Administration and Human Services
Standing Committee Meeting Agenda
Monday, June 21, 2021
Immediately upon adjournment of earlier committee

Location:

You are invited to a Zoom webinar.
When: Jun 21, 2021 05:00 PM Central Time (US and Canada)
Topic: PW/S & A/HS - Standing Committee Meetings

Please click the link below to join the webinar:
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Name	Absent
Commissioner Angela Markley, Chair	☐
Commissioner Melissa Bynum	☐
Commissioner Christian Ramirez	☐
Commissioner Mike Kane	☐
Commissioner Jane Philbrook	☐

I. Call to Order/Roll Call

II. Revisions to June 21, 2021 Agenda

III. Approval of standing committee minutes from February 22 and March 22, 2021.

IV. Committee Agenda

Item No. 1 - COMMUNICATION: COIN-OPERATED AMUSEMENT LICENSE FEE
Synopsis: Consider reducing the coin-operated amusement license fee to $25 annually per device, submitted by Rachel Miskec, Lori Wilson, and Greg Talkin, Neighborhood Resource Center. The current fee is $75 per device.
Tracking #: 21873

V. **Public Agenda**

VI. **Adjourn**

ADMINISTRATION AND HUMAN SERVICES
STANDING COMMITTEE MINUTES
Monday, February 22, 2021

The meeting of the Administration and Human Services Standing Committee was held on Monday, February 22, 2021 at 5:30 p.m., remotely via Zoom or by phone. The following members were present: Commissioner Markley, Chairman; Commissioners Philbrook, Kane, Ramirez, and Bynum. The following officials were also in attendance: Melissa Sieben, Emerick Cross and Alan Howze, Assistant County Administrators; Bridgette Cobbins, Interim Assistant County Administrator; Kathleen VonAchen, Chief Financial Officer; Misty Brown, Deputy Chief Counsel; Crystal Sprague, CARES Act Team Leader; and Angie Lawson, Deputy Chief Counsel.

Chairman Markley said before I call this meeting to order, I want to announce that due to COVID-19 some committee members, staff and public are attending remotely via Zoom as well as on site. All participants joining by phone should mute their phones when not speaking to avoid background noise.

During the meeting, please make sure you announce yourself by name and title every time you speak so the public that is observing knows who is speaking. This is critical given the number of remote participants and as current guidance from the Kansas Attorney General.

Due to COVID-19 requirements, in person public comment has been suspended unless otherwise required by law. The public is allowed to participate by Zoom or submit comments by email prior to the meeting, and those comments will be included in the record of the meeting.

Chairman Markley called the meeting to order.

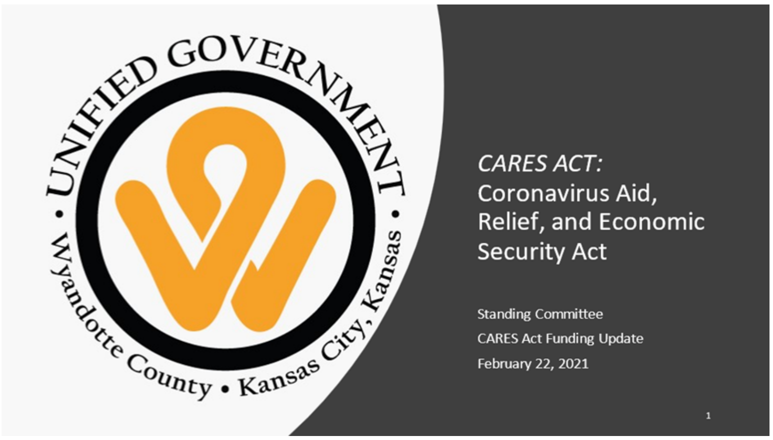
Roll call was taken, and all members were present as shown above.

Chairman Markley said there are no revisions to tonight's agenda, nor do we have minutes to approve, so we will move right along to our committee agenda. We have one item and that is our Cares Act Funding update.

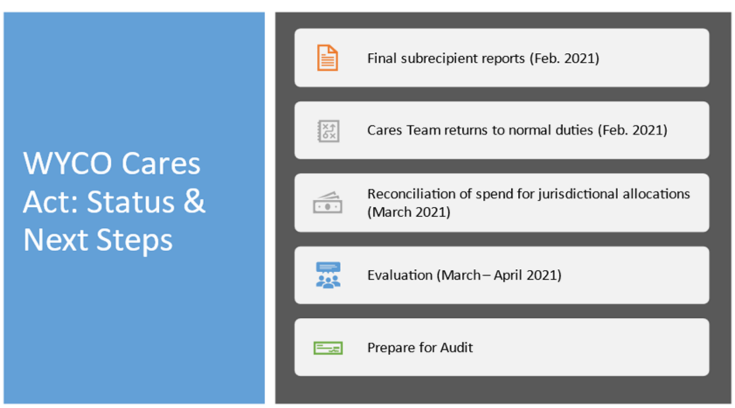
Committee Agenda:

Item No. 1 – 202…UPDATE: CARES ACT FUNDING

Synopsis: Update on CARES Act funding, submitted by Crystal Sprague, CARES Act Team Leader.



Crystal Sprague, CARES Act Team Leader, said thanks to the committee for entertaining the CARES act Team again this evening. This is for information only. As Commissioner Markley said, I am the lead for the CARES Act Team, which is shortly to be disbanded. We believe that for now I am still the CARES Act Lead. This is our seventh monthly update to this committee regarding the CARES Act and the funding allocation that was allocated from the Governor Spark Committee to Wyandotte County. Thanks for letting us come in again tonight and give you an update.



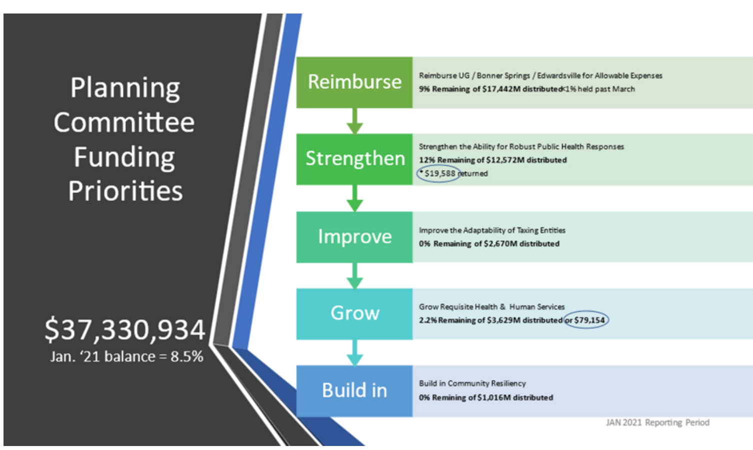
Tonight's status report will take a slightly different tone as we are going to focus on the wrap up activities for the CARES Act, as well as some information about future funding relief packages that are headed our way, or potentially headed our way. In March, we'll have some more specific information for our last update and our final wrap up about the projects completed and services rendered within the Unified Government and Wyandotte County. But for tonight's presentation, we're going to stay focused on what those wrap up activities have looked like since the last time we saw you and what other funding packages could potentially be coming our way.

A little bit about our status and next steps. Since the last time we met, the subrecipients in our community have submitted their final reports and that was at the beginning of this month. We had great success and collaboration with many agencies across the county. I think we had a total of 68 subrecipients and that does not count some 80 small businesses that also participated in our reporting process; and we've had really great compliance with that reporting. A big acknowledgement to those sub recipients who have been reporting to us every month in a very complicated reporting process that we have to maintain to get information to the state of Kansas.

We also have started the transition of our CARES Act team back to their normal duties. That's a little sad for me because we had this amazing team that has been together since July, but it's time for them to return to their normal duties as our project is set to wind down at the end of this week.

We'll continue throughout the month of March doing final reconciliation on spending for jurisdictional allocations. Then, in March and April, we'll take some time to look back, reflect on what we did, what we believe we did really well, and some ways that we could improve moving forward if we happen to find ourselves in a situation where we have a fast-moving grant application process such as this.

Of course, we'll start preparing for any potential audit that we would have either from the federal level or from the state level, but being prepared for that audit, and internally as well as we look back at the financial reconciliations and making sure we have all of our paperwork and documentation in order.



January 25, 2021

Where are we at today. As a reminder, we had an original deadline for spend of December 30th of 2020. On the 27th of December, that spending deadline was extended through the second CARES Act, or through the second stimulus package, signed on the 27th of December. That extended the ability to spend down these dollars according to the Federal Government until the end of 2021. However, the State of Kansas felt that they need to be more conservative in that timeframe and given the fact that most counties were almost done with their spend and in compliance with the December 30th spend date, they only extended us through March 1 of this year for our CARES Act One, with some consideration around a few other projects in the Phase Two and Phase Three of the CARES Act One funding.

We allowed some continuation into 2021. Again, like I've mentioned before, most of our organizations, most all of our organizations, and most all of our local spend was complete by the deadline. However, we did carry over in some dollars in Public Health Emergency Management and to facilitate the CARES Act Team for the first quarter of this year.

At the end of January, we had a total of 8.5% left in our balance, that's cash on hand. We obviously have a month worth of reconciliation to complete and many of those dollars are already encumber. Contained in that 8.5% were continued contracts for items through the Health Department such as medical staffing and remote sites for vaccination clinics. We feel really comfortable with that amount and know that we will meet our deadline as set by the state.

We also believe we're going to have a little less than 1% held over past March. This is allowable by the State of Kansas for audit purposes and for any administration purposes that we might have moving into April, May, and June as we prepare for our audit and complete our audit practices.

The second is our public health response. Commissioners, these are listed in order that the local Spark Committee set out for funding priorities. It starts with reimbursing our local entities and goes all the way down into building committee resiliency, which are our small business grants.

The second being the Health Department, we have about 12% remaining there, but the large majority of that again is tied up into some of those contracts for staffing. As you know, the Health Department is doing a fantastic job of vaccinating and making that available to our residents. They need lots of staff to do that and those contracts would have continued through the end of February and into March. So we have some reconciliation to do there as well.

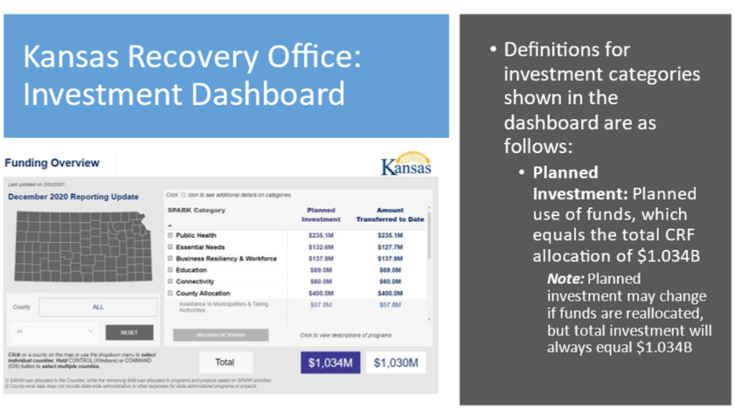
But we do have an amount here listed of about $19,000. I'm going to address that that piece of funding here in just a second, but I want to make sure that we're drawing conclusions about the total amount that would be left in those buckets.

Next is to improve the ability of taxing entities to respond and recover. We have 0% remaining in that bucket or allotment.

The next would be our Health and Human Services bucket. We have 2.2% remaining in that bucket and that's the equivalent of about $79,000. We have two organizations with our community: one that sits in the bucket of public health response and one that's a human services, or health services, in the fourth bucket. Those organizations either needed to return a small amount of money because of lack of spend, or were not able to commit those dollars and be completed by the contractual term of December 30th. That's going roughly amount to $98,740.

If you think of all the money that went out in the community with that small percentage coming back, we were really pleased with the ability of our local health agencies outside of the Health Department, as well as our community resources to be able to utilize those funds. As directed by the Internal UG Spark Committee, or working group, those dollars will be reallocated back to the local jurisdictions in the cities, and that will be completed by the end of this month. Again, we've got about $98,000 that will be reallocated to our local jurisdictions.

The last item is to build a community resiliency, and this is where we are focused on small business loans, and we do have 0% remaining. Early on we initially thought we would allocate, or disperse about $825,000 in this bucket, but we were able to increase that by about $250,000, resulting in a push out to small businesses of about a million dollars into the community.



We're starting to get a look at the tools that the State of Kansas is developing to get a better understanding of the overall approach that many organizations took. As you are well aware, each local municipality, or each county, was given an award and we needed to figure out how we were going to distribute it, and tailor it to our community. So, we're starting to get a look into what that looks like for the state and then other municipalities.

The Recovery Office has created this interactive tool and it is available on the Recovery Office website. A couple of words about this tool, it was given to us by or introduced to us by the Secretary of administration, Burns Wallace, Mrs. Burns Wallace. She did give us, a couple of disclaimers as we started to look at this tool. It is interactive and I would encourage, Commissioners, that you or anyone in the community can get online at the Recovery Office and drill down into each one of these items.

But a couple of items that Secretary Burns Wallace mentioned was first, the dollars listed here are planned dollars, they are not actual dollars. The second would be this is the total community investment, not just our CARES Act One. If you look at Wyandotte County for example, it's going to have listed in a complete investment of about $50M. Our CARES Act One funding that I'm speaking to tonight was the equivalent of about $37M. It's going to have the total Kansas investment in the community.

Most importantly, the buckets listed here are not always consistent from jurisdiction to jurisdiction. The Recovery Office did the best that they could to bucket things in like categories, but of course our definition of what business resiliency might look a little different than maybe Sedgwick County's would look.

Lastly, this is just a tool. It's in an effort to provide some additional reflection into what the State of Kansas did with CARES Act One dollars, but it's a tool for insight. If you have any questions, we'd be happy to seek answers at the Recovery Office particular to Wyandotte County. Take a look at it, play around with it, it was provided to us. It's up and available for any citizen to look at, but it's got some interesting information and comparisons.

In addition to the investment dashboard, the State of Kansas and the Secretary Burns Wallace is also asking for stories that we might have. You know, of course the CARES Team is going to have a lot of stories of community investment and what happened across our county in response and recovery. Those stories can be shared by individuals, or, Commissioners, by you and it's as simple as going to the Recovery Office website and filling out a couple of spaces on a form. State of Kansas is very interested in how this money affected, and how it helped, response and recovery efforts in our county and across the state. That option is available to you as well.

Statewide To-Date

Based on December 2020 Spending Report	% of CRF County Allocation $400 M
Direct County Expenditures	34.09%
Assistance to K-12	19.65%
Assistance to Small Businesses & Non-Profits	14.44%
Assistance to Municipalities	13.02%
Public Health/Healthcare Providers/Human Services	9.51%
Higher Education	3.46%
Economic & Workforce Development	2.03%
Individual Assistance	1.45%
Assistance to Special Districts or Taxing Authorities	1.41%

Kansas League presentation 2.

We want to take a look at the statewide distribution of CARES Act One funding. It gives you an idea of how our funding priorities stacked up against the state. As you'll remember, our first funding priority was direct County and municipality expenditure reimbursement. It's the same here but a little reflection on it, where those dollars were allocated at a state level. I want you to pay special attention to the Public Health Care Provider and Human Services area funded about 9.51% of the total CFR county allocation. This is pretty significant when you look at how Wyandotte County and the Spark Committee here locally prioritized public health spending.

WYCO Investment for Response & Recovery

Counties tailored their investments to their needs, priorities

Based on December 2020 Spending Report	Butler $13.8 M	Lyon $7.7 M	McPherson $5.8 M	Seward $6.4 M	Shawnee $36.8M	WYCO %	WYCO $37.3M
Municipalities	12.84%	7.82%	15.69%	40.35%	24.99%	41.54%	$15.5M
Small Business & Nonprofits	7.04%	12.06%	11.20%	0.00%	14.10%	2.7%	$ 1.0M Business ONLY
County Operations	40.00%	11.10%	13.36%	15.64%	40.44%	5.18%	$ 1.5M + Cares Team Admin
Economic & Workforce Development	0.00%	0.00%	0.00%	30.52%	0.00%		In community services allocation
Essential Community Services	0.07%	0.00%	4.32%	13.48%	0.51%	9.72%	$ 3.6M All Community Services
Higher Education	0.95%	30.61%	13.03%	0.00%	0.00%	4.08%	$ 1.5M Includes all Edu. groups except K-12
K-12	35.66%	28.66%	35.02%	0.00%	19.18%	3.07%	$ 1.1M
Public Health/Healthcare Providers & Services	3.45%	9.75%	7.38%	0.00%	0.79%	33.68%	$12.6M

Kansas League presentation 2.16.21

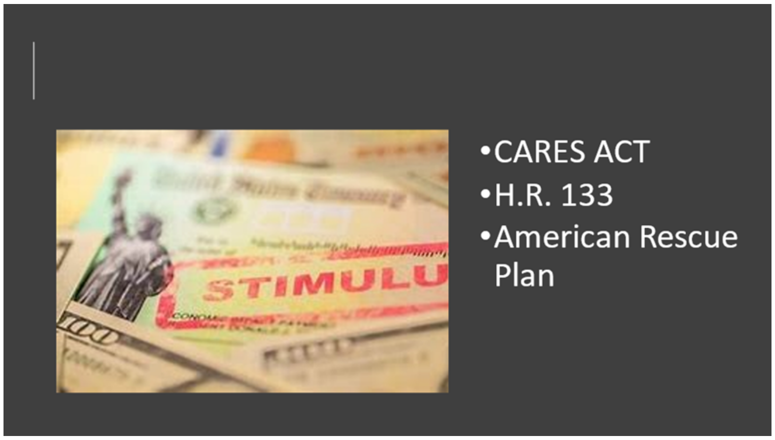
Then, the next slide also provided by Kansas City municipalities and Secretary Burns Wallace, gives you an idea of how we might compare to other jurisdictions. This is a snapshot provided by the Recovery Office. They happened to pick five Counties, some small, some large, some equal to us in allocation, but not necessarily population. It gives you an idea of how those counties took the dollars that were given to the county through the Recovery Office and then bucketed them, or allocated them.

I've also placed what Wyandotte County allocated their percentages to. Remember that definitions are not perfect here. Where we might've considered small business and nonprofits separate, the comparison here buckets those together. So, again, it's all about definition and how we defined it. Another example would be higher education. We took our education bucket and looked at K through 12 higher education and educational institutions in general as one bucket where the state splits them out, for comparison here.

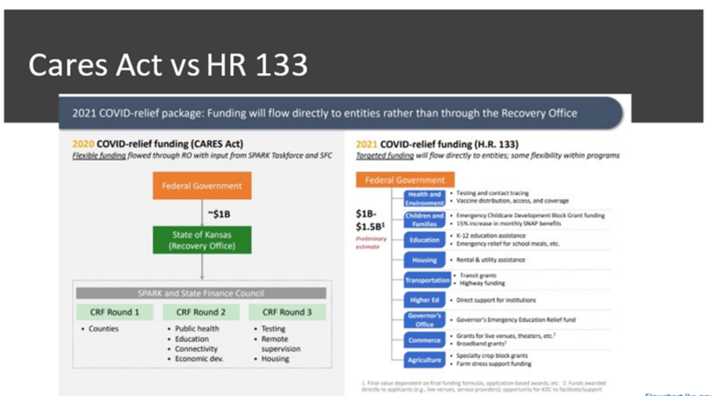
It's all contextual and how you look at it. I think when you look at the big areas, the municipalities funding and particularly the health care funding, you do see something that's a little bit more consistent across the board as far as definition. Municipalities ranged in this group, or at this sample size, from about 7.8% to 41% across the board. Then, if you look at county operations, those ranged anywhere from 5.1%, which would be our allocation percentage, all the way to 40%, plus.

I brought attention to that 9% for public health care, health care providers and services on the previous slide to your attention, because I think it's notable here, to understand the priority that the subcommittee, or the working committee, put on our public health response. That's shown here in our percentage of allocation at 33.68% of our total funding as compared to some of the other counties across the state. Then, cumulatively, the 9% across the state for infused dollars into public health response.

I think it's also important to remember that as counties were deciding on how they were going to respond and recover and prioritize their funding, we were in the thick of things here in Wyandotte County. But some of the other Kansas counties hadn't had a reported case yet. So, you know, it seems like just yesterday, but it was a long time ago that counties were asked to decide how and when they would spend their allocations.



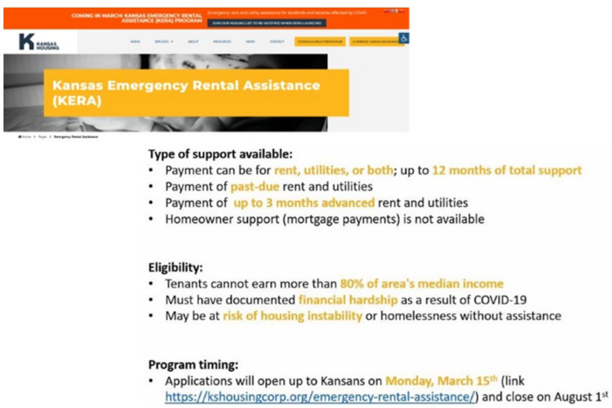
Just a brief little touch on the current funding allocation, and then what is expected to come. The CARES Act now seems like old news when we start talking about H.R. 133 and the America Rescue Plan, but I think it's under important to understand the three stimulus packages, and how they are continuing on top of one another. The CARES Act, of course, effective April 2020, H.R. 133 signed on the 27th of December of 2020, and the American Rescue plan is currently in the house and in committee.



This slide, it shows the direct comparison between the CARES Act versus the H.R. 133 Bill. The CARES Act on your left gives you a pretty clear indication of how those dollars came from the federal government to the Recovery Office and then split by the State Finance Council. An example of that would be our county allotment, or in CRF Round Two, the connectivity grant that we applied for and received.

I will take a moment here to give you a little update on that Fiber Project. We're in the permitting and technical design phase of the connectivity grant, or the CERG grant, that we were awarded. That project is moving along at a pretty good pace and it's expected to be completed by the deadline. That project, again, will expand connectivity and internet to some of the most underserved parts of our community, out west, and incorporate Bonner Springs, Edwardsville, as well as the school district in Bonner Springs.

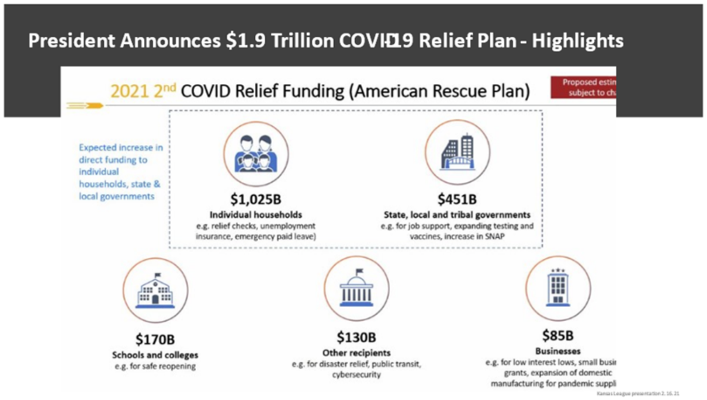
In comparison, the H.R. 133 Bill that was signed at the end of December is very targeted and very specific. An example of that would be the housing slot here that is set for rent and utility assistance. These dollars are using current federal programs, for example, SNAP or Housing Authorities, to increase funding in those areas. Unlike the CARES Act, a COVID Relief Funding Bill that was signed in April that came to the state, these dollars are using current federal government programs.



Emergency Rental Assistance | Kansas Housing Resources Corporation (kshousing

One of those programs that I know will be of specific interest to several of the commissioners on the call is the rental assistance and emergency funding. We learn more every day about what this program is going to look like. Those dollars in the H.R. 133 will come to the Kansas Emergency Rental Assistance, or KERA program. They will be available for direct application from individuals and landlords, and can be used for rent, utilities or both, up to 12 months of total support and they can be used for past due rent and utilities.

The eligibility criteria are listed here. The applications open on March 15 and will close August 1. I know that our local nonprofits are very well versed and very aware of what's happening and starting to gear up how they can help our citizens apply for these dollars, but encourage anyone who is suffering due to the COVID pandemic and financial hardship to be looking for this and the application will be available on the KERA website.



Lastly, the current American Rescue Plan that is in the house right now is not finalized, but we believe it will be finalized, with a total of $2B, coming the State of Kansas. It is unknown at this time what the final bill will look like. But we do think that $451B coming from that $1.9T plan will be set aside for state, local, and tribal governments. With a little asterisk underneath, it's going to increase the SNAP allotment, so little extra caveat underneath there.

It's unknown at this point what the distribution process will look like, but it very well could resemble the Cares Act distribution process, or it could bypass the state altogether and come straight to municipalities. We just don't know the mechanics of that yet. One huge difference between this particular bill and the previous bill that I'm reporting on tonight, is that does allow for offset of revenue loss to state, local, and tribal governments.

We'll come back to you in mid-March, kind of the end of March, and bring you some additional information. Hopefully, we'll have more specific information on the American Rescue Plan and how it will affect Wyandotte County, but also bring back to you some lessons learned from the CARES Act current allocation and some outcomes. Hopefully, my team will be with me that night as our last CARES Act activity and we will be able to recognize them for the hard work and effort that they've put in over the last seven months. Thank you, Commissioner Markley.

Chairman Markley said we would be happy to welcome them to recognize their great work.

Commissioner Kane said first of all, I want to thank you and your, who's your direct boss, are they online right now? **Ms. Sprague** said yeah, Mr. Howze.

Commissioner Kane asked Alan, how are you. Who knew that you had such good employees working for you? **Alan Howze, Assistant County Administrator** said I've got a great team, trust me. Kathleen is heavily involved. **Commissioner Kane** said I tell you what, you guys did a great job. I don't know how you did it, in such short order. I mean, kudos to all of you, and I would like to see your tea. In fact, can you send me an email of all the names of the people on your team, please. **Ms. Sprague** said I sure can. Thank you for asking for that.

Commissioner Bynum said with a question/comment. Crystal, in the H.R. 133 that was the one that came forward late December, correct. So, is that where the, for Kansas is that where the extended unemployment benefits are located. **Ms. Sprague** said yes, that's correct. It was signed on the 27th which was a Sunday. It was really two days before the deadline and it did have some extended unemployment benefits attached, yes.

Commissioner Bynum said we have heard countless sad, sad stories. I mean, actually horrifying with regard to our Kansas Department of Labor's inability to handle just the regular employment, let alone any of the pandemic, unemployment or the extended benefits. Is there a role for any of us here to play in some sort of advocacy? I mean they could sure use an Allen Howze, right now, I guess, is part of what I want to say, but what role can we play as a government, as elected officials? I mean beyond what we as elected officials are already doing, which is turning to other elected officials and saying, can you guys do anything, because it is really quite pitiful. All I can think about is that person who truly has lost their job, and that that is their income and that is the way they're going to pay for their utility bill, their mortgage, their medication, I don't know what these families are doing. I'm just wondering what can we do to help them. I don't know the answer.

Ms. Sprague said well, it is a very complicated question, for sure. I think what I know our commissioners always do is advocate for our residents, so I think that's where we start. I think also that, just be aware that locally, your Unified Government team is also advocating at every chance that they get, to say hey, we need to make sure that we're standing this up. But I think when we talk about the citizens and how we can help them, I think keeping them aware of other resources that are available, while the kinks get worked out of the infrastructure there at the Department of Labor. Is it a KERA program, is it Avenues, is it another program that might be able to assist them. It might even be Workforce Development down the street here, but keeping those resources available to them.

I know we've done several publications right inside of the *Citizen* to show resources and I think that's going to be on us to continue to show those resources to our citizens. As a complete aside, I think this situation really speaks to the critical nature of infrastructure and IT infrastructure to be able to handle situations like this. I can't tell you how lucky we were here at the Unified Government to have a very nimble Department of Technology, but also some resources that were already on board with us because those investments have been made through Open Cities, or Open Forums or, you know our Knowledge Department, allowing us to work remotely through 365 applications. But the infrastructure that we had, man if the state could have had that kind of investment in the Department of Labor's infrastructure, I think that would have made a huge difference.

Hindsight 2020, I think that they're really looking at trying to fix that now. I think as advocates for our community understanding that hopefully we never have to go through something like this again, but being able to invest in infrastructure, especially technology as part of our infrastructure, is going to be critical in having the Unified Government and Wyandotte County be able to be nimble and respond to citizens in times of crisiss.

I mean hopefully, we'll never have this again, but we will have some kind of public emergency, whether it be a storm, or an ice storm, but having that technology infrastructure is going to be critical moving forward.

Commissioner Bynum said well, I appreciate all that you've said with regard to that, and Alan feel free to jump in, but I think the lesson to learn is to be nimble and be ready with critical technology infrastructures, so thank you.

Mr. Howze said I guess the only thing I had is we've been making this kind of shift over time to hosted applications of software as opposed to self-hosted within our own data center. The website that we're moving to later this year, and any other sort of key areas because when you go from kind of steady state to this, that's really difficult technology wise to plan for. You don't want to buy up here all the time because you may not ever need there, but having sort of a scalable, infrastructure, and kind of architecture, getting too technical in that means that you can respond when those surges happen and they sort of show up in places in ways that you couldn't anticipate, and really think about, but if you have a flexibility in how you designed the architecture of your information systems, then it put's you in a better spot to deal with, to respond to it.

Chairman Markley asked other questions or comments from the Commission.

Commissioner Philbrook said thank you for all your comments, Melissa. I really have to vote yes on comments, definitely well stated, and of course, Crystal, you know as usual, our rock star. We couldn't have picked a better person to be the lead on this and thank you so much. As you know you're not gone yet, like the Cares Act Committee may be winding down, but there's still a lot of CARES going on in the background, for sure.

Alan, thank you for your comment about technology because we were, when you came on in the process of trying to become more nimble, and so thank you for helping make that work. I do know that, because I get to be on some of the Department of Labor meetings because I'm involved with Workforce Partnership, when it hit the fan with unemployment, they were just, I think that they were caught off guard. Some of the new people that have come on, were caught off guard by how, poor their system was, how outdated. They knew it, but you know you got to have the money and you got to get the approval from everyone to spend the money on it. Those budgets come from, from the elected officials saying yes, you can spend that money, and hadn't had that money allotted to them to spend. I know that they really hit the ground running and were working really hard to get that accomplished.

I can speak to the unemployment issues as far as there are some people who are definitely fine. They believe they did not get the right amount of unemployment, or they were not allowed to have it during the CARES Act stuff. They are doing those hearings over the internet. The guys and gals that are working for Department of Labor and hearing those, they are hearing them over the internet. So, COVID is definitely struck into a lot of things and so a lot of those folks are working from home to hear those complaints and to help with the decisions on what's going to happen. I just wanted share that with you. There's a lot of people working really hard and thanks again to our team at the UG. You guys were, you were just heads above it and in front of it, so thanks so much.

Commissioner Ramirez said thank you, Crystal, Alan, to the entire team that has been part of this CARES, every member of the CARES Act team. You guys are just an amazing group that have been able to work through so many hoops, and so many short deadlines to get this done. We thank you for everything that you have done and continue to do because you know we're coming up with more COVID relief packages and so you may need to come back and do it again.

Thank you for all you've done. Thank you, Commissioner Bynum, for bringing up about the advocacy and the resource because it is–I have family who's currently trying to get through the Kansas Department of Labor and the unemployment issues. Thank you for bringing that up. I'm certainly going to do my part of making sure that everyone that comes to me with these issues are aware of the other resources that are out there in the meantime until until our Department of Labor can get their systems up and running. Again just overall, thank you for all that you have done. It has meant a lot to our community, and so hopefully you guys can have a little good break.

Chairman Markley ask any final comments. This item's obviously for information only and it is the only item on our agenda this evening, so we are adjourned. Thank you everyone for your attendance this evening.

Action: For information only.

Adjourn

Chairman Markley adjourned the meeting at 6:04 p.m.

mbb

ADMINISTRATION AND HUMAN SERVICES
STANDING COMMITTEE MINUTES
Monday, March 22, 2021

The meeting of the Administration and Human Services Standing Committee was held on Monday, March 22, 2021, at 5:33 p.m., remotely via Zoom or by phone. The following members were present: Commissioner Markley, Chairman; Commissioners Philbrook, Kane, Ramirez, and Bynum. The following officials were also in attendance: Melissa Sieben, Emerick Cross, and Alan Howze, Assistant County Administrators; Bridgette Cobbins, Interim Assistant County Administrator; Kathleen VonAchen, Chief Financial Officer; Misty Brown, Deputy Chief Counsel; Crystal Sprague, CARES Act Team Leader; and Angie Lawson, Deputy Chief Counsel.

Chairman Markley said before I call this meeting to order, I want to announce that due to COVID-19, some committee members, staff, and public are attending remotely via Zoom as well as on site. All participants joining by phone should mute their phones when not speaking to avoid background noise.

During the meeting, please make sure you announce yourself by name and title every time you speak so the public that is observing knows who is speaking. This is critical given the number of remote participants and is current guidance from the Kansas Attorney General.

Due to COVID-19 requirements, in-person public comment has been suspended unless otherwise required by law. The public is allowed to participate by Zoom or submit comments by email prior to the meeting, and those comments will be included in the record of this meeting.

Chairman Markley called the meeting to order.

Roll call was taken and all members were present as shown above.

Chairman Markley said we do have a revision to tonight's agenda. Item No. 3 has been added which is the COVID Elect Expanding Infrastructure Grant. Staff has requested that this item be fast tracked to the March 25th full commission meeting. We're going to hear it tonight and then we're going to fast track it to the March 25th meeting.

Chairman Markley said there are no minutes to approve this evening, so we will move right on to Item No. 1.

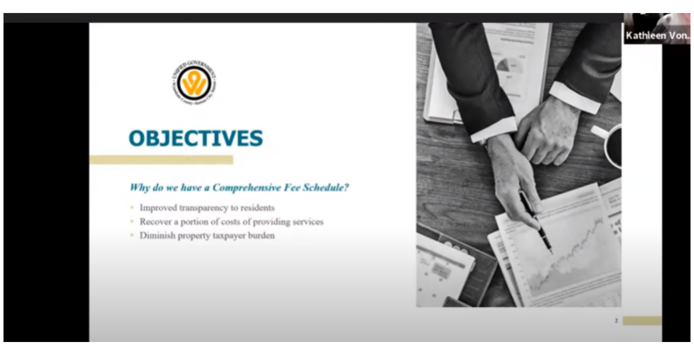
Committee Agenda:

Item No. 1 – 21713… PRESENTATION: COMPREHENSIVE FEE SCHEDULE

Synopsis: Presentation of the Unified Government 2021 Comprehensive Fee Schedule, submitted by Kathleen VonAchen, Chief Financial Officer.

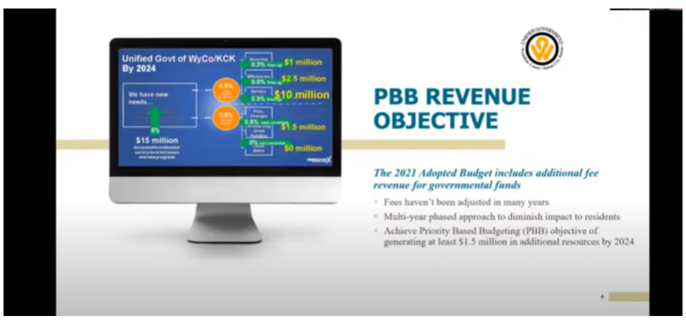
Kathleen VonAchen, Chief Financial Officer, said every year we present the Comprehensive Annual Fee Schedule. This is an information only agenda item. The purpose of the fee schedule is to provide the public with a complete list of all the fees.

We brought this to your attention two months ago. It was a preliminary review of the fee schedule, and this is the finalized presentation or the finalized schedule.



As I mentioned, the purpose of the fee schedule is to provide improved transparency to residents. The fees themselves relate to recovering the costs of the services provided, so that's one of the goals. Most of the fees don't recover all the costs, but some of them actually do recover all the costs, it depends on which fee we're looking at. Also, we, by charging fees for specific services, we hope that it will diminish the impact on property taxpayers.

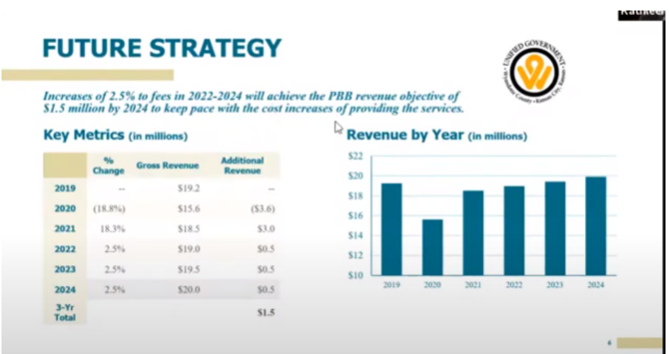
This fee schedule has a phased approach for annual incremental fee adjustments. By doing that, we need to identify the cost of the specific services, and then determine what level of recovery is expected by the administration and the elected body. Then we also compare these fees with neighboring communities, and then we're mindful of the socioeconomics of our own community. In addition, which is a particular interest for this schedule tonight, is that we've incorporated the annual cost of living increase to allow for the fee to grow over time to keep up with the costs of the services.



Just as a reminder, one of the objectives from our priority-based budgeting revenue objective is that we seek to increase the level of fee revenue that we collect in order to meet one of our PBB goals. As you can see here, the goal is to try to raise our fee collection level by $1.5M over a four-year period. So, by 2024, that's the purpose. That's one of the objectives within PBB. Of course, PBB also has other objectives which are more on the expenditure side.

Just to give you a little bit of context. In the past, we've collected roughly $19M in fees. This does not include sewer or stormwater or residential trash collections, which are charged—which are fees that are set as part of the budget process. Unfortunately, during 2020 due to COVID, the level of fees we collected dropped pretty dramatically down to 19. It was a 19% reduction. You can see where the fees landed in 2020.

For example, charges for services by category were $9.3M compared with $11M the prior year. In 2021 we anticipate these fees bumping back up, totaling $18.5M in 2021. That's still not quite where we were collecting at the level—we were collecting in 2019, but it does show that we anticipate coming back to pre-COVID levels, although not entirely.



As I mentioned, the PBB process, we're hoping to collect additional fee revenue very incrementally or in a phased approach. This is an example of how our future fees could increase in order to meet that goal. This year we are—for 2021, we're anticipating an increase, well in fee collections, to $18.5M. For 2022, if we were to increase all the fees by, say, 2.5%, that would bring us to 19 and then 19.5. Basically, 2.5% generates about $.5M in fees. So, this additional fee revenue with new fee PBB objective that we have.

I am presenting—in the packet, there's actually a comprehensive fee schedule. Since we published the packet two weeks ago for this committee, there are just a few tiny little tweaks that we encountered in our conversations with departments. When I say finalized fee schedule, I just wanted you to know, there's just a few little tweaks that we're going to be making. I'll point those out as I go through the slides.

Generally speaking, many of the departments are going to not have any changes to their fees. Much of it is due because of COVID and consideration of the economic circumstances that our residents are facing. A whole other set of departments have some cost-of-living adjustments, and then also some adjustments that were requested by the departments themselves.

Then lastly, the Parks and Recreation fees and the Golf Department, those are all fees that have been previously discussed in the prior year, so we're just continuing with the second year of that phased approach plan.

Since we met two months ago with you and presented the preliminary fee schedule, we've incorporated the feedback that we got from you, and then we also conducted a final review with our departments. Then we presented all of those final adjustments to our County Administrator. Our Legal Department also took a very close look at all the fees too.

Now I'm going to get into each department and what is in the fee schedule. The first two slides are, or this slide, the first few slides here are the departments that have cost of living adjustments. The Appraiser’s Office—under each department, there's kind of a general listing of the type or category under each department, what kind of fee gets charged with a note of what occurred.

Under the Appraiser’s Office, the fees were increased for cost of living. Most of those were—their fees are basically for research and for copies and maps. Those were all increased in order to allow for cost-of-living adjustments. By the way, any staff time that is charged because staff needs to go and research information that is requested by the public, we have made adjustments across most all the departments, except the UG Clerk, to include not only the hourly rate of that personnel, but also the relative cost of the benefits for that FTE. Before, it was just the salary component; it didn’t include the cost that the Unified Government incurs because of the benefits and retire/pensions. We have included in this fee schedule a blended rate rather than an hourly rate for research time so, that's incorporated in here.

The Area Agency on Aging, it's actually not a fee; it's a suggested donation. We have increased it in all these areas by about $0.50, but it's just a suggested donation. It's presented here just for informational purposes.

The Fire Department, we only adjusted the fire reports and inspections and the school inspections based on what I spoke of earlier with the staff time and then incorporating that cost-of-living adjustment.

All of the other fees for EMS are being held at the same level as 2020. I did want to point out that we were taking a little closer look at the fee schedule that I provided you two weeks ago, and we noticed a little glitch. We meant to leave these at 2020 but they were increased inadvertently. Those are going to be brought back down to 2020 levels. We apologize for that error. The intent is to leave them all at the 2020 level.

For the Police Department, we've only increased the records, documentation or document copying fees and the security guard permits. All the other fees have been left the same as they were in 2020. In most recent conversations with the Animal Control Division, there are a couple of fees they are looking to adjust. When that happens, we will incorporate that into the fee listing if they can be adjusted administratively. As we have it now, it's the same as 2020.

For the Sheriff's Office, the only adjustments that were made were an increase to $150 per day for juvenile center housing fees. This is a fee that's charged to other jurisdictions and by contract. That's where that adjustment—I think it was $130 before and now it's $150. Then records and reports were adjusted for cost of living. The other fees that are charged by the Sheriff's Office were left the same as in 2020.

The next few slides here are actually other adjustments plus cost of living. The Delinquent Real Estate tax, which here you can see a tax sale; here's a picture of a tax sale, we have increased those by cost of living. The court costs, we adjusted upwards to $125.

On the Economic Development side, we have adjusted most of the fees in this area to basically recover more of the costs related to IRB origination fees that developers pay to us for issuing IRBs in order to keep up with the cost of providing that service to them. We've also added some categories to these. There was a multifamily IRB category added which was not there before. In the Land Bank Section, we adjusted the Land Bank fee for residential from $50 to $100. Then we added a Commercial section for commercial IRBs.

In Public Works, most of those fees, as I mentioned before, relate to stormwater and to residential solid waste collection fees. Those were all increased per the 2021 budget resolution. Those are listed for informational purposes. We also increased the development fees by a cost-of-living adjustment and added a category for no permit.

Chairman Markley said, Kathleen, I just noticed Commissioner Bynum has her hand up. It may have been up for a while now, and I just noticed, but, Commissioner Bynum, do you have a question you'd like to ask before we get further down the line here?

Commissioner Bynum said well, sure, thanks. You had a slide several slides back showing the decline in permit fees that came in during 2020 due to COVID and, I'm sorry, permit and licenses. I'm trying to see the actual dollar amount. **Ms. VonAchen** said it was down, just down about, well, it came in at $2.1M, permits and licenses. **Commissioner Bynum** asked, so it was down about $300,000? **Ms. VonAchen** said yes; that's right. **Commissioner Bynum** said '19 to '20.

I find that interesting. What I was going to point out was that when our County Appraiser provided for us the 2021 Annual Valuation update earlier this year, she specifically pointed out to us that we all know that 2020 was a very active year for home improvement, but nearly half of all the remodeled homes that were discovered by our appraiser did not have a city issued building permit. I think that is an interesting correlation that you are now drawing that, in fact, our permit fees were down by about $300,000. I don't know if that will be—so, in other words, I think to some degree, permitting was down in 2020 not necessarily because people weren't doing things. I think they very much were, but they were not securing permits and that probably was due to COVID, the whole lack of securing permits. So, hopefully that ship will right itself during this current year. I just wanted to point that out because I think it's very interesting that our appraiser did, in fact, uncover that exact information. So, thank you, Commissioner Markley,

Ms. VonAchen said the following slides are kind of picking one special department. This is just Planning and Urban Design and that's because there were quite a few adjustments made, so I've given it its own slide.

Our new Planning Director, who is on the call and if you could elevate him, he would be probably happy to talk in more detail about these fees. But, generally, all of the fees were increased by cost of living, except for these italicized sections where an additional adjustment was made. Is the Planning Director on the call? Is Gunnar on the call? **Chairman Markley** said he is. He's in the attendee area. He needs to be promoted. He has his hand raised. **Ms.**

VonAchen said wonderful. I think he would like to speak to these. **Chairman Markley** said all right. It looks like he is moved over and ready to go.

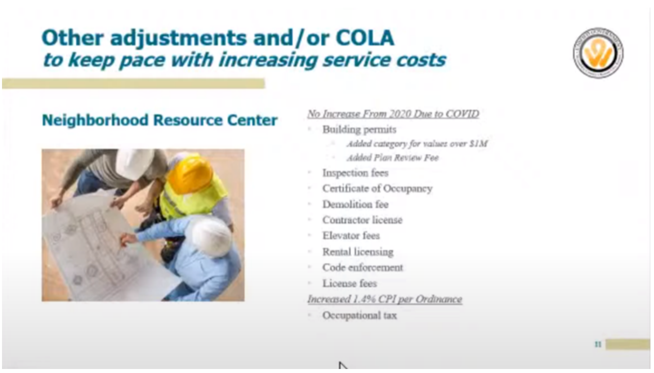
Gunnar Hand, Director of Planning and Urban Design, said at the beginning of the pandemic last spring, we all kind of sat down and looked at all (inaudible) as Ms. VonAchen had mentioned earlier. I think one of our thoughts was the time that had elapsed since the last update of our fees had been quite some time. Instead of digging into, and we're trying to move quickly back in the spring, so instead of digging in and trying to do a comprehensive assessment, we just sort of looked directly to the rate of inflation over that time and applied a general 5% increase over everything. That didn't raise the fees any. We did do a peer city review to confirm that we weren't out of whack after those potential increases. We're still below or at the same level as all of our peer cities, both Kansas and Missouri in the region, quite frankly. We did look directly at Johnson County, Lenexa, Overland Park, and Leawood. I think we're more on the Kansas side that we looked at. Then, specifically, we just had some issues, as Ms. VonAchen mentioned, here for some of these other ones.

A lot of these, a lot of this work had no fees previously. We tried to apply a fee sometimes anomaly. Landmarks, in particular, never had fees so we only charged, I think we're looking at $25 or $50 for a review. Again, in the spirit of recouping some of the costs for our time, it certainly takes a lot longer than $25 of staff time to review a landmark environs, for instance, and we do those quite often. But we felt because they come in so often that we needed to start somewhere and I think that was a part of it.

The other one I would maybe point out specifically, and then happy to take questions, again, as a part of this agenda item, the publications, in particular. We were just noticing during—as we were reviewing everything that the publication fee of $50 didn't come anywhere near what is required to post on average in the *Wyandotte Echo*. They are much closer to $100 or more.

We looked at those averages over the last couple of years and came to the conclusion of $125. We've been applying the $125 publication fees since last July. That's also, excuse me, also as a part of the publication fee increase was, if you remember last summer because of Kansas case law, we now, we had determined that all, not just change of zones and vacations, but all special use permits also needed to be published to become legal. That basically doubled the amount of publications we've been doing in the last half year to year. That was what we did for publications. We moved those up to $125. I’d be happy to take any questions about anything else. Now, or later, I guess. Kathleen, you can get in here.

Ms. VonAchen said since there aren’t any questions on Planning, I'll move on to the next one, which is the Neighborhood Resource Center.



I just wanted to make it clear that all of the Neighborhood Resource Center fees still remain at the 2020 level, except for occupational taxes or occupational license fees. Those were increased based on the ordinance that they follow every year, and they were increased by 1.4%, that which is the CPI. All of these fees remained the same.

Now there was a category added under building permits because there was only building permits from and below and there was no category for $1M and above, so we added a category, $1M and above. Then there was, in addition, the plan review fee was added under building permits. For the rest of them, they all remained the same.

I do have a slide, I think, coming up. I have a slide coming up that shows which fees across the UG were administratively put on hold during the COVID period. Not only during 2020, but also 2021. Some of these fees were actually administratively put on hold. So, happy to answer any questions on these fees if you have any.

Commissioner Philbrook said on this, I’ll direct you to page 31, is my first, my first hit. That's about coin-operated amusement. It's about a third of the way down. It says $75 for that fee. Does that mean that that is $75 per machine? **Greg Talkin, Neighborhood Resource Director**, said yes, Commissioner. **Commissioner Philbrook** asked, per year? **Mr. Talkin** said it's $75 per each machine that they license. **Commissioner Philbrook** said okay. So, a big place that, and I'm not going to name it, but it's out west, would be paying quite a bit of money to us. But then, we have a lot of mom-and-pop places that have been hit hard by COVID. I believe that we charge more.

I don't have all the data in front of me and so I'm gonna (inaudible), but the data on how much places around us are charging per machine just to those areas like the bowling alley just to have those machines but not (inaudible) and/or how much are they charging. If it's $75 a machine per month in a little company, that makes a big difference. $75, 5 or 6 of them, then you multiply that by 12. That's a good chunk of change. That's on page 31. I'd like that we have to look at those.

Then, I have a question on page 35, this is more a question for clarification, down toward the bottom of it on the coin-op amusement stuff. I'm imagining that on the coin-op amusement device distributors, that's just a license to be able to do business. Then on the license, is that per device, or is that, what is that?

Mr. Talkin said going back on the coin-operated amusement licenses, the ones that we charge per device within a business. We do know we're out of line with a lot of the other communities around us. We have placed, this is one of them that we placed on administrative hold. We've held the checks and we've only received eight so far this year because they don't review annually; they review on their anniversary. We're holding those right now. Part of what we take out of this meeting tonight, as well as other meetings that we've got planned with the Finance Director and administration, we plan on bringing a recommendation forward for potentially adjusting those fees downward.

Commissioner Philbrook said okay. I appreciate that, Greg, that feedback because we don't want to run our little businesses out of our area. People do enjoy playing on these devices, having a beer and playing pinball. We don't want to run folks out. We want to keep our folks here.

On the license, is that per device, down on 35? **Mr. Talkin** said really, that's kind of a typo. It's the same. It should have been $75. It's actually the same thing as the coin-operated amusement where it says coin-operated device license. That's the same thing. **Commissioner Philbrook** said so that is per device. That's the same thing as the other one is? Okay.

Then, when it says a coin amusement device parlor, what does that (inaudible)? **Mr. Talkin** said we have no parlors anymore. The last example that we recall having one was Fun

Factory in Indian Springs where they do nothing but have amusement devices in there. Nothing else business like food and drink like some of the other ones do. We do not have one currently that pays an occ tax. That's an occ tax charge for that. **Commissioner Philbrook** said okay.

Then the device rental, that's just the company that rents it out? **Mr. Talkin** said those are the companies that rent the machines to like your bowling alleys and other game places, yes. **Commissioner Philbrook** said all right. So that's just a license, a business license that allows them to rent those devices? **Mr. Talkin** said right. It's an occ tax. We currently have 16 of those registered. **Commissioner Philbrook** said okay, okay.

I know I'm getting down into the weeds, but like we say in optometry, it's not rare if it's in your chair. So, if you're one of those businesses that have these issues, it's important to you. I appreciate that.

I also just want to ask a question on here. It says golf course, per month. What is that? **Mr. Talkin** said I can't answer that. I've not seen that one. **Commissioner Philbrook** said I'm just trying (inaudible). **Ms. VonAchen** asked, what page is that one on? **Commissioner Philbrook** said it's on page 40, about a third of the way down; it says golf course, per month. **Ms. VonAchen** asked is that, is that for the NRC Department? **Commissioner Philbrook** said it's under NRC.

Of course, I do know that what—am I assuming wrong that the golf course is one of the few things under Parks and Rec that actually are in the black? **Ms. VonAchen** said, well, there are other private golf courses too, so that's probably what that's about. **Commissioner Philbrook** said I'm sorry; say that again. **Ms. VonAchen** said well, there are private golf courses; not the ones run by…**Commissioner Philbrook** said okay. So, this is just for them to—so, if they operate only nine months out of the year, then they're only paying a certain amount per month that they're open and operating, is that it? **Ms. VonAchen** said well, I don't know. Greg's looking at it. **Mr. Talkin** said I will follow up for clarity, but I would say the way this is written, you are correct that it would be per month that they would pay their fee. **Commissioner Philbrook** said okay, all right, and that's any golf course?

What happens with Sunflower since they're under us? **Mr. Talkin** said it would be exempt. **Commissioner Philbrook** said they'd be exempt, okay, all right, thank you. I do hold strong to my comment about some people get confused about our golf course. I think the only thing in our public, in our parks and rec that is in the black. I may be wrong about that, Kathleen, (inaudible) okay. She's smiling.

Ms. VonAchen said well, for the past five years, we've had to transfer General Fund money to the golf course in order to make ends meet. **Commissioner Philbrook** said okay. **Ms. VonAchen** said but this past year in 2020 was a booming year for Sunflower Hills Golf Course. I think it's because people had a little more time on their hands and went and played golf during COVID. Some more tournaments and stuff too. **Commissioner Philbrook** said okay, all right, great. So, I'll ask more questions about that at some other time, Kathleen.

I think that, although I have other things marked in pink, I don't think it's anything I need to ask questions of. I appreciate you guys addressing my questions. Thanks so much.

Ms. VonAchen said just to follow up a little bit on what Greg was saying. The thing is this is a—it's a schedule to list all the fees we have. I decided that is the fee for some of these items even though we have administratively put them on hold because of COVID. It's still a fee that we have. **Commissioner Philbrook** said right. **Ms. VonAchen** said that's why it's in there. **Commissioner Philbrook** said thank you.

Commissioner Bynum said I have a follow up question on the coin-operated amusement machines. I think I understand that those would include both the machines at the casino, correct, along with the games at Dave and Busters or our bowling center. Am I right about that? **Mr. Talkin** said, Commissioner, these would not cover the casinos. Casinos are state regulated. **Commissioner Bynum** said they pay something different and not to us it sounds like. **Mr. Talkin** said I believe so. **Commissioner Bynum** said okay.

Does this also govern the machines that you find in the bar or at the gas station? **Mr. Talkin** said yes, as long as they're a legal machine, yes. **Commissioner Bynum** said okay. Do we happen to know, I mean, do we know offhand if the, if those machines are paying…**Ms. VonAchen** said we lost you, Commissioner. **Commissioner Markley** said, Commissioner, I can still hear you. Maybe Kathleen is having internet issues. **Commissioner Bynum** said the question is whether we know if the locations that have the machines are consistently and regularly paying.

Chairman Markley said okay, Kathleen, I don’t know if you heard Commissioner Bynum, but she wants to know whether we know if the license fees are consistently and regularly paying for their machines. I think that's the question. **Mr. Talkin** said yes, we believe they are paying. We do have staff that do go out, investigate those when we get complaints. Not only of machines that maybe haven't paid their coin-operating amusement device payment, but also we don't directly investigate, but we do go out and look. A lot of times we get inquiries about machines that might not be legal; that they're actually paying dollars back someway somehow that makes them a casino device; and those staff works and turns over to PD and/or the State Gaming Commission.

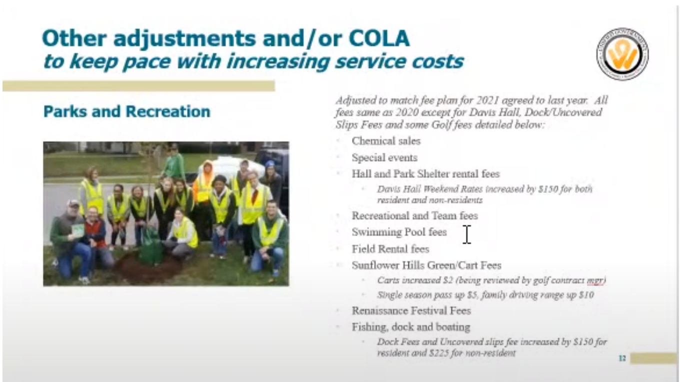
Chairman Markley said Commissioner Ramirez and I have both become aware of some of those situations. Commissioner Bynum, did that answer your question? **Commissioner Bynum** said it did, thank you.

Ms. VonAchen said, Commissioner Markley, I can hear anything. I’m not sure why. **Chairman Markley** said we can hear you. Kathleen is having audio issues. She may need some advice if anyone from staff is able to reach out to her.

In the meantime, are there other questions? Have we got all the commissioners that have their hands up with questions for staff on these items so far? I don't know how many—it looks like we’ve got a few slides left, at least. We might just have to give it a minute and see if Kathleen can get her audio working unless somebody else knows what slides are coming up and can dive in on her behalf.

Commissioner Philbrook asked, could we go ahead and talk a little bit more about the issue I brought up? I think that's what Murrel Bland wants to talk about. **Chairman Markley** said okay. **Commissioner Philbrook** asked, come in at this point since we're waiting for her to come back up? **Chairman Markley** said sure. I think Murrel is in the attendee area. He would need to be promoted. He does have his hand up. Murrel, do you have a question about this item? **Murrel Bland** said yes. The business—**Ms. VonAchen** said I’m back on. **Chairman Markley** said hole on just a minute. Murrel, go ahead.

Mr. Bland said this amusement machine tax is unfair to people in Wyandotte County. I checked with (inaudible). **Chairman Markley** said we may be having broader audio problems. In the meantime, somehow, I'll try to get Kathleen to move through the slides again.



Ms. VonAchen said I'll go ahead even though I can't hear you. Sorry. The next one is the Parks and Recreation fees. Now, these are the same fees that we presented to you last year. Here in italics you're going to see the adjustments that were agreed upon last year, but everything else is pretty much the same as it was in 2020. The differences, the Davis Hall, the weekend rate is increased by $150 for both residents and non-residents. Sunflower Hills, we actually have increased most of the fees related that include a cart. The green fees plus the cart was increased by $2. That was based on a preliminary review by our golf course contract manager.

The golf course manager has recently gone into—or we've entered into a new lease with the golf course that is quite a bit more expensive than it has been in the past. We're still having discussions with them about increasing the golf course, or the golf cart fee by more than $2, but right now, we have it listed at $2.

Then the dock fees and the uncovered slip fees were increased by $150 for residents and $225 for non-residents. That was what was agreed upon previously.

Are there any questions on park? I think Angel is on the call if you want to ask any questions about the Parks and Recreation and golf.

Commissioner Kane asked, are we going to raise the carts by $2 or what for the golf course? **Ms. VonAchen** said I'm going to continue. Is that all right or no? **Chairman Markley** said she still can't hear. Is Angel on here. **Commissioner Kane** said just keep going. **Chairman**

Markley said we'll see if anybody on staff can answer that question before we get off, but it does not look like Angel is on the attendee list.

All right, if we can get Kathleen's attention, we'll get her going again. Then commissioners, we might just try to hold questions until the end if she can't hear us and then at least she'll have wrapped up and we can do all of our questions in one full swoop.

Ms. VonAchen said the rest of the slides are just the remaining departments where no adjustments have been made. Building and Logistics, no adjustments were made. That is based on what was published in 2020. The District Attorney, these are the fee categories he charges, and all of those remain the same. Community Corrections, the housing arrest daily fee has remained at $10 a day.

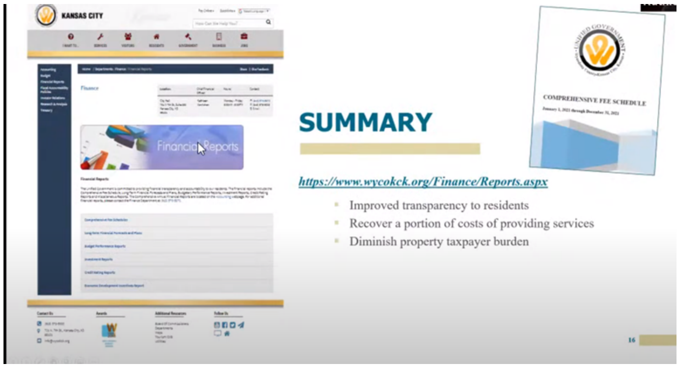
Elections, all of those fees have remained the same. All of the Health Department fees are the same. The Historical Museum, which were approved by the Advisory Board, those are the same.

All the Motor Vehicle registration fees are the same, but they're set by statute.

Municipal Court last year—what you're seeing in your packet right now is what was published last year, but after conversations with our judge, she is proposing to make a few adjustments. Basically, realigning how their—it's actually how they appear in the presentation, plus she's requesting that two fees be eliminated. The copy that you have in front of you does not eliminate those fees yet. So, those are adjustments that we'll be incorporating in the final report that we're going to be publishing on our website. I do believe the judge may be on the call, so she might want to talk a little bit further about this. Is she on the call? **Chairman Markley** said it doesn't look like it. **Ms. VonAchen** said no, okay.

Register of Deeds, those are all the same. Transit, of course, those are all the same. In addition, a lot of those have been waived because of COVID, which is the next slide I'm going to talk with you about. Then Unified Government Clerk, those public information requests have been left the same as 2020.

There was a slide in here for—I thought I had incorporated a slide that showed the fees that had been administratively on hold due to COVID, but apparently I don't have that that slide in this presentation, copy version. Those fees were all approved by you in the past, about a year ago, and actually they were reviewed again in December. If your memory serves you, then you'll probably remember what those are. Transit hasn't been charging any fees during this whole COVID period, except for one additional fee that they started back in 2020.



All right. So, just generally speaking, this is basically all of the comprehensive fee schedule is found on this website here in our Finance Department Financial Reports section. You can see it right here, Comprehensive Fee Schedule, if you want to go there. That's where we're going to be posting it. That's the end of my presentation. Thank you for your patience. I'm sorry that I can't hear you.

Chairman Markley said okay. Murrel, we'll jet back to you for your comments at this time.

Mr. Bland said I made a pretty extensive study of neighboring cities as to the fees that they would charge for amusement machines, Lenexa, Leavenworth, Lansing, Olathe and Parkville, and I only found one city that charged a fee, and that was the city of Shawnee. That was only $20. The $75 fee is completely out of line and really puts it to a disadvantage to a small operator. I would suggest it should be eliminated. **Chairman Markley** said thank you, Murrel.

Commissioner Kane said I agree with Murrel 100%. We just came back from a virus. We just now opened the restaurants and the bars where they can get more people in there. There's not enough people in there now to keep them open. I think we should remove the fee until we get back on our feet, and if we do put it back on there, it's in excess. I mean, when my kids were little, we'd go to the bowling alley. They'd hang on those games all day long. There's not enough monies out there right now. When you have a vendor—some vendors are walking away from the bowling alley saying no, I'm not paying that much money. I believe that we should remove that until further notice until the bars are 100%, and even wait a year after they're 100% so they can get back on their feet.

Commissioner Bynum said Kathleen did indicate to Commissioner Kane's earlier question on the golf cart fees that yes, the $2 increase on cart rental is anticipated. **Chairman Markley** said thank you. **Commissioner Kane** asked, does the pro know that at the golf course? **Commissioner Bynum** said I don't know but I can ask her. **Chairman Markley** said we might have to wait for a text chain to get that answer back, so answer pending.

Commissioner Philbrook said I just wanted to share that I was just informed that the vendor did pull out of the bowling alley and they had to purchase their own machines. I would think because the vendors weren't making any money off those machines to split with anybody. They ended up having to buy their own machines. Yeah, it has created a hardship. I just wanted to share that with you, Mike.

Commissioner Kane asked, can we make a motion to kill that until further notice, the fees (inaudible)? **Commissioner Philbrook** said they are holding it now, aren't they? I think Greg was saying. Greg, you want to talk to that again? I'm sorry to jump in on you, Angela. **Chairman Markley** said no, you're fine.

Mr. Talkin said we are currently holding those. When we receive checks on those that those are making, we are not cashing them, we are keeping them and notifying that they're on hold until we determine where we're taking this fee.

Chairman Markley said it sounds like there's already sort of action, or lack of action being taken on that front. This item tonight, I believe, is for information only. I don't know, Misty, I don't know if we should just sort of wait and staff's going to report back to us if and when a change is going to take place, but this item is not listed for action tonight.

Misty Brown, Chief Legal Counsel, said that's correct, Commissioner. It's just for information only. That could be a matter that we took up later more formally.

Commissioner Bynum said, Commissioner Markley, Kathleen did indicate that the golf pro at Sunflower is aware of and did approve of the fee increase.

Commissioner Ramirez said I just wanted to briefly voice my support for the action that Commissioner Kane brought up. I believe that's something administration and staff should look at to temporarily suspend for some time, just based on the reasons that Commissioner Kane gave.

Chairman Markley said it sounds like staff is already reviewing that. I would just request that staff report back to this committee on that item as far as whether and to what extent and for how long we're going to continue with that suspension.

Chairman Markley asked, any other questions before we move on to our next agenda item? I'm not seeing any hands, all right. Well, thank you to all the staff members. It certainly got awkward when Kathleen lost audio, but we stumbled through. I'm sure if we have additional questions offline, Kathleen would be happy to answer those.

That item was for information only, as mentioned. There's no vote on that item. We will hear back a report on the coin-operated fee in the future.

Action: For information only.

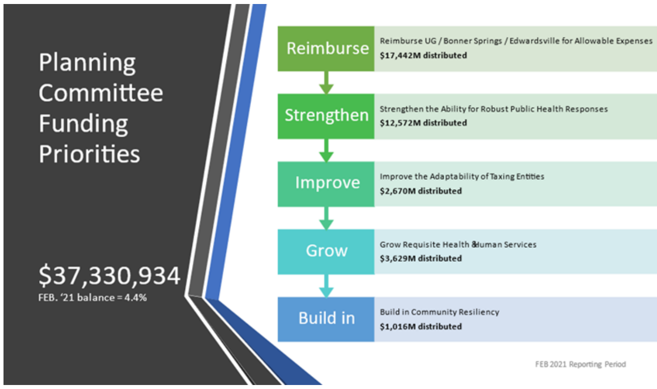
Item No. 2 – 21724…UPDATE: CARES ACT FUNDING

Synopsis: Update on CARES Act funding, submitted by Crystal Sprague, CARES Act Team Leader.

Crystal Sprague, Manager in County Administrator's Office, said as Commissioner Markley said, my name is Crystal Sprague. I'm the CARES Act Lead, which is a title that will shortly leave me, I believe. For tonight, I'm the CARES Act Lead and we are here based on our continued commitment to provide monthly updates regarding the CARES Act stimulus funds and how they were spent in our community. I'm going to share my screen for a brief presentation tonight.

Tonight, as our updates near the end of our project, we wanted to make sure we're reminding this group where this endeavor started with the Unified Government and the CARES Act.

It started in earnest with Mayor Alvey at the beginning of, I believe, it was May when he started to draw together a Spark Planning Subcommittee here locally made up of the names that you see here on the screen. These nine folks that were in it from the beginning were really the backbone and set the stage for everything that happened with our CARES Act initiatives from that point on. We wanted to make sure and the Spark Subcommittee here wanted to shepherd this process through and maximize our response as well as our impact.

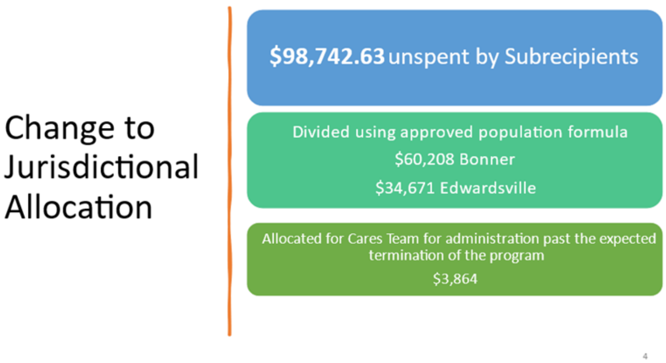


A step that they took early on was to select prioritization items. Items where they knew they wanted to make sure that they were responding to our community and the crisis that we were in with COVID-19 in the areas that were going to be most impactful to our community.

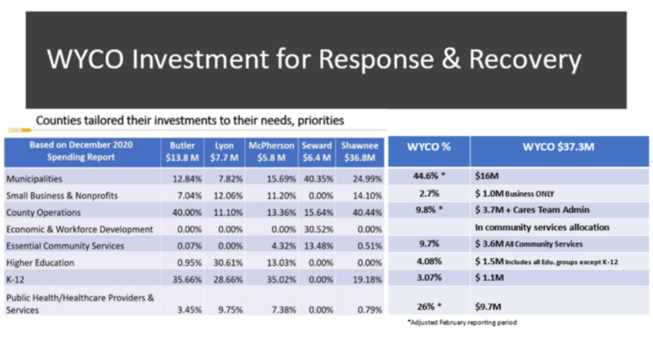
The planning team established these prioritization areas. These five areas here that you see and the dollars were distributed accordingly within those areas.

The total amount awarded through the CARES Act funding for round one stimulus package was $37,330,000. Those dollars were to be spent by, at first, we thought the end of the year of 2020, and then to be extended for a short time thereafter. As of our February 2021 report, we had successfully spent 96% of that award allocation. It had been fully utilized with the balance of that close to 4% remaining, encumbered for services and goods, pending invoice reconciliation. Our report was due, commissioners, at the end of March, end of, I'm sorry, at the beginning of March for the end of February's reporting period.

We have many resources that were used up through the extension that the state of Kansas allowed us to have, which was March 1. We had many services that were critical to extend through that March 1 at midnight deadline. Those were services that were ranging from vaccination site workers to sanitation workers that we have on contract, and other types of services that were either being utilized through March 1 into that next month or utilized up to that point. We do have about 4% that is still outstanding and encumbered, so we believe that we will have a successful 100% spend down when we conclude our reconciliation process.



Last time we met, we did address $98,000 that was left unspent by subrecipients. That $98,000, per the subcommittee's direction, was divided by the approved population formula adopted by the Commission back in August. It was divided with $60,000 being reissued to Bonner Springs, or the city of Bonner Springs, and a little over $34,000 being reissued to the city of Edwardsville. We did allocate $3,864 of the unspent subrecipient funds for the extended administration that the CARES Team needed to undergo to meet the new reporting deadline.



Based on December 2020 Spending Report	Butler $13.8 M	Lyon $7.7 M	McPherson $5.8 M	Seward $6.4 M	Shawnee $36.8M	WYCO %	WYCO $37.3M
Municipalities	12.84%	7.82%	15.69%	40.35%	24.99%	44.6% *	$16M
Small Business & Nonprofits	7.04%	12.06%	11.20%	0.00%	14.10%	2.7%	$ 1.0M Business ONLY
County Operations	40.00%	11.10%	13.36%	15.64%	40.44%	9.8% *	$ 3.7M + Cares Team Admin
Economic & Workforce Development	0.00%	0.00%	0.00%	30.52%	0.00%		In community services allocation
Essential Community Services	0.07%	0.00%	4.32%	13.48%	0.51%	9.7%	$ 3.6M All Community Services
Higher Education	0.95%	30.61%	13.03%	0.00%	0.00%	4.08%	$ 1.5M Includes all Edu. groups except K-12
K-12	35.66%	28.66%	35.02%	0.00%	19.18%	3.07%	$ 1.1M
Public Health/Healthcare Providers & Services	3.45%	9.75%	7.38%	0.00%	0.79%	26% *	$9.7M

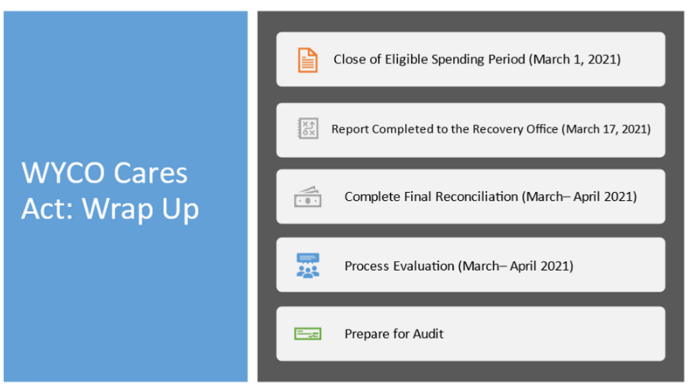
*Adjusted February reporting period

Kansas League presentation 2.16.21

To compare our response to other communities and counties, we did share this slide with you last month when we gave you an update, but I thought it was really important to bring back to you as we continue to see lots of media coverage on how communities are responding, particularly right now, to vaccination of our community. I think it's important to remember that the planning committee, the Spark Planning Committee appointed by the Mayor, made public health response here in Wyandotte County one of their primary areas of priority, and that shows when you look across the rest of the state and we have five selected here, five other communities selected here both small and large, or similar to us. You can see how we stack up against to those other communities. This was based on spending through December. The Wyandotte County percentage has been adjusted through February, but we don't expect the percentages to change a great deal amongst the various organizations.

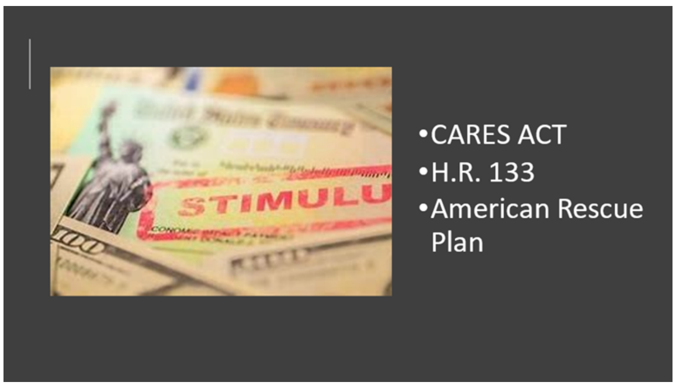
The buckets don't exactly match up. For example, when you look at higher education, higher education and K-12 education was split out by a lot of the communities across the county, or across the state. Here in Wyandotte County, we looked at education as one bucket. The buckets don’t exactly line up, but it gives you a pretty good idea of how our subcommittee prioritized areas of spending so that we could respond in the way that Wyandotte Countians needed response to COVID-19. Again, I want to draw attention to that public health, public health care provider and services percentage that Wyandotte County set aside. So important for the response to meet the need in our community.

An asterisk here that I provided last month was a reminder that early on as we were dividing dollars up into those buckets for response, whether that be to community services, 501C3s, or medical response, many of the communities across the state hadn't even seen a case yet. Where we, here in Wyandotte County, we were getting the brunt of the COVID-19 response effort here and we responded accordingly. The good thing about the CARES Act dollars in round one was it really allowed tailored investment in the area. We were very thankful to see that tailored investment ability here within Wyandotte County.

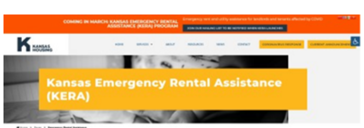


So where are we at today with our final CARES Act wrap up activities? We did have a close of eligible spending for the period ending March 1. It did carry over to an additional month. We did complete our report to the Recovery Office for the February reporting period. That does leave us some final reconciliation to do for March and April.

We are hoping to have a process evaluation completed through March and April so that we can reflect back what we did well in this process, what we could have improved upon, and we hope to engage our subrecipients and our jurisdictional partners in being able to gage that process. Then, of course, we're wrapping up our files and folders, via electronically, we're wrapping up all those files and folders so that we're prepared for any type of audit, which we assume will happen throughout the year of 2021.



We had a reminder here that the CARES Act was just one piece in the federal stimulus packages that came over the period of response and recovery which continues today to COVID-19. The first piece being the CARES Act which we are providing you an update on tonight. The second being HR133 that wrapped up our year in 2020, and this was dollars allocated to existing programs. The third being the American Rescue Plan, which was just signed some nine days ago.



Emergency Rental Assistance | Kansas Housing Resources Corporation (kshousingcorp.org)

Application Process

1. Landlord completes online certification.
2. Tenant submits online application.
3. Landlord and tenant are notified when application is processed.
4. If approved, landlord and/or service provider(s) receive funds directly from KHRC.
5. Landlord and/or service provider(s) applies assistance to tenant account.

Eligibility Criteria

Applicants must meet all of the following criteria:

- Tenant rents their home.
- Tenant's 2020 household income did not exceed 80 percent of their area's median income.
- At least one member of the tenant household is experiencing documented financial hardship as a result of the COVID pandemic. Hardship may include loss of employment, reduction in household income, or significant COVID-related expenses (medical bills, personal protective equipment, child care costs, equipment or internet costs to enable online work/schooling, etc.).
- At least one member of the tenant household is uncertain where they will stay or may become homeless without housing assistance.
- Applicant can provide valid proof of identification.

Applicants must not have received assistance from other sources for the same costs and time period for which they are requesting KERA assistance.

Emergency Rental Assistance | Kansas Housing Resources Corporation (kshousing

We don't have a whole lot of impact when it comes to the HR133 Bill, but it is important for us to bring back public information. While dollars did not come directly to the Unified Government, or Wyandotte County, or our local jurisdictional partners, we do know that our residents are eligible for programs under this dollar allocation. One of those eligible areas for assistance that is available through the state of Kansas, that existing program that was there prior to and then expanded upon with dollars received from HR133, is the Kansas Emergency Rental Assistance, or KERA Program, administered through the Kansas Housing Authority.

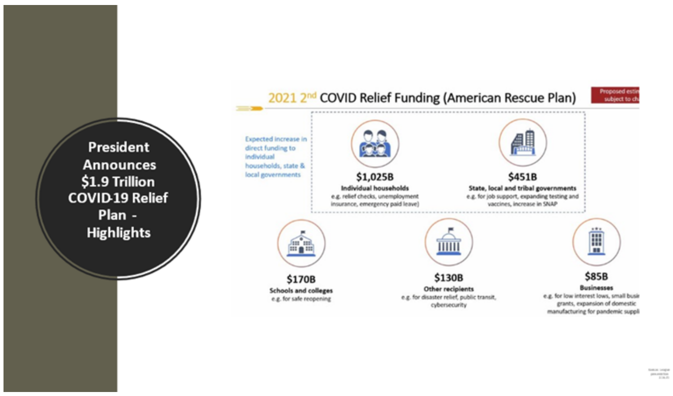
Last time we spoke, we knew this application was coming. We thought it would cover some lost income when it comes to emergency rental assistance as well as utility. Today we have a better idea and the application process is open. Our goal today is to provide information to you commissioners, but also to the public that this application is open and available to anybody who might need these services. To find this application, you would want to go to the Emergency Rental Assistance Program, or KERA, for the state of Kansas.

Now, I will say that several of our community agencies are poised to assist citizens with this application process. This is not an easy application process, and it does require an electronic application. We are glad to say that there was a response almost immediately from some feedback, locally, that that application is available in Spanish. We do not know if it will be available in other languages to meet all of our citizens, but we've asked for that availability.

Those community agencies have stepped forward, raised their hand and said, hey Kansas Housing Authority, we want to help. We want to be able to be ready to assist our residents here in Wyandotte County. We've even had a college raise their hand for assistance and say hey, we can even set up a tech lab if needed. Please know that of several of our community agencies are working together with the Kansas Housing Authority. They are working in the benefit, or to benefit, our local constituents, but this application is out there.

You don't need to, as a citizen, work with one of those community partners directly. You can apply. If you're a landlord, you can apply for this eligibility to access emergency rental or utility assistance. If you're a tenant, you can start this process as well. I just want to warn you that there are lots of steps to go through to prove that you've not received funding from any other source, and that you're in the situation that you're in due to COVID-19 issues. But the money is there and we want to encourage as many Wyandotte Countians that need those dollars that have been affected by COVID-19 to get online, apply, or contact some of our community agencies like the United Way or Avenues to Life to see if we can get access to those fundings for you.

We also had a little additional information about the Kansas Evictions Prevention Program, which was funded through the state of Kansas. In the first round of CARES Act funding, they did let us know that we had 315 houses, households, here in Wyandotte County that were found, or deemed eligible by application for those dollars. Some $806,000 of rental and utility assistance did come to local houses here in Wyandotte County from that first round of funding through the Kansas Eviction Prevention Program.



Lastly, or second to last, we do have the American Rescue Plan. Like I said, it was just signed 10 days ago. It's still new and the speed at which we are receiving additional information is similar, commissioners, to the speed at which we were hearing new information come through when it came to the first CARES Act. What we want you to know is that the spin window is more generous in these dollars. This time will allow the CFO and County Administrators to really sit down and be strategic about how they are absorbing the rules and the requirements and guidelines around these dollars, and what is the best path to recommend moving forward.

So lastly, I want to mention, since this might be one of the last available times that I have to recognize this team that has gone off into their own areas, is I want to make sure that we're recognizing that in four months, this group of folks up here at the top, really moved mountains to get dollars out into the community so that our county, our citizens, and our departments could move mountains to respond to COVID-19.

This is really a first class, A-class team that was put together, and each one of them had a role to play. They each brought their skills to the table where we might not be nurses and doctors and we might not be able to set up social distancing guidelines in the community, what this team did was use their skills and agilities to be able to respond and help our community partners move forward when it came to the COVID-19 pandemic.

I also want to mention the other departments that helped us along the way. The Procurement Team, and this is an astronomical number, but they processed 347 POs in the last three months of the year just so that the CARES Act money could be facilitated within our organization, but also externally to our subrecipients. The Accounting team handled thousands of transactions when they are normally handling a ton of transactions at the end of the year. The Budget team set up a full budget in a matter of a month so that the CARES Act Team could do their job.

Whenever anybody does anything in local government here, when it comes to the Unified Government, the Building Logistics team is involved somehow. Not only were they trying to prepare buildings to be sanitized and cleaned, but they were also helping everybody else on all their other projects. The Department of Technology was setting up vaccination sites, pivoting our organization to remote business, responding to increased security risks, which is something that unfortunately we've seen happen at the Kansas Department of Labor. They were also taking 2,000 extra pieces of equipment that CARES Act allowed us to purchase for remote working and installing those and teaching people how to use them. Really it's been a group effort, and I just can't say how much I appreciate this team enough.

Some innovations that we were able to—or this team was able to put together to make these dollars flow as fast as they did were e-signatures on MOUs, vendor registration, which was all done electronically, and e-applications or electronic applications that were done all remotely by our subrecipients and our departments, as well as electronic submissions of all the reports that we had available for our subrecipients.

Lastly, commissioners, this could be my last update for the CARES Act Team, but I wanted to make sure that we had an ability to ask, do you have a desire to continue monthly

CARES Act updates or is this the draw down to our activity?

Chairman Markley said well, I think that may depend on what information continues to flow in about what resources are available and whether there is material to provide update, either to the public or the Commission. I'm not opposed to having you come and visit us again if there's information to share, but also, I don't want you to have to spend your Monday night with us if there really isn't anything new. I think you and staff certainly can make that determination. We definitely did have an amazing team working this effort and though they may not have the CARES Act Team title anymore, we're also glad to have those gold stars back in their departments doing great work for us there. We've been very, very lucky.

Also, we learned some things as you were saying. We learned a lot about how to do things electronically, and those are skills that we can take forward to use through the rest of the COVID battle and then beyond, which is amazing.

Commissioner Philbrook said I just wanted to tell Crystal, as usual, how proud I am of the team that the UG put together. It was pretty phenomenal. Not only that, you still have information coming forward to you that I believe needs to be shared with the community. Something as simple as people who try to get money back through the state and file for this money that's available, it's quite (inaudible). I understood that there'll be probably quite a few people that are going to need some assistance in doing this because there's a lot of documents (inaudible), upload and it’s, yeah.

Avenue of Life and the (inaudible) putting themselves together with some other partners to try to get this taken care of. I don't know where exactly where all their money is coming from, but if anybody's listening and wants to donate some to help these folks, I'm more than happy to have you directed toward those groups. But yeah, Crystal, if you don't mind, as you keep hearing about these things coming forward from the state and the federal government, if you could come back to us once in a while and let us know. If there's something that we need to do as commissioners, or community, we can be part of that solution.

Ms. Sprague said certainly. Rest assured that we'll be sharing that with our Strategic Communications Director. We'll be posting that publicly, sharing that with our subrecipients. We now have this great network of subrecipients we can send information out to. But absolutely. I know that, again, that American Rescue Plan is different in its face for what it will look like in its distribution. It provides the CFO and the administrators, just a lot more room to put together some strategy, not that I thought we had bad strategy, but we just had to have fast strategy. This will be a little bit different, but yes, absolutely. We've made it a point to create a relationship with the Kansas Housing Corporation, particularly around this KERA initiative because we know how important it's going to be. While we might not be playing a financial or an organizational role, we can definitely play a publication role.

Commissioner Philbrook asked, how many households that were given money? So that many households are not having to live out of their cars or elsewise.

Chairman Markley asked, does anyone else have comments? I'm not seeing any hands, but do any of the other commissioners have questions, now is your moment. Crystal, we once again just appreciate you and certainly although this may be the last time you present as the CARES Act Team Lead, we expect to see you around doing great things elsewhere in the organization.

Action: For information only.

Chairman Markley said all right, thank you very much, we will move on to our final item of the evening that is for information only. Also, our final item this evening is the blue sheet item; the item that was added.

Item No. 3 – 21743…GRANT: ELC COVID-19 INFRASTRUCTURE EXPANSION

Synopsis: Grant from the Kansas Department of Health and Environment (KDHE) to provide critical resources in a broad range of COVID-19 testing and epidemiologic surveillance related activities, submitted by Wesley McKain, COVID Vaccination Resources Manager. Grant amount in the amount of $923,365.00. No match required. It is requested that this item be fast tracked to the March 25, 2021, full commission meeting.

Juliann VanLiew, Director of Health Department, said this is preemptive fast tracking. We have not been awarded this grant yet. We have submitted this grant to KDHE in hopes that we will actually know by next week if we get awarded and will receive the funds very soon after that. This money is about $923,000. The RFP was put out by KDHE. We anticipate that we will receive that much money. It’s largely breakdown based on population size. That's how we ended up with the $923,000 that’s potential money for us.

This is really kind of supporting a lot of the work that we're already doing. Helping us to make sure that we have COVID project managers that can stay on their projects. We brought someone on who's really taking the lead on our transportation work to make sure people can get to vaccine sites. Our Health Equity Project Coordinator, this is going to support a number of community health workers that are dispersed across the county.

It's just fantastic the flexibility that KDHE is giving us with this funding to really figure out what we need to do in terms of our ongoing testing and surveillance as well as the vaccine effort and use the money as we see fit. There is no match required for this at all. Again, just appreciate fast tracking it so we can get the money in the door and start using it as quickly as we can.

Action: **Commissioner Kane made a motion, seconded by Commissioner Philbrook, to approve and fast track to the March 25, 2021, full commission meeting.** Roll call was taken on the motion and there were five “Ayes,” Philbrook, Kane, Ramirez, Bynum, Markley.

Adjourn

Chairman Markley adjourned the meeting at 6:49 p.m.

mbb

Staff Request for Commission Action

Tracking No. 21873

Full Commission Meeting Date: 07/01/21

Committee: Administration & Human Services

Date of Standing Committee Action: 06/21/21 (If none, please explain):

Publication Required: No

Date:	Contact Name:	Contact Phone:	Contact Email:	Department/Division:
5/26/2021	Rachel Miskec, Greg Talkin, Lori Wilson	X8605, x8628	rmiskec@wycokck.org, gtalkin@wycokck.org	Neighborhood Resource Center

Item Description:

Due to Covid -19 concerns the Coin Operated Amusement License Fees have been of concern by some businesses in our community. With the struggles that we have been made aware of with some smaller businesses having to obtain this type of license, along with the findings of a higher fee than those around us, we make the following recommendation. We should consider reducing this license fee to $25.00 annually per device, our current fee is $75 per device. This license fee mainly affects local businesses such as Dave & Buster's and the bowling alley as they have the highest number of arcade games.

Action Requested:

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List:

Memo

Neighborhood Resource Center
Unified Government of Wyandotte County/ Kansas City, Kansas
4953 State Avenue, Kansas City, Kansas 66102
p. (913) 573-8600 | f. (913) 573-8631 | www.wycokck.org/NRC

MEMORANDUM

To: Doug Bach, County Administrator
Melissa Sieben, Assistant County Administrator

From: Greg Talkin, Neighborhood Resource Center

Date: April 16, 2021

RE: Coin Operated Amusement License Fee

Due to Covid -19 concerns the Coin Operated Amusement License Fees have been of concern by some businesses in our community. As we were looking at the fee structure, we also discovered that when looking at the metro area for those jurisdictions that have a similar fee, we are the highest in the area.

We issue 630 Coin-Operated amusement licenses from January 1 to December 31. The license fee is currently $75.00 per machine and does not change from year to year. License fees do not increase annually like occupation Tax fees. This fee brought in $47250.00 in 2019. The number of licenses we issue each year is fluid, so this is an approximation.

We have one of the highest Coin-operated amusement licenses in the metro. The following is information from other jurisdictions we were able to obtain.

Kansas City, Missouri -For each coin-operated machine or device which is capable of being played, used or operated a single time by the insertion therein of more than one coin, disc or other insertion piece, or operated thereby winning free plays or free games thereon, or for the purpose of increasing the number of free plays or free games which may be won thereby, per year .....$ 75.00

All other pinball or marble machines, for each, per year .....15.00; Shuffleboard, for each, per year .....15.00; Other amusement machines or devices, for each, per year 15.00

Lawrence, Kansas -No Fee

Overland Park, Kansas-No Fee

Olathe, Kansas -No Fee

Clay County, Missouri- $10 TO $15 depending on the type of device.

Independence, Missouri- Each amusement devices $15.00 per machine.

Parsons, Kansas- The annual license fee for coin-operated amusement device shall be $10.

Shawnee, Kansas-Coin-operated amusement Permit: $20.00 for each device

Baldwin City, Kansas- License fee for each coin-operated amusement device $20.00 per year.

Recommendation:

With the struggles that we have been made aware of with some smaller businesses having to obtain this type of license, along with the findings of a higher fee than those around us, we make the following recommendation. We should consider reducing this license fee to $25.00 annually per device. That would result in a reduction of more than 66% and would result in the loss of approximate $31,000.00 in annual revenue.

If approved, we would suggest making this a permeant change for 2021 and future years. We believe it would hopefully give businesses the impression the city is looking out for them.

Ordinance does allow the county administrator to establish the fee. I do not believe this change would require a resolution.

Sec. 6-186. - Issuance and fee.

The license required for display for public patronage or keeping for operation of a coin-operated amusement device shall be issued upon compliance with all provisions of this article and payment of the required city occupation tax; provided, however, that no such license shall be issued to any applicant who has paid the federal occupation tax referred to in section 6-154. A fee in the amount established by the county administrator shall be paid for the license.

(Code 1964, § 30-62; Code 1988, § 6-124)

We have issued ten licenses to date in 2021, we would need to refund those businesses the difference in the new fee.

Currently we are holding approved coin-operated amusement applications. Once a decision is made on the license fee change, we will request the business owner provide a new payment in the lessor amount. This has kept the number of refunds we have to issue low.

Comment [TG1]: