

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

SPECIAL SESSION, THURSDAY, SEPTEMBER 3, 2015

The Unified Government Commission of Wyandotte County/Kansas City, Kansas, met in special session, Thursday, September 3, 2015, with eleven members present: Bynum, Commissioner At-Large First District; Walker, Commissioner At-Large Second District; Townsend, Commissioner First District; McKiernan, Commissioner Second District; Murguia, Commissioner Third District; Johnson, Commissioner Fourth District; Kane, Commissioner Fifth District; Markley, Commissioner Sixth District (left meeting at 6:03 p.m.); Walters, Commissioner Seventh District; Philbrook, Commissioner Eighth District; and Holland, Mayor/CEO; presiding. The following officials were also in attendance: Doug Bach, County Administrator; Bridgette Cobbins, Unified Government Clerk; Gordon Criswell, Asst. County Administrator; Joe Connor, Asst. County Administrator; Melissa Mundt, Asst. County Administrator; Jody Boeding, Chief Legal Counsel; Ken Moore, Deputy Chief Legal Counsel; Lew Levin, Chief Financial Officer; Mike Tobin, Interim Director of Public Works; Renee Ramirez, Director of Human Resources; Shakeva Christian, Human Resources; Jason Banks, Asst. to the Mayor/Manager; Lindsay Behgam, Executive Coordinator to the Mayor; Emerick Cross, Commission Liaison; Maureen Mahoney, Asst. to Mayor/Chief of Staff; and Officer John Turner, Sergeant-at-Arms.

MAYOR HOLLAND called the meeting to order.

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

NOTICE OF SPECIAL MEETING of the Unified Government of Wyandotte County/Kansas City, Kansas, to be held Thursday, September 3, 2015, at 5:00 p.m. in the 9th floor conference room of the Municipal Office Building for an executive session regarding labor. At 5:30 p.m. a special session will be held in the 5th floor conference room regarding the grant process.

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.

Commissioner Bynum made a motion, seconded by Commissioner Philbrook, to go into executive session for 20 minutes regarding labor. Motion carried unanimously.

Mayor Holland reconvened the special session at 5:16 p.m.

MAYOR HOLLAND called the special session to order at 5:30 p.m.

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

Mayor Holland said the special session tonight is specifically about policy and process for grants. This has been a big topic of discussion. The discussion really started around the Casino Grant Fund when it came into being three years ago and how to process that. It has been an ongoing discussion. We have some other funds that we do grants with; the Drug & Alcohol Fund and the Turf Fund. Those have been ongoing for a number of years and have not had any controversial piece to them. They have just been ongoing and seem to be working well. The CDBG, how we do grants in terms of the budget and for CDBG specifically, how those are operated; I think all of those we need to look at how we're going to do that from a policy level.

What I want to do tonight is have that discussion and direct staff based on this discussion to formulate policies around those and then we need a destination point for staff to report back.

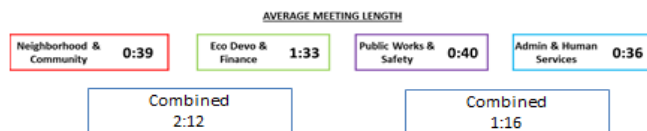
One of the things I've thought a lot about, and I've talked to some of you about this, I'm looking at taking the CDBG Subcommittee and dissolving that and putting that CDBG work into the standing committees. That has a number of advantages. The meeting times are consistent both for staff and for commissioners, it brings in the Clerk's office for minutes, they are on TV and it's also better communication to the commissioners because each standing

committee whether you're on it or not you receive the packet for the other standing committee so you have an opportunity to review that to see if there is an item of interest to you and an opportunity to look into it further or to attend the meeting if you are interested in it. It would just open up the communication I think significantly.

Standing Committee Time Stamps

	Neighborhood & Community			Economic Development & Finance			Public Works & Safety			Administration & Human Services		
	Start	End	Time	Start	End	Time	Start	End	Time	Start	End	Time
2013												
01/01/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
01/08/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
01/15/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
01/22/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
01/29/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
02/05/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
02/12/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
02/19/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
02/26/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
03/05/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
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04/02/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
04/09/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
04/16/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
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06/04/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
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10/01/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
10/08/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
10/15/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
10/22/2013	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30	10:00	10:30	30
10/29/2013	10:00	10:30	30	10:0								

Average / Combined Meeting Durations



Those of you who are on Economic Development & Finance and Neighborhood & Community Development know that your meetings run on average an hour longer than the other one. If you're on Public Works & Safety and Administration & Human Services, an hour less so as I was looking at this thinking CDBG does both Human Services and Neighborhood & Community Development so I think it could be legitimately placed in either, but in working at the workload on those two committees I think it clearly belongs in Administration & Human Services. The other advantage of that, against her better judgment, is it keeps Angela Markley as the Chairperson of that CDBG work. This is also a good place I think for the other conversations about how we do grants and that ongoing work. It also gives a forum for all the commissioners to be at those meetings and of course all the recommendations the full commission would obviously vote. That's the reasoning behind why I chose Administration & Human Services to assign this to.

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What I want to do now is look at the process for Casino Grants and other granting ways that we do it. I think the \$10 question or the \$20 question is—we've done it both ways, we've done a third party making the decision and we've done the commissioners making the decision and I want to revisit that conversation early so we have time to put the system in place we want for the coming year.

I also want to talk about how we're doing the application for our budget in February when people are submitting that application and whether it gets directed directly to CDBG or whether it gets directed into a budget request. With that background I want to call on Commissioner Bynum. She has done a lot of thinking about this and I think I want to turn it over to her to kind of lead us out and then we will just open it up for discussion.

Commissioner Bynum said I had started this conversation with Mr. Bach I think mostly as a result of stepping into these processes kind of midway, if you will. Both the Casino Grant process and the CDBG process were well underway when I arrived here and so I found myself kind of playing catch-up with both of the processes.

These are just my observations as I play catch-up with understanding the two processes and we have I think multiple funds from which we can grant money.

We know that we have the UG Casino Grant. There may be other charitable opportunities coming our way. We know that we have the Special Alcohol & Drug Fund and we have CDBG that as I came into this process for several years now I think in an attempt to put

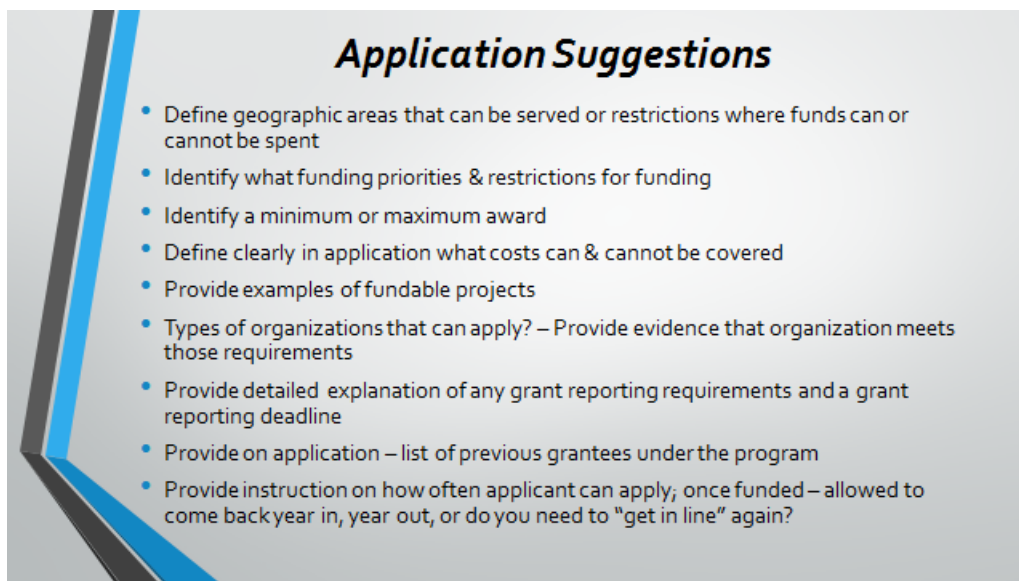
some clarity and structure around our funding there had been the Community Funding Application that I would suggest we just call CDBG. This is all my observations based on what I've seen so far and it's all just for purposes of opening the conversation and we will just take it from there.



Those are the funds that we basically call Grant Funds and like I said there is a potential that there could be others coming forward as we pursue more economic development.



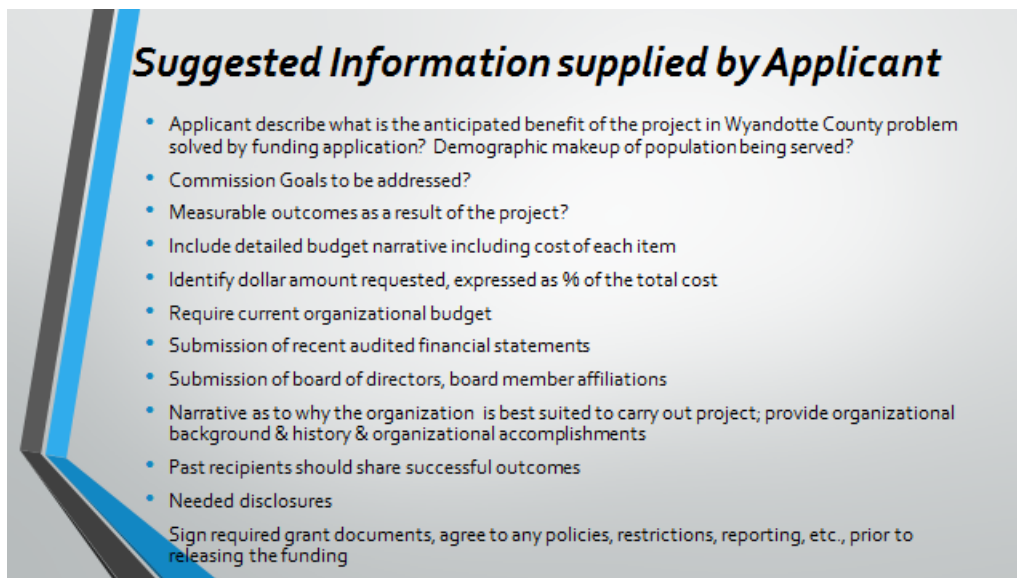
This slide is the beginning of the thoughts that I had put in front of Mr. Bach and his staff. I had asked him to direct me in terms of the appropriate way to communicate what I was thinking about the process to you all. He set a meeting with me and I basically sat down and went through with him my thoughts on the process as I've seen it so far starting with the website because right now if you go to the website there is a button that says I want to and then you can click a dropdown menu and one of your choices on the dropdown menu is "apply for a grant". I have simply said if you click on "apply for a grant", it takes you straight to CDBG. My suggestion would be that we just offer a little more transparency and that button takes you to "These are the funding categories" where we have grant funds available and click on one of those and it very clearly tells you this is the funding window for these grant funds, this is the click here for the "funding process for these grant funds", etc. I'm just saying that's almost from a marketing perspective website wise. When you click on one of the grant funds it would tell you these are the types of projects we would prefer to fund with this money, this is the money that's available, and also fairly clearly identify what we won't fund with that particular pot of money. Again, I think those are marketing mechanisms.



This and the next slide are just again my thoughts on application suggestions. The Casino Grant I think follows a lot of this already. I think the question for the Casino Grant conversation is more around how to administer that process. For purposes of the Community Funding

Application these are the suggestions that I am making based on what I saw in that application currently.

- We should be straight forward and tell folks when they click on the button what is the geographic area that dollar amount will serve.
- What are the restrictions on where the funds can or cannot be spent?
- Identify what are our funding priorities; what are our restrictions for funding.
- Is there a minimum or maximum amount that we're willing to grant?
- Tell applicants clearly what costs can and cannot be covered with that grant funding.
- Give them examples of fundable projects.
- I think we should agree as an organization who can apply. Do they need to be a 501c3 and if that's the funding requirement, then they should provide evidence that they are.
- A detailed explanation of whatever our grant reporting requirements would be, a deadline for those grant reporting requirements.
- A list of previous grantees under that program.
- Instructions on how often can applicants apply. Once their funded can they come back year in and year out or should we ask them to get in line again.



On the side of the applicant these are my thoughts on that process.

- For purposes of them filling out an application have them tell us what's the benefit of the project.

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- What Commission goals does it address?
- Can they give us measurable outcomes as a result of the project?
- Can they give us a detailed budget narrative including the cost of the items that they are going to spend money on?
- Can they give us their dollar amount of the grant request expressed as a percent of the total cost of the project?
- They need to be providing a current organizational budget.
- They could be asked to provide audited financial statements.
- They could be submitting to us their Board of Directors.
- Give us a narrative as to why they are well-suited to carry out the project they are asking us to fund.
- Any organizational background or history.
- If they are a past recipient, they could be sharing with us the successful outcomes of their previous funding.
- Any needed disclosures.
- I think a signature page where they're signing that they agree to the policies we've put forward including the reporting.

That is it. I think there is a marketing piece involved, I think those are my suggestions as I, again, observed particularly the Community Funding process and some of those could even be woven into the Charitable Grant Dollar process. That's what I wanted to bring to you. This was the way it was suggested that I share those thoughts with you and I appreciate very much being able to do it.

Commissioner Markley said I think those are all great ideas and actually some of them we talked about prior to this budget season and we just didn't get them done fast enough basically. I noticed you said with the audited financial statements you said they could be asked to supply them. In terms of the people who have applied in the past who are particularly our Casino Grant Program we would probably eliminate almost all of them if we asked for audited financials because they're just not large enough organizations to be getting audited financials every year so we would want to keep that in mind. If we're going to be funding the Neighborhood Community

Garden, they're not going to have that kind of information. When you said they could be asked to provide that, if they have them, I think we should ask for them but we should be cognizant of the fact that some of them won't. **Commissioner Bynum** said I think we could clearly identify—now I could be wrong but I think our Casino Grant application does require a 501c3 so they would have something that they could supply. They could supply a 990, but I think we could clearly define for them here's what acceptable for you to submit as your financials.

Commissioner Townsend said just to echo the statement that Commissioner Markley made; I think those are good suggestions. Some of them might be a bit overwhelming for some of the smaller entities as you've already pointed out and some of those things I think are just for us as commissioners to evaluate in the context of the application like does it go to Commission Goals. I don't know that's something for the applicant necessarily as much for us to evaluate. That's the only thing and that's the thing I liked about having the opportunity this time to kind of direct the Casino money because you could help some of the smaller entities that may not have had the opportunity in the past.

Commissioner Walters said I'm particularly interested in the Casino Grant comments. I don't have all the requirements memorized so I couldn't really tell as we were going through those which of any deviated from our current list of requirements. I think it is good to have a debrief on the Casino Grant process because we made a dramatic change last year and we really haven't talked about how that worked. I will tell you I think it worked fantastically in my district and from a couple standpoints. One, I think for whatever reason it created a lot bigger pool of applicants and a lot more participation from people in District 7 who previously—there had never been an application from District 7 for the Casino Grant money. In conversation with people that I represent everybody who I have talked to had great things to say about that process so that's a good thing.

Our big change obviously was the decision-making. We wanted to try to keep the process pretty much the same. We advertise, we receive applicants, we have them vetted by the Greater Kansas City Foundation and the only change we were trying to make was that instead of a third party panel making the actual awards, the commissioners would make the actual awards. I think we could strengthen that a little bit. I don't know that we got that much vetting from the

Greater Kansas City Foundation and maybe we could review that portion of it a little bit. From my standpoint, and I'm glad we have this opportunity to talk about it, I think all of the improvements or changes we made to that process were done very well.

Commissioner Walker said I think in total the process worked well. I'm not opposed to making sure that we have accountability and somewhat more rigorous requirements, but I'm thinking of one group on Central Avenue that I donated to. I'm concerned that these small groups—it's going to be a difficult hurdle to meet all those requirements in terms of just getting through the paperwork necessary to get your application before us. I think I teamed up with Commissioner Townsend on one for \$10K. That was the largest in one piece I gave. The rest were \$2,500, \$5,000 and you know at some level I think there are groups that will say it's just not worth \$2,500 to go through all of this. It's early. We don't know what the results were of this year's donations yet so I don't know how to evaluate the impact we had. I've had no negative feedback about it. Obviously, there were groups that wanted money that did not receive it and I'm sure they are disappointed. I'm not opposed to looking at rules that regulate perhaps how many times or how much money in a given time period or those kind of things that they make sense. I think the money should be spread around the community, but it shouldn't be squandered in the community. I don't think everybody who applies is necessarily entitled to a piece of it every year or every other year, but I'm willing to look at some restrictions so it isn't the same groups getting the money every year all the time, but then again you look at who operates in the community and there is a fairly finite set of 501c3's that would apply for this money and so you are going to get some duplication year after year after year because they need money year after year after year and what they're doing is good work year after year after year. I wouldn't want to be too hard on restrictions, but yes maybe you cap them out, no more than—I don't know what the number would be \$25K in any two year period or pick a number, but I think we could look at some requirements. I just don't want a process like CDBG where the applicant has to go through a tortuous process to ultimately get the money. That's not what the purpose of this was for. It's not our money. We're giving away somebody else's money that they are required to give us and while we should be good stewards we should not—we're not the federal government either.

Commissioner Kane said I agree with Commissioner Walker. I don't want to make it any harder. I do like the list. I think we need to make the list shorter but it's a great starting point but kind of weed it out. I do oppose putting it on our committee just for the record. The reason they were shortest is because we're good. We do need to modify some stuff, but we need to not make it so complicated that the folks don't want to apply for it.

Commissioner Philbrook said I want to thank you for bringing all of this forward in such a concise manner. I think all of us have thought about this multiple times but it didn't float high enough on the list of things to work on so thank you for doing that on this.

My biggest concern about this process is that we understand exactly what vetting means and what that looks like you know to what extent we're vetting and what we're vetting for. Just to tell them to vet is not significant enough. We need to understand what we're asking them to do. I think that's part of why we missed some things last time was because the vetting was done a little bit differently so I would say we look at that and take note when we start this in our committee.

Commissioner Bynum said I think that Commissioner Walter's has correct a lot of what I suggested is present, I believe, in the Casino Charitable Grant Dollar Application. I'm not aware that the Commission sees the Drug & Alcohol grants. I haven't seen one of those applications in a long time, but way back when I remember that application had perimeters and it had restrictions and there is an appointed Drug & Alcohol Committee that looks at those and brings us those recommendations. It's interesting to me you know that the different grant funds have different processes under which they operate and I am really okay with that. I'm looking for transparency on the website; I'm looking for you know, again, buttons or links on the website. If we're going to have a button on the website that says "I want to apply for a grant", then when you click on it I would prefer that it takes you to "these are the grant funds that the Unified Government has available to you" and then under each of those categories it clearly defines for you what those opportunities might be.

The other point that I wanted to make around the latest grant round that we worked through which was the Community Funding Application was that timeline. I did want to mention that as well. That grant that ended up basically being the CDBG application has a

deadline of February and it struck me that if someone brought forward a very worthy project that fits within CDBG guidelines in March or April or even May, they wouldn't be able to apply for almost nine or ten more months. If they were funded in that following year, they wouldn't be funded with dollars until the year after that so I wondered about the possibility of extending out that time a little bit unless I don't understand that process. **Mayor Holland** said there has been a lot of conversation about this very topic and I think Commissioner McKiernan has volunteered to weigh in.

Commissioner McKiernan said so you have to go back a little bit further in history to understand. All your comments about publicizing and web links and transparency are well taken. They are important and they need to be followed, but especially Commissioner Markley and I have been very, very deliberate about moving up our deadlines so that we have—the February deadline ends up being deliberate so that we have those information before the first draft of the budget gets created because at this moment in time, if I'm not mistaken, department heads start turning in their first draft budgets in March. **Mr. Bach, County Administrator**, said yes. In fact we are already moving Capital up earlier than that. **Commissioner McKiernan** said so if somebody right now was to submit an application in April, the bottom-line is that for a lot of department spending it's already in first draft or second draft form so our intent was to move all of these submissions up before first draft was ever completed and then take all of that into the process so that our Finance team and all the other determiners of funding had all that information very early on. While I agree that we need to be just as open and as informative and educational as possible I think we need to keep the early deadline so that we can be very thoughtful and deliberate before the first draft of the budget every gets created.

Commissioner Markley said I get to say this last thing and then I'm going to leave you. I agree with Commissioner McKiernan obviously. There is history behind that in that during our first few budgets people would literally show up the night before we turned the budget in literally and sit at this table and say I need money and what happens, and we've seen it a little bit in the past budget as well, that everybody feels sorry for that person, they are really nice and they have a great program and we say okay you seem really nice and you have a great program, we're going

to give you some money and then our staff is left scrambling trying to figure out how to award those dollars literally at the eleventh hour and we want to avoid that.

The other thing I will say is you mentioned if they need the money fast, they have to wait until that new budget year. What we see every year is that you know we do the Revised 2015 and 2016 Budget so when we do have a project that maybe has a timeline or is a little more rushed, we've been able in most cases to allocate them in the Revised budget year which gives them the money in the year they are applying instead of in the future year. There is sort of a mechanism to handle those more rushed, as rushed as government can be, more rushed type grant applications and we've been lucky to always have that sort of turning money available to reallocate during the existing year and take care of those while still doing the future budget as well.

Mayor Holland said one thing I think we could do and what happens is right now we get that February deadline and the staff goes through and sorts all of those applications and says these could be CDBG, these could be General Budget. I think if we do what you're talking about, commissioner, and clearly delineate those as separate application forms that people would either need to apply for a General Budget or for CDBG, and then I think we could separate that. I think we could also help with the General Budget application. I think that's what you're talking about the Community application form, the very broad form, which was intended to give—and it was a very—it was a long conversation about whether or not we would even do an application because just having people stand up and ask for money didn't give us any structure. Our fear of creating an application is everyone would think that we're going to give out a lot of money. I think to create an application—to maybe strengthen the General Budget application form or maybe they can specify—you know a Transit request just came in through that to increase the bus route in Rosedale and we had that and we worked it through the budget and we were able to get it done and that was clearly General Budget money. I think we could identify on the form these are things that qualify for the General Budget, this is the application you want to fill out if it's General Budget that I think has to be done in February if we're going to have any shot at it getting into the General Budget.

I think the CDBG money could be—we can allocate the bucket during the budget of where that money is going to be like we did this year that this is going to be for our Housing

Reconstruction. We don't necessarily by the end of July have to designate who is going to receive the money and so it is possible that we could take the CDBG money, identify how we want to spend it and then do a separate application in that category. That's something obviously I've argued for before that I want to get the vision out to the community about what we're receiving applications for whether it's Human Services or Capital Investment or some kind of redevelopment. If we want to do an Economic Development focus or a Human Services focus and that's the debate we had during CDBG. I think we can set those percentages, set those amounts and then open that application up for people to apply specifically whether they want to apply for Human Services amount—and granted we might want to change the percentage a little bit depending on what applications come in because there might be a reason I think at the eleventh hour we had one where we took Capital money and put it back into Human Services. There could always be that flexibility from the Commission side, but I think if we set the general perimeters of CDBG and separate that application completely out from the General Budget application, it could potentially have a different timeline and would not necessarily be tied to February like the General Budget one is.

Commissioner Markley said and this will probably be something that the committee can debate as we go forward as far as what that date looks like. I do think there will still have to be a deadline that's probably earlier than, Mayor, you would propose just because as we have learned the process to get a project jump started in CDBG is long and difficult. If we want the money to be spent within the budget cycle, which we would like to get to a point where that's happening, it hasn't happened in the past, but we want to spend that money as quickly as the federal government wants us to spend it. We can't wait halfway through the year to allocate the funds so we will have wrestle with what exactly that date is, but I think there has to be a date there so that we can make sure we're moving that along in a speedy way. **Mayor Holland** said as speedy as government can be. I don't think we want a rolling budget cycle—a rolling application but whenever the application comes in then we will consider it.

Commissioner Johnson said I heard you talking about Casino Grants, but we also have the CDBG and we have the Drug & Alcohol Grants. There are processes for all of those and I tend to agree with the comments that have already been made particularly for the smaller

organizations and for the smaller amounts. I don't think we should be so onerous on those, however, as those amounts increase I think that we should be a little bit more diligent to get more information on those. Also, as a newbie I think maybe this might be something as a suggestion, is that we would perhaps look at all of those application processes during Strategic Planning to see where there might be processes and/or areas that we can improve and/or modify in that particular area. There might be, at that particular time rather, there might be similarities and/or there might be areas that we find that are not as productive in those application processes along all three of those lines and if there are other areas as well, maybe that would be a good time for us to kind of lay out all of the different areas that we have grant funding and the processes by which applicants are able to apply.

I do agree also with Commissioner Bynum about putting it out on the website and having a place where they can go to such a place as an al carte listing I suppose to be able to click in the area that they would like to apply.

I would like to look at all of the different application processes and make decisions based on that intelligence at that particular time.

Commissioner Philbrook said all the different processes, so is it just the CDBG stuff that Administration & Human Services is going to be looking at or is it the whole herd? **Mayor Holland** said well I just want to congratulate you at this time on that committee that I anticipate the whole herd will go to this group just so it has a working place. I think there is consistency needed and there's like topic. We don't need to reinvent the wheel. If you come up with a good process for one, it's going to be a similar good process for the other. My other comment about this is that I think that our committee would be bringing this back to the full commission at that time for us to kick the tires and figure out where we want to go. **Mayor Holland** said the standing committee can send things to the Commission either for consideration or for decision so it can either be brought to the Commission as a discussion item or it can be brought to the Commission as an action item. We just need a working group to strengthen it and I think the staff needs to listen to this dialogue and take the pieces that we're working on and craft some structure to that conversation so it's not just an open ended conversation the whole time and I have the commitment from staff that they are going to be doing that to bring some more structure

to this and maybe even bring a recommendation to that standing committee that the standing committee will have a starting from and can move pieces here and there. I think that's the goal.

Commissioner Walker said I think the Alcohol Advisory Committee was established initially many years ago, to Commission Johnson's question, was simply because the state law limits somewhat, I don't know if severely is the word, that money can't be given to a community farm. It's pretty much for the use of alcohol treatment counseling and so there is a very limited subset of applicants. There's not a lot of discretion in where that money can be used. I mean if the Commission wants to take on the additional work of going through that rather than have a committee of people do that, participate in that, I guess that's fine; but it's going to be more in my mind cumbersome to do that and less efficient for us with the time limits and the work we already have. Again, I don't care. It's just that there is no discretion to funnel that money into other kinds of projects. It has to go to alcohol treatment. **Mayor Holland** said that's right. It's probably our most restricted fund.

Commissioner Bynum said with respect to that particular fund I really wasn't even sure if the state law requires that we have a separate set of appointments. I mean we appoint people to that board for that purpose and I don't know if that's required by state law or not. I know that money is governed fairly strictly. One of the comments I made to Mr. Bach and his staff when I was meeting with them was that I cannot move beyond the irony of the notion that in order to get more Drug and Alcohol money into that fund we have to drink more alcohol and I struggle with the irony of that. Beyond that I'm aware that it's governed by state law. **Commissioner Walker** said that's true. **Mayor Holland** said its alcohol tax. **Commissioner Walker** said its alcohol tax so the more you drink the more money we get in the fund.

Commissioner Walters said just a couple comments that are rolling through my brain right now. The Casino Grant money is \$500K. The CDBG is a couple million dollars and our budget is \$320 some million dollars. I know in the last year particularly Brian and Angela has spent a lot of time trying to figure out and process for CDBG. I know the previous year Brian and I and Ann spent a lot of time trying to process a new format for the Casino Grant funding so we spend a lot of time on a very small portion of our budget. I am cautious about suggesting that we spend any time at Strategic Planning on this kind of thing because we already spent so much time,

various commissioners have, in trying to continually improve the process and I think we should continually improve it, but I don't think we need to start over every year or every two years. Strategic Planning is very important. I think we should keep our eye on the large issues and the issues that really affect our county both now and in the future more so than these two items.

Commissioner Johnson said I want to make some clarifying statements. I think it's an interest of making sure that we're all on the same page and not in the interest of starting all over, but making sure we're all on the same page to understand where these funds are going and how they are meant to be spent, that we all know. It will probably be rehashing it for some of the more tenured commissioners, but at least to make sure that we're all on the same page in terms of knowing where these funds go particularly as it relates to Drug & Alcohol. If it's going through a special committee that we're assigning persons to, I have no problem with that. I just think it would be good to make sure that we're all on the same verse on the same page as it relates to that. That's just a matter of information and a time to maybe add or modify, if we see the need to, as opposed to suggesting and insulting the time that has already been spent by those commissioners that have spent a lot of time already. It's just a matter of making sure that we're all on the same page and reading from the same sheet of music so to speak.

Mayor Holland said I can say the fastest way to address all of these would be to set up a structure like Drug & Alcohol for each of them and assign them out and not spend Commission time on them. That would be one alternative, that we assign them to a subcommittee, a third party, that we pick of our choosing and let them vet it and let them do all the work and make the recommendations and then we would spend much less time on each of these grants than we do now. That's just an observation.

Commissioner Bynum said I appreciate the conversation. Part of why I brought it was because of the observations that I had like I said coming in basically midway through both the Casino process and the CDBG Community Funding process. To Commissioner Walters point, it's interesting to me that if you put the Casino Grant application side by side with the Community Funding Grant application, the grant that has a max award of \$44,900 is more structured and stringent than the application that could potentially award hundreds of thousands of dollars. That

is part of the observation I was making as I made my way through that process for the first time with all of you and its part of why I was bringing these bullet points to your attention. I appreciate the conversation very much and I'm just hopeful that we can tweak the marketing piece of it all, website and otherwise, and I will look forward to joining those fellow commissioners on the AHS Standing Committee to work on this further.

Commissioner Murguia said I have just some very overarching brush comments to make and just my experience for being on the Commission for eight years and I would welcome anyone that has been on—Commissioner Kane has been on longer than myself. You know our government is, as Jim has alluded to by talking about the \$350 some million dollar total budget, there are many pieces to our government. I'm just saying if anyone that is elected to office thinks that they're going to learn every piece of that in the four years that they're here, you won't. I've been here for eight years and I can tell you after my first term I was so frustrated because I tried to learn and get in the weeds on every single topic and every single issue. I learned very quickly that I needed to focus on the areas that I felt in government were a priority with my district and I did that by looking at a survey of my district and finding out what my districts priorities were and I focused in on those. There are things that we talk about that I can tell you a commissioner like Commissioner Bynum has been on the Commission for five months will probably likely know more than I do because you just have to cut your losses. You just have to decide what is important, what your particular focus is going to be on and you need to drill in on that to really have the level of impact that you want to have. I get when Commissioner Johnson says we all need to be on the same page and all understand that. I just don't want you to have any false expectations that we're always all going to be on the same page and I don't mean in a negative way, I mean that we're all going to have the same level of understanding of every topic because I'm telling you right now I'm not going to work that hard because there is no way any human being can understand every facet of what we do up here at the government.

My understanding that these Commission committees were formed is to sort of in a very positive way divide and conquer. What I liked about our Commission is that they are very driven and wanted to see results, wanted to see things get done, make a difference, and what we identified is that those grassroots organizations in our community were having the greatest impact and we were doing the least amount to support them financially. That is something, and

it's not necessarily what an appointed committee understands, because they would simply be reviewing more from an academic perspective the grant proposal that was given. The benefit of breaking these committees down by commissioners is that commissioners as elected officials should, if they're elected, understand their district and understand the needs and the wants of the majority of people that live there so that was one of the benefits.

A couple other points, so I would just really encourage all of you to make the best use of all of our time that if somebody has a particular interest in a particular area of our government, that they investigate that with our staff. That's what they're here for. I can tell you Doug Bach and all of his staff are fantastic about answering questions I may have about a particular thing whether it be employee raises, union issues, CDBG money; depending what the topic is. I will still remind all of you there are things after eight years here that I know very little about simply because there is just not enough time in the day to know that.

The other thing is we have got a lot going on at this government and we don't have a lot of staff for those of us, the Mayor, myself, Commissioner Kane; who were here when the recession hit, again, don't ask me to give you the details. This is something that I just relied on Doug and the former Administrator Dennis Hays to handle, but I think we—am I crazy to say we lost 400 jobs through attrition? **Mr. Bach** said 200. **Commissioner Murguia** said 200 jobs through attrition where you know people that retired we just didn't fill those positions again and so that really cut our staff levels. I will tell you I don't really recall Administrator Hays or Administrator Bach since then refilling all those positions that they are trying to become more efficient themselves. Our Commission was willing to step up and do some of this legwork, roll up our sleeves and actually get into the weeds and actually do some of the work so that's originally what my understanding was with having these Commission committees.

I'm with Commissioner Walters that these commissioners that serve on these committees, in particular again, I'll echo Commissioner McKiernan and Commissioner Markley; they have spent hours and hours of time and I know—I'm not sure what Commissioner McKiernan does but Commissioner Markley is a fulltime attorney and she works fulltime and she has a family also and she is very busy so I appreciate all the time she spent on it. I just don't want us to—I think the committee thing is a fantastic. I particularly love the idea of every meeting that we have being videotaped. I love that because then there is a record of what is said

and what is done and I do love that so I think that's great, but that's just my general observation in regard to committees and how things are allocated.

Commissioner Kane said I don't and I'm not trying to make anybody mad, I like the idea of the subcommittee where they come back and talk to us because when you throw this on—and Commissioner Murguia is right, I'm really good with union issues and there are so much other issues that I'm pretty weak in for two reasons. One, I don't want to dig into it and two, that's not my area of interest and when we throw this away from a committee who brings back the ideas, and I know we had an issue this last time and we need to get past that, but I would still rather have a committee of two or three, have them come back and get the issue straightened out and then work with the issues they brought us to instead of putting it on a committee that some may be more interested than others. **Commissioner Philbrook** said you're not referring to our committee are you? **Commissioner Kane** said well I'm specifically talking about myself because this doesn't affect my area as much as it does some of the other areas. I'm serious.

Commissioner Walker said I guess I have a general question for Mr. Bach. I don't have a problem with giving it to a standing committee or to a permanent Ad Hoc Committee. I guess I believe that the people that should be on this Ad Hoc Committee are the people that have not only an interest in CDBG, but their district is involved with CDBG. Where we seem to have a disconnect is that it's my understanding that this Ad Hoc Committee was told that we do not have the personnel to staff a televised Ad Hoc Committee or keep minutes or record. Is that true? Do we not have the manpower to—I mean part of the goal here is to make it a transparent process and either way achieves that. It's just like Commissioner Kane said, he's on that particular committee and I don't think his district is eligible for CDBG funding so his interest would naturally be less so. I don't believe Commissioner Walters has any CDBG eligibility because the two cities he has don't seek the funding. **Commissioner Philbrook** said no, he has some of Kansas City, Kansas. **Commissioner Walters** said but not CDBG eligible. **Commissioner Walker** said well in any event I guess my point is, Mayor, I'm fine with you going either way. I wonder if you get a better product out of a disinterested committee that has people that don't have the direct benefit—I don't know that the whole committee would be disinterested, but where is the best talent for CDBG and where do you put them and how do you

insure the transparency that everybody can turn on the TV or get a copy of minutes of what transpired. That's the goal, is it not? **Commissioner Walters** said that's one of them. **Commissioner Walker** said so I guess either way.

Mayor Holland said I will let Mr. Bach answer the question that you asked him specifically about staffing. Several things about the standing committees that are just very efficient in terms of we already have a program for making sure every commissioner gets the agenda for both sets. We already have staffing deadlines built into the calendar where we know when that's coming forward. We just have a system already set up, all the meetings are at 5:00 p.m. and usually 5:30 p.m. or 6:00 p.m. so we have just a set system that works very efficiently and I think moving this into that efficient system helps it so that's my thinking on that. I will let Mr. Bach answer your direct question.

Mr. Bach said I think as far as where the committee meets—if we were meeting in this room, one that's a resource issue just from Logistics that we would have to have so that comes into play. Now I will say when it comes to special meetings and times yes I'm limited on what we have. You know we put together UGTV. Basically we started it without a budget and then we've allocated money to it and put a little bit more toward equipment. I haven't hired any new staff to do that. Basically Mr. Birch is my number one, in a singular motion, two camera operator. We've built in some back up staffing, found it to be as efficient to go out and have some outside sourcing to come in for that to be his back up. There is a cost to that and I don't have additional money built in so if we were to do additional meetings that we wanted to have recorded, then we would need a budget for it.

One thing I would offer on the comment about coming—kind of the structure back to this meeting and I think this kind of goes back to Commissioner Walters comment that you do spend a lot of time on these grant programs and I think the Commission maybe takes them on in a different role beyond maybe what you have to and I know there is a lot of ownership to them, but I think if it's the policy level where you're after and the workload should be back on staff. I will say for as long as I've been here I've watched Community Development Block Grant money be a very painful process really. I mean there are some years that are less than others, but you know you all spend a lot of time working it and getting down into the weeds of every little thing about how we're doing it and I would say it would be a goal mine in working with you as we

come to standing committee would be how do we set these things at the policy level whereas you can put the onus back on staff to do some of the work, develop some of the different programs. I mean I will say for many parts there are a lot of staff members that are very tentative to do anything with some of these grant programs because they feel like the Commission is going to jump down on them about we're stepping across the line in getting something to this Commission and you ought to be telling us we should be doing that. If we go down this road, I will be directing my staff to come up and do the work so you're not feeling like you're spending all that time doing those things and coming up just as Commissioner Bynum went through the different layouts of how we advertise these things. I think if we know what we're doing as far as how we're going to go out and do these things in advance, then it becomes our obligation to get out there and put a good marketing program in place and make sure it's done, but a lot of times we're kind of feeling our way through all the time and we change so it's been hard. I would just say it's a partnership there where we need to step up and do a lot more work with this process too with you.

Commissioner Murguia said I just want to follow-up on one of your comments Doug. I apologize, but I will lose my train of thought, I don't want you to keep too far off it. I like everything that you're saying except I'm going to stick up for your staff here for a minute. Melissa Mundt happened to be the one working with us on CDBG and it turned into such a big deal I even recognized it was a fulltime job just the CDBG Committee was. I even recognized that and today it is still a fulltime job for Melissa answering my questions and I recognize that. I tried to express that in an email Melissa. I recognize that. It makes me uncomfortable because I think how is she spending all this time on CDBG when I know she has other things she has to be doing. As Jim said, that's how much—what percentage of our budget and so I agree with you in what you're saying and I also think that from a policy perspective in making a policy decision I think that is going to continue to increase the workload because really in these meetings—I can only speak to, for example, Casino Grant funds. You know I was on the committee with Brian, Jim and myself and when we came up with they asked us how do you want to do this, we told them, they did do the work. Brian, Jim and I didn't sit down and draw up the document that said these are the requirements to apply for this money. I didn't do that. Yes, Joe did it. That's right. Joe, you were in our meetings, I can't even remember. There is always a staff person so all the documents that come in front of the Commission are done by your staff. So now if you're

suggesting that they try to do it after conversation I think sometimes that's not always great specific enough direction to get them going. I just think it could be—it would turn into a bigger job than it is now. I know Commissioner Markley who chaired the CDBG Committee worked very closely with Melissa and I know she did some of the actual work. You know Commissioner Markley is an attorney so she was able to actually do some of the work. I think that's helpful to staff at times, not necessarily their job, but helpful. I'm fine with doing it where all of that falls onto staff. I think that's a great idea, but I'm not sure that staff is going to think that's a great idea with all the stuff we have going on. I just don't think we have enough staff. Now I sound like you. I don't think we have enough staff to do what our Commission is asking them to do; I just don't think we do.

Mr. Bach said I just wanted to add one more comment I guess just to add to the overall workload and it's a positive. I don't know how many of you remember this and I think some of you do, but one of the positive things we have coming as we move into the phase of Schlitterbahn, they have to write us a \$750K check which will probably be coming in in the next month and that's toward charitable programs so it falls into the mix with that. Now, it's not as lucrative annually you know next year then it moves to \$100K and I think it has a ramp up of about \$25K plus each year so that's one of the things you all approved with them and we've moved forward. It's another good pot of money that comes back in but it falls into the mix here and I just didn't want to miss that because it will probably be about a month and it will be starting to head our way and then we will figure out which program to put it in.

Mayor Holland said I think this dialogue has been good. I think we have a lot for the staff to digest from this meeting to bring back to the standing committee and I do think that I would aspire and I might be alone, I would aspire that we spend as much time on the other grants as we do on the Drug & Alcohol Grant. Where the state sets the perimeters and policy, we appoint people capable of filling that protocol and then the grants are made and we ultimately approve them. I would just say we could spend less time on this, but I think that's going to be ultimately for this Commission to decide.

Commissioner Walker asked are we at some future meeting or special session or at Strategic Planning going to further clarify policies surrounding CDBG at least to the extent of addressing

the confusing things we heard that you couldn't apply if you hadn't spent the money in the year that you got it. Everybody had a territory and you couldn't go anywhere else. I mean those of are some of things and I'm sure there are many others and I don't know that I have an answer to what those rules are but we have to get to that sometime. **Mayor Holland** said we have to get to that and my recommendation is I think that needs to be the first order of business for the standing committee because I think the Casino Grant we have a little more time until the first of the year, but I think the CDBG rules and guidelines and we have \$350K in limbo, if I remember correctly, that committee will have to make a recommendation on and then this full commission ultimately will decide. I think the first order of business would be to address the CDBG guidelines and especially that initial \$350K.

Commissioner Murguia said so I would suggest this would be a great opportunity, Administrator Bach; it would be great if you would email out to all the commissioners the CDBG guidelines. I think that would be a fabulous start. Email it out to them; take a look at that document. **Commissioner Walker** said you mean the existing federal guidelines? **Commissioner Murguia** said yes. I think that's it. You're asking for the guidelines for CDBG money. Wilba has worked tirelessly along with Melissa to express to all of you that the guidelines every single thing you say there is an exception to, everything you propose it depends, it's very in-depth, it's very in detail, it's very specific to the project. This question has come up over and over again. So just for my piece of mind all that I would request, not that any of you are going to read it, but I would love it if Mr. Bach would give Melissa the opportunity to email out to this Commission the CDBG guidelines please because I have that book at my house, actually it's a two book binder, that is that thick and those are actually the guidelines and so if we want to do that, that would be great.

Commissioner Walker said that's not what I'm talking about. If the guidelines are already defined, the answer to those two questions that I just raised and there are probably others that I'm forgetting, well then we need to have our Legal Department answer those questions for us. **Commissioner Murguia** asked what two questions. **Commissioner Walker** said does a 501c established in a certain area have exclusivity and can't go outside the borders of where they're doing their primary work. In other words, could you know stay out of you know—as far as I'm concerned, and Highland Crest is my area, there are different areas in each district; anybody that wants to come build there that's fine with me. I want to tell you if there's not a

federal guideline that says so, then we need a local guideline that says if some other 501c already exists in Turner wants to build there, let them build and that's the same with CHWC. If you want to build houses over here, anybody can do it. If you want to build in the northeast in a collaborative effort or uncollaborated effort with somebody else and then the one about can you apply in a year in which you had received the previous budget year and you didn't spend the money? Well, the problem there is you can't get the money. **Commissioner Murguia** said my question is, Hal, if somebody answers those two questions for you is that going to cause you to ask more questions? **Commissioner Walker** said well that's the only two I can think of that I've got. I was just throwing that out there. Maybe the other commissioners had other issues that came up during that whole debate, but if the federal guidelines answers all our questions, then I'm fine with it. I know what federal guidelines look like. I've dealt with them in all kinds of subjects. They are voluminous. I know Gayle with her job; I can't even imagine what the federal aviation has for guidelines. They must be volumes and volumes and volumes. No, I don't want to read a book that thick on CDBG. I just want our people to be able to understand on a laymen's level what the rules are.

Commissioner Townsend said I agree with Commissioner Walker. I don't know that sending out the regs is really going to get to the issue of allocation. That's what we were dealing with as a committee and as the broader Commission. You know what are we going to do in terms of anybody can apply. The issue comes down to how the money is allocated and to who is it allocated. That's what we decide.

Mayor Holland said that's right. The questions that Commissioner Walker asked I think are policy questions internal to the Unified Government in terms of can you apply if you have the unspent money, that's an internal question because I don't know that the federal guidelines speak to that and that wasn't even a formal policy of ours, it was more of an informal policy. I think we need to see that this group to come up with firmer or recommendations for our local allocation and we need to turn those rules, the guidelines we want over to staff to vet through the regulations because I don't think you start with the regulations. I think you start with the intent of the Commission and then you vet it against the regulations to make sure what we're wanting to do is allowed under CDBG policies. **Commissioner Walker** said maybe we need to vet the, for lack of a better term, the usual suspects that apply for CDBG money and find out what they

think the rules are and collect all these things, their understandings, just these kinds of things that were said during the discussion because I never heard any of those rules ever before, but yet they seem to think they are rules that you can't go outside your—I'm repeating those two, but maybe you all heard others. Anyway you've answered the question. We're going to address it at a later meeting in more detail, but we should know what our people think. **Mayor Holland** said sooner than later I think. I think we cannot let CDBG money sit idly for any length of time.

**MAYOR HOLLAND ADJOURNED THE
MEETING AT 6:40 P.M.**

dt

Bridgette Cobbins
Unified Government Clerk

September 3, 2015