

STATE OF KANSAS)
WYANDOTTE COUNTY)) SS
CITY OF KANSAS CITY, KS)

**PLANNING & ZONING AND
REGULAR SESSION
THURSDAY, MARCH 2, 2017**

The Unified Government Commission of Wyandotte County/Kansas City, Kansas, met in regular session Thursday, March 2, 2017, with ten members present: Bynum, Commissioner At-Large First District; Walker, Commissioner At-Large Second District; Townsend, Commissioner First District; McKiernan, Commissioner Second District; Johnson, Commissioner Fourth District; Kane, Commissioner Fifth District; Markley, Commissioner Sixth District; Walters, Commissioner Seventh District; Philbrook, Commissioner Eighth District; and Holland, Mayor/CEO, presiding. Murguia, Commissioner Third District, was absent. The following officials were also in attendance: Doug Bach, County Administrator; Joe Connor and Melissa Mundt, Assistant County Administrators; Ken Moore, Chief Legal Counsel; Bridgette D. Cobbins, Unified Government Clerk; Rob Richardson, Director of Planning; Byron Toy, Planner; Janet Parker, Administrative Assistant; Emerick Cross, Commission Liaison; and Captain Alex Kump, Sergeant-at-Arms.

MAYOR HOLLAND called the meeting to order.

ROLL CALL: Bynum, Walker, Townsend, McKiernan, Johnson, Kane, Markley, Walters, Philbrook, Holland.

INVOCATION was given by Reverend Michael May (Ret.), St. Luke's Lutheran Church.

Mayor Holland asked I'd like to ask the Clerk if there are any revisions to tonight's agenda. There were no revisions.

PLANNING AND ZONING CONSENT AGENDA

Mayor Holland said tonight we have two distinct parts of our meeting. The Planning and Zoning portion will be handled first followed by our regular Commission meeting. Our Planning and Zoning has a required statement to be read. I'll ask the Clerk to now read that statement

followed by the items on the Planning and Zoning Consent agenda. **Bridgette D. Cobbins, UG Clerk**, read the statement.

Ms. Cobbins asked if any members of the Commission wished to disclose contact with proponents or opponents on any item on the Planning and Zoning Agenda. **Commissioner Markley** said I have had contact with opponents of — there are three actually related items related to 667 South 55th Street. **Commissioner Bynum** said I had contact with opponents of those same three items. **Commissioner Walker** said same, opponents reached out by email and phone. **Mayor Holland** said I'll note that I have had conversation with the BPU about their request for #SP-2017-6.

Ms. Cobbins read the items on the Planning and Zoning Consent Agenda.

Mayor Holland asked would anyone in attendance tonight, any member of the staff or any Commissioner like to set aside any item from the Consent Agenda. Any items not set aside will be voted on by a single vote. **Rob Richardson, Director of Planning**, said we'd like to set aside item B.2, Don Gray with the Board of Public Utilities. **Mayor Holland** said that item will be set aside.

Action: **Commissioner Kane made a motion, seconded by Commissioner McKiernan, to approve the Planning and Zoning Consent Agenda, except the set-aside.**
Roll call was taken on the motion and there were nine "Ayes," Bynum, Walker, Townsend, McKiernan, Johnson, Kane, Markley, Walters, Philbrook.

PLANNING AND ZONING CONSENT AGENDA

CHANGE OF ZONE APPLICATION

ITEM NO. 1 – 17980...CHANGE OF ZONE APPLICATION #3129 – YADIRA LUNA-FLORES

SYNOPSIS: Change of Zone from C-1 Limited Business District of C-2 General Business District for a used car lot at 667 South 55th Street,
and

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**SPECIAL USE PERMIT ITEM NO. 1 – 17981...SPECIAL USE PERMIT APPLICATION
#SP-2017-3 – YADIRA LUNA-FLORES**

SYNOPSIS: Special Use Permit for a used car lot at 667 South 55th Street,
and

**MASTER PLAN AMENDMENT APPLICATION ITEM NO. 1 – #MP-2017-2 – YADIRA
LUNA-FLORES**

SYNOPSIS: Master Plan Amendment from Low Density Residential to Community
Commercial at 667 South 55th Street, submitted by Robin H. Richardson, Director of Planning.

The applicant would like to operate a used car sales business at 667 South 55th Street. The applicant is requesting a rezoning to CP-2 Planned General Business in order to operate the business. The City-Wide Master Plan designates this area as low density residential, and the applicant is requesting a master plan amendment to community commercial. The proposed use also requires a special use permit, which the applicant requests with this petition. The Planning Commission voted 9 to 0 to recommend denial of Change of Zone Application #3129, Special Use Permit Application #SP-2017-3, and Master Plan Amendment Application #MP-2017-2.

Action: Commissioner Kane made a motion, seconded by Commissioner McKiernan to approve denial of Change of Zone Application #3129, Special Use Permit Application #SP-2017-3, and Master Plan Amendment Application #MP-2017-2. Roll call was taken on the motion and there were nine “Ayes,” Bynum, Walker, Townsend, McKiernan, Johnson, Kane, Markley, Walters, Philbrook.

SPECIAL USE PERMIT APPLICATIONS

**ITEM NO. 1 – 17981...SPECIAL USE PERMIT APPLICATION #SP-2017-3 – YADIRA
LUNA-FLORES**

SYNOPSIS: Special Use Permit for a used car lot at 667 South 55th Street, submitted by Robin Richardson, Director of Planning. The Planning Commission voted 9 to 0 to recommend denial of Special Use Permit #SP-2017-3.

Action: This item was previously heard with Change of Zone Application #3129.

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ITEM NO. 2 – 17982...SPECIAL USE PERMIT APPLICATION #SP-2017-6 – DON GRAY WITH BOARD OF PUBLIC UTILITIES

SYNOPSIS: Special Use Permit to operate/develop a community solar farm at 4240 North 55th Street, submitted by Robin Richardson, Director of Planning. The applicant is requesting to build a new solar farm at the existing Nearman Creek Power Station. The solar farm is situated on 5.9 acres and features twelve rows of panels installed over open space and a 416 square foot concrete equipment pad. The applicant has applied for an engineering variance for a gravel access drive to the concrete equipment pad. The Planning Commission voted 9 to 0 to recommend approval of Special Use Permit #SP-2017-6, subject to:

Urban Planning and Land Use Comments:

BPU providing real substantial data/examples of residential glare and how it would impact residents before it goes to the Board of Commissioners. He would need it by Friday, February 17, 2016, so it can be included in the packet to the Board of Commissioners in order to make sure that the resident did not have anything to worry about.

Public Works Comments: No comments.

Rob Richardson, Director of Planning, said at the Planning Commission hearing, there was concern from one of the nearby neighbors about glare from the solar farm. The Planning Commission asked the Board of Public Utilities to do some further study on the glare related to that particular property.

They have done that. We have reviewed that research. It indicates that there shouldn't be glare at that facility. We would like to add, and I think that Mr. Dong, with BPU, can concur that if there should happen to be glare, the BPU would work with the property owner to eliminate that glare in the future.

Dong Quach, Manager, Electric Production, Board of Public Utilities, said Don Gray, the General Manager, cannot be here tonight. I'm the manager of electric production. I'm filling in for him.

From the BPU perspective, yes, we have read the staff report. We understand what is in there. We intend to fully comply with that as Mr. Rob Richardson mentioned on that. Glare is

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not a problem. There was a concern from a resident, particularly the Stevens family on 4132 North 55th Street. They are on the southwest corner of the proposed site. There is no way they will see any glare.

I drove up there through their driveway and looked directly to the site. You cannot see that. Right now, the bluff and the elevation and the trees, there's no way you are going to see. In the future, as spring is coming up, there is no way they can see it.

Yes, we will fully comply with that. Just in case, if there is any glare, we will do whatever we need to do to fix that problem.

Mayor Holland asked, Mr. Richardson, is it your intent to add a stipulation to that effect, or is the stipulation on the record by the Board of Public Utilities sufficient. **Mr. Richardson** said it's on the record now. I think that we could just add based on his statement.

Action: **Commissioner Kane made a motion, seconded by Commissioner McKiernan, to approve Special Use Permit Application #SP-2017-6, subject to the stipulations and the add on staff made.**

Mayor Holland said we do need to open, though, a public hearing.

Mayor Holland opened the public hearing. Anyone who would like to speak in favor of this, any member of the public, you're welcome to come forward at this time. Let the record show no one is moving forward.

Mayor Holland asked anyone who would like to speak in opposition is invited to come forward at this time. Again, let the record show no one is moving forward. I'll close the public hearing.

Roll call was taken on the motion and there were nine "Ayes," Bynum, Walker, Townsend, McKiernan, Johnson, Kane, Markley, Walters, Philbrook.

ITEM NO. 3 – 17983...SPECIAL USE PERMIT APPLICATION #SP-2017-7 – JEFF STEHNEY WITH JOE’S KANSAS CITY BAR-B-QUE, INC.

SYNOPSIS: Special Use Permit for a parking lot for Joe’s Kansas City BBQ at 4620 Mission Road, submitted by Robin Richardson, Director of Planning. The applicant is requesting a Special Use Permit in order to build a 23 spot parking lot at 4620 Mission Road to supplement parking availability for the Joe’s KC restaurant at 3002 West 47th Avenue, while using the existing site to park 9 cars on an interim basis. The Planning Commission voted 9 to 0 to recommend approval of Special Use Permit #SP-2017-7 for two years, subject to:

Urban Planning and Land Use Comments:

After meeting with the applicant, staff has become aware of future development plans that would ultimately improve the parking in the area without having to dedicate this site for parking exclusively, allowing it to be developed to a higher and greater use in the future. These plans, while still unable to be disclosed publically, are expected to be completed in two years’ time. According to the letter submitted to staff by the representatives of the applicant, they are amending their request to use the parcel as a parking lot, largely in its current, unimproved condition, for a period of two years while the other developments are completed.

If approved, the stipulations would be as follows:

1. Additional parking must be available in two years’ time
2. If no additional parking has been developed and available, the property owner must reapply for a Plan Review, Special Use Permit, and go through the DRC process to develop this site as a parking lot that is compliant with the Commercial Design Guidelines.
3. The interim parking configuration must be approved by staff and striped per code.

Public Works Comments: None.

Action: Commissioner Kane made a motion, seconded by Commissioner McKiernan, to approve Special Use Permit Application #SP-2017-7 for two years, subject to the stipulations. Roll call was taken on the motion and there were nine “Ayes,” Bynum, Walker, Townsend, McKiernan, Johnson, Kane, Markley, Walters, Philbrook.

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MASTER PLAN AMENDMENT APPLICATION

ITEM NO. 1 – 17984...MASTER PLAN AMENDMENT APPLICATION #MP-2017-2 – YADIRA LUNA-FLORES

SYNOPSIS: Master Plan Amendment from Low Density Residential to Community Commercial at 667 South 55th Street, submitted by Robin Richardson, Director of Planning. The Planning Commission voted 9 to 0 to recommend denial of Master Plan Amendment #MP-2017-2.

Action: This item was previously heard with Change of Zone Application #3129.

MISCELLANEOUS ORDINANCES (Final action on previously approved items)

ITEM NO. 1 – 17934...ORDINANCE: REZONING ORDINANCE #3124 - MARIANA PEREDO

SYNOPSIS: An ordinance rezoning property at 100 N. 10th Street from R-1(B) Single Family District to CP-3 Planned Commercial District, submitted by Robin Richardson, Director of Planning.

Action: **ORDINANCE NO. O-9-17**, “An ordinance rezoning property hereinafter described located at approximately 100 North 10th Street in Kansas City, Kansas, by changing the same from its present zoning of R-1(B) Single Family District to CP-3 Planned Commercial District.” **Commissioner Kane made a motion, seconded by Commissioner McKiernan, to approve the ordinance.** Roll call was taken on the motion and there were nine “Ayes,” Bynum, Walker, Townsend, McKiernan, Johnson, Kane, Markley, Walters, Philbrook.

PLANNING AND ZONING NON-CONSENT AGENDA

No items

NON-PLANNING CONSENT AGENDA

Mayor Holland said that brings us to our regular session. Our Planning and Zoning portion of our meeting is concluded. Now our regular agenda session is with us. We have a Non-Planning Consent Agenda with simply routine business items. Either of these two items not set aside, we'll have to take two votes instead of one.

Action: **Commissioner Kane made a motion, seconded by Commissioner McKiernan, to approve the Non-Planning Consent Agenda.** Roll call was taken on the motion and there were nine "Ayes," Bynum, Walker, Townsend, McKiernan, Johnson, Kane, Markley, Walters, Philbrook.

ITEM NO. 1 – MINUTES

SYNOPSIS: Minutes from special session of February 2, 2017, and regular session of January 26, 2017.

Action: **Commissioner Kane made a motion, seconded by Commissioner McKiernan, to approve the minutes.** Roll call was taken on the motion and there were nine "Ayes," Bynum, Walker, Townsend, McKiernan, Johnson, Kane, Markley, Walters, Philbrook.

ITEM NO. 2 – WEEKLY BUSINESS MATERIAL

SYNOPSIS: Weekly business material dated February 16 and 23, 2017.

Action: **Commissioner Kane made a motion, seconded by Commissioner McKiernan to receive and file and authorize fund transfers.** Roll call was taken on the motion and there were nine "Ayes," Bynum, Walker, Townsend, McKiernan, Johnson, Kane, Markley, Walters, Philbrook.

PUBLIC HEARING AGENDA

No items

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STANDING COMMITTEES' AGENDA

No items

ADMINISTRATOR'S AGENDA

ITEM NO. 1 – 17987... PRESENTATION: COUNTY ADMINISTRATOR'S REPORT

SYNOPSIS: Presentation of the County Administrator's Report, submitted by Doug Bach, County Administrator.

Mayor Holland said the last item on our agenda is our County Administrator's report. We ask him to do these on a regular basis to keep the Commission and the community up to date. He has 60 slides and he has promised to not read all of them.

I think it is important both for the Commission and for the public to see the scope of work that's going on in the Unified Government. We will have the Administrator walk through his report.



Doug Bach
County Administrator
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Doug Bach, County Administrator, said this is the first report of 2017, though this does date back into some year-end things that did happen. I try to do it kind of as a cumulative year-end report when I did my one right before October, but this has several things that came into year-end as well, so it kind of dates for several months.

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Overview of Commission Goals

- Public Safety
- Infrastructure
- Customer Service
- Innovation
- Economic Development, Community Planning, & Housing
- Education/Workforce Development
- Multimodal/Transportation
- Social Services
- Healthy Communities/Recreation
- Environment
- Personnel
- Finance
- Communication
 - Mayor & Commission
 - Public & Citizen
 - Staff Leadership & Interaction
- Other Activities



Same format as we've had in the past where we're moving through the various categories that were set out. I have not made an adjustment to this presentation. It is done or designed along with how you have my goals set out, so I've kept it in that format until we change that.

Public Safety

- Police Department
 - 58.5% decrease in Attitude/Conduct & Harassment complaints since 2014. There was a 50% decrease between 2015 and 2016.
 - The City experienced a 53% increase in homicides since 2012. In 2016, there were 47 homicides – 27.7% increase from 2015. Violent Crime increased in 2016 by 3.8%.
 - Implementing a new crime strategy model that uses crime data, traffic accident data, and SOAR data to identify problem areas and measure our success.



I'll start with Public Safety. I'm just going to hit one or two different ones on each one. First one on this one I'll note that we have had an increase in homicides occur in our community. Probably the key point that comes from this is that while we did see a continued uptick in 2016,

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the Chief is working to implement a new crime strategy and models to use these crime data: traffic accident data and SOAR data to help identify some of our problems. He'll be meeting with you all in the next thirty days to kind of talk about what that new strategy is and some things to implement what we believe will help deter this.



Public Safety

- Police Department
 - \$1.5million in savings in operating/personnel costs in 2016.
 - Approximately 60% of the sworn members CIT certified. Goal is to certify another 10% in 2017.
 - Filled the new Animal Services FTE approved for 2017. Currently, the Animal Services Unit is fully staffed.
 - Advancing a \$25,000 study regarding the needs of the Animal Services facility in 2017.



Also, in the Police Department on this slide, is noted that we saved over \$1.5M in that department last year. Actually, the savings was closer to \$2.5M, but we had about \$1M worth of buyouts that had to be paid out and penalties and such for some of the retirement benefits that went in. They are operating very efficiently in terms of how we're working with the personnel, so continuing to direct money in this area showing that it's paying back in dividends.

Public Safety

- Fire Department
 - Led an effort to establish Legislation for Ground Emergency Medical Transport (GEMT) program in the State of Kansas. If approved, this will result in significant new revenue for the Unified Government.
 - IAFF Local #64 contract has been approved by the commission and ratified by the union membership.
 - Hiring process for the 2017 Recruit Class #I has advanced through a timeline for the hiring of an established group of EMT's and Paramedics to begin the Fire Academy in mid-April.
 - Started filling key Command Officer Positions including Fire Marshal, Logistics Command Officer, Communications Command Officer, Training Chief, and the Operation's Chiefs positions on the 1st and 3rd shifts.



The Fire Department probably one of the more notable things was that we completed our contract with Local #64 through the end of last year and the beginning of this year.

Public Safety

- Fire Department
 - Firefighter trainee program is continuing with their training and education. Currently they are enrolled in the Firefighter I & II certification course at KCKCC. The courses also include Hazardous Materials certification
 - Recruitment Command Officer continues to engage high school students and other community members to increase diversity within the applicant pool for the hiring process
 - Participated in 69 Community events with schools, non-profits, and neighborhood groups in the Q4 2016
 - Completed a review and revisions to the Communications Division Protocols for implementation in 2017
 - EMS rotation and assignment criteria have been updated



Our firefighter trainee program is in full operation going forward with the trainees currently enrolled in their Firefighter I and Firefighter II certification courses at Kansas City Kansas

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Community College. They also include Hazardous Materials certification that they're going through.



Public Safety

- Sheriff
 - In December 2016, all inmates had been returned from CCA for farm-out housing
 - Slight increase in inmates since beginning of 2017
 - Juvenile Detention Facility – staff is researching and meeting to discuss alternative designs and analyzing locations
- Law Enforcement Study
 - Law Enforcement study work continued until the end of January 2017 with presentation being made in Special Session on March 2



In the Sheriff's Department, we had a notable impact in that all our inmates were returned from our farm-out operations at the end of December. This is the first time this has happened in many, many years. We have seen a slight uptick as we moved into 2017, but at this point, we've been able to manage them all in-house at this point. Part of that is also due to some of the double bunking and some of the initiatives we put forth as a governing body. It has to do with the committee that works on this. They look through who needs to be in jail, but also different ways of housing.

Public Safety

- **Municipal Court**
 - Largest percent of cases filed this period were for Traffic (58%), Parking (20%), and Misdemeanors (9%)
 - E-Citation machines have been discontinued in the field until the technical issues have been resolved. The machines were not filing all served citations with the court. A timeline to reinstate E-Citations are being developed
 - The Court has identified Driving While Suspended (DWS) charges are to be targeted offenses for additional monitoring. DWS charges carry the possibility of jail time, negative impact on driving privileges, and high fines



In Municipal Court, we had to stop our E-Citation methodology in the field while we have some technical issues that we're trying to resolve. This is somewhat of a setback, but our Chief Knowledge Officer has brought everyone together and working through how we may be able to fix this. Currently, they're setting a timeframe to put this back into operation.

Public Safety

- **Community Corrections**
 - Youth Services: The Juvenile Detention Alternatives Initiative (JDAI) work by the department has resulted in a 42% reduction in the Average Daily Population since 2007
 - The number of Wyandotte County youth in State Custody has been reduced from 21% of the State's case load in 2011 to just over 10.5% in January of 2017
 - The Department is investing in training of staff that are skilled in evidence based modalities such as Strengthening Families Parenting Education, Aggression Replacement Training (ART), Occupational Workplace Development Services (OWDS), and Youth Advocate Program (YAP)
 - These services will be provided directly by staff and enable a further reduction in the number of youth held in local detention and out of home placements across the state



Under Community Corrections, youth services, the Juvenile Detention Alternatives Initiative work by the department resulted in over a 42% reduction in the average daily population that's in this unit since 2007. These are factors that we're considering about the methodologies they're using as we go through this year and evaluate building a new juvenile detention facility which you all funded or directed me to work forward in the coming years.

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Public Safety

- Community Corrections
 - Adult Services: Our Adult Drug Court continues to operate two full-time drug/alcohol courts with an average number of participants at 27
 - These individuals would normally have been revoked and been held in our local detention center awaiting placement into the Kansas Department of Corrections (KDOC) custody
 - As mental health failures are a major contributor to our jail population, collaborative work with the District Court, Wyandotte Mental Health, and the District Attorney's Office has led to the start of the District's first mental health docket for felony adults under supervision.



Under our Adult Drug Court, it continues to operate. As mental health failures are a major contributor to our jail population, the collaborative work done with the District Court, Wyandotte Mental Health and district offices have led us to start our district's first mental health docket for felony adults on top of what we do at the Drug Court.

Public Safety

- Emergency Management
 - Reactivated the WYCO Emergency Management Department's social media presence. Hired an emergency management intern to develop content and monitor accounts
 - Planned, engineered, and installed a "talking" outdoor warning siren, including a lighting detection system for the new Youth Soccer Complex
 - Worked with KCKPD to evaluate license plate readers which would allow automatic identification of vehicles of interest followed by real time notification to Dispatch and last known location
 - Developed teams of stakeholders to review and modify the 15 Emergency Support Functions that comprise the County's Emergency Operations Plan that has to be submitted to the State of Kansas after adoption by the Governing Body
 - Planned and developed a total technology upgrade of the County Mobile Command Vehicle



Under Emergency Management, I'll note that we planned, engineered, and installed a new talking outdoor warning siren system out at our new Youth Soccer Complex. That's the second one of these that we've put in our community.

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Public Safety

- **Emergency Management**
 - Planned, engineered, and installed both security and observation cameras on the roof of City Hall. The 8 cameras have a 360 degree viewing capability
 - Staff attended a FEMA Debris Management class in preparation for the development of a Debris Management Plan for the County
 - Participated in various volunteer and regional committees
 - WYCO Radio Amateur Civil Emergency functional exercises for the metro region, Supported the American Royal BBQ at the Speedway to include setting up and staffing the Emergency Operations Center, Served on Area Maritime Security Committee, Chair the Metro Emergency Managers Committee, Serve on the Regional Homeland Security Coordination Committee, Serve on Public Safety/911 Users Committee



Also, we planned, engineered and installed both security and observation cameras on the roof of this building. So it's kind of moving to some of that new technology that's there and in place. It may not be drones flying over the City yet, Commissioner, but we do have more and more camera equipment that are coming out that are at a much higher level of technology.

Infrastructure

- City Hall roof replacement completed
- UG On-Site Health Clinic completed and open for business
- Memorial Hall elevator installation and renovations completed
- Fire Station #3 rear drive and entryway replacement completed
- Animal Control Building HVAC replacement installed
- Jack Reardon Center roof replacement completed
- 98th Street at France Family Drive 's-curve' completed
- Riverview Avenue Bridge Replacement. Target completion: August 2017
- Merriam Lane construction, Phase 2, from County Line Road to S. 24th Street. Target completion: September 2017



Through Infrastructure, I list a lot of projects in the report. As you go back through and look at this I'm sure there will be a lot of things as you move through these pages that you'll probably find as interesting as anything in the report.

Notable that you all note, our UG on-site health clinic was opened up the end of December, a major project for us. We also installed the elevators in Memorial Hall. We'll be

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sure and get some site visits going for you all to go over there and see the renovations that were made in that building and what we've done to put our ballroom into use now, which has been out of service for years because of ADA reasons.

Infrastructure

- Central Avenue reconstruction (I-70 to 17th Street). Work to continue the week of February 27 with estimated completion date by the end of April.
- 12th/10th Street Bikeway bids open with construction to begin in March/April
- Safe Routes to School (Phase E) design underway for sidewalks around Noble Prentice, William Allen White/West Middle, and TA Edison. Construction to begin in spring of 2018.
- Turkey Creek Missouri Interceptor. Phase A completion target February 2018 with Phase B in 2019.



Also on Infrastructure, moving forward with our Central Avenue reconstruction project, which moves from I-70 to 17th Street, this work, really, is just getting started again. It's completion date should be the end of April.

Safe Routes to School, design work is underway for that for projects that will be 2018 projects. Schools that are involved are listed in that.

Infrastructure

- 2016 Neighborhood Street Resurfacing Project #1 & 2 completed
- Completed replacement of 129 ramps with the continuing ADA project.
- 2016 Railroad Crossing Improvements in Fairfax completed (Two replacements and one complete removal).
- PD South Patrol Facility target completion in July 2017
- PD Headquarters, East Patrol Division and Mezzanine restroom restorations 90% complete
- I-435/Donahoo salt dome completed
- Sheriff's Memorial monument and landscaping completed



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Completed all of our 2016 Neighborhood Resurfacing projects and also noting that our PD South Patrol facility is well underway. If you haven't been by to see it, the roof structure is going on to that building. It's set for completion in July of this year.

Infrastructure

- Dewatering facility at Kaw Point WWTP. Completed in February 2017
- Lagoon grit dewatering facility improvements were completed next to Pump Station 18 to reduce sewage overflows at this location
- Quiet Zone – Notice of Intent to establish Quiet Zone along K-32 corridor initiated. This allows UPRR to begin developing cost estimates and initial agreements.



Also, we put out our Notice of Intent to establish a Quiet Zone along the K-32 corridor. We met with Bonner Springs and Edwardsville. We've had a lot of conversation with Edwardsville how that will work. Also, the Union Pacific Railroad is beginning to develop cost estimates, which will be part of the initial agreements to move this project forward.

Infrastructure

- Parks and Recreation
 - Ball fields at Rosedale Park were resurfaced.
 - New scoreboard was installed and dugout roofs replaced at Eisenhower main baseball field
 - New ADA playground system installed at Eisenhower, Mack, and Alvey parks
 - The draw down tower at Wyandotte County Lake is being repaired



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Under Parks and Recreation, we did some new ADA playground system equipment in Eisenhower, Mack, and Alvey parks.

Customer Service

- Health Department's Cultural Competency Self-Assessment survey was created and completed by the end of February. Results of the survey will guide toward changes for better customer service for Wyandotte's diverse population.
- Legal
 - Implementing traffic ticket diversion program outside of court hours
 - Working with Municipal Court to explore diversion program for Codes Court.
 - UG Attorney served on City Attorney's Association of Kansas Policy Review Board



Moving into Customer Service I'll note that our Unified Government Attorney had one of his attorneys serve on the City Attorney's Association of Kansas Policy Review Board. So we're getting out and about.

Customer Service

- Public Works received and responded to over 340 Engineer of the Month calls in response to various citizen issues
- Issued 282 ROW/Utility/Driveway permits
- In 2016, Geospatial Services worked with the city of Edwardsville to develop a zoning dataset. This data layer will be made available on UGMAPS and DOTMAPS by the end of Q1
- Appraisal developed a "PR" video submitted to Public Relations for use on UGTV



Public Works received and responded to over 340 Engineer of the Month calls in response to various citizen complaints.

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Customer Service

- UG Health Fair held at Memorial Hall on October 20, 2016
- 635 employees completed PHA and biometric screenings
- Wellness Center Stats:
 - 70 employees visited the wellness center
 - 11 of 70 were physical exams
 - 31 of 70 were immediate/same day appts
 - 14 of 70 were illness/initial visits
 - 2 of 70 were illness follow ups
 - 12 of 70 were lab visits only
 - 64% female employees and 36 % male employees
- Offered 154 HR Training Courses



We had 635 employees complete our Public Health Assessment for our biometric screening. Maybe that's 636 we left one off. I was trying to get 100% out of my department.

This is an uptick from last year. We had made a considerable move from about 400 last year. Now we're getting up over 635.

Innovation

- ENCODE is now live on the UG website.
- Kansas University graduate students to study best areas for NRSA grant in conjunction with SOAR effort.
- UG is leading transparency with an Open Public Records Portal. UG & NextRequest launched an online portal to respond to public records request on March 1st.
- Health Department conducted a community-focused "Local Public Health Systems Assessment" on December 2nd, 2016. Sixty-five participants representing various stakeholders of health in Wyandotte County took part in the Assessment



Under areas of Innovation, part of our new records portal, NextRequest, led by our Clerk. We launched that yesterday so that is now available for citizens when they want to come in and find out information. It's putting in what's a public information request.

It's kind of one of those systems that the more it gets populated, the more information will be there available. If someone made a request for a certain type of information yesterday,

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and then you went online and said you wanted the same information, it'll pop up and be right there for you. We're the first in the State of Kansas to advance into this. I think it's really just like OpenGov was for Budget, that we really haven't had to respond to budgetary requests for the last two years since we made that available. This will be the same for other methods of information. We don't just automatically put everything we have in our records out here, but a lot of questions we do get are the same. This will make it so that it's all automated going forward.

Innovation

- **DOTS Network upgrades completed or underway**
 - Implementing a 5-point network infrastructure upgrade plan for Public Works
 - City Hall 5th floor
 - Bandwidth increases for the Annex, Neighborhood Resource Center and Fleet Center from 100mb to 1 Gigabit
 - Completed building the networking and telephony infrastructure for the new Wellness Health Center
 - Upgrading and virtualizing the current Voice Over IP Telephony Phone System
 - Procuring a government-wide telephony assessment to help guide the UG in migrating to a next-generation Telephony, collaboration, and internal messaging system
 - Upgraded Police Department Bandwidth from 5MB to 300MB.
 - Upgrading Courthouse to City Hall connection from 1G to 10G



On this page, I'll just note where we've increased the bandwidth in our Annex, Neighborhood Resource Center, and Fleet Center, increasing them from 100mb to 1gigabit. That's speeding up their flow of operation.

Innovation

- DOTS technical staff is rotating weekly to the PD IT department to help augment staff, assess needs, and provide additional capacity for their ongoing operations.
- DOTS has assigned a Project Manager to the Police Department to support IT capital projects
- DOTS Projects Underway
 - Capital Improvement Automation Process
 - Community Corrections Juvenile (CCJV) Document Library Re-Design
 - KCJIS Compliance Discovery – necessary for DOTS integration into the Police Department and for researching cloud-based solutions for Police Department information
 - Community Corrections(CC) & Court Juvenile Arrest Warrants
 - Public Health Electronic Health Records (EHR) System Upgrade
 - Skype Broadcasting



There's several DOTS projects that are listed that are underway. These are really innovative areas that we've moved into in helping in a lot of different departments. Same thing under Geospatial Services where we're seeing several different projects that they're working on now.

Innovation

- Health Department has a new Quality Improvement Plan that was developed by a team of 15 staff representing different Health Department divisions and positions. The Plan was published in January 2017 and staff launched a set of Quality Improvement trainings.
- The communicable disease control program developed a monthly disease report and a weekly flu surveillance report that are now available and routinely updated on the UG's Health Department website. This information is shared with local hospitals and partners.



In the Health Department, we have a new Quality Improvement Plan that was developed by a team of 15 staff persons in the Health Department. The Plan was published in January and they are set to launch improvement trainings currently.

Economic Development, Community Planning, & Housing

- Economic Development
 - Rainbow Village Project – \$15M project costs. 82-room hotel (Home 2 Suites) adjacent to Applebee's
 - Tax Credit Projects –
 - Whittier Elementary School Lofts
 - Prairie Fire Lofts (Douglass Sumner)
 - Land Bank – Rehab program launched for properties acquired via tax sale
 - Village West Hotel/Convention Center – RFQ released in February
 - Indian Springs – Proposal for business park redevelopment currently under consideration



Also, I'll say one of our bigger SOAR projects that's also in this is the Land Bank launched their new rehab program. We had three open houses Tuesday of this week for contractors to come in and bid again on this project. These were all properties that we had acquired through tax sales that did not sell.

Economic Development, Community Planning, & Housing

- Economic Development
 - NRA Plan – Will begin meeting with school districts and community college this year as part of the statutory requirements for adopting the new NRA Plan which expires at the end of 2017
 - Created a new STAR Bond District as part of American Royal proposal, includes 400 acres on undeveloped ground and a State-only revenue commitment overlay onto Plaza at the Speedway
 - US National Training Center – Fall 2017
 - Soccer Fields – late spring
 - Amazon – September 2017
 - Healthy Campus – continued to advance community center and grocery store projects for downtown area



Under Economic Development, we're beginning our process for our NRA. This is one that we do every three years. This will be the process. We'll first come to the governing body. Our staff has kind of met, went through this, getting all geared up, looked at the program. Then we'll come to the Commission and Standing Committee. Then we go meet with all the elected

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jurisdictions in the city as we move forward to do inter-local agreements with each one of these. This is quite an undertaking for the course of 2017 for that department.

Economic Development, Community Planning, & Housing

- **Neighborhood Resources**
 - Non-CDBG Home Repair Program is in operation
- **Planning**
 - Rosedale and K-32 Master Plans adopted
 - Issuing Northeast Area Master Plan RFP
 - Recruited a residential developer to work at 5th and Parallel
 - Engaged in I-70 North Loop PEL study thru MARC
 - Q4 2016
 - Major cases – 73
 - Projects – 70 (2.45 reviews required per project)
 - Plan Sets – 139
 - Engineer Reviews – 422



We're getting ready to issue out the Northeast Area Master Plan RFP.

Education/Workforce Development

- Core Team of organizations lead by WYEDC and UG to prepare local residents on application and testing process for Amazon.
- Local workforce committee hosted community roundtables and speaker session
 - Session for employment agencies, facilitated by Kansas Department of Corrections and Community Development, is working with job seekers with non-serious criminal histories.



Under Education/Workforce, our core team of organizations led by WYEDC and the UG to prepare for local residents on application and testing process for our Amazon.

Multimodal/Transportation

- Successful PSP grant applications for Fisher Park, Kansas River Bridge, 47th Street (with Westwood), and the Cambridge connector.
- Received Sustainable Places Grant to study a connection from Cambridge Circle to 39th Street in Kansas City, MO
- Transit fixed route ridership up 1.29%, the only ridership in the metro that was up in 2016.
- Paratransit services up 2.8% from 2015
- Met with Amazon officials to discuss new transit route to serve their new facility



Also following, I'll note under Multimodal, we've met with Amazon officials to discuss new transit routes to serve their new facility so when our citizens get jobs out there, they have easy access moving back and forth to this facility that currently is not really — we're a little ways away from there where our current bus stops are.

Social Services

- Awarded a grant from the Healthcare Foundation of Greater Kansas City for a Breast Health Patient Navigator. The Navigator helps women overcome barriers to timely cancer screening, diagnosis, treatment, and supportive care.
- The WIC program strongly supports breastfeeding and has an active support group. In 2016, 28.7% of Wyandotte WIC moms had a breastfeeding duration rate of at least 6 months—an increase from 24% in 2015. The State's average is 27.6%.
- In collaboration with K-State Research and Extension, the Child Care Licensing Program conducted a 4-session "Literacy Training" in February, focusing on implementing emergent language and literacy practices in Early Childhood classrooms. 30 adults were enrolled in the training.



Under Social Services, in collaboration with K-State Research and Extension, the Child Care Licensing Program conducted four sessions, Literacy Training, in February focusing on implementing emergent language and literacy practices in Early Childhood classrooms. Thirty adults were enrolled in the training.

Social Services

- Health Department's Emergency Preparedness Division conducted a closed "Points of Dispensing (PODs)" training for Wyandotte County partner businesses. Personnel from 20 different businesses attended and received training on how to receive and dispense medications on their own staff and families during a public health emergency.
- Refugees in Kansas are now expected to receive specific services from their medical home provider; the Tuberculosis Control program held three outreach meetings with local clinics and providers on the reporting process for TB infection and the steps needed for patients to begin treatment through the Health Department.
- The Child Care Licensing Program held a "Child Care Regulations Review" program for home providers, January, 2017. 45 community members attended.



Also, the Health Department's Emergency Preparedness Division conducted a closed "Point of Dispensing" training for Wyandotte County partner businesses. Personnel from 20 different businesses attended and received training on how to receive and dispense medications on their own staff and families during a public health emergency.

Social Services

- Area Agency on Aging
 - Senior Services Program: Implemented in January of 2017, to date – 25 seniors have been placed into services from the Senior Care Act waitlist. The waitlist has 268 seniors waiting for services. (Note: this was the program the Commission funded as a result of state budget cuts)
 - Telephone Reassurance Program
 - A free telephone reassurance program implemented to target seniors age 60 and over who are isolated and/or homebound. Trained Aging staff will make a monthly call to participants reassuring neighbors and family members that someone is checking in on their loved one on a regular basis
 - To date, 26 seniors are being contacted two times per month by Aging Staff and making referrals for any identified needed services



Under Area Agency on Aging on Social Services, they implemented in January 2017, 25 seniors have been placed into services from the Senior Care Act waitlist. This is the initiative that you all put additional funding into last year after severe cuts were made from the State of Kansas. That's a major thing. We still see a waitlist that has 268 seniors on it. If it would not have been for the initiative by the Commission, we'd probably see this list over 500.

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Social Services

- Area Agency on Aging
 - Senior Nutrition Services: 163,779 meals were served to seniors between January 2016 and December 2016 (36,888 at congregate meal sites and 126,891 delivered through meals on wheels)
 - Aging Public Hearings to gather information from seniors about plans for services
 - March 28 @ Neighborhood Resources Center from 11AM-12PM
 - April 4 @ Bonner Springs Public Library from 10AM-12PM



Additionally on Area Agency, senior nutrition centers saw 163,700 meals that were served to seniors between January 2016 through the end of 2016.

Social Services

- Human Services – Wyandotte Alliance and Resource Network (WARN) is a new voluntary advocacy group for individuals with special needs. The group will be composed of individuals, parents and providers of developmental services in our community. Human Services staff will play a support role to the new voluntary advocacy group
 - Two staff members have completed the study program in Principals of Core Mediation: How to Settle Disputes
 - 20 applications have been received for the new Advisory Commission on Human Relations and Disability Issues
 - Assisted over 100 callers regarding landlord/tenant rights and created a new tracking form for better data collection



Under Human Services, we assisted over 100 callers regarding landlord/tenant rights. Sometimes we lose track of some of the services that this agency makes in this area. There are people who have disputes. They step in and are able to work through these and resolve them without other incident going on.

Healthy Communities/Recreation

- Health Department assisted in this year's effort to enroll Wyandotte County residents in health coverage through the Health Insurance Marketplace. This effort is coordinated by the Community Health Council of Wyandotte County that paid for a part-time person to be housed at the Health Department, November 2016 through January 2017. Over 300 households were enrolled in affordable plans.
- Community Health Assessment (CHA) survey was concluded in January 2017. Over 2,200 responses were received. A complete report of survey results will be available Q1 2017. Next steps in the CHA are reviewing secondary data and narrowing down issues (based on survey responses and other data) to 5-10 priorities that will be addressed in a Community Health Improvement Plan (CHIP), to be developed in 2017



Under Healthy Communities, our Community Health Assessment survey was concluded in January 2017. Over 2,200 responses were received. A complete result and report of survey will be available at the end of this quarter.

Healthy Communities/Recreation

- October 2016 was the 5-year anniversary of the Healthy Communities Wyandotte Coalition. A celebration was held at the Vox Theater in November 2016 – 150 people attended
- Healthy Communities Division of the Health Department is working with the KDHE, KCK Housing Authority, and others to help KanCare patients quit smoking
 - Postcards sent to every KanCare consumer in Wyandotte County advising them of cessation supports—including free medications
 - Healthy Communities staff are working with the housing authority to communicate these benefits to their residents



I've got several of these on Healthy Communities. In October 2016, there was a 5-year anniversary of the Healthy Communities Wyandotte Coalition. A celebration was held down at the Vox Theater in November with over 150 people attending that were in celebration of this.

Healthy Communities/Recreation

- **Parks and Recreation Activities and Events**
 - Halloween Safe Nights and 7 community centers attended by 5,748 individuals.
 - Winter Wonderland generated 200 donated gifts with 250 children in attendance at Eisenhower Recreation Center.
 - The annual Craft Show at Eisenhower Recreation Center was attended by 72 vendors and approximately 1,200 individuals.
 - Fall Youth Futsal league had 219 participants.
 - Fall women's volleyball leagues had 36 participants at Eisenhower Rec and 45 at Argentine Rec.
- **Kaw Point Park Connector Trail completed**
- **Two (2) Futsal Courts at John Garland Park completed**



Parks and Recreation Division list of many events that happened throughout the community during this timeframe. I'll note two big openings we did at the end of last year. The Kaw Point Connector Trail was completed and then the two futsal courts that were opened in John Garland Park.

Environment

- **Neighborhood Resources Center**
 - Administrative Citation and Fine Process fully implemented and received several payments but no request for hearings to date
 - Boarding Process Committee – This SOAR Initiative will create a new policy on how our boarding program works. The new policy will determine what materials are used for boarding, when and how to board and by what means to board properties
 - 14-Day Abatement Policy Change, this SOAR Initiative is an effort to speed up the process for more effectively addressing trash and weed violations. Began addressing all junk, trash and debris violations with the 14 Day Abatement cases and Administrative Citations. Effective March 1, all grass and weed violations will be addressed with 14-Day Abatements and Administrative Citations.
 - City Wide Vehicle Enforcement on a district by district effort will continue but may be impacted by the 14-Day Abatements and new SOAR Initiative



Under the area of Environment, we changed our 14-day abatement policy. This is one of our SOAR initiatives that's an effort to speed up the process for more effectively addressing trash and weed violations.

Environment

- **Neighborhood Resource Center**
 - Educational effort being made to inform landlords and tenants about the law changes and to encourage tenants to request an interior inspection of rental properties to ensure tenant safety due to Senate Bill 366 which limits our ability to conduct rental licensing inspections on interior rental properties
 - Federal Environmental Review Processes have caused significant delays in the timeframe for having a residential property demolished. Commercial properties also require a more extensive review process before demolition
 - Building inspections have increased over the same period last year. In the current period 5,568 inspections were completed (commercial inspections totaled 4,838 and residential inspections totaled 731)
 - 98% in inspections were completed within 24 hours and 99% on inspections were updated into system within 24 hours
 - Over the same time period last year 5,431 inspections were completed



Also, building inspections have increased over the same period from last year. We did 5,568 inspections. Commercial inspections were a total of 4,800 of those. Residential inspections were 731.

Environment

- Submitted IOCP to EPA by 9/30 deadline and also provided two additional responses to EPA/DOJ requests for information.
- **Legal assisting with SOAR Initiative**
 - Dedicated two attorneys to assist in SOAR
 - UG Attorney gave a SOAR presentation at the IMLA Conference in San Diego, CA.
 - Increased number of tax sale parcels from 500 to 700
 - Working to add a third tax sale in 2017
 - Assisted Land Bank in the sale of first commercial property
- **Preparing application for Lead Based Paint Grant by Community Development and Health Department**
- Established program for Land Bank Open House for 3 properties acquired at tax sale



We put forth work to add a third tax sale in 2017. I'll also note on the one right above this, we increased the number of parcels we were able to process through each one of the tax sales.

Environment

- SOAR Accomplishments
 - Established 196 SOAR goals for 2017
 - Presented the SOAR 10,000 in 5 years aspiration to the Commission
 - Developed a Project Management Tracking system to monitor the What Works Cities PM targets
 - Piloted the ESRI based Photo Survey tool completing 3500 surveys with VISTA interns
 - Reaffirmed process to “flag” historical landmarks to prevent demolition, prevent building in floodplains, and share commercial code enforcement activities
 - Assembled Vacancy and Unfit Team and began to meet



There are many SOAR accomplishments that are listed throughout this presentation and really in the next sections. We put those under Environment because we believe that that’s the major area of impact, though they are kind of scattered throughout different areas of the presentation. We established 196 SOAR goals for 2017 and put 10,000 properties that we’re going to touch as part of that.

Environment

- SOAR Accomplishments
 - Amended NRC standard operating procedure for all weed complaints to immediately go into abatement process to reduce the length of time from complaint call to actual abatement for mowing private parcels to 16 days
 - Formalized process to collect data pertaining costs and incidents of graffiti and vandalism to be able to report for 2017
 - Presented SOAR to DOTS and engaged with KU Architecture students
 - Drafted a policy for vacancy registry and submitted to Legal for review. This review will form the basis for drafting a Vacancy Registry Ordinance
 - Vacancy Retreat – half day mini summit on how to address vacancy



We drafted a policy for Vacant Registry and submitted to Legal for review. This review will form the basis for drafting our Vacant Registry ordinance.

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Environment

- SOAR Accomplishments
 - Mowing Workgroup: Develop tiered mowing program to allocate resources to the highest priority mowing (such as residential lots with adjacent neighbors, parks and ROW)
 - SOAR representatives met with City of Topeka to collaborate and share ideas around issues of vacancy and blight as the touch Kansas specifically
 - Drafted a policy for management and maintenance of vacant UG property with and without structures
 - Presented SOAR to Downtown Kansas City KS Rotary on 2/7/17
 - Presented SOAR to Village West Rotary Club on 3/2/17



Our Mowing workgroup has come together and put together a great plan that'll be presented to the Standing Committee here in the next month. They've developed a tiered mowing program to allocate resources to the highest priority of mowing. We've identified, really, just various across the entire city areas of emphasis, which ones we want to spend the most time on and where the allocation of those resources are going and also the incorporation of the spraying program that we talked to you all about in which you funded us up to come into 2017. We are ready to start rolling that this month, really as the weather's starting to warm up.

That is one of the things we've been doing during the wintertime is direction of a lot of the crews toward cleaning up some of these lots so we're not battling the trash and debris that's in it that slows us down in mowing during the summertime when we have a lot of grass. That's already one of the early initiatives. They're getting into some of that now.

Personnel

- **New Media Relations Specialist**
 - Hiring process underway to fill position
 - Position allows expanding the production quality of UGTV and begin recording and airing the Planning Commission meetings once the new equipment is purchased
- **Parks & Recreation**
 - Two Recreation Specialists were hired for the Armourdale and Eisenhower Recreation Centers
- **CKO**
 - Recruited an Information Technology Analyst to fill a vacancy at the Police Department. DOTS will provide operational oversight and direct the training for this position



Under Personnel, we're moving forward to hire the new Media Relations Specialist. That's part of our initiatives for how we're recording some of our UGTV activities. Other communication initiatives we'll be forwarding with in 2017.

Personnel

- **Legal**
 - Reorganized responsibilities among attorneys
 - Promoted two senior attorneys to deputy chief counsel
 - Implemented an attorney training program
 - Formalized the mentoring program
 - Manage Risk – Personnel
 - Provide training to other departments
 - Advance Officer Training – completed 158 of 302 officers and command staff
 - New recruit training for 11 PD recruits
 - Training for 30 Sheriff's deputies
 - BPU Board Training on KOMA
 - Continuing Legal Education and training for staff attorneys



Also, in Legal, I'll just note that in personnel, the Legal Department has done several things. They do a lot of work with law enforcement, some of these in the middle: the Advanced Officer Training where they completed 158 of the 302 officers and command staff; training for 11 Police recruits and 30 Sheriff's deputies.

Personnel

- HR Application Process/Employment Transactions
 - Accepted 1,234 applications
 - Separations – 97
 - New hires/transfers – 188
 - Career/Job Fairs attended
 - Washburn Career Fair
 - Career Jumping – Central Middle School
 - UMKC Criminal Justice Career Fair
 - KCKCC Career Fair
 - 20/20 Leadership Expo at the Kauffman Foundation
 - Ward HS – Junior Police Academy



With the new Public Safety Recruitment Officer, we're able to get out and attend a lot of job fairs that are listed up here. You see a half dozen different job fairs that we attended during this time period.

Finance

- Completed Long Term Financial Forecast and presented to commission
- Conducted 1st 2017/2018 Budget Public Hearing on 2/23
- 2017 approved budget uploaded into Cayenta Finance System
- Completed the 2017 annual renewal on following insurance programs:
 - Building Replacement
 - Boiler Breakdown and Replacement
 - Crime (Employee Theft Coverage)
 - Auto Liability Coverage
 - Auto Replacement Coverage for lease purchase vehicles
 - Excess Workers' Compensation
 - Workers' Compensation Claims Management



Last week in Finance we saw them complete their long-term financial forecast and presented to the Commission, as well as our first budget and many other activities that are going on in this area.

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Finance

- Completed two bond issues with the Board of Public Utilities – Utility Refunding Revenue Bond Series 2016-B and Utility Improvement Revenue Bond Series 2016-C
- Continued work on the Comprehensive Fee schedule. Met with all departments and will have a draft schedule ready in 2017
- Payroll began year-end preparations: creating new data sets and account codes, setting up step increases for all non-union employees and retroactive pay union pay for IAFF employees
- Payroll continued testing for the new version of the Cayenta Finance System upgrade
- Treasury collected 2,025 surveys in 2016 for customer service.
- Treasury implemented the “Treasury Employee of the Quarter Program”



Completed two bond issues with the Board of Public Utilities during this timeframe, helping to refund their major series bond and then utility improvements for 2016.

Finance

- Motor Vehicle processed over 24,000 renewals in the 4th quarter
- Motor Vehicle average wait time for 4th quarter 2016 was 47 minutes, down from 79 minutes in 4th quarter 2015
- Accounting completed the testing for the new version of the Cayenta Finance System.
- Accounting completed the implementation of a CAFR management tool (CAFRonline) that will enhance the process of the preparation of the report
- Accounting enhanced the 2016 year-end process plan
- Accounting assisted the external audit team during the completion of the annual interim work related to the audit
- Accounting implemented 7 new policies



In Motor Vehicle, the average wait time for the fourth quarter 2016 was 47 minutes, which was down 79 minutes from where we were in the fourth quarter 2015. The initiatives we’ve taken here have made drastic impacts and changes on operations in that area. Probably should have that bullet point under Customer Service.

Other Activities

- **Appraiser's Office**
 - PVD Compliance Quarterly Report(s) Submittal:
 - Major improvements were recorded with compliance issues previously identified by the State Property Valuation Division. Re-inspection, supporting documentation and timeliness were vastly improved.
 - Manufactured Home Review Project:
 - On-site reviews/visits of approximately 1,663 manufactured homes within the County were conducted.
 - Parcel Maintenance Inspections:
 - The Appraiser's Office is required by PVD to annually re-inspect approximately 17% of the County's parcels, which equates to approximately 11,650 parcels to be inspected per year. For 2017 our re-inspections were 18,251.



Other Activities listed, the Property Value Division under the Appraiser's Office, major improvements were recorded with compliance issues previously identified by the State Property Valuation Division. Re-inspection, supporting documentation and timeliness has vastly improved in this area.

Other Activities

- **Appraiser's Office**
 - Field Inspections on Building Permits:
 - Received 1,803 building permits that had been issued in 2016 for Wyandotte County, and of those, 308 are "new" construction building permits. All new construction building permits have been verified close to January 1st for the 2017 valuations.
 - New Initiatives/Workflows:
 - Completed a review/revision and implementation of Appraiser's Office policies for staff
 - Several staff are working towards professional designations:
 - CAE (Certified Assessment Evaluator)
 - RMA (Registered Mass Appraiser)
 - RES (Residential Evaluator Specialist)
 - Leadership 2000 (Class XXXI)
 - Certified Public Manager (CPM)



For Field Inspection, we received 1,800 building permits that had been issued in 2016. Of those, 308 are new construction building permits. All the new construction building permits have been verified close to January 1st for the 2017 valuations.

Other Activities

- **Appraiser's Office**
 - Staffed many key positions in the Appraiser's Office. Currently only one (1) Appraiser position is vacant.
 - Deputy Appraiser
 - Information Systems Analyst
 - Administrative Coordinator
 - Three Appraiser positions
 - Part-time Administrative Support Specialist
 - Communication Efforts
 - Meeting with WYEDC President, Greg Kindle & new staff – Overview of Valuation Process



For the first time we actually reached the point where we have completely staffed up the Appraiser's Office. We did have somebody leave us right after that, but we at least reached a point of being fully staffed, which was an accomplishment that had not been done in a few years, and then have a little more sustainability of having trained appraisers in that area.

Communication

- **Staff Leadership & Interaction**
 - The Knowledge Office has launched the following teams to comprehensively address projects:
 - **Judicial Information Working Group:** In collaboration with Police, Sheriff, District Attorney, Communication Corrections and the courts. Effort will be led by Municipal Court Administrator.
 - **Fiber Working Group:** Team members from Public Works, DOTS, Emergency Management, GIS and WYEDC will develop plan for fiber that supports UG operations and economic development.
 - **Public Works Technology Assessment** to support the creation of a technology roadmap for public works.
 - Leading engagements with UMKC law students on three UG projects



Through staff leadership and interaction under the Communication area, the Knowledge Office has launched, really, an extensive list of groups that we're getting together with. They kind of oversee different projects that we're working on as far as procedures and are some involvement that goes with technology in those areas.

Communication

- Staff Leadership & Interaction
 - Weekly Executive Staff Meetings
 - Weekly Operations Meetings
 - New Employee Orientation
 - Fall Strategic Planning Session



These are just some of the meetings that I have from weekly to different settings with team members.

Communication

- Public & Citizen
 - Website Conversion Status
 - Website conversion is currently underway. Training on the new Content Management System will begin in early March.
 - The original target go-live date was slated for the end of January. However, the time frame was pushed back because of delays in template creation and the new website installation.
 - First Citizen Newsletter scheduled to be mailed mid-March
 - Includes SOAR Communication material regarding 2017 strategy



Also under Communication, I'll just note we will be issuing out the First Citizen Newsletter this year. It should be coming out around the middle of this month. This will include a lot of material that we're putting out toward our 2017 SOAR strategy.

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Communication

- Mayor & Commission
 - Fall Strategic Planning Session
 - Weekly Notes
 - On 3's
 - T-Bones
 - Appraiser's Update
 - Statehouse News
 - Commission/Administrator 1:1's



Then concluding, I always note the various meetings that are held with the Commission from our Fall Strategic Planning to our Weekly Notes on 3's that we've had on a couple of topics. Statehouse News that's put out by Mike Taylor and then on 1s as we need those and move through.

That concludes my report for tonight.

Commission Bynum said first of all, Doug, I just want to say thank you. It's too bad you don't have anything going on.

To the point of the health assessments and encouraging staff to participate in those, I know that in 2011, I was working for an employer who offered us the health assessments. I had always had exactly 120/80 blood pressure and good cholesterol readings. Surprisingly, had some readings that came back at those health assessments that sent me to my doctor to get those things under control. I never would have known without those health assessments that I was headed down the wrong road.

I wonder if testimonials such as that could encourage our employees to really participate when those are offered because it truly does matter. I'm sure there are a lot of people walking around thinking that they feel okay, and not realizing that they have a potentially chronic disease that can be treated and managed. I just wanted to put that forward, that's really important.

Mr. Bach said thank you, Commissioner. That's a good idea. I think anything we can do to get and push that on our employees. We offer a \$50 gift card from our Health Insurance

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Program now, but that hasn't been a motivator. When we have 2,200 employees and only 600 show up to do it, and it takes you between the two things, it takes about five minutes to complete the survey and about 15 minutes to go do the health assessment. \$50.00 isn't enough to entice them to do that. It probably does really take that real, maybe it's that real world experience for them to hear about, and say, you know, you could be saving your life. **Mayor Holland** said it took three minutes for my son to spend that \$50 gift card.

Commissioner Markley asked do we do any statistical analysis of whether the people that are coming are the ones that are here on site or whether they're offsite. I would just be curious if that's part of the influencing factor of whether people go do the five-minute deal is if they're not here in this building it wouldn't be a five minute deal, right? **Mr. Bach** said we do do them onsite. **Commissioner Markley** said okay. **Mr. Bach** said we don't do them just in this building. We do them in various buildings. We go out to the Fleet Center. We go out to the Annex, Fire stations. We try to put them out in facilities so it's easier for our employees to get to. I think we do break it out by department area, don't we? So, we do have it by department.

That is one of those stats that we're going to look at and see if we have some departments that are participating at a higher rate than other departments, which I do believe we do. I think that kind of gives us an area of focus that maybe we can go to and try to push them.

Commissioner Philbrook said I went and had my physical done. I got my little card. I haven't spent it yet, but I will. I'm glad I went in. It was very thorough. They recommended me for some other activities to do being over 60. It was a very good experience. They're very professional. I would encourage anybody, and all of them, to go. There's no reason for people that are getting this free service not to take advantage of it unless, of course, you don't want to know. If you don't want to know, then, okay, don't. Otherwise, I'd encourage that so you can catch it before it's a problem.

Commissioner Walker said unless I missed it in your presentation, Doug, do you plan to give us a quarterly report on our new clinic. It ties in sort of with our health. How's it doing? Do you have any feedback yet?

Mr. Bach said yes, I do. There is some stats that are in this report that show you what we had that came through the first, probably looking at more doing an annual report that would be more comprehensive.

There's a few stats that are on here that show what happened for the month of, basically, January I think, Joe, is what we got out of it. Since Mr. Connor didn't use the microphone, he said the activities are slow but our customer service is rating up very well.

Yes, we'll be coming back and giving reports on that, but there's preliminary data for what's happened as far as people coming into it so far.

Action: For information only.

COMMISSIONERS' AGENDA

No items

LAND BANK BOARD OF TRUSTEES' AGENDA

No items

PUBLIC ANNOUNCEMENTS

No items

MAYOR HOLLAND

ADJOURNED THE MEETING AT 7:42 P.M.

March 2, 2017

Bridgette D. Cobbins
Unified Government Clerk

mls

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