reduce overdose deaths.
 - a. At the end of the 36-month project period, related SMART goals include:
 - i. Peer Support Specialists will distribute 3000 doses of naloxone and provide 30 trainings annually for the 36-month grant period.
4. Staff will increase partnerships among youth-facing and Latino-serving community partners in Wyandotte County to increase access to peer support services and trainings to reduce overdose fatalities.
 - a. At the end of the 36-month project period, related SMART goals include:
 - i. Building referral partnerships with 5 youth serving organizations and 3 organizations that support the Hispanic/Latino population.

8. Describe the process(es), plan(s), and/or project activities that will be completed to meet the identified goal(s) and to deliver the proposed project/services.

Reviewed

This is a collaborative program linking Public Health, Criminal Justice, Behavioral Health and Homeless organizations. Two (2) new Peer Support Specialists will be integrated into treatment courts to coordinate transportation assistance, mobile phone access, obtaining vital documents, and short-term hotel stays for clients. They will also connect with new organizations that serve youth and Spanish-speaking populations, include the youth criminal justice system and community-based organizations. A BJA-funded Licensed Clinical Addictions Counselor (LCAC) works with offenders to diagnose, determine eligibility for Specialty Courts, provide ongoing counseling, and will make referrals to the Peers. Peer Support Specialists do weekly street outreach with Cross-lines Outreach, hold weekly recovery groups and work one-on-one with clients to set Recovery Goals based on the clients wants and needs. The WyCo PHD clinic also refers patients or walk ins identified as needing support for SUD to the Peer Support Program.

With the addition of a youth focused Peer Support Specialist, current relationships with youth serving organizations like ThrYve (KU), Young Women on the Move, and PACES (Wyandot Behavioral Health) will be expanded and formalized to include organizational staff on program updates and develop targeted outreach to youth experiencing SUD.

Adding a bilingual and bi-cultural Peer Support Specialist will further strengthen partnerships with organizations like Lowriding 2 Success and El Centro as we learn best

practices for reaching the Latino community with substance use supports beyond translation of recovery support materials.

To ensure effective communication, the Peer Support Specialists have weekly client progress reviews with the Substance Use Coordinator. The full project team, including Peer Support Specialists, project coordinator, LCAC through Wyandot Center, the judge for Drug Court, and Community Corrections staff meet monthly to work through program coordination issues like administration of client supports (transportation, phones, hotel vouchers, vital documents), client recovery groups, and Drug Court participant workflows. Judges and staff from Behavioral Health Court and Veterans court are being integrated into these meetings. Substance Use Program staff meet with Cross-lines Outreach staff, CIT officers and the KCKFD community paramedic to support our unhoused community members with SUD. Staff attends monthly meetings at Frank Williams Outreach Center to connect with other service providers and share information, updates and resources.

In 2022, the WyCo PHD began a naloxone nasal spray distribution program. This involved walk-in distribution for Wyandotte community members through the WyCo PHD clinic, placing naloxone vending machines in libraries and community agencies, providing Narcan to K-12 schools, providing naloxone to unhoused individuals and distributing to organizations who are directly serving the SUD community. This distribution system brings training and technical assistance for nasal naloxone use that builds regional capacity to treat SUD and reduce overdoses. In 2025 the WyCo PHD distributed 2,274 doses of Narcan. At the current rate, this number will be exceeded in 2026. Naloxone and fentanyl test strips are also included in harm reduction kits along with hygiene supplies, first aid

items, condoms, gun locks and resource information. These kits are distributed to our unhoused clients and at health fairs and community events.

9. How will the success of the project be measured and evaluated? Provide measurable outcomes if applicable.

Reviewed

WyCo PHD has purchased a subscription for a case management software and database, Apricot, with current COSSUP funds. Apricot has capabilities for both case documentation and custom reports to capture deliverables. We will onboard existing peers in 2026, and new peers in 2027.

In Apricot, Peer Support Specialists will create individual client files upon intake and will enter enrollment initiation dates and peer-identified self-sufficiency support areas.

Throughout service provision, Peer Support Specialists will document referrals made and completed, engagement in recovery activities, and case notes of all contact with peers.

This database will also be used by the LCAC working in Community Corrections to enter dates clients are referred for assessments and the date the assessment is completed.

Utilizing an internal tracking document, the Project Coordinator will track all naloxone and SUD trainings provided to community-based organizations.

On a quarterly basis, the Project Coordinator and Community Health Supervisor at the WyCo PHD will create a report from the database to monitor peer enrollment, number of conducted assessments, and number of referrals made to supportive services. This documentation will be utilized as the basis of quarterly reports on program progress, as

well as internal metrics on program function and success. This report will inform ongoing outreach plans to ensure consistent access to Peer Support programming.

D. Resources (15 points)

10. List the key staff that will be responsible for the project and describe what role each of them will play, including their relevant experience. Detail the specific responsibilities peers/CHWs will carry out (e.g., recovery support, community outreach, care coordination, resource navigation, etc.)

Reviewed

The Peer Support Program is embedded within the Community Health Division of the WyCo PHD. This division is responsible for partnering with other Unified Government departments (including criminal justice), nonprofit organizations, and community leaders to implement policy, systems and environmental changes that address key health challenges. The division also contains programs for violence prevention, tobacco control, and implementation of our 5-year Community Health Improvement Plan.

Ms. Karah Barnes, Substance Use Coordinator, leads the Peer Support Recovery program and serves as Project Coordinator on the COSSUP grant. Ms. Barnes started in her role March 2025. Before coming to the Unified Government, she served 4 years as Program Director at a transitional housing agency. As Project Coordinator, Ms. Barnes coordinates referral relationships with each referral site and outreach agency. Karah conducts weekly program meetings with the peer support specialists to monitor caseloads. She organizes bi-weekly check-ins with our research partner at KU to refine the evaluation. She manages

the hotel voucher, Uber, and client phone programs, and will manage the new bus pass program and vital documents fund. Karah also convenes monthly meetings of the Wyandotte Recovery Collective, a coalition built by local resource partners and providers who work in the recovery field. Ms. Barnes will be responsible for completing performance measure reporting in Fluxx. Ms. Barnes, along with the Peer Support Specialists and LCAC will utilize case management software to track client interactions, metrics, and outcomes. Other metrics such as naloxone distribution and training will be tracked in Excel internally. Ms. Barnes is supervised by the Community Health Improvement Plan Supervisor, Clarissa Stephenson, who has over 10 years of state and federal grant application and administration experience. Clarissa reports to the Community Health Division Manager, Wesley McKain. Mr. McKain serves as Financial Manager on the current FY23 COSSUP award and will continue in that role. He has worked for 13 years in the Public Health Department, including in budgeting and grant management roles, and brings a large internal network and understanding Unified Government processes to the initiative. Mr. McKain reports to the Public Health Director.

Ms. Barnes supervises two (2) Peer Support Specialists, Keatherann Sharp and Valentino “Tino” Barajas. Both peers have lived in Wyandotte County for decades, are certified Kansas Peer Support Specialists. Keatherann, the senior peer, spent considerable effort over the last 3 years gaining credentials to better serve her clients. She is certified in Kansas Person Centered Case Management, is a Kansas Parent Peer Worker and Kansas Mentor Specialist. Keatherann presented at the 2025 Kansas Fights Addiction conference, and the 2026 Kansas Homeless conference. Tino, another Peer Support Specialist, is a

graduate of Wyandotte County Drug Court program. Along with carrying a peer caseload, Tino established The Clubhouse in a space donated by a Wyandotte business owner near downtown, which offers a safe place for peers to gather during set hours for recovery group, meals, and day-time shelter. Tino hosts recovery groups in The Clubhouse on a regular basis that reached full capacity within 2 months of operation.

11. Describe any additional resources and/or funding that will be used to support the project or related projects. List any relevant funding sources the applicant organization receives for SUD programming such as funding from KDADS, KDHE, SOR, OD2A, Block Grant, SB123, SAMHSA, CDC, HRSA, BJA, or other SUD-related funding sources.

The Department of Justice, Bureau of Justice Affairs awarded the WyCo PHD a 3-year, \$1.3M Comprehensive Opioid, Stimulant and Substance Use (COSSUP) grant in October 2023. It funds 2 Peer Support Specialists, a Substance Use Coordinator, a Licensed Clinical Addiction Counselor (LCAC), a research evaluator, and barrier reduction supports including transportation assistance (Uber), mobile phones for clients, hotel vouchers. This grant ends in September 2026.

Staff reapplied for the COSSUP grant in May for another 3-year award to continue programming. Awards have not yet been announced for the next grant term. The new award period would start October 2026 and run for three years, aligning it closely with the project timeline for the KFA Peer grant. The new DOJ application does not include funding for a research evaluator, or mobile phones for clients. We are looking at other sources of

support to continue the relationship with our evaluation team. The mobile phones for clients have been included in this KFA request.

Additionally, the Health Department is contributing \$163,773 of Health Levy Funds to cover three years of fringe benefit costs for the two new Peers. These funds are necessary to cover the health insurance, FICA, and retirement costs that are in excess of KFA's 25% limit.

12. Is the applicant organization receiving funding from the Municipalities Fights Addiction Fund(opioid settlements for Counties/Cities)? Yes

i. If yes, what is the organization using funding from the Municipalities Fight

Addiction Fund for?

Reviewed

MFAF funding for Wyandotte County/Kansas City, KS has been distributed across 6 Unified Government departments, including Fire, Police, Community Corrections, District Attorney, Sheriff, and Public Health. KCK Fire Department uses MFAF to fund a community paramedic, opioid training, Narcan leave behind, Opioid emergency kits, and community outreach. KCK Police use funds to improve data for opioid prosecutions, training on illicit drug crime scene investigations, overtime related to opioid overdose investigations, community outreach, and temporary shelter for overdose victims. Community Corrections funds Medication Assisted Treatment (MAT), and support for Drug and Behavior Court. The District Attorney funds a prosecutor and victim advocate to focus on opioid/illegal drug cases. And the Sheriff funds part of their co-responder program.

The Health Department uses its allocation to purchase Naloxone, fentanyl test strips, and for marketing/communications to educate the community about substance use prevention. That includes \$100,800 of naloxone and fentanyl test strip funding, and \$13,700 of marketing money to be used on program literature, a community resource guide, translation, and branded items for homeless clients (e.g. water bottles, safety bags) to grow program awareness. An additional \$49,000 of marketing and communications funding is being combined with funding from other UG departments for an overdose prevention campaign. Planning for that campaign is currently underway.

13. Describe how the applicant organization is/will collaborate with other organizations/partners working on SUD issues in the community to implement the project, including activities supported by the funding sources listed above.

Reviewed

The Peer Support Program team works closely with partners across various sectors, including WBHN for outpatient treatment, Cross-Lines Community Outreach for homelessness services and case management, KCK Fire Dept for paramedicine and health navigation, KCK Police Department's crisis intervention team, Specialty Courts, and Community Corrections. WyCo PHD has an MOU relationship with Cross-Lines Community Outreach to coordinate street outreach to homeless individuals. WBHN and WyCo PHD have partnered for many years, including on crisis intervention trainings, a SAMHSA award to increase county mental health services, and within the Drug Court. Under the FY23 COSSUP award, WBHN provides the behavioral health assessment and

treatment component within the grant. WyCo PHD funds transportation services to individuals identified by the Kansas City, KS Fire Department Community Paramedic Team, and the paramedic refers clients who need peer support services. The KCK Police Department's Crisis Intervention team accompanies Peer Support Specialists during street outreach and refers others in need of recovery support.

The Wyandotte County Drug Court emerged in the FY23 COSSUP grant as the most critical access point to individuals within the criminal justice system in need of peer support services and access to recovery resources. Peer Support Specialists work together with court staff to assess, support, and connect clients with resources. All these organizations are active partners within the Wyandotte County Recovery Collective, a recovery coalition convened by the Substance Use Coordinator.

Through our work with the Community Health Improvement Plan (CHIP) and our Health Equity Task Force, the health department has developed relationships with youth serving organizations and organizations that serve Hispanic/Spanish-speaking families. Key organizations include El Centro, Lowriding to Success, the Juvenile Justice Advisory Board, the ThrYve youth violence prevention program (KU), Young Women on the Move, and PACES (part of WBHN). These relationships will be developed along with targeted substance use support programming for these underserved groups.

14. Describe how the applicant organization will ensure project activities are not duplicative of other services offered by the organization or partner organizations in the

community. *KFA funds cannot supplant other funding sources. Applicants are asked to ensure that activities included in this proposal are not funded by other sources.

Reviewed

This request builds upon the current Peer Program at the Health Department by adding Peers focused on youth and Hispanic/Spanish-speaking populations and adding barrier reduction supports not offered by other programs and agencies. These groups are under-resourced by peers. Only one provider in Wyandotte County offers youth focused peer support and clients are only eligible if they are accessing services through the organization. Bilingual and bi-cultural peer support is almost non-existent in the county.

Treating youth who are experiencing substance use disorder also means navigating school systems, communicating with and educating parents and guardians, and understanding cultural trends that influence today's youth including social media. It also requires awareness of developmental stages for youth and how that may impact the effectiveness of peer support. This necessitates a youth-focused peer.

In serving the Hispanic community, service providers must find innovative ways to overcome national studies showing Latino individuals are less likely to seek treatment for SUD. This requires a concerted engagement approach in the community with a staff member who not only speaks the language but is also culturally sensitive to the unique values and needs of this population, including the specific challenges these individuals face. Developing culturally relevant recovery strategies is a top priority.

E. Barriers (10 points)

15. Identify potential barriers to project implementation and describe contingency plans to mitigate them if proposed activities cannot be implemented as originally planned.

Reviewed

Much of the programming for the Peer Support Specialists is already developed and in progress, and few barriers to project implementation are expected. One potential barrier could be identifying qualified Peer Support Specialist applicants with lived experience with SUD who also have a passion for youth and the Hispanic community. Mitigation for this is to work closely with organizations who already serve youth and the Hispanic population in Wyandotte County to quickly find appropriate candidates who have the experience and skill sets to navigate within these two demographics with authenticity and compassion.

If BJA does not renew our COSSUP award, that would remove approximately \$450,000 of annual program funding, including for the Substance Use Coordinator and 2 existing Peers.

If that were to happen, we plan to engage the Sunflower Foundation in retrofitting this application to maintain our existing programming.

16. Stigma is widely recognized as a primary and well-documented barrier to care.

Describe how the proposed project will address different forms of stigma/shame, such as internalized self-stigma, public and social stigma, and/or structural and institutional stigma.

Reviewed

Informed by years of lived experience, WyCo PHD Peer Support Specialists are uniquely equipped to sensitively care for individuals affected by substance use disorder. Peers are capable of authentic conversations with people who use drugs without confusing medical lingo in intimidating clinical settings. They use plain language and look at clients through the lens of their own recovery background. They also understand SUD is an illness, not a moral choice. Keather Sharp experienced both SUD and homelessness as she also navigated motherhood and domestic violence. She sought treatment and services at the very organizations she now refers clients to, and often shares how biased providers became barriers themselves on her path to recovery. Because of these stories, Keather understands the need for client-led, strengths-based treatment and achieves this by meeting clients where they are at, sometimes literally going to locations of their choosing if they're not comfortable meeting at the Health Department. Her approach involves consistent engagement with compassion and the ability to pivot when crisis arises. Her expansive knowledge of supportive social services resources in the county also serves clients needing additional supports.

Valentino Barajas navigated years of SUD along with involvement in the criminal justice system, spending time in 14 different prisons during his active use periods. He has deep knowledge and understanding of the stigma those with criminal justice involvement face, especially as they reintegrate into a society that sometimes deems them unworthy of basic rights like housing and employment. He also is a graduate of the Wyandotte County

Drug Court program, which allows him to mentor others through this difficult but rewarding program with first-hand knowledge to support his guidance. His strong belief and active participation in recovery groups models positive behavior for clients who may be reluctant to step into those spaces for fear of judgement.

In addition to the vast expertise and lengthy background in recovery that both Peer Support Specialists offer, expanding staff to serve youth and Hispanic populations will directly address systematic and social bias for individuals in these groups living with SUD. Youth are often reluctant to seek treatment for fear of getting in trouble with their parents or being ostracized by their peers. Members of Hispanic and Latino communities face fears regarding immigration status, language barriers and cultural and family stigma, all of which lead to disproportionately low treatment rates. Having access to treatment providers focused on these two groups will help close the care gap for these often underserved community members.

F. Sustainability (10 points)

17. Describe plans for sustaining the project after the grant period ends. What strategies will be used to sustain the project's impact? What will be sustained, enhanced or expanded?

Reviewed

WyCo PHD utilizes federal grant funding to sustain the core of the peer support program but given the instability of federal grants at this time, have started to plan for a more diversified funding stream. This proposed expansion of the program is included in the larger sustainability plan for peer support. Wyandotte County has been budget neutral for several years, making dedicated county funding difficult to acquire. This year the county has moved away from budget neutral and has started conversations to dedicate local funds to health and substance use programming. Additionally, WyCo PHD staff maintain strong relationships with local funders and regional funder networks that have interest in supporting ongoing behavioral health and substance use initiatives, including peer support. As funding becomes available for increased substance use programming, WyCo PHD will continue to pursue these opportunities.

18. Describe how peers/CHWs will be supported in their role (e.g., supportive supervision, ongoing training, burnout prevention).

Reviewed

Peer Support Specialists at the WyCO PHD are required to complete the Kansas Certified Peer Mentor in Training through the Kansas Department for Aging and Disability Services within 6 months of hire. This training provides vital education on topics like staff safety, boundaries, Code of Ethics, the history of peer support, and more. The Program Coordinator also completed the Peer Support Supervisor Training to understand how best to support staff in a sometimes unpredictable and emotionally challenging field. Weekly

program meetings allow time for staff to discuss clients, review processes and problem solve any challenges that personnel may face.

In addition to certification, staff is encouraged to attend multiple conferences each year both locally and nationally to stay up to date with emerging trends in recovery. In the past year alone, Peer Support Specialists and Program Coordinator have attended the 2026 Summit on Homelessness and Housing, the 2025 Opioid and Stimulant Conference, the Salina Specialty Court Conference and the Rise25 Conference focused on justice and treatment professionals. They are also planning to attend the upcoming 2026 Kansas Peer Workers Conference.

Beyond the formal certification and training, program staff stay connected with other recovery service and treatment providers by attending monthly Wyandotte County Recovery Collective meetings and monthly KCK Outreach Meetings. This allows staff to collaborate with others in the recovery field who are also serving our county; not only to share resources and updates, but also to encourage one another. The WyCo PHD also has a generous PTO program, two work from home days, and access to free mental health counseling for employees to use as needed. Through supportive leadership and open communication, the Program Coordinator creates a trusting, flexible work environment and advocates for staff to care for themselves as they work to care for Wyandotte County's most vulnerable populations.

G. Budget (10 points)

19. Applicants will need to download the KFA Budget Workbook from within the application in the online system. The workbook includes a summary budget form, associated budget narrative form, and a capital budget form (if needed). It also includes a technical guide with instructions, tips, and examples to aid in completion. See the workbook and associated guidance for more information.

Complete

Kansas Fights Addiction (KFA)

BUDGET WORKBOOK INSTRUCTIONS (DO NOT ALTER THE BUILT-IN FORMULAS WITHIN THIS WORKBOOK)

Applicants must provide the following three forms as part of the budget submission:

- A. Summary Budget Form (Sheet 2) - Required
- B. Budget Narrative Forms (Sheet 3 - 5) - Required
- C. Capital Budget Form (Sheet 7) - Required only if your application includes capital outlay.

A. KFA Summary Budget Form - Sheet 2

Instructions: Organizations should fill in all applicable blue colored cells. For cells that are not applicable to your project, use "N/A" or "0."
Length of project should not exceed thirty six (36) months.

B. KFA Budget Narrative Form - Sheet 3 - 5

Instructions: Describe use of funds in each budget category. The budget should detail the first year (12 months) within Sheet 3, the second year (12 months) in Sheet 4, the third year (12 months) in Sheet 5, and should auto populate those responses into Sheet 6 so that all costs (36 months) also show up in one tab (Sheet 6 is locked and used for view-only purposes).
Direct and Indirect costs must be described in the **budget narrative**. The budget narrative should justify each cost listed in the Budget Summary.
The Budget Summary and Budget Narrative provided contain elements common to most applications presented in the correct format; however, it is not exhaustive. Please populate the forms to reflect all planned expenditures utilizing the "other" category when necessary. If you have any questions regarding any budget items, categories, how to use the form, appropriate classifications, etc., please reach out to the Sunflower Foundation.

C. KFA Capital Budget Form- Sheet 7 (Guidance for the Capital Budget Form is located in Fluxx)

Instructions: Describe all details related to any proposed capital outlay in the project. All capital outlay requires extensive review including all aspects of legal terms and abatement restrictions. **Contractor/vendor bids for the project must be included (Upload bids in Fluxx using the green plus sign next to "Grantee Project Documents")**. Sub granting/subcontracting with another organization for capital projects is unallowable (i.e. purchasing equipment for another organization or having another organization purchase equipment for you.)
Capital outlay includes expenditures of \$5,000 per item or more, with a useful life of one (1) year or longer, incurred on the purchase of tangible asset(s) including (but not limited to) building, construction, equipment, etc. used in the production of goods or the rendering of abatement services in accordance with the KFA appropriation acts.

BUDGET CATEGORIES: Information and Instructions - Also see Sheet 8 and Sheet 9 for additional Tips and an Example.

DIRECT COSTS/EXPENSES: All direct costs should include costs/expenses directly related to the specific grant project proposed. These items should fall within the budget categories described below.

Personnel/Salaries: Identify staffing requirements by each position title and brief description of duties and % FTE dedicated to the KFA project. Indicate if staffing position is new and must be hired, or a current position. Explain why staffing position is not reimbursable by any means other than KFA funding (including credentialed staff being reimbursed by other payers, senate bill, or other sources of funding).
Benefits: Fringe benefits total should not exceed 25% of total salary costs (see Sample Budget Narrative for example)

Consultants/Contractual Services: Provide a detailed line item breakdown for each sub-project/contract and describe specific services. Include consultant costs in this line item.

Supplies: Identify general supply costs. Supplies are directly related to the project and are generally consumable within a year. Provide a detailed line item breakdown for each line item, including costs. (Note: technology, such as laptops, should be recorded in equipment)

Transportation/Travel: Identify all staff travel requirements for in-state and out-of-state (US Domestic) travel. Per diem rates must be reasonable. Reasonable rates should be in accordance with your internal organization policies, including but not limited to the published U.S. government allowance rates (available from the www.gsa.gov website). Include a comprehensive justification for rates that exceed GSA guidelines.

Equipment/Rentals: Provide justification for any equipment purchase/rental (such as a laptop). Note that any item that is determined to be a capital expenditure must be described in the Capital Budget Form (Sheet 7).

Capital: Identify any capital costs (if capital costs are indicated, a separate capital budget form (Sheet 7) and **contractor/vendor bids for the project must be included (upload bids in Fluxx using the green plus sign next to "Grantee Project Documents")**).

Miscellaneous/Other: Please use the Miscellaneous/Other category to record any other budget expenditures that do not fall into the other categories. If you have questions about any budget item or category, please reach out to the Sunflower Foundation.

INDIRECT COSTS: Indirect costs are expenses that cannot be directly attributed to a specific cost object, such as a particular project, product, or region. Unlike direct costs, which are directly associated with a specific project, indirect costs serve broader purposes within the organization. Indirect costs represent administrative expenses associated with the cost of doing business that are not readily identified with direct project activities. Indirect costs, also referred to as facilities and administrative costs (F&A), are incurred for the benefit or joint objectives of a specific project and organizational activities. These costs are allocated across all your organization's activities. Examples include costs for clerical and managerial staff, office space rental, and utilities.

Indirect Costs: Overhead costs allocable to the project, such as administrative overhead associated with this project. Rate should reflect the lowest possible rate obtainable that does not hinder project objectives. Total indirect cannot exceed 10% of total direct project costs/expenses.

Disclaimer: The project budget is the total projected costs needed to complete a project over a defined period of time. It is used to estimate what the costs of the project will be for every phase of the project. If the project is approved by the KFA Board, all grantees must agree to make supporting documentation available, upon request, for review by the Foundation personnel.

Kansas Fights Addiction (KFA)

Summary Budget Form (Sheet 2)

Instructions: Organizations should fill in all blue colored cells.

Applicant Name:

Organization Name (If different than Applicant Name):

Project Duration [Start Date - End Date]: (Should not exceed 36 months)

Specific Project Title: (Please use the title of your actual project. Do not use the RFP title)

Unified Government of Wyandotte Co/KCK Public Health Department

November 1, 2026 - October 30, 2029

Expanding Wyandotte County Peer Support for Youth and Spanish-Speakers

PROJECT FUNDS REQUESTED

Note: Round to the nearest dollar.

Total KFA Funds Requested (Not to exceed \$450,000 for years 1 - 3 combined)	\$450,000
Total Funds Requested or Received from Other Sources (If applicable)	
Total Funds Requested or Committed from Applicant Organization (If applicable)	\$163,773
TOTAL PROJECT BUDGET	\$613,773

	Year 1	Year 2	Year 3	Year 1 - 3 Combined
TOTAL KFA FUNDS BUDGET (KFA funds requested for this project)	\$150,000	\$150,000	\$150,000	\$450,000

BUDGET CATEGORIES

DIRECT COSTS/EXPENSES:

	Year 1	Year 2	Year 3	Year 1 - 3 Combined
A. Salaries	\$87,194	\$89,810	\$92,504	\$269,508
B. Benefits (should not exceed 25% of total salary expenses)	\$21,798	\$22,452	\$23,126	\$67,376
C. Consultants/Contractual	\$0	\$0	\$0	\$0
D. Supplies	\$7,200	\$14,400	\$14,400	\$36,000
E. Transportation/Travel/Education	\$2,530	\$5,500	\$2,530	\$10,560
F. Equipment purchase/rental	\$5,120	\$0	\$0	\$5,120
*G. Capital (Also Complete Sheet 7)	\$10,000	\$0	\$0	\$10,000
H. Miscellaneous/Other	\$2,830	\$4,560	\$4,130	\$11,520
SUBTOTAL: DIRECT COSTS	\$136,672	\$136,722	\$136,690	\$410,084

INDIRECT COSTS/EXPENSES:

I. INDIRECT (should not exceed 10% of total direct expenses)	\$13,328	\$13,278	\$13,310	\$39,916
SUBTOTAL - INDIRECT EXPENSES	\$13,328	\$13,278	\$13,310	\$39,916

TOTAL EXPENSES	\$150,000	\$150,000	\$150,000	\$450,000
TOTAL NET PROJECT BUDGET (Should be \$0)	\$0.00	\$0.00	\$0.00	\$0.00

*Capital - if capital costs are included in this budget form, the applicant must also complete the capital budget form ([Sheet 7](#) - in this workbook) and submit contractor/vendor bids for the project. See Sunflower Foundation on Behalf of KFA Capital Guidelines for approved capital expenses located in Fluxx.

NOTES:

- 1) Please use the Budget Narrative form ([Sheets 3-5](#)) to clarify and provide basis for all budget form entries
- 2) The electronic version of this form is in Microsoft Excel format. The columns are formulated to calculate totals

*Sunflower Foundation on Behalf of KFA / 5820 SW 6th Avenue / Topeka, KS 66606 / 785-232-3000
toll free 866-232-3020 / fax: 785-232-3168 / www.sunflowerfoundation.org*

Kansas Fights Addiction (KFA)

Budget Narrative Form Year 1 Budget (Sheet 3)

Instructions:

1. For each individual budget category, describe all KFA funding information in detail, including basis for calculation.
2. For each line item described, include the correlated amount(s) in Column C.
3. If a category does not apply and is blank on your Summary Budget Form, write "N/A."
4. Organizations should fill in all applicable blue colored cells.

YEAR 1 Budget

Applicant Name: Unified Government of Wyandotte Co/KCK Public Health Department
Project Title: Expanding Wyandotte County Peer Support for Youth and Spanish-Speakers

TOTAL KFA FUNDS REQUESTED

\$150,000

Year 1 - Budget Category	Total Amount Requested
DIRECT COSTS/EXPENSES	
A. Salaries (Identify staffing requirements by each position title and brief description of duties and % FTE. In the details box below, indicate if staffing position is new and must be hired, or a current position. Explain why staffing position is not reimbursable by any means other than KFA funding).	
Peer Recovery Support Specialist (serving young adults)	\$87,194
Peer Recovery Support Specialist (serving Spanish speakers)	43,597
	43,597
Additional Salary Details (if needed): Funding will support two (2) full-time Peer Support Recovery Specialists at a starting salary of \$43,597 each. Both will be new-hires, and dedicated 100% to the KFA project. We currently employ 2 Peers and a Program Coordinator through a Department of Justice grant (Comprehensive Opioid and Stimulant Substance Use Program). They are at full capacity with clients, and more peers are needed to serve youth (15-24) and Spanish-speaking populations. We are exploring Medicaid reimbursement for peer services.	
TOTAL Salaries	\$87,194
B. Benefits (total benefits associated with personal dedicated to KFA project, should not exceed more than 25% of total salary costs)	\$21,798
Peer #1: 25% of benefit costs for health coverage, KPERS retirement, FICA, and unemployment insurance. Fringe amount = \$30,287 [Health Coverage] + (\$43,597 * 18.34%) [KPERS, FICA, Unemployment] = \$38,283 Benefit request capped at 25% of salary. \$43,597 * 25% = \$10,899	10,899
Peer #2: same	10,899
The remaining benefit costs will be covered through Unified Government funds	
Additional Benefit Details (if needed): Funds will support 25% of the benefits of 2 Peers. Fringe rates for the Unified Government include comprehensive health coverage, with medical, dental, and vision. That costs us \$30,287 annually for family coverage per employee. These are new hires, so we must budget for the family insurance package. The remainder of the benefits are assessed as a rate. They include contribution to Kansas Public Employee Retirement System (10.59% of salary); Social Security (6.20% of salary); Medicare (1.45% of salary); and Unemployment insurance (.10% of salary).	
TOTAL Benefits	\$21,798
C. Consultants/Contractual Services (provide a line item breakdown for each sub-project/contract and describe specific services. Include consultant costs here)	\$0
Additional Consultant/Contractual Details (if needed):	
TOTAL Consultants	\$0
D. Supplies (provide a general overview of supplies needed for the project. Technology [laptops, etc.] should be described in the equipment section)	\$7,200
Mobile phones for clients. \$40 phone * 90 needed for Year 1 (estimate) = \$3,600	3,600
Phone cards for clients. \$20/card * 90 clients annually needing phones * 2 months = \$3,600	3,600
Additional Supply Details(if needed): Low cost basic phones and 30-day phone cards will be provided for clients who do not have access to a phone. Many Peer Support clients are unhoused or are living at or below the poverty line and cannot purchase a phone. Providing a means of communication between our Peer Support Specialists and their clients in supporting their recovery is vital. This gives clients the ability to contact resources, follow through on referrals, and reach out to their Peer Support Specialist when in crisis. Cards last for 30 days. Fewer phones and phone cards are needed for Year 1 as Peers build their caseloads.	

Kansas Fights Addiction (KFA)
Budget Narrative Form Year 1 Budget (Sheet 3)

Instructions:

1. For each individual budget category, describe all KFA funding information in detail, including basis for calculation.
2. For each line item described, include the correlated amount(s) in Column C.
3. If a category does not apply and is blank on your Summary Budget Form, write "N/A."
4. Organizations should fill in all applicable blue colored cells.

YEAR 1 Budget

Applicant Name: Unified Government of Wyandotte Co/KCK Public Health Department
Project Title: Expanding Wyandotte County Peer Support for Youth and Spanish-Speakers

TOTAL Supplies

\$7,200

Kansas Fights Addiction (KFA)

Budget Narrative Form Year 1 Budget (Sheet 3)

Instructions:

1. For each individual budget category, describe all KFA funding information in detail, including basis for calculation.
2. For each line item described, include the correlated amount(s) in Column C.
3. If a category does not apply and is blank on your Summary Budget Form, write "N/A."
4. Organizations should fill in all applicable blue colored cells.

YEAR 1 Budget

Applicant Name: Unified Government of Wyandotte Co/KCK Public Health Department
Project Title: Expanding Wyandotte County Peer Support for Youth and Spanish-Speakers

E. Transportation/Travel/Education (provide detail on in-state and out-of-state travel including reason for travel [site-visit, conference, etc.])	\$2,530
Peer mileage: 2 trips per week * 10 miles/trip * 52 weeks * 72.5 cents mile * 2 peers = \$1,508	1,508
State Conference (KS Opioid and Stimulant Conference) for two (2) peers. Estimating travel to Wichita and 2 overnight stays. Per diem (\$196) + lodging (\$440) + transportation (\$286) + Registration fees (\$100) =	1,022
Additional Transportation Details (if needed): State Conference Lodging: GSA FY2026 Per Dim rate for daily lodging in Kansas is \$110/night. State Conference Transportation: Last year's Opioid and Stimulant Conference was in Wichita, KS, or 394 round-trip miles from the Wyandotte Co Health Dept. Using that conference for estimation purposes. The GSA mileage rate for FY26 is \$.725. The 2 staff will carpool in one vehicle. State Conference Meals: Most conferences provide lunch, so daily estimate is \$16/breakfast + \$28/dinner +\$5 incidental = \$49/day for each staff. <u>Conference fees based on prior years.</u>	
TOTAL Transportation/Travel	\$2,530
F. Equipment purchase/rental (provide details on equipment purchase/rental) Note that any single item over \$5,000 with a useful life of longer than one year is considered a capital purchase	\$5,120
Two (2) 16" Dell laptops. \$2,160 each * 2 laptops = \$4,120	4,120
Cost is based on quote retrieved 6/24/2026 from Dell	1,000
Two (2) cell phones for peers. \$500 each * 2 phones = \$1,000.	
Additional Equipment Details (if needed): Dell laptops for Peers to take case notes, send communications, research resource opportunities, etc. Peers require separate work phones to for safety and to maintain professional boundaries.	
TOTAL Equipment Purchase/Rental	\$5,120
H. Miscellaneous/Other (provide detail on any project costs not included in other categories).	\$2,830
Cell phone plans for peers (2). \$40/month * 2 phone plans * 12 months = \$960 per year	960
Vital Documents Fund	870
Bus passes. \$20 weekly bus pass * 50 passes = \$1,000	1,000
Additional Miscellaneous/Other Details (if needed): PHONES PLANS: Peers require separate work phones to for safety and to maintain professional boundaries. VITAL DOCUMENTS: Funding to cover Drug Court clients, unhoused clients, and others to get IDs and birth certificates, and other identification. Identified by current Peers and Drug Court staff as a common barrier. BUS PASSES: Transportation for individuals engaged with the treatment court programs and others, to assist them in making community corrections appointments, recovery-related appointments, and other appointments which will aid in their recovery. <u>Fewer bus passes for Year 1 as peers build caseloads.</u>	
TOTAL Misc./Other	\$2,830
I. INDIRECT EXPENSES (overhead costs allocable to the project) Note: Indirect costs should not exceed 10% of total direct costs.	\$13,328
Indirect expenses are paid into the Health Department Fund Balance, to offset the overhead costs provided by the Unified Government such as custodial, finance, human resource, legal, utilities, and other services. We are requesting 10% of total direct costs.	13,328
TOTAL Indirect Expense	\$13,328
G. Capital Expenses (also complete sheet 7 if capital is requested)	\$10,000
TOTAL EXPENSES	\$ 150,000

Kansas Fights Addiction (KFA)

Budget Narrative Form Year 2 Budget (Sheet 4)

Instructions:

1. For each individual budget category, describe all KFA funding information in detail, including basis for calculation.
2. For each line item described, include the correlated amount(s) in Column C.
3. If a category does not apply and is blank on your Summary Budget Form, write "N/A."
4. Organizations should fill in all applicable blue colored cells.

YEAR 2 Budget

Applicant Name: Unified Government of Wyandotte Co/KCK Public Health Department
Project Title: Expanding Wyandotte County Peer Support for Youth and Spanish-Speakers

TOTAL KFA FUNDS REQUESTED

\$150,000

Year 2 - Budget Category	Total Amount Requested
DIRECT COSTS/EXPENSES	
A. Salaries (Identify staffing requirements by each position title and brief description of duties and % FTE. In the details box below, indicate if staffing position is new and must be hired, or a current position. Explain why staffing position is not reimbursable by any means other than KFA funding).	
Peer Recovery Support Specialist (serving young adults)	\$89,810
Peer Recovery Support Specialist (serving Spanish speakers)	44,905
	44,905
Additional Salary Details (if needed): Funding will support two (2) full-time Peer Support Recovery Specialists at a salary of \$44,905 each. This salary is a 3% higher than Year 1 due to COLA. Both will be dedicated 100% to the KFA project. We currently employ 2 Peers and a Program Coordinator through a Department of Justice grant (Comprehensive Opioid and Stimulant Substance Use Program). They are at full capacity with clients, and more peers are needed to serve youth (15-24) and Spanish-speaking populations. We are exploring Medicaid reimbursement for peer services.	
TOTAL Salaries	\$89,810
B. Benefits (total benefits associated with personal dedicated to KFA project, should not exceed more than 25% of total salary costs).	\$22,452
Peer #1: 25% of benefit costs for health coverage, KPERS retirement, FICA, and unemployment insurance.	
Fringe amount = \$30,287 [Health Coverage] + (\$44,905 * 18.34%) [KPERS, FICA, Unemployment] = \$38,523	
Benefit request capped at 25% of salary. \$44,905 * 25% = \$11,226	11,226
Peer #2: same	11,226
The remaining benefit costs will be covered through Unified Government funds	
Additional Benefit Details (if needed): Funds will support 25% of the benefits of 2 Peers. Fringe rates for the Unified Government include comprehensive health coverage, with medical, dental, and vision. That costs us \$30,287 annually for family coverage per employee. These are new hires, so we must budget for the family insurance package. The remainder of the benefits are assessed as a rate. They include contribution to Kansas Public Employee Retirement System (10.59% of salary); Social Security (6.20% of salary); Medicare (1.45% of salary); and Unemployment insurance (.10% of salary).	
TOTAL Benefits	\$22,452
C. Consultants/Contractual Services (provide a line item breakdown for each sub-project/contract and describe specific services. Include consultant costs here)	\$0
Additional Benefit Details (if needed):	
TOTAL Consultants	\$0
D. Supplies (provide a general overview of supplies needed for the project. Technology [laptops, etc.] should be described in the equipment section)	\$14,400
Mobile phones for clients. \$40 phone * 180 needed for Year 1 (estimate) = \$7,200	7,200
Phone cards for clients. \$20/card * 180 clients annually needing phones * 2 months = \$7,200	7,200
Additional Supply Details(if needed): Low cost basic phones and 30-day phone cards will be provided for clients who do not have access to a phone. Many Peer Support clients are unhoused or are living at or below the poverty line and cannot purchase a phone. Providing a means of communication between our Peer Support Specialists and their clients in supporting their recovery is vital. This gives clients the ability to contact resources, follow through on referrals, and reach out to their Peer Support Specialist when in crisis. Cards last for 30 days.	
TOTAL Supplies	\$14,400

Kansas Fights Addiction (KFA)

Budget Narrative Form Year 2 Budget (Sheet 4)

Instructions:

1. For each individual budget category, describe all KFA funding information in detail, including basis for calculation.
2. For each line item described, include the correlated amount(s) in Column C.
3. If a category does not apply and is blank on your Summary Budget Form, write "N/A."
4. Organizations should fill in all applicable blue colored cells.

YEAR 2 Budget

Applicant Name: Unified Government of Wyandotte Co/KCK Public Health Department
Project Title: Expanding Wyandotte County Peer Support for Youth and Spanish-Speakers

E. Transportation/Travel/Education (provide detail on in-state and out-of-state travel including reason for travel [site-visit, conference, etc.])	\$5,500
Peer mileage: 2.8 trips per week * 10 miles/trip * 52 weeks * 72.5 cents mile * 2 peers = \$2,142	2,142
State Conference (KS Opioid and Stimulant Conference) for two (2) peers. Estimating travel to Wichita and 2 overnight stays. Per diem (\$196) + lodging (\$440) + transportation (\$286) + Registration fees (\$100) = \$1,022	1,022
National Conference (RISE Conference) for two (2) peers. Estimating travel to Nashville and 3 overnight stays. Per diem (\$378) + lodging (\$1,302) + transportation (\$656) =	2,336
STATE CONFERENCE: GSA FY2026 Per Dim rate for daily lodging in Kansas is \$110/night. State Conference Transportation: Last year's Opioid and Stimulant Conference was in Wichita, KS, or 394 round-trip miles from the Wyandotte Co Health Dept. Using that conference for estimation purposes. The GSA mileage rate for FY26 is \$.725. The 2 staff will carpool in one vehicle. State Conference Meals: Most conferences provide lunch, so daily estimate is \$16/breakfast + \$28/dinner +\$5 incidental = \$49/day for each staff. Conference fees based on prior years.	
Additional Transportation Details (if needed): NATIONAL CONFERENCE - The 2026 RISE conference, focused on serving justice-involved individuals with mental health and substance use. Last year in Nashville, TN. Using Nashville for estimation purposes. GSA FY26 lodging rate is \$217/night. Estimating 3 nights. Using Nashville as an estimate, roundtrip tickets in July 2026 from Kansas City to Nashville were \$328 each. Most conferences provide lunch, so daily estimate for Nashville is \$22/breakfast + \$36/dinner +\$5 incidental = \$63/day. Estimating 3 days travel for 2 Peers. Conference fees paid for through other sources.	
TOTAL Transportation/Travel	\$5,500
F. Equipment purchase/rental (provide details on equipment purchase/rental) Note that any single item over \$5,000 with a useful life of longer than one year is considered a capital purchase	\$0
Additional Equipment Details (if needed):	
TOTAL Equipment Purchase/Rental	\$0
H. Miscellaneous/Other (provide detail on any project costs not included in other categories).	\$4,560
Cell phone plans for peers (2). \$40/month * 2 phone plans * 12 months = \$960 per year	960
Vital Documents Fund	1,000
Bus passes. \$20 weekly bus pass * 130 passes = \$2,600	2,600
Additional Miscellaneous/Other Details (if needed): PHONES PLANS: Peers require separate work phones to for safety and to maintain professional boundaries. VITAL DOCUMENTS: Funding to cover Drug Court clients, unhoused clients, and others to get IDs and birth certificates, and other identification. Identified by current Peers and Drug Court staff as a common barrier. BUS PASSES: Transportation for individuals engaged with the treatment court programs and others, to assist them in making community corrections appointments, recovery-related appointments, and other appointments which will aid in their recovery.	
TOTAL Misc./Other	\$4,560
I. INDIRECT EXPENSES (overhead costs allocable to the project) Note: Indirect costs should not exceed 10% of total direct costs.	\$13,278
Indirect expenses are paid into the Health Department Fund Balance, to offset the overhead costs provided by the Unified Government such as custodial, finance, human resource, legal, utilities, and other services. We are requesting 10% of total direct costs.	13,278
TOTAL Indirect Expense	\$13,278
G. Capital Expenses (also complete sheet 7 if capital is requested)	\$0
TOTAL EXPENSES	\$ 150,000

Kansas Fights Addiction (KFA)

Budget Narrative Form Year 3 Budget (Sheet 5)

Instructions:

1. For each individual budget category, describe all KFA funding information in detail, including basis for calculation.
2. For each line item described, include the correlated amount(s) in Column C.
3. If a category does not apply and is blank on your Summary Budget Form, write "N/A."
4. Organizations should fill in all applicable blue colored cells.

YEAR 3 Budget

Applicant Name: Unified Government of Wyandotte Co/KCK Public Health Department
Project Title: Expanding Wyandotte County Peer Support for Youth and Spanish-Speakers

TOTAL KFA FUNDS REQUESTED

\$150,000

Year 3 - Budget Category	Total Amount Requested
DIRECT COSTS/EXPENSES	
A. Salaries (Identify staffing requirements by each position title and brief description of duties and % FTE. In the details box below, indicate if staffing position is new and must be hired, or a current position. Explain why staffing position is not reimbursable by any means other than KFA funding).	
Peer Recovery Support Specialist (serving young adults)	\$92,504
Peer Recovery Support Specialist (serving Spanish speakers)	46,252
	46,252
Additional Salary Details (if needed): Funding will support two (2) full-time Peer Support Recovery Specialists at a salary of \$46,252 each. This salary is a 3% higher than Year 2 due to COLA. Both will be dedicated 100% to the KFA project. We currently employ 2 Peers and a Program Coordinator through a Department of Justice grant (Comprehensive Opioid and Stimulant Substance Use Program). They are at full capacity with clients, and more peers are needed to serve youth (15-24) and Spanish-speaking populations. We are exploring Medicaid reimbursement for peer services.	
TOTAL Salaries	\$92,504
B. Benefits (total benefits associated with personal dedicated to KFA project, should not exceed more than 25% of total salary costs).	
Peer #1: 25% of benefit costs for health coverage, KPERS retirement, FICA, and unemployment insurance.	\$23,126
Fringe amount = \$30,287 [Health Coverage] + (\$46,252 * 18.34%) [KPERS, FICA, Unemployment] = \$38,770	
Benefit request capped at 25% of salary. \$46,252 * 25% = \$11,563	11,563
Peer #2: same	11,563
The remaining benefit costs will be covered through Unified Government funds	
Additional Benefit Details (if needed): Funds will support 25% of the benefits of 2 Peers. Fringe rates for the Unified Government include comprehensive health coverage, with medical, dental, and vision. That costs us \$30,287 annually for family coverage per employee. These are new hires, so we must budget for the family insurance package. The remainder of the benefits are assessed as a rate. They include contribution to Kansas Public Employee Retirement System (10.59% of salary); Social Security (6.20% of salary); Medicare (1.45% of salary); and Unemployment insurance (.10% of salary).	
TOTAL Benefits	\$23,126
C. Consultants/Contractual Services (provide a line item breakdown for each sub-project/contract and describe specific services. Include consultant costs here)	
	\$0
Additional Consultant/Contractual Details (if needed):	
TOTAL Consultants	\$0
D. Supplies (provide a general overview of supplies needed for the project. Technology [laptops, etc.] should be described in the equipment section)	
Mobile phones for clients. \$40 phone * 180 needed for Year 1 (estimate) = \$7,200	\$14,400
Phone cards for clients. \$20/card * 180 clients annually needing phones * 2 months = \$7,200	7,200
	7,200
Additional Supply Details(if needed): Low cost basic phones and 30-day phone cards will be provided for clients who do not have access to a phone. Many Peer Support clients are unhoused or are living at or below the poverty line and cannot purchase a phone. Providing a means of communication between our Peer Support Specialists and their clients in supporting their recovery is vital. This gives clients the ability to contact resources, follow through on referrals, and reach out to their Peer Support Specialist when in crisis. Cards last for 30 days.	
TOTAL Supplies	\$14,400

Kansas Fights Addiction (KFA)

Budget Narrative Form Year 3 Budget (Sheet 5)

Instructions:

1. For each individual budget category, describe all KFA funding information in detail, including basis for calculation.
2. For each line item described, include the correlated amount(s) in Column C.
3. If a category does not apply and is blank on your Summary Budget Form, write "N/A."
4. Organizations should fill in all applicable blue colored cells.

YEAR 3 Budget

Applicant Name: Unified Government of Wyandotte Co/KCK Public Health Department
Project Title: Expanding Wyandotte County Peer Support for Youth and Spanish-Speakers

E. Transportation/Travel/Education (provide detail on in-state and out-of-state travel including reason for travel [site-visit, conference, etc.])	\$2,530
Peer mileage: 2 trips per week * 10 miles/trip * 52 weeks * 72.5 cents mile * 2 peers = \$1,508	1,508
State Conference (KS Opioid and Stimulant Conference) for two (2) peers. Estimating travel to Wichita and 2 overnight stays. Per diem (\$196) + lodging (\$440) + transportation (\$286) + Registration fees (\$100) =	1,022
Additional Transportation Details (if needed): State Conference Lodging: GSA FY2026 Per Dim rate for daily lodging in Kansas is \$110/night. State Conference Transportation: Last year's Opioid and Stimulant Conference was in Wichita, KS, or 394 round-trip miles from the Wyandotte Co Health Dept. Using that conference for estimation purposes. The GSA mileage rate for FY26 is \$.725. The 2 staff will carpool in one vehicle. State Conference Meals: Most conferences provide lunch, so daily estimate is \$16/breakfast + \$28/dinner +\$5 incidental = \$49/day for each staff. <u>Conference fees based on prior years.</u>	
TOTAL Transportation/Travel	\$2,530
F. Equipment purchase/rental (provide details on equipment purchase/rental) Note that any single item over \$5,000 with a useful life of longer than one year is considered a capital purchase	\$0
Additional Equipment Details (if needed):	
TOTAL Equipment Purchase/Rental	\$0
H. Miscellaneous/Other (provide detail on any project costs not included in other categories).	\$4,130
Cell phone plans for peers (2). \$40/month * 2 phone plans * 12 months = \$960 per year	960
Vital Documents Fund	1,170
Bus passes. \$20 weekly bus pass * 100 passes = \$2,000	2,000
Additional Miscellaneous/Other Details (if needed): PHONES PLANS: Peers require separate work phones to for safety and to maintain professional boundaries. VITAL DOCUMENTS: Funding to cover Drug Court clients, unhoused clients, and others to get IDs and birth certificates, and other identification. Identified by current Peers and Drug Court staff as a common barrier. BUS PASSES: Transportation for individuals engaged with the treatment court programs and others, to assist them in making community corrections appointments, recovery-related appointments, and other appointments which will aid in their recovery.	
TOTAL Misc./Other	\$4,130
I. INDIRECT EXPENSES (overhead costs allocable to the project) Note: Indirect costs should not exceed 10% of total direct costs.	\$13,310
Indirect expenses are paid into the Health Department Fund Balance, to offset the overhead costs provided by the Unified Government such as custodial, finance, human resource, legal, utilities, and other services. We are requesting 10% of total direct costs.	13,310
TOTAL Indirect Expense	\$13,310
G. Capital Expenses (also complete sheet 7 if capital is requested)	\$0
TOTAL EXPENSES	\$ 150,000

Kansas Fights Addiction (KFA)
 Budget Narrative Form Year 1 - 3 Combined Budget (Sheet 6)

This page will automatically populate totals for Years 1-3 combined. This can be used to check your descriptions and amounts.

Applicant Name: Unified Government of Wyandotte Co/KCK Public Health Department
 Project Title: Expanding Wyandotte County Peer Support for Youth and Spanish-Speakers

TOTAL KFA FUNDS REQUESTED Year 1	\$150,000
Budget Category - Year 1	Total Amount Requested
DIRECT COSTS/EXPENSES	Year 1
A. Salaries	\$87,194
Peer Recovery Support Specialist (serving young adults)	\$43,597
Peer Recovery Support Specialist (serving Spanish speakers)	\$43,597
0	\$0
0	\$0
0	\$0
TOTAL Salaries	\$87,194
B. Benefits	\$21,798
Peer #1: 25% of benefit costs for health coverage, KPERS retirement, FICA, and unemployment insurance. Fringe amount = \$30,287 [Health Coverage] + (\$43,597 * 18.34%) [KPERS, FICA, Unemployment] = \$38,283 Benefit request capped at 25% of salary. \$43,597 * 25% = \$10,899	\$10,899
Peer #2: same	\$10,899
The remaining benefit costs will be covered through Unified Government funds	\$0
0	\$0
0	\$0
TOTAL Benefits	\$21,798
C. Consultants/Contractual Services	\$0
0	\$0
0	\$0
0	\$0
0	\$0
0	\$0
TOTAL Consultants	\$0
D. Supplies	\$7,200
Mobile phones for clients. \$40 phone * 90 needed for Year 1 (estimate) = \$3,600	\$3,600
Phone cards for clients. \$20/card * 90 clients annually needing phones * 2 months = \$3,600	\$3,600
0	\$0
0	\$0
#REF!	\$0
TOTAL Supplies	\$7,200

TOTAL KFA FUNDS REQUESTED Year 2	\$150,000
Budget Category - Year 2	Total Amount Requested
DIRECT COSTS/EXPENSES	Year 2
A. Salaries	\$89,810
Peer Recovery Support Specialist (serving young adults)	\$44,905
Peer Recovery Support Specialist (serving Spanish speakers)	\$44,905
0	\$0
0	\$0
0	\$0
TOTAL Salaries	\$89,810
B. Benefits	\$22,452
Peer #1: 25% of benefit costs for health coverage, KPERS retirement, FICA, and unemployment insurance. Fringe amount = \$30,287 [Health Coverage] + (\$44,905 * 18.34%) [KPERS, FICA, Unemployment] = \$38,523 Benefit request capped at 25% of salary. \$44,905 * 25% = \$11,226	\$11,226
Peer #2: same	\$11,226
The remaining benefit costs will be covered through Unified Government funds	\$0
0	\$0
0	\$0
TOTAL Benefits	\$22,452
C. Consultants/Contractual Services	\$0
0	\$0
0	\$0
0	\$0
0	\$0
0	\$0
TOTAL Consultants	\$0
D. Supplies	\$14,400
Mobile phones for clients. \$40 phone * 180 needed for Year 1 (estimate) = \$7,200	\$7,200
Phone cards for clients. \$20/card * 180 clients annually needing phones * 2 months = \$7,200	\$7,200
0	\$0
0	\$0
0	\$0
TOTAL Supplies	\$14,400

TOTAL KFA FUNDS REQUESTED Year 3	\$150,000
Budget Category - Year 3	Total Amount Requested
DIRECT COSTS/EXPENSES	Year 3
A. Salaries	\$92,504
Peer Recovery Support Specialist (serving young adults)	\$46,252
Peer Recovery Support Specialist (serving Spanish speakers)	\$46,252
0	\$0
0	\$0
0	\$0
TOTAL Salaries	\$92,504
B. Benefits	\$23,126
Peer #1: 25% of benefit costs for health coverage, KPERS retirement, FICA, and unemployment insurance. Fringe amount = \$30,287 [Health Coverage] + (\$46,252 * 18.34%) [KPERS, FICA, Unemployment] = \$38,770 Benefit request capped at 25% of salary. \$46,252 * 25% = \$11,563	\$11,563
Peer #2: same	\$11,563
The remaining benefit costs will be covered through Unified Government funds	\$0
0	\$0
0	\$0
TOTAL Benefits	\$23,126
C. Consultants/Contractual Services	\$0
0	\$0
0	\$0
0	\$0
0	\$0
0	\$0
TOTAL Consultants	\$0
D. Supplies	\$14,400
Mobile phones for clients. \$40 phone * 180 needed for Year 1 (estimate) = \$7,200	\$7,200
Phone cards for clients. \$20/card * 180 clients annually needing phones * 2 months = \$7,200	\$7,200
0	\$0
0	\$0
0	\$0
TOTAL Supplies	\$14,400

Kansas Fights Addiction (KFA)
Budget Narrative Form Year 1 - 3 Combined Budget (Sheet 6)

This page will automatically populate totals for Years 1-3 combined. This can be used to check your descriptions and amounts.

Applicant Name: Unified Government of Wyandotte Co/KCK Public Health Department
Project Title: Expanding Wyandotte County Peer Support for Youth and Spanish-Speakers

E. Transportation/Travel/Education	\$2,530
Peer mileage: 2 trips per week * 10 miles/trip * 52 weeks * 72.5 cents mile * 2 peers = \$1,508	\$1,508
State Conference (KS Opioid and Stimulant Conference) for two (2) peers. Estimating travel to Wichita and 2 overnight stays. Per diem (\$196) + lodging (\$440) + transportation (\$286) + Registration fees (\$100) =	\$1,022
0	\$0
0	\$0
0	\$0
TOTAL Transportation/Travel	\$2,530
F. Equipment purchase/rental	\$5,120
Two (2) 16" Dell laptops. \$2,160 each * 2 laptops = \$4,120 Cost is based on quote retrieved 6/24/2026 from Dell	\$4,120
Two (2) cell phones for peers. \$500 each * 2 phones = \$1,000.	\$1,000
0	\$0
0	\$0
0	\$0
TOTAL Equipment Purchase/Rental	\$5,120
H. Miscellaneous/Other	\$2,830
Cell phone plans for peers (2). \$40/month * 2 phone plans * 12 months = \$960 per year	\$960
Vital Documents Fund	\$870
Bus passes. \$20 weekly bus pass * 50 passes = \$1,000	\$1,000
0	\$0
0	\$0
TOTAL Misc./Other	\$2,830
I. INDIRECT EXPENSES	\$13,328
Indirect expenses are paid into the Health Department Fund Balance, to offset the overhead costs provided by the Unified Government such as custodial, finance, human resource, legal, utilities, and other services. We are requesting 10% of total direct costs.	\$13,328
0	\$0
0	\$0
0	\$0
0	\$0
TOTAL Indirect Expense	\$13,328
G. Capital Expenses	\$10,000
TOTAL COSTS/EXPENSES	\$150,000

E. Transportation/Travel/Education	\$5,500
Peer mileage: 2.8 trips per week * 10 miles/trip * 52 weeks * 72.5 cents mile * 2 peers = \$2,142	\$2,142
State Conference (KS Opioid and Stimulant Conference) for two (2) peers. Estimating travel to Wichita and 2 overnight stays. Per diem (\$196) + lodging (\$440) + transportation (\$286) + Registration fees (\$100) = \$1,022	\$1,022
National Conference (RISE Conference) for two (2) peers. Estimating travel to Nashville and 3 overnight stays. Per diem (\$378) + lodging (\$1,302) + transportation (\$656) =	\$2,336
0	\$0
STATE CONFERENCE: GSA FY2026 Per Dim rate for daily lodging in Kansas is \$110/night. State Conference Transportation: Last year's Opioid and Stimulant Conference was in Wichita, KS, or 394 round-trip miles from the Wyandotte Co Health Dept. Using that conference for estimation purposes. The GSA mileage rate for FY26 is \$.725. The 2 staff will carpool in one vehicle. State Conference Meals: Most conferences provide lunch, so daily estimate is \$16/breakfast + \$28/dinner +\$5 incidental = \$49/day for each staff. Conference fees based on prior years.	\$0
TOTAL Transportation/Travel	\$5,500
F. Equipment purchase/rental	\$0
0	\$0
0	\$0
0	\$0
0	\$0
0	\$0
TOTAL Equipment Purchase/Rental	\$0
H. Miscellaneous/Other	\$4,560
Cell phone plans for peers (2). \$40/month * 2 phone plans * 12 months = \$960 per year	\$960
Vital Documents Fund	\$1,000
Bus passes. \$20 weekly bus pass * 130 passes = \$2,600	\$2,600
0	\$0
0	\$0
TOTAL Misc./Other	\$4,560
I. INDIRECT EXPENSES	\$13,278
Indirect expenses are paid into the Health Department Fund Balance, to offset the overhead costs provided by the Unified Government such as custodial, finance, human resource, legal, utilities, and other services. We are requesting 10% of total direct costs.	\$13,278
0	\$0
0	\$0
0	\$0
0	\$0
TOTAL Indirect Expense	\$13,278
G. Capital Expenses	\$0
TOTAL COSTS/EXPENSES	\$150,000

E. Transportation/Travel/Education	\$2,530
Peer mileage: 2 trips per week * 10 miles/trip * 52 weeks * 72.5 cents mile * 2 peers = \$1,508	\$1,508
State Conference (KS Opioid and Stimulant Conference) for two (2) peers. Estimating travel to Wichita and 2 overnight stays. Per diem (\$196) + lodging (\$440) + transportation (\$286) + Registration fees (\$100) =	\$1,022
0	\$0
0	\$0
0	\$0
TOTAL Transportation/Travel	\$2,530
F. Equipment purchase/rental	\$0
0	\$0
0	\$0
0	\$0
0	\$0
0	\$0
TOTAL Equipment Purchase/Rental	\$0
H. Miscellaneous/Other	\$4,130
Cell phone plans for peers (2). \$40/month * 2 phone plans * 12 months = \$960 per year	\$960
Vital Documents Fund	\$1,170
Bus passes. \$20 weekly bus pass * 100 passes = \$2,000	\$2,000
0	\$0
0	\$0
TOTAL Misc./Other	\$4,130
I. INDIRECT EXPENSES	\$13,310
Indirect expenses are paid into the Health Department Fund Balance, to offset the overhead costs provided by the Unified Government such as custodial, finance, human resource, legal, utilities, and other services. We are requesting 10% of total direct costs.	\$13,310
0	\$0
0	\$0
0	\$0
0	\$0
TOTAL Indirect Expense	\$13,310
G. Capital Expenses	\$0
TOTAL COSTS/EXPENSES	\$150,000



TOTAL KFA FUNDS REQUESTED Years 1 - 3 Combined	\$450,000
Budget Category - Years 1 - 3 Combined	Total Amount Requested
DIRECT COSTS/EXPENSES	Years 1 - 3 Combined
A. Salaries	\$269,508
TOTAL SALARIES	\$269,508
B. Benefits	\$67,376
TOTAL BENEFITS	\$67,376
C. Consultants/Contractual Services	\$0
TOTAL CONSULTANTS	\$0
D. Supplies	
	\$36,000
TOTAL SUPPLIES	\$36,000
E. Transportation/Travel/Education	\$10,560
TOTAL TRANSPORTATION/TRAVEL/EDCATION	\$10,560
F. Equipment purchase/rental	\$5,120
TOTAL EQUIPMENT PURCHASES/RENTALS	\$5,120
H. Miscellaneous/Other	\$11,520
TOTAL MISC/OTHER	\$11,520
INDIRECT COSTS/EXPENSES	
I. INDIRECT COSTS/EXPENSES	\$39,916
TOTAL INDIRECT COSTS	\$39,916
CAPITAL	
G. Capital Expenses	\$10,000
TOTAL EXPENSES	\$450,000



Kansas Fights Addiction (KFA)

Capital Budget Form (Sheet 7)

Capital outlay includes expenditures of \$5,000 per item or more, with a useful life of one (1) year or longer, incurred on the purchase of tangible asset(s), including (but not limited to) building, construction, equipment, etc. used in the production of goods or the rendering of services in accordance with the KFA abatement requirements. Capital expenditures are allowable for KFA grants if the costs directly enable the project strategies to be completed. Please see the KFA Capital Guidelines (located in Fluxx) for additional information. Capital projects will be reviewed on a case-by-case basis and will require extensive review and consideration. Capital projects must be deemed necessary to the successful implementation of the allowable associated opioid abatement strategy for the life of the asset or as mutually agreed upon. If you have any questions about whether a budgeted expenditure is considered capital, please reach out to Sunflower Foundation for assistance.

This Capital Budget Form must be accompanied with bids from contractor(s)/vendor(s) for the capital project requested (bids should be uploaded in Fluxx using the green plus sign located next to "Grantee Project Documents"). The combined bid amounts should match the total capital requested amount.

Instructions: Applicants should fill in all blue colored cells.

Applicant Name: Test Organization in Kansas
Project Title: Special Project in Kansas

TOTAL KFA FUNDS REQUESTED FOR CAPITAL (for Years 1 - 3)	\$10,000
Detailed Description of Item(s)/Expenditure(s)	Total Amount Requested
Work will include: 1) Clearing a small section of nursing cubicles on the 1st floor, 2) Erecting an office with a door that closes for the Substance Use Coordinator, 3) Partitioning substance use office from larger nursing office area, 4) Re-positioning cubicles to accomodate four (or more) peers within the cubicle pod.	\$ 10,000.00
TOTAL CAPITAL COSTS	\$10,000.00
What is the need for the item(s)/expenditure(s) and how does it directly enable project strategies to be completed?	
With the addition of two additional peers, our 5-person substance use team needs new office space within the Health Department. We are out of space in the Community Health Division office. If awarded, we plan to transition the Substance Use Team down to the 1st floor clinical environment. The current space lacks an office with a door that closes, for 1:1 supervision by the Substance Use Coordinator and private meetings. Without retrofitting the new space, the peers will be physically located in different areas. This reduces the chance for learning and cross-collaboration on the peer team.	
Will other funding sources also be used for this purchase? If so please provide details of those funding sources and how they will be used.	
This funding will be sufficient for the office retrofit.	
How will this capital be sustained and maintained in the years moving forward? Will there be additional operating costs? If so, how will those costs be covered? (consider registration, inspections, ongoing maintenance/insurance, fees, landlord approvals, etc.)	
There will be no additional operating costs to sustain with this capital expenditure.	
Please provide any additional information that will be helpful for project consideration by the KFA Board.	
All construction/building modification quotes go through our Buildings & Logistics Department who have been occupied with World Cup logistics. We were unable to secure a quote from Interior Landscapes. In 2023 they created two new WIC supervisor offices, at a cost of \$11,283, using prefabricated wall partitions. This capital project will be of less scale as only 1 supervisor office is required. We used the 2023 quote as a basis for cost estimation and will work with Buildings & Logistics to secure a quote as they have capacity.	

KFA Summary Budget Form Helpful Notes (sheet 8)

Applicants should fill out all applicable blue COLORED cells on Summary Budget Form

ROW	NOTES
Row 5	Enter the Applicant name
Row 6	Enter the Organization name (if different than Applicant name)
Row 7	Enter the Project Duration (start date and stop date of project that the budget will cover - should not exceed 36 months)
Row 8	Enter the Project Title
Row 11	Enter the TOTAL KFA funds requested (includes all priority areas your project is covering)
Row 12	IF your total project budget includes funding from another public or private source, please list those fund amounts here
Row 13	IF your total project budget includes funds committed from your own organization, please list those fund amounts here
Row 14 - Total Project Budget	This cell is locked and will auto calculate based upon your above entries
Row 17	This cell is locked and will auto populate based upon above entries
Row 21 - 28	These rows are for your direct KFA requested funds budget costs by category, please list applicable costs in appropriate category, if there is no cost for a category, please enter 0
NOTE: Row 22 - Benefits	Total benefits charged to the project should not exceed 25% of the total salary costs charged to the project
NOTE: Row 27 - Capital Costs	Capital costs are fixed, one-time expenses (greater than \$5,000 per item, with the useful life of over 1 year) that are incurred on the purchase of buildings, construction and equipment used in the production of goods or the rendering of services. Capital costs may be allowable for KFA grants if the costs directly enable the project strategies to be completed but will require additional review. IF capital costs are included in your project budget, a separate Capital Budget Form must be filled out (Sheet 7). Contractor/vendor bids for the capital project requested must be included (Bids should be uploaded into Fluxx using the green plus sign located next to "Grantee Project Documents"). Sub granting/subcontracting with another organization for capital projects is not allowed.
Row 29 - Subtotal Direct Expenses	This cell is locked and will auto calculate your total direct expenses based on your above entries
Row 32	This cell is for you to record your indirect expenses. Indirect expenses include costs which are frequently referred to as overhead expenses (for example, rent and utilities) and general and administrative expenses (for example, officers' salaries, accounting department costs and personnel department costs). Indirect expenses charged to KFA funds should NOT exceed 10% of total KFA direct funds requested. Budget ceiling is \$150,000 a year or \$450,000 combined year 1 - 3, including indirect costs.
Row 33 - Subtotal Indirect Expenses	This cell is locked. It will auto populate based on your above entries
Row 35 - Total Expenses	This cell is locked. It will auto calculate your total expenses (direct + indirect)
Row 37 - Total Net Project	This cell is locked. It will auto calculate to ensure that the funds you are asking for (Row 21) equals the expenses you have charged (row 39) and SHOULD EQUAL \$0.00. For example, if you are asking for \$100,000 from KFA, you need \$100,000 worth of line item expenses in your direct and indirect expenses rows. If you do, Row 41 will be \$0.00, meaning you have allocated all of the funds that you have asked for.

Kansas Fights Addiction (KFA) Budget Narrative Form SAMPLE (sheet 9)		*NOTE - The line item totals in the gray cells are auto filled from your summary budget form. If the TOTAL line item (auto calculated) for each category matches the line item amount brought over from your budget form, the TOTAL line item cell will appear green. If the TOTAL line item does not match the amount from your budget form, the cell will appear red and corrections are needed. FOR EXAMPLE: if the GRAY cell for Salaries reads \$10,000 (that \$10,000 was auto pulled from your salary line item on your budget form), then your detailed calculations need to add up to \$10,000. If they don't, the cell will turn red and you will need to adjust your detailed calculations.	
Instructions: 1. For each individual budget category, describe all KFA funding information in detail, including basis for calculation. 2. For each line item described, include the correlated amount(s) in Column C. 3. If a category does not apply and is blank on your Summary Budget Form, write "N/A." 4. Organizations should fill in all applicable blue colored cells. Applicant Name: TEST ORGANIZATION Project Title: UNIQUE PROJECT TITLE			
TOTAL KFA FUNDS REQUESTED			\$200,000
Budget Category			Total Amount Requested
DIRECT EXPENSES			
A. Salaries (for personnel dedicated to KFA project, list title and % FTE allocated). Indicate if staffing position is new and must be hired or current position. Explain why staffing position is not reimbursable by any other means other than KFA funding.		\$55,000	This cell will auto fill based on your budget form
Substance Use Disorder Counselor, LAC X 1 - .20 FTE		15,000	Use these cells to identify staffing requirements by each position title and brief description of duties and % FTE. In ROW 19 Salary Details, indicate if the staffing position is new and must be hired, or a current position. Explain why staffing position in not reimbursable by any other means other than KFA Funding
Peer Support Specialist x1 - 100% FTE		40,000	
Additional Salary Details (if needed): The SUD Counselor will assist in the treatment of clients. This is a current existing position with LAC certification, thus will not need to be hired. The .20 FTE that KFA funds will cover will go towards the treatment of uninsured clients, this will allow us to dedicate additional caseload capacity for this population. Peer Support Specialist will be added to expand these services to our local Emergency Department. This new position will need to be hired, finding a peer support specialist for hire is not anticipated to cause any delays as these positions are typically easier for our organization to fill than others such as counselors due to our alumni network. All positions will be sustained after the grant via county budget in FY26 and thus will not rely upon other state billable reimbursement structures.			
TOTAL Salaries		\$55,000	This cell is locked, it will auto calculate based on your above entries.
B. Benefits (total benefits associated with personnel dedicated to KFA project, should not exceed more than 25% of total salary costs)		\$9,521	This cell is locked, it will auto fill from your budget form
Federal Insurance Contributions Act (FICA) @ 7.65% of Salary		4,208	Use these cells to provide details on any benefits costs charged to your KFA budget
Employer Portion of health and dental insurance benefits @ 7.8% of Salary		4,290	
Unemployment Insurance @ .16% of Salary; Workers Comp @ .40% of Salary; Disability @ .3% of Salary		473	
Life Insurance @ 1% of Salary		550	
Additional Benefit Details (if needed): Employer benefit costs associated with LAC X .2 FTE and new peer support specialist			
TOTAL Benefits		\$9,521	This cell is locked, it will auto calculate based on your entries above
C. Consultants/Contractual Services (provide a line item breakdown for each sub-project/contract and describe specific services. Include consultant costs here)		\$71,742	This cell is locked, it will auto fill from your budget form
Contract with Transportation Drivers (MAT/MOUD services \$.67/mile X 25 miles X 4 patients per week X 26 weeks)		1,742	Use these cells to provide details on any consultant costs charged to your KFA budget
Contract with physician to provide MOUD services (\$200/hr x 350 hours)		70,000	
Additional Consultants/Contractual Services Details (if needed): MOUD contract with MD will include an estimated average of 6-7 hours/week at our clinic location and within the ED to provide MOUD physician services including MOUD induction and follow-up care.			This cell is locked, it will auto calculate based on your entries above
TOTAL Consultants		\$71,742	This cell is locked, it will auto calculate based on your entries above
D. Supplies (provide a general overview of supplies needed for the project. Technology [laptops, etc.] should be described in the equipment section)		\$52,290	This cell is locked, it will auto fill from your budget form
Naloxone @ \$37.50 per kit X 100 kits (2 doses per kit)		3,750	Use these cells to provide details on any supply costs charged to your KFA budget (laptops and other technology should be listed under equipment)
MOUD - Buprenorphine (Rx \$58/8mg film or \$12/8mg tabs) or Vivitrol (\$669/monthly injection)		48,540	

Additional Supply Details (if needed): Will coordinate Naloxone purchase with DCCCA at the reduced price included above. MOUD includes options for MOUD therapy to be provided based on therapy best suited for each individual patient needs, as determined by the patient and MD. MOUD estimations are based on average 340B acquisition cost per month per patient. MOUD will be provided to the uninsured/individuals unable to self-pay or not covered by any other funding source for this project. Actual costs and number of patients served may vary by patient needs, estimations were based on a calculation of 50 patients for 6 months (20 patients receiving Bup. Film, 20 patients receiving Bup. Tab, and 10 patients receiving Vivitrol)		
TOTAL Supplies	\$52,290	This cell is locked, it will auto calculate based on your entries above
E. Transportation/Travel/Education (provide detail on in-state and out-of-state travel including reason for travel [site-visit, conference, etc.])	\$465	This cell is locked, it will auto fill from your budget form
Kansas Opioid Conference Attendance (KOC) Registration for one staff member based on 2023 rates, 1 staff	50	Use these cells to provide detail on any travel costs charged to your KFA budget. Per diem rates must be reasonable. Reasonable rates should be in accordance with your internal organization policies or including but not limited to the published U.S. government allowance rates (available from the www.gsa.gov website). Include comprehensive justification for rates that exceed GSA guidelines.
KOC Hotel stay X 1 night - Est. based on 2023 conference room block at Hyatt Regency = \$98/night +taxes &fees = \$114.29	114	
KOC meal per diem rate X 2 days - Wichita travel day per diem rate of \$48/day X 2	96	
KOC Round trip (RT) mileage from Topeka to Wichita with tolls (148 miles X 2 - 284 RT miles X .655/mile = \$186.02, cash toll rate of \$9.25 X 2 - \$18.50 RT tolls fees	205	
Additional Transportation/Travel/Education Details (if needed): Provisions for new peer support specialist to attend KOC conference in Wichita as estimated by 2026 conference costs/rates. Per diem estimations based on GSA rates.		
TOTAL Transportation/Travel/Education	\$465	This cell is locked, it will auto calculate based on your entries above
F. Equipment purchase/rental (provide justification for equipment purchase/rental) Note that any single item over \$5,000 with a useful life of longer than one year is considered a capital purchase	1,770	This cell is locked, it will auto fill from your budget form
Laptop (\$1200), docking station (\$210), monitors x2 (\$120 each = \$240), wireless keyboard & mouse (\$60), external webcam (\$60) at \$1,770/person X 1	1,770	Use these cells to provide detail on any equipment purchase or rental costs charged to your KFA budget (Items more than \$5,000 per with a useful life of greater than one year should be listed in Capital)
Additional Equipment Details (if needed): This equipment will provide the necessary equipment for the new Peer Support Specialist position noted above		
TOTAL Equipment Purchase/Rental	\$1,770	This cell is locked, it will auto calculate based on your above entries
H. Miscellaneous/Other (provide detail on any project costs not included in other categories)	-	This cell is locked, it will auto fill from your budget summary
		Use these cells to detail any costs that do not fit into any of the other categories provided.
Additional Miscellaneous/Other Details (if needed):		
TOTAL Misc./Other	\$0	This cell is locked, it will auto calculate based on your above entries
I. INDIRECT EXPENSES (includes administrative support, overhead, and other minor indirect expenses) Note: indirect should not exceed 10% of total direct budget	\$9,212	This cell is locked, it will auto fill from your budget form
Indirect costs, including administrative oversight associated with XX project	9,212	Use these cells to provide detail on any indirect expenses charged to your KFA budget. Indirect Expenses should be no more than 10% of total KFA Direct Expenses.
TOTAL Indirect Expenses	\$9,212	This cell is locked, it will auto calculate based on your above entry
G. Capital Expenses (also complete sheet 7 if capital is requested)	\$	This cell is locked, it will auto fill from your Summary Budget Form
TOTAL EXPENSES	\$ 200,000	This cell is locked, it will auto calculate from your entries above and will appear green if the total matches the TOTAL KFA FUNDS requested on your budget form



Sunflower Foundation

**Kansas Fights Addiction (KFA) Grant Review Board
and Sunflower Foundation on
behalf of the Kansas Office of the Attorney General**

REQUEST FOR GRANT PROPOSALS

FOR

**Substance Use Disorder Recovery Services through Peer Supports
and Community Health Workers**

Short Title: Peers/CHWs

Kansas Fights Addiction 2026
Summary of the Request for Proposals (RFP)

Key Dates

- **Posted Date:** Tuesday, May 26, 2026
- **Confirmation of Intent to Apply Deadline:** 5:00 pm CDT on Tuesday, June 9, 2026
- **Application Deadline:** 5:00 pm CDT on Friday, June 26, 2026
- **Funding Announcements:** Anticipated to be on or before Monday, September 26, 2026

You can find a list of frequently asked questions (FAQs) on [page 13](#) of this packet.
To ensure a timely and appropriate response to all inquiries, please email questions to:
KFAinfo@sunflowerfoundation.org

Grant Title:	Peers and Community Health Workers
Description:	The Kansas Fights Addiction Grant Review Board (KFAB), Kansas Office of the Attorney General (OAG), and Sunflower Foundation are accepting applications for Peers, Community Health Workers, and barrier reduction supports. The purpose of the KFA program is to prevent, reduce, treat, or mitigate the effects of substance abuse and addiction. The KFA grant program is funded by the Kansas opioid settlements obtained by OAG. Sunflower Foundation serves as the grant administrator for KFAB. To learn more about KFA, visit https://ag.ks.gov/about-the-office/affiliated-orgs/kansas-fights-addiction-act-grant-review-board .
Eligibility:	Eligibility is limited to state entities, municipalities, nonprofit entities, and for-profit private entities that provide services in Kansas for the purposes of preventing, reducing, treating, or otherwise abating or remediating substance abuse or addiction and has released or will release its legal claims arising from covered conduct against each defendant that is required by the opioid litigation.
Total Available Funding:	\$4,050,000
Award Ceiling:	Up to \$450,000 (\$150,000 per year)
Length of Project:	Up to 3 years – Awarded projects should anticipate an earliest start date of November 2026
Authorizing Statute:	KFA grants are authorized under the Kansas House Bill 2079, Kansas Fights Addiction Act, codified as KSA 75-775 to -781.

Purpose and Overview of Settlement Funds

The Office of the Attorney General (OAG) negotiated opioid settlement payments for Kansas and its counties and municipalities. These direct payments to Kansas consist of both one-time payments and recurring payments estimated to occur through 2038.

The purpose of the Kansas Fights Addiction Grant Program (KFA) is to prevent, reduce, treat, or mitigate the effects of substance abuse and addiction. The KFA grant program is funded by the Kansas opioid settlements obtained by OAG. Sunflower Foundation serves as the grant administrator for the Kansas Fights Addiction Grant Review Board (KFAB). To learn more about KFA, visit <https://ag.ks.gov/about-the-office/affiliated-orgs/kansas-fights-addiction-act-grant-review-board>.

Populations to be Served

Populations served may include, but are not limited to, individuals with or at risk of developing opioid use disorder (OUD) and/or any co-occurring substance use disorders or mental health (SUD/MH) conditions; individuals involved in the criminal legal system and in need of medications or other SUD services; and/or children impacted by substance use.

Statutory Guidance

During award consideration, KFAB will consider the following qualifying project criteria pursuant to Kansas House Bill 2079, Kansas Fights Addiction Act, codified as KSA 75-775 to -781.

- A. applications proposing science and data-driven approaches to the work;
- B. the sustainability of programming after grant funds are exhausted;
- C. qualified applicants that are not otherwise seeking or receiving funds from opioid litigation;
- D. applications to expand availability of certified drug abuse treatment programs authorized by KSA 2020 Supp. 21-6824.

KFA grants can only support services provided in Kansas or for Kansans. If an organization is based in or provides services in another state, prorated support of the proposed work will be considered only if documentation is provided to verify the percentage of services provided in Kansas or for Kansans.

Notice of Public Disclosure

Sunflower Foundation and the Kansas Fights Addiction Grant Review Board are subject to the Kansas Open Meeting Act (K.S.A. 75-4317 et seq.) and the Kansas Open Records Act (K.S.A. 45-215 through 45-223). Consequently, all materials received in an application process may be subject to public release pursuant to these statutes.

Deadline and Submission Process

1. **Confirmation of Intent (COI) to Apply Deadline: 5:00 pm CDT on Tuesday, June 9, 2026, via survey at <https://www.surveymonkey.com/r/KF3533B>.**

Sunflower Foundation is requesting that prospective applicants submit a brief survey of the organization's intent to apply for this funding opportunity. COI is not required but is strongly encouraged to assist in structuring an efficient review process.

COI survey questions include:

- name of organization intending to apply;
- type of organization;
- primary contact;
- additional comments (optional).

2. **Proposal Deadline**

Proposals must be submitted online no later than 5:00 pm CDT on Friday, June 26, 2026.

3. **Submission Process**

To be considered for KFA funds, all applications must be submitted electronically via the online grants management system (Fluxx). The online application will open on May 26, 2026 and is available at https://ksfightsaddiction.fluxx.io/user_sessions/new.

Applicants are encouraged to read through the entire request for proposals and application before beginning the submission process. This application is not a commitment for funds, nor does it obligate KFAB to grant or lend any form of financial assistance. For questions regarding online submission, please contact grants@sunflowerfoundation.org.

4. **Funding Announcements**

For applications received by the deadline, Friday, June 26, 2026, funding announcements are expected by October 26, 2026. Announcement dates are subject to change.

Grants may begin once the Letter of Agreement (LOA), the grant contract, has been executed between the foundation and the awarded organization. Initiation and execution of LOA will follow funding announcements.

Grant Application Details

Purpose

The goal of this funding opportunity is to advance community-based, recovery-oriented care by expanding availability of peer support and community health workers (CHW) working with and supporting people with substance use disorder (SUD). By expanding these services, this opportunity aims to increase access to recovery support, strengthen recovery networks, and promote sustained recovery for individuals affected by substance use disorder.

Funding will support programs that provide peer recovery support services (PRSS), such as outreach, navigation, and support services to individuals with an SUD, particularly those who face barriers to accessing SUD care, wraparound support, and community resources. Activities may include, but are not limited to, connecting individuals to SUD treatment and medical services, facilitating engagement with recovery support services, connection and guidance during the recovery journey, and coordinating barrier-reduction supports. PRSS help bridge the gap between clinical treatment and everyday life and are integral to recovery-oriented systems of care.

Organizations use a variety of job titles for positions that provide the activities above, such as recovery support specialist, care coordinator, community health worker, peer support specialist, recovery coach, peer mentor/advocate, and peer navigator. For this funding opportunity, specific job titles are not required, but applicants should detail how their project expands the availability of professionals providing these services. Applicants are also encouraged to consider where peer support specialist and community health worker certification enhances the project or leverages additional resources. Visit [SAMHSA's recent brief](#) to learn more about the similarities and differences between peer-based roles and community health workers. Additional information on Kansas certification for SUD peers is available from the [Kansas Department for Aging and Disabilities](#). Kansas certification for community health workers is available from the [Kansas Department of Health and Environment](#).

The Comprehensive Statewide [SUD Needs Assessment](#) emphasizes the many barriers, such as transportation, housing, and basic needs, that prevent individuals from accessing services and reaching long-term recovery. Under this funding opportunity, barrier-reduction supports are an allowable activity. Barrier-reduction support helps individuals engage in and remain connected to treatment and recovery services. Alongside PRSS, barrier-reduction support provides essential assistance to individuals navigating their recovery journey.

Eligible Organizations

Eligibility, defined by statute, is limited to legally formed entities in active and good standing with the Kansas Secretary of State and are tax compliant. Organizations also must provide services in Kansas for the purposes of preventing, reducing, treating, or otherwise abating or remediating substance abuse or addiction and have released or will release its legal claims arising from covered conduct against each defendant that is required by the opioid litigation.

Types of Eligible Organizations:

- Nonprofit entities that have tax-exempt status under the Internal Revenue Service Code, including 501(c)(3) and organizations such as active churches and religious organizations; or
- For-profit private entities; or
- Instrumentalities of state or local government.

Use of Grant Funds

Applicants are required to submit a project budget and associated narrative describing how the grant funds will be used for opioid and/or any co-occurring substance use disorder abatement strategies to prevent, reduce, treat, or mitigate the effects of substance abuse and addiction in Kansas.

The KFA grant program bases the release of subsequent year funds on the submission and approval of progress and financial report(s), and any other required reporting. Year two (2) and three (3) funding is contingent upon progress made on your project which may include but is not limited to:

- making measurable progress toward goals and objectives;
- timely submission of required reports;
- demonstrates appropriate and timely use of funds aligned with the KFAB-approved budget and allowability guidelines; and
- proactively addressing barriers and challenges as they arise.

All opioid abatement projects proposed in grant applications must meet one (1) or more of the qualifying project criteria pursuant to Kansas House Bill 2079, Kansas Fights Addiction Act, codified as KSA 75-775 to -781.

Funding Exclusions

Below are overarching funding exclusions for KFA funds. See the Unallowable List for additional funding exclusions.

- Supplantation of existing funding;
- Non-abatement strategies;
- Opioid litigation expenses;
- Campaign contributions;
- Illegal items or expenditures in which are prohibited by federal, state, or local law (e.g., syringe exchange programming, drug paraphernalia as defined in K.S.A. 21-5701, etc.).

Review Process

All submitted applications will be reviewed for completeness, organizational eligibility and financial due diligence, along with evaluation of the application with the KFAB-approved scoring rubric. Applicants must meet the above Eligibility Requirements to be considered. Additional information may be requested from applicants during this process.

The grant review process utilizes the KFAB-approved scoring rubric that addresses the seven (7) required sections in the application on a scale of 0-100. Sections are scored based on the quality of responses. Maximum points available for each section are listed in the [“Online Application Text”](#) section of this RFP.

Grant Awards

This is a competitive grant program, which means that not all qualifying and meritorious proposals will be awarded funding. The KFA Act requires at least 1/8 of awarded funding each year be spent in each of the four congressional districts, thus geographic distribution will be considered when making awards. If awarded, all grant payments from Sunflower Foundation to the grantee organization will be made via electronic payments.

Grant Term

Grant projects are expected to be accomplished within 3 years (36 months) from the date of the Letter of Agreement (LOA) execution; some exceptions may apply. It is anticipated that awarded projects will

begin no earlier than November 2026. If you have questions about the grant term, contact KFAinfo@sunflowerfoundation.org to discuss before applying.

Reporting Requirements

All grantees will be required to submit at least six (6) progress reports and quarterly financial reports. The number of required reports can vary depending on the size and length of each grant. All reporting requirements and deadlines will be clearly stated in the Letter of Agreement (LOA) between the grantee and Sunflower Foundation. The grantee will be required to file reports electronically via the online grants management system.

Final reports are due within 30 days of the end of the grant period. Reports may include, but are not limited to:

- detailed account of funding spent on approved uses;
- services provided;
- number of individuals served;
- aggregated and de-identified demographic information for individuals served;
- summary of impact(s), successes or challenges of the project funded with opioid settlement funds this project period;
- specific Peers/CHWs reporting indicators.
 - number of individuals served by peer specialists and/or CHWs;
 - number or percentage engaged in/connected to recovery support services;
 - number or percentage connected to SUD treatment services;
 - number or percentage connected to primary care and/or behavioral health services;
 - number or percentage improvement in housing stability;
 - number or percentage improvement in employment status;
 - number or percentage reduction in criminal justice involvement.

Online Application Submission

Getting Started

The KFA grant program uses an online grants management system called Fluxx. A guide to the online system can be found here: [KFA Application Technical Assistance Guide](#).

All applicants must have a current online account to complete the application; applicants must complete the registration to create an account before submitting the application. Create an account and view the online application at https://ksfightsaddiction.fluxx.io/user_sessions/new.

All applications must be completed and submitted through the online system, and all responses must be entered directly into the online application form. Application responses or information within any uploaded supplemental documents will not be considered as a sufficient response to the application questions. Only required documents (listed below) uploaded to the online system will be considered.

If applicants have difficulty completing the online application or uploading attachments, contact grants@sunflowerfoundation.org prior to submitting the application.

Components of the Online Application

A. Application Fields *(applicants may copy and paste the following into the online application)*

- Organization information;
- Project summary information;
- Project description and narrative.
 - Organization capacity/experience;
 - Project overview and need;
 - Goals;
 - Resources;
 - Barriers;
 - Sustainability;
 - Budget.

B. Attachments – Additional Forms & Supporting Documents *(uploaded by applicant as part of the final submission process)*

Documents

- Budget Workbook that includes a budget summary, narrative, and capital form.

Organizational Documents:

- 501(c)(3) nonprofit: IRS-990 or 990-N, copy of current financial statements (preferably no older than 6 months), including statement of activities YTD and statement of financial position, and copy of most recent audit (preferably no older than 2 years), if available.
- Nonprofit without 990 (including active Churches and Religious Organizations): W-9 with EIN, copy of current financial statements (preferably no older than past 6 months), including statement of activities YTD and statement of financial position, and copy of most recent audit (preferably no older than 2 years), if available.
- For-Profit: Most current Tax Return, copy of most recent financials (preferably no older than 6 months), copy or link to most recent audit (preferably no older than 2 years), if available.
- Unit of State or Local Government: W-9 with EIN, copy of most recent financials (preferably no older than 6 months), copy or link to most recent audit (preferably no older than 2 years), if available.

Documentation Due Upon Award:

- Signed Letter of Agreement (LOA) between the applicant entity and Sunflower Foundation.
- ACH electronic payment processing form.

- If awarded, all grant payments from Sunflower Foundation to the grantee organization will be made via electronic payments.
- Signed agreement to release right to litigation of entities associated with opioid settlements.

NOTE: Sunflower Foundation reserves the right to request additional documentation during the application review and financial due diligence process, including but not limited to the right to request an IRS Determination Letter, Articles of Incorporation, Charter, additional tax returns, audits, and/or other documents as needed to verify entity status, eligibility, and financial viability in accordance with the KFA Act, codified as KSA 75-775 to -781.

When relevant, organizations may be required to attest to expenditure responsibility.

This application is not a commitment for funds, nor does it obligate KFAB to grant or award any form of financial assistance.

IMPORTANT SUBMISSION TIPS:

- Register within the Fluxx grants management system at least 5 business days before the deadline to ensure sufficient time for Sunflower Foundation staff to review and approve your registration.
- Fluxx does NOT auto-save your work. Make sure you save often. After you have saved your work, you can leave the portal and return to it later. If you do NOT save, your work will be lost.
- It is recommended that you write the draft of your application offline and save in a Word document. When you are ready to submit, copy and paste into the online application. This reduces the chance of losing any work if your online submission process gets interrupted.
- Once your application is complete, but before you submit it, we suggest you have someone not involved in writing the application review it for completeness, clarity, and consistency.

Online Application Text

To assist your planning, the questions from the online application are provided below. **Please note that the questions below are only provided to assist in offline planning. All applicants who wish to apply must do so through the online system.** The application will be available May 26, 2026 at https://ksfightsaddiction.fluxx.io/user_sessions/new.

Application Questions

Please ensure responses are **brief, concise, and clear.** While there are no length limitations for responses, please keep **responses to three (3) paragraphs or less for each question.**

A. Organization Capacity/Experience (5 points)

1. Describe the applicant organization's current capacity to implement the proposed project and experience with serving individuals with SUD.

B. Project Overview and Need (30 points)

2. Describe the proposed project and types of services to be provided.
3. Describe how services will be delivered, including how peers/CHWs will help participants navigate various levels of care and wrap around supports, including existing SUD treatment services, recovery supports, additional behavioral and primary healthcare services, and community resources.
4. If the proposed project includes funding for barrier reduction supports, describe the barrier reduction offerings proposed. Provide the specific mechanism that will be used to issue, track, and monitor each proposed offering. *(Note: Proposed projects not including barrier reduction funding can skip this question. This question will not be factored into scoring for this section if the proposed project does not include this strategy.)*
5. Describe the population to be served by the project, including an estimated number of individuals to be served and any relevant demographic information related to individuals to be served.
 - i. Estimated number anticipated to be served:
6. Provide a description of the need for the proposed project, including quantitative and/or qualitative data as appropriate, how the proposed project will address the need, and what the applicant organization is currently doing to address the need.

C. Goals (20 points)

7. Identify reasonable goals with a timeline for completion for the proposed project. Goals should be specific, measurable, achievable, relevant, and time-bound (SMART). (If awarded, your organization will be expected to report progress based on the identified SMART goals.)
8. Describe the process(es), plan(s), and/or project activities that will be completed to meet the identified goal(s) and to deliver the proposed project/services.

9. How will the success of the project be measured and evaluated? Provide measurable outcomes if applicable.

D. Resources (15 points)

10. List the key staff that will be responsible for the project and describe what role each of them will play, including their relevant experience. Detail the specific responsibilities peers/CHWs will carry out (e.g., recovery support, community outreach, care coordination, resource navigation, etc.)
11. Describe any additional resources and/or funding that will be used to support the project or related projects. List any relevant funding sources the applicant organization receives for SUD programming such as funding from KDADS, KDHE, SOR, OD2A, Block Grant, SB123, SAMHSA, CDC, HRSA, BJA, or other SUD-related funding sources.
12. Is the applicant organization receiving funding from the Municipalities Fights Addiction Fund (opioid settlements for Counties/Cities)? Yes or No
- i. If yes, what is the organization using funding from the Municipalities Fight Addiction Fund for?
13. Describe how the applicant organization is/will collaborate with other organizations/partners working on SUD issues in the community to implement the project, including activities supported by the funding sources listed above.
14. Describe how the applicant organization will ensure project activities are not duplicative of other services offered by the organization or partner organizations in the community. **KFA funds cannot supplant other funding sources. Applicants are asked to ensure that activities included in this proposal are not funded by other sources.*

E. Barriers (10 points)

15. Identify potential barriers to project implementation and describe contingency plans to mitigate them if proposed activities cannot be implemented as originally planned.

16. Stigma is widely recognized as a primary and well-documented barrier to care. Describe how the proposed project will address different forms of stigma/shame, such as internalized self-stigma, public and social stigma, and/or structural and institutional stigma.

F. Sustainability (10 points)

17. Describe plans for sustaining the project after the grant period ends. What strategies will be used to sustain the project's impact? What will be sustained, enhanced or expanded?
18. Describe how peers/CHWs will be supported in their role (e.g., supportive supervision, ongoing training, burnout prevention).

G. Budget (10 points)

19. Applicants will need to download the KFA Budget Workbook from within the application in the online system. The workbook includes a summary budget form, associated budget narrative form, and a capital budget form (if needed). It also includes a technical guide with instructions, tips, and examples to aid in completion. See the workbook and associated guidance for more information.

Frequently Asked Questions (FAQs)

FAQs will be compiled and shared publicly as new questions and information becomes available. Below is a list of initial questions we anticipate arising. FAQs will be posted on the [Sunflower Foundation website](#).

Application Questions

1. How many applications may one community or one organization submit?

Communities and organizations can submit more than one application when and where applicable, however funding is limited. It is highly encouraged that organizations and communities collaborate to maximize impact and minimize number of applications. The KFA Act requires at least 1/8 of awarded funding each year be spent in each of the four congressional districts, thus geographic distribution will be considered when making awards.

2. Will there be an opportunity to renew the grant if awarded?

No, this funding opportunity is intended to provide three (3) years of funding to expand sustainable peer support/community health worker services. Year two (2) and three (3) funding is contingent upon progress made as described in "[Use of Grant Funds](#)" section.

3. If an entity received direct funding from the MFAF, can it also receive KFA funds from the settlement?

Yes, however, applicants should clearly describe the need for KFA dollars, ensure that funding is not supplanted, and include MFAF budget and planned activities.

4. What if my organization does not know or is unable to obtain information related to what its local MFAF funds are being used for?

While it is not required that applicant organizations coordinate activities with MFAF activities, it is strongly encouraged to ensure that no duplication is occurring, and funds are being best utilized and leveraged. It will be expected that any awarded grantees will make their best effort to collaborate with MFAF and other opioid and SUD-related funding sources in their community.

5. Are letters of support required?

No. However, letters or documentation from other funding sources detailing their investment in the project may be considered.

6. Are churches and religious organizations eligible to apply?

Yes, active churches and religious organizations in good standing with the IRS are eligible to apply. If a nonprofit organization does not file a 990 form to the IRS, the organization will be required to submit a W9 with the organization's EIN. Additional details on required financial documents are listed in the "[Components of Online Application](#)" section.

7. Are nonprofits other than 501(c)(3) organizations eligible to apply?

Yes, active nonprofit organizations in good standing with the IRS are eligible to apply. If a nonprofit organization does not file a 990 form to the IRS, the organization will be required to submit a W9

with the organization's EIN. Additional details on required financial documents are listed in the ["Components of Online Application"](#) section.

8. What if my nonprofit organization has not had a formal audit completed?

According to Kansas Statute 17-1763, a charitable organization with annual contributions over \$500,000 must file an audited financial statement prepared by an independent CPA. If your nonprofit organization is not required to file an audited financial statement in accordance with the State of Kansas, then this request will be noted as such and waived.

9. Are indirect operating expenses allowed?

Direct operating expenses are allowable costs under the proposed grant project. All indirect operating expenses must be 10% or less of the total direct costs. This grant opportunity is not intended to serve as a general or core operating grant but rather for projects related to the specified allowable strategies. **Indirect costs** are expenses that cannot be directly attributed to a specific cost object, such as a particular project, product, or region. Unlike **direct costs**, which are directly associated with a specific project cost, indirect costs serve broader purposes within the organization. Indirect costs represent administrative expenses associated with the cost of doing business that are not readily identified project activities. Indirect costs, also referred to as facilities and administrative costs (F&A), are incurred for the benefit or joint objectives of a specific project and organizational activities. These costs are allocated equitably across all your organization's activities. Examples include costs for clerical and managerial staff, office space rental, and utilities.

10. Will my grant be considered if it includes a capital project?

Yes, capital projects will be considered. The KFA grant program defines capital as individual items over \$5,000 with a useful life of one (1) year or greater. However, capital projects will be reviewed on a case-by-case basis and will require extensive review and consideration. Capital projects must be deemed necessary to successful implementation of the proposed project and an allowable expense associated opioid abatement strategy.

Applications are required to include a copy of vendor quote(s) for the project(s), uploaded under Grantee Project Documents within Fluxx, to be considered complete. Capital funding will be paid only to the applicant organization, no sub-granting of capital funds to other organization(s) is allowed. Additional Capital Guidelines can be found in Fluxx within the application under Required Documents.

11. Are fiscal agents/sponsors allowable under this funding?

Fiscal agents/sponsors are allowable only if the fiscal agent/sponsor organization is directly providing a portion of the services under the grant themselves. An entity serving only as a pass-through entity is not allowable.

12. Can you further define or provide examples of what is considered supplantation?

The Kansas Fights Addiction Act prohibits grantees from replacing existing funding with KFA funds. Replacing existing funding or efforts would be considered supplantation. However, supplementing, adding to, expanding, or enhancing existing work is allowable. For example, if a city were to decide to reduce or replace previously allocated city funds with KFA funds to support an existing abatement program, this would be considered supplantation and unallowable.

13. Where can I find the scoring rubric for reviews of applications for this RFP?

The KFAB-approved scoring rubric can be found [here](#).

14. If our request for funding is approved, what are the next steps?

KFAB-approved applications will receive an email notification of award, followed by the Letter of Agreement (LOA) from Sunflower Foundation. The LOA includes, but is not limited to, payment and reporting schedules, which are dependent upon size and length of grant.

Grants Management System (Fluxx) Questions

15. Where do I find the Kansas Fights Addiction (KFA) Grant Management System to submit my online application?

The KFA grant program uses an online grants management system called Fluxx. KFA Fluxx registered individuals can access the online portal and application at https://ksfightsaddiction.fluxx.io/user_sessions/new.

16. When should I register within the Fluxx system and how quickly will I gain access?

We recommend prospective grantees register within the grant management system as soon as possible, but no less than 5 business days prior to the deadline. When you register, your registration is required to be reviewed and approved by Sunflower Foundation staff. To ensure you can access the system in a timely manner, please register in advance. Once your registration is approved, you should receive an email notification and be able to sign into the system using the email address you entered for your Primary Contact.

17. OK, I'm ready to fill out the online application... now what?

To create a Fluxx account for KFA, set up an account through the online portal. The portal can be found at https://ksfightsaddiction.fluxx.io/user_sessions/new

- Click on "Create an account now" (lower right side of screen) and follow instructions.
- When your registration has been processed and approved by staff, you will receive an email with your Fluxx Username and a link to set your password.
- Use your login/password to enter the KFA Fluxx portal. The [KFA Application Technical Assistance Guide](#) will walk you through how to register and navigate the system.

18. My organization is already registered in the KFA grants management system from previous RFP announcements and already has a KFA Fluxx login. Do I need to create a new account for this grant?

No, you and the organization do not need to register again. You can use the login and password associated with your account. If you know your organization is already registered in Fluxx, but you do not have an individual login, you will need to create a new account. Your account will be linked to your organization when approved by staff. You will receive an individual username and password to access the grants management system.

19. My organization is already registered in the Sunflower Foundation grants management system.

Do I need to create a new account with KFA?

Yes, organizations will need to create a new account within the [KFA Fluxx portal](#). The Sunflower Foundation and KFA grant programs both use Fluxx, but the grants management system and portals are separate from each other. Organization and grant information are not shared between systems.

20. While completing my application within the KFA Fluxx system, why am I getting a warning that I did not upload a required document within my application?

When uploading documents, please ensure you click on the green plus sign  next to the appropriate document type. If you upload all required documents but do not click on the appropriate green plus sign, the system does not recognize the document you uploaded as that required type. For example, if you upload your 990 using the “Audit” green plus sign, the system will assume the document is an audit and not a 990, thus will assume you have not uploaded all required documents.



Report to Board of Commissioners

MEETING DATE	PRESENTER	DEPARTMENT
	Jeffrey Conway, Assistant Counsel jconway@wycokck.org x5075	Legal
AGENDA ITEM #7.4.		
RESOLUTION: GRANT APPLICATION AND POLICY		
BACKGROUND		
Update the policy: • Section IV. (Policy), Subsection C. (pg. 2) Increase from \$50,000 to \$100,000 • Change in the wording of the highlighted paragraph to: ○ In the event grant funding opportunities are released with application deadlines that fall outside the standard review and approval timelines contemplated under this policy, the Mayor/CEO or County Administrator may authorize an expedited review process. Under such circumstances, the requesting department may seek authorization for the grant application through a fast-tracked approval process, including review by the applicable Standing Committee. To meet submission deadlines and to preserve eligibility for funding consideration and approval of grants under this policy, actions authorized under this exception may be considered at the next regular meeting of the Commission.		
RECOMMENDATION		
Approve		
BUDGET IMPACTS / FINANCIAL CONSIDERATIONS		
N/A		
LEGAL/ POLICY CONSIDERATIONS		
ATTACHMENTS		
Resolution to amend grant policy 2026 (2), Mayors grant policy draft (5)		

Approved by Mayor/Administrator to add to agenda.

RESOLUTION NO. R-____-26

A RESOLUTION AMENDING THE GRANT APPLICATION AND ACCEPTANCE POLICY OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS

WHEREAS, budgetary and financial policies contain high-level principles and requirements that an organization must follow, as formally agreed upon by management and a governing body, in order to direct the strategic vision of an organization;

WHEREAS, budgetary and financial policies inform organizational processes by providing insight into standard functions and key risk and control points needing monitoring; take into consideration risk assessments, mitigations, and audit efforts to achieve operational efficiencies; and help to shape strategic direction, so an organization can move to a mindset that recognizes cost and risk avoidance as a critical public policy discipline;

WHEREAS, formal adoption of budgetary and financial policies by a governmental organization is a recommended practice of the International City Management Association (ICMA) and the Government Finance Officers Association (GFOA);

WHEREAS, the Grant Application and Acceptance Policy of the Unified Government of Wyandotte County/Kansas City, Kansas supports the utilization of grants funds to supplement and expand the Unified Government's core and discretionary operations and the services it provides;

WHEREAS, the Unified Government's Grant Application and Acceptance Policy was adopted pursuant to Resolution No. R-63-25, on August 7, 2025; and

WHEREAS, the Unified Government's Grant Application and Acceptance Policy may require clarification and updating from time to time.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY AND KANSAS CITY, KANSAS:

Section 1. The Unified Government Board of Commissioners hereby amends its Grant Application and Acceptance Policy in substantially the form attached hereto.

Section 2. The County Administrator is hereby directed to design and develop an internal grant review process for certain categories of grants described in the Grant Application and Acceptance Policy as indicated in the attached policy.

Section 3. Further Action. The County Administrator and other officers, agents, and employees of the Unified Government are hereby authorized and directed to take such further action as may be appropriate or desirable to accomplish the purpose of this Resolution.

Section 4. That the original Grant Application and Acceptance Policy, adopted pursuant to Resolution No. R-63-26, is hereby repealed and rescinded.

Section 5. Effective Date. This Resolution shall take effect and be in full force immediately after its adoption by the Governing Body of the Unified Government.

**APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS OF THE
UNIFIED GOVERNMENT OF WYANDOTTE COUNTY AND KANSAS CITY, KANSAS
THIS _____ DAY OF _____, 2026.**

Christal E. Watson, Mayor/CEO

ATTEST:

Monica Sparks, Unified Government Clerk

Approved as to Form:

Angela J. Lawson, Chief Counsel



Unified Government of Wyandotte County and Kansas City, Kansas

Commission Resolution:

R-____-26

Adopted:

Grant Application and Acceptance Policy

I. **Authority:**

The Mayor and the Board of Commissioners are responsible for legislation, policy formulation, and overall direction setting of the government. This includes the approval of financial policies which establish and direct the operations of Unified Government (UG) per pursuant to Resolution R-35-18. The County Administrator is responsible for carrying out the policy directives of the UG Board of Commissioners and managing the day-to-day operations of the executive departments, including the Finance Department. This policy shall be administered on behalf of the County Administrator by the Chief Financial Officer and the Grant Administrator.

II. **Purpose:**

The Unified Government is presented and seeks the opportunity to utilize grant funds to supplement and expand the core and discretionary operations and services it provides. This policy governs the grant application and acceptance process. To the extent practical, this policy follows the intent of the Budget Policy adopted by the Commission on 12/10/15, or the most recent approved update, with approved dollar thresholds. In all circumstances, any necessary or required budget revision is subject to that Budget Policy.

III. **Applicability and Scope:**

This policy shall apply to all departments that are a part of the Unified Government.

IV. **Policy:**

A. For purposes of this policy, there are 3 categories of grants with differing controls as follows:

1) **Grants \$50,000 \$100,000 or less, which require matching or supplemental UG funds of less than \$10,000.**

The Operating and Capital Budget Policy authorizes the County Administrator to manage Department expenditures of less than \$10,000. Grants in this category are subject to that policy and the application and acceptance of such grants require the approval of the County Administrator and do not require Mayor or Commission review or approval. Notice of such application and acceptance will be provided at the next scheduled meeting of the applicable standing committee.

2) **Grants \$50,000 \$100,000 or less, which require matching or supplemental UG funds greater than \$10,000 but less than the grant amount.**

a. If the department has identified the matching funds as part of their adopted budget, only County Administrator approval is required to apply for and accept the

grant. Such applications will be reported at the next scheduled meeting of the applicable standing committee.

b. If the department did not budget for the matching funds as part of their adopted budget, but they have identified funds, it requires the approval of the County Administrator and the Mayor, or Mayor pro-tem if the Mayor is absent. Such applications will be reported at the next scheduled meeting of the applicable standing committee.

3) Grants greater than ~~\$50,000~~ \$100,000, or which require matching or supplemental funds greater than ~~\$50,000~~ \$100,000.

Prior to applying for and accepting any grant under this category, the application for such grants grant is subject to the identification of adequate funds for the match approved by the County Administrator and the approval of the appropriate standing committee and Commission.

If the grant is awarded, an update on these this grant and similar grants will be provided to the Commission not less than once a year.

B. The County Administrator will design and develop an internal grant review process for categories 1 and 2 of this policy so that departments will seek approval by the County Administrator prior to application and will budget any required match accordingly for the application and acceptance of each grant award in those categories.

C. Grants with short notice period

Occasionally, In the event grant funding opportunities under this category are released with application deadlines that fall outside the standard review and approval timelines contemplated under this policy, will be made available with a short amount of time to apply to be- considered that would not allow for the normal approval process the Mayor/CEO or County Administrator may authorize an expedited review process and may suspend any applicable internal administrative actions. In these cases, the County Administrator can permit the department to request the grant application be "fast tracked" for approval through the Under such circumstances, the requesting department may seek authorization for the grant application through a fast-tracked approval process, including review by the applicable standing committee and at the next regular Commission meeting.

To meet submission deadlines and to preserve eligibility for funding consideration, actions authorized under this exception may be considered at the next regular meeting of the Commission.

D. Grants involving partners outside of the Unified Government

For any grant that requires identification of a community partner as part of the grant application, the respective department will work with the Purchasing Department to solicit interest on the part of outside agencies prior to selecting the proposed partner. The grant and proposed partner will require the approval of the County Administrator and the approval of the applicable standing committee and Commission prior to applying for and accepting the grant.

E. Entitlement Grants

As part of a routine course of action, the Unified Government receives entitlement grants from various state and federal agencies. These grants do not require applications but ~~instead~~ are awarded instead to the Unified Government to locally administer programs on behalf of the state or federal government. Examples include, but are not limited to, Community Development Block Grant funding from the Department of Housing and Urban Development, various Aging program funds from the Department of Health and Human Services, etc.

These grants do not require application or formal acceptance by the Unified Government. However, an update on these grants will be provided to the Mayor and Commission not less than once a year.

F. Notification to Finance

In all cases, departments are required to notify the Finance Department of any application-based grants or entitlement grants prior to application as well as any subsequent awards ~~and~~ prior to spending to ensure proper accounting, grant compliance, and reporting to the Mayor and Commission.



Report to Board of Commissioners

MEETING DATE	PRESENTER	DEPARTMENT
	Kay Sharp, Interim Director of Community Development ksharp@wycokck.org X5126	Community Development
AGENDA ITEM #7.5.		
RESOLUTIONS: APPROVAL OF FISCAL YEAR 2026 ANNUAL ACTION, AMENDMENTS TO 2025 ANNUAL PLAN AND DESIGNATION OF MT. CARMEL REDEVELOPMENT CORPORATION		
BACKGROUND		
Adoption of three resolutions: 1. A resolution authorizing the submission of an annual action plan to the U.S. Department of Housing and Urban Development and authorizing the implementation of such plan. 2. A resolution authorizing substantial amendments to the 2025 annual plan and 2022 - 2026 consolidated plans submitted to the U.S. Department of Housing and Urban Development. 3. A resolution designating Mt. Carmel Redevelopment Corporation as a community housing development organization.		
RECOMMENDATION		
Fast Track Approve		
BUDGET IMPACTS / FINANCIAL CONSIDERATIONS		
N/A		
LEGAL/ POLICY CONSIDERATIONS		
ATTACHMENTS		
2026 AAP Resolution 7.8.26, Substantial Amendment 2022-2026 CP 7.8.26, MT CARMEL.RESO, FY2026 Annual Action Plan Draft		

Approved by Mayor/Administrator to add to agenda.

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE SUBMISSION OF AN ANNUAL ACTION
PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
AND AUTHORIZING THE IMPLEMENTATION OF SUCH PLAN**

WHEREAS, the City of Kansas City, Kansas is a “metropolitan city” as described in the Housing and Community Development Act of 1974, and as such is entitled to direct block grant allocations from the Community Development Block Grant Program (“CDBG”), the HOME Investment Partnership Program (“HOME”), and the Emergency Solutions Grant Program (“ESG”) from the U.S. Department of Housing and Urban Development (“HUD”);

WHEREAS, the Housing and Community Development Act of 1974 requires the Unified Government to develop and submit an annual action plan to HUD as a condition for receipt of direct block grant allocations through CDBG, HOME, and ESG, and in which plan the Unified Government is required to set forth its priorities and goals for each of the three said block grant programs;

WHEREAS, an authorized representative of the Unified Government is required to execute certain certifications for entitlement grantees as part of the submission process to HUD in accordance with 24 CFR Part 91.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE
UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS:**

Section 1. The Unified Government Department of Community Development is hereby authorized to complete and submit the *2026 Annual Action Plan* to HUD.

Section 2. The Mayor/Chief Executive Officer of the Unified Government of Wyandotte County/Kansas City, Kansas is hereby authorized and directed to execute in the name of the Unified Government the *2026 Annual Action Plan* and any related certifications and agreements on behalf of the City of Kansas City, Kansas.

Section 3. All other employees and agents of the Unified Government are hereby authorized to implement the *2026 Annual Action Plan* upon approval.

**ADOPTED BY THE BOARD OF COMMISSIONERS OF WYANDOTTE
COUNTY/KANSAS CITY, KANSAS THIS ____ DAY OF _____ 2026.**

Mayor/CEO
Christal Watson

Attest:

Unified Government Clerk

Approved as to Form:

Angela J. Lawson, Chief Counsel

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING SUBSTANTIAL AMENDMENTS TO THE 2025
ANNUAL PLAN AND 2022-2026 CONSOLIDATED PLANS SUBMITTED TO THE U.S.
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

WHEREAS, the City of Kansas City, Kansas is a “metropolitan city” as described in the Housing and Community Development Act of 1974, and as such is entitled to direct block grant allocations from the Community Development Block Grant Program (“CDBG”), the HOME Investment Partnership Program (“HOME”), and the Emergency Solutions Grant Program (“ESG”) from the U.S. Department of Housing and Urban Development (“HUD”);

WHEREAS, the Housing and Community Development Act of 1974 requires the Unified Government to develop and submit a five-year consolidated plan and subsequent annual action plans, and substantial amendments thereto to HUD as a condition for receipt of direct block grant allocations through CDBG, HOME, and ESG, and in which the Unified Government is required to set forth its priorities and goals for each of the three said block grant programs;

WHEREAS, the Unified Government, through the Community Development Department, wishes to use up to \$120,000 of CDBG funding for an Interim Assistance Project that would create and execute a comprehensive city-wide anti-littering and anti-dumping campaign;

WHEREAS, the Unified Government’s Citizen Participation Plan indicates that a change in the use of CDBG funds from one eligible activity to another will constitute a substantial amendment to the Annual Action Plan and/or Five-Year Consolidated Plan that must be published for a period of public review and comment of no less than 30 days before being approved by the Board of Commissioners;

WHEREAS, notice of the proposed change in the use of CDBG funds has been published for a period of public review and comment for over 30 days; and

WHEREAS, an authorized representative of the Unified Government is required to execute certain certifications for entitlement grantees as part of the submission process to HUD in accordance with 24 CFR Part 91.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE
UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS:**

Section 1. The Unified Government Department of Community Development is hereby authorized to complete and submit the *Amendment to the 2025 Annual Action Plan* and the *Amendment to the 2022-2026 5-Year Consolidated Plan* to HUD.

Section 2. The Mayor/Chief Executive Officer of the Unified Government of Wyandotte County/Kansas City, Kansas is hereby authorized and directed to execute in the name of the Unified Government its certifications for entitlement grants by the City of Kansas City, Kansas to HUD.

Section 3. All other employees and agents of the Unified Government are hereby authorized to implement the *Amendment to the 2025 Annual Action Plan* and the *Amendment to the 2022-2026 5-Year Consolidated Plan* upon approval.

**ADOPTED BY THE BOARD OF COMMISSIONERS OF WYANDOTTE
COUNTY/KANSAS CITY, KANSAS THIS ____ DAY OF _____ 2026.**

Mayor/CEO
Christal Watson

Attest:

Unified Government Clerk

Approved as to Form:

Angela J. Lawson, Chief Counsel

RESOLUTION NO. _____

**A RESOLUTION DESIGNATING MT CARMEL REDEVELOPMENT CORPORATION
AS A COMMUNITY HOUSING DEVELOPMENT ORGANIZATION**

WHEREAS, the City of Kansas City, Kansas is a “metropolitan city” as described in the Housing and Community Development Act of 1974, and as such receives direct block grant allocations from the Community Development Block Grant Program (“CDBG”), the HOME Investment Partnership Program (“HOME”), and the Emergency Solutions Grant Program (“ESG”) from the U.S. Department of Housing and Urban Development (“HUD”);

WHEREAS, pursuant to 24 CFR § 570.204(c)(2)(iii), the Unified Government may provide CDBG funds as grants or loans to a qualified Community Based Development Organization (“CBDO”) to carry out neighborhood revitalization, community economic development, or energy conservation projects;

WHEREAS, the Unified Government, through the Community Development Department, wishes to grant or loan CDBG funds to Mt. Carmel Redevelopment Corporation as a CBDO for job training purposes;

WHEREAS, an organization may qualify as a CBDO if it is a Community Housing Development Organization (“CHDO”) under 24 CFR § 92.2, is designated as a CHDO by a HOME participating jurisdiction, has a geographic area of operation of no more than one neighborhood, and has received or expects to receive HOME funds;

WHEREAS, the Mt. Carmel Redevelopment Corporation qualifies as a CHDO under 24 CFR §92.2, has a geographic area of operation of no more than one neighborhood, and has received HOME funds; and

WHEREAS, the City of Kansas City, Kansas is a HOME Investment Partnerships program participating jurisdiction;

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE
UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS:**

Section 1. The Unified Government hereby designates the Mt. Carmel
Redevelopment Corporation as a Community Housing Development Organization.

**ADOPTED BY THE BOARD OF COMMISSIONERS OF WYANDOTTE
COUNTY/KANSAS CITY, KANSAS THIS ____ DAY OF _____ 2026.**

Mayor/CEO
Christal Watson

Attest:

Unified Government Clerk

Approved as to Form:

Angela J. Lawson, Chief Counsel



UNIFIED GOVERNMENT OF WYANDOTTE COUNTY, KANSAS CITY, KANSAS

FY2025 ANNUAL ACTION PLAN

Prepared by:

**Kay L. Sharp
Director**

Department of Community Development
Suite 823

701 N. 7th Street
Kansas City, Kansas 66101
(913) 573-5100

ksharp@wycokck.org

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

Every five years, the Unified Government of Wyandotte County and Kansas City, KS must prepare a strategic plan (known as the Consolidated Plan) which governs the use of federal housing and community development grant funds that it receives from the United States Department of Housing and Urban Development (HUD). When preparing a Consolidated Plan, grantees must assess the needs and issues in their jurisdictions as a part of their preparation of these documents.

The grant funds received from HUD by the Unified Government that are covered in the Consolidated Plan include:

Community Development Block Grant (CDBG) Program

Home Investment Partnerships (HOME) Program

Emergency Solutions Grant (ESG) Program

The Unified Government must also submit to HUD separate Annual Action Plans for each of the five years during the Consolidated Plan period. The 2026 Annual Action Plan is the final year in the 2022-2026 Consolidated Plan. The Annual Action Plans serve as the Unified Government's yearly applications to HUD that are required for it to receive the annual allocations from the three grant programs. These grants from HUD are known as Entitlement Grant Programs because communities receive the funds every year if they meet program requirements and criteria associated with each of the three grants. Under HUD's grant program regulations, the Unified Government may use its CDBG, HOME and ESG grant funds in Kansas City, KS.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

When preparing a Consolidated Plan, grantees must assess the needs in their jurisdictions as a key part of the process. To inform development of priorities and goals over the next five years, the Consolidated

Plan's Needs Assessment discusses housing, community development, and economic development needs in Kansas City, KS. The Needs Assessment relies on data from the US Census, 2013-2017 5-Year American Community Survey (ACS), and a special tabulation of ACS data known as Comprehensive Housing Affordability Strategy (CHAS) data that estimates the number of households with one or more housing needs. Local data regarding homelessness and assisted living is included. Finally, public input gathered through interviews, focus groups, meetings, and the community survey are coupled with data analysis to identify priority needs related to affordable housing, homelessness, assisted housing, community development, and economic development in Kansas City, KS.

Priority Objectives

Priorities identified during the development of the Unified Government's 2022-2026 Five-Year Plan include:

Improve housing opportunities by creating and preserving decent, safe, affordable rental and homeownership housing.

Reduce homelessness by assisting individuals and families to stabilize in permanent housing.

Create and sustain a suitable living environment through infrastructure and public facility improvements.

Provide public services to expand economic opportunity, improve health and safety, enhance food access, and provide other assistance for low- and moderate-income households, seniors, people with disabilities, and other eligible groups.

Promote economic development to expand economic opportunity.

Expand fair access to housing through education and enforcement activities.

Support administration of Community Development Block Grant, HOME Investment Partnerships, and Emergency Solutions Grants programs.

Kansas City agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government's payment decisions for purposes of section 3729(b)(4) of title 31, United States Code.

Kansas City will not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The 2024 Consolidated Annual Performance and Evaluation Report (CAPER) describes the accomplishments in the most recently completed grant program year. The 2024 CAPER covers the program year from October 2023 to September 2024.

Some highlights from the 2024 CAPER include:

66 households received critical housing rehabilitation such as plumbing/sewer, electrical, roofing, heating systems or updates to make the home accessible to those with limited mobility.

7 affordable homeowner housing units were added.

758 persons at-risk of homelessness or experiencing homelessness received services under the Emergency Solutions Grants.

6,783 persons benefitted from public facilities and infrastructure improvements.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

An important component of the research process for the Annual Action Plan involved gathering input regarding fair and affordable housing conditions and other community development needs in Kansas City, KS. The Unified Government used a variety of public engagement approaches with residents and other stakeholders in accordance with its Citizen Participation Plan.

Public Hearings

There were two public hearings held prior to the adoption of the Annual Action Plan. Two hearings were held on May 17 and June 5, 2026, prior to the development of the Annual Action Plan to accept general comments about priorities and needs within the community. There were no attendees at the May hearing, however there were 12 attendees at the June public hearing. A Power Point presentation was presented to provide to explain the purpose of both a five-year consolidated plan and subsequent annual plans. The presentation also include a review of priorities, goals, and progress to date. All attendees were given information on submitting written comments. A total of three comments were received by email.

in addition, a voluntary survey was conducted with 8th-12th grade students in the Kansas City, Kansas School District to gain input on youth needs in the community. (See attached PowerPoint summary).

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

All public comments were accepted and taken into consideration in preparing the Annual Action Plan.

7. Summary

During the development of the Consolidated Plan, a set of priority needs were identified. These priorities include affordable housing, homeless needs, public facilities and infrastructure, public services, economic development, fair housing, and program administration. The Consolidated Plan also contains goals, measurable objectives, and implementation actions for each of the plan's elements. The Annual Action Plan is an extension of the Consolidated Plan as it outlines the specific activities that the UG plans to undertake with the annual grants.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role		Name	Department/Agency
CDBG Administrator		KANSAS CITY	Department of Community Development
HOME Administrator		KANSAS CITY	Department of Community Development
ESG Administrator		KANSAS CITY	Department of Community Development

Table 1 – Responsible Agencies

Narrative (optional)

Kansas City, KS is an entitlement community under the U.S. Department of Housing and Urban Development’s CDBG, HOME and ESG programs. The Consolidated Plan covers the period from October 1, 2022 through September 30, 2027. The plan identifies priority community development and housing needs in Kansas City, KS and provides a strategy to address them. The 2026 Annual Action Plan discusses specific projects to be funded during the 2026 program year, which begins October 1, 2026 and ends September 30, 2027. The 2022- 2026 Consolidated Plan can be viewed at <https://www.wycokck.org/Departments/Community-Development/Plans-Reports>.

Consolidated Plan Public Contact Information

Community Development Department

701 N. 7th Street,

Kansas City, KS 66101

(913) 573-5100

ksharp@wycokck.org

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The Unified Government of Wyandotte County and Kansas City, KS conducted an array of virtual and in-person public engagement opportunities to inform the Consolidated Plan's goals and priorities. In March 2022, the Unified Government held four public meetings (three virtual and one in-person) with 24 participants. The Unified Government also conducted interviews with 30 stakeholders in the fields of affordable housing, homelessness, public services, and fair housing, and with Unified Government staff. Finally, the Unified Government conducted an online Housing and Community Needs survey with 142 respondents. The community engagement for the Consolidated Plan shapes the goals and projects in each of the Unified Government's Annual Action Plans.

The Unified Government held public hearings on May 17, 2026 and June 5, 2026 public hearings to receive input from residents and stakeholders before drafting the 2026 Annual Action Plan. The comment notice was published on July 17, 2026 to seek comment before submission of the annual plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The Unified Government's Community Development Department maintains a communicative relationship with the Housing Authority of Kansas City, KS, providing advertisements of available services and upcoming activities for distribution to residents. Unified Government staff regularly host and attend meetings with community stakeholders. The Unified Government also has representation on the board of the Greater Kansas City Coalition to End Homelessness, which helps coordinate services between individuals experiencing homelessness, homeless services providers, and health and mental health organizations. Representatives from many of these organizations engaged in the development of the 2022-2026 Consolidated Plan, as well as the HOME-ARP Allocation Plan which was submitted to HUD in February 2023.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Kansas City, KS falls under the MO-604 Kansas City (MO&KS), Independence, Lee's Summit/Jackson, Wyandotte Counties Continuum of Care, led by the Greater Kansas City Coalition to End Homelessness. ESG funds are used toward housing and services for people experiencing homelessness, including activities such as Rapid-Rehousing, homelessness prevention, emergency shelter, and street outreach. The Unified Government also participates annually or bi-annually in the CoC's Point-in-Time count.

Additional efforts to address the needs of individuals and households experiencing homelessness are made through the Greater Kansas City Coalition to End Homelessness. The Coalition meets monthly to work on strategies to address homelessness in the region, in-line with its 2020 Needs Assessment.

As a result of the American Rescue Plan Act the Unified Government was awarded a one- time grant of HOME-ARP funds which will be utilized to expand shelter, housing and services for unhoused individuals and other HOME-ARP qualifying populations. The Unified Government will be working with local area non-profits to implement these activities including the local CoC.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The Unified Government allocates ESG funds to nonprofit subrecipients within the Kansas City, KS area and relies on several data sources to develop priorities and performance standards for ESG funds and evaluating outcomes. These sources include the CoC's needs assessments and other ongoing planning efforts; the Point-in-Time Count and Housing Inventory Count; and interviews and focus groups with housing and service providers.

ESG priorities include a low-barrier approach to homeless services, also known as the Housing First model and activities such as street outreach, emergency shelter, rental assistance, stabilization services and HMIS.

The Greater Kansas City Coalition to End Homelessness is the HMIS lead agency for the Continuum of Care. The Unified Government does not directly participate in the administration of HMIS.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Greater Kansas City Coalition to End Homelessness
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
2	Agency/Group/Organization	Avenue of Life
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
3	Agency/Group/Organization	Catholic Charities of Northeast Kansas
	Agency/Group/Organization Type	Services-homeless

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
4	Agency/Group/Organization	CENTRAL AVENUE BETTERMENT ASSOCIATION, INC.
	Agency/Group/Organization Type	Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-housing community development strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
5	Agency/Group/Organization	COMMUNITY HOUSING OF WYANDOTTE COUNTY
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey

6	Agency/Group/Organization	Cross-Lines Community Outreach
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
7	Agency/Group/Organization	FRIENDS OF YATES, INC.
	Agency/Group/Organization Type	Housing Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
8	Agency/Group/Organization	Habitat for Humanity of Kansas City
	Agency/Group/Organization Type	Housing

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
9	Agency/Group/Organization	HILLCREST TRANSITIONAL HOUSING
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
11	Agency/Group/Organization	Historic Westheight Neighborhood Association
	Agency/Group/Organization Type	Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-housing community development strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
12	Agency/Group/Organization	Kansas City KS Housing Authority
	Agency/Group/Organization Type	PHA

	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
13	Agency/Group/Organization	Kansas City, KS Public Schools McKinney Vento
	Agency/Group/Organization Type	Services-homeless Services-Education
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
14	Agency/Group/Organization	METROPOLITAN LUTHERAN MINISTRIES
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
15	Agency/Group/Organization	MOUNT CARMEL REDEVELOPMENT CORP.
	Agency/Group/Organization Type	Housing Services-homeless Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-housing community development strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
16	Agency/Group/Organization	Our Spot KC
	Agency/Group/Organization Type	Services - Housing Services-Children Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
17	Agency/Group/Organization	PCs for People
	Agency/Group/Organization Type	Broadband
	What section of the Plan was addressed by Consultation?	Non-housing community development strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
18	Agency/Group/Organization	ROSEDALE DEVELOPMENT ASSOCIATION
	Agency/Group/Organization Type	Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-housing community development strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
19	Agency/Group/Organization	The Hub Argentine
	Agency/Group/Organization Type	Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-housing community development strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
20	Agency/Group/Organization	Unified Government Board of Commissioners, Districts 6 and 8
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-housing community development strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey

21	Agency/Group/Organization	Unified Government Emergency Management Department
	Agency/Group/Organization Type	Hazard mitigation
	What section of the Plan was addressed by Consultation?	Non-housing community development strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
22	Agency/Group/Organization	Unified Government Planning + Urban Design Department
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-housing community development strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
23	Agency/Group/Organization	Unified Government Planning Engineering
	Agency/Group/Organization Type	Hazard mitigation
	What section of the Plan was addressed by Consultation?	Non-housing community development strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey

24	Agency/Group/Organization	Unified Government Transportation Department
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Non-housing community development strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
25	Agency/Group/Organization	United Way of Greater Kansas City
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey
26	Agency/Group/Organization	Wyandotte Economic Development Council
	Agency/Group/Organization Type	Business Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-housing community development strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	E-mail and survey

Identify any Agency Types not consulted and provide rationale for not consulting

Efforts were made to consult a wide variety of community stakeholders throughout Kansas City and Wyandotte County. No agency types were excluded from outreach efforts. See the attached Citizen Participation Record.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Greater Kansas City Coalition to End Homelessness	The 2024 Point in Time Count identifies the changing demographics of the county's homeless population and indicates areas for improved or increased service provision, in line with the strategic plan.

Table 3 – Other local / regional / federal planning efforts

AP-12 Participation – 91.105, 91.200(c)

1.

Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

There were two public hearings held prior to the drafting of the Annual Action Plan. They were held on May17, 2026 and June 5, 2026. All public hearings were publicized in accordance with the Citizen Participation Plan. No public comments were received.

The Draft 2026 Annual Action Plan was published on June17, 2026, and the public was encouraged to provide comments on the draft plan through July 24, 2026. The Draft Plan was publicized in accordance with the Citizen Participation Plan. Copies of the Draft Plan were viewable online, or a hard copy was available in the Department of Community Development offices. Comments were accepted by virtual feedback form, phone or email. Three public comment forms were received. Those comments are attached to this plan.

Public notices regarding citizen participation opportunities were published on the Community Development website and in multiple newspapers, including Dos Mundos, the KC Globe, the KC Hispanic, and the Wyandotte Echo.

There were a total of four comments received during the public comment period. The first two were actually requests for assistance which were responded to outside activities associated with the drafting of this plan. There was one comment received related to economic development assistance in the northeast area of Kansas City, Kansas. That concern is already addressed in this plan under microenterprise assistance activities. There were also concerns related to senior housing needs in the community. The Department of Community Development is currently in conversations with a builder who is anticipating adding 42 duplex patio homes specifically for low income residents who are at least 55-years old. This would be the second phase of a development they completed several years ago that brought 24 duplex patio homes to low income senior residents.

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The table below shows the Unified Government’s CDBG, HOME, and ESG allocations for the 2026 program year, which is the final year of the 5-Year Consolidated Plan. This conservative estimate assumed that funding (annual allocations and program income) over those four years will be 90% of the 2024 allocation. The Unified Government seeks to use its CDBG, HOME, and ESG funds to serve the needs of low- to moderate-income persons and households in partnership with capable agencies to include public and private partners, developers, financial lending institutions, and nonprofits.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,143,397.00	14,700.00	4,177,638.23	6,335,735.23	0.00	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	660,434.66	190,000.00	3,529,434.72	4,379,869.38	0.00	
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	187,400.00	0.00	0.00	187,400.00	0.00	

Table 4 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Kansas City, KS meets HUD's severe fiscal distress criteria and qualifies for a 100% reduction in match requirements under the HOME program. This determination is based on the city's family poverty rate and per capita income in relation to federal standards. The city's family poverty rate

is 19.16%, which is above the federal threshold for families in poverty (16.44%), and the city's PCI is below the \$26,375 federal threshold at \$22,591.[1] As a result, the Unified Government qualifies for a 100% HOME Program match reduction under HUD's "severe fiscal distress" criteria.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The Wyandotte County Land Bank owns an estimated 4,000 parcels that could be leveraged to build affordable housing or meet needs related to infrastructure or public facilities. Subrecipients and CHDOs may use properties owned by the Wyandotte County Land Bank for development of affordable housing supported by the HOME program.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Support Economic Development	2022	2026	Non-Housing Community Development	City Wide	Economic Development	CDBG: \$2,143,397	Facade treatment/business building rehabilitation: 30 Business Businesses assisted: 50 Businesses Assisted
2	Provide Homelessness Housing and Services	2022	2026	Homeless		Homeless Needs	ESG: \$187,400	Homeless Person Overnight Shelter: 125 Persons Assisted Homelessness Prevention: 100 Persons Assisted
3	Improve Housing Access and Quality	2022	2026	Affordable Housing	City Wide	Housing Affordability and Condition	HOME: \$660,434.66	Homeowner Housing Added: 100 Household Housing Unit
4	Provide Public Services	2022	2026	Non-Homeless Special Needs			CDBG: \$2,143,397	Homelessness Prevention: 150 Persons Assisted Other: 4500 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Planning and Administration	2022	2026	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development			CDBG: \$2,143,397 HOME: \$660,434.66 ESG: \$187,400	

Table 5 – Goals Summary

Goal Descriptions

1	Goal Name	Support Economic Development
	Goal Description	Projects will be undertaken that improve economic development through microenterprise assistance, and facade improvement.
2	Goal Name	Provide Homelessness Housing and Services
	Goal Description	
3	Goal Name	Improve Housing Access and Quality
	Goal Description	Housing access and quality will be improved by the addition of new LMI single family, duplex, and triplex units.

4	Goal Name	Provide Public Services
	Goal Description	Public services will be provided through the support Willa Gill meet the needs of those at risk of homelessness and through th support of Livable Neighborhoods which serves as a resource center to neighborhood organizations across the city.
5	Goal Name	Planning and Administration
	Goal Description	Funds will be utilized for planning activities and the administration of all projects.

Projects

AP-35 Projects – 91.220(d)

Introduction

The projects listed below represent the activities the Unified Government plans to undertake during the 2026 program year to address the goals of providing decent affordable housing, promoting a suitable living environment, and encouraging economic opportunity.

Projects

#	Project Name
1	CDBG - Planning and Administration
2	Willa Gill Center
3	Infrastructure and Public Facility Improvements
4	Spot Blight Rehabilitation
5	Interim Assistance
6	Neighborhood Engagement and Capacity Building Initiative
7	Microenterprise and Small Business Assistance
8	HOME - Home Enhancement Rehabilitation Program
9	HOME Developer Subsidy Program
10	HOME - Administration
11	Emergency Solutions
12	Seek Section 108 Loan Authority for the Creation of a Loan Pool

Table 6 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

AP-38 Project Summary

Project Summary Information

1	Project Name	CDBG - Planning and Administration
	Target Area	
	Goals Supported	Planning and Administration
	Needs Addressed	Program Administration
	Funding	CDBG: \$443,379.40
	Description	Funding will be used to provide planning and administration activities.
	Target Date	9/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Planning and administration
2	Project Name	Willa Gill Center
	Target Area	
	Goals Supported	Support Economic Development
	Needs Addressed	
	Funding	CDBG: \$350,000.00
	Description	This project is intended to support the creation of a Community Based Development Organization
	Target Date	9/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Turtle Hill neighborhood and immediate surrounding area.

3	Planned Activities	Under 24 CFR 570.204, the Unified Government of Wyandotte County/Kansas City, Kansas will establish the Willa Gill Center, a Community-Based Development Organization (CBDO), to address persistent barriers to employment and economic mobility among low- and moderate-income youth and young adults residing in the Turtle Hill neighborhood and surrounding areas of northeast Kansas City, Kansas. The Willa Gill Center will serve as a neighborhood-based workforce development hub designed to prepare participants for emerging employment opportunities associated with several of the region's largest economic development investments, including: The new American Royal campus Buc-ee's travel center The Kansas City Chiefs football and entertainment complex Additional commercial and industrial employers locating throughout western Wyandotte County These developments are expected to generate thousands of permanent and temporary employment opportunities across hospitality, retail, food service, facility operations, customer relations, logistics, maintenance, skilled trades, and administrative occupations. The Willa Gill Center will ensure that residents of historically underserved neighborhoods possess the foundational skills necessary to compete successfully for these employment opportunities. Rather than focusing solely on job placement, the Center will emphasize the development of long-term employability skills that promote sustained employment, career advancement, and increased household income.
	Project Name	Infrastructure and Public Facility Improvements
	Target Area	
	Goals Supported	Provide Public Services Support Economic Development
	Needs Addressed	Infrastructure and Public Facility Improvements
	Funding	CDBG: \$3,000,000.00
	Description	CDBG funding will be utilized to address priority needs related to public facilities and infrastructure such as parks, sidewalks, facilities for recreation or public services, infrastructure, etc.
	Target Date	9/30/2027

	Estimate the number and type of families that will benefit from the proposed activities	Approximately 1500 low-to-moderate income families will benefit from the proposed activities.
	Location Description	
	Planned Activities	The Unified Government of Wyandotte County/Kansas City, Kansas will continue to utilize Community Development Block Grant (CDBG) funds to undertake eligible public facility and infrastructure improvements that address community-identified needs, improve neighborhood quality of life, increase accessibility, and support the health, safety, and welfare of low- and moderate-income residents. Because community priorities may evolve during the program year due to public input, changing infrastructure conditions, emergency situations, or new redevelopment opportunities, the Annual Action Plan intentionally provides flexibility to undertake a variety of eligible public facility and infrastructure projects consistent with the goals of the Consolidated Plan and the requirements of 24 CFR Part 570. Projects selected for funding will be based upon demonstrated community need, availability of funding, readiness to proceed, consistency with adopted community plans, and compliance with applicable federal regulations, including environmental review and other cross-cutting requirements.
4	Project Name	Spot Blight Rehabilitation
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$250,000.00
	Description	Rehabilitation of the deteriorated exterior of an abandoned building located in an area that has not been designated as slum or blighted and where the rehabilitation is limited to removal of the exterior blight.
	Target Date	9/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	

	Location Description	The focus will be on the building located at 601 Minnesota Avenue.
	Planned Activities	Funding will support the rehabilitation of the deteriorated exterior of the building located at 601 Minnesota due to the severe deterioration of the building and the resulting negative impact of the Minnesota Avenue corridor.
5	Project Name	Interim Assistance
	Target Area	City Wide
	Goals Supported	Support Economic Development
	Needs Addressed	Housing Affordability and Condition Economic Development
	Funding	CDBG: \$120,000.00
	Description	The Unified Government of Wyandotte County/Kansas City, Kansas will utilize Community Development Block Grant (CDBG) funds under the Interim Assistance category to procure the services of a qualified marketing and communications firm to develop and implement a comprehensive public education and behavior-change campaign designed to reduce littering, discourage illegal dumping, and improve neighborhood appearance within eligible low- and moderate-income neighborhoods.
	Target Date	9/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	

	Planned Activities	The contracted marketing and communications firm may perform activities including, but not limited to: Development of a comprehensive marketing and communications strategy. Branding and campaign identity development. Public awareness and educational campaigns. Community outreach and engagement. Graphic design and creative services. Production of educational materials. Digital marketing and social media campaigns. Public service announcements. Television, radio, print, and online advertising. Website and digital content development. Community event promotion. Neighborhood signage and educational displays. School and youth engagement materials. Business outreach campaigns. Educational videos and multimedia content. Public opinion research and campaign evaluation. Translation of educational materials into languages commonly spoken within the community. Development of partnerships with neighborhood organizations, schools, nonprofit organizations, and local businesses to reinforce campaign messaging.
6	Project Name	Neighborhood Engagement and Capacity Building Initiative
	Target Area	City Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Housing Affordability and Condition Public Services Economic Development
	Funding	CDBG: \$760,000.00

	Description	This program will support and strengthen neighborhood organizations serving low- and moderate-income communities whose mission is to increase resident participation in neighborhood activities, foster neighborhood pride, belonging, and community identity, and to improve communication between residents and the Unified Government. The Unified Government of Wyandotte County/Kansas City, Kansas will establish a Neighborhood Engagement and Capacity Building Initiative to strengthen neighborhood organizations serving low- and moderate-income communities and increase resident participation in activities that improve neighborhood quality of life. Strong neighborhood organizations are essential partners in community development. They serve as trusted voices within their communities, encourage civic participation, organize volunteer efforts, communicate important information, identify neighborhood needs, and foster relationships among residents, businesses, nonprofit organizations, and local government. Through this initiative, the Unified Government may provide financial assistance and technical support to eligible neighborhood organizations to expand resident engagement, strengthen organizational capacity, improve communication with residents, and increase participation in neighborhood improvement activities and community events. The initiative is intended to promote connected, informed, and resilient neighborhoods where residents actively participate in improving their communities and have greater access to programs, services, and opportunities offered by the Unified Government and its community partners.
	Target Date	9/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	At minimum, 500 low to moderate income families and members of the community will benefit through this initiative.
	Location Description	

	Planned Activities	Funding may be used for activities that increase neighborhood engagement and organizational capacity, including: - Community newsletters and neighborhood publications. - Printed informational materials and outreach campaigns. - Neighborhood websites and digital communication platforms. - Community event planning and promotion. - Resident engagement meetings. - Volunteer recruitment and coordination. - Leadership development and board training. - Neighborhood welcome events. - Community clean-up and beautification event coordination. - Public education regarding Unified Government services and programs. - Neighborhood resource fairs. - Communication materials translated into languages commonly spoken within the community. - Outreach to underserved populations. - Capacity-building workshops for neighborhood organizations. - Technical assistance to strengthen nonprofit governance and organizational sustainability. Neighborhood Communication The initiative will improve communication between the Unified Government and neighborhood residents by assisting neighborhood organizations in sharing information regarding: - Community meetings. - Public hearings. - Neighborhood improvement projects. - Code enforcement initiatives. - Public safety information. - Housing and home repair programs. - Workforce development opportunities. - Youth and senior programs. - Public health initiatives. - Parks and recreation activities. - Volunteer opportunities. - Neighborhood events and celebrations. - Emergency preparedness information. - Other programs, services, and resources available to residents.

7	Project Name	Microenterprise and Small Business Assistance
	Target Area	
	Goals Supported	Support Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$1,412,355.83
	Description	Activities within this project will address Priority #5 of the 2022-2026 Consolidated Plan. The redevelopment or demolition of blighted properties, incentives for creating jobs, and small business assistance were noted as high needs by residents and stakeholders in the community survey, stakeholder interviews, and community workshops. Activities may include microenterprise and small business assistance including in-home childcare businesses. Eligible costs may included start-up fees, training and development, equipment, and where appropriate, building modifications.
	Target Date	9/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
8	Project Name	HOME - Home Enhancement Rehabilitation Program
	Target Area	
	Goals Supported	Improve Housing Access and Quality
	Needs Addressed	Housing Affordability and Condition
	Funding	:
	Description	This program will provide whole house repairs to qualified homeowners.
	Target Date	9/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 40 homeowners will benefit from home rehabilitation activities.
	Location Description	

	Planned Activities	Home rehabilitation activities will include completing all repairs needed to bring the home up to current local building codes.
9	Project Name	HOME Developer Subsidy Program
	Target Area	
	Goals Supported	Improve Housing Access and Quality
	Needs Addressed	Housing Affordability and Condition
	Funding	:
	Description	This program will incentivize builders to build new homes in Kansas City, Kansas by providing a base subsidy of \$35,000 to developers who build a new home and sell it to a low-to-moderate income homebuyer. Developers are eligible for an additional subsidy for including features that benefit families who have individuals with mobility challenges. Such features include wider halls and doorways, zero entry showers, etc.
	Target Date	9/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 60 low-to-moderate income families will benefit.
	Location Description	

	Planned Activities	The Unified Government of Wyandotte County/Kansas City, Kansas will establish an Affordable Housing Developer Assistance Program to encourage the construction of new owner-occupied housing that expands affordable homeownership opportunities for low- and moderate-income households. Under this program, the Unified Government may provide financial assistance of up to \$45,000 per dwelling unit to eligible housing developers constructing new single-family homes for purchase by income-qualified homebuyers. Assistance is intended to reduce development costs, address financing gaps, and support the production of quality housing that remains affordable to households that might otherwise be unable to purchase a newly constructed home. The program is designed to stimulate residential investment in neighborhoods identified for revitalization, increase the supply of affordable owner-occupied housing, encourage infill development on vacant or underutilized properties, and leverage substantial private investment in the community
10	Project Name	HOME - Administration
	Target Area	City Wide
	Goals Supported	
	Needs Addressed	
	Funding	:
	Description	These are costs associated with administering the HOME program.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
11	Project Name	Emergency Solutions
	Target Area	
	Goals Supported	Provide Homelessness Housing and Services

	Needs Addressed	Homeless Needs Program Administration
	Funding	:
	Description	The Unified Government of Wyandotte County/Kansas City, Kansas will utilize Emergency Solutions Grant (ESG) funds to support a coordinated system of housing and supportive services designed to prevent and reduce homelessness while assisting individuals and families in obtaining and maintaining permanent housing. ESG funding will be awarded to qualified nonprofit organizations, governmental agencies, and other eligible subrecipients through a competitive or approved allocation process. Activities will be coordinated with the local Continuum of Care, housing providers, public agencies, healthcare providers, behavioral health organizations, veterans' service organizations, and other community partners to ensure that assistance is delivered efficiently and in accordance with HUD requirements. The Unified Government recognizes that homelessness is often the result of multiple, interrelated factors including the lack of affordable housing, economic instability, unemployment, behavioral health challenges, domestic violence, and other barriers to housing stability. ESG resources will therefore be used to provide both immediate assistance and housing-focused interventions that help households quickly obtain and maintain permanent housing.
	Target Date	9/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Planned activities include: Street Outreach Homeless Prevention Rapid Re-housing Homeless Management Information System
12	Project Name	Seek Section 108 Loan Authority for the Creation of a Loan Pool
	Target Area	City Wide

Goals Supported	
Needs Addressed	
Funding	:
Description	During the FY2026 program year, the Unified Government may pursue financing through HUD's Section 108 Loan Guarantee Program to support eligible economic development, public facilities, infrastructure, housing, or neighborhood revitalization projects that advance the goals of the Consolidated Plan. Potential Section 108 activities may include redevelopment initiatives, public infrastructure improvements, acquisition of real property, demolition, commercial revitalization, business development and/or expansion, affordable housing development, and other eligible projects that principally benefit low- and moderate-income persons or meet another applicable CDBG National Objective. Any proposed use of Section 108 financing will be undertaken in accordance with Section 108 program requirements, including compliance with environmental review, citizen participation requirements, underwriting standards, and all applicable federal regulations. If required, the Unified Government will complete a Substantial Amendment to the Consolidated Plan and Annual Action Plan, obtain approval from the Unified Government Commission, and receive HUD approval before obligating or expending Section 108 loan proceeds.
Target Date	
Estimate the number and type of families that will benefit from the proposed activities	
Location Description	
Planned Activities	

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The Kansas City, KS HUD entitlement jurisdiction includes block groups within the city of Kansas City, KS. One hundred percent (100%) of funds will be directed to projects with citywide target areas.

Geographic Distribution

Target Area	Percentage of Funds
City Wide	100

Table 7 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Each year, the Unified Government strives to fund projects that serve areas with the greatest need as determined by factors such as percentage of low- and moderate-income population, substandard housing stock, and need for other improvements. Additionally, the Unified Government funds projects that address priority needs of income-eligible households and special needs populations living throughout the county.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The Unified Government will use HOME funds for new affordable housing and to rehabilitate existing housing units. A total of 150 homes is expected to be renovated with HOME funds. The 2026 goal for new housing is 50 new units. Approximately 400 households experiencing homelessness will be assisted with ESG-funded programs. The UG expects to support the affordable housing needs of 800 Kansas City, KS households in the 2026 program year.

One Year Goals for the Number of Households to be Supported	
Homeless	400
Non-Homeless	150
Special-Needs	50
Total	600

Table 8 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	50
Rehab of Existing Units	150
Acquisition of Existing Units	0
Total	200

Table 9 - One Year Goals for Affordable Housing by Support Type

Discussion

Homeless and at-risk populations may receive affordable rental assistance through the ESG program subrecipients (Rapid Re-housing and Homeless Prevention). ESG outcomes will be reported in the SAGE system. HOME funds are utilized for production of new units, rehab of existing units and acquisition (down payment assistance).

AP-60 Public Housing – 91.220(h)

Introduction

The Kansas City, Kansas Housing Authority (KCKHA) provides publicly supported housing options for low-income residents living in Wyandotte County. According to the KCKHA 2022 Annual Plan, the housing authority provides 3,750 units countywide through conventional public housing developments, project-based Section 8 vouchers and tenant-based vouchers. The KCKHA acquired the Bonner Springs Housing Authority in July 2021 which added 50 additional public housing units.

Actions planned to address the needs to public housing

1. Westgate Towers Parking Lot, 6100 Leavenworth Rd - Mill and overlay the parking lot, replace curb and gutter, sidewalk and ADA ramps.
2. Westgate Villas Parking Lot, 3127 N. 61st Street - Mill and overlay the parking lot, replace curb and gutter, sidewalk, and ADA ramps.
3. Vaughn Dale Building in Bonner Springs, New Roof, and AC units
4. Family Sites, Bonner Springs, new exterior upgrades including new roof, siding and windows
5. Playground upgrades at all family sites
6. 1034-1036 Ohio - Duplex will be demolished
7. Grandview Park - 1240 Ray – New Roofs, windows, gutters, and siding.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

KCKHA residents may be elected to the Resident Association serving their community. Resident Association officers voice the concerns of the residents and help plan educational or recreational events for the community. The Resident Association also sponsors each community's Neighborhood Watch Program.

The KCKHA also partners with community agencies to provide the "KC Money Smart" program. This program offers educational advancement courses and homeownership courses to residents.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable.

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The Greater Kansas City Coalition to End Homelessness (GKCCEH) is the lead agency for the Kansas City/Wyandotte County and Kansas City/Independence/Lee's Summit/Jackson County Continuums of Care (CoCs), with members that include service providers covering Wyandotte County, Kansas and Jackson County, Missouri. The GKCCEH brings together housing and service providers to meet the needs of individuals and families experiencing homelessness. Over the next year, the Unified Government will re-evaluate its partnership with GKCCEH to determine if further participation with the CoC will best serve the homeless population in Kansas City, Kansas. Should it be determined that the best interest of the homeless community would be best served through a new partnership, the Unified Government will either seek alignment with a new CoC or will seek to stand up a CoC for the specific purpose of addressing homeless needs in Kansas City, Kansas.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

As lead agency for Kansas City/Wyandotte County CoC, GKCCEH manages the coordinated entry system that works to connect the highest need, most vulnerable people in the community to housing and supportive services. Through the 211 system and at other coordinated entry sites throughout the region, residents may begin the process of identifying and securing housing and service resources to meet their individual needs.

The jurisdiction recognizes that veterans continue to face unique barriers that can increase their risk of homelessness, including disabilities, behavioral health challenges, limited income, and difficulties transitioning to civilian life. During the upcoming program year, the jurisdiction will strengthen its outreach efforts to identify and assist homeless veterans as well as veterans who are at risk of becoming homeless before a housing crisis occurs.

The jurisdiction will work collaboratively with veteran-serving organizations, homeless service providers, housing agencies, and community partners to improve coordination of services, increase awareness of available housing and supportive resources, and connect veterans to appropriate assistance. Outreach efforts will emphasize early intervention, coordinated entry, case management, homelessness prevention, rapid rehousing, and referrals to employment, healthcare, behavioral health, and benefits counseling.

The jurisdiction will also seek opportunities to expand partnerships with local organizations serving veterans, increase participation in community outreach events, and improve communication regarding

available housing assistance programs. By strengthening these partnerships and focusing on proactive engagement, the jurisdiction aims to reduce the number of veterans experiencing homelessness and help at-risk veterans maintain stable housing and achieve long-term self-sufficiency.

During the 2026 program year, the Unified Government will seek opportunities to expand services to the veterans community through provide for provide \$316,000 in CDBG funds to the Willa Gill Multi-Service Center for hot lunches and case management services. This funding is anticipated to assist 1,000 individuals who are experiencing or at risk of homelessness.

In addition to outreach and assessment on an individual or family level, the Unified Government and GKCCEH also work to understand homeless needs throughout Kansas City. Each year, GKCCEH conducts a single-day Point-in-Time (PIT) count for sheltered and unsheltered persons and works to ensure the Homeless Management Information System (HMIS) delivers data needed for HUD and local government reporting.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Unified Government general fund has included in its budget funding for an emergency overnight shelter. The shelter will operate from November 15, 2026 to March 31, 2027.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

In addition, the jurisdiction will explore a \$3.1 million investment of HOME-ARP funds to expand housing services to the chronically homeless in coordination with a non-profit community offering supportive services to the chronically homeless.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving

assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The Unified Government anticipates allocating its 2026 Emergency Solutions Grant (ESG) funding to two categories focused specifically on housing. Specific activities may include financial assistance to help pay for housing or services designed to help people obtain or maintain housing. In both cases, assistance will be focused on housing stabilization, linking program participants to community resources and mainstream benefits, and helping participants develop a plan for preventing future housing instability. A summary of each category follows.

Emergency Shelter

Funding for an emergency shelter will be shifted to the Unified Government's general operating budget.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The 2014 Fair Housing and Equity Assessment for the Kansas City region identified several “drivers of inequitable investment.” These drivers included:

Lack of public resources

Continued expansion of suburban and exurban infrastructure

Zoning ordinances and public attitude

RCAP market conditions, and

Housing development capacity[1]

Stakeholders during the Consolidated Plan process have identified similar policies with negative effects on residential investment, such as restrictive single-family zoning throughout the county and the lack of a statewide LIHTC credit match to help expand the supply of affordable housing.

An additional barrier to maintaining the affordability of housing for homeowners and renters may include the county’s rising water costs. To cover the more than \$900 million required to implement adequate Sewer System Control Measures, as described in the US EPA Consent Decree, the Unified Government plans to raise user rates for water. These rates will increase 5% annually from 2020-2023, between 3-4% annually from 2024 to 2029, and from 2.5-3.5% annually from 2030 to 2044.[2]

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Restrictive single-family zoning

The Unified Government has published master plans covering several Kansas City neighborhoods. These master plans provide recommendations for increasing housing supply, such as increased infill in suburban areas, and upzoning in denser areas to create more multifamily housing. Through the UG’s use of internal reporting and tracking systems, the planning staff anticipates that it will be able to make steady progress on existing master plan goals which may reduce the effects of historically restrictive

single-family zoning.

State LIHTC match

In January 2022, the Kansas State Senate Committee on Federal and State Affairs introduced Senate Bill 369 to establish a Kansas Affordable Housing Tax Credit Act.[1] The state-level tax credit would be offered in equal amounts to the federal tax credit and would serve as a credit against tax liability for up to 11 years. The bill passed the Kansas House of Representatives 109-12 and the Kansas State Senate 34-3. The bill is currently awaiting approval by the governor. If approved, the state-level tax credits will become available in January 2023.[2]

Rising water costs

To assist households that have difficulty paying their water bills, the Board of Public Utilities offers “FlexPay,” which allows the user to pay their water bill in smaller amounts throughout the month. The BPU does not currently offer any subsidies or rebates for low-income users who are unable to afford these utility increases over time.

Discussion:

AP-85 Other Actions – 91.220(k)

Introduction:

This section details the Unified Government's plans to ensure safe and affordable housing for its residents, meet underserved needs, reduce poverty, develop institutional structure, and enhance coordination between public and private sector housing and community development agencies.

Actions planned to address obstacles to meeting underserved needs

The UG continually works to build community capacity to meet underserved needs through partner agencies within the community, however, limited staff capacity and financial resources among these agencies remains a primary obstacle. Given these limitations, the careful analysis and detailed community engagement represented by the Consolidated Plan process is key to allocating the UG's federal funding to the highest-priority needs. The UG will continue to use its resources carefully and strategically with a focus on serving the community's priority needs. Additionally, some organizations are reluctant to administer federally funded programs using CDBG, HOME, or ESG funds due to the complex requirements attached to the grant funds. The UG will continue to periodically offer training and technical assistance to current and prospective subrecipient organizations to build their capacity for responsibly managing federal funding.

In an effort to increase community involvement and gain a better understanding of both immediate and pervasive needs in the community, the Department of Community Development will be posting monthly surveys on its webpage. This ***Eight to Great*** monthly survey will feature eight questions on various topics of community need, and interest. The results will assist in fine-tuning our focus and allocation of resources. The survey will be offered through the Survey Monkey platform which will provide a wide variety of analytics as well as suggestions to improve question content and delivery methods.

Actions planned to foster and maintain affordable housing

A lack of affordable housing is a primary obstacle to addressing unmet needs. The UG will continue to support its goal of improving housing opportunities by creating and preserving decent, safe, affordable rental and homeownership housing. In 2026 program year, through its annual HOME allocation and prior years funding, the UG will undertake comprehensive home renovations in an effort to better assist LMI homeowners make meaningful changes in their homes with the goal of increasing their long-term quality of life. To further foster development of affordable housing, the UG's annual HOME allocation, and prior year resources will be directed to both for profit developers and Community Housing Development Organizations with the goal of bringing 85 new affordable homes to the Kansas City,

Kansas community.

Actions planned to reduce lead-based paint hazards

An important initiative emanating from HUD in the last decade is the reduction of lead-based paint hazards, and many jurisdictions around the country have focused on reaching this goal. The federal Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X of the Housing and Community Development Act of 1992) amends the Lead-Based Paint Poisoning Prevention Act of 1971, which is the law covering lead-based paint in federally funded housing. These laws and subsequent regulations issued by the U.S. Department of Housing and Urban Development (24 CFR part 35) protect young children from lead-based paint hazards in housing that is financially assisted or being sold by the federal government.

Should the Unified Government undertake any property rehabilitation projects, it will assess whether lead-based paint might be present and, if so, follow the guidelines set forth in the Residential Lead-Based Paint Hazard Reduction Act of 1992. The Unified Government is committed to testing and abating lead in all pre-1978 housing units assisted with federal grant funds in any of the housing programs it implements.

The Wyandotte County Health Department oversees the administration of the lead-based abatement program.

Actions planned to reduce the number of poverty-level families

CDBG, HOME, and ESG funding is integrated into existing programs that address poverty and homelessness by participating agencies and subrecipients. For example, the UG provides CDBG funding to the Willa Gill Multi-Service Center to support multiple services including case management and hot lunches for families and individuals who are experiencing or at risk of experiencing homelessness. ESG funding is directed toward agencies participating in the Greater Kansas City Coalition to End Homelessness and funds vital services to assist residents living in poverty. Further programs such as job training, childcare, and transportation assistance reduce the impact of poverty and provide for income growth for families living in poverty.

Community Development staff participate in the UG Health Department's 2018-2023 Community Health Improvement Plan, particularly in the work of the Safe and Affordable Housing Subcommittee. The subcommittee is comprised of representatives from the Unified Government, private and public housing agencies, landlords, and social service agencies. For 2024, the subcommittee is pursuing the twin goals of 1) reducing the cost of accessing safe housing and the associated costs of living in the home, and 2)

increasing the quantity of affordable housing for low- and moderate-income people.

Created 344 new childcare spaces for children aged 1-5 years old

Led an insurance enrollment campaign reaching over 4,000 homes in targeted low-coverage areas and resulting in 269 new Medicaid, Marketplace, and SNAP applications

Provided a pilot fare-free non-emergency medical transportation program to local safety-net clinic patients

Developed a Tenant's Rights & Responsibilities Toolkit for resource navigators

Actions planned to develop institutional structure

The Unified Government's Community Development Department works in conjunction with community stakeholders, local and regional public service agencies, neighborhood revitalization organizations and area housing partners who have a mutual interest in CDBG and HOME program goals and objectives. Community Development partners with these stakeholders on a wide range of programs including the Consolidated Planning process, Affirmatively Furthering Fair Housing actions, and the annual budget RFP process.

These community partnerships are part of an effort to assess community and regional needs and to enhance coordination of community projects and programs. Community Development continually seeks to broaden these partnerships and identify opportunities to partner with new organizations that further deepen the UG's community reach and strengthen the community's social service network. In addition, the UG has established the Stabilization, Occupation, And Revitalization (SOAR) Committee to address blight in the community and outreaches to these stakeholders.

Actions planned to enhance coordination between public and private housing and social service agencies

Public agencies, for-profit and non-profit private organizations all play a part in the provision of affordable housing, social services, capital improvements, and economic development. However, the lack of financial resources for development, operations, and support services is a significant gap to overcome. By coordinating between agencies and local organizations, the UG helps to create a more comprehensive network of services and programs for its residents while reducing duplication and making efficient use of limited financial resources.

The Unified Government's Community Development Department will continue to coordinate closely with the Housing Authority of Kansas City, KS, by providing advertisements of available services and upcoming activities for distribution to residents. Unified Government staff will regularly host and attend meetings with community stakeholders. The Unified Government plans to continue to attend monthly

membership meetings with the Greater Kansas City Coalition to End Homelessness, which helps coordinate services between homeless individuals, homeless providers, and health and mental health organizations. The Unified Government also participates annually or bi-annually in the Kansas City (MO&KS), Independence, Lee's Summit/Jackson, Wyandotte Counties Continuum of Care's Point-in-Time count.

The Mid-America Regional Council is a key partner for coordination on several critical plans, including the go Dotte Strategic Mobility Plan and the Comprehensive Economic Development Strategy. Partnerships with the Continuum of Care and the United Way of Greater Kansas City, both of which collaborate with partners across the region, are vital in planning for and implementing strategies to address homelessness. Ongoing coordination with these partners will continue to highlight shared goals and opportunities for collaboration throughout the region. Finally, the internal coordination between the UG's Community Development and Planning & Urban Design departments will enable CDBG and HOME Program funding to advance goals and strategies outlined in existing area master plans for eligible LMI areas.

Discussion:

In addition to the goals listed previously in the 2025 Annual Action Plan, the UG will pursue the strategies described within this section to further improve community conditions for Kansas City, KS residents by increasing the capacity of service providers, reducing poverty conditions, addressing lead-based paint hazards, and generally strengthening the structure within which these actions are administered.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

This section describes program specific requirements for the CDBG, HOME, and ESG funds received by the Unified Government of Wyandotte County/Kansas City, Kansas. The responses within this section satisfy regulatory and programmatic obligations that the Unified Government will undertake in the 2024 program year. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income over the 2024 program year period is 100%.

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

No other forms of investment are contemplated for the use in the HOME Program beyond those identified in 92.205.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

When the PJ, CHDO or Housing Partner sells a HOME Assisted House to an income eligible household the HOME Agreement with the homebuyer is executed along with the executed and recorded Second Mortgage. These documents state the recapture provision will be used, below is the language.

Sale to a New Homebuyer: Full recapture will occur upon sale, transfer, or conveyance of the property to a new homebuyer prior to the expiration of the prescribed affordability period. The HOME-assisted buyer must repay the full amount of the entire HOME subsidy less any owner-paid closing costs and owner equity included therein; provided, that if the property is sold for market value and net proceeds from the sale is insufficient to pay the full subsidy amount, the difference between the net proceeds and the HOME subsidy amount may be forgiven.

Conversion to Business or Rental Use: Full Recapture will occur upon sale or conversion of the property for rental or business purposes prior to the expiration of the prescribed affordability period. The HOME-assisted buyer must repay the full amount of the HOME subsidy. No pro-rata reduction may be made.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The UG will hold a lien on property for the amount of the HOME subsidy to assure that the assisted household continues to meet program guidelines throughout the affordability period. The minimum affordability period required is based on the amount of HOME assistance and is as follows:

Each property assisted with HOME funds must also have deed restrictions that run with the land, in addition to the applicable affordability period. These restrictions ensure the property remains affordable to a low to moderate income household for the applicable period and stipulate that: 1) The property must be the principal and primary residence of the purchaser; 2) All or any portion of

the property may not be used as rental property or as investment property; and 3) Any portion of the property assisted with HOME funds may not be used as a business.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The UG does not use HOME funds for this purpose.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

N/A

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

N/A

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

N/A

Emergency Solutions Grant (ESG) Reference 91.220(l)(4)

1. Include written standards for providing ESG assistance (may include as attachment)

Refer to the Grantee Unique Appendices for the ESG Policy and Procedures.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The Greater Kansas City Coalition to End Homelessness operates the regional Continuum of Care Coordinated Entry System (CES). CES facilitates the coordination and management of resources and services through CoC's crisis response system. CES works to connect the highest need, most

vulnerable persons in the community to available housing and supportive services equitably.

The steps for the CES are as follows:

1. Participant calls 211 to complete an initial screening over the phone, visits a drop-in center or is engaged through street outreach.
2. If eligible, the participant will be contacted to schedule a housing intake.
3. Households still in need of help after the intake will receive a full CE assessment and be placed on the community housing list.
4. When a housing option is available, the participant is referred to a provider to begin the housing process.

Eligible participants are:

HUD's Category 1: Literally homeless: Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

Has a primary nighttime residence that is a public or private place not meant for human habitation; or

Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or

Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

HUD's Category 4: Fleeing/attempting to flee domestic violence*: Any individual or family who:

Is fleeing, or is attempting to flee, domestic violence;

Has no other residence; and

Lacks the resources or support networks to obtain other permanent housing *Note: "Domestic Violence" includes dating violence, sexual assault, stalking, and other dangerous or life-threatening conditions that relate to violence against the individual or family member that either takes place in, or him or her afraid to return to, their primary nighttime residence (including human trafficking).

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The Unified Government submits a Request for Proposal in local newspapers and announces ESG funding allocations to the Continuum of Care membership. Eligible applicants are non-profit organizations and Continuum of Care participants; an ESG application must be submitted to the Program Coordinator of the grant program. The Unified Government coordinates with the Continuum of Care to evaluate applications and fund subrecipients. A ranking and reviewing committee (consist of 3-4 persons) will meet to score applicants based on the attached ranking and review scoring.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

Sub-recipients are required to have participation of not less than one homeless individual or formerly homeless individual on the board of directors; this is verified through annual monitoring reviews and required documentation of board of directors and recent board minutes.

5. Describe performance standards for evaluating ESG.

There are two primary data sources CoC's and ESG recipients will use to collect system-level performance measures:

Sheltered and unsheltered PIT count data reported through HUD's Homelessness Data Exchange (HDX)

Client-level outcome information based on data collected in HMIS and unduplicated across all continuum and ESG projects that contribute data to HMIS with the CoC.

System Performance Measurement Parameters also include the following:

Project Type

Reporting Period

Client Universe (adults, leavers, stayers)

Setting Local Performance Targets

HMIS Bed Coverage and Data Quality

Please refer to the Grantee Unique Appendices for the complete ESG Policy and Procedures.



County Administrator's Office
Alan Howze, Interim County Administrator

701 North 7th St., Suite 945
Kansas City, Kansas 66101-3064

Phone: (913) 573-5030
Fax: (913) 573-5540

NOTICE OF PENDING APPOINTMENT

DATE: July 24, 2026

BOARD POSITION: Board of Zoning Appeals and City Planning Commission

INCUMBENT REPLACED: Brandie Nikole Armstrong

APPOINTING COMMISSIONER: Christian Ramirez

REQUEST FOR APPOINTMENT

NAME OF NEW APPOINTMENT: Rachel Russell

TERM OF OFFICE: 8/6/26 to 12-15-2029

SIGNATURE OF APPOINTING COMMISSION MEMBER

* NOTICE: IF THERE ARE NO CONCERNS RAISED IN THE INITIAL 7 BUSINESS DAYS REVIEW PROCESS DATE, THEN THE NOMINATION WILL BE AUTOMATICALLY PROCESSED AS AN ITEM FOR THE NEXT AGENDA REVIEW PROVIDED NO OTHER APPLICATIONS WERE SUBMITTED.



County Administrator's Office
Alan Howze, Interim County Administrator

701 North 7th St., Suite 945
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Phone: (913) 573-5030
Fax: (913) 573-5540

NOTICE OF PENDING APPOINTMENT

DATE: July 24, 2026

BOARD POSITION: Parks Board

INCUMBENT REPLACED: _____

APPOINTING COMMISSIONER: Andrew Kump

REQUEST FOR APPOINTMENT

NAME OF NEW APPOINTMENT: Sarah Lynch

TERM OF OFFICE: 8/6/26 to 12-15-2029

SIGNATURE OF APPOINTING COMMISSION MEMBER

* NOTICE: IF THERE ARE NO CONCERNS RAISED IN THE INITIAL 7 BUSINESS DAYS REVIEW PROCESS DATE, THEN THE NOMINATION WILL BE AUTOMATICALLY PROCESSED AS AN ITEM FOR THE NEXT AGENDA REVIEW PROVIDED NO OTHER APPLICATIONS WERE SUBMITTED.

Unified Government of Wyandotte County and Kansas City, Kansas



BOARD OF COMMISSIONERS

Commission Chambers

701 N. 7th Street Trafficway, Kansas City, KS 66101

Mayor Tyrone Garner

Commissioner At-Large Dist. 1 Melissa Bynum – Commissioner At-Large Dist. 2 Tom Burroughs –

Commissioner Dist. 1 Gayle E. Townsend – Commissioner Dist. 2 Bill Burns –

Commissioner Dist. 3 Christian Ramirez – Commissioner Dist. 4 Dr. Evelyn Hill –

Commissioner Dist. 5 Mike Kane – Commissioner Dist. 6 Phil Lopez –

Commissioner Dist. 7 Chuck Stites – Commissioner Dist. 8 Andrew Davis

MINUTES

SPECIAL MEETING

Tuesday, August 19, 2025

5:04 PM – 11:01 PM

Attendance:

Commissioners Present:

- Mayor Tyrone Garner
- Commissioner Burroughs
- Commissioner Bynum
- Commissioner Burns
- Commissioner Lopez
- Commissioner Townsend
- Commissioner Kane
- Commissioner Hill
- Commissioner Stites
- Commissioner Davis

Commissioners Absent:

- Commissioner Ramirez

Staff Present:

- Monica L. Sparks (Unified Government Clerk)
- David Johnston (County Administrator)
- Angela Lawson (Interim Chief Legal Counsel)
- Reginald Linsdey (Budget Director)
- Michael Peterson (Deputy Budget Director)
- Anita Peterson (District Court)
- Philip Lockman (Community Corrections)
- Terrie Garrison (Interim Director, Health Department)
- Matt May (Emergency Management Director)
- Gregg Talkin (Director Neighborhood Resource Center)
- Dennis Rubin (Chief, KCK Fire Department)
- Karl Oakman (Chief, KCK Police Department)
- Greg Wooten, Buildings and Logistics Department
- Jeff Miles, Director of Environmental Services
- Brandon Grover, Road and Bridge Program Manager
- Dwayne Smith, Street Department Manager
- Diana Miles, Solid Waste Manager

Call to Order:

Mayor Tyrone Garner called the meeting to order at 5:04 PM.

Notice and Consent to Meeting:

NOTICE OF SPECIAL MEETING of the Unified Government of Wyandotte County/Kansas City, Kansas, is scheduled to be conducted in a hybrid format on Thursday, August 19, 2025, at 5:00 p.m. for a budget workshop in the Fifth-floor conference room of the Municipal Office Building, 701 N. 7th Street, Kansas City, Kansas.

CONSENT TO MEETING of the governing body of Wyandotte County/Kansas City, Kansas, accepting service of the foregoing notice, waiving all and any irregularities in such service and in such notice, and consent and agree that we, the governing body, shall meet at the time and place therein specified and for the purpose therein stated.

DISTRICT COURT BUDGET PRESENTATION (Discussion begins: 4:38)

Reginald Lindsey, Budget Director, presented the District Court budget:

- Total county budget: \$2.8 million
- FTE count: 11 positions
- Department hierarchy includes district court, process servers, and court trustee
- 2026 budget impacts: No significant increases outside personnel costs
- Key notes: 61% of expenses are contracted services including inter attorneys for juveniles and court appointed lawyers
- Juror mileage and stipends: \$128,000

Discussion:

Commissioner Burns asked about juror mileage and stipends being lower than previous years and the impact of fewer jury trials. Anita Peterson, District Court, confirmed fewer jury trials but would provide specific numbers starting in January.

COMMUNITY CORRECTIONS BUDGET PRESENTATION (Discussion begins: 8:02)

Mr. Lindsey presented Community Corrections budget:

- Total county budget: \$2 million
- FTE count: Almost 17 positions
- Majority funding from grants
- Department hierarchy: alcohol/drug treatment, community corrections, pretrial services
- 2026 budget impacts: Pretrial service house arrest operational increase of \$28,000

Phil Lockman, Community Corrections Director, answered questions about the special alcohol tax fund totaling \$955,000 budget with \$587,000 from special alcohol tax.

Discussion:

Commissioner Bynum inquired about the special alcohol tax amount.

Mr. Lockman explained the funds support two drug courts and behavioral health court, helping ease jail overcrowding.

Mayor asked about budget increases.

Mr. Lockman explained operational funding challenges for pretrial services.

Commissioner Davis asked about budget reconciliation between different documents.

Mr. Lindsey clarified that grant dollars totaling \$4.5 million support community corrections but are not reflected in the county-funded portion being presented.

HEALTH DEPARTMENT BUDGET PRESENTATION (Discussion begins: 20:57)

Mr. Lindsey presented Health Department budget:

- Total budget: \$5.1 million
- FTE count: Almost 32 positions
- Department hierarchy: health administration, clinical services, public health, community health, county coroner
- 2026 capital improvement: First floor bathroom renovations (\$75,000)
- Key notes: 62% personnel costs, 28% contractual services (15% autopsies)

Questions and Discussion:

Commissioner Lopez asked about coroner operations.

Ms. Garrison explained the coroner has a flat contract rate of \$27,000 annually, separate from forensic medical autopsy costs which vary by complexity.

Terrie Garrison, Interim Health Department Director, addressed questions.

Commissioner Burns asked about vaccination timing for elderly residents.

Ms. Garrison recommended mid-September for flu, RSV, and COVID vaccines.

Commissioner Davis asked about measles and tuberculosis situations.

Ms. Garrison reported no new measles cases since mid-July and that tuberculosis investigations remain at state level despite requests to return to local jurisdiction.

Commissioner Davis asked about ARPA, non-grant funds, and Ameri-Corps Fund.

Ms. Garrison discussed ARPA funding ending in December 2024, with three positions retained through other grants, and AmeriCorps funding being restored after temporary suspension.

Commissioner Davis asked to clarify if the hiring freeze will be lifted once the budget is voted on. Commissioner Davis stated that there are many key positions that need to be filled.

Commissioner Lopez asked about department concerns.

Ms. Garrison identified staffing shortages, particularly the need for a disease investigator specialist and epidemiologist positions for disease surveillance.

Commissioner Bynum asked about tax levy and general fund differences.

Mr. Lindsey explained various dedicated tax levies prescribed by state law for specific purposes.

EMERGENCY MANAGEMENT BUDGET PRESENTATION (Discussion begins: 42:35)

Mr. Lindsey presented Emergency Management budget:

- Total budget: \$2 million
- FTE count: 5 positions

- Department hierarchy: emergency management and Wyandotte County radio communications
- 2026 capital improvement: Outdoor warning system (\$40,000)
- Key notes: 61% contractual services (29% radio maintenance, 13% technical support), 27% personnel

Questions and Discussion:

Matt May, Emergency Management Director, explained the high contractual services costs.

Mayor asked about contractual services composition.

Mr. May explained radio system maintenance costs approximately \$500,000 each for subscriber units and infrastructure, plus BPU technical support agreement (75/25 cost share).

Commissioner Burroughs asked about cost sharing with other departments.

Mr. May explained that smaller departments like Junior College and USD 500 police pay per-radio fees, but major departments don't contribute additional funding.

Mr. May detailed radio replacement needs, with some departments still requiring mobile radio updates costing approximately \$2.5 million to complete.

Commissioner Davis asked about radio system costs.

Mr. May explained the necessity of reliable public safety communications and the planned obsolescence requiring infrastructure replacement by 2030.

Commissioner Kane shared personal experience about radio communication failures during emergencies.

Commissioner Lopez asked about radio replacement costs and timeline.

Mr. May confirmed the original \$15 million project cost about \$11 million over five years, with \$2.5 million still needed to complete remaining departments.

NEIGHBORHOOD RESOURCE CENTER BUDGET PRESENTATION (Discussion begins: 1:02:47)

Mr. Lindsey presented Neighborhood Resource Center budget:

- Total budget: \$6.8 million (city general fund)
- FTE count: 55 positions
- 2026 budget impacts: Restore MBR funding (\$220,000), restore neighborhood impact grant funding (\$35,000)
- Key notes: 80% personnel, demolition fees 25% of contractual/commodity expenses, office rent 16%

Questions and Discussion:

Greg Talkin, NRC Director, provided updates on system improvements and business process improvements beginning.

Mayor asked about revenue generation.

Mr. Talkin reported generating under \$7.4 million in 2024, approaching \$4 million in current year with four months remaining.

Mayor asked about demolition practices and land preparation.

Mr. Talkin explained only concrete block 12 inches or smaller is used as fill, meeting building code requirements.

Mayor discussed blight and beautification priorities, referencing Operation Bright Side history.

Michael Peterson, Deputy Budget Director explained current collaboration with various departments for graffiti abatement and cleanup efforts.

Commissioner Townsend asked about eliminated positions.

Mr. Talkin confirmed two positions eliminated in 2025, amended budget and discussed code enforcement capacity.

Commissioner Lopez suggested building ownership versus leasing. Mr. Talkin noted 3.5 years remaining on current lease at approximately \$133,000 annually.

DEDICATED SALES TAX PRESENTATION (Discussion begins: 1:45:29)

Michael Peterson, Deputy Budget Director, presented dedicated sales tax overview:

- 2026 budget: \$18.2 million
- Supports 50.25 FTEs
- Fund breakdown: 37% personnel, 52% capital outlay
- Department allocation: Police 33%, Fire 33%, Public Works 31%, Parks 2%
- Capital projects include fleet replacement, facility improvements, infrastructure projects

Key Operational Items:

- Fire: 25 positions, turnout gear, health/fitness programs
- Police: 25.25 positions (20 officers), training academy, CIT co-responder, body cameras

Questions and Discussion:

Commissioner Bynum suggested redirecting capital funds toward major building projects like fire stations. She noted personnel costs of \$6-7 million from the \$14-15 million generated, questioning whether remaining funds could fund fire station construction debt-free.

Commissioner Burroughs asked about fund balance reconciliation.

Mr. Peterson explained differences between original, amended, and proposed budget figures.

Mayor emphasized need for detailed expenditure tracking.

Commissioner Davis asked about forecasting accuracy.

Mr. Peterson explained conservative sales tax projections and prior year adjustments.

FIRE DEPARTMENT BUDGET PRESENTATION (Discussion begins: 2:02:24)

Mr. Peterson presented Fire Department overview:

- Total city budget: \$87.8 million
- City FTE count: 451 positions
- 92% personnel costs
- Makes up 26% of tax levy budget, 33% of city general fund
- 2026 budget impacts: Life scan health screenings, medical director contracts, \$300,000 turnout gear, \$300,000 station maintenance
- Capital improvement: \$3.1 million fire equipment payments, \$1.158 million fleet transfer, \$1 million fire station planning/site work

Questions and Discussion:

Chief Dennis Rubin was available for questions with staff.

Commissioner Lopez asked about radio costs and coordination with Emergency Management. Chief Rubin clarified that communications FTEs are dispatchers, not radio equipment.

Chief Rubin addressed tire procurement and maintenance practices, inquired by Commissioner. Lopez.

Commissioner Davis asked about optimal staffing.

Chief Rubin stated department supports national standards but understands budget constraints. Recent contract added five members to minimum staffing, though national standard would require about \$15 million annually for 40-45 additional members.

Chief Rubin discussed Command vehicle transitions to smaller, more affordable vehicles.

Mayor asked about response priorities.

Chief Rubin confirmed 80% of calls are emergency medical, followed by fires, hazardous materials, and rescue operations.

Mayor asked about station adequacy, and standards.

Chief Rubin referenced Insurance Services Organization standards and noted current stations are "adequate" but identified ambulance capacity as the biggest need.

Chief Rubin addressed facility conditions, estimating \$221 million needed for station improvements, with most requiring replacement rather than rehabilitation.

Commissioner Burns asked about union consultation in budget preparation.

Chief Rubin acknowledged regular meetings but no specific budget input sessions.

Commissioner Townsend asked about population-based staffing standards.

Chief Rubin noted unique factors like interstate highways, rail traffic, and industrial facilities affecting service demands beyond simple population ratios.

Commissioner Davis asked about command staff numbers.

Chief Rubin confirmed 29 chief officers total: 3 deputy chiefs, 9 battalion chiefs, 9 assistant chiefs, 4 fire investigators, plus administrative positions.

Fire Station 20 Replacement received \$1 million for planning and site work, with previous expenditures of \$500,000-\$1 million.

POLICE DEPARTMENT BUDGET PRESENTATION (Discussion begins: 2:58:13)

Mr. Peterson presented Police Department overview:

- Total city budget: \$67.9 million
- City FTE count: 369.5 positions
- 84% personnel costs
- Makes up 25% of city tax levy, 31% of city general fund
- 2026 budget impacts: Data domain (\$60,500), street smart systems
- Capital items: Animal services crematorium, tasers, mobile data computers, \$2.6 million fleet transfer

Questions and Discussion:

Chief Oakman and staff available for questions.

Chief Oakman clarified FTE numbers: 369 total includes civilians, with only 309 sworn positions funded, representing a 60-position reduction in sworn officers. This equals "a whole patrol division" and "three community policing divisions."

Commissioner Kane asked about staffing shortages.

Chief Oakman confirmed 60 officers short, noting this would be the worst staffing position during his tenure.

Chief Oakman highlighted department achievements despite understaffing: historic low crime levels, 100% homicide solve rate (15 of 15 cases), \$10.8 million in grants obtained since 2021.

Cost-saving measures implemented included logo changes (saving \$1,100 per vehicle), lease programs, and reducing detective vehicle sizes (\$135,000 credit).

Commissioner Lopez asked about protective equipment.

Chief Oakman confirmed efforts to ensure rifle-rated shields in every patrol car following recent incidents.

Commissioner Davis asked about staffing reconciliation.

Michael Peterson explained vacancy trend elimination process, with current staffing at 316 sworn officers plus 21 in academy.

Chief Oakman noted improved recruiting trends but emphasized hiring timeline challenges requiring six-month academy training.

Commissioner Davis asked about Animal Services initiatives.

Chief Oakman praised Director Ashley Scott's work and announced plans for cultural education programs on animal ownership responsibility.

Regarding illegal dumping,

Chief Oakman mentioned real-time crime center camera improvements and community policing staffing needs (currently seven positions down).

Chief Oakman addressed facility challenges affecting recruitment compared to other metro departments.

Commissioner Townsend asked about right-sizing based on population.

Chief Oakman referenced Kansas statewide standards suggesting 355 sworn officers for Kansas City, Kansas population, though noting unique metro area factors.

Commissioner Hill asked about residency requirements as recruitment challenge.

Chief Oakman identified pay (bottom third in metro), facilities, and residency as main recruitment obstacles.

Mayor Garner continued discussion regarding police department staffing levels, noting that while not advocating for an immediate increase to 400 FTEs, future growth of the community will require the commission to consider additional staffing for officer safety and responsible response to calls for service.

The Police Chief presented concerning conditions at West Patrol Station, explaining that the facility built in the late 1950s/1960s is in deplorable condition.

Key issues discussed included:

- The public cannot access the station due to safety concerns
- Station designed for 12 officers but houses over 50 officers
- Significant structural problems including falling concrete, non-functional systems, and water damage
- Showers used as storage closets due to plumbing failures
- Constant moisture causing rust throughout the facility

The Chief also reported on cost-saving measures, including relocating the traffic unit from a leased building on Leavenworth Road (costing \$30,000 annually) to the former FBI space, which will save utilities and lease costs starting in 2026.

Discussion of the drone first responder program revealed the department acquired the equipment three weeks prior using Law Enforcement Trust Fund money. The system will have a 2-3 mile radius and integrate with the real time crime center.

Ken Anderson, Deputy Chief, noted that four School Resource Officers are subsidized by schools, with an additional Minnesota Avenue Schmidt position to be paid by that taxing district in the following year.

BUILDINGS AND LOGISTICS DEPARTMENT BUDGET PRESENTATION (Discussion begins: 4:08:19)

Michael Peterson, Deputy Budget Director presented the Buildings and Logistics budget totaling \$11.9 million in 2026, representing less than 3% of the UG tax levy budget and roughly 3.75% of city and county general funds combined.

Greg Wooten represented the department in the absence of Director John Kelly, who was attending the National APWA conference. The department is responsible for approximately 60 buildings out of 200+ structures in the Unified Government inventory.

Key Budget Components:

- Personnel: 52% of budget
- Contractual services: 28%
- Capital improvements: 11%
- Commodities: 7%

Discussion:

Commissioner Burns inquired about courthouse exterior cleaning timeline.

Mr. Wooten explained that the masonry restoration project is proceeding through procurement, with work beginning later in summer/early fall and completion estimated by summer 2027. The project includes masonry, HVAC, electrical, and fire alarm system improvements.

Commissioner Davis asked about the \$450,000 TGT-funded Memorial Hall upgrades.

Mr. Wooten detailed comprehensive kitchen and audio-visual improvements, including structural modifications, three-bay sink, freezer, refrigerator, food warmer, and furniture storage for events accommodating up to 300 people.

The abatement team of four employees with an \$805,000 budget was transferred to Buildings and Logistics. Commissioner Davis requested specific data on abatements completed during the year.

Commissioner Bynum praised the Buildings and Logistics team as "unsung heroes" who serve as the backbone for all public-facing operations and events.

Administrator Johnson commended the team's responsiveness, citing specific examples including:

- Juneteenth Celebration grounds preparation

- City Hall Plaza improvements
- Emergency road repair at Quindaro Cemetery before a funeral
- Consistent support without ever declining requests

Operational Efficiencies:

Mr. Wooten highlighted the department's hybrid approach using in-house technical staff supplemented by contracted services, estimating up to \$200,000 annually in cost savings. Staff member Frank Lopez was recognized for fixing security cameras that would otherwise require expensive contractor services.

PUBLIC WORKS DEPARTMENT BUDGET PRESENTATION (Discussion begins: 4:34:55)

Reginald Lindsey, Budget Director presented Public Works as the largest department with seven divisions, \$100 million budget, and 217 FTEs funded by nine certified funds:

Budget Breakdown by Division:

- Environmental Services: \$57 million (57%)
- Solid Waste: \$12 million
- Special Street and Highway: \$9 million (9%)
- Other divisions comprising remaining budget

Jeff Miles, Director of Environmental Services, noted Director Troy Shaw's absence due to National APWA conference attendance as part of the department's two-year accreditation process. Upon completion, the department will be one of only 180 accredited public works departments nationwide out of 4,876 cities over 5,000 population.

Public Service Operations Division

Brandon Grover, Road and Bridge Program Manager, explained this administrative arm has a \$4.1 million budget with 6 FTEs, primarily funding storm water debt payments (51% of budget).

Discussion:

Commissioner Davis requested clarification on pavement preservation funding discrepancies.

Michael Peterson, Deputy Budget Director, explained:

- 2025 original budget: \$14 million total, including \$5.5 million for pavement preservation
- 2025 amended budget: \$19.3 million total, including \$12 million for pavement preservation
- 2026 proposed budget: \$10.8 million total, including \$5.7 million for pavement preservation

The \$6.3 million increase in 2025 was attributed to Plaza at the Speedway TIF funding becoming available.

David Johnston requested detailed itemization of how pavement preservation grew from \$5.5 million to \$12 million, with staff agreeing to provide complete breakdown.

Street Maintenance Division - Critical Staffing Crisis (Discussion Begins: 5:07:50)

Dwayne Smith, Street Department Manager, presented alarming staffing data:

Historical Staffing Decline:

- 2019: 80 FTE positions (peak staffing)
- 2025 budgeted: 66 FTE positions
- 2025 actual filled: 51 positions at year start
- Current positions filled: 42 total (31 field staff, 8 supervisors, 3 management)
- Current vacancies: 23 positions
- 2026 projected: 52 positions (14 position reduction)

Overall Impact: 35% decrease in staffing from peak (80 to projected 52 positions)

Workload Comparison: Mr. Smith provided stark comparison with neighboring Olathe:

- Olathe: 1,400 lane miles maintained by 50+ employees, patched 1,000 potholes
- Wyandotte County: 2,400 lane miles maintained by 43 employees, patched 40,000+ potholes

Current year projections show 33,000 potholes patched to date with 7,000 more anticipated before year-end.

Department Responsibilities: Mr. Smith outlined 14 different functions including:

- Asphalt repair and replacement
- Curb repair and replacement
- Right-of-way mowing
- Storm debris clearing
- Illegal dumping cleanup
- Alley maintenance
- Traffic signage and repair
- Pavement marking (22+ schools)
- Emergency road closures
- Concrete work
- Street sweeping
- Block party support

- Winter operations
- 24-hour emergency response (3 on-call technicians)

Discussion:

Commissioner Kane strongly supported increased staffing, drawing parallels to labor strikes at General Motors when workers were overwhelmed. He emphasized the unreasonable pressure placed on employees and declining morale.

Commissioner Burns raised concerns about illegal dumping along K-32 between 40th and 57th Streets, expressing frustration that trash remains for 4-6 weeks.

Jeff Miles acknowledged the problem, noting:

- Over 3,000 illegal dumping reports with only 60 citations issued over three years
- 80% of citations went to Wyandotte County residents
- Street department spends half of Monday and Tuesday cleaning up illegal dumping
- Enforcement must improve to change behavior

Diana Miles, Solid Waste Manager, quantified costs: \$2,400 for half-day cleanup of 20 tons along Call Drive, projecting \$124,000 annually if done weekly.

Infrastructure Crisis Context

Brandon Grover, Public Works, explained the connection between poor road conditions and maintenance demands:

- Current Pavement Condition Index (PCI): 48
- Projected 2026 PCI: 42-44
- Comparison cities (Overland Park, Olathe): PCI 78-82
- Rehabilitation costs 6-8 times more than proper maintenance

Discussion:

Commissioner Davis questioned the department's hiring capacity, with Smith estimating ability to hire 10-15 positions in 2026 given union contract requirements and promotion processes.

Commissioner Townsed praised the department's year-round responsiveness to pothole reports and supported additional staffing to limit UG liability.

Commissioner Lopez identified street maintenance as an essential service requiring prioritization and proper budgeting. He suggested exploring waste management contract modifications to include illegal dumping cleanup and recommended an "all hands-on deck" approach with strategic blitz operations targeting problem areas.

Mayor suggested leveraging ongoing waste management contract negotiations to require cleanup of roadside dumping, noting the company's desire for early contract renewal until 2032.

Commissioner Lopez identified a \$5.4 million discrepancy in Public Works budget totals, with staff explaining that Fleet Services (\$5.4 million internal service fund) was included in divisional presentations but not the summary slide.

Adjournment (Discussion Begins: 5:56:20)

Commissioner Kane made a motion to adjourn. The motion was seconded by Commissioner Davis.

Vote: Motion carries 9/0

- Ayes: Burroughs, Townsend, Burns, Hill, Kane, Lopez, Stites, Davis, Bynum
- Nays: None
- Absent: Ramirez

MAYOR GARNER ADJOURNED

THE MEETING AT 11:01 P.M.

Monica L. Sparks, CMC
Unified Government Clerk

mls

Unified Government of Wyandotte County and Kansas City, Kansas



Board of Commissioners

Commission Chambers
701 N. 7th Street Trafficway, Kansas City, KS 66101

Mayor Christal E. Watson

*Commissioner At-Large Dist. 1 Melissa Bynum – Commissioner At-Large Dist. 2 Andrew Kump –
Commissioner Dist. 1 Jermaine Howard – Commissioner Dist. 2 Bill Burns –
Commissioner Dist. 3 Christian Ramirez – Commissioner Dist. 4 Evelyn Hill –
Commissioner Dist. 5 Carlos Pacheco – Commissioner Dist. 6 Phil Lopez –
Commissioner Dist. 7 Chuck Stites – Commissioner Dist. 8 Andrew Davis*

MINUTES

Thursday, June 18, 2026

5:31 PM – 9:16 PM

Attendance:

Commissioners Present:

- Mayor CEO Christal E. Watson
- Commissioner Andrew Kump
- Commissioner Jermaine Howard
- Commissioner Christian Ramirez
- Commissioner Carlos Pacheco
- Commissioner Bill Burns
- Commissioner Chuck Stites
- Commissioner Andrew Davis
- Commissioner Phil Lopez
- Commissioner Melissa Bynum
- Commissioner Evelyn Hill

Commissioners Absent:

- None

Staff Present:

- Monica L. Sparks, Unified Government Clerk
- David Johnston, County Administrator
- Alan Howze, Assistant County Administrator
- Angela Lawson, Acting Chief Counsel
- Shelley Kneuvean, Chief Financial Officer
- Jud Knapp, Land Bank Manager
- Deputy Chief Chad Womble, Kansas City, Kansas, Fire Department
- Chelsea Chism, Economic Development Director
- Deasiray Bush, Director of Public Transportation

Call to Order:

Mayor Watson called the meeting to order at 5:31 P.M. The invocation was led by Commissioner Hill, followed by the Pledge of Allegiance.

Revisions to Agenda: (Discussion Begins 3:42)

The Clerk reported there was an agenda update issued. Items 7.1, 7.2, and 7.3, which had been listed under the Consent Agenda, would instead be heard under the Administrator's Agenda.

Public Announcement: (Discussion Begins 4:07)

Mayor Watson announced that the Board of Commissioners was privileged to host the Consul General of the Chinese Consulate, General Wang Bai Dong, and several members of the Chinese delegation who were visiting the region to attend the Kansas City International Dragon Boat Festival held on June 20, 2026. Mayor Watson invited the delegation members present to stand and be recognized.

Mayor's Agenda:**Item No. 1 – RESOLUTION: ADOPTING ADDITIONAL RECOMMENDATIONS OF THE AMERICAN ROYAL SUBCOMMITTEE (Discussion Begins 16:45)**

Commissioner Bynum provided background on the item, explaining that upon the completion of the final deal with the American Royal for their STAR Bond issuance to finish out their campus, the agreement included a one-time \$5 million payment to the Unified Government and required the formation of a committee, including the Mayor and multiple commissioners, to meet and make recommendations on expenditures totaling \$5 million. Commissioner Bynum noted that the committee had met approximately three to four times, with at least one more meeting remaining. She stated that approximately one month prior, the commission had approved some

expenditures, and the items brought forward that evening represented additional expenditures. Commissioner Bynum emphasized that the committee had been extremely diligent and that the funds must be identified as singular one-time expenditures, as this is one-time money not suitable for funding ongoing programs.

Commissioner Bynum noted that the \$1 million for matching dollars would be very beneficial in seeking outside grant funding. The \$150,000 for economic development strategic planning would help build a roadmap for where and what kinds of development should occur. The \$1 million for the ditching program would help control flooding from recent rains in residential and commercial areas. The \$112,500 for technology upgrades for ACELLA is a critical software tool to help departments communicate and move along permitting processes. The \$300,000 is for property acquisition.

Commissioner Bynum made a motion to approve the adoption of the resolution. The motion was seconded by Commissioner Davis.

Vote: Motion carries 8/2

- Ayes: Burns, Davis, Howard, Ramirez, Pacheco, Kump, Hill, Bynum
- Nays: Lopez, Stites
- Absent: None

Item No. 2 – PRESENTATION: 2025 UTILITY/SALES/PROPERTY TAX REBATE SEASON (Discussion Begins 28:55)

County Administrator David Johnston explained that the county is entering property tax season and that many pieces of information would be presented to the Commission during that process. He noted that the rebate program is managed by Clerk Monica L. Sparks, who would report on the performance of the program for those who applied.

Unified Government Clerk Monica L. Sparks presented a comprehensive recap of the 2026 rebate season. She asked commissioners to keep in mind the phrase "small but mighty" throughout her presentation, which she stated describes both the clerk's office and this program.

Key Points:

Overview of Rebate Programs:

- Unified Government (UG) programs and State program (Homestead) are very similar in criteria.
- Approximately three years ago, the Commission chose to align UG rebates with state rebates for the benefit of citizens and administrative efficiency.

Unified Government Programs:

- **Utility Rebate:** Based on utility bills, primarily BPU. Rebates a portion of the amounts paid on utility bills back to citizens. Maximum rebate: \$200.
- **Sales Tax Rebate:** A flat rebate of city sales tax in the amount of \$200. Citizens who qualify for the utility rebate automatically qualify for the sales tax rebate, bringing the combined total to \$400.
- **BPU PILOT Relief:** For citizens with a BPU account, the PILOT (Payment in Lieu of Taxes) charge is removed from their monthly bill. Monthly charges range from approximately \$20–\$30 to over \$100 per month.

State of Kansas Programs (citizens may qualify for one of three):

- **Homestead Program:** Rebate of property taxes paid. Maximum: \$700.
- **Safe Senior Program:** Rebate of up to 75% of property taxes paid to seniors at lower income levels. Taxes must be current to qualify.
- **Property Tax Base Year Program (often mischaracterized as a "freeze"):** Citizens declare a base year (earliest available: 2021). The difference between taxes in the base year and taxes in the current year is rebated back to the citizens. Citizens must still pay the current tax amount and receive the difference back. Income threshold for this program: \$58,000 for 2026. This is beneficial for veterans and senior citizens.

2026 Rebate Season Highlights:

- **Total applications processed:** Nearly 2,200 — the highest number ever recorded.
- Prior year total: 1,497 applications — representing a significant increase.
- Applications were processed across every commission district.
- Districts with the highest year-over-year increases: Commissioner Hill (District 4) and Commissioner Pacheco (District 5).
- Commissioner Howard's District held the highest total number of applications, with Commissioner Davis's district close behind.
- Off-site application processing was conducted at community centers: Eisenhower and Annex, with the Eisenhower location showing the single greatest increase at 94 additional applicants.

Clerk Sparks highlighted year-over-year comparisons showing consistent growth in applicants and UG dollars paid, as well as growth in the BPU PILOT Relief program (first year 2024: \$117,000; 2025: \$194,000).

Connection to Commission Priorities:

- **Fiscal Sustainability:** Every application is audited before payment; a dedicated staff member ensures only one application per household.
- **Economic Development:** Helps citizens stay in their homes, assists with utility bills, and supports payment of property taxes.
- **Service and Communication:** Citizens continue to report discovering the program for the first time, indicating ongoing need for expanded outreach.
- **Collaboration:** Nine other departments assist with the program, including: 311 (phone calls and appointment setting), Communications (outreach beginning in October), Parks (facilities and amenities including heaters and refreshments at off-site locations), IT (equipment maintenance), Transportation (free rides to all locations), Accounting (check issuance), Building Logistics (signage), Health Department (partnership with Volunteer Income Tax Assistance/VITA group), and the AAA Area Agency on Aging (processes applications one day per week).

This item was for information only, and no commission action was required.

Item No. 3 – PRESENTATION: JEGNA KLUB YOUTH SERVICES GROUP (Discussion Begins 59:21)

Commissioner Howard acknowledged the Jegna Klub, a Wyandotte County-based nonprofit founded in 2020 that builds youth for the future through leadership development, mentorship, workforce readiness, financial literacy, and community engagement. He noted that in 2021 the organization launched its Student of the Week Award to celebrate students who exemplify Justice, Empowerment, Growth, Nurturing, and Advocacy (J-E-G-N-A). Since then, the organization has recognized an average of 32 students annually, and by the end of June 2026, a total of 37 students would have been honored during the school year alone. Commissioner Howard introduced Joshua Criswell, Chair of the Jegna Klub Board of Directors, to lead the presentations.

The following four students were recognized:

1. Macyn McConnell
2. Desmond Jackson
3. Nevaeh Jones
4. Juan Pablo Jimenez

Joshua Criswell invited all families, students, commissioners, and community members to the Economic Independence Academy Workshop on Saturday, July 11, 2026, from 1:00 p.m. to 3:30 p.m., at 1718 Quindaro Boulevard, Kansas City, Kansas 66104. The workshop will feature the following presentations. The event is free and designed for families to build financial

knowledge, create opportunities, and move toward long-term financial and economic independence.

This item was for information only, and no commission action was required.

Consent Agenda: (Discussion Begins 1:12:54)

Item No. 4 – MINUTES

Item No. 5 – WEEKLY BUSINESS

Commissioner Burns made a motion to approve the remaining items on the consent agenda. The motion was seconded by Commissioner Ramirez.

Vote: Motion carries 10/0

- Ayes: Burns, Davis, Howard, Ramirez, Pacheco, Lopez, Stites, Kump, Hill, Bynum
- Nays: None
- Absent: None

Administrator's Agenda:

Item No. 1 – ORDINANCE: ISSUING TAXABLE INDUSTRIAL REVENUE BONDS (FLYING TRUSS, LLC PROJECT), SERIES 2026 (Discussion Begins 1:13:48)

County Administrator David Johnston explained that this item is part of the development agreement with the Flying Trust Project, otherwise known as the Rock Island Bridge. He introduced Dr. Kneuvean, Chief Financial Officer, to present an overview.

Dr. Kneuvean, Chief Financial Officer, explained that the resolution in the packet completes what was agreed to in the development agreement for the Rock Island Bridge project. After construction is complete, a process will certify costs. As part of that agreement, the project received a sales tax exemption on construction materials, and this is the financing mechanism that allows that to be completed. Dr. Kneuvean noted that this is essentially procedural, that there is no financial risk to the UG, and that the UG does not purchase the bonds; this is simply a financing mechanism provided for in state law to support the project, consistent with how similar projects have been handled.

Commissioner Pacheco made a motion to approve the ordinance. The motion was seconded by Commissioner Howard.

Vote: Motion carries 10/0

- Ayes: Burns, Davis, Howard, Ramirez, Pacheco, Lopez, Stites, Kump, Hill, Bynum
- Nays: None
- Absent: None

Item No. 2 – RESOLUTION AND ORDINANCE: NEIGHBORHOOD REVITALIZATION ACT (NRA) PLAN (Discussion Begins 1:16:09)

County Administrator David Johnston noted that earlier in the year, the Commission had received a presentation about renewing the Neighborhood Revitalization Act (NRA) program. The Commission had directed staff to conduct additional work with several other taxing districts. He introduced Jud Knapp to present the results of that work.

Jud Knapp, Land Bank Manager, explained that at the prior presentation, the Commission altered the plan by increasing the rebate for homeowners from 50% to 75%. Due to that change, staff were required to return to the school districts for approval of the updated plan. Staff successfully obtained approval from all relevant school districts. Additionally, the Turner School District, which had originally declined to participate in the program, subsequently approved participation and is now included in the plan. Mr. Knapp noted that a full presentation was available if requested, but stated he was prepared to answer questions.

Commissioner Pacheco made a motion to approve the adoption of the resolution. The motion was seconded by Commissioner Howard.

Vote: Motion carries 10/0

- Ayes: Burns, Davis, Howard, Ramirez, Pacheco, Lopez, Stites, Kump, Hill, Bynum
- Nays: None
- Absent: None

Item No. 3 – RESOLUTION: 2026 FIFA WORLD CUP FTA FUNDING (Discussion Begins 1:18:12)

County Administrator David Johnston noted that the Unified Government was fortunate to receive a special grant from the Federal Transit Administration to help meet the needs of the increased crowds coming to the area for the World Cup. He introduced Deasiray Bush, Director of Public Transportation, to present the details.

Deasiray Bush, Director of Public Transportation, requested approval to accept the FTA World Cup funding.

Key details:

- **Grant Amount:** Approximately \$697,760
- **Match Requirement:** Zero match, 100% federal funds
- **Expenditure Deadline:** July 31 (covers June and July service enhancements)

Planned Uses of Funding:

- Contractual services to remove trash along bus stop areas throughout the transit network
- Replacement of a support vehicle
- Reimbursement of two cutaway buses along fixed routes purchased in 2025, which are eligible for this funding
- Investment into the IRIS program, which has been launched county-wide

Commissioner Davis made a motion to approve the adoption of the resolution. The motion was seconded by Commissioner Kump.

Vote: Motion carries 10/0

- Ayes: Burns, Davis, Howard, Ramirez, Pacheco, Lopez, Stites, Kump, Hill, Bynum
- Nays: None
- Absent: None

Item No. 4 – RESOLUTION: UG RAIL CROSSING ELIMINATION (RCE) GRANT APPLICATION (Discussion Begins 1:20:54)

Authorize the Unified Government to apply for and accept a federal grant to study and design options to eliminate the rail crossing on Kansas Avenue, just west of the Kansas Avenue Bridge.

Key Details:

- Scope of work: Evaluate alternatives and complete design work to remove the at-grade rail crossing on Kansas Avenue west of the bridge, improving safety and traffic flow.
- Granting agency: Federal (via a competitive grant program)
- Proposed grant amount: \$4,000,000
- Local match: 20% match (approximately \$1 million)
- Match funding will come from Public Works' existing budget.

Commissioner Burns made a motion to approve the adoption of the resolution. The motion was seconded by Commissioner Bynum.

Vote: Motion carries 10/0

- Ayes: Burns, Davis, Howard, Ramirez, Pacheco, Lopez, Stites, Kump, Hill, Bynum
- Nays: None
- Absent: None

Item No. 5 – RESOLUTION: ASSISTANCE TO FIREFIGHTERS GRANT (AFG)
(Discussion Begins 1:24:24)

Deputy Chief Chad Womble of the Kansas City, Kansas, Fire Department presented information on the grant. Grant amount: about \$900,000. Local match: 10% (~\$90,000). Match source: the Enterprise Fund (EMS billing revenues). The local firefighters' union was included in discussions through the labor-management committee.

Key Points:

- **Grant details**
 - A. Apply for an AFG grant to purchase a firefighter accountability system that tracks who is on scene and where they are inside a structure during incidents.
 - B. The department had a near-miss incident in December where four firefighters were in the basement of a burning structure.
 - C. NIOSH did a near-miss review and recommended a more robust accountability system.
 - D. One firefighter had a significant shoulder injury but is recovering.
- **System Description:**
 - A. Replaces the current manual tag/Velcro board system.
 - B. Uses electronic tracking integrated with:
 - a. Existing air packs (SCBA) telemetry,
 - b. Existing radios, and
 - c. New receivers in command of vehicles.
 - C. Automatically identifies and tracks firefighters on scene as long as their air packs and radios are on, reducing human error.

Commissioner Kump made a motion to approve the adoption of the resolution. The motion was seconded by Commissioner Pacheco.

Vote: Motion carries 10/0

- Ayes: Burns, Davis, Howard, Ramirez, Pacheco, Lopez, Stites, Kump, Hill, Bynum
- Nays: None
- Absent: None

Commissioner Howard made a motion to adjourn and reconvene as the Land Bank Board of Trustees. The motion was seconded by Commissioner Ramirez. (Discussion Begins 1:30:12)

Land Bank Board of Trustees' Consent Agenda (Discussion Begins 1:30:42)

Item No. 1 - LAND BANK OPTIONS

Item No. 2 - LAND BANK PROPERTY TRANSFERS

Commissioner Ramirez made a motion to approve all items as submitted. The motion was seconded by Commissioner Davis.

Vote: Motion carries 10/0

- Ayes: Burns, Davis, Howard, Ramirez, Pacheco, Lopez, Stites, Kump, Hill, Bynum
- Nays: None
- Absent: None

Commissioner Burns made a motion to adjourn and reconvene back as the Board of Commissioners. The motion was seconded by Commissioner Davis. (Discussion Begins 1:31:24)

Mayor Watson called the meeting into recess at 7:03 p.m. The meeting was called back to order at 7:10 p.m. All members were present.

Executive Session

EXECUTIVE SESSION FOR DISCUSSION PRIOR TO ACQUISITION OF REAL ESTATE

Motion made by Commissioner Bynum that the Commission convene into Executive Session until 7:30 p.m. in the 5th floor conference room to consult with our attorneys on matters relating to discuss prior to the acquisition of real estate, as permitted under the Kansas Open Meetings Act; and that David Johnston, Alan Howze, Angela Lawson, Timothy Orrick, John Kelly, and Chelsee Chism be present as needed to participate in the discussion.

The motion was seconded by Commissioner Kump.

Vote: Motion carries 10/0

- Ayes: Burns, Davis, Howard, Ramirez, Pacheco, Lopez, Stites, Kump, Hill, Bynum
- Nays: None
- Absent: None

Present for the Executive Session: Bynum, Kump, Burns, Davis, Ramirez, Hill, Lopez, Pacheco, Stites, Howard, and Watson, Mayor/CEO; presiding. Staff Present: Angela Lawson, Chief Counsel, David Johnston, Administrator, Alan Howze, Assistant County Administrator, Timothy Orrick, Outside Legal Counsel, John Kelly, Director of Buildings and Logistics, and Chelsea Chism, Director of Economic Development.

Mayor Watson reconvened back into Special Meeting at 7:30 p.m.

Mayor Watson asked for a motion to go back into Executive Session.

Commissioner Bynum made a motion to extend the Executive Session until 7:36 p.m.

The motion was seconded by Commissioner Hill.

Vote: Motion carries 10/0

- Ayes: Burns, Davis, Howard, Ramirez, Pacheco, Lopez, Stites, Kump, Hill, Bynum
- Nays: None
- Absent: None

Mayor Watson reconvened back into Special Meeting at 7:36 p.m.

EXECUTIVE SESSION RELATED TO SECURITY MEASURES

Motion made by Commissioner Bynum that the Commission convene into Executive Session until 8:08 p.m. in the 5th floor conference room to consult with our attorneys on matters relating to security measures that protect the information system of a public body, as permitted under the Kansas Open Meetings Act; and that that David Johnston, Angela Lawson, Zee Bishop, Kevin Bibbs, AJ Montes, Crystal Sprague, Larry Owens, and Matt Miller be present as needed to participate in the discussion.

The motion was seconded by Commissioner Ramirez.

Vote: Motion carries 10/0

- Ayes: Burns, Davis, Howard, Ramirez, Pacheco, Lopez, Stites, Kump, Hill, Bynum
- Nays: None
- Absent: None

Present for the Executive Session: Bynum, Kump, Burns, Davis, Ramirez, Hill, Lopez, Pacheco, Stites, Howard, and Watson, Mayor/CEO; presiding. Staff Present: Angela Lawson, Chief Counsel, David Johnston, Administrator, Zee Bishop, Senior Counsel, Kevin Bibbs, Chief Information Officer, AJ Montes, Cyber Security Manager, Crystal Sprague, Director of Performance and Innovation, Larry Owens, IT for Police Department, and Matt Miller, IT for Fire Department.

Mayor Watson reconvened back into Special Meeting at 8:08 p.m.

EXECUTIVE SESSION REGARDING PERSONNEL MATTERS OF NON-ELECTED PERSONNEL

Motion made by Commissioner Bynum that the Commission convene into Executive Session until 8:40 p.m. in the 5th floor conference room to consult with our attorneys on matters relating to personnel matters of specific non-elected personnel, as permitted under the Kansas Open Meetings Act; and that Angela Lawson, and Deryl Wynn be present as needed to participate in the discussion.

The motion was seconded by Commissioner Davis.

Vote: Motion carries 10/0

- Ayes: Burns, Davis, Howard, Ramirez, Pacheco, Lopez, Stites, Kump, Hill, Bynum
- Nays: None
- Absent: None

Present for the Executive Session: Bynum, Kump, Burns, Davis, Ramirez, Hill, Lopez, Pacheco, Stites, Howard, and Watson, Mayor/CEO; presiding. Staff Present: Angela Lawson, Chief Counsel, and Deryl Wynn, Executive Advisor.

Mayor Watson reconvened back into Special Meeting at 8:40 p.m.

Mayor Watson asked for a motion to go back into Executive Session.

Commissioner Bynum made a motion to extend the Executive Session until 9:01 p.m.

The motion was seconded by Commissioner Pacheco.

Vote: Motion carries 10/0

- Ayes: Burns, Davis, Howard, Ramirez, Pacheco, Lopez, Stites, Kump, Hill, Bynum
- Nays: None
- Absent: None

Mayor Watson reconvened back into Special Meeting at 9:01 p.m.

Mayor Watson asked for a motion to go back into Executive Session.

Commissioner Bynum made a motion to extend the Executive Session until 9:14 p.m.

The motion was seconded by Commissioner Hill.

Vote: Motion carries 10/0

- Ayes: Burns, Davis, Howard, Ramirez, Pacheco, Lopez, Stites, Kump, Hill, Bynum
- Nays: None
- Absent: None

Mayor Watson reconvened back into Special Meeting at 9:14 p.m.

Adjournment:

Commissioner Ramirez moved to adjourn the meeting. The motion was seconded by Commissioner Davis.

Vote: Motion carries 10/0

- Ayes: Burns, Davis, Howard, Ramirez, Pacheco, Lopez, Stites, Kump, Hill, Bynum
- Nays: None
- Absent: None

MAYOR WATSON

ADJOURNED THE MEETING AT 9:16 P.M.

June 18, 2026

Monica L. Sparks, CMC

Unified Government Clerk

ML



Unified Government Clerk's Office
Monica Sparks, CMC
Unified Government Clerk

701 North 7th Street, Suite 323
Kansas City, Kansas 66101-3070

Phone: 913-573-5260
Fax: 913-573-5299
<http://www.wycokck.org>

Memorandum

To: David Johnston
County Administrator

From: Monica L. Sparks
UG Clerk

Date: July 2, 2026

Re: Weekly Business Material

Attached is a listing of weekly business items presented to the Unified Government of Wyandotte County/Kansas City, Kansas, for informational purposes.

In addition to the listing of the items, we have indicated the action taken by the Unified Government Clerk.

Attachments

BJS

Weekly Business Material for June 26, 2026 – July 2, 2026

1. PUBLIC NOTICE:

- All City Tow Service, 1015 S Bethany St., Kansas City, KS 66105, held a public auto auction on June 11, 2026, at All City Tow Service.

Action: Received and filed.

2. CLAIMS:

- Leonard Hardin, Kansas City, KS, alleging damage to personal vehicle on 06/06/2026.
- Zachary Hayes, Raymore, MO, alleging damage to personal vehicle on 06/18/2026.
- Oluwole Ojumu, Kansas City, MO, alleging damage to personal vehicle on 04/09/2026.

Action: Received and filed. Copies previously forwarded to Legal.

3. SUBPOENA:

- Allison M. Williamson, Case No. DA 14,175.

Action: Received and filed. Copies previously forwarded to Legal.

4. TRAVEL REQUESTS:

- Scott Hawley, Kansas City, Kansas, Fire Department, travel to Norman, OK, from 06/26/2026 through 06/28/2026, to attend Dinner on the 50, Employee Training and Travel.
- Jessica Kraus, Kansas City, Kansas, Fire Department, travel to Manhattan, KS, from 08/12/2026 through 08/16/2026, to attend 2026 KEMSA Conference & Expo, Employee Training and Travel.
- Thomas Tomasic, Kansas City, Kansas, Police Department, travel to Omaha, NE, from 07/24/2026 through 07/25/2026, to attend Summer CALEA Conference, Employee Training and Travel.

Action: Approved by Administrator's Office and received and filed.

5. APPLICATION FOR LIQ. TEMP. LIC.:

- Lao Buddhist Association of Olathe, Vone Inthavong, event name: Boun Phavet 2026 Festival, Wat Lao Sengphokham Phoutharam, 1315 N 139th St, Kansas City, KS 66109. This temporary permit is for 07/10/2026 through 07/12/2026 from 9:00 a.m. to 12:00 a.m.

Action: Referred to License.



Unified Government Clerk's Office
Monica Sparks, CMC
Unified Government Clerk

701 North 7th Street, Suite 323
Kansas City, Kansas 66101-3070

Phone: 913-573-5260
Fax: 913-573-5299
<http://www.wycokck.org>

Memorandum

To: Alan Howze
Interim County Administrator

From: Monica L. Sparks
UG Clerk

Date: July 9, 2026

Re: Weekly Business Material

Attached is a listing of weekly business items presented to the Unified Government of Wyandotte County/Kansas City, Kansas, for informational purposes.

In addition to the listing of the items, we have indicated the action taken by the Unified Government Clerk.

Attachments

BJS

Weekly Business Material for July 3, 2026 – July 9, 2026

1. CLAIMS:

- Elizabeth Castellon, Kansas City, KS, alleging personal injury on 06/14/2026.
- Jayme Feaster, Kansas City, KS, alleging damage to personal vehicle on 06/12/2026.
- Maurice Freese, Overland Park, KS, alleging damage to personal vehicle on 07/08/2026.
- Sir Schad Hampton, Kansas City, KS, alleging damage to personal vehicle on 06/06/2026.
- Eric M. Huber, Blue Springs, MO, alleging damage to personal vehicle on 05/03/2026.

Action: Received and filed. Copies previously forwarded to Legal.

2. SUBPOENA:

- State of Kansas vs. Dennis Edward Mitchell III, Case No. WY-2025-CR-001030.

Action: Received and filed. Copies previously forwarded to Legal.

3. TRAVEL REQUESTS:

- Lesley Strohschin and Guadalupe Valdovino, Finance, travel to Baltimore, MD, from 08/12/2026 through 08/14/2026, to attend Eastern Grants Forum, Employee Training and Travel.

Action: Approved by Administrator's Office and received and filed.

4. BUSINESS BONDS:

- Electrical Bonds:
 - Amory Construction, LLC
 - Bickimer Electric, LLC
 - Current Solutions Electric, LLC
 - Davis Energy LLC
 - Gripka Electric LLC
 - Mark One Electric Co Inc.
 - Preferred Electrical Construction Corporation of Illinois Incorporated
 - One Time Electrical Construction, LLC
 - Top Tier Solar Solutions, LLC
- Mechanical/HVAC Bonds:
 - A & S Mechanical HVAC Inc
 - Caldera HVAC LLC
 - Climate Restoration Services LLC
 - Jakes Industrial Inc
 - KC Air Systems, LLC
 - Saladino Plumbing & Heating Company
 - Service Experts Heating & Air Conditioning DBA Neal Harris

- Plumber's Bonds:
 - Dean and Sons Plumbing and Excavating
 - KC Flow Heroes LLC
 - Next Level Utilities & Excavating Inc
 - S & B Plumbing, Inc

Action: Referred to License.

5. CONTINUATION CERTIFICATES:

- General Bond:
 - TSWT Acquisition Inc. DBA Tri State Water, Power and Air
- Mechanical/HVAC Bond:
 - Circle Seven Home Services, LLC DBA 816 Mechanical
- Plumbing Bond:
 - Hampton Plumbing, Inc

Action: Referred to License.

6. CANCELLATION NOTICE OF INSURANCE/BOND:

- Electrical Bonds:
 - AV Electrical & Construction LLC
 - Invictus Roofing DBA Invictus Solar
 - Morning Star Industries LLC
 - Morse Electric LLC
 - Pegc Inc C,o Gary Price DBA Pegc
 - Ridgeline Power Group LLC
- Mechanical/HVAC Bonds:
 - Koch Heating & Cooling, Inc.
 - L & S Mechanical
 - Renfrow Mechanical & Construction, LLC
- Plumbing Bond:
 - H. A. Plumbing, Inc.
- Sign Hanger Bond:
 - Sign – Craft, Inc.

Action: Referred to License.

7. REINSTATEMENT NOTICE:

- Koch Heating & Cooling, Inc.
- Missouri Drain and Sewer LLC

Action: Referred to License.

8. APPLICATION FOR DRINK. EST/PUBLIC VENUE:

- Jarocho LLC, Keo Pheuahakphai, d/b/a: Jarocho, 719 Kansas Ave, Kansas City, KS 66105.
- Lounge 42 LLC, Kenneth Robinson, d/b/a: Lounge 42, 4220 Leavenworth Rd, Kansas City, KS 66104.

Action: Referred to License.

9. APPLICATION FOR LIQ. TEMP. LIC.:

- Watering Hole Mobile Bartending LLC, Brandi Price, event name: Wyandotte County Fair, 13700 Polfer Rd, Kansas City, KS 66109. This temporary permit is for 07/21/2026 through 07/23/2026 from 5:00 p.m. to 10:00 p.m.
- Watering Hole Mobile Bartending LLC, Brandi Price, event name: Wyandotte County Fair, 13700 Polfer Rd, Kansas City, KS 66109. This temporary permit is for 07/24/2026 through 07/25/2026 from 5:00 p.m. to 10:00 p.m.

Action: Referred to License.



Report to Board of Commissioners

MEETING DATE	PRESENTER	DEPARTMENT
	Lisa Rangel, Professional Assistant Diana Segui, Professional Asst lrangel@wycokck.org, dsegui@wycokck.org x5141, x5095	Commissioners' Office
AGENDA ITEM #9.1.		
TRAVEL REQUEST: COMMISSIONER BYNUM		
BACKGROUND		
Request to travel for Unified Government business for the purpose of legislative business.		
RECOMMENDATION		
Approve		
BUDGET IMPACTS / FINANCIAL CONSIDERATIONS		
LEGAL/ POLICY CONSIDERATIONS		
ATTACHMENTS		
Bynum_2026 Travel Request for published packet		

Approved by Mayor/Administrator to add to agenda.



Melissa Bynum
Commissioner At-Large, District 1
Board of Commissioners

701 N. 7th Street, Room 979
Kansas City, Kansas 66101
Phone: (913) 573-5040
Fax: (913) 573-5050

MEMORANDUM

TO: Mayor/CEO Christal Watson
Board of Commissioners

FROM: Commissioner Melissa Bynum

DATE: July 24, 2026

SUBJECT: TRAVEL REQUEST

This is a request for approval to travel for Unified Government business to attend Washington, DC for the purpose of legislative business.

Further, I respectfully request approval to use the funds set aside in the training and travel budget established in the Unified Government Commission Resolution No. R-13-13, Current Rules of Procedure Article VIII, Travel Policy, Sections 801 and 802, to pay the travel expenses of this trip.

I ask that this request be placed on Thursday, August 6, 2026, agenda before the Board of Commissioners.

c: Alan Howze, Interim County Administrator
Monica Sparks, Deputy County Clerk
Reed Partridge, Legislative Auditor



Report to Board of Commissioners

MEETING DATE	PRESENTER	DEPARTMENT
	Lisa Rangel, Professional Assistant Diana Segui, Professional Asst lrangel@wycokck.org, dsegui@wycokck.org x5141, x5095	Commissioners' Office
AGENDA ITEM #9.2.		
TRAVEL REQUEST: COMMISSIONER KUMP		
BACKGROUND		
Request to travel for Unified Government business for the purpose of legislative business.		
RECOMMENDATION		
Approve		
BUDGET IMPACTS / FINANCIAL CONSIDERATIONS		
LEGAL/ POLICY CONSIDERATIONS		
ATTACHMENTS		
Kump_2026 Travel Request for published packet		

Approved by Mayor/Administrator to add to agenda.



Andrew Kump
Commissioner At-Large, District 2
Board of Commissioners

701 N. 7th Street, Room 979
Kansas City, Kansas 66101
Phone: (913) 573-5040
Fax: (913) 573-5050

MEMORANDUM

TO: Mayor/CEO Christal Watson
Board of Commissioners

FROM: Commissioner Andrew Kump

DATE: July 24, 2026

SUBJECT: TRAVEL REQUEST

This is a request for approval to travel for Unified Government business to attend Washington, DC for the purpose of legislative business.

Further, I respectfully request approval to use the funds set aside in the training and travel budget established in the Unified Government Commission Resolution No. R-13-13, Current Rules of Procedure Article VIII, Travel Policy, Sections 801 and 802, to pay the travel expenses of this trip.

I ask that this request be placed on Thursday, August 6, 2026, agenda before the Board of Commissioners.

c: Alan Howze, Interim County Administrator
Monica Sparks, Deputy County Clerk
Reed Partridge, Legislative Auditor



Report to Board of Commissioners

MEETING DATE	PRESENTER	DEPARTMENT
	Lisa Rangel, Professional Assistant Diana Segui, Professional Asst lrangel@wycokck.org, dsegui@wycokck.org x5141, x5095	Commissioners' Office
AGENDA ITEM #9.3.		
TRAVEL REQUEST: COMMISSIONER HOWARD		
BACKGROUND		
Request to travel for Unified Government business to attend The Kansas League of Municipalities conference.		
RECOMMENDATION		
Approve		
BUDGET IMPACTS / FINANCIAL CONSIDERATIONS		
LEGAL/ POLICY CONSIDERATIONS		
ATTACHMENTS		
Howard_Travel Request for KLM 2026		

Approved by Mayor/Administrator to add to agenda.



Jermaine Howard
Commissioner, District 1
Board of Commissioners

701 N. 7th Street, Room 979
Kansas City, Kansas 66101
Phone: (913) 573-5040
Fax: (913) 573-5050

MEMORANDUM

TO: Mayor/CEO Christal Watson
Board of Commissioners

FROM: Commissioner Jermaine Howard

DATE: July 24, 2026

SUBJECT: TRAVEL REQUEST

This is a request for approval to travel for Unified Government business to Wichita, Kansas, to attend The Kansas League of Municipalities conference.

Further, I respectfully request approval to use the funds set aside in the training and travel budget established in the Unified Government Commission Resolution No. R-13-13, Current Rules of Procedure Article VIII, Travel Policy, Sections 801 and 802, to pay the travel expenses of this trip.

I ask that this request be placed on Thursday, August 6, 2026, agenda before the Board of Commissioners.

c: Alan Howze, Interim County Administrator
Monica Sparks, Deputy County Clerk
Reed Partridge, Legislative Auditor



Report to Board of Commissioners

MEETING DATE	PRESENTER	DEPARTMENT
	Lisa Rangel, Professional Assistant Diana Segui, Professional Asst lrangel@wycokck.org, dsegui@wycokck.org x5141, x5095	Commissioners' Office
AGENDA ITEM #9.4.		
TRAVEL REQUEST: COMMISSIONER RAMIREZ		
BACKGROUND		
Request to travel for Unified Government business to attend the Local Progress National Convening.		
RECOMMENDATION		
Approve		
BUDGET IMPACTS / FINANCIAL CONSIDERATIONS		
LEGAL/ POLICY CONSIDERATIONS		
ATTACHMENTS		
Request to Travel March 2026 - RAMIREZ		

Approved by Mayor/Administrator to add to agenda.



Christian Ramirez
Commissioner, District 3
Board of Commissioners

701 N. 7th Street, Room 979
Kansas City, Kansas 66101
Phone: (913) 573-5040
Fax: (913) 573-5050

MEMORANDUM

TO: Mayor/CEO Christal Watson
Board of Commissioners

FROM: Commissioner Christian Ramirez

DATE: July 24, 2026

SUBJECT: REQUEST TO TRAVEL

This is a retroactive request for permission to travel to Baltimore, Maryland, to attend the Local Progress National Convening.

Further, I respectfully request permission to use the funds set aside in the training and travel budget established in the Unified Government Commission Resolution No. R-13-13, Current Rules of Procedure Article VIII, Travel Policy, Sections 801 and 802, to pay the travel expenses of this trip.

I ask that this request be placed on the agenda before the Board of Commissioners on Thursday, August 6, 2026.

c: Alan Howze, Interim County Administrator
Monica Sparks, UG Clerk
Reed Partridge, Senior Legislative Auditor



Report to Board of Commissioners

MEETING DATE	PRESENTER	DEPARTMENT
	Jeffrey Conway, Assistant Counsel jconway@wycokck.org x5075	Legal
AGENDA ITEM #10.1.		
CHARTER RESOLUTION: TO ABOLISH THE EXISTING WYANDOTTE COUNTY LIBRARY BOARD, RECREATE A NEW WYANDOTTE COUNTY LIBRARY BOARD, AND REPEALS CHARTER RESOLUTION NO. CR-01-99.		
BACKGROUND		
Adopt a Charter Resolution exempting the Unified Government from the provisions of K.S.A. 12-1222 and 12-1224, which relate to county library boards; enacting substitute and additional provisions; abolishing the existing Wyandotte County Library Board; recreating a new Wyandotte County Library Board; and repealing original Charter Resolution No CR-01-99.		
RECOMMENDATION		
Approve		
BUDGET IMPACTS / FINANCIAL CONSIDERATIONS		
N/A		
LEGAL/ POLICY CONSIDERATIONS		
ATTACHMENTS		
Proposed Charter Resolution 2026 (4), Library Board Agenda Packet		

Approved by Mayor/Administrator to add to agenda.

(Published _____ and _____)

CHARTER RESOLUTION NO. CR-____-26

A CHARTER RESOLUTION exempting the Unified Government of Wyandotte County/Kansas City, Kansas from the provisions of K.S.A. 12-1222 and 12-1224, which relate to county library boards; enacting substitute and additional provisions; abolishing the existing Wyandotte County Library Board; recreating a new Wyandotte County Library Board; and repealing original Charter Resolution No. CR-01-99.

WHEREAS, the Board of Commissioners of the Unified Government of Wyandotte County/Kansas City, Kansas enacted Charter Resolution No. CR-01-99 on August 5, 1999, and the charter resolution was published on August 11 and 18, 1999, and the charter resolution became effective 61 days after final publication;

WHEREAS, Charter Resolution No. CR-01-99 exempted the Unified Government from the provisions of K.S.A. 12-1222 and 12-1224, relating to the composition, terms, appointment, and officers of county library boards;

WHEREAS, Charter Resolution No. CR-01-99 authorized a taxing district for the areas of Piper, Edwardsville, and Turner in Wyandotte County and created a countywide library board with representation from the taxing district as well as from areas in the county that were already served by a pre-existing library, i.e., the Kansas City, Kansas Public Library and the Bonner Springs City Library;

WHEREAS, on May 27, 2025, the City of Edwardsville adopted Charter Ordinance No. 2025-02, and which became effective on August 13, 2025, with the intent to: charter out of the provisions of K.S.A. sections 12-1220 through 12-1230; provide for library services directly under city management or via contracting; discontinue the tax levy under the library statutes; and establish alternative funding and library operations;

WHEREAS, on June 9, 2025, the City of Edwardsville adopted Ordinance No. 1084, which established the Edwardsville Public Library as a department of the city, and such ordinance also became effective on August 13, 2025;

WHEREAS, at the request of the City of Edwardsville, the Wyandotte County Library Board authorized the allocation of \$800,000 for the Edwardsville Public Library on December 16, 2025;

WHEREAS, the Legislature adopted HB 2769 on March 19, 2026, and the governor signed the bill on April 6, 2026, with an effective date of approximately July 1, 2026, which bill provides that any subordinate service taxing area created by a municipality which has an appointed governing body is required to have its members be residents of such taxing district or

its non-resident members be made nonvoting members; and

WHEREAS, the desire of the City of Edwardsville to establish its own municipal library and to withdraw from the taxing district authorized under Charter Resolution CR-01-99 requires the dissolution of the existing Wyandotte County Library Board and the recreation of a new Wyandotte County Library Board, with the adoption of a new Charter Resolution to reflect Edwardsville's new status.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS:

Section 1. Home rule exemption from acts of the legislature.

The Unified Government of Wyandotte County/Kansas City, Kansas, by the power vested in it by K.S.A. 19-101a and 19-101b, hereby elects to exempt itself and make inapplicable to it the provisions of K.S.A. 12-1222 and 12-1224 relating to county library boards.

Section 2. Abolition of existing board and creation of new board.

The Wyandotte County Library Board as originally established by Charter Resolution No. CR-01-99 enacted on August 5, 1999, and as existing prior to the effective date of this Charter Resolution, is hereby abolished. Beginning on the effective date of this Charter Resolution, a new Wyandotte County Library Board is hereby created as an agency of the Unified Government of Wyandotte County/Kansas City, Kansas.

Section 3. Authorization of a taxing district.

On the effective date of this Charter Resolution, three public libraries have been established in Wyandotte County: Kansas City, Kansas Public Library; Bonner Springs City Library; and the Edwardsville Public Library. This charter resolution authorizes the establishment of a new taxing district consisting of the Piper and Turner areas that lie outside of the boundaries of the three existing libraries.

Section 4. Appointment, term of office, and residence.

That the Wyandotte County Library Board shall hereafter consist of eleven board members occupying positions to be numbered one through eleven to be appointed as set forth in Section 2-382 of the Unified Government Code of Ordinances, and members shall serve for the term indicated therein. Members occupying positions 2, 4, 5, 7, and 8 shall reside in the Piper area (USD 203, or in that portion of USD 204 that lies inside of Kansas City, Kansas). Members occupying positions 3, 6, 9, 10, and 11 shall reside in the Turner area (USD 202). The member occupying position 1, who is appointed by the Mayor, shall reside in either the Piper area or in the Turner area. The term of each member shall generally coincide with the term of the appointing mayor or commissioner.

Section 5. Vacancies.

Any position on the library board which becomes vacant shall be filled for the remainder of the unexpired term of the position according to the procedure set out in Section 2-382 of the Unified Government Code of Ordinances and adhering to the residency requirements set out in Section 4 of this Charter Resolution.

Section 6. Attendance, forfeiture, notice, meetings, removal, and quorum.

Except as otherwise provided in state or local law or in this Charter Resolution, requirements for attendance at meetings, forfeiture of office, compensation, notice of appointments, meetings, appointment of chairpersons, removal from office, and quorum shall be as set out in Division 1 of Article VIII of Chapter 2 of the Code of Ordinances.

Section 7. Powers and duties.

The library board shall have the power and duty to contract with any library for the furnishing of library services to Wyandotte County and such other powers and duties conferred by statute or not otherwise prohibited. The library board shall have the power to make bylaws for the orderly transaction and management of its business.

Section 8. Officers.

The officers of the library board shall consist of a chairperson, a vice-chairperson, a secretary, and a treasurer. The chairperson and vice-chairperson shall be appointed by the mayor and shall be chosen from among the members of the library board. The secretary and treasurer shall be elected by and from the board members.

The chairperson shall be the presiding officer at all meetings, except that for any meeting at which the chairperson is absent the vice-chairperson shall be the presiding officer. If any provision of state law The chairperson Representatives of the public libraries in Wyandotte County may attend meetings and report on the status of their libraries upon request.

Section 9. Treasurer.

The treasurer of the library board shall comply with the provisions of K.S.A. 12-1226 and amendments thereto. The director of revenue of the unified government shall comply with the provisions of K.S.A. 12-1226 and amendments thereto, and all moneys from the library fund shall be paid out as set forth in that section.

Section 10. If any provision of this Charter Resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or application of the Charter Resolution which can be given effect without the invalid provisions or application and to this end the provisions of this Charter Resolution are declared to be severable.

Section 11. That original Charter Resolution No. CR-01-99 be and the same is hereby repealed.

Section 12. This Charter Resolution shall be published once each week for two consecutive weeks in the Wyandotte *Echo*.

Section 13. This is a charter resolution and shall take effect no sooner than 61 days

after final publication, unless a sufficient petition for a referendum is filed and a referendum is held on the charter resolution as provided in K.S.A. 19-101b, in which case the charter resolution shall become effective if approved by a majority of the electors voting thereon.

Section 14. Subject to the provisions of Section 13 of this Charter Resolution, the effective date of this Charter Resolution shall be delayed until November 1, 2026.

PASSED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS, NOT LESS THAN TWO-THIRDS OF THE MEMBERS ELECT VOTING IN FAVOR THEREOF, THIS _____ DAY OF _____, 2026.

Christal E. Watson, Mayor/CEO

ATTEST:

Monica Sparks, Unified Government Clerk

Approved as to Form:

Angela J. Lawson, Acting Chief Counsel



LEGAL DEPARTMENT of the UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS

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Kelsey Saunders

MEMORANDUM

To: Board of Commissioners
From: Aaron Morris, Assistant Counsel
Re: Library Board item on August 6, 2026 Agenda
Date: July 31, 2026

Background: Two major changes are affecting the structure of the existing Wyandotte County Library Board:

- Kansas House Bill 2769 – Effect: Only residents of the “PET” library taxing district can be voting members of the Library Board
 - The 11-member board now only has 6 voting members – those from Piper, Edwardsville, and Turner
- Edwardsville has created its own municipal library, and wants out of the “PET” district

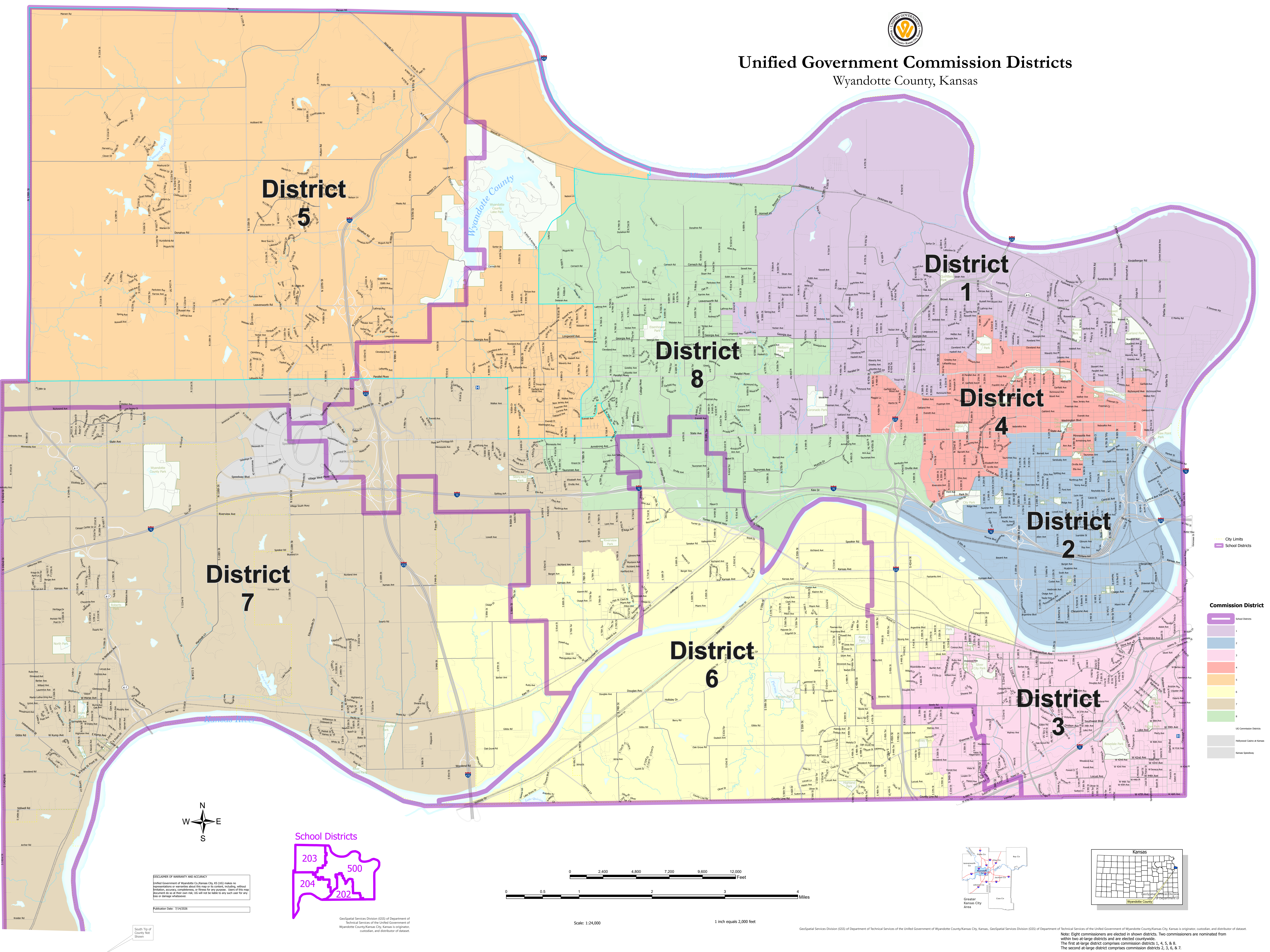
Advancing out of the Administration & Human Services Standing Committee and before the Commission on August 6, 2026 is a proposed charter resolution that removes Edwardsville from the “PET” library taxing district, and creates a new 11-member Library Board, with each member of the Board of Commissioners making an appointment, all coming from within the areas of Piper or Turner so that all Library Board members are voting members. Multiple other proposed structures were discussed by Commissioners and can be found in the PowerPoint slides following this memo. The Commission can structure the Library Board how it sees fit.

While there is no hard deadline requiring action by the Board of Commissioners, inaction will keep the current Library Board structure in place, with only 6 voting members and no tie-breaking mechanism, and could cause taxing issues as Edwardsville is currently subject to a County tax to contract for library services while they have their own municipal library.

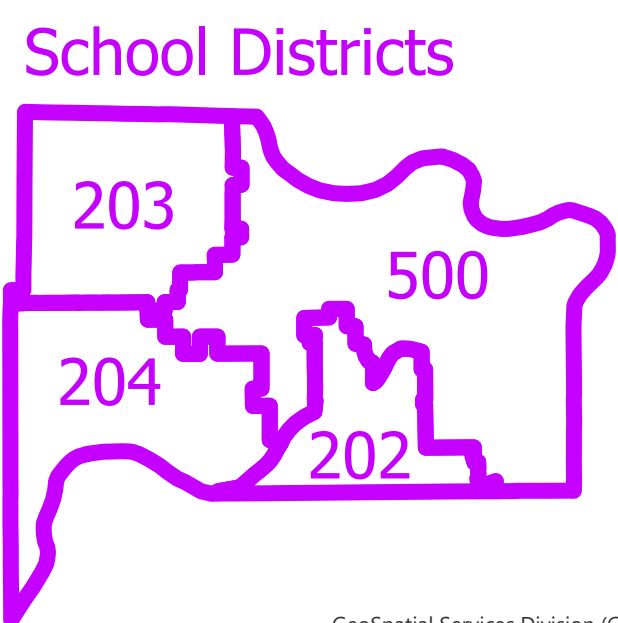


Unified Government Commission Districts

Wyandotte County, Kansas



DISCLAIMER OF WARRANTY AND ACCURACY
Unified Government of Wyandotte Co., Kansas City, KS (UG) makes no representations or warranties about this map or its content, including, without limitation, accuracy, completeness, or fitness for any purpose. Users of this map document do so at their own risk; UG will not be liable to any such user for any loss or damage whatsoever.
Publication Date: 7/14/2025



Geospatial Services Division (GSD) of Department of Technical Services of the Unified Government of Wyandotte County/Kansas City, Kansas is originator, custodian, and distributor of data.

Scale: 1:24,000

1 inch equals 2,000 feet

Geospatial Services Division (GSD) of Department of Technical Services of the Unified Government of Wyandotte County/Kansas City, Kansas, Geospatial Services Division (GSD) of Department of Technical Services of the Unified Government of Wyandotte County/Kansas City, Kansas is originator, custodian, and distributor of data.

Note: Eight commissioners are elected in shown districts. Two commissioners are nominated from within two at-large districts and are elected countywide.
The first at-large district comprises commission districts 1, 4, 5, & 8.
The second at-large district comprises commission districts 2, 3, 6, & 7.



Wyandotte County Library Board



Current Library Board Charter: CR-01-99

- Established 11-member board overseeing the library taxing area consisting of Piper, Edwardsville, and Turner
- 2 members from Edwardsville
- 2 members from Piper
- 2 members from Turner
- 4 members from within USD 500
- 1 member from Bonner Springs

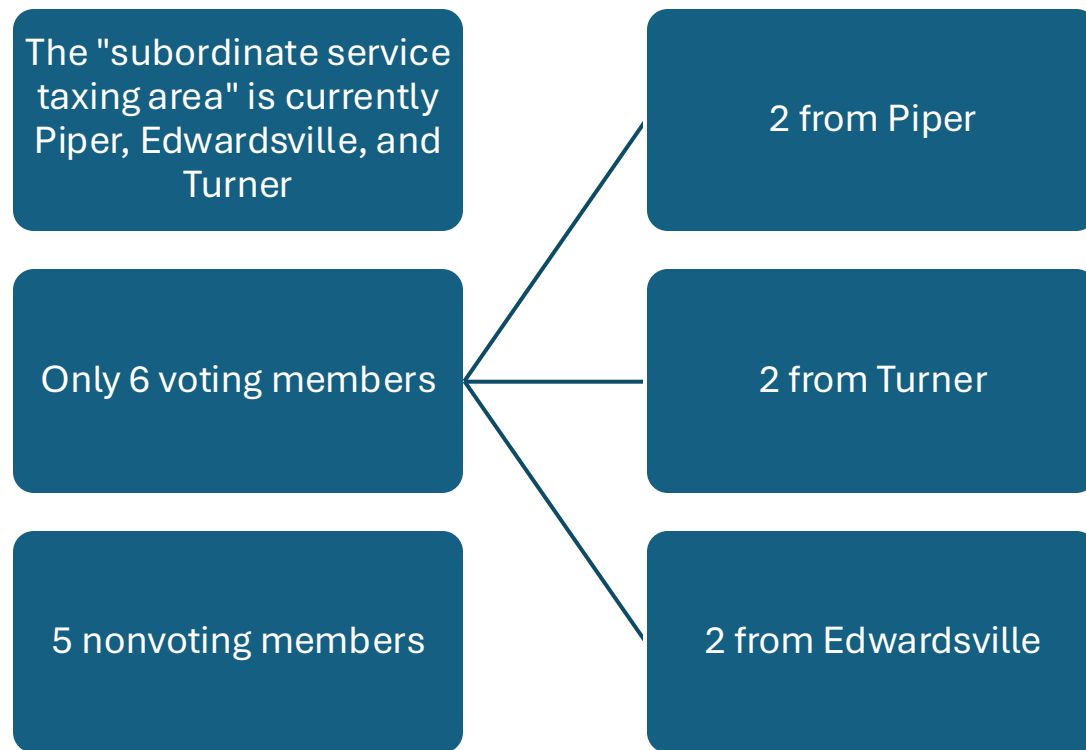
Position No.	Nominated By	Resident In
1	Mayor	Edwardsville
2	1st At Large	Piper
3	2nd At Large	Turner
4	1st Dist.	USD 500
5	2nd Dist.	USD 500
6	3rd Dist.	USD 500
7	4th Dist.	USD 500
8	5th Dist.	Piper
9	6th Dist.	Turner
10	7th Dist.	Bonner Springs
11	8th Dist.	Edwardsville



Recent Legislation: HB 2769

**Any municipality that creates a subordinate service taxing area ...
and appoints a governing body for such area shall require all voting
members of such governing body to be residents of such area ...**

Current Status of Library Board



Position No.	Nominated By	Resident In
1	Mayor	Edwardsville
2	1st At Large	Piper
3	2nd At Large	Turner
4	1st Dist.	USD 500
5	2nd Dist.	USD 500
6	3rd Dist.	USD 500
7	4th Dist.	USD 500
8	5th Dist.	Piper
9	6th Dist.	Turner
10	7th Dist.	Bonner Springs
11	8th Dist.	Edwardsville



Edwardsville Action

- Through Edwardsville's Home-rule powers, Edwardsville adopted a series of ordinances establishing their own library, and expressing their intent to withdraw from the PET Taxing Area
 - Edwardsville cannot unilaterally remove themselves from the PET Taxing Area
-



Analysis by Senior Counsel Jeff Conway

- "Unilateral action by Edwardsville needs, at a minimum, corresponding action by the Board of Commissioners to make the necessary adjustments to the countywide system."
 - "Without the corresponding adjustments, annual budgets of the KCKPL and Bonner Springs Library may be significantly impacted, library services may be inadvertently suspended or duplicated, and tax revenues may be misallocated within the system."
-



Restructuring
Proposals

Proposal #1: Moved Forward from AHS with no Recommendation

11-member board

Each UG Commissioner and the Mayor make an appointment

5 residents of Piper

5 residents of Turner

Mayor appointee is a Piper or Turner resident

Position No.	Nominated By	Resident In
1	Mayor	Piper or Turner
2	1st At Large	Piper
3	2nd At Large	Turner
4	1st Dist.	Piper
5	2nd Dist.	Piper
6	3rd Dist.	Turner
7	4th Dist.	Piper
8	5th Dist.	Piper
9	6th Dist.	Turner
10	7th Dist.	Turner
11	8th Dist.	Turner

Proposal #2: AHS Committee Feedback

Proposal

7-member board

Both At Larges make appointments

All Commissioners whose districts touch Piper or Turner make appointments (3, 5, 6, 7, 8)

4 residents of Turner

3 residents of Piper

Position No.	Nominated By	Resident In
1	1st At Large	Piper
2	2nd At Large	Turner
3	3rd Dist.	Turner
4	5th Dist.	Piper
5	6th Dist.	Turner
6	7th Dist.	Piper
7	8th Dist.	Turner

Proposal #3

7-member board

Mayor makes an appointment

Both At Larges make appointments

Districts 5 and 6 Commissioners make appointments

Both School Districts make an appointment

Position No.	Nominated By	Resident In
1	Mayor	Piper or Turner
2	1st At Large	Piper
3	2nd At Large	Turner
4	5th Dist.	Piper
5	6th Dist.	Turner
6	USD 203 (Piper)	Piper
7	USD 202 (Turner)	Turner

Proposal #4

7-member board

Mayor makes an appointment

Both At Larges make appointments from Piper

District 5 Commissioner makes an appointment from Piper

Districts 3, 6, and 8 Commissioners make appointments from Turner

Position No.	Nominated By	Resident In
1	Mayor	Piper or Turner
2	1st At Large	Piper
3	2nd At Large	Piper
4	3rd Dist.	Turner
5	5th Dist.	Piper
6	6th Dist.	Turner
7	8th Dist.	Turner

Proposal #5

9-member board

Mayor makes two appointments, one voting and one non-voting unless breaking a tie

Both At Larges make appointments from Piper

Districts 5 and 7 Commissioners makes an appointment from Piper

Districts 3, 6, and 8 Commissioners make appointments from Turner

Position No.	Nominated By	Resident In
1	Mayor	Piper or Turner
2	Mayor	Piper or Turner
3	1st At Large	Piper
4	2nd At Large	Piper
5	3rd Dist.	Turner
6	5th Dist.	Piper
7	6th Dist.	Turner
8	7th Dist.	Piper
9	8th Dist.	Turner



Report to Board of Commissioners

MEETING DATE	PRESENTER	DEPARTMENT
	J. Renee Ramirez, Director rramirez@wycokck.org x5665	Human Resources
AGENDA ITEM #11.1.		
RESOLUTION: MEMORANDUM OF UNDERSTANDING (MOU) WITH THE UNITED FOOD & COMMERCIAL WORKERS (UFCW) UNION		
BACKGROUND		
A resolution authorizing the Unified Government of Wyandotte County/Kansas City, Kansas, to execute a Memorandum of Understanding (MOU) with the United Food & Commercial Workers (UFCW), effective January 1, 2026, through December 31, 2028.		
RECOMMENDATION		
Approve		
BUDGET IMPACTS / FINANCIAL CONSIDERATIONS		
LEGAL/ POLICY CONSIDERATIONS		
ATTACHMENTS		
UFCW Resolution for MOU 2026-2028, UFCW MOU - Clean (Updated TOC) - 7.24.26, UFCW Contract Changes Summary (Jul24)		

Approved by Mayor/Administrator to add to agenda.

RESOLUTION NO. _____

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED
GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS:**

That the County Administrator of the Unified Government of Wyandotte County/Kansas City, Kansas, is hereby authorized and directed to execute in the name of the Unified Government of Wyandotte County/Kansas City, Kansas, and the Unified Government Clerk is hereby authorized and directed to attest the signature of said County Administrator and to attach the seal of the Unified Government thereto as the voluntary act of the Unified Government to the Memorandum of Understanding between the Unified Government of Wyandotte County/Kansas City, Kansas, and The United Food and Commercial Workers District Union Local Two Police Communications Unit, for the period from January 1, 2026 through December 31, 2028.

**ADOPTED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED
GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS
THIS ____ DAY OF _____, 2026.**

Mayor/CEO Christal E. Watson

ATTEST:

Unified Government Clerk

Approved as to Form:

**Angela Lawson
Chief Counsel**

MEMORANDUM OF UNDERSTANDING

BETWEEN

**UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/
KANSAS CITY, KANSAS**

and

**THE UNITED FOOD & COMMERCIAL WORKERS
DISTRICT UNION LOCAL TWO
POLICE COMMUNICATIONS UNIT**

TERM OF THE AGREEMENT

JANUARY 1, 2026 - DECEMBER 31, 2028

UNIFIED GOVERNMENT - LOCAL 2
MEMORANDUM
2026-2028

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MEMORANDUM OF UNDERSTANDING

Whereas, the parties hereto desire to maintain a harmonious relationship, to advance mutual interests in the preservation of public safety, law and order; to promote standards and conditions of employment for Police Communications Unit (hereinafter referred to as "Division") of the Unified Government of Wyandotte County/Kansas City, Kansas (hereinafter referred to as "UG"); to achieve harmonious and peaceful adjustment of differences which may arise; and to establish standards of wages, hours, benefits and other conditions of employment.

Now therefore, in consideration of mutual covenants and agreements hereinafter contained, UG and the Union hereby agree as follows:

ARTICLE I - RECOGNITION

§ 1.1 Recognition

The Unified Government of Wyandotte County/Kansas City, Kansas (hereinafter "UG") and the Kansas City, Kansas Police Department of UG (hereinafter the "Department") recognize and acknowledge Local 2, of the United Food & Commercial Workers International Union, (hereinafter the "Union") as the exclusive bargaining representative for all full-time and regular part-time Police Dispatchers and 911 Call Operators within the Police Communications Unit employed by the Department for the purpose of negotiating collectively with UG and Department pursuant to the Public Employee Relations Act of the State of Kansas, with respect to wages, hours, benefits and other terms and conditions of employment. The recognition herein afforded extends only to those classifications of employees which are in the bargaining unit for which the Union received certification as exclusive bargaining

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representative by the Public Employee Relations Board in Unit Certification Case No. 75-UC-5-1979. Excluded from the representation herein afforded are all sworn officers, all Police Cadets of UG's Police Department, all positions represented by the IAFF, Local 64, confidential and supervisory employees of UG.

ARTICLE II - UNION STATUS AND RIGHTS

§ 2.1 Right of Organization

Employees may have the right to join and participate in the Union for the purpose of this Memorandum.

§ 2.2 Right of Representation

Employees shall have the right to be represented by the Union to negotiate collectively with UG, in the determination of their wages, hours, terms and conditions of employment, and the administration of grievances. UG and Union recognize the Union's duty to represent all the employees in the Division fairly and effectively.

§ 2.3 Dues Deductions

UG agrees to deduct Union dues from the employee's earnings, providing that the following procedure is followed:

- (1) Employees shall individually furnish to UG written authorizations for UG to deduct Union dues in the amount of forty-five dollars (\$45.00) monthly, subject to change from the individual employee's earnings; said authorizations shall be in compliance with K.S.A. 44-808(5). Employees may revoke the authorization by giving thirty (30) days written notice to the Employer and the Union at the end of any year of the life of the authorization.

- (2) When provided with the proper written authorizations UG shall deduct the appropriate Union dues from the wages of employees in the bargaining unit.
- (3) Such dues deductions made by UG will be transmitted to the Union at the address designated, on or before the last day of the month following their deduction.
- (4) The Union shall refund promptly any such dues found to have been improperly deducted and transmitted to the Union.

§ 2.4 Union Business

A. UG agrees that the Chief Steward and the respective Shift Stewards in the Chief Steward's absence, or the Business Agent of the Union may conduct Union business during regular working hours in accordance with Section 2.8 of this Memorandum. In the absence of the Chief Steward, the respective Shift Steward will have the same authority to conduct Union business as the Chief Steward, provided, that the Communications Commander or in his/her absence the Shift Supervisor on duty shall be notified and shall consent when Union business may be conducted. Provided, further, the Communications Commander or in his/her absence the Shift Supervisor on duty must give their consent for the Business Agent to enter the Dispatch Room.

B. All Bargaining Unit employees involved in collective bargaining negotiations will be compensated for actual hours of work missed by the Union. All hours paid to Bargaining Unit employees by the Union will be counted as time worked for the UG for the purposes of accrual of benefits, with the exception of overtime.

§ 2.5 Bulletin Boards

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The Union shall have the privilege of the use of an existing bulletin board in the designated area of the Police Dispatch Center for the purpose of posting notices of its legitimate activities. All Union notices so posted shall contain the date, an appropriate letterhead which clearly indicates that the notice relates to activities of the Union and shall be submitted to the office of the Communications Commander, prior to its posting. It shall be the responsibility of the Communications Commander, Shift Supervisor, Chief Steward or alternate Steward of the Union to remove notices which are outdated or unauthorized.

§ 2.6 Conferences

The duly elected and designated representatives of the Union may attend state or national conferences of his/her organization or attend educational conferences or classes in which his/her organization participates or sponsors by the use of a bank of fifty (50) working days with pay, provided, that such employee's absence is approved in writing within the discretion of the Communications Commander.

§ 2.7 Personnel File

Employees shall have the right upon written request to review the contents of their personnel file in the presence of a representative of UG. Copies of documents within the employee's file may be furnished upon written request by the employee and payment.

§ 2.8 Stewards' Responsibilities.

A. Stewards' Authority.

The authority of the Chief Steward or Shift Stewards so designated by the Union, shall be but not limited to the following duties and activities.

1) the investigation of grievances in accordance with the provisions of this
6UY0789.DOC

memorandum.

- 2) the transmission of such messages and information which shall originate with, and are authorized by the Union or its officers provided such messages and information (a) have been reduced to writing or (b) if not reduced to writing is not in violation of Article XII regarding strikes and lockouts.

B. Stewards' Activities.

Stewards shall be permitted reasonable time to investigate and process grievances without loss of pay during regular working hours, providing enough personnel remain on duty to provide adequate division operations. Time spent on union activities or representation of members outside of any steward's normal work hours shall not be considered time spent in the employ of UG or the Division. The Stewards shall not absent themselves from their assigned posts without the permission of their supervisor. Any reasonable request shall be granted provided it does not interfere with efficient operation of the division.

C. Prohibited Conduct.

The Stewards shall have no authority to take strike action or any other action interrupting the Division's operation. In the event of such action by the Stewards, they shall be subject to proper discipline.

D. Number of Stewards.

There shall be one (1) Chief Steward and one (1) Secretary for the Division and there shall also be one (1) Steward per shift appointed by UFCW Local No. 2. The Stewards' names shall be furnished to the Communications Commander. The respective Shift Stewards shall only function in this capacity in the absence of the Chief Steward, provided that the Unit 6UY0789.DOC

Commander is notified of and is aware of the Chief Steward's absence.

ARTICLE III- UNION AND EMPLOYER COOPERATION – MANAGEMENT RIGHTS

§ 3.1 Union and Employer Cooperation

The Union and UG have entered into this Memorandum for the purposes of facilitating the peaceful adjustment of differences that may arise and to promote harmony and efficiency and to the end that the Police Dispatchers and UG and the general public may mutually benefit. Consistent with this general purpose, the Union recognizes that an obligation rests upon each Department employee to render honest, efficient and courteous service to UG and its citizens. The Union agrees to cooperate with UG in its efforts to strengthen the goodwill between the Department and the general public.

The Union recognizes the need for improved methods in providing services to the citizens of UG and agrees to cooperate with UG and the Department in the installation of such methods, in suggesting improved methods in the education of its members and the necessity of such changes and improvements.

§ 3.2 Management Rights

By entering into this Memorandum, UG has agreed to certain specific limitations on its rights to manage the Division of the Department and direct the personnel. However, it is the intention of the parties hereto that UG retain each and every right and privilege it ever had except insofar as it has, by this Memorandum, agreed to specific limitations thereon. UG has,

by certain specific articles of this Memorandum, relinquished a portion of its exclusive management rights and it is understood that those articles shall supersede the reservation of rights to the extent of the article in conflict.

The exclusive rights of UG, which are not abridged other than by this Memorandum shall include, but are not limited to, its right to determine the existence or nonexistence of facts which are the basis of a management decision; to establish or continue policies, practices and procedures for the conduct of the Department and to change or abolish such policies, practices or procedures; to introduce new or improved methods, equipment or facilities; to discontinue processes or operations or to discontinue their performance by Dispatchers; to select, determine and schedule the number or type of employees required; to assign work to such employees in accordance with the requirements determined by the Department; to establish and change work schedules and assignments; to determine the facts of lack of work; direct the work of its employees; hire, promote, demote, transfer, assign and retain employees in positions within the public agency, discipline, suspend or discharge employees for proper cause; maintain the efficiency of governmental operations; to lay-off employees; take actions as may be necessary to carry out the mission of the Department in emergencies; determine the methods, means and personnel by which operations are to be carried on; to unilaterally develop Standard Operating Procedures, Rules and Regulations and Policies not in conflict with this Memorandum; to establish and maintain reasonable standards for wearing apparel and personal grooming; and all other prerogatives and responsibilities normally inherent in management of UG or Department which are not in conflict with specific provisions of this Memorandum. All management rights, power, authority and functions other than those

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relinquished by UG in this Memorandum shall remain vested exclusively in UG.

Neither UG nor the Union through their officers, members, representatives, agents or committees, shall engage in any subterfuge of any kind for the purpose of defeating or evading the terms of this Memorandum.

ARTICLE IV - NON-DISCRIMINATION

§ 4.1 Non-Discrimination

UG and the Union agree that they shall not directly or indirectly discourage or deprive or coerce any employee in the enjoyment of any rights conferred by the laws of Kansas and the United States; that UG shall not discriminate against any employee with respect to hours, wages or any other term or condition of employment by reason of his/her membership in the collective negotiations with UG or his/her institution of any grievance, complaint or proceeding under this Memorandum with respect to any terms or conditions of employment and that each will fully comply with applicable laws and regulations regarding discrimination against any employee because of such person's race, religion, color, creed, national origin, sex, age or disability. When words of gender are used in this Memorandum, the male term shall include the female and the female term shall include the male. The Union recognizes its responsibility as Bargaining Representative and agrees fairly to represent all employees in the Bargaining Unit.

ARTICLE V - PROBATIONARY EMPLOYEES

§ 5.1 Probationary Employees

A new employee shall be considered a probationary employee for the first twelve (12) months of his/her employment. This period may be extended for a time not to exceed 6UY0789.DOC

ninety (90) days, by the written agreement of the Employer, Employee and Union. Any interruption of employment (leave, sickness, etc.) during the probationary period in excess of four (4) days shall not be counted as part of the period. During that time the employees may be discharged or disciplined at the sole discretion of the Department without recourse to the provisions of this Memorandum. Prior to a release from training, probationary employees shall be assigned a temporary number for purposes of determining seniority in regard to overtime. Employees shall not accrue seniority until they are released from training.

ARTICLE VI - SENIORITY

§ 6.1 General

Seniority shall be measured by the amount of continuous service in the Police Department Communications Unit from the date of hire for those employees hired prior to January 1, 2013, Employees hired after January 1, 2013 shall have their seniority measured from the date that the employee is released from training. Separate seniority lists shall be maintained for Dispatchers, full-time 911 Call Operators, part-time 911 Call Operator As and part-time 911 Call Operator Bs. A blended list of Dispatchers and 911 Call Takers shall also be maintained for the purpose of bidding vacation and filling voluntary 911 Call Taker overtime vacancies. Seniority ranking on the blended seniority list will be based on the date the employee was released from 911 Call Operator training. No Bargaining Unit employee whose seniority was previously established (prior to January 1, 1985) according to the total time served in the employ of UG or Kansas City, Kansas Police Department shall suffer any loss of seniority. Any of the following events shall be considered a break in length of service for seniority and subsequent employment shall be deemed to be new employment.

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- (A) Dismissal for just cause.
- (B) Resignation.
- (C) Suspension in excess of forty-five (45) days.
- (D) Failure to report to UG within twenty-four (24) hours of absence from work without good cause.
- (E) Failure to return to work within one (1) week after being recalled by UG by certified mail at the last known address.
- (F) Has been laid off for twelve (12) months or more.
- (G) Has been on general leave of absence for a period of more than one hundred twenty (120) calendar days.
- (H) Permanent disability.
- (I) Retirement.
- (J) Failure to report to UG within twenty-four (24) hours of the expiration of any approved leave of absence, vacation or disciplinary layoff.

The seniority of employees, either from the date of hire or from the date released from training, as applicable, on the same date shall be determined by phone release date for 911 Call Operators and by dispatch release date for Dispatchers. If the release date is the same, seniority shall be determined by CritiCall test scoring. In cases of disputes concerning seniority the Department's records shall govern.

§ 6.2 Annual Bid and Promotions

Bargaining Unit seniority shall govern in annual bidding for shifts and days off. Lead Dispatcher's days off shall be either Thursday, Friday, Saturday or Sunday, Monday, Tuesday. The annual bid shall occur on or before the last pay day in November of any year covered by this Memorandum.

Employees still on probation shall not be eligible to bid but may be assigned to the various shifts as determined by the Department. Probationary employees released from training may be given the courtesy of bidding during annual bid but are still subject to placement by the department until completing their probationary period.

An employee, with prior written approval of the Communications Commander may be allowed to exercise his/her bid rights by proxy. The proxy shall be signed by the employee and shall designate the employee's first three bid choices. One copy of the proxy shall be given to the Chief Steward, who shall exercise it and one copy shall be given to the Communications Commander. The employee proxy bid shall be given to the Chief Union Steward and Communications Commander no later than twenty-four (24) hours prior to the annual bid day. If such employee is unable to obtain a bid position with any of his/her alternative choices, then he/she shall be assigned to an unbid position by the Communications Commander.

Employees who do not exercise the opportunity to bid during the appropriate period (period is defined as ten (10) minutes from the commencement of the scheduled bid time or from the previous employee's bid, whichever is later) shall forfeit their right to bid. The employee shall then be assigned to any unbid position by the Communications Commander.

If an employee is unable to fulfill the position which he/she has successfully bid, within ten (10) calendar days of its effective date, then the position shall be considered temporarily vacant and may be filled by the Communications Commander by assignment. If the successfully bidding employee is unable to fulfill the position within sixty (60) calendar days of the job's effective date, then the position shall be considered a permanent vacancy and may be rebid.

Lead dispatchers, DTOs and/or tactical dispatchers shall be selected and assigned at the discretion of the communications commander following the posting of a call for resumes.

The Communications Commander may disqualify applicants for lead dispatcher, DTO and/or

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tactical dispatcher positions if within his/her opinion such applicant does not possess qualifications for such position. An eligibility list will be created for all qualified applicants for such positions. The rejected applicant may appeal such rejection to the Bureau Director.

§ 6.3 Permanent Vacancies

- A) Newly hired dispatchers may be assigned to vacant positions on any of the two unit shifts. Once that employee becomes a qualified dispatcher, and ready to work on their own, in accordance with the consensus opinion of the training employee, Shift Supervisor and Communications Commander, then that position being filled by that employee if determined to be permanent, shall be posted within forty-five (45) calendar days of determination of qualification and readiness, for three (3) calendar days and may be filled by bidding among dispatchers. The most senior, qualified bidding dispatcher shall be awarded the position. Upon award of that bid the successful bidder's former position may be filled by the same procedure. This procedure shall continue until there are no bidders for the permanent vacancies so created. At that time, the remaining vacant position(s) shall be filled by assignment of the Communications Commander from the least senior but qualified dispatcher assigned to that shift.
- B) Permanent vacancies occurring between annual bids, within the position of Lead Dispatcher, shall be filled in accordance with Section 6.2 - Annual Bids and Promotions. Such vacancies shall be open to qualified dispatchers on all shifts.

- C) Permanent dispatcher vacancies occurring between annual bids which are not abolished by the U.G. shall be bid in accordance with Section 6.2 – Annual Bid and Promotions – provided that such bid shall occur within 45 days from the date that the vacancy was created rather than at the time of the annual bid. Such vacancies shall be open to qualified dispatchers on all shifts.
- D) When vacancies are created by an employee being injured on duty and not returning to work for a period of four (4) months due to such injury, that employee's position may be posted for bid by any qualified employee and may be filled based upon the bidding employee's qualifications, including training, education, experience, ability, and work performance consistent with the Americans with Disabilities Act (A.D.A.) and Family and Medical Leave Act (F.M.L.A.). Particular training courses which are being offered to all employees of the Bargaining Unit, but have not been completed by all employees may not be considered for purposes of filling vacancies. When the injured employee returns to his/her duties with the division he/she shall be placed in any vacant position at the discretion of the Communications Commander.

§ 6.4 Seniority Roster

An up-to-date seniority roster containing names and the length of total continuous service will be posted not later than fifteen (15) days prior to the commencement of the bid period. In the event any employee believes an error has been made as to his/her position on the seniority roster, he/she shall have fifteen (15) days after the posting of the roster to file

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his/her protest in writing, with the Communications Commander.

ARTICLE VII - LAYOFFS AND RECALL

§ 7.1 Notice of Layoff

When it is determined that a reduction in force is necessary, UG will notify the Union and affected employees of the impending layoff and the date thereof.

§ 7.2 Layoff

- A) Layoffs or job displacement due to reduction in force shall be made according to seniority. Provided that, senior employees within a job classification may displace a junior employee within a lower grade of the same classification as long as the senior employee is immediately capable, of performing the duties of the lesser position.
- B) No full-time employee in the Bargaining Unit shall be laid-off as long as there are probationary employees working.

§ 7.3 Recall Rights

- A) The order of recall shall be governed by the employee's seniority.
- B) Notification of recall shall be given by UG by certified mail, return receipt requested, to the recalled employee at his/her last address furnished to UG.
- C) Within four (4) calendar days after such notice is postmarked, the employee must advise the Personnel Department whether he accepts such reinstatement.

Any recalled employee who fails to notify the Personnel Department within four (4) calendar days, as outlined above, shall forfeit all seniority rights and opportunities for future recall. The next employee on the seniority list may

be notified of the opening and the above procedure shall be repeated until the vacancy is filled. If no employee remains on the seniority list to fill the vacancy, then the vacancy may be filled by new hires.

- D) An employee recalled shall report to work within fourteen (14) calendar days after indicating his/her willingness to accept reinstatement. If the employee fails to report within such time, he shall forfeit all seniority rights and all future recall rights.
- E) UG shall provide the Union with the names of full-time Bargaining Unit employees recalled from layoffs.

ARTICLE VIII - HOURS AND OVERTIME

§ 8.1 General

The work week shall extend from 0545 hours Thursday to 0544 hours the following Thursday. The standard work day shall be twelve and one-quarter (12 1/4) hours of work per day. The standard work week shall be forty-nine (49) hours of work per week. Each employee's normal assignment will consist of four (4) consecutive days of work with three (3) consecutive Regular Days Off ("RDO"), except for part time personnel. Part-time personnel will work the hours and days assigned. The pay period shall be from 0545 hours Wednesday to 0544 hours the following Wednesday.

§ 8.2 Overtime

A) General: All employees shall receive one and one-half (1-1/2) times their

actual hourly rate of pay (based on 173.3 hours per month) for work performed in excess of the standard work day of twelve and one fourth (12 1/4) hours in a given work day or for work performed in excess of forty (40) hours in a work week. Compensatory time may be paid in lieu of overtime payment if the employee in his/her discretion so elects, provided that no employee may accumulate more compensatory time than two hundred-forty (240) hours or as this maximum accumulation is amended by applicable federal law or regulation. Compensatory time will be calculated at the overtime rate. Overtime or compensatory time shall only be paid for time actually worked and when approved by the Department.

B) Personnel Shortages.

1. Anticipated vacancies. When a shortage of personnel in dispatchers is an “anticipated vacancy”, the positions which are short shall be posted electronically allowing qualified personnel to bid upon working the vacant position(s) on an overtime basis. An anticipated vacancy occurs when the Employer has knowledge that there will be a vacancy within a Bargaining Unit job at least twenty-four (24) hours prior to the beginning of that shift. In the event that more than one person signs up for the same overtime work, seniority will be the determining factor. An exception will be that preference will be shown to those who are able to work an entire twelve and one-quarter (12 1/4) hour

shift, instead of just six (6) hours. Provided that, more senior employees may bump less senior employees to work this overtime only when the bump occurs at least twenty-four (24) hours before the overtime begins. Employees are not permitted to sign up for overtime which would result in such employee working in excess of twelve and one-quarter (12 ¼) consecutive hours without an intervening rest period of at least eight (8) hours. Such posting for overtime work may be withdrawn by the Employer at least twenty-four (24) hours prior to the beginning of the overtime work. When an employee has signed up to work overtime and then withdraws such commitment within twenty-four (24) hours of the beginning of the overtime work that vacancy shall be treated as an “unexpected vacancy” and will be governed by the provisions of subsection (2) herein. If an employee withdraws such commitment to work overtime three (3) or more times within any given calendar month such employee shall lose their right to participate in any voluntary overtime pursuant to this paragraph for the following calendar month. An employee may not withdraw such commitment to work overtime within twenty-four (24) hours prior to the commencement of the overtime shift for which they have committed to work.

2. Emergencies - Unexpected Vacancies.

- (a) Unexpected vacancies occur when the employer has knowledge that

there will be a vacancy in a Bargaining Unit job when actual notice is acquired by the employer less than twenty-four (24) hours prior to the beginning of that shift, or in the event that an anticipated vacancy is not filled through the procedure identified in Section 8.2(B)(1) above, or in the event of an emergency. Such vacancies shall be filled in accordance with the following procedure:

First: The employer shall contact all dispatchers whose Regular Day Off (“RDO”) falls on the date of the vacancy and shall offer, from the most senior to the least senior, the opportunity to work the vacancy in the following order:

1. Those dispatchers on their RDO on the same shift as the available vacancy;
2. Those dispatchers on their RDO on the opposite shift as the available vacancy.

Employees will not be allowed to work such overtime shifts which would result in employees working in excess of twelve and one-quarter (12 1/4) hours without an intervening rest period of at least eight (8) hours. In the event that an employee volunteers to fill an unexpected or posted unfilled vacancy which remains vacant within twenty-four (24) hours of the beginning of the overtime shift, if such employee desires to withdraw such commitment to work said employee must withdraw such commitment to work thirty (30)

minutes prior to the commencement of the overtime shift.

- (b) Mandatory Overtime/Forced. When any employee is forced (does not volunteer) to work overtime during any calendar month on six (6) occasions, that employee shall be relieved from being forced to work overtime during the following calendar month. If an employee is forced to work overtime on his/her non-forcible month, that forced overtime occasion shall be counted as an occasion toward his/her next forcible month. The Department may then force the next employee in inverse order of seniority to work the required overtime.

It shall be the responsibility of the employee who has been forced to work six (6) occasions of overtime in any calendar month to bring the matter to the attention of his/her supervisor and to establish such forced overtime occasions from his/her records. Any dispute of forced overtime occasions shall be resolved from Telestaff.

Employees working mandatory/forced overtime who leave the workplace prior to the conclusion of their overtime assignment without approval of their supervisor or his/her designee shall be subject to discipline. Employees failing to fulfill overtime shifts in accordance with 8.2 shall be considered a single or part of an occurrence in accordance with 16.12. Employees failing to fulfill overtime shifts in accordance with 8.2 shall be subject to discipline.

3. 911 Call Taker Vacancies.

911 call taker vacancies shall first be offered on a volunteer basis on the basis of seniority from the blended Dispatcher/Call Taker seniority list. In the event there are no volunteers, forced overtime shall be made by reverse seniority first off of the 911 Call Taker seniority list, and then second from the Dispatcher seniority list. Forced overtime is subject to the restrictions within Section 8.2(B)(2)(b). Employees will not be allowed to work such overtime shifts which would result in employees working in excess of twelve and one-quarter (12 ¼) hours without an intervening rest period of at least eight (8) hours.

§ 8.3 Shift Assignments

The basic work shifts within the Communications Unit may approximate the following schedule:

Shift #1	0545 Hours - 1800 Hours
Shift #2	1745 Hours - 0600 Hours

However, the shift starting times may be changed if it becomes necessary. The Department may abolish any shifts or create additional shifts upon notification to the Union. If through abolishment of any of the above listed shifts any positions are abolished then the affected employee shall suffer no reduction in his/her pay scale or category.

§ 8.4 Meal Period

Each employee who works eight (8) or more hours shall receive a thirty (30) minute meal period per work day. This meal period shall be considered out of service time during which the employee will be uninterrupted except in the case of an emergency. This meal

period shall not be taken before the employee has worked two (2) hours nor shall any employee be required to work in excess of seven (7) continuous hours without a meal period. Employees will not be allowed to take their meal period during the last hour of their shift unless it is approved by management or by the Lead Dispatcher in the absence of management.

§ 8.5 Breaks

Each employee shall receive a total of thirty (30) minutes of break for each twelve and one-quarter (12 1/4) hour shift worked. Such break(s) shall be scheduled by the Lead in accordance with the parameters established by the Department. If due to a shortage of personnel or other uncontrollable circumstances, as determined by the Shift Supervisor or by the Lead Dispatcher when a Shift Supervisor isn't present, an employee is required to forego any of his/her breaks, he/she will then receive compensatory time, at the overtime rate, for such missed breaks. Part-time employees shall receive a ten (10) minute break for each four (4) hours of work.

§ 8.6 Pay Checks

Payment of wages shall be through electronic direct deposit. Employees will be provided access to an electronic advice of payroll on their regular pay day. This electronic advice shall include the totals of all electronically available accumulated time banks. The electronic advice shall provide with each payroll to employees, clear identification of the hours being paid for each pay period. In addition to this electronic advice, employees shall be advised on a quarterly basis of their then available paid time off leave bank balances. When

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the Public Safety Business Office discovers that there are employees who may be short on their payroll, they will notify the Communications Commander and the Communications Commander will notify the Chief Union Steward. When an employee has discovered a payroll error, such employee shall notify the Communications Commander who will in turn notify the Public Safety Business Office of such error. If an error is determined to be founded, at the request of the employee, the UG will provide payment correcting such error and will be paid to the employee upon the next payroll run of any department by the UG.

§ 8.7 Termination - Compensatory Time

An employee whose employment is terminated for any reason shall receive pay in accordance with existing department policy for all earned holidays, accumulated overtime and wages, in a lump sum (two checks), in accordance with the Department's books.

§8.8 Shift Exchange

1. Employees shall have the right to exchange shifts with other employees under the following conditions:

- a. Shifts exchanged must be within the same work week;
- b. Shift exchanges which would result in employees working in excess of 12 ¼ consecutive hours will not be permitted;
- c. Exchanging employees must be within the same job classification –
i.e. Dispatcher for Dispatcher and 911 Call Operator for 911 Call Operator;
- d. Employees on leave are not permitted to participate in an exchange.

If an employee who has accepted an exchanged shift goes on approved leave after an exchange has been approved, it shall be the employee's responsibility to find an employee to

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work the exchanged shift;

- e. The exchange cannot result in the creation of overtime;
- f. Prior to an employee's release date they are not eligible to participate in an exchange;
- g. All requests for shift exchange must be submitted at least 48-hours prior to an exchanged shift, however, in cases of emergency the Division Commander may, within their discretion, waive these time requirements;
- h. Requests for shift exchange shall be submitted electronically with both employees indicating their consent to the trade via e-mail;
- i. Once approved, the exchanged shifts shall become part of the regular work schedule. An employee who fails to appear for an exchanged shift which the employee accepted may be subject to discipline. Exchanging employees shall retain their seniority for purposes of overtime;
- j. Employees are limited to twenty-four shift exchanges in a calendar year;
- k. Reasonable shift exchanges shall be permitted, however, the Department retains the right to deny a shift in the case of abuse;
- l. Employees may be permitted, within the discretion of the Department, to exchange assigned vacation days with other employees.

ARTICLE IX - CLASSIFICATION AND WAGES

§ 9.1 Classifications

For the purpose of this Memorandum, the terms set forth below shall have the
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following meanings:

A) Full-time employees: Those employees who regularly work a standard work week of forty-nine (49) hours.

B) Part-time employees: Those employees who regularly work less than the standard work week of forty-nine (49) hours.

C) Lead Dispatchers: Those employees who assign work positions, do book work, keep daily summaries, train new hires, put out information on the news wire consistent with Division directives, work with computers and the CAD system, supervise dispatchers and take full responsibility for actions in the Communications Unit during the shift, to include recommending discipline, when the Communications Commander or a Supervisor is not present and shall have responsibility for the proper performance of the duties of employees directly under their supervision at all times and other assigned duties. The senior Lead Dispatcher on a shift shall, at the conclusion of the annual bid, bid to be either the Primary or the Secondary Lead Dispatcher and the less senior Lead shall fill the other Lead position. A Secondary Lead Dispatcher performs the duty of a Lead Dispatcher in the absence of a Primary Lead Dispatcher. Secondary Lead Dispatchers shall only receive Lead Dispatcher compensation in the absence of the Primary when they are performing the Lead Dispatcher duties.

D) Dispatchers: Those employees whose main duties consist of maintaining communications with designated persons in the field, work with computers and the

C.A.D. system, phone work for designated persons in the field or building, training

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new hires or transfers, and looking after the whereabouts and well being of designated persons and perform duties of 911 operators, when assigned, and other assigned duties. Dispatchers must be NCIC certified and must meet all state and/or federal required public safety certifications, and shall conduct such further training and possess such further certifications as determined by the UG.

E) 911 Call Takers: Those employees whose main duties consist of answering and transferring all emergency and non-emergency calls for request for emergence services, work with computers and C.A.D. system, enter and cancel NCIC entries, training new hires or transfers and other duties assigned. 911 Call takers must be NCIC certified and must meet all state and /or federal required public safety certification, and shall conduct further training and possess such certifications determined by the UG.

F) Vacancies in either the Dispatcher or 911 Call Operator job classification may be filled with employees from either job classification if the Department determines that such vacancy can be adequately staffed by employees from either job classification.

§ 9.2 Salary

- 1) Monthly salary rates are set forth in Appendix A, attached hereto. The incremental steps recognized in the classification of Dispatcher are contemplated to be based upon the stated time periods of continuous service. New employees qualifying as Lateral Hires shall receive the First Merit Increment pay upon successful completion of training. Such employees will then receive incremental steps based upon stated time

periods of continuous service.

§ 9.3 Merit Increments

The merit increments for the job classification of Dispatcher shall be based upon the employee having acquired the requisite time in grade and having a satisfactory employee evaluation.

§ 9.4 Acting Lead Dispatchers

When no Lead Dispatcher is present on any shift in the Communications Unit, the senior dispatcher on the lead dispatcher promotion eligibility list will be assigned the Lead Dispatcher's duties for that shift, with the prior approval of the Communications Commander. If there is no dispatcher on the lead dispatcher promotion eligibility list on duty, then an acting lead dispatcher will be made as follows: (1) when a Shift Supervisor is on duty, the best qualified dispatcher, as determined by the Shift Supervisor, will be assigned; or, (2) when no Shift Supervisor is on duty, the dispatcher with the most seniority in grade as a dispatcher will be assigned. Such acting Lead Dispatcher shall receive Lead Dispatcher rate of pay for each hour actually worked during that tour of duty as a Lead Dispatcher.

§ 9.5 Longevity Pay

The following longevity pay shall be added to the monthly salary of each employee who qualifies for such pay effective upon the effectuation of this Memorandum:

<u>Continuous Number of Completed Years Within the Communications Unit or Division</u>	<u>Pay per Month</u>
five (5)	\$ 35.00
ten (10)	\$ 45.00
fifteen (15)	\$ 80.00

twenty (20)	\$ 90.00
twenty-five (25)	\$ 100.00

§ 9.6 Trainer's Pay

Employees may be selected to serve as Communications Training Officers (CTOs) by the Communications Commander. CTOs selected to train trainees shall receive monthly special duty pay in the amount of \$3,000 for the full year, minus any time removed from the CTO assignment. Once selected, CTOs shall remain in their position until they express a desire to leave the position or the Department removes them from the position for cause. These employees shall be trained and properly certified by the Department and/or such external entity determined by the Department, and shall be assigned to training at the direction of the Communications Commander. Seniority of the CTOs shall not be a consideration in assigning trainees or other duties. CTO's assignments shall be determined solely at the discretion of the Department.

§ 9.7 Bilingual Pay

Employees may be selected to serve as certified bilingual employees by the Communications Commander. The Department shall choose the specific language(s) it determines are needed. Certification to serve as a bilingual employee shall be obtained from an accredited institution of post-secondary education (University, College, or Community College) of the Department's choosing. Such certification must be in writing. Certification or recertification must be provided on a triennial basis, i.e. every 36 months. Qualified, selected and certified bilingual employees shall receive additional compensation of seventy-five dollars (\$75) per month for those months that they serve as a certified interpreter and are

actually working or are credited for working for the Department for fifteen (15) or more work days. Any certified interpreter who is on duty shall be available for use at the direction of such employee's supervisor. Upon an employee's successful completion of certification, the Department shall reimburse the employee for the cost of certification.

§ 9.8 Tactical Dispatcher Pay

Dispatchers selected to serve as tactical dispatchers shall earn a per hour pay for each hour, or part thereof, which they actually spend dispatching an active tactical operation. The per hour rate shall be two dollars (\$2.00) per hour. This pay shall be by the quarter hour.

ARTICLE X - WORKING CONDITIONS

§ 10.1 UG Business

When employees are required to attend conferences or meetings called by UG before or after their work shifts, such time shall be considered hours worked and the employee shall be compensated accordingly.

§ 10.2 Uniforms

A. Employees

The Department/Division Dress Code shall be clearly defined and distributed to all employees, upon hire. All employees are to wear business casual attire in accordance with the Dress Code issued by the Department. Upon a probationary employee's completion of training and release from training status, the Department shall provide such employee with two (2) shirts, two (2) pants, one (1) belt, and one (1) pair of shoes which are Department-approved.

B. Uniform Allowance

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For the calendar years 2026-2028, Employees, other than Probationary Employees, will receive the sum of Five Hundred (\$500.00) Dollars annually issued on a uniform allowance in order to maintain their uniforms. This uniform allowance will be dispersed in a manner designated by the Department. The vendor chit shall be credited prior to March 31st. The use of this vendor chit by employees will be in accordance with the Department's General Orders. Employees must wear approved uniforms, including shoes, when working.

C. Employees Responsibility Concerning Uniforms

Employees are required to maintain the uniforms in a good and clean condition and wear them in accordance with the Department's/Division's Dress Code. Employees are required to be in full uniform at all times while on duty. Employees reporting for duty, either fully or partially out of uniform, shall be off the clock until they report in full uniform. Employees are not allowed to wear their uniforms or use UG issued equipment at any time except when they are actively engaged in performing duties of their employment with UG. Employees who violate this provision are subject to discipline.

D. Employment Termination

When employment is terminated for any reason, the employee is required to return the issued items and UG may withhold a reasonable amount of the employee's funds to compensate UG equipment not so returned.

E. Employee Compliance

Bargaining Unit employees shall be properly dressed in the authorized uniforms within one (1) week of delivery to the employees or be subject to discipline.

§ 10.3 Lunch Room

UG agrees to set up a room in the Communications area for employees to use on lunch periods and breaks. The employees agree to keep the lunch area clean. UG agrees to provide for regular pest extermination of the Communications premises. Each shift will be responsible for keeping the break area clean after each use and before the end of each tour of duty so that it will be clean for the upcoming shifts. The Communications Commander may establish reasonable rules to enforce the kitchen clean-up provisions.

§ 10.4 Headsets

Dispatchers shall wear headsets at all times while on duty unless otherwise authorized by the Communications Commander.

§ 10.5 Working Conditions Committee

There is hereby created a working conditions committee composed of three (3) members of management and three (3) members of the union to meet quarterly and discuss bargaining unit working conditions, including, but not limited to, hours of work, overtime and the physical environment of the Dispatch Center. The committee may make recommendations to the parties for any changes to successor agreements to this MOU.

ARTICLE XI - GRIEVANCES

§ 11.1 Grievances

In the event of any complaint or grievance arising under the terms and provisions of this Memorandum or of any differences between the parties as to the interpretation or application of this Memorandum, it shall be processed through the grievance procedure.

There shall be no right of grievance as to any subject properly falling within the management

rights of UG Department or Division.

The parties shall make sincere and determined efforts to settle meritorious grievances voluntarily and to keep the procedure free from unmeritorious grievances. Where a matter within the scope of this grievance procedure is alleged to be both a grievance and a prohibited practice under the jurisdiction of the Public Employee Relations Board, the employee may elect to pursue the matter under either the grievance procedure herein provided or by action before the Public Employee Relations Board. The employee's election of either procedure shall constitute a binding election of the remedy chosen and waiver of the alternative remedy.

Management and Union representatives agree to make every effort to meet and settle grievances within the prescribed time limits. Any failure to comply with the time limits specified herein shall result in the grievance being disposed of in favor of the party not in default, i.e. if the employee and/or Union fail to meet the grievance procedure time limits, the employee's grievance is dropped in the Employer's favor and if the Employer fails to meet the grievance procedure time limits, the grievance shall be found in the employee's favor. Provided, the parties may extend any and/or all of the time limits prescribed herein by mutual written agreement which agreement shall not be unreasonably withheld.

Step 1: The matter shall first be taken up between the employee involved and his/her Shift Supervisor. If the grievance is not adjusted orally, it may be submitted in writing to the Shift Supervisor within fourteen (14) calendar days after the occurrence giving rise to the grievance or after becoming known. The Shift Supervisor shall reply in writing in fourteen (14) calendar days.

Step 2: In case the matter cannot be adjusted under Step 1, the matter may be

considered by the Communications Commander. Request for consideration by the Communications Commander must be in writing within fourteen (14) calendar days of the decision (unless mutually extended) in Step 1 or the grievance shall be dropped. The Communications Commander shall render his/her decision in writing within fourteen (14) calendar days after submission of the grievance to him.

Step 3: In case the matter cannot be adjusted under Step 2, the matter may be considered by the Bureau Director or his/her designee. Request for consideration by the Bureau Director or his/her designee must be in writing within fourteen (14) calendar days of the decision in Step 2. The Bureau Director or his/her designee shall render his/her decision in writing within fourteen (14) calendar days after submission of the grievance to him. Grievances relating to terminations shall bypass steps 1 and 2 and commence at step 3. Grievances relating to terminations shall be made directly to the Chief of Police rather than the Bureau Director or his/her designee, but shall otherwise follow the procedure within Step 3.

Step 4: In the event a satisfactory resolution is not reached between the parties through the above steps, the employee may pursue the final step as follows:

- A) In the cases of complaints or grievances which arise from disciplinary action, except for termination of an employee's services, the matter may be appealed to the Chief of Police or his/her designee, within five (5) work days of the Bureau Director or his/her designee's decision.

B) In the cases of complaints or disputes which arise as questions of interpretation of provisions of this Memorandum of Understanding, excluding specifically conflicts relating to any disciplinary matters, except for termination of an employee's services, the matter may be resolved through arbitration, in the following manner:

- 1) Notice in writing of intent to arbitrate shall be delivered to the Department Head and Chief Legal Counsel by the party seeking arbitration to the opposing party within ten (10) work days of the Department Head decision. The notice shall set forth the Articles or Sections of this Memorandum which are claimed to require modification, reversal or interpretation.
- 2) Within fifteen (15) work days after the above notice is delivered, the parties will mutually agree upon an arbitrator or jointly obtain a list of seven (7) arbitrators from the Federal Mediation and Conciliation Service, and the parties will alternately and independently strike unacceptable arbitrators from a list with the last remaining arbitrator being selected.
- 3) Employees shall not be paid for time spent in attending arbitration proceedings other than as a witness on behalf of UG.
- 4) The jurisdiction and authority of the arbitrator shall be governed by the following:
 - a) The arbitrator shall have the authority to determine the

procedural rules of arbitration and shall have the authority to make such binding orders as are necessary to enable him to act, effectively. He shall observe the rules of evidence and his/her decision shall be final and binding on both parties.

- b) The arbitrator shall have no power to add to, subtract from or modify any of the terms of this Memorandum, nor shall he exercise any responsibility, discretionary powers or functions of the Department.
- c) In the resolution of disputes between the parties to this Memorandum, the arbitrator shall give no weight or consideration to any matter except the specific language of this and is specifically prohibited from considering or basing his/her award on any alleged past practices of UG or Division or the Union.
- d) The arbitrator shall have no authority to substitute his/her judgment for that of the management of UG, Division or Department, nor shall he have authority to usurp, subtract from, modify or exercise any management right of UG or the Division.
- e) The decision of the arbitrator shall be based on the evidence presented him by the parties in the presence of

each other.

- f) The cost of the arbitrator shall be shared equally by UG and the Union.

ARTICLE XII– STRIKES AND LOCKOUTS

§ 12.1 Strikes and Lockouts

The Union, on behalf of its membership, recognizes that the protection of the public health, safety and welfare are of paramount importance to itself and the UG. Therefore, during the life of this Memorandum, the Union will not condone, nor encourage nor instigate any work slowdowns, stoppages or strikes, or any actions that are detrimental to the operations of the Department. The UG agrees that it shall take no actions that could be defined as a lockout nor shall it discriminate against any member of the unit for his/her actions as a member of the Bargaining Unit provided those actions are not proscribed by law. Any violation of this Article may be the subject of disciplinary action, including discharge. The Union and its stewards shall, within twenty-four (24) hours of the commencement of any of the acts prohibited herein, take all reasonable affirmative action to terminate such conduct.

ARTICLE XIII - VACATIONS

§ 13.1 Entitlement

For those employees hired before January 1, 2016, after completing one (1) year of service, each employee shall be entitled to a vacation as provided herein upon:

Continuous Completed Years

1 through 4 years

5 through 8 years

9 through 13 years

14 through 19 years

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Vacation Entitlement

eleven (11) working days.

seventeen (17) working days.

twenty (20) working days.

twenty-five (25) working days.

twenty-eight (28) working days.

Continuous Completed Years

Vacation Entitlement

ten (10) working days

sixteen (16) working days

nineteen (19) working days

twenty-four (24) working days

A “working day” shall be paid in the same number of hours as the employee’s then assigned shift at the time that the leave is taken – i.e. one (1) working day for an employee assigned to a 12.25 hour shift equals 12.25 hours; one (1) working day for an employee working an eight (8) hour shift equals eight (8) hours.

§ 13.2 First Year - Pro Ration

§ 13.3 Holidays

When an employee is on vacation and one of the holidays recognized by this

Memorandum falls during that period, the employee shall receive one (1) additional day off with pay to be taken at a later time, provided that sufficient personnel are available to provide the necessary service and at the discretion of the Communications Commander.

§ 13.4 Scheduling

Vacations will be scheduled by seniority among dispatchers on each shift as follows:

1. Commencing the day following the effective date of annual bid assignments, the dispatchers, in order of seniority, on each shift shall select their first four (4) days vacation block. Each dispatcher shall have up to two (2) hours maximum to make their choice provided that upon an employee's selection of their vacation, the list shall then proceed to the next employee for vacation selection. If an employee is on their scheduled days off, they will be called and if they do not respond, the employee will be called the following day and shall have up to two (2) hours maximum after said phone call is made to make a vacation selection. If the employee fails to make their vacation selection at this point they will be skipped. Each day thereafter the next senior dispatchers on each shift shall then select their first four (4) days vacation block until all dispatchers have had an opportunity to make their first selection for vacation that year. The same procedure shall then be followed until all employees desiring to schedule vacation during the annual vacation bid on each shift have been scheduled. Any vacation not scheduled at the time of the annual vacation bid will be scheduled in accordance with Section 18.1. Employees may select their vacation days after their initial four (4) days vacation block is selected in minimum amounts

of one (1) full twelve (12) hour day. Employees hired on or after January 1, 2016 may carry over the equivalent one year of vacation entitlement based upon the employee's tenure at the time the employee makes the carry over election as hereinafter provided. Employees hired before January 1, 2016 shall be permitted to carry over four (4) vacation days as hereinafter provided. The vacation credits carried over must be used during that next year.

2. A skipped employee will be allowed to make only their second selection in the next round.
3. An employee's first choice of vacation will be scheduled in blocks of four (4) or more consecutive vacation days, except as provided herein. ("Consecutive" means regularly scheduled workdays). A maximum of two (2) holiday/compensatory/award days may be scheduled in conjunction with any four (4) or more consecutive day vacations. A maximum of one (1) holiday/compensatory/award day may be scheduled in conjunction with any vacation less than four (4) days provided that all of such time off is scheduled at the time of the annual vacation scheduling identified in section 13.4(1) above. An employee need not have accumulated sufficient holiday/compensatory time at the time that such employee schedules such holiday/compensatory leave in conjunction with vacation leave as provided above, however, such employee shall have accumulated sufficient holiday/compensatory leave as of the date when such holiday/compensatory leave is actually taken. This does not prevent an employee from requesting

additional days off with their vacations, however, those requests will be submitted the same as any normal request for time off in accordance with Section 18.1.

4. Employees who are fully released from all applicable training may schedule their vacation in accordance with this Section 13.4, however, they may not use their vacation entitlement until after their six (6) month employment anniversary date.
5. Employees may submit a request to reschedule a vacation choice, in writing, provided such change does not affect other scheduled vacations and provided that the granting of such request shall be within the discretion of the Communications Commander.

§ 13.5 Exception

Employees shall not accrue vacation time while on leave of absence, lay-off, suspension or while absent (in excess of six (6) months) due to a non-work related injury or illness. In the event any employee is absent from work on an authorized leave of absence, or on lay-off status or due to non-work related illness or injury in excess of six (6) months, his/her vacation shall be reduced pro rata to the portion of the year he/she earned and was eligible for vacation privileges.

§ 13.6 Pro-Rata Vacation

For employees hired before January 1, 2016, for the purpose of computing vacation pay, an employee shall earn one-twelfth (1/12) of his/her vacation for each month of service during the twelve (12) month period preceding January 1 of each year. For employees hired

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on or after January 1, 2016, for the purposes of computing vacation pay, an employee shall earn one-twelfth (1/12) of his/her vacation for each month of service on a monthly basis. Each month in which an employee works fifteen (15) days shall be considered a month of service. Employees who are discharged prior to taking their vacation shall not forfeit any right to accrued vacation.

§ 13.7 Termination of Service

An employee whose employment is terminated for any reason shall receive that portion of his/her vacation which has been earned in the current service year on a pro-rated basis (one-twelfth (1/12) of the vacation earned in the current service year for each calendar month completed), and should an employee have taken more vacation than he/she has actually earned, it shall be deducted from his/her final pay check.

ARTICLE XIV - RETIREMENT AND PENSION FUND

§ 14.1 Retirement and Pension Fund

All full time employees shall come under the Kansas Public Employees Retirement System as set forth by UG of Kansas City, Kansas in effective Charter Ordinances or Resolutions and Kansas State Statutes.

ARTICLE XV - INSURANCE

§ 15.1 Medical Plan

During the term of this Memorandum, UG agrees to offer the employees of the Department the same medical, dental or other similar welfare benefit plans which are made available to the UG's employees generally. For these purposes, "medical plan" includes medical, dental and vision coverage.

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A. Employee Premium.

Each covered employee shall make monthly medical plan premium payments for either Single or Family coverage elected according to the following schedule, provided that beginning in 2019 the following monthly premium contribution amounts shall be annually adjusted at the same percentage increase or decrease as would be applicable to any adjustment to the dependent coverage premium for Family coverage during any plan year:

<u>Annual Base Pay</u>	<u>Monthly Premium Contribution</u>
\$30,000 or less	\$10.00 per month
\$30,001 - \$60,000	\$20.00 per month
\$60,001 or more	\$30.00 per month

For purposes of the foregoing schedule, “Base Pay” is calculated solely upon an employee’s then applicable hourly rate of pay or monthly salary as projected over the course of a year assuming full time employment. “Base Pay” shall not include any overtime, out of class, longevity or trainer’s pay. The Unified Government shall pay the remainder of each covered employee’s monthly medical plan premium that is also adjusted annually based on an equal percentage as for employee premiums for the least expensive medical plan provided or administered by a major reputable carrier recommended by the Joint Committee and approved by the Unified Government Administrator.

With respect to the foregoing individual premium contributions, if the Unified Government enters into a Memorandum of Understanding with another bargaining unit (“MOU”) which does not require employees to contribute in the same amounts as

stated above for the calendar years 2018 and 2019, then the herein covered employees shall only be required to contribute to the individual coverage premium as provided within such bargaining unit's MOU. The foregoing sentence shall not apply if the MOU for such other bargaining unit provides for a lower cumulative cost of living percentage increase to wages during the term of this MOU, 2018-2019. The foregoing provision shall also apply only to those memoranda of understanding or other collective bargaining agreements which cover employees who participate in the Unified Government's medical plan.

B. Family Premium.

Employees electing to obtain dependent coverage under a Family coverage election under the medical plan(s) will pay 25% of the premium cost of the dependent portion of Family coverage in addition to any applicable employee premium cost discussed in Subsection A above, and the Unified Government shall pay the remaining contribution cost for the least expensive medical plan provided or administered by a major reputable carrier recommended by the Joint Committee and approved by the Unified Government Administrator.

C. Election of More Expensive Plans.

Should UG offer a more expensive medical plan and an employee(s) should select to be covered by the same, then the employee shall be responsible to pay any and all additional premiums, if any, and his/her portion of the premium therefore shall be deducted from the employee's paycheck.

D. Unusual Increase in Annual UG Premium Costs.

The cost of the premium paid by the UG for individual and dependent coverage for these employees shall not increase more than fourteen percent (14%) from one year to the next. If the cost of the medical plan, dental or other similar welfare benefit plan is projected, based on a review of actual plan experience and historical utilization data as well as applicable industry survey and medical trend documentation, to increase by more than fourteen percent (14%) from the preceding budget year, then insurance plans, insurance carriers or other claims administrators, contribution formula and/or benefits must be changed under the medical, dental or other similar welfare benefit plan in order to decrease the overall projected cost increases to fourteen percent (14%) or less. The UG Employee Health Benefit Committee (EHBC) shall meet and confer in an attempt to make recommendations to the UG Administrator for modifying the polic(ies), carrier(s), administrator(s), plan design(s), benefits, contribution formula or other variables to reduce the projected cost increase to fourteen percent (14%) or less for the next budget year. The Union shall have one voting member on the EHBC. The EHBC shall have at least an equal number of voting members from representatives of bargaining units of the UG as members from unrepresented groups, administrative staff and retirees. If the EHBC recommendation is deadlocked, then the UG Administrator shall make the determination and the Union has the right to submit the matter to expedited arbitration. When the EHBC determines what its recommendations are to be to the UG Administrator, the UG Administrator shall then determine whether he or he/she agrees with those recommendations or not. If the UG

Administrator agrees, the recommendation modifications shall be immediately adopted. If the UG Administrator disagrees with the EHBC recommendations, the UG Administrator shall notify the EHBC of such determination. If the UG Administrator and EHBC cannot immediately resolve their differences, the matter shall be submitted to expedited arbitration. The arbitrator only has jurisdiction to determine if the UG Administrator's or the EHBC's recommendations are correct in determination of the method of modifications of carrier(s), plan(s), benefits, etc. in order to keep the UG's projected cost for the medical, dental or other similar welfare benefit plan for each year from exceeding the preceding year(s) by fourteen percent (14%). The factors used to determine costs for any one year of this Memorandum shall be as follows:

1. Plan experience during year. (On a claims paid, not claims made basis).
2. Administrative expenses to administer the plan during the year.
3. Sufficient funds to create and/or preserve a "premium stabilization" reserve fund of at least five percent (5%) of the previous year's total premium costs amount.

Employees may elect to have their premiums paid by pre-tax dollars.

§ 15.2 Benefit Advisory Committee

The Union is permitted to have not to exceed one (1) representative on the Employee Health Benefits Committee, which representative will be entitled to attend the committee meetings where health insurance covering the U.F.C.W. represented employees is discussed or voted upon. Attendance at these meetings outside of normal working hours will not be

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compensable time.

ARTICLE XVI - LEAVES OF ABSENCE

§ 16.1 Leaves of Absence

Leaves of absence shall be without pay unless specifically stated that the leave is to be with pay.

§ 16.2 General Leaves of Absence

Any general leave of absence which shall be granted is the decision of the Communications Commander. The maximum general leave of absence shall be thirty (30) days, but the Communications Commander may extend such leave in writing for a period of ninety (90) days. Any employee desiring a general leave of absence shall submit a written request to the Communications Commander at least seven (7) days prior to the commencement of the requested leave, except in cases of emergency. Before an employee may take a general leave of absence, written permission must be obtained from the Communications Commander with notice to the Union. The time an employee spends on general leave of absence shall not be counted as time worked in determining vacation benefits or any other benefits under this Memorandum. Failure to report at the end of a general leave of absence will be considered a voluntary resignation on behalf of the employee. If an employee on a general leave of absence obtains other employment while on such leave, his/her employment will be automatically terminated and the employee will have no recourse whatsoever under this Memorandum.

§ 16.3 Personal Days

Employees may, with the Communications Commander's permission, take up to six
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(6) personal days per year. Personal Days may be charged to any accrued leave of the individual employee's choice. Personal days will not be granted on designated holidays as set forth in Section 17.1 herein. Personal day leave requests must be made at least twenty-four (24) hours in advance of the leave and in writing except in cases of emergency; however, two of such six (6) personal days per year may be scheduled in the same manner that employees are permitted within this MOU to call off sick. Use of these two (2) days shall not be counted as an occurrence within the meaning of Section 16.12; however, if an employee extends the leave beyond the two permitted days utilizing sick leave for the extended leave period, then such extended leave will be counted as an occurrence. The personal day leave request shall be granted on a first come, first served basis based upon staffing needs.

§ 16.4 Emergency Leave

In the event of an emergency that requires an on duty employee to be absent, said employee may request to use any accumulated leave time to cover their absence. If sick leave is used it will be deducted from such employee's accumulated sick leave time bank, however, it will not be considered as an occurrence. Reasonable verification of such emergency may be required and the existence of an emergency will be determined by the Communications Commander or his/her designee.

§ 16.5 Family Medical Leave

The UG Human Resource Guide (H.R.G.) section concerning family medical leave, as amended, is incorporated herein by reference.

§ 16.6 Military Leave

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Any employee who voluntarily or involuntarily enters active duty in any branch of the Military Service, including all Guard and Reserve Units of the Armed Forces of the United States, may be placed on military leave of absence without pay. Any employee who is a member of the National Guard or any other component of the Military Reserve may be granted a leave of absence without pay to meet his/her military obligation in accordance with Federal Law. Accrual of sick leave, holidays, vacation and other benefits while on military leave shall be determined by applicable State and Federal law. Military obligation means required summer camps and meetings and may or may not, in accordance with Federal Law, include camps and training sessions attended voluntarily. In either case, such employee shall comply with existing Federal Law and Regulation and shall comply with UG procedure in requesting such leave and upon his/her separation from the service he shall be entitled to such benefits accruing to him under existing federal laws and regulations. An employee on military leave shall report for duty with UG within ninety (90) days of his/her separation from service on his/her initial tour of duty or he will be considered as having voluntarily resigned.

§ 16.7 Injury Leave

- A) An employee who sustains injuries arising out of and in the course of his/her employment shall be covered by the provisions of the Workers' Compensation Act of the State of Kansas. If the employee is unable to work, he/she shall receive the difference between his/her regular pay calculated based upon a forty (40) hour work week and the workers' compensation benefits he/she receives for the first thirteen (13) weeks of any such injury leave. Thereafter, any further injury leave shall be at the discretion of the UG Commission.

- B) An employee on injury leave shall be required at least every thirty (30) days to furnish a physician's certificate to the Division stating his/her medical condition, the likelihood of his/her return to work and a statement, based upon reasonable medical certainty, as to when the injured employee may return to his/her regular duties with the Division and a statement that the injured employee is unable to return to his/her duties due to a bona fide work related injury.
- C) An employee injured on duty must report, in writing, such injury forthwith to his/her immediate supervisor. The injury shall be recorded by the employee on the appropriate Division reports in accordance with Division operating procedures.
- D) Employees on approved injury leave are prohibited from being gainfully employed by an employer other than UG or being self-employed, if self-employment involves physical labor of any kind.

§ 16.8 Funeral Leave

Each employee shall have, in the event of a death in his/her immediate family, three (3) consecutive regularly assigned work days off with pay as long as one (1) of the funeral leave days is the day of the funeral. The employee shall be granted only one (1) additional day off with pay, in addition to the three (3) days leave referenced above, for any verified travel in excess of 500 miles. The term "immediate family" shall include the employee's or current spouses, children, step children, grandchildren, great grandchildren, parents, grandparents, grandparents of a spouse, great grandparents, great grandparents of a spouse,

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step parents, brother, sister, brother-in-law, sister-in-law, son-in-law and daughter-in-law or any other relative living in the employee's home immediately prior to the death. The Communications Commander may grant, within his/her sole discretion, to employees, the use of accrued and unused compensatory time, vacation or holidays for an employee to attend other funerals or extend the funeral leave. The employee may be asked to provide satisfactory proof of death and his/her attendance at the funeral.

§ 16.9 Sick Leave

A. Accrual of Sick Leave.

- 1) All employees hired before January 1, 2016 shall be entitled to prorated sick leave which will be earned at the rate of one and one fourth (1 1/4) days for each full month of service. All employees hired on or after January 1, 2016 shall be entitled to prorated sick leave which will be earned at the rate of one (1) day for each full month of service. Leave entitlement shall be calculated in the same number of hours as the employee's then assigned shift on the date of the absence – i.e. one (1) working day for an employee assigned to a 12.25 hour shift equals 12.25 hours; one (1) working day for an employee working an eight (8) hour shift equals eight (8) hours. There shall be no limit on the number of sick days the employee may accrue.
- 2) Sick leave shall not accumulate during general leave, military leave, suspension in excess of fifteen (15) days or layoffs.
- 3) An Employee must actually work or be credited with working at least fifteen (15) days per month in order to accumulate the sick leave entitlement for that

month.

- 4) Accrued, unused sick leave will be forfeited.
- 5) Any employee not using sick leave or FMLA leave between, January 1 through June 30 and July 1 through December 31 of any calendar year shall receive one (1) work day off with pay for each six (6) month period. Award day accrual shall be calculated in the same number of hours as the employee's then assigned shift – i.e. one (1) working day for an employee assigned to a 12.25 hour shift equals 12.25 hours; one (1) working day for an employee working an eight (8) hour shift equals eight (8) hours. Award day requests must be made twenty-four (24) hours in advance of the leave in writing except in cases of emergency. Such days off may be taken by the employee, schedule permitting, and with the consent of the Commander or his/her designee. If such award days are not used they will accrue in the employee's time bank. All accumulations of award days shall terminate upon termination of employment with the UG.
- 6) All accumulations of sick leave shall terminate upon termination of services with UG except in the case of an Employee who is laid off from his/her position for reasons that are not discreditable to his/her, in which event he/she may, if reappointed, use any unused sick leave existing at the time of his/her lay-off. Provided, however, that Employees who were hired before January 1, 2016 who have accumulated sick leave and who are eligible for pension at the time of their retirement in accordance with Article XIV shall be paid at their

regular salary in a lump sum for such accumulated sick leave up to eight-hundred (800) hours. If an Employee has less than the referenced number of accumulated sick leave hours, he/she shall receive the pro rated 1/30 of one month's pay for each day of accumulated sick leave existing at the time. Upon retirement, employees hired on or after January 1, 2016 shall receive regular straight time compensation for fifty percent (50%) of accumulated unused sick leave, but such compensation shall not exceed two (2) months base pay (maximum of 247.5 hours calculated based upon 50% of a maximum of 60 work days at 8.25 hours per day).

- 7) Supervisors will keep a record of sick days taken by their personnel.

B. Use of Sick Leave.

- 1) Reasonable proof of illness and recovery may be required by the Division before an Employee may return to work or receive sick leave benefits as stated herein.
- 2) Sick leave may be utilized for maternity leave, physical, or mental illness.
- 3) In the event an Employee abuses the sick leave benefit herein provided, the Communications Commander may direct that no sick leave may be granted the Employee until he/she has been absent for more than one (1) day due to illness or injury, provided, that this will not be used to discriminate against an Employee.
- 4) Sick leave shall only be used for the purpose for which it was intended, that being to provide an Employee protection against a loss of pay due to illness or

to attend to a child, spouse or parent who resides with the employee and whose illness or injury requires the employee's presence.

- 5) Sick leave may not be converted into any other form of compensation.
- 6) When any Employee is sick and cannot report for duty, notice of his/her absence shall be made in every case to the Communications Commander or supervisor on duty. This notice shall be made by the Employee or by a member of his/her immediate family, at least thirty (30) minutes before his/her reporting time. When an Employee provides a doctor's note accompanying his/her initial report of sick leave which indicates the duration of time off required due to such illness or injury, the initial report by the Employee will be sufficient to cover such time off for the duration of such illness or injury.
- 7) All Employees reporting sick due to sickness or injury when they are scheduled to work will remain at their home or place of confinement. Employees who are absent from work and have reported that they are sick and are absent from their residence or place of confinement shall be held accountable for their absence. If place of confinement is not the Employee's listed residence, he/she shall thus notify the supervisor he/she is reporting to.
- 8) An employee's feigning illness shall subject his/her to disciplinary action and supervisors shall be held responsible for ensuring that their Employees when reporting sick are making a true report of their condition. UG retains the right to check on Employees at home or place of confinement to verify the appropriate use of sick leave.

- 9) Proof of sickness must be received from any individual Employee on the seventh (7th) occasion and thereafter (each incident of being sick will be a time) in any twelve (12) month period. Any illness or sickness resulting in four (4) days of continuous sick leave will require proof of illness and a doctor's release to return to work.
- 10) Any Employee on sick leave is prohibited from being gainfully employed by any employer other than the UG or from being self-employed.

§ 16.10 Exhaustion of Accrued Sick Leave.

Employees who request to use sick leave but have no accumulated sick leave to use shall be treated as follows:

- 1) If the Employee has accumulated holidays, vacation days or compensatory time to their credit, the Employee shall use accrued holiday, vacation or compensatory time credits; however, such Employee shall be subject to the discipline provided for in subsection (3) below. Any leave taken under this Section shall be considered sick leave for purposes of Section 16.12.
- 2) If the Employee has no accumulated holidays, vacation or compensatory time credits, such Employee will be docked for the day's pay and subject to the progressive discipline-provided for in Subsection (3) below.
- (3) For each occurrence, the employee shall be docked for the absence and shall be disqualified from working voluntary overtime (pursuant to Section 8.2(B)(2)(a) "First") for a period of fifteen (15) calendar days.

§ 16.11 Donation of Sick Leave.

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- 1) An Employee of this Bargaining Unit may donate up to forty (40) hours sick leave to other Employees within this Bargaining Unit, who are off of work due to personal illness and have no accrued vacation, sick leave, compensatory time or any other accrued leave, provided that the donor has in excess of One Hundred (100) hours accumulated sick leave following the donation. Donated sick leave will not be paid out upon separation. Employees receiving workers compensation benefits or disability benefits under UG disability policies may not receive and/or use donated sick leave.

§ 16.12 Excessive Use of Sick Leave.

If any Employee, within any twelve (12) consecutive month period, has either: 1) used sick leave on seven (7) or more occasions; or 2) used six (6) or more sick leaves immediately before or immediately after his/her regular days off, vacation days, holidays, or any paid leave of absence; he/she shall be classified as an "excessive user of sick leave" except where disciplinary action is prohibited by the Family and Medical Leave Act (F.M.L.A.). An "occurrence" shall consist of any single day or contiguous block of days in an employee's work week or when an employee is scheduled to work or leaves early calling off sick. When the Employee is absent from work for four (4) hours or less for a pre-approved doctor's appointment, it shall not be considered an occasion of sick leave for the purpose of identifying excessive users, provided that the physician's statement satisfactorily verifies the Employee's attendance at the appointment. The Employee shall be notified, in writing, when he/she is so classified as an excessive user of sick leave, and notified in writing when he/she is no longer so classified. This written notice shall be given within fourteen (14) calendar days

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after the Employee has been so classified as an excessive sick leave user and within fourteen (14) calendar days after the Employee has been removed from the excessive users list. Notice shall be deemed to be given when handed to the Employee, or upon delivery through department email. For the following Three Hundred and Sixty-Five (365) consecutive calendar day period the excessive user Employee shall concurrently be subject to the following rules concerning the use of sick leave:

- 1) Physician's Statement: The Employee shall furnish a statement from a physician to his/her supervisor on each occasion the Employee uses sick leave. The statement shall be furnished on the physician's first regular business day of the sick leave use. Notification by facsimile from the attending physician's office to the Communications Commander may be accepted. The statement shall contain the physician's opinion of the probable length of time of the necessary sick leave and the physician's statement that the Employee was unable to work the day that he/she was absent. If the Employee does not furnish a physician's statement as provided, he/she shall receive the following discipline:

- a) 1st offense -- one (1) work day suspension without pay.
- b) 2nd offense -- seven (7) work days suspension without pay.
- c) 3rd offense -- termination.

- 2) Continued Use of Sick Leave: If the "excessive user" Employee shall either:
(a) use sick leave on seven (7) or more occasions, or (b) use six(6) or more sick leaves immediately before or immediately after his/her regular days off, vacation days, holidays, or any paid leave of absence, then discipline shall be

as follows:

- 1) 1st offense - fifteen (15) calendar days without pay;
- 2) 2nd offense - thirty (30) calendar days without pay;
- 3) 3rd offense - the Employee may be subject to termination.

ARTICLE XVII - HOLIDAYS

§ 17.1 Designated Holidays

Employees shall receive one (1) day with pay for the following holidays:

New Year's Day	Labor Day
Martin Luther King Day	Veteran's Day
President's Day	Thanksgiving Day
Good Friday	Day After Thanksgiving
Memorial Day	Christmas Day
Juneteenth	
Independence Day	

For each holiday day taken, employees shall be compensated in the number of hours of their then assigned shift – i.e. one (1) working day for an employee assigned to a 12.25 hour shift equals 12.25 hours; one (1) working day for an employee working an eight (8) hour shift equals eight (8) hours.

§ 17.2 Additional Holidays

Employees shall, in addition to the above holidays, receive all other holidays declared to be such by the UG Commission for the benefit of other UG employees. This provision shall not apply if the holidays listed in this Article fall on a Saturday or Sunday. This provision shall not apply when Unified Government facilities are closed for any reason for less than a full workday, whether in connection with a recognized Holiday, adverse weather, or any other reason.

§ 17.3 Conversion of Holiday Credits

Alternate days off in lieu of a holiday with pay, if not taken by the January following the holiday, will be converted into compensatory time or pay.

§ 17.4 Sick Leave Use on Holiday

Employees who use sick leave on a designated holiday that falls on a regular work day shall not accrue an alternate day off for that holiday.

§ 17.5 Work on Thanksgiving or Christmas Day

Employees who work on Thanksgiving or Christmas Day shall be paid at a rate of two times (2x) the employee's base hourly rate for those hours actually worked on that day.

ARTICLE XVIII – SCHEDULING OF COMPENSATORY TIME, VACATION, HOLIDAYS AND AWARD DAYS

§ 18.1 Scheduling of Compensatory Time, Vacation, Holidays and Award Days

When an employee requests to use compensatory time, vacation (other than vacation scheduled pursuant to Section 13.4), holidays or award days, such written request for such usage, shall be made at least twenty-four (24) hours and no more than forty-five (45) days in advance of the date of the requested leave. Such leave requests made more than 96 hours prior to the requested day off utilizing compensatory time, vacation, holiday, or award days shall be granted or denied 96 hours prior to the requested day off. Such requests shall be granted on a first come, first served basis, unless two (2) or more employees make requests at the same time. In such circumstances, requests shall be granted on the basis of seniority. Such days cannot be canceled once granted except when: (1) there is a mistake made in the

granting of the leave; (2) when the employee does not have sufficient leave when the day off is to occur; or (3) during a department declared emergency. The allowance for such requests shall be subject to personnel being available to fully staff the shift and shall be at the discretion of the Communications Commander. At the time of an employee's request for such leave, the employee must have accumulated sufficient leave time within their time bank to entitle the employee to take such leave.

ARTICLE XIX - DISCIPLINE

§ 19.1 Discipline

The Union recognizes that the Department Head has the responsibility for maintaining discipline and the efficient and orderly operation of the Unit. Accordingly, the authority to discipline employees is vested exclusively in the Department Head. However, the Department Head may from time to time delegate this authority to subordinate employees.

Employees, excluding probationary employees, shall only be disciplined, discharged or demoted for just cause. Just cause shall include but not be limited to violations of, Unit, Kansas City, Kansas Police Department General Orders, Kansas City Kansas Police Department Police Communications S.O.P., and/or Kansas City, Kansas Police Department Civilian (Non-Sworn) rules and regulations and this Memorandum of Agreement. Probationary employees may be disciplined at the discretion of UG.

Discipline imposed as a result of other than an Internal Affairs Unit or Human Resources investigation shall be imposed within fourteen (14) days, on which the employee is working and available, of the incident giving rise to the discipline or of the incident becoming known, which time may be extended by mutual written agreement, which agreement shall not

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be denied unreasonably. Discipline imposed as a result of an Internal Affairs Unit or Human Resources investigation shall be imposed within thirty (30) days, on which the employee is working and available, from the completion of such investigation and submission of the investigative file to the Chief or his/her designee for determination of discipline, which time may be extended by mutual written agreement, which agreement shall not be denied unreasonably.

ARTICLE XX - TECHNOLOGICAL CHANGE / TRAINING

§ 20.1 Technological Change

The parties recognize that automated equipment is now and will in the future be available which could be incorporated in Division operations. UG recognizes that there is a desire to protect and preserve work opportunities. At the same time, the Union recognizes that UG has the right to avail itself of modern technology. With this common objective, the parties agree as follows:

- A) In the event UG introduces major technological changes which would have a direct material impact affecting Bargaining Unit work, twenty (20) days advance notice of such change will be given to the Local Union President in writing.
- B) Any necessary training of employees will be furnished by UG at no expense to the employees and employees shall be compensated at the overtime rate when they are required to be retrained during their off-duty hours which exceed the normal work week. Employees required to be retrained due to technological change, shall be required to attend the technological training as and when

directed by Unified Government.

§ 20.2 Training During Scheduled Time Off.

A. Contractual Days Off.

The Department will endeavor to avoid scheduling training on an Employee's regular day off; however, the parties recognize that this is not always possible, particularly when a required certification dependent upon training would expire absent such Employee's attendance. If training is scheduled on an employee's contractual regular day(s) off, then such employee may be given the choice of compensatory time/overtime pay, provided that such scheduled work would qualify for compensatory time/overtime pay as provided in Article 8. Alternatively, within the discretion of the Communications Commander, such employee may elect to take an alternate day off during the same pay period, as defined in Article 8.1, for every contractual regular day off forfeited, as manpower permits. Such election shall be made by the employee at the time of notification that training is scheduled. An Employee attending training on their regular day off will be paid for the entirety of the time scheduled for the training, even if the amount of time spent in training is less than that time scheduled.

UG and the Union are in agreement that it is in the best interest of the employees and the Department that employees participate in professional, educational, and training courses that are work related. The Department shall make known certain job related courses, when they become available, and may

designate certain employees to attend. When employees become aware of job related courses, they may submit the information concerning the same, along with a written application to attend, to the Communications Commander.

B. Vacation.

If training conflicts with an employee's selected annual vacation choices, scheduled comp time and/or personal days, reasonable attempts by the Communications Commander to provide an alternative training schedule will be made.

§ 20.3 Mileage for Training.

When an Employee is required by the Employer to attend training outside of Wyandotte County, such Employee shall be compensated at the IRS rate for mileage actually incurred by the Employee travelling to and from such required training.

ARTICLE XXI - ALCOHOL & DRUG-FREE WORKPLACE & TESTING

§ 21.1 Alcohol and Drug-Free Workplace and Testing

The Union and UG agree to be governed by UG's Alcohol & Drug Testing Program, attached hereto. In addition, the Bargaining Unit employees shall be subject to the Drug-Free Workplace Act of 1988, as amended, and City policy concerning employees alcohol and drug use testing.

§ 21.2 Smoke-Free Workplace

The Union and City agree to be governed by UG's policies and procedures concerning the Smoke-Free Workplace.

ARTICLE XXII - ENTIRE MEMORANDUM OF UNDERSTANDING

§ 22.1 Entire Memorandum of Understanding

This Memorandum of Understanding supersedes and cancels all previous agreements, oral or written, and all existing unwritten practices between UG and the members of the Union and constitutes the entire Memorandum between the parties except as to those areas of employment not covered herein which are subject to City ordinances existing at the date of this Memorandum. Any conflict which may exist between existing City ordinances and the provisions of this Memorandum of Understanding shall be determined in favor of this Memorandum of Understanding. Any amendment or agreement supplemental hereto shall not be binding upon either party unless executed in writing by the parties hereto.

The parties further acknowledge that during negotiations which resulted in this Memorandum of Understanding, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective meeting and conferring and that understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Memorandum.

Therefore, the UG and the Union for the life of this Memorandum agree that the other shall not be obligated to negotiate collectively, but may if mutually agreeable, with respect to any subject or matter referred to or not specifically referred to or covered in this Memorandum. Waiver of any breach of this Memorandum by either party shall not constitute a waiver of any further breach of this Memorandum.

ARTICLE XXIII - SAVINGS CLAUSE

§ 23.1 Savings Clause

6UY0789.DOC

Should any term or provision of this Memorandum be in conflict with any State or Federal statute or other applicable law or regulation binding upon UG, such law or regulation shall prevail. In such event, however, the remaining terms and provisions of this Memorandum will continue in full force and effect.

If any Article or Section of this Memorandum shall be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or Section shall be restrained by such tribunal, the remainder of this Memorandum shall not be affected thereby, and the parties shall enter into immediate collective negotiations for the purpose of arriving at a mutually satisfactory replacement for such Article or Section.

ARTICLE XXIV - DURATION

§ 24.1 Duration

This Memorandum shall be in full force and effect from January 1, 2026 through December 31, 2028 and from year to year thereafter unless written notice to the contrary be given either party to the other not less than sixty (60) days prior to the anniversary date of a desire to open this Memorandum for negotiation.

**IN WITNESS WHEREOF, the parties hereto have set their hands and seals
below.**

**UNIFIED GOVERNMENT OF
WYANDOTTE COUNTY/
KANSAS CITY, KANSAS**

**UNITED FOOD & COMMERCIAL
WORKERS UNION, LOCAL 2**

David Johnston, County Administrator

DATE

DATE

Approved as to form:

Angela Lawson, Chief Counsel

Renee Ramirez, HR Director

Attest:

Unified Government Clerk

APPENDIX A

Dispatcher

EFFECTIVE DATE (Hourly wage rate).	1/1/26 4%	1/1/27 3%	1/1/28 2%	
Dispatcher (Less than 12 months)	\$24.35	\$25.08	\$25.58	
First Increment (Minimum of 12 months)	\$25.32	\$26.07	\$26.59	
Second Increment (Minimum of 24 months)	\$26.34	\$27.12	\$27.66	
First Merit Increment (Minimum of 36 months as Dispatcher)	\$27.91	\$28.74	\$29.31	
Second Merit Increment (Minimum of 48 months as Dispatcher)	\$29.59	\$30.48	\$31.09	
Third Merit Increment (Minimum of 120 months as Dispatcher)	\$31.07	\$31.99	\$32.63	
Lead Dispatcher	\$34.15	\$35.16	\$35.86	

The incremental steps recognized in the classification of Dispatcher are contemplated to be based upon the stated time periods of continuous service.

911 Call Operator

EFFECTIVE DATE (Hourly rate)	1/1/26 4%	1/1/27 3%	1/1/28 2%	
911 Call Operator (Less than 12 months)	\$23.02	\$23.71	\$24.18	
First Increment (Minimum of 12 months)	\$23.48	\$24.18	\$24.66	
Second Increment (Minimum of 24 months)	\$23.95	\$24.67	\$25.16	
First Merit Increment (Minimum of 42 months as Dispatcher)	\$24.43	\$25.16	\$25.66	
Second Merit Increment (Minimum of 60 months as Dispatcher)	\$24.92	\$25.67	\$26.18	
Third Merit Increment (Minimum of 120 months as Dispatcher)	\$25.42	\$26.18	\$26.70	

UFCW 2026-2028 MOU Change Summary

July 24, 2026

2.3: Dues Deductions

- UFCW dues changed from \$45.50 to 45.

2.6: Conferences

- Second paragraph moved to section 20.2, Contractual Days Off.

3.1: Union and Employer Cooperation

- Very minor language change.

5.1: Probationary Employees

- Employees will now accrue seniority once released from training, versus upon completion of their probationary period.

6.1: General

- New language spelling out blended seniority roster for bidding vacation and 911 overtime.
 - Blended seniority list is based on date released from call-taker training.
- Minor language: leave of absence timeframe changed from 4 months to 120 calendar days.

6.2: Annual Bid

- New language added to define amount of time given for an employee to exercise bid: 10 minutes from commencement of the scheduled bid time.
- Language change regarding selection of Lead Dispatchers, Training Officers, and Tactical Dispatchers. Also states the Communication Commander may disqualify applicants for these positions.

6.3: Permanent Vacancies

- Removed sentence removed that restricted OT when a bidder changes shifts.

8.1: General

- Changed work week start from Wednesday to Thursday.

8.2: Overtime

- **Section B 2:** Timeframe to cancel an OT commitment reduced from 2 hours to 30 minutes.
- **Section B 3:** Specific process to fill call-taker vacancies using the blended seniority roster.

8.4: Meal Period

- Added language that supervisor can allow employee to take meal break during the last hour of shift.

8.5: Breaks

- Added: Lead Dispatcher can approve ROT or OT if an employee isn't able to take their break.
- Added: Part-time employees can take 10-minute break for every 4 hours worked.

8.7: Use of Accumulated Compensatory Time

- Entire section removed and integrated into section 18.1 of contract.

9.1: Classifications

- EMD certification requirement removed.

9.4: Acting Lead Dispatcher

- Language added that acting leads will first come from the lead promotion list.
- Acting Lead Dispatcher get Lead Dispatcher pay (instead of \$2.00 extra an hour).

9.6: Trainers Pay

- Changed hourly trainer's pay to trainer assignment pay of \$3000 per year.

9.8: Tactical Dispatch Pay

- Added tactical dispatcher pay of \$2 per hour, while working as a tactical dispatcher.

10.4: Hearing Tests; Now Headsets

- Paragraphs on hearing tests removed. Retitled section as "Headsets."

11.1: Grievances

- All steps in the process will be 14 days instead of 7.

13.4: Scheduling Vacations

- Language added enabling employees to hold vacation time for use later in the year.
- New employees may schedule vacation upon completion of training, versus after one year.

16.9: Accrual of Sick Leave

- Removed restriction from accruing sick time until completion of 6 months of probation period.
- Time limit to call in prior to shift reduced from 2 hours to 30 minutes.
- Changed language so that employees on sick leave must be at home when they are scheduled to work.

16.12: Excessive Use of Sick Leave

- Partial sick day defined as an occurrence.

18.1: Scheduling of Compensatory Time, Vacation, Holidays and Award Days

- **Section added primarily to improve organization.** This section defines time frames for requesting, approving, and rescinding time-off requests.

Appendix A: Dispatcher and Call Taker Pay Tables

- Overall: 2026 4%; 2027 3%; 2028 2%.
- Steps for dispatcher were modified. They are now congruent with IAFF dispatchers (step 4 at 36 months vs 42; step 5 at 48 months vs 60).



Report to Board of Commissioners

MEETING DATE	PRESENTER	DEPARTMENT
	Shelley Kneuvean, Chief Financial Officer skneuvean@wycokck.org x5849	Finance
AGENDA ITEM #11.2.		
PRESENTATION: 2025 ANNUAL CONSOLIDATED FINANCIAL REPORT (ACFR)		
BACKGROUND		
An information-only presentation by the UG's independent outside independent auditors, Forvis Mazars LLC, regarding the 2025 Annual Consolidated Financial Report (ACFR) Audit		
RECOMMENDATION		
For information only		
None. Information item.		
BUDGET IMPACTS / FINANCIAL CONSIDERATIONS		
None. The key information from the annual ACFR is the projected fund balances for budgetary purposes for FY2026 and FY2027. This information has been provided to budget for purposes of budget purposes.		
LEGAL/ POLICY CONSIDERATIONS		
None.		
ATTACHMENTS		
Cover Letter re 2025 ACFR, Results of the 2025 Financial Statement Audit Required Communications to Those Charged with Governance		

Approved by Mayor/Administrator to add to agenda.



Date: July 15 , 2026

To: Honorable Mayor and Members of the Board of Commissioners

From: Dr. Shelley Kneavean, Chief Financial Officer

Subject: 2025 Annual Comprehensive Financial Report (ACFR)

It is my pleasure to present the Unified Government of Wyandotte County/Kansas City, Kansas (UG) 2025 Annual Comprehensive Financial Report (ACFR) for the fiscal year ending December 31, 2025. The ACFR is the UG's official independent audited financial report and represents our commitment to transparency, accountability, and responsible stewardship of public resources.

Background

As part of the Kansas Municipal Accounting Act, KSA 75-112, all cities and counties in Kansas are required to have an independent financial audit each year by a licensed municipal public accountant. The Unified Government contracts Forvis Mazars LLC as its independent auditor, selected through a competitive process. State law requires that the annual financial audit for cities and counties be completed no later than 12 months after the end of the fiscal year (December 31). However, the Government Officers Financial Association (GFOA), which sets the standards for best practices for public entities, recommends the audit be completed within 180 days of year end, or for the UG June 30. We are pleased to share that the 2025 ACFR meets this best practice.

KSA 75-1120a requires that the independent financial audit be prepared in accordance with generally accepted accounting principles (GAAP). It is important to understand that an audit is an accounting document which is not the same format as a budget document. A budget is a cash basis document whereas an audit follows the accounting rules and treatments for various expenses (for example, budget will budget annual debt payments whereas the audit will not both the annual debt payments as well as the long-term liability until the debt is fully paid off). It is a view back over the past fiscal year to provide elected

officials, residents, investors, creditors, and other stakeholders with a comprehensive overview of the organization's financial position and operating results that ensures the funds were properly managed and accounted for during that fiscal year.

2025 Financial Reporting Highlights

- **Independent Audit Completed** – The UG received an **unmodified ("clean") audit opinion** from our independent auditors, providing assurance that the financial statements are presented fairly in all material respects, financial statements properly follow the GAAP procedures, and the auditor obtained all necessary access to records to perform the audit thoroughly.
- **Strong Financial Stewardship** – The 2025 ACFR reflects the UG's continued commitment to sound fiscal management, compliance with accounting standards, and transparent financial reporting.
- **National Recognition** – The UG Government continues its tradition of pursuing national recognition for excellence in financial reporting through the Government Finance Officers Association Certificate of Achievement for *Excellence in Financial Reporting* and the *Award for Outstanding Achievement in Popular Annual Financial Reporting*. Additionally, the UG received the distinguished *Triple Crown Award* that recognizes excellence in the full financial audit, the short version of the audit, and the budget documents prepared for the prior year.
- **Operational Excellence** – Throughout the year, Finance is continually improving processes and procedures to strengthen financial reporting, internal controls, grant compliance, and financial system capabilities to support the organization's strategic objectives.

The Value of the ACFR

The ACFR serves as more than an audited financial statement. It is an important management and accountability tool that supports informed decision-making by providing detailed information regarding:

- Financial position and operating results, and budgetary compliance
- Long-term obligations including debt, pension and other postemployment benefit obligations
- Federal grant activity
- Statistical trends and financial indicators

This information assists elected officials in evaluating the financial health of the organization and planning for future service delivery and capital investment.

The successful completion of the ACFR is the result of a collaborative effort across the UG. I extend my appreciation to department directors, fiscal staff, executive leadership, and our independent auditors for their professionalism and cooperation throughout the audit and financial reporting process. I would especially like to recognize the Accounting Division for coordinating the annual financial reporting process, preparing the ACFR and ensuring the accuracy and integrity of the UG's financial records.

The audit was completed by June 30 and is available online at <https://www.wycokck.org/Departments/Finance/Accounting>

The Mayor and Commission also receive a hard copy of this report delivered to your offices.

On August 6, the auditor will be presenting to the full Commission about the audit. As it is an independent audit this presentation is for your information only and does not require action by the Mayor and Commission.

Finally, as a recipient of federal grants we also have an independent audit of our federal grant funds as required by the funding agencies. This report will be done in September as required. It will also be available online once completed.

Please let me know if you have any questions.

Results of the 2025 Financial Statement Audit — Required Communications to Those Charged with Governance

Unified Government of Wyandotte County and Kansas City,
Kansas | December 31, 2025

Table of Contents

A roadmap of tonight's presentation — from audit scope through financial results and required communications.

1 • Our Engagement Team

2 • Scope of Work & Independence

3 • Required Communications Overview

4 • Financial Highlights — Net Position & Key Metrics

5 • Governmental Funds Analysis

6 • Capital Assets & Debt Administration

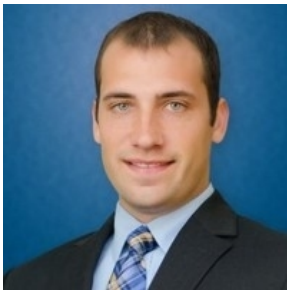
7 • Management Judgments & Accounting Estimates

8 • Internal Control — Identified Deficiency

9 • Thank you & Questions

Our Engagement Team

Your dedicated Forvis Mazars audit professionals — reach us directly with any questions.

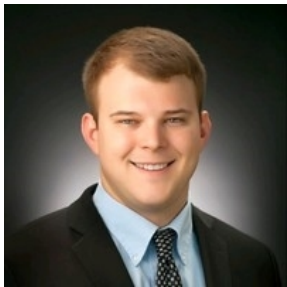


Jacob Holman

Engagement Partner

 Forvis Mazars LLP

 1201 Walnut Street, Suite 1700
Kansas City, MO 64106



Shane Nickle

Engagement Director

 Forvis Mazars LLP

 1201 Walnut Street, Suite 1700
Kansas City, MO 64106

Scope of Work & Independence

The audit was conducted under the highest professional standards, with full independence confirmed — giving the Board confidence in the reliability of our findings.



Scope of Work

- Audited financial statements of the Unified Government of Wyandotte County and Kansas City, Kansas — fiscal year ended **December 31, 2025**
- Conducted in accordance with:
 - Generally Accepted Auditing Standards (GAAS) - AICPA
 - Generally Accepted Government Auditing Standards (GAGAS) - Yellow Book
 - Kansas Municipal Audit and Accounting Guide (KMAAG)
- Agreed-Upon Procedures – Compliance procedures over expenditures financed from STAR bonds were authorized in accordance with state statutes
- Compliance audit over federal funding
 - 2025 Expenditures - \$32 Million
 - 4 Major Programs Tested – Aging Cluster, Economic Development Initiative, American Rescue Plan Act, & Community Development Block Grant
- Quarterly data analytics procedures over Procurement Cards, Purchasing and Payroll



Independence

- ✔ Forvis Mazars LLP confirms independence in accordance with **AICPA and GAGAS** ethical requirements
- ✔ No relationships, services, or circumstances identified that would impair objectivity or independence
- ✔ All required independence disclosures have been made to the Board of Commissioners

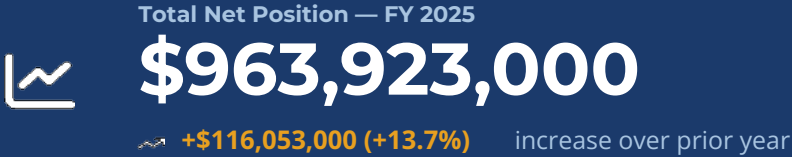
Required Communications Overview

AU-C 260 mandates specific communications to governance — this slide summarizes each required topic and its status for the 2025 audit.

Required Communication (AU-C 260)	Status / Finding
Auditor's responsibilities under GAAS	Communicated — audit conducted per GAAS, GAGAS, Kansas Municipal Audit and Accounting Guide
Planned scope and timing of the audit	Communicated to management and governance
Unmodified (clean) audit opinion	Clean Opinion Issued June 30, 2026 — no qualifications or modifications
New accounting standard adopted	GASB 102, Certain Risk Disclosures — immaterial impact
Recorded audit adjustments	None
Uncorrected misstatements	Approximately 5 current year entries – Depreciation estimate, BPU AR & Special Accrual, Inventory, Land Bank
Significant unusual transactions	None
Significant difficulties encountered	None
Disagreements with management	None
Management's use of a specialist	Lewis and Ellis (compensated absences); AGH (financial statement prep)
Other material written communications	Management representation letter obtained
Internal control deficiencies (AU-C 265)	One deficiency identified — Statement of Substantial Interests (see Slide 10)

Financial Highlights — Net Position & Key Metrics

The Unified Government's financial position strengthened significantly in 2025, with net position growing by \$116 million.



Governmental Activities

\$83,876,000

Net Position- General Gov., Health & Welfare, Public Safety, Public Works, Parks & Rec. Planning & Dev.

Business-Type Activities

\$880,046,000

Net Position — Sewer, BPU, EMS, Public Levee, Stormwater, Golf Course, Stadium & Solid Waste

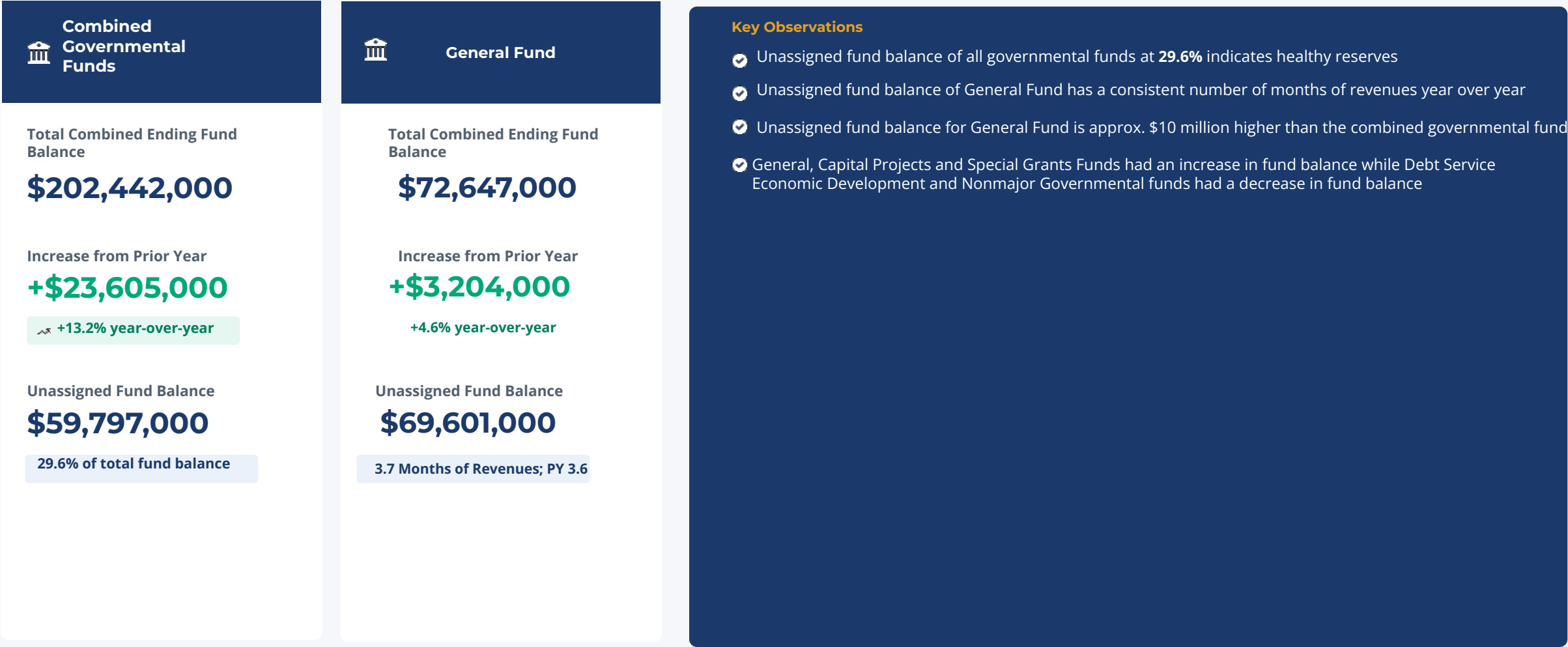
Balance Sheet Highlights



 **13.7% net position growth** signals improving fiscal health across governmental and enterprise operations. Business-type activities represent the dominant share of total net position.

Governmental Funds Analysis

General Fund expenditures remained well within budget, and combined fund balances grew — evidence of disciplined fiscal management by the Unified Government.



Financial Statement Disclosures



Capital Assets – Note III. B

Scope of the Capital Asset Base

- Significant capital asset base across **governmental and business-type activities**
 - Governmental activities had approx. \$43 million in additions
 - Business-type activities had approx. \$82 million in additions

Audit Procedures Focused On

- Completeness of **additions and disposals**
- Existence of **additions**
- Appropriateness of **useful life estimates**
- Accuracy of **depreciation calculations**

Management Estimate

- Depreciable useful life of capital assets — subject to auditor scrutiny as a significant management judgment



Debt & Long-Term Liabilities – Note III. G, H, & J;
Note IV. Note A, D & E

Total Long-Term Liabilities

\$1,654,400,000

Key Categories Subject to Sensitive Disclosure

- Long-term liabilities (bonds, notes)
- Pension plans (actuarial assumptions)
- Other Post-Employment Benefits (OPEB)
- Non-obligatory debt (STAR bond liabilities)
- Landfill closure / post-closure obligations
- STAR bond liabilities and workers' compensation reserves also reviewed

Credit Ratings — Reaffirmed 2025 per Letter of Transmittal

AA

S&P Global Ratings
Reaffirmed 2025

A1

Moody's Investors Service
Reaffirmed 2025

Management Judgments & Accounting Estimates

Auditing accounting estimates requires the most professional judgment — these are the areas where we focused the deepest scrutiny in the 2025 audit.

Financial Estimates Subject to Enhanced Audit Procedures — Fiscal Year Ended December 31, 2025

 Allowance for doubtful accounts	 Workers' compensation reserves
 Depreciable useful life of capital assets	 Fair market value of investments
 Estimated property tax collection rates	 Lease obligations and right-of-use assets
 Actuarial assumptions — Pension plans (KPERS and KP&F)	 Subscription-based IT arrangements (GASB 96)
 Actuarial assumptions — Other Post-Employment Benefits (OPEB)	 Legal contingency accruals
 Landfill post-closure care obligations	 Ambulance charges / net revenue recognition
 STAR bond liabilities	 Compensated absences (actuarial — Lewis and Ellis)

 All estimates were evaluated for reasonableness; no material departures from acceptable methods identified.

Internal Control — Required Communications (AU-C 265) & Identified Deficiency

One internal control deficiency was identified — not a significant deficiency or material weakness — and we have a straightforward recommendation to strengthen governance practices.

Internal Control Assessment



No Material Weaknesses

None identified



No Significant Deficiencies

None identified



One Control Deficiency

AU-C 265 reporting threshold met

AU-C 265 — Required Reporting



Identified Deficiency: Statement of Substantial Interests

Area: Ethics / Governance Disclosure Requirements

Condition

The Unified Government currently requires commissioners when running for election to file a Statement of Substantial Interests; no annual requirements currently exist.

Criteria

Best practice governance and ethics compliance frameworks recommend **annual filing** for key members of management and governance to ensure current and accurate conflict-of-interest disclosures.

Risk

Outdated interest disclosures could obscure conflicts that arise between four-year filing cycles.



Recommendation

Amend policy to require **annual submission** of the Statement of Substantial Interests by all required filers.

Contact

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Partner
P: 816.489.4291
Jacob.holman@us.forvismazars.com



Report to Board of Commissioners

MEETING DATE	PRESENTER	DEPARTMENT
	Alan Howze, Interim County Administrator ahowze@wycokck.org x8951	Administrator's Office
AGENDA ITEM #11.3.		
BUDGET PRESENTATION		
BACKGROUND		
Administrator's presentation of the amended 2026 Unified Government budget and the proposed 2027 Unified Government budget.		
RECOMMENDATION		
BUDGET IMPACTS / FINANCIAL CONSIDERATIONS		
LEGAL/ POLICY CONSIDERATIONS		
ATTACHMENTS		

Approved by Mayor/Administrator to add to agenda.