ECONOMIC DEVELOPMENT AND FINANCE
STANDING COMMITTEE MINUTES
Monday, March 1, 2021

The meeting of the Economic Development and Finance Standing Committee was held on Monday, March 1, 2021, at 6:15 p.m., remotely via Zoom. The following members were present: Commissioner Burroughs, Chairman; Commissioners Bynum for McKiernan, Townsend; and BPU Board Member Jeff Bryant. Commissioners McKiernan and Walters were absent. The following officials were also in attendance via Zoom: Melissa Sieben, Emerick Cross, and Alan Howze, Assistant County Administrators; Patrick Waters, Senior Attorney; Angie Lawson, Deputy Chief Counsel; Katherine Carttar, Director of Economic Development; Kathleen VonAchen, Chief Financial Officer; Debbie Jonscher, Deputy Chief Financial Officer; Reginald Lindsey, Budget Manager; Alley Porter, Commission Liaison; Rick Mikesic, County Treasurer; Andrea Parrra, Deputy County Treasurer; MaDonna Kampfer, Juliann Van Liew, Health Department Director; and Wesley McKain, Acting COVID Resources Manager.

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

During the meeting, please make sure that 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, public comment has been suspended unless otherwise required by law. The public is then allowed to submit comments by email prior to the meeting and those comments will be included in the record of this meeting.

Chairman Burroughs called the meeting to order.

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

Chairman Burroughs said I do want to thank Commissioner Bynum for sitting in this evening and joining us.

Chairman Burroughs said there are no revisions to tonight's agenda.

There were no minutes to approve.

Committee Agenda:

Item No. 1 – 21679…RESOLUTION: INTENT TO ISSUE IRBs FOR MILHAUS MULTIFAMILY PROJECT

Synopsis: A resolution of intent to issue industrial revenue bonds (IRB) in the amount not to exceed $45,000,000 to finance the costs of acquiring, constructing, and equipping a commercial multifamily facility for the benefit of Milhaus Properties LLC, submitted by Katherine Carttar, Director of Economic Development.

Katherine Carttar, Director of Economic Development, said the first item, as Commissioner Burroughs mentioned, is a resolution of intent to issue industrial revenue bonds in an amount not to exceed $45,000,000 to finance the costs of acquiring, constructing, and equipping the commercial multifamily facility for the benefit of Milhaus Properties. This is a property that, I would say this one, and actually a number of the items that you'll hear tonight, is a bit more procedural in nature than kind of some that you're maybe familiar with hearing from me. A lot of these, including this one, have already been approved kind of in concept as part of a development agreement.

This property is part of the larger Homefield Development. In that development agreement, it has been contemplated and approved that there would be multifamily provided by Milhaus and that this would be the one area, in addition to Homefield, that would be eligible for an IRB. We are talking about a certainty IRB here at this point as well. They'll be a PILOT schedule and I'll go through that. If John McGurk is available, I'm going to turn it over to him. John McGurk is with Milhaus and we'll be kind of discussing the project and then I'll get into the finances.

John McGurk, Vice President of Development for Milhaus, 210 W. 19th Terr., KCMO, said thank you for having us tonight. Very excited about this project. Ms. Carttar explained this is part of the overall Homefield Development at 94th & State. This project is just to the west of 94th St., north of State. Basically kind of where the former County Annex building was, just on the south property that was recently demolished in the last couple of weeks by Homefield.

This is an18-acre site with 274 units. It includes a clubhouse, pool, pretty much all the amenities you would expect of a modern Class A multifamily project. It will include some enclosed garages as well as surface parking. This rendering that Ms. Carttar is showing is typical of the buildings with three stories with a basement condition on some of the buildings, depending on grade. This would be where the grade would allow for a basement condition to where you would have four stories on the backside of the building. Katherine, if you just want to flip through some more.

Project Description

The Homefield project is a 274 -unit, garden-style, luxury apartment development seated in Wyandotte County, adjacent the old Schlitterbahn Waterpark. The project contains 9 -unit buildings and 1 clubhouse, distributed across the 18.34-acre site, whereas roughly 7-acres will remain untouched to keep an existing, natural forested area to the northeast corner of the site. Unit offerings will include studios (or dark one -bedroom), one-bedroom, two-bedroom, and three -bedroom units.

Amenity List

+ Amazon Package Delivery/Pickup
+ Indoor Bike Storage + Bike Repair
+ Pet Wash
+ Pet Park
+ Coffee Bar
+ Fitness Center
+ Resident Lounge and Co-Working
+ Conference
+ Event Space/Club Room
+ Pool with Sun Deck and Outdoor Lounge
+ Outdoor Kitchen with Gas Grills
+ Outdoor Firepits

Again, as I indicated, it's a 274-unit, three four-story walk-up luxury apartments. It will have nine buildings as well as a clubhouse building across the 18 acres. We are meeting all the UG's applicable zoning code requirements, including 40% open space. We are also putting in part of a trail system that will go up through the entire Homefield development. It will be on that east side of that creek area and continue north through the Homefield Park, which is to the north of this project. I won't go through all the amenities that are included. You can see them listed there that Ms. Carttar has provided, but again, a full, kind of package of amenities for the residents there.

Construction Timeline

- Construction Start – July/Aug 2021
- First Units Delivered – Aug 2022
- Construction Completion – March/April 2023
- Total Construction Duration – ~20 Months

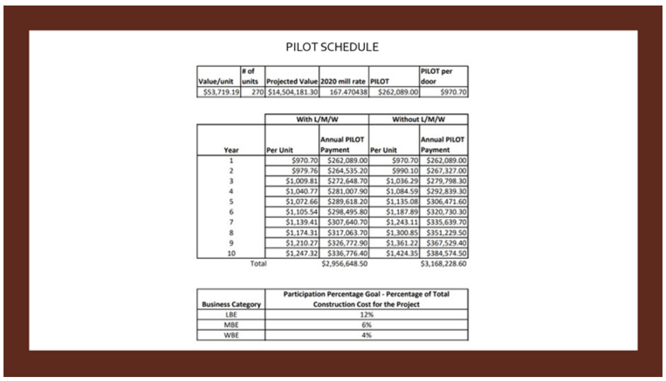
Industrial Revenue Bond financing

- 10 year, 100% PILOT based on a projected per unit value of $53,719 (equal to $970 annual PILOT per door)
- Starts at $262,089 annual PILOT with a 1% annual escalator
- UG will collect a total of $2.9 million in PILOT over 10 years
- LBE/MBE/WBE goals are in place with a 1% annual penalty
- Additional tax payments (8 mills) for the statutorily required school district's capital outlay levy will be paid separately

Construction timeline. Our hope is to start construction this summer. It would be about 12 months until the clubhouse and first units are delivered and then wrap up construction in the spring of 2023, for a total construction period of about 20 months.

With that, I'm happy to answer any other questions. I know Ms. Carttar's got some other facts there laid out, but I won't bore you and read all those; but, if there are any questions that you have for me, I am happy to answer them. Again, very excited about this project and would appreciate your support.

Ms. Carttar said the financial side of things—what we're looking at here is an industrial revenue bond. As I mentioned, this would be kind of equal to the projected per unit value, so we're starting with a PILOT just under $1,000 per door and that will escalate annually. Then also there are LMW goals as we do with all our projects. If those are not met for whatever reason, there's an additional penalty. Of course, there will be the eight mills that's statutorily required for the school district capital outlay so they will be getting, at a minimum, that throughout the course of the entire project.


PILOT SCHEDULE

Value/unit	# of units	Projected Value	2020 mill rate	PILOT	PILOT per door
$53,719.19	270	$14,504,181.30	167.470438	$262,089.00	$970.70

	With L/M/W		Without L/M/W	
Year	Per Unit	Annual PILOT Payment	Per Unit	Annual PILOT Payment
1	$970.70	$262,089.00	$970.70	$262,089.00
2	$979.76	$264,535.20	$990.10	$267,327.00
3	$1,009.81	$272,648.70	$1,036.29	$279,798.30
4	$1,040.77	$281,007.90	$1,084.59	$292,839.30
5	$1,072.66	$289,618.20	$1,135.08	$306,471.60
6	$1,105.54	$298,495.80	$1,187.89	$320,730.30
7	$1,139.41	$307,640.70	$1,243.11	$335,639.70
8	$1,174.31	$317,063.70	$1,300.85	$351,229.50
9	$1,210.27	$326,772.90	$1,361.22	$367,529.40
10	$1,247.32	$336,776.40	$1,424.35	$384,574.50
Total		$2,956,648.50		$3,168,228.60

Business Category	Participation Percentage Goal - Percentage of Total Construction Cost for the Project
LBE	12%
MBE	6%
WBE	4%

This is the PILOT schedule. You can see the Unified Government, over the course of the 10-years, the payment-in-lieu of taxes will be just under about $3M. We'll get a good amount of tax revenue coming in through this project, as well as a great amenity to the Homefield area. You can see, of course, the LMW goals as well. With that, any questions?

Commissioner Townsend said just a couple of questions about, more specifically, about the nature of the product. I see the schematic. Are these going to be condos for sale or rent or purchase of these luxury apartments? I'm just trying to get a better idea of what the particular type is. **Mr. McGurk** said these will be for rent apartments. **Commissioner Townsend** said okay.

I know that you said the due date for completion is spring of 2023. The market can go up, down, sideways, anywhere between now and then. Having said that, what is the anticipated rental on these units? The Commission—I normally ask for any type of these developments wherever they are in the city? **Mr. McGurk** said sure. Right now we are projecting about $1.38 to $1.39 a sq. ft. I know that probably doesn't mean a whole lot in terms of unit size, but that would be for a kind of dark, one-bedroom studio would be under $1,000 all the way up through three-bedroom units that would be about $1,800 per month. **Commissioner Townsend** said okay. Would that include utilities? **Mr. McGurk** said that would not include utilities. We are all electric, so this would all be on BPU's electric system. They're obviously very energy efficient units. Typically, we see electric costs per unit between $75 and $100 a month.

Commissioner Townsend asked, with regard to parking, are these spaces available for any renter/owner or would that be an additional cost to the item? **Mr. McGurk** said all these surface spaces, those would be open free of charge to anybody. If you wanted an enclosed, private garage, there would be an extra charge for that. **Commissioner Townsend** said thank you very much.

Chairman Burroughs said, Mr. McGurk, one question. I believe you said 2023 is build out. Do you anticipate you will be building—is that the full nine buildings for build out to 2023? We could actually have one to two buildings in 2021? **Mr. McGurk** said we would start this summer. Call it June/July of 2021. The clubhouse and probably one or two buildings would deliver 12 months after that, so June or July of 2022 with the balance kind of being phased over that remaining, call it eight months. We would deliver the units by building. Over that period, you kind of phase in all of the product and then be completely done in that 2023 timeline. **Chairman Burroughs** said thank you for that clarification. I really appreciate that.

The next question I have, I have one other question and those are all market-rate apartments? **Mr. McGurk** said yes, sir.

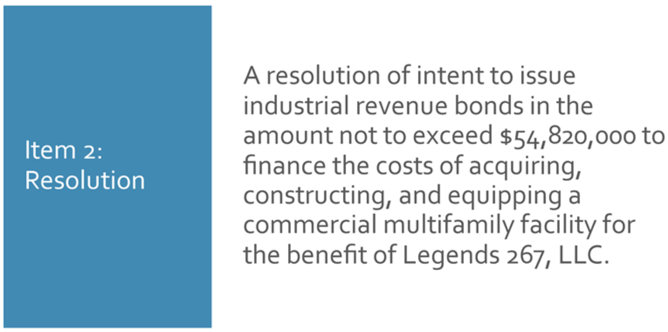
Chairman Burroughs asked, staff, did we have anyone from the public wishing to speak in support of the project? **Ms. Godsil** said I see no hands raised from the public. **Chairman Burroughs** asked, anyone in opposition to the project? **Ms. Godsil** said, again, I see no hands raised.

Chairman Burroughs said at this time, this is an action item. I would ask the Committee if they're ready to make a motion. I'd entertain a motion.

Action: **Commissioner Johnson made a motion, seconded by Commissioner Townsend, to approve.** Roll call was taken and there were five "Ayes," Bryant, Johnson, Townsend, Bynum, Burroughs.

Item No. 2 – 21680…RESOLUTION: INTENT TO ISSUE IRBs FOR LEGENDS 267 MULTIFAMILY PROJECT

Synopsis: A resolution of intent to issue industrial revenue bonds in the amount not to exceed $54,820,000 to finance the costs of acquiring, constructing, improving and equipping a commercial multifamily facility for the benefit of Legends 267, LLC, submitted by Katherine Carttar, Director of Economic Development.



Katherine Carttar, Director of Economic Development, said this is very similar to the last one you saw. However, this one we actually just presented, I want to say, about three months ago. The development agreement came through.

This is the project site here on Parallel. This is the one that we've been working to get moving for about four or five years now, and we're very excited and gratified to have Beck Cal and Luke Draily Construction on board. That was the assignment and restatement of the development agreement that was previously approved a couple of months ago. Within that IRB and actually the PILOT schedule and everything were approved in concept, so this is the more formal procedural item which is the actual resolution of intent to issue those bonds.

Just a quick reminder. Here is the project site.

Here is a rendering of the apartments. This one is unique in that you do have a parking garage on those lower levels. A good amount of this parking will be free and open to the public and will actually connect. If you can see right over here, we'll actually connect to the current parking garage over at the Legends.

Here is a list of all the amenities. I know we have some folks on the line from Luke Julie Construction if you are interested in hearing although considering you just heard a nice, long presentation from them just a couple of months ago. I would only do that if you would like us to.

Project Details:

- Newly-constructed first-class apartment complex and structured parking garage
- $53.7 million overall project budget (approximately $13.3 M of improvements are to be paid for with the CID bonds)
- 267 units (original Development Agreement called for no less than 265 units)
- 620 parking spaces
    - 350 must be public spaces
- Parking Garage completed by March 1, 2022
- Apartment building completed by August 1, 2024
- Additional public benefit:
    - Vehicular bridge connection to current parking garage
    - Sidewalk construction in the vicinity

In terms of the project details, I'll kind of go over just the highlights. This has gone up, as you can see, in terms of the bonds. It's actually a $54.8M project budget. The amount there that is referenced would be paid by CID bonds. It's for the public parking garage so that was approved, again, a couple of months ago. 267 units. You can see here the parking spaces that were mentioned. They are moving very quickly. They are hoping to actually get started this month with kind of the parking garage and there's quite a lot of items that they need to get in line with for that but hoping to do that very quickly.

Project Deal Terms:

- CID bond proceeds of approximately $13.3 M that can be used to pay eligible expenses (land, sidewalks, and the Parking Garage)
- Industrial Revenue Bond financing
  - 10 year, 100% PILOT based on a projected per unit value of $65,000 (equal to $1,317.89 annual PILOT per door)
  - Starts at $351,877 annual PILOT with a 1% annual escalator
  - UG will collect a total of $3.7 million in PILOT over 10 years
  - LBE/MBE/WBE goals are in place with a 1% annual penalty and a reduction of $400,000 in CID proceeds available to the developer if not met
- Developer will provide for a guaranteed maximum price and payment and performance bonds for the Improvement

In terms of the project deal, especially the industrial revenue bond financing, we are looking, again, 10-years, 100% PILOT. This is a higher per unit value than the last one we saw. This is about a $65,000 per unit value. That is why the PILOT, the payment in lieu of taxes, per door, is higher. It is about $1,300 starting, again, with an annual escalator.

PILOT Schedule

Value/unit	# of units	Projected Value	2020 mill rate	PILOT	PILOT per door
$65,000.00	265	$19,500,000.00	170.061285	$349,240.85	$1,317.89

*Includes $9,142 fixed land val.

Annual Increase 1%

Annual Increase if Failure on L/M/WBE 2%

Year	Annual PILOT	Annual PILOT if L/M/WBE Failure
1	$349,241	$349,241
2	$352,733	$356,226
3	$356,261	$363,350
4	$359,823	$370,617
5	$363,421	$378,030
6	$367,056	$385,590
7	$370,726	$393,302
8	$374,433	$401,168
9	$378,178	$409,191
10	$381,960	$417,375
	$3,653,832	$3,824,090

You can see here, over the course of the 10-years, the payment in lieu of taxes that would be collected is about $3.6M. There are LMW goals. There is an additional penalty both on the PILOT as well as the CID, as we previously discussed, if those are not met. That being said, we have every belief that they will be met, and we have actually already had a meeting with Kurt—to get that plan going. That is all very gratifying for kind of the future of this project. With that, any questions?

Commissioner Johnson said, Katherine, as you know, this has been something that we've been looking at for quite some time. I know now we've got a new ownership in that's going to be doing the project. Did you say within your presentation how long it would take for these units to be up and ready to go? **Ms. Carttar** said yeah, so they are looking to start construction here in about a month on the garage. The garage would be completed within a year. So, that would be March of 2022, and the entire apartment building would be completed by August 1, 2024. **Commissioner Johnson** said a total of 36 months for completion it sounds like. **Ms. Carttar** said yes. **Commissioner Johnson** asked, is that a long time?

Ms. Carttar said this is—I am not in the construction business, but I do know this a very complexed project with the construction of the garage and then the apartments on top. I feel confident that they will get it done faster if possible, for sure. **Commissioner Johnson** said okay, thank you.

Chairman Burroughs asked, committee, any other questions? Commissioner Johnson, thanks for bringing that question forward in reference to the timeframe. This is a very complexed development, and the garage is a very difficult part of the construction. It's the base for the construction and that is a very tight footprint in which they're building out there. It's going to be quite challenging also. I do appreciate you bringing that question forward. Katherine, thanks for your guidance on answering that question.

I see no other hands raised. Let me check the attendees. I see none. Staff, any questions, comments from the public. **Ms. Godsil** said there are no hands raised from the public. **Chairman Burroughs** said with that, I would entertain a motion to approve the resolution of intent to issue the IRBs for the Legends 267 multifamily project.

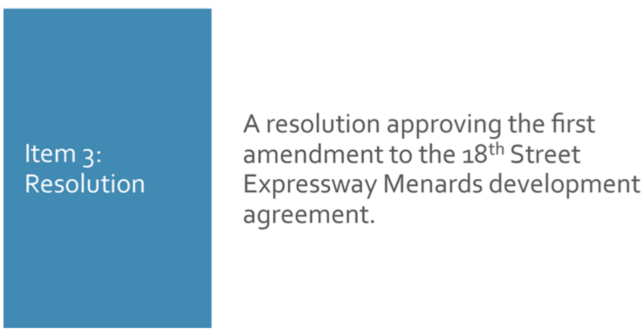
Action: **Commissioner Johnson made a motion, seconded by BPU Board Member Bryant, to approve.**

Ms. Godsil said Commissioner Townsend does have her hand raised. **Chairman Burroughs** said, Commissioner Townsend. **Commissioner Townsend** said no problem. I only had my hand raised to make a motion. Thank you very much.

Roll call was taken on the motion and there were five "Ayes," Bryant, Johnson, Townsend, Bynum, Burroughs.

Item No. 3 – 21678…RESOLUTION: FIRST AMENDMENT TO THE 18TH STREET EXPRESSWAY MENARDS DEVELOPMENT AGREEMENT

Synopsis: A resolution approving the first amendment to the 18th Street Expressway Menards development agreement, submitted by Katherine Carttar, Director of Economic Development. This consists mainly of minor clean up edits to the development agreement, including the developer's right to self-insure.



Katherine Carttar, Director of Economic Development, said, again, nothing super new; something you've seen before. This is the 18th St. Expressway and I-35 Menards' project. This was approved by this committee and the full Commission back in October of 2020. As we have moved forward in implementing some of these, there are a couple of items that we just noticed needed to be kind of tweaked. I would just say some kind of minor clean-up. I'm happy to go through those if you'd like. They are in the amendment which is only a few pages long and they are redlined, pretty obvious. A lot of it is kind of words miting kind of cleaning some things up.

The one item I did want to draw your attention to, which is a fairly large change, is the developer's right to self-insure. This is not something we consider standard for projects. The main reason is we always have, particularly for these kind of larger scale projects that it's, for example, if some catastrophe occurred, a tornado, fire, etc., that there is a requirement to rebuild the project. Generally, this is something that would be paid for by the company's insurance so we want to make sure the company is solvent enough to actually follow through on kind of all the items, all of the stipulations in that development agreement.

Menards is, as you all know, a somewhat massive company and this is one where they have requested the right to self-insure. We have used language almost exactly the same as the language that we used and you all approved for the agreement for the 98th Street Menards. So, there is precedence in doing this. We did provide parameters and obligations to be met. They need to maintain a net worth of $100M. Making sure the developer is liable basically in the same manner that any insurance company would be for any claims of any size. Menards has agreed to all of our stipulations. There are more, if you'd like to kind of peruse the document, but this was kind of the major change that I wanted to make sure we pulled out for you.

Commissioner Johnson asked, who is this specific entity that will be required to meet these covenants in terms of the net worth of $100M? **Ms. Carttar** said it's Menards Inc. **Commissioner Johnson** said that is the parent company. **Ms. Carttar** said, correct. **Commissioner Johnson** said very good, thank you.

Chairman Burroughs asked, any other questions, comments, committee? Katherine, I do appreciate you bringing this forward and identifying it within the parameters of the agreement that you presented to us in our packet. I do appreciate that. I would assume that Legal has guided us through this. Are there any questions that Legal might have in reference to the language? **Patrick Waters, Senior Counsel,** said no. We have reviewed and we've also had outside counsel work on this. **Chairman Burroughs** said great, thank you. I think it's important that the public know that our Legal has also reviewed the document as well as approved and worked with our partner in ensuring that this is a document that will stand the test of time.

Commissioner Townsend said I, too, had a question similar to what Commissioner Johnson had, but in the course and scope of her presentation, Ms. Carttar made mention of the fact that this self-insured clause was almost identical to one we have already used at the western location for Menards, so that gave me some comfort and the identification that it is the parent company of Menards who's required to have this net worth minimum. That took care of the concerns I had questioned. Thank you.

Chairman Burroughs said I would ask the Clerk at this time if there's any members of the public that wish to speak in opposition or in support of the project. **Ms. Godsil** said the Clerk's Office received no public comment and I see no hands raised from the public. **Chairman Burroughs** said thank you so very much. Committee, the self-insured issue is those businesses that have the financial standing to self-insure is a normal business practice. The fact that we have had experience dealing with that, I do appreciate Katherine Carttar bringing that to the committee's attention.

Action: **Commissioner Johnson made a motion, seconded by Commissioner Townsend, to approve.** Roll call was taken and there were five "Ayes," Bryant, Johnson, Townsend, Bynum, Burroughs.

Item No. 4 – 21677…RESOLUTION: OPTION PURCHASE AGREEMENT FOR 546 N. 130TH ST.

Synopsis: A resolution authorizing an option purchase agreement for 546 N. 130th St., Bonner Springs, KS, to River Bend Land Co. - PV LLC, for the building of a multi-family project, submitted by Katherine Carttar, Director of Economic Development. The project must receive approval through the planning and rezoning process with Bonner Springs before land is transferred.

Item 4:
Resolution

A resolution authorizing an option purchase agreement for 546 N 130th St., Bonner Springs, to River Bend Land Co. – PV LLC, for the building of a multi-family project.

Katherine Carttar, Director of Economic Development, said for my final item this evening, this is actually very similar to what this committee in their Neighborhood and Community Development format is used to seeing as an option through the Land Bank property. The reason we are not using the Land Bank is actually because this property is owned by the Board of County Commissioners. It is a slightly different process, basically you get to hear from me instead of Jud.

Parcel Map– 546 N 130th St., Bonner Springs

I'm pointing out here on the screen the location of this property. It is in Bonner Springs. It's about 15 acres, I believe. You can see kind of its proximity to Wyandotte County Park and the Fairgrounds.

Bonner Springs
Land Option

Proposed Project Description

- 180-unit townhome community
  - Two floors, attached garage, yard, and patio
  - Class A finishes: stainless steel appliances, granite/quartz countertops, soft - close all wood cabinets, hardwood looks floors, etc.
- Amenities: two pickleball courts, communal gathering area with firepit and grill, bouldering wall, and a community garden to include an area for hammocks.
- Unit amenities will be curated to embrace the surrounding wooded area and the outdoors

The project must receive approval through the planning and rezoning process with Bonner Springs before land is transferred.

Purchase price: $145,260 (appraised value)

It is actually a team that is interested in doing a number of projects in Wyandotte County. Alex Howell and Randy Wilbanks have significant construction industry and residential housing experience and have successfully developed over 138 single-family homes including the Newberry at Piper as well as over $300M in multi-family projects.

This project, in particular, as you can see here on the screen, would be 180 units. They would all will be townhomes, kind of row homes, so not your traditional large apartment project but something a bit more kind of homey, Moroccan to your single-family home. Each would be two floors with an attached garage, a yard, and a patio, all Class A finishes. The community would have a number of amenities that you can see here: pickleball courts, grills, fire pit, kind of communal space, as well as a community garden. The area is currently quite wooded. The goal would to be really embrace that and retain as much of that feeling of outdoor space and trees as possible.

The unique part of this is that it is located in Bonner Springs. It puts a kind of—just how the plan works is a little different for us since it would not go through our Unified Government Planning/Rezoning process. I have had conversations with the developer as well as the team in Bonner Springs. They are excited about this project and excited for it to move through their process. The way that we have put the sales agreement together is that there are stipulations. Before we sell the property, they will have to have gone through the Bonner Springs Planning and Rezoning process. Once they have their full approvals for their final plans approved, as well as the rezoning, then we would move forward with our sale of the property for the appraised value, which is $145,000. Any questions?

Commissioner Bynum asked, can you tell me again, how many acres is it? **Ms. Carttar** said 15 point something acres. **Commissioner Bynum** said since it's an option, if the project didn't commence or come to reality, then it would not ever be transferred, correct? **Ms. Carttar** said, correct. It would stay in the Board of County Commissioners' name and we would wait for the next proposed project.

Commissioner Bynum asked, the infrastructure that's needed for the project, would that all come through city of Bonner Springs and not city of Kansas City, Kansas? **Ms. Carttar** said, correct.

Commissioner Bynum asked, do you know if it would be sewer or what the infrastructure would be? **Ms. Carttar** said I do not. Alex Howe is one of the developers. Alex, are you familiar with the utility needs and the sewers, an item that is necessary? **Alex Howe** said yes. We will need sewer and sanitary to the property, but in talking with Bonner Springs, that didn't seem to be an issue.

Commissioner Bynum said my last question is, these are for rent, not for sale? **Mr. Howe** said yes, that's correct. **Commissioner Bynum** asked, do you know of an average rent that you think would be received off of a townhome like this? **Mr. Howe** said yeah. So, these will all be two-bedroom and three-bedroom with attached garages. Our average rent will be approximately $1,400, but that will be about 90 cents per sq. ft. **Commissioner Bynum** said okay, thank you very much. **Mr. Howe** said thanks.

Commissioner Townsend said, however, based on the questions Commissioner Bynum just asked and the answers provided by Mr. Howell, I no longer have any questions that I intended to ask. Thank you.

Parcel Map– 546 N 130th St., Bonner Springs

Commissioner Johnson asked, Katherine, can you go back to the map and familiarize me with where exactly this is located relative to the park? **Ms. Carttar** said you can see the park right over here. You have the AG Hall of Fame right here and the fairgrounds. So, it's basically right across from the fairgrounds. **Commissioner Bynum** said, Katherine, I don't think you mean fairgrounds, do you? That's way to the north off of Polfer. **Chairman Burroughs** said if I may, this is the area directly behind the Feldman's. **Commissioner Johnson** said so that's going to be to the south of all the park? **Commissioner Bynum** said it's directly west. **Mr. Howe** said this would be to the west. If it's behind Feldman's like he's saying, it's right off of 130th & State Avenue. **Commissioner Johnson** said okay, gotcha. Now I'm familiarized. **Chairman Burroughs** said actually it's right across from the western entrance and exit of the Verizon facility or whatever it's called today.

Commissioner Johnson asked, how far is that away from K-7? **Chairman Burroughs** said K-7 is on the western boundary line that you see in the drawing. That's K-7 that runs right to the left of the yellow that runs north and south. **Commissioner Johnson** said okay. Got it. Thank you. I know where we are now. Thank you.

Chairman Burroughs asked, any members of the public wish to speak to the issue? Anyone in support or opposition? **Ms. Godsil** said the Clerk's Office received no comments nor do I see any hands raised.

Chairman Burroughs said, Katherine, I do have a question. In our initial review, I did have some comments and concerns about the development and at 80, can you tell me again, $88 a sq. ft. for development? **Ms. Carttar** said no, that was the rental price would be around—would you say 90? Mr. Howe said yes, 90 cents per sq. ft. would be the monthly rental rate or that would be about $1,400 per month for our blended average of two-bedroom and three-bedroom.

Chairman Burroughs said as Commissioner At-Large for that district, I have had some concerns about the development, and I did pose those to Katherine in our meeting. Katherine, I do hope that those concerns were carried forward to the developer. **Ms. Carttar** said yes. The developer, I think you had some questions about the Highlands at Piper. While the developer did not start those, that project did come in and kind of bailed out the original developer of that project. So, that was not their original plan, and they don't believe a good representation of the type of quality that they typically build. **Mr. Howe** said I guess Randy is here with me, and he also came in and kind of finished that project, but he no longer has anything to do with the management or anything of that. I don't know if that's cause for concern there.

Chairman Burroughs said, Mr. Howe, I appreciate you wanting to partner with Wyandotte County. I do know that the Bonner Springs committee will be, Planning & Zoning, will determine the quality and materials, but as Commissioner At-Large, I'm very concerned about the quality of development that goes on in the community. I'm sure these are market-rate rents, no subsidized housing. **Mr. Howe** said correct, yeah.

Chairman Burroughs said and those plans are to stand the test of time of at least 30 years of prominence in the area. That area is ripe for development, investment, and I do hope that, as a developer, that you give some consideration to the amount of not only traffic, but the opportunity to set a standard for development in that area. **Mr. Howe** said, yeah, absolutely. We plan to use Class A finishes very similar to what—we'll be using as far as within the units of the other projects we saw presented earlier this evening with the granite and, of course, counter tops, stainless steel appliances. Then, on the exterior, we'll use materials like masonry and smart trim and things that are consistent with Class A materials throughout the Kansas City market.

Chairman Burroughs said, Mr. Howe, I'm assuming that there will be a community center for a possible bad weather or emergency that will allow people to be able to have cover within the facility. **Mr. Howe** said yes. This is just the first step in kind of working with Bonner Springs, so we haven't done any borings to see how feasible basements are. But, yes, if there are not basements in these units, we absolutely will have some sort of tornado shelter. **Chairman Burroughs** said thank you for that, Mr. Howe.

Chairman Burroughs asked, any other questions or concerns from committee? Seeing none, I would entertain a motion.

Action: **Commissioner Johnson made a motion, seconded by BPU Board Member Bryant, to approve.** Roll call was taken and there were five "Ayes," Bryant, Johnson, Townsend, Bynum, Burroughs.

Item No. 5 – 21672…RESOLUTION: MASTER LEASE/PURCHASE AGREEMENT
Synopsis: A resolution authorizing the Unified Government to enter into a master equipment lease/purchase agreement with Banc of America Public Capital Corp, submitted by Debbie Jonscher, Deputy Chief Financial Officer.

Debbie Jonscher, Deputy Chief Financial Officer, said tonight, we are asking for approval to enter into a new master lease agreement. The master lease agreement is the tool that we use to finance all of our equipment that's identified in the budget as lease finance.

Our previous agreement that we had expired on 12/31/2020. In the fall of 2020, we went out for an RFP. I apologize that first point there should say fall of 2020. We went out for an RFP process. We did only receive one proposal back through that process and it was our current leasing vendor, Banc of America Public Capital Corp.

The last RFP that we had done was in 2013 and so we went ahead and wrote up a new agreement with Banc of America. The terms are basically the same as the previous agreement that we had. The original term will run through December 31, 2020, and we'll have multiple one-year renewal options after the original term.

Included in your packet was also an equipment list. For 2021, that total is about $6M. It includes a couple of items from 2020 that did not get financed in 2020, as well as all the equipment that's been included for 2021. I will just note that all the equipment that's on the list was included in the CMIP and has been previously approved by the UG Commission.

The action tonight is to approve the resolution that allows us to enter into an agreement with Banc of America Public Capital Corp. I can answer questions if there are any.

Chairman Burroughs said thank you, Debbie. Just for point of clarification, I believe you mentioned that this agreement would run through December of 2020, I believe it's December of 2021. **Ms. Jonscher** said that's correct. This agreement would run through December 31, 2021. **Chairman Burroughs** said thank you, Debbie. I just wanted to make sure I heard that correctly.

Chairman Burroughs asked, Committee, any questions?

Commissioner Johnson asked, Ms. Jonscher, when we only receive one bid, are we not required to have more than one bid on these types in terms of our policy? **Ms. Jonscher** said there was no question raised with procurement that we couldn't move forward with the one bid. Our option could have been, if we had chosen not to do a new lease agreement, we could have just done an additional amendment with Banc of America. But, since we had gone through the RFP process and it had been seven years since our last RFP, we did determine that we were going to go ahead with it. There was no issue raised with procurement that we couldn't proceed if we only received one proposal.

Commissioner Johnson said I guess the question that I have is relative to ensuring that we are receiving the best terms that the market will bear, particularly after seven years. It would just seem to me that there would be something that would cause us to pause if, in fact, we only have one bid that comes in. I don't know what the culture is in that particular arena. That's not my specialty. I do understand assuming things to bid and hopefully when you do that, that means you're trying to get the best set of terms that you can get. So, with the same organization, the same company submitting, how do we have reassurance that we're getting the best terms for our money?

Ms. Jonscher said well, I think one of the things is probably because we had a lot of interest in the last probably year or two from different entities asking when we were going to go out for RFP, I have a feeling the pandemic probably is part of the reason that we did only receive one bid. I think in our RFP, we initially asked for an initial one-year term with the option to go out for at least, I think, four renewable terms. I'm not sure it that's what—if entities didn't want to commit to because that's our option to go out.

Now, since it's just a one-year term, we can choose to renew or in two years we could opt to say if we feel like the economy is better, we could choose to, at that point, go out for another RFP. There's nothing that prevents us from once we get through with the term, that we can choose to go out for another RFP. I think that was one of the decisions when we decided to go ahead and move forward with this agreement is that we're not bound by five years before we can go out for another RFP.

Commissioner Johnson said I understand that as a matter of process. I guess my questioning is relative to a matter of practicality. What is the practicality that we will, in fact, what will dictate our need to, or desire to, I suppose, to go out and rebid this in a year? **Ms. Jonscher** said

I don't know that we would do it in a year, but I would say we did discuss possibly in two years going out and doing another RFP maybe to see where we were after we get past 2021 into 2022, that we probably would go out and probably see what the market holds at that point.

Commissioner Johnson said I guess what we are led to believe is that Procurement feels that the rates and terms, as proposed, are within the context of what the market will bear at this particular time so there's no need to—I'm assuming that that's their assumption or recommendation. **Ms. Jonscher** said we reviewed the agreement. It's basically, like I said, the same agreement. They did adjust—there is an index in there that helps determine the rate that's in the agreement. It sets how Banc of America will set the rate. Now, they did make some adjustments to that, to their indices, but it's basically the same formula we were using before. **Commissioner Johnson** said very good. Thank you.

Commissioner Townsend said I appreciate Commissioner Johnson's questions. I have some, I say comfort, but I'm not undone by the fact that we're dealing with the entity that held our previous lease. I like the fact that we would not have to wait another seven years to test the water, so to speak.

If you would, though, address what would happen if we would not go forward with this. I'm looking at these lease equipment projects and, as you mentioned, they've already been approved. So, what is the downside if there is one, for not going forward with this even though we have this only one entity that came forward in response to the RFP? **Ms. Jonscher** said I think probably our option would be that if we didn't want to do a new master lease agreement, one of the options could have been that we could have simply done another one-year extension with Banc of America to get us through 2021. That would have been once. Since we were—our initial term on this agreement was going to be one year. We just decided to go ahead and do a new agreement versus just doing an amendment, which we have done in the past. The other option would be, that if this didn't move forward, we could put it out for RFP again.

Commissioner Townsend said, but supposing that we get the same result, my question is, what is the impact of not moving forward on this proposal with regard to the equipment leases and the things that were already approved through the previous budget cycle with regard to these particular pieces of equipment and our CMIP plans? **Ms. Jonscher** said, well, if we didn't move forward, then we wouldn't have a tool to be able to finance all of the equipment on the list.

Commissioner Townsend said okay. This term again, on this lease, allows us to rebid, so to speak, within another year? **Ms. Jonscher** said, yes. **Commissioner Townsend** said okay.

Thank you. **Ms. Jonscher** said the initial term is one year and then we can either choose to go out for RFP or we could choose to renew that. We could do another amendment with Banc of America and either do that next year or we go out for RFP. I think it allows for either one.

Commissioner Johnson said I just want to clarify, though. Commissioner Townsend, she indicated that it would likely be two years before we would look into potentially looking to rebid that. Sorry for interrupting.

Commissioner Townsend said, I understand, thank you. Again, I was looking at what happens if we do not move forward with this in terms of how we're financing a lot of this heavy equipment and what would happen if we did nothing right now. Thank you.

Chairman Burroughs said, Debbie, if I may. I believe our fire trucks and equipment that we are obligated in our lease agreement are included in this, is that correct? Fire suppression equipment? **Ms. Jonscher** said yes. In fact, we even have a couple of pieces of equipment already on order from 2020 since we didn't receive that equipment before the end of the year. Those were held over. So, yeah, it includes all of the fire suppression equipment. There's some street vehicles, transit vehicles as well. **Chairman Burroughs** said I anticipate when you have some holdover that may have been some of the holdover due to the fact that the equipment hasn't been delivered. **Ms. Jonscher** said that's correct. Since those are already on order, if for some reason we didn't move forward, we would definitely have to figure out how we were going to finance. We would probably have to do an amendment with our current vendor to at least finance those that are already on order. **Chairman Burroughs** said thank you. I do appreciate Commissioner Johnson bringing that forward because the prudent thing to do is to ensure that we are getting the best opportunity, the best rates for the taxpayers that we represent.

Commissioner Johnson said I promise, Chair, this is my last question. I'm inclined to move forward with this. I just want to make sure that, Debbie, that I just want for the record, to kind of get a sense that the reason why we did not receive more than one bid is probably tied the pandemic and the economic environment relative to that. Is that correct? **Ms. Jonscher** said that's what we believe, yes. In the past probably two years, we've had multiple companies asking to be put on the list for when we went out for RFP. We make note of all of those, and we make sure that each one of those is sent notification when we went out for the RFP. Everyone that had contacted us was notified. **Commissioner Johnson** said okay. Very good.

Chairman Burroughs said I see no other hands raised at this time. I'm looking at attendees. Clerk, any letters in opposition or support of the proposed master lease agreement? **Ms. Kimble** said we have not received anything in the Clerk's Office.

Action: **Commissioner Townsend made a motion, seconded by Commissioner Johnson, to approve.** Roll call was taken and there were five "Ayes," Bryant, Johnson, Townsend, Bynum, Burroughs.

Item No. 6 – 21668…UPDATE: 2020 MOTOR VEHICLE REGISTRATION CUSTOMER SERVICE

Synopsis: Update on 2020 Motor Vehicle registration customer service, submitted by Rick Mikesic, County Treasurer**.**

Rick Mikesic, County Treasurer, said with me today I also have with me Deputy Treasurer Andrea Parra. Also, I have with us MaDonna Kampfer, who is the Administrative Coordinator who operates and oversees the Motor Vehicle operations in the Treasury Office. Each year we come before you to discuss the Motor Vehicle operations and give an update on how that's been operating throughout the last year. We did do a special presentation back in September and so some of this information was addressed partially at that time, but I think we're ready to go on and get started with our presentation.

2020 – A year of Challenges

- Closed to the public – March 23 – June 8 (11 weeks)
- Significant staff absences due to COVID19
- Temporary closure to public in November due to absences

Needless to say, 2020 was a year of challenges. We were closed to the public for 11 weeks back in the first half of the year. We'll note that we were operating and we were presenting everything that we had that was brought in by the public, but we were not open to the public at that time. We also had significant staff absences do to COVID-19 during the year. Our office, individuals were obviously just as potentially subject to the issues that came about because of COVID with regards to the virus and being sick and having quarantined. We were hit pretty much throughout the entire year with those absences, in fact, in November we had to close to the public again for a week because we had so many vacancies at that time. We had a lot of things that were really hitting us all year long as we went through the year.

2020 – A year of Challenges

July 13, 2020

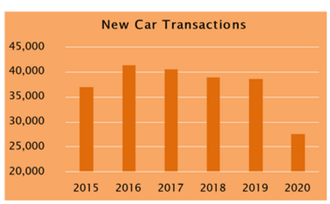
You might remember this picture. I could use a thousand words to describe it, but the picture kind of showed. We presented this back in September. July really was probably about the most challenging period that we experienced in the last year. What you see on the floor are all of those boxes. They're just email. Probably each box represented one days' worth of mail. It was mail that we couldn't even find staff to open because we just had that much information that was coming in; that much workload that was coming in. You can even see it piled up on the windowsills as well.

2020 – Results of the Challenges

- Delayed processing tens of thousands of transactions
- Upon re-opening, overwhelmed with all levels of transactions and queries
- Numerous Office Delays

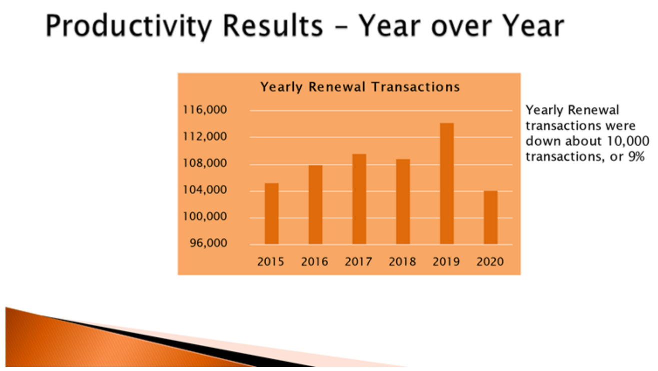
The result of all these challenges were the delaying in the processing of tens of thousands of transactions. When we re-opened in June, we were simply overwhelmed in every aspect. There were office delays with regards to emails. We were weeks behind responding to emails. Regular mail was a challenge just getting it opened. Processing the information that was provided to us. People that wanted to try to come in and get into our queue system were challenged just to get an opportunity to come in. All of the transactions that were building up during the closure, they all started, well not all of them, but a good number of them started to come in all at once and it took us a very long time to try to start to right the ship. I think the next slide is going to be MaDonna. It's going to give some data of the statistics from the year.

Productivity Results – Year over Year

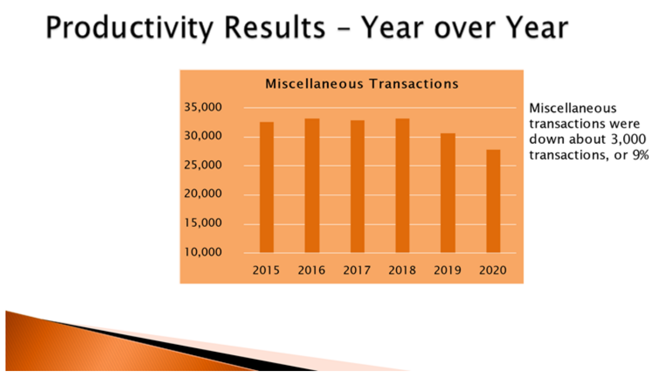


Title work transactions were down about 11,000 transactions, or 29%

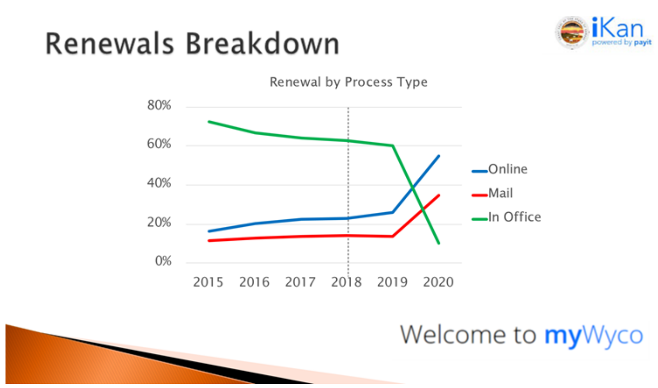
MaDonna Kampfer, Motor Vehicle Administrative Coordinator, said the next few slides you're just going to see some data that compares 2020 to previous years. Up first is new car transactions. These would be the transaction for any newly acquired vehicle.



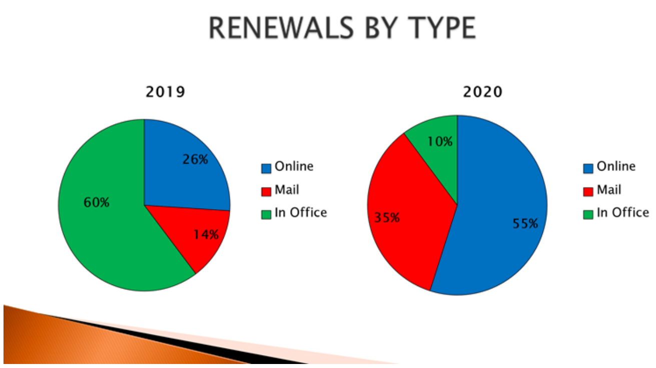
Next, you'll see our transactions for 2020 compared to other years for renewals. These are your annual registration renewals where you pay your property taxes and receive your annual decal.



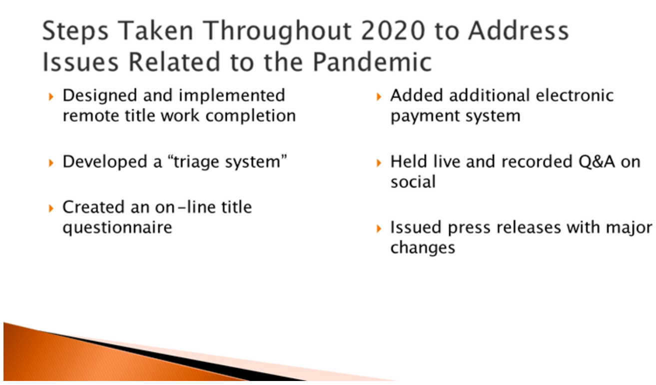
Last transaction type is miscellaneous transactions. These would be a range of anything from applying a lien to your vehicle record to requesting a duplicate title, and not limited, but including a handicap placard.



This slide is what I think we're most excited about. As you will see in years past, that big green line up there is our in-office renewal count in comparison to our online or mail-in option that we offer. In 2020, we had to make an office change due to COVID and that completely changed our office practice. We've been able to socially distance because of the requirements from COVID. We've been able to service any customer that had any type of a renewal issue outside of the office, totally changing the way that we are able to do our business.



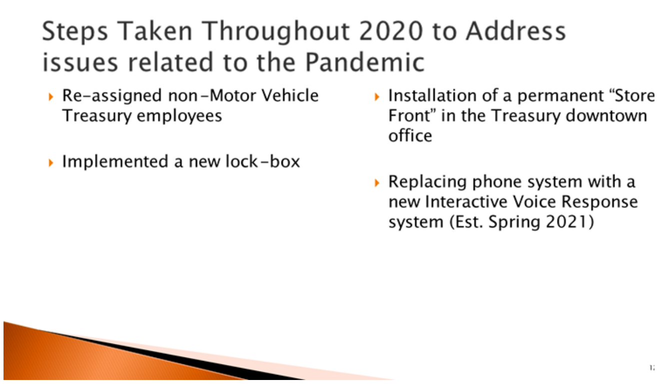
On this next slide, this is the same information but it shows you how much that has changed from 2019 to 2020. We had 60% in-office, in-person renewals in 2019; and because of the pandemic in 2020, we were able to force that to 90% outside of the office.



Andrea Parra, Deputy County Treasurer, said thank you, MaDonna. I'm going to take over the next few slides. These next three slides are going to be what is figured and counted as about 16 different steps that we would have taken to overcome the issues related to the pandemic. I'm not going to read through all of them. I'm going to just kind of go through a few of the highlighted items that we felt were just most predominate and most import to the operation.

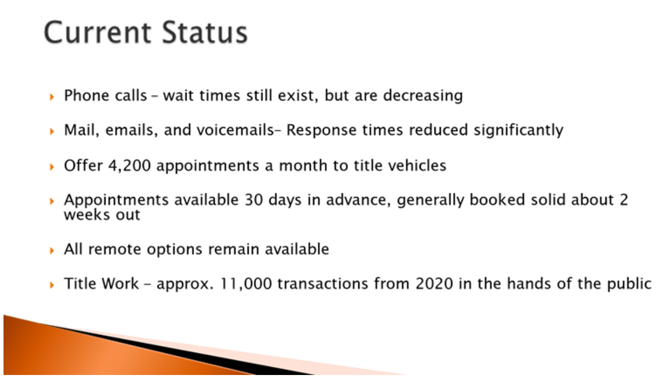
In specific order, we designated and implemented the remote title work completion option which then allowed us to create an on-line title questionnaire through Open Cities, through what's called an open forum. It's an interactive tool that allowed you to self-question and answer things based on operation of that acquired vehicle to them to know where to go, what to do, and how to do that process which then created the product of the electronic payment system through Pay-It, which is a temporary check-out page that forced you to pay by ACH, electronic funds transfer or credit card without ever coming into this office to do that title work.

Another step that we took, which is very important to us, was implementing the new appointment-based system. We went live with that in December of 2020 through what's called Appointments Plus, a vendor that was vetted through another city/county that we saw them using and we wanted to try. It really made quite the difference in the perspective of human behavior and what we can and cannot control and seeing and being able to provide the appointments at specific timeframes. Obviously, new and still open and still doing research on the what's the best number. We will continue to reevaluate that and we watch that, a group of us, daily on what's the best number. We are providing appointments every 30 minutes at both offices, up and running the annex facility and here at the courthouse as well.



The last set of steps that we took, I would state that would be very important is two items on here. On the left side of the screen, we implemented a new lock-box. Our Treasury, Real-Estate side has had lock-box opened and functioning pretty fluently for prior to both Rick and me. I can't really tell you when that started. Eventually, that light bulb kind of turned on and we decided to add that for the motor vehicles so any mailed in renewal that is through our bank, through their lock-box process first eliminating most, if not all, the renewal mail to us specifically. That's a great tool that we wish we would have done a long time ago, but now we're here and we're doing it and it's really helping eliminate a lot of the in-office process that we would have had to do opening mail, triaging that mail and processing.

Then, also we are moving to replace the phone system which is our IVR response system which is supposed to be fully operable in the spring of 2021.



Next slide is something I would like to kind of go over pretty specifically where we are today and current status. As far as phone calls, yes, we still experience high-calls; we have wait times, they still exist but they are decreasing. I feel because of the options, the constant updating of the website email address response and everything, it is decreasing, but it's still there. Like Rick said, we still get the incoming mail, email, and voicemail. We have reduced that response time significantly from non-existent, when the heart of the pandemic, to within a day or two, depending on holidays, things of that nature, weekends. Like he's listed here and he mentioned, we are offering, it comes to about 4,200 appointments a month for that newly acquired vehicle title appointment option at either office. Appointments are available 30 days in advance. We usually have everything booked solid for about two weeks. That is slowly lowering because we are getting through the appointments and we really, really are pushing that off the remote option, drop-off option, but appointments are there if they need them. We still have all remote options that we would have had April, May, June, and so on, that are still open and available, and we continue to push those as the number one choice.

Things still, though, that is an issue is the title work. We probably still have about 11,000 transactions that we should have got into the office last year in 2020 that are still out there in the hands of the public. That is one of our biggest tasks to overcome.

Mr. Mikesic said I thought we would present the same spot that we had back in July and how it looks today. We have done a really good job of getting all of that back work type of workload completed and up-to-date. This kind of just illustrates how we simply are much quicker processing all that information when it comes through the mail or the drop box, this similar situation with the emails, phone messages, and what not. But we still have a long way to go because we know we've done some investigation with the auto dealerships. We know that there was not a significant decline of auto sales during 2020. We know they bought the cars. We just haven't seen them all in our office. That's why we feel relatively certain that there is in that ballpark of 10,000, 11,000, maybe 12,000 vehicles out there that were bought during 2020 that still have yet to be titled. They're eventually going to come in and we expect to see them in 2021.

Proposed Action Plan as Part of the 2022 Budget Process

- Problem – Recruiting and Retention Issues
  - Action – Reclass entry level position to become Fiscal Support Specialist vs. Fiscal Support Assistant
- Problem – Approx. 11,000 transactions from 2020 expected to be presented in 2021.
  - Action – Add 5 additional provisionary PIN's (4 to service appointments, 1 to support phone calls)

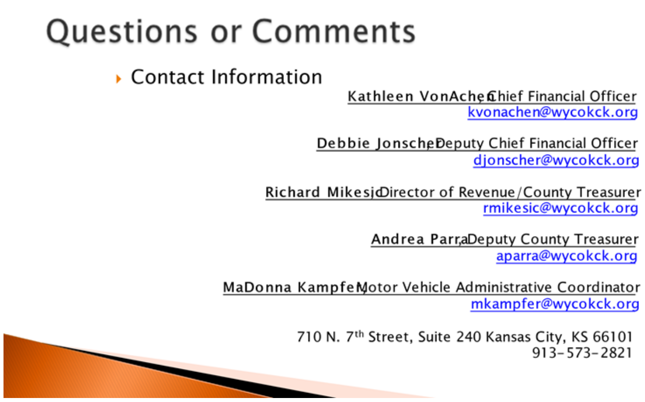
Which is part of the two of the biggest problems that we perceive right now. The first problem we have, and this was a reoccurring issue, it's not COVID related. We have, at times, we have a recruiting and retention issue. When we are out and have our positions opened and applied for, it is common for us to have delays in that process because we don't get enough applicants for our position so that we can bring in the best talent possible. When we are successful in bringing in some of our best and brightest, we do find that they find themselves looking for other positions in the Unified Government, which is great for the Unified Government. When you have good talent, you don't want to see them leave, but they do leave our office and then they go in, and we have to start all over again. So, recruiting and retention is one of our problems. We would like to be considered in the 2022 budget process, reclassifying those entry level positions from where they currently are. We did bring this up last year. We also understand that there are issues regarding finances, but we would like to throw that out as an action plan to solve that problem.

The second problem is the potential 11,000 transactions that we expect to be presented to us in 2021. We'd like to add additional provisionary pins forward to service the appointments. The quickest way that we can really get caught up is to make it possible for more people to come and see us. The best way to do that is to have those positions sitting there in the windows ready to see them.

We have those four service to service the appointments. We're also requesting consideration for one additional provision position, provisionary position, for our phone room. The other piece of the puzzle that we still have is a very large call volume. It has dropped. It has improved, but it's been still a big concern of ours. If we could get one more position in there, we think that would really help make it so that we can provide a better service and people will get more responses. It just would serve the public better.

I just wanted to present this slide. These are the people that have gotten us where we are. These are the Treasury teams, both the Motor Vehicle side and the Treasury side. Because the Treasury side is included because we have commonly, over the last eight, nine months, borrowed them from that side of the operation and had them help out with the Motor Vehicle side of the operation. What we have been able to accomplish, and we have accomplished a lot, is because of these people. In order to get to the point where we're satisfied and we can fully say we've recovered; it will be because of the work of these people.

Then we have one more slide that I'm not going to present or talk about. It's just basic information. I figured if we're presenting our motor vehicle, some people might be looking for some information on how to do the work, so we included the slide in here just for that purpose. We're happy to talk about this or any of the other slides, but we're not going to go into it in detail.



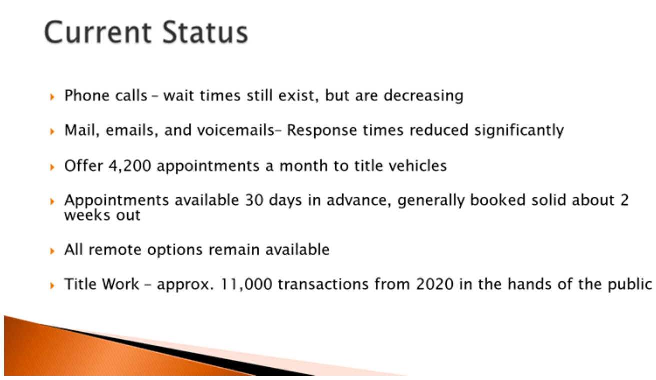
That's what we've got. We're happy to take questions.

Chairman Burroughs said thank you, Rick. Before I ask for questions from the committee, I just want to thank you, your staff, Andrea, MaDonna, and those that you listed. Thank you for the work that you've been able to accomplish under the most trying of times. You were kind enough to walk us through some of the challenges that your department has experienced in the last year. We do know that it has had a tremendous impact on the public, but please know that many of us are aware of the challenges you've faced. I believe that we will, through your cooperation and your work ethic and your commitment to the public, that we will get those resolved as you have clearly stated this evening. Thank you for your work and for the work of the department. **Mr. Mikesic** said thank you.

Chairman Burroughs said with that, I would ask, committee, any questions, any comments? I do see Commissioner Townsend.

Commissioner Townsend said Mr. Mikesic, Ms. Parra, Ms. Kampfer, and to all of those employees in Motor Vehicle and Treasury Department who are not here with us tonight, I want to express my appreciation to you. I know it was frustrating for you all, frustrating at sometimes more than others for the public, but have to commend you on your ability to adapt and persevere through a situation that none of us had seen before. It's amazing to think that—you estimate that another 10,000 to 12,000 vehicles may show up this year to deal with. I guess people said I'm going to take my chances. It's amazing to see all of the mail that you had to deal with. What was in July? Then close it out with the empty floor and the empty windowsill with that.

I do have a couple of questions specifically, with regard to the slides that were shown. The first one Ms. Parra was speaking and the heading on that slide said current status. If you could get back to that one.



Second from the bottom. All remote options remain. What does that mean exactly? **Ms. Parra** said at this point in time, for operational purposes, all remote options remain available would be renewing online for a vehicle that you already own. You can get a temporary tag virtually through our remote email option. You can do most of the miscellaneous work that MaDonna had previously mentioned such as a placard renewal and adding a lien to a vehicle record. We can make that work virtually as well. Biggest and most importantly, we have the way for you to title your vehicle remotely without physically coming into an office by drop box or the mail-in option.

Commissioner Townsend asked, what's the best way for members of the public to know how they can exercise those remote options? **Ms. Parra** said definitely. We kept our website content up-to-date and frequent as possible. It guides you through where to go based on what you're looking to do. If title, there's a link there. Get an appointment, there's a link there as well. We also have what's the UG Motor Vehicle email, which is the email address that we provide to anybody who wants to ask questions related to how to do business. We're about a day to two days out from responding to those inquiries. Facebook, we have updates there. We've done frequently asked questions. We've done posts on Facebook live. We try to provide that information anywhere that we possibly can.

Commissioner Townsend said so you could go, or a member of the public could go to the UG website and search for a link to Motor Vehicles and see all of these options explained. They're offered there? **Ms. Parra** said, yes, Commissioner. We would go to the Wycokck.org/auto is our hub site. We've tried to push it to the very top so you don't have a lot of searching. We have links based on what you're looking for. A new title registration or appointment are the most popular two. We also link to the frequently asked questions on how to do A through Z. Anything that you need, we have a document attached as well.

Commissioner Townsend said thank you. The next question takes me back to Mr. Mikesic, I think part of his display. It goes to the staffing and the points he was making about the difficulty for the department to recruit and retain. It's linked to, I guess, money. I think the proposal that was put forward was to reclassify. Yes, to reclassify the entry level position from specialist to assistant. **Mr. Mikesic** said yes, Commissioner. **Commissioner Townsend** asked, what would be the per hour difference? I'm trying to get to the budget impact of that. What is the dollar difference per hour between those two? **Mr. Mikesic** said we had brought all that information together, and I don't remember off the top of my head the exact pay per hour difference between both of those positions. I will be happy to follow up with you and provide that information to you. **Commissioner Townsend** said okay. With budget cycle right upon us, now would be a good time to look into that in more detail and refresh our recollection on what we're talking about in terms of dollar impact, if that would make a difference.

What I understood you to say is, you get people in the door, in your department, and then after they're there awhile, you lose them to other positions within the Unified Government? **Mr. Mikesic** said that is a frequent occurrence, yes, ma'am. **Commissioner Townsend** said okay. I'll look to see the difference in the hourly rate.

The next question I had has to do with the request to add five additional provisionary PINS. What does that mean here? **Mr. Mikesic** said it's temporary provisional FTEs, full-time equivalent. The PIN is the appointment number. The request is for additional employees. They're provisionals so they're not given to us on a permanent basis. When the need for those positions is no longer there, they can be eliminated. That's what I understand the provisionary position to be.

Commissioner Townsend asked, would these be personnel you'd be asking for immediately or to staff up for some onslaught of something that might be temporary in nature? For instance, if these 10,000 to 12,000 new vehicle registrations show up, you're not looking to permanently add to your staff, or are you? **Mr. Mikesic** said this request is not for a permanent situation. This request would be temporary in nature.

We do expect—to put the 11,000 transactions in perspective, we have about 3,300 under normal times. About 3,300 titles were transacted each month in our office. So, you can see we're talking about a little over three months transactions. I expect that we will be dealing with this challenge throughout the entirety of 2021. The provisional positions, if they are awarded, will help us get through it quicker, but it's still going to be something we probably deal with for a significant amount of time this year. **Commissioner Townsend** said okay, alright. I'm going to keep that in mind during budget season.

Thank you for the explanation again. Thank you to all of your staff with Motor Vehicle and Treasury. It was trying for everybody. No one had seen any of this before, but I appreciate your offices perseverance and ability to adapt and move forward. Thank you.

Commissioner Johnson said, again, I can only echo the appreciation that my colleagues have extended to you all, Mr. Mikesic, Ms. Parra, and Ms. Kampfer. For what it's worth, please extend our appreciation and thankfulness to the staff that you have highlighted tonight. I just cannot imagine what you all had to endure during the pandemic. Again, thank you, thank you, thank you.

A few questions. I guess since I'm looking at the 11,000 transactions up on the screen, does that mean that there are 11,000 vehicles running around our city that have expired tags? Can you explain to me what that means? **Mr. Mikesic** said that is exactly what it means. We believe, based upon the investigation that we did looking at where car sales were and talking directly with dealers and based upon what we traditionally transact in a given year. and what we actually did complete throughout 2020, we believe there are a notable number of vehicles driving around on temporary plates because they have not come in—expired temporary plates because they have not come in to get their title work completed.

Commissioner Johnson said wow, okay. Is there or should there be any communication between your department and KCPD with regard to those types of situations? **Mr. Mikesic** said we have been trying to stay in touch with both the Sheriff and the Kansas City, Kansas Police Department. It is my understanding that at this period of time, they are following guidelines given by the governor. The governor has given a grace period, if you will, with regards to the deadline for completing has passed. All the deadlines have passed, but there was, I believe, a period where the governor allowed the departments to decide to give warnings rather than actually issuing citations. I believe that period ends March 31. I don't want to go too far beyond that because that becomes more of a law enforcement issue than it is in my jurisdiction. I don't want to misspeak on that, but that time where the law will suggest that tickets should be issued, it's eventually going to come. That's when we think we'll start to see some of these transactions starting to show up on our doorstep. **Commissioner Johnson** said actually that was my next line of thought. When people start being ticketed, that's going to probably drive their decision making.

Let me ask Commissioner Townsend's question in terms of dollars and cents budgetary wise a different way. She asked about the dollar per person difference or the rate per person, but is there an overall dollar figure that you think that you're going to be requesting during budget season? Have you all identified what that number is in totality for all of the potential positions? **Mr. Mikesic** said we also did look at that. I do want to report that Andrea was able to pull that dollar per hour difference. It is $2.14 an hour difference. The difference per hour for both of the positions that we're talking about is $2.14. **Commissioner Johnson** said okay.

Mr. Mikesic said we have put a number of the other figures together about what we can expect that would cost in total. That would be something I'd be happy to shoot over. **Commissioner Johnson** said okay. Very good. I'm glad to know that you guys have that. It's obviously going to be instrumental in just a few weeks here.

My question with regard—or I guess I have a comment. I assume that from a cash management standpoint, we have improved the receipt of our funds with the two things happening, the online payments now being predominant and secondly, the lockbox. Is that correct? Is that a correct assumption? **Mr. Mikesic** said both of those have helped make it a little more efficient in handling those types of things, yes.

Commissioner Johnson asked, do you anticipate seeing any type of cost benefit in terms by using the lock box? Do we anticipate that there will be cost savings in the near future, or in the distant future? **Mr. Mikesic** said I think that there will be quite a few of the adjustments that we made throughout this pandemic that we will realize down the road will benefit the operation as a whole. It's hard to envision it right now because we're still in it; however, the fact that people can now make an appointment instead of having to fight to get a spot online. If they're all gone by 8:05 in the morning, they'll just have to try another day. That's not going to go away. We're going to keep the appointments. The fact that people can chose to not even come into the office, and they can get their title work completed.

I made my daughter do it that way back in May just to see how it worked and it worked wonderfully. An 18-year-old girl who had never bought a car in her life and I made her do it all on her own. All I did was give her the website and she had her title work done in May in seven days. Those aren't going to go away.

For people that chose that option, which is what we really hope they do, they'll find going forward that's really going to be in their best interest. We think we'll see a lot of those improvements, but it's really hard for me to really encapsulate just how monumental those changes might be down the road. **Commissioner Johnson** said, right. Well, of course you know this. Anything that you guys can show us in a few weeks here in terms of cost savings, that will help validate and justify the need for more staff. I think that would help in that narrative that you presented to us. I'm glad that we are now receiving or being the beneficiaries of the efficiencies of the new electronic payments as well as the lock box. Hats off to you guys.

Again, please extend our appreciation to your staff for all of their hard work. We have no idea what it took for you all to get to where you are and to get to where you're trying to go. So, again, thank you so much.

Commissioner Townsend said still on the issue, Mr. Mikesic, of the reclassification issue. Do you have any idea how many persons, in particular, would be impacted by your desire to see that reclassification done1? You just provided the difference per hour. How many people are we talking about? **Mr. Mikesic** said I believe it's 26, Commissioner. **Commissioner Townsend** said 26, okay. Thank you.

Chairman Burroughs said seeing no other hands. Again, I do want to remind the committee that this is for information only. Mr. Mikesic and Ms. Parra, thank you for your presentation this evening.

Action: For information only.

Item No. 7 – 21671…BUDGET REVISION: HEALTH DEPARTMENT LEVY FUND

Synopsis: Request approval of a 2021 budget revision for the Health Department Levy Fund to support costs associated with the county-wide COVID-19 pandemic vaccination effort, submitted by Reginald Lindsey, Budget Manager.

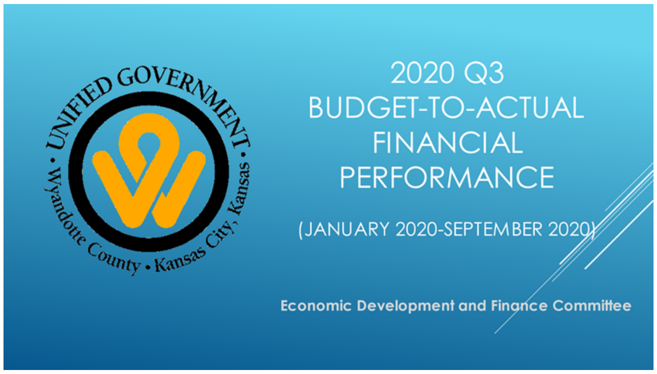
Kathleen VonAchen, Chief Financial Officer, said I would request an indulgence. I noticed on the agenda that the order of the items would be best presented if we first started with presenting how we ended 2020, then proceed to the budget provisions, and then went to the Health Department for 2021. I think that would make a lot more sense to all of you. If you don't mind, I'd like to start with the budget 4th Quarter Report.

Chairman Burroughs said thank you, Kathleen. As Chairman, I do have the authority to recognize a change in agenda, should it be necessary. I would agree that it would benefit the committee and the public if we were to look at Item No. 8, the 4th Quarter 2020 budget revisions prior to the budget revision on the Health Department Levy Fund. So, with that, are you going to be making the presentation or is Mr. Lindsey? **Ms. VonAchen** said I'd like to start actually with Item No. 9. **Chairman Burroughs** said the 4th Quarter Actuals report. **Ms. VonAchen** said yes. **Chairman Burroughs** said okay.

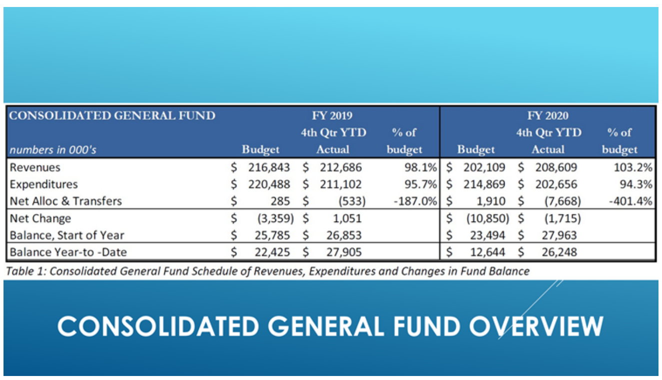
My question again is, which one of you will be making the presentation, Mr. Lindsey or you? **Ms. VonAchen** said I'm going to start off and then Reginald Lindsey will take it from there. **Chairman Burroughs** said okay, great. Thank you, Kathleen.

Item No. 9 – 21669…PRESENTATION: FOURTH QUARTER 2020 BUDGET VS. ACTUALS REPORT

Synopsis: A presentation on the Fourth Quarter 2020 financial performance compared to budget of the Unified Government, submitted by Kathleen VonAchen, Chief Financial Officer; and Reginald Lindsey, Budget Manager.



Kathleen VonAchen, Chief Financial Officer, said each quarter we present the budget to actual performance for the General Fund, but also for many of the other funds. The fourth quarter is especially important because it actually provides a summary of all four quarters together.



CONSOLIDATED GENERAL FUND	FY 2019			FY 2020		
		4th Qtr YTD	% of		4th Qtr YTD	% of
numbers in 000's	Budget	Actual	budget	Budget	Actual	budget
Revenues	$ 216,843	$ 212,686	98.1%	$ 202,109	$ 208,609	103.2%
Expenditures	$ 220,488	$ 211,102	95.7%	$ 214,869	$ 202,656	94.3%
Net Alloc & Transfers	$ 285	$ (533)	-187.0%	$ 1,910	$ (7,668)	-401.4%
Net Change	$ (3,359)	$ 1,051		$ (10,850)	$ (1,715)	
Balance, Start of Year	$ 25,785	$ 26,853		$ 23,494	$ 27,963	
Balance Year-to -Date	$ 22,425	$ 27,905		$ 12,644	$ 26,248	

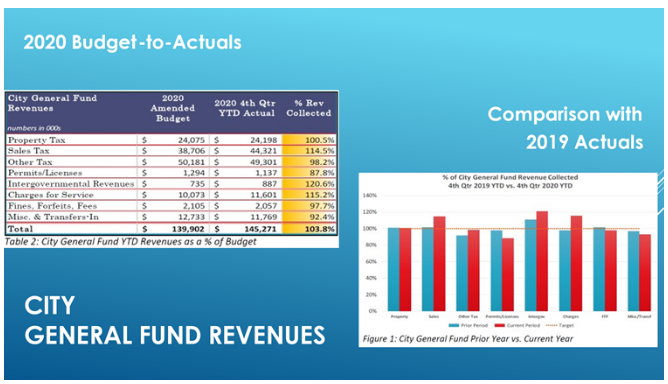
Table 1: Consolidated General Fund Schedule of Revenues, Expenditures and Changes in Fund Balance

CONSOLIDATED GENERAL FUND OVERVIEW

We're going to start off with the revenues. Well, actually this chart is a Consolidated General Fund. I might remind you that it's the city, county, and the parks General Fund together. What we'd like to do is present last year's budget and we compare it with the year before, so last year, meaning Fiscal Year 2020. As you can see, the Consolidated General Fund revenues performed much better than what we anticipated in our amended budget. Overall, we have collected $208M in revenues compared with the budget which was amended last summer at $202M. That's mainly because the sales tax performed much better than we anticipated. We will talk about that more in detail. You can see, though, although that is good, $208.6M is quite a bit less than what we collected in 2019, which was $212.6M. A $4M hit mainly because of COVID and just wanted to point that out to you.

The expenditures. We responded very quickly to the COVID crisis and as a result, we made dramatic reductions across our operations. Although, we anticipated a reduction in expenditures, as you can see, we budgeted $214.8M. That's quite a bit lower than the budget that was adopted in 2019, which was $220M. In the end, we ended up spending only $202.6M and that number is—I'm going to explain it here in a little bit. Part of the reason that number is much lower than the budgeted level is because we received CARES Act reimbursement for public safety costs. Those were all hit in the operating lines. Much of those reimbursement funds were later used for some other CARES Act dollars. In order to do that, we transferred the money out to the Capital Projects Fund in order to be able to actually do the projects and have more time to do them into 2021. That is going to be explained in more detail during the presentation that we'll be talking about regarding the Health Fund, all right? So stay tuned because there's plenty of detailed information regarding that, all right.

Overall, we ended the year with a fund balance of $26M compared with last year which was $27.9M. So, roughly about $1.7M less than we used $4.7 of our reserves. So given the fact that the pandemic hit—the reason we have reserves is so that you are able to access them in an emergency. This past pandemic definitely was one of those times. The good news about this is that because of the prudent actions taken by the Administration and by all of the Commission this past year, we were able to maintain and exceed the two month of expenditures minimum reserve target. That really helped us in keeping our credit rating, maintaining the credit rating that we've had in the past.



We're going to talk a little bit about revenues to give you a little bit more detail. As you know, we have three funds in the General Fund. We're mainly going to talk just about the City and the County General Fund. The City General Fund revenues is much more dependent on sales tax than the County General Fund, which is more dependent on property taxes. The pandemic definitely impacted the level of sales tax collection that the city or the Unified Government received. It didn't impact it near as much as we anticipated. We anticipated it to be much greater.

As you can see, property tax remains very consistent with what we had originally budgeted, and it came in at 100% of what we budgeted. There was a slight uptick in the delinquency rate in the latter half of the year, but not significant.

Sales tax came in at $44M for the City General Fund. That is $6M greater than what we anticipated in the amended budget, which you can see here is $38.7M. As a result, that resulted in—

the percentage of collection was 14.5% greater than what was budgeted.

Other tax revenues came in slightly lower, but not too bad. Actually, the Alcohol Sales Tax related sales, those came in lower than we anticipated.

Permits and licenses. We did see quite a reduction in permits and licenses. As citizens you know perhaps had a difficult time getting to our offices or being able to do their business remotely.

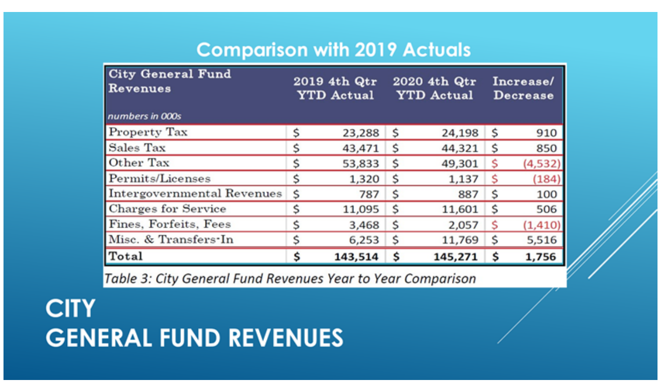
Charges for services. They came in better than we anticipated. They're at $11.6M.

Fines and forfeitures were significantly reduced during the amended budget process and they even came in—they met the reduced level so that was at $2M.

Transfers then came in as anticipated. Some of the transfers we did not undertake. There was an anticipated $1M transfer from the Transient Guest Tax, which was budgeted, and we ended up not doing that because it would have been borrowing and we did not want to proceed with that.

This chart down below here is a comparison of the actuals for 2020 with what was collected in 2019. You can see the blue is the prior period 2019, and then the red is the 2020 figure. As you can see that comparison, there are quite a bit of variances amongst the various categories.

Chairman Burroughs asked, Kathleen, even with those variances, though, the city's revenue general budget is promising at 103.8%. That shows an increase in nearly $6M year-to-date in the fourth quarter. I'm pleased to see that the sales tax projection that I felt was very conservative at the beginning of the year, has performed as I expected as the information from the state had come down in reference to our sales tax. I'm pleased to see that we are basically up, not quite $6M. To see the overall performance has helped on the city side. I'm anxious to see the county's.



City General Fund Revenues *numbers in 000s*	2019 4th Qtr YTD Actual		2020 4th Qtr YTD Actual		Increase/ Decrease	
Property Tax	$	23,288	$	24,198	$	910
Sales Tax	$	43,471	$	44,321	$	850
Other Tax	$	53,833	$	49,301	$	(4,532)
Permits/Licenses	$	1,320	$	1,137	$	(184)
Intergovernmental Revenues	$	787	$	887	$	100
Charges for Service	$	11,095	$	11,601	$	506
Fines, Forfeits, Fees	$	3,468	$	2,057	$	(1,410)
Misc. & Transfers-In	$	6,253	$	11,769	$	5,516
Total	**$**	**143,514**	**$**	**145,271**	**$**	**1,756**

Table 3: City General Fund Revenues Year to Year Comparison

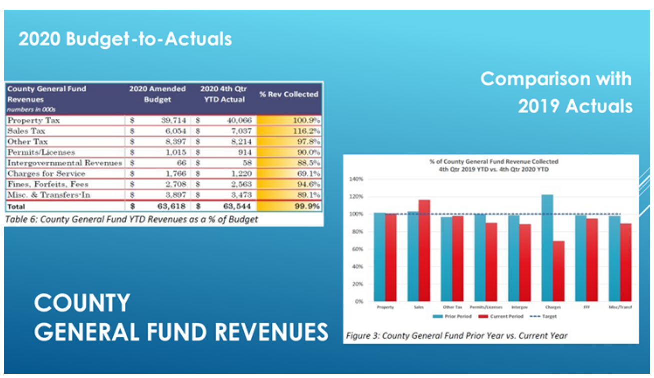
Ms. VonAchen said this comparison here actually demonstrates the amount we collected in last year, 2020, with the amount collected in 2019. There you can see that, in fact, sales tax—property tax increased about $1M. These are in millions, these dollars. Sales tax only increased by $850,000.

Even though we are really pleased that sales tax rebounded during 2020, we lost quite a bit of growth in sales tax. That number should have been somewhere around the $3M mark in terms of increase on an annual basis.

There is the other thing really—the other area that was really impacted was other taxes. Those significantly dropped compared with 2019, and as well as fine and forfeitures, which dropped $1.4M. The City General Fund was very much impacted by the pandemic.

Chairman Burroughs said, Kathleen, if I may. On the sales tax, that was after it had been—didn't the Commission, in one of your presentations, the sales tax had been revised as to what those dollars would be and we still came in above those revisions?

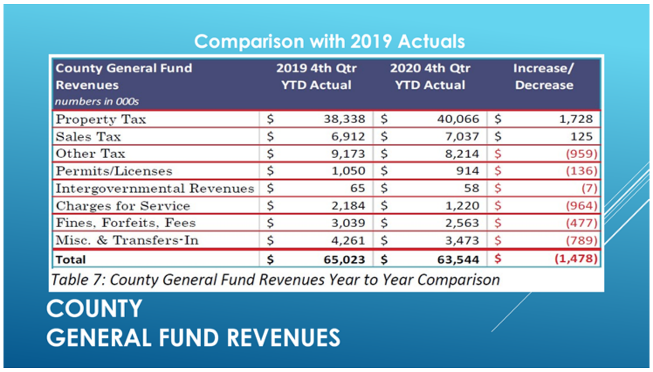
And two, what we're not seeing in here is the CARES Act dollars that went into some of these funds to offset some of the loss that we've had. Even at 1.7 of increase in revenue for the city, we are even performing better due to the CARES dollars that came in to offset some of these expenses we had in other departments. **Ms. VonAchen** said that's correct. The CARES dollars, they were used to reimburse expenses. The CARES dollars reduced the expenditure line, so you won't see that in this chart here.



So, here's the county side. The county side, as I mentioned, is very dependent on property tax. Last year, they collected $40M out of the $63M in total revenues. It came in just as we expected. My delinquency rate was maybe a little bit high, but very close.

Sales tax, they collected $7M compared with the budget of $6M.

Overall, the revenues performed well. Charges for services were down about $500,000 from what we budgeted, but overall, very good performance.

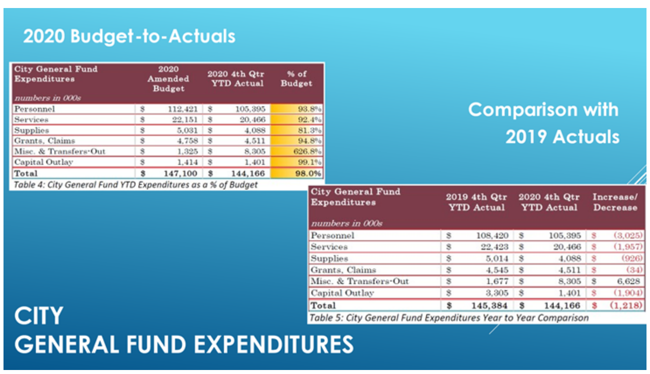


County General Fund Revenues *numbers in 000s*	2019 4th Qtr YTD Actual	2020 4th Qtr YTD Actual	Increase/ Decrease
Property Tax	$ 38,338	$ 40,066	$ 1,728
Sales Tax	$ 6,912	$ 7,037	$ 125
Other Tax	$ 9,173	$ 8,214	$ (959)
Permits/Licenses	$ 1,050	$ 914	$ (136)
Intergovernmental Revenues	$ 65	$ 58	$ (7)
Charges for Service	$ 2,184	$ 1,220	$ (964)
Fines, Forfeits, Fees	$ 3,039	$ 2,563	$ (477)
Misc. & Transfers-In	$ 4,261	$ 3,473	$ (789)
Total	**$ 65,023**	**$ 63,544**	**$ (1,478)**

Table 7: County General Fund Revenues Year to Year Comparison

Comparing the county revenues of last year with the year before, 2019, you can see that property tax grew. Sales tax stayed pretty much flat, but other taxes and charges for services, fines and forfeitures, those all were impacted because of the pandemic.

I'm going to let Reginald Lindsey continue with the expenditure side and the rest of the presentation.



City General Fund Expenditures *numbers in 000s*	2020 Amended Budget	2020 4th Qtr YTD Actual	% of Budget
Personnel	$ 112,421	$ 105,395	93.8%
Services	$ 22,151	$ 20,466	92.4%
Supplies	$ 5,031	$ 4,088	81.3%
Grants, Claims	$ 4,758	$ 4,511	94.8%
Misc. & Transfers-Out	$ 1,325	$ 8,305	626.8%
Capital Outlay	$ 1,414	$ 1,401	99.1%
Total	**$ 147,100**	**$ 144,166**	**98.0%**

Table 4: City General Fund YTD Expenditures as a % of Budget

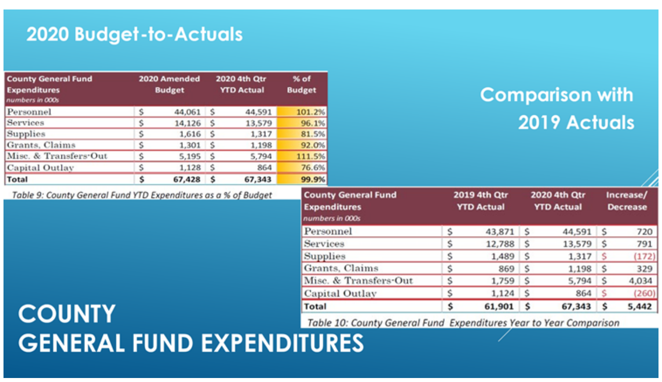
City General Fund Expenditures *numbers in 000s*	2019 4th Qtr YTD Actual	2020 4th Qtr YTD Actual	Increase/ Decrease
Personnel	$ 108,420	$ 105,395	$ (3,025)
Services	$ 22,423	$ 20,466	$ (1,957)
Supplies	$ 5,014	$ 4,088	$ (926)
Grants, Claims	$ 4,545	$ 4,511	$ (34)
Misc. & Transfers-Out	$ 1,677	$ 8,305	$ 6,628
Capital Outlay	$ 3,305	$ 1,401	$ (1,904)
Total	**$ 145,384**	**$ 144,166**	**$ (1,218)**

Table 5: City General Fund Expenditures Year to Year Comparison

Reginald Lindsey, Budget Manager, said the current slide is going over the City General Fund expenditures. There are two different views on the screen. One is a view of the budget comparison for 2020's budget versus 2020's actual. Then the second view in the bottom right-hand corner is a comparison of 2019's actuals versus 2020's actuals. Looking at the grid up in the upper left-hand corner, we're looking at the City General Fund, and we have six expenditure categories going down the left-hand side of the page. We have personnel, basically which is made up of salaries, pension, and overtime. Then we have services. Some of the biggest expenditure items there are transit, trash, and also then we have supplies, natural gas and fuel, and then parts. At the bottom there we can see we have a total of what the budget is, $147M. Last year, it was $151M. So we can see of that total, we spent $144M this year.

One of the things that we're looking for here is we see over towards the right-hand of the chart is a percent of budget that is spent. So, we're looking for ideally to spend less than 100% of the budget. So, we see in most of the categories we did spend less than 100%, but there is one that sticks out. The fifth category, which is miscellaneous transfers going out, we can see that is at like 626%. Basically, what that is, is savings that we had from the CARES dollars that were transferred out to other funds. Kathleen is going to cover that in an upcoming presentation that we have a little later on tonight, but we are able to do that because of the savings that were in personnel.

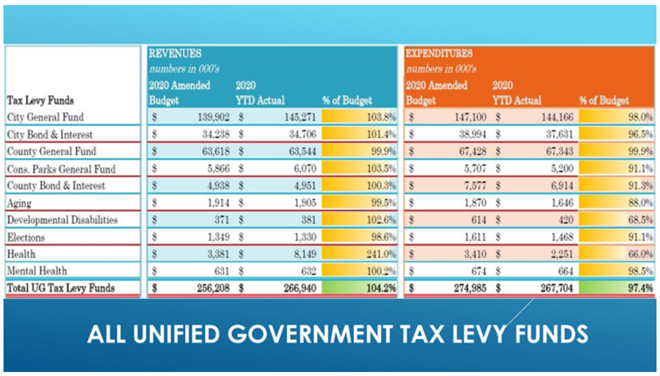
The next table, which is the bottom right-hand corner, we're looking at the 2019 Actuals versus the 2020 Actuals. Basically, what we can see there is, we have the six expenditure categories also. We see the total in 2019 was $145M and in 2020 the total was $144M. We were about 1% less expenditures this year than last year. We can kind of see where some of the savings that came in were in personnel compared to last year, and then also services and supplies at like 18%. Personnel was at like 3% savings and services are at 9% savings. But, we can see, again, the miscellaneous transfers, they were higher than last year at about 300%. Then capital outlay compared to last year was a lot lower, like 58%, that's because we had to cut the budget back for the actual 2020 amended.



Currently, we've been looking at the County General Fund expenditures. Same set up as the prior slide where we have current year budget comparison in the upper left-hand corner and then year-over-year actual comparisons in the bottom right-hand corner. A rule of thumb with looking at the six expenditure categories, we want to be at or around 100% or below. We can see over on the county side; we do have miscellaneous transfers out that were at like 111%. This is based on savings that were created when we transferred money out, and the savings that were created was because of the CARES funding.

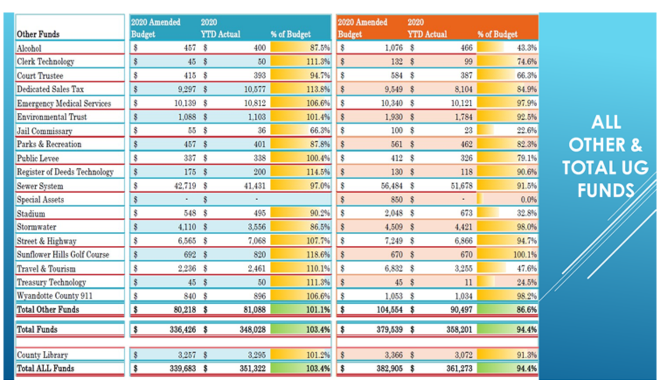
So, looking at personnel, again, personnel has some of the bigger expenditures there are salaries, pension, and overtime. Over in services on the county side, some of the bigger expenditures are inmate medical and then also inmate housing. Some of the bigger departments over there are District Court and District Attorney.

So, as we look at the bottom right corner at the table that's there, and looking at the six categories, we're comparing 2019's actuals to 2020's actuals. We can see where personnel did jump up like 2% compared to last year. Services were up like 6%, supplies were down 12%, and then miscellaneous transfers, they were up like 200%, and capital outlay was down 23%. Overall, we spent like $5M more than last year.



Tax Levy Funds	REVENUES numbers in 000's 2020 Amended Budget	2020 YTD Actual	% of Budget	EXPENDITURES numbers in 000's 2020 Amended Budget	2020 YTD Actual	% of Budget
City General Fund	$ 139,902	$ 145,271	103.8%	$ 147,100	$ 144,166	98.0%
City Bond & Interest	$ 34,238	$ 34,706	101.4%	$ 38,994	$ 37,631	96.5%
County General Fund	$ 63,618	$ 63,544	99.9%	$ 67,428	$ 67,343	99.9%
Cons. Parks General Fund	$ 5,866	$ 6,070	103.5%	$ 5,707	$ 5,200	91.1%
County Bond & Interest	$ 4,938	$ 4,951	100.3%	$ 7,577	$ 6,914	91.3%
Aging	$ 1,914	$ 1,905	99.5%	$ 1,870	$ 1,646	88.0%
Developmental Disabilities	$ 371	$ 381	102.6%	$ 614	$ 420	68.5%
Elections	$ 1,349	$ 1,330	98.6%	$ 1,611	$ 1,468	91.1%
Health	$ 3,381	$ 8,149	241.0%	$ 3,410	$ 2,251	66.0%
Mental Health	$ 631	$ 632	100.2%	$ 674	$ 664	98.5%
Total UG Tax Levy Funds	$ 256,208	$ 266,940	104.2%	$ 274,985	$ 267,704	97.4%

The current slide is a snapshot of our city Tax Levy Funds. On the right-hand side, we have revenues or on the left-hand side we have revenues and on the right-hand side we have expenditures. What we're looking for in revenues is we want them to be over 100%, and on the expenditure side we want them to be below 100%. We can see going down where most of the funds did come in over at 100% on the revenue side, which is a good thing. We can see our Health Department, a 241% increase. That's basically because of the transfer that we did to the Health Department at the end of the year. Kathleen is going to cover in another presentation we have upcoming tonight. Then on the expenditure side, we can see that all of the funds did come under 100%, so that's where we wanted to end the year at is those funds being below 100%.



Other Funds	2020 Amended Budget	2020 YTD Actual	% of Budget	2020 Amended Budget	2020 YTD Actual	% of Budget
Alcohol	$ 457	$ 400	87.5%	$ 1,076	$ 466	43.3%
Clerk Technology	$ 45	$ 50	111.3%	$ 132	$ 99	74.6%
Court Trustee	$ 415	$ 393	94.7%	$ 584	$ 387	66.3%
Dedicated Sales Tax	$ 9,297	$ 10,577	113.8%	$ 9,549	$ 8,104	84.9%
Emergency Medical Services	$ 10,139	$ 10,812	106.6%	$ 10,340	$ 10,121	97.9%
Environmental Trust	$ 1,088	$ 1,103	101.4%	$ 1,930	$ 1,784	92.5%
Jail Commissary	$ 55	$ 36	66.3%	$ 100	$ 23	22.6%
Parks & Recreation	$ 457	$ 401	87.8%	$ 561	$ 462	82.3%
Public Levee	$ 337	$ 338	100.4%	$ 412	$ 326	79.1%
Register of Deeds Technology	$ 175	$ 200	114.5%	$ 130	$ 118	90.6%
Sewer System	$ 42,719	$ 41,431	97.0%	$ 56,484	$ 51,678	91.5%
Special Assets	$ -	$ -		$ 850	$ -	0.0%
Stadium	$ 548	$ 495	90.2%	$ 2,048	$ 673	32.8%
Stormwater	$ 4,110	$ 3,556	86.5%	$ 4,509	$ 4,421	98.0%
Street & Highway	$ 6,565	$ 7,068	107.7%	$ 7,249	$ 6,866	94.7%
Sunflower Hills Golf Course	$ 692	$ 820	118.6%	$ 670	$ 670	100.1%
Travel & Tourism	$ 2,236	$ 2,461	110.1%	$ 6,832	$ 3,255	47.6%
Treasury Technology	$ 45	$ 50	111.3%	$ 45	$ 11	24.5%
Wyandotte County 911	$ 840	$ 896	106.6%	$ 1,053	$ 1,034	98.2%
Total Other Funds	$ 80,218	$ 81,088	101.1%	$ 104,554	$ 90,497	86.6%
Total Funds	$ 336,426	$ 348,028	103.4%	$ 379,539	$ 358,201	94.4%
County Library	$ 3,257	$ 3,295	101.2%	$ 3,366	$ 3,072	91.3%
Total ALL Funds	$ 339,683	$ 351,322	103.4%	$ 382,905	$ 361,273	94.4%

This slide is a snapshot of our 19 other funds, which consider of Special Revenue Funds and Enterprise Funds. Again, like the prior slide, we just looked at revenues on the left-hand side and expenditures on the right-hand side. What we're looking for is to make sure that revenues were over 100% and expenditures are below or around 100%. We can see out of the 19 different funds, like 12 of the other funds collected more than their 100%. Then we have like 6 of the funds that came in below where we forecasted. They came in below the 90%.

Again, we can see over on the expenditure side that most of the 19 funds came in below 100%. We did have one fund that came in like right at the 100% and that was Sunflower Hills. Sunflower Hills had more activity than they expected this year. We increased activity with Sunflower Hills, we ended up spending up all of their budget this year. That's why it's right at 100%.

Any questions on any of the slides Kathleen and I went over? **Chairman Burroughs** asked, Committee, any questions? I do see a hand up. Commissioner Townsend.

Commissioner Townsend said good evening, Ms. VonAchen and Mr. Lindsey. The question I have goes back to one of the slides in Ms. VonAchen's presentation regarding the City General Fund revenue slide. It had to do with the other taxes' category. What types of activity— that's the county one that's on the screen that I see. I'm looking to see the City General Fund revenue slide. **Ms. VonAchen** said the largest revenue in that other tax category is the PILOT for both electric and for water. Well, so are the other franchise taxes. There're also taxes related to/collected for alcohol sales. Those are the biggest ones.

Commissioner Townsend said so you're saying part of one of the things in other taxes would include the PILOT. **Ms. VonAchen** said yes. **Commissioner Townsend** asked, would then the fact that there was a moratorium for a good part of the year through the BPU to help our citizens out with delayed bill payment, would that show itself in these numbers? **Ms. VonAchen** said actually, I think that there was perhaps a moratorium, but there was also a lot of utility payment assistance that was provided through the CARES Act dollars. I think the biggest part of the reduction in the PILOT was because a variety of very large industries were shut down during the shelter in place period. So, those utilities were not consumed, in effect, and so the consumption levels dropped quite a bit during the year. **Commissioner Townsend** said that was the only question I had. Thank you both for the presentation. Thank you. **Ms. VonAchen** said thank you.

Chairman Burroughs asked, any other questions or comments? I don't see any from out attendees this evening or from any of the other commissioners at this time. With that, Kathleen, I do want to get back just real briefly, I believe, to the very last one that Mr. Lindsey showed. That was the one in reference to the individual revenue streams, tax levies. That slide showed the department of Agency on Aging and others, Kathleen. It's nice to see those numbers more accurately reflected, and we're not seeing the large numbers except in health. I'm assuming that some of that is due to the CARES dollars. To see these funds supporting themselves now and not seeing the absorbent amount of dollars sitting there idly. It's nice to see the change in the amount of levy that occurred by the Commission adjusted those down more accurately. I'm pleased to see that. It will keep us from having the spikes and the decreases. This should keep us funded fairly level. As we've seen through this crisis, it helped. I know it may be an anomaly this year, but I do believe that this will help us in moving forward to ensure that the levies associated with these particular funds will be more reflected accurately.

Action: For information only.

Ms. VonAchen said the next presentation is with Reginald Lindsey and it's coving the budget revisions for the fourth quarter. I think Reginald has a presentation or a handout that he wants to refer to.

Chairman Burroughs said, Kathleen, for the public that is watching, and for the commissioners, this is Item No. 8. **Ms. VonAchen** said, yes, that's correct.

Item No. 8 – 21670…PRESENTATION: FOURTH QUARTER 2020 BUDGET REVISIONS
Synopsis: Summary of Fourth Quarter 2020 budget revisions, submitted by Reginald Lindsey, Budget Manager.

BUDGET REVISIONS $10,000 OR GREATER - 4th QUARTER 2020*(For information only)*

RY	FUND	DEPARTMENT	CMIP/OPERATING	DESCRIPTION	FUNDING SOURCE	AMOUNT	DATE APPROVED
1	Sunflower Hills	Parks and Recreation	Operating	Shift funding to for operating cost	Inside Department	$22,000	November 12, 2020
2	Dedicated Sales Tax	Police	Operating	Ammunition	Inside Department	$12,000	November 19, 2020
3	County General	WYCO Communications	Operating	Increase Technician Contract	Outside Department	$13,150	December 2, 2020
4	City General	Legal	Operating	Legal Cost	Outside Department	$33,176	December 7, 2020
5	Dedicated Sales Tax	Police	CMIP	Purchase CSI Van	Inside Department	$40,000	December 16, 2020
6	City General	Public Works	Operating	Emergency repair to fuel island	Inside Department	$18,300	December 16, 2020
7	Elections	Elections	Operating	Additional Expenses, Covid Pandemic	Inside Department	$11,500	December 17, 2020
8	Consolidated Parks	Parks and Recreation	CMIP	Purchase Ballfield Equipment	Inside Department	$12,923	December 17, 2020
				GRAND TOTAL		$163,049	

Budget Revsions $50,000 or Greater - 4th Quarter (Presented to E/D&F Standing Committee November 30, 2020)

RY	FUND	DEPARTMENT	CMIP/OPERATING	DESCRIPTION	FUNDING SOURCE	AMOUNT	DATE APPROVED
1	Sewer System Enterprise	Public Works	Capital/Operating	Kaw Point Plant Remodel	Inside Department	$255,000	October 12, 2020
2	City General Fund	Police	Operating	In Custody Medical Expenses	Inside Department	$60,000	October 15, 2020
				GRAND TOTAL		$315,000	

Reginald Lindsey, Budget Manager, said when departments request to shift funds that are greater than $10,000 or more money for contingencies, a budget revision request is sent to the County Administrator's Office. If that amount is over $50,000 and it's an emergency, a budget revision request is sent to the County Administrator's Office and also Mayor Alvey's office before we transact it. If something is over $100,000, it has to come to this committee before it's approved for us to move the funding.

In the fourth quarter, we had 10 transactions. Two of them were in Public Works, two of them were in Parks, three were in the Police Department, one was in Wyco Radio, one with the Legal Department, and then one with the Election Office. Two of the items were brought to this committee back on November 30th. The reason they were brought was because they were over $50,000. Within our policy, we have to bring those to the committee right after they happen. Are there any questions about the ten transactions that were done?

Chairman Burroughs asked, any questions, committee? We've asked that those be presented on a quarterly basis. Seeing none. Reggie, please continue.

Mr. Lindsey said then there was a second set of budget revisions that were done. There were 20 transactions, and these had to do with moving funded related to COVID spending and reimbursements that we had. These are going to be covered in Kathleen's next set of slides. The total on these ended up like $9M and they'll be covered in the next set of slides that Kathleen is going to go through in more detail.

Chairman Burroughs said so, Reggie, I do see a majority of those are for capital and probably maybe five for operating expenses. **Mr. Lindsey** said, yes, that is correct. We moved some to the Capital Projects Fund and then also some went to the Health Levy Fund.

Ms. VonAchen said even though we kind of classified them as capital, capital is where we put funds that we're able to spend over multiple years. Some of the items aren't necessarily 100% capital, they're more of just items that we needed more time to spend on. **Chairman Burroughs** said, Kathleen, will you restate that again? I want to make sure I understood your comment. **Ms. VonAchen** said well, some of our projects that we have in the Capital Fund aren't necessarily for streets or roads or for an asset necessarily, but for a project that is being done to enhance or make our operations more efficient. So, it's in the Capital Fund because we're able to do it over multiple years. Operating is budgeted on annual basis and capital is budgeted sort of on a multi-year basis.

Chairman Burroughs said thank you, Kathleen. Reggie, any other comments? **Mr. Lindsey** said no more comments. **Chairman Burroughs** said thank you.

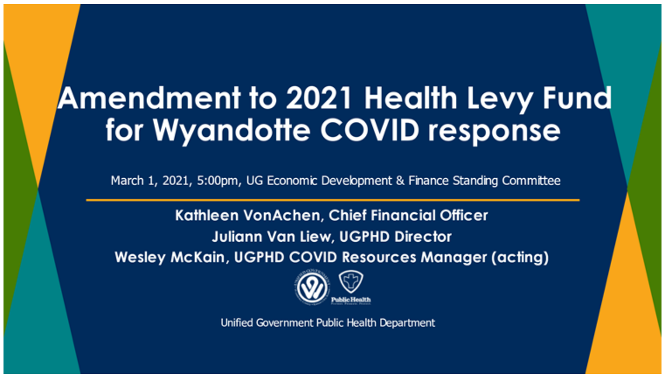
Action: For information only.

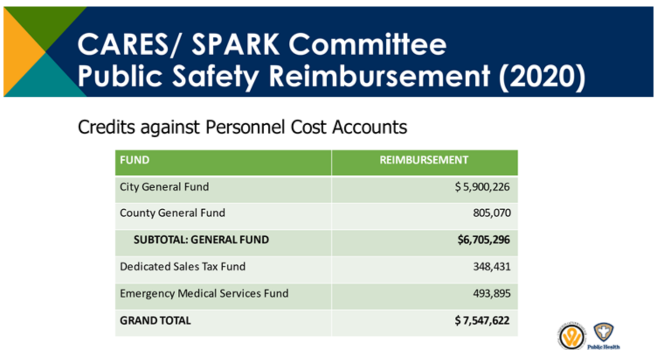
Chairman Burroughs asked, does that now take us to Item No. 7? **Ms. VonAchen** said it does.

Chairman Burroughs said, committee and public, those two items were for information only. Item No. 7 is the budget revision for the Health Department Levy Fund. That will be an action item and that will be our last item for this evening. At this time, I do have both, Reggie to present and I'm assuming Kathleen will be presenting also. **Ms. VonAchen** said this item will be presented by myself and Juliann VanLiew, the Health Department Director, and Wesley McKain, who is the COVID Resources Manager.

Item No. 7 – 21671…BUDGET REVISION: HEALTH DEPARTMENT LEVY FUND

Synopsis: Request approval of a 2021 budget revision for the Health Department Levy Fund to support costs associated with the county-wide COVID-19 pandemic vaccination effort, submitted by Reginald Lindsey, Budget Manager.





FUND	REIMBURSEMENT
City General Fund	$ 5,900,226
County General Fund	805,070
SUBTOTAL: GENERAL FUND	**$6,705,296**
Dedicated Sales Tax Fund	348,431
Emergency Medical Services Fund	493,895
GRAND TOTAL	**$ 7,547,622**

Kathleen VonAchen, Chief Financial Officer, said the CARES Spark Committee from the Governor's Office provided us with the opportunity to do a public safety reimbursement and that was during 2020. Here is a list of the reimbursements we received through the Spark Committee into the City and the County General Fund as well as dedicated sales tax and emergency medical services. These are reimbursements that we received through the Spark Committee. The City General Fund received $5.9M, the County General Fund or the Sheriff's Office received $800,000, then Dedicated Sales Tax received $348,000, and EMS received almost $500,000, for a total of $7.5M.

What we're going to focus on the rest of this presentation is this $6.7M figure here. Because we left the amount that the dedicated sales tax and emergency medical received as reimbursement. We just went ahead and created their personnel lines and didn't do any further action. That helped to mitigate some of the cost that they incurred during the pandemic.

Reimbursements Used to Cover other COVID-Related Needs

CITY GENERAL FUND

Item/Project	Reimbursement Redirected
COVID Communications (Citizen)	$ 500,000
Open Cities Web Re-Resign	52,500
HVAC Building Systems Improvements	334,000
FIBER Improvements (grant match)	250,000
Bathrooms – Parks & Recreation	800,000
SCOUT - Procurement Module (remote processing)	289,064
Adaptive insights (data analysis)	284,300
ERP Duration UG Team (18 -mos)	442,177
SUBTOTAL - PROJECTS	**$ 2,952,041**
Transfer to Health Levy Fund – 2021 Vaccinations Project	2,948,186
GRAND TOTAL -Redirected Reimbursements	**$ 5,900,226**

The City General Fund. So, with that $5.9M that was credited to our personnel line, we decided to use those funds rather than just letting them go to fund balance. We decided to use those funds to do a number of projects that would assist with our COVID fighting activities.

First off, we spent $500,000 in COVID communication by putting out a *Citizen*. Some of these funds we weren't able to spend in 2020, and as a result, we had to move them into a capital fund in order to be able to spend them in 2021. Some of the COVID fighting activities don't just end on December 31.

We have set aside $500,000 to continue our strategic communication efforts. The second was the Open Cities Web Re-Design and then we did a number of improvements to the HVAC system, or we're going to in 2021 to a number of HVAC systems that are city related.

We have set aside $250,000 as the grant match for the fiber improvements that are being undertaken. There's an additional $800,000 in bathroom improvements in our various parks and recreation. Then there's a variety here of additional funding in the future to continue our administrative efficiency processes in order to provide better access for our employees to do remote processing of transactions and such. All of those amounted to $2.5M.

In order to—this is a reminder—I'm going back to here—it's $5.9M that we got reimbursed through the public safety reimbursement in the City General Fund. The remaining amount was $2.9M and that's an amount that we transferred out of the City General Fund in 2020 to the Health Fund so that they could use that money in 2021 in their vaccination project. The $2.9M was not enough for them. We're going to add in another $2M. You'll see here in a minute.

Reimbursements Used to Cover other COVID-Related Needs

COUNTY GENERAL FUND

Item/Project	Reimbursement Redirected
GIS Subscription & Training	$ 414,000
HVAC Building Systems Improvements	714,000
SUBTOTAL - PROJECTS	**$ 1,128,000**
Transfer to Health Levy Fund – 2021 Vaccinations Project	**0**
Resources from Available Budget in Other Areas -County GF	**(322,930)**
GRAND TOTAL -Redirected Reimbursements	**$ 805,070**

Now, on the county side, as you know here we—remember, the county got $805,000 in reimbursement. Of those, we did the following activities. We renewed the GIS subscription and did some training; and they were also going to be making improvements to a number of HVAC systems. Those two projects amount to $1.1M. The county is not going to be transferring any money to the Health Fund. The difference between the amount that the county got reimbursed in CARES dollars and the amount of kind of new projects, is just being taken from other unspent resources in the County General Fund. So, that's what's happening on the county side.

Proposed 2021 Budget Amendment

- Year-End 2020 City General Fund Transfer to Health Levy Fund

Transfer Description	Amount
Re-Direct CARES Reimbursement	$ 2,948,186
Additional City General Fund $	2,000,000
TOTAL FOR HEALTH LEVY FUND	**$ 4,948,186**

- Affordability
  - Combined General Fund estimated to end 2020 with a reserve that's 20% of operating expenditures (including the $2 M transfer to Health)
  - Minimum target reserve policy = 16.67% or 2-months expenditures
- Formal approval
  - During Amended 2021/Proposed 2022 Budget 2nd Public Hearing (July 2021)

Back to the reason for this presentation tonight. The CARES Act dollars, at year end 2020, what we did was, we transferred that $2.9M in CARES dollars that the City General Fund received that we did not redirect to other COVID fighting activities. Then, because sales tax did so well and was not anticipated, our fund balance ended up with some extra funds.

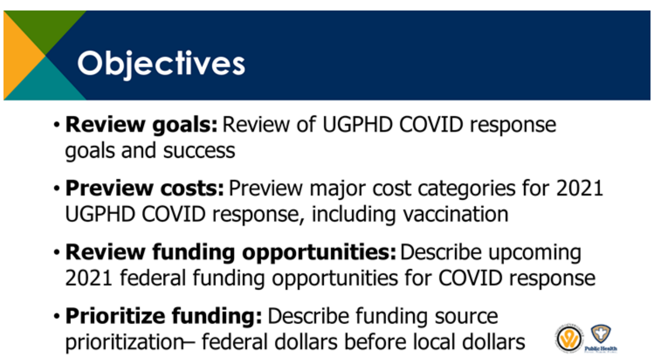
We know that the Health Department is really going to be struggling to proceed with the vaccination effort that they're going to talk about here in a moment. We identified another $2M that we transferred in 2020 to the Health Fund. The Health Fund, in total, at the end of 2020, received $4.9M. Just to be clear, this amount that we're transferring, it is affordable. The combined General Fund is estimated to end 2020 with a reserve that's 20% of the operating expenditures, including this

$2M that we're transferring to the Health Fund. Our minimum target reserve is 16.67% or two months of expenditures. We're maintaining that. We're at 20%, which exceeds the minimum target.

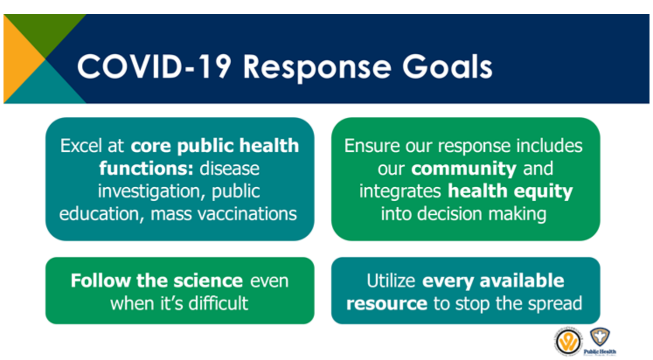
The other thing I wanted to mention is that what we're asking tonight is for, even though we've transferred the money over into the Health Fund at the end of 2020, the Health Fund still needs the budget of 30 to spend the $4.9M in 2021. That's what we're asking from you tonight so that they can proceed with spending this $4.9M.

We could have you do a formal approval of that like a formal budget amendment. What I mean by that is state law would require that we hold a public hearing and so forth, similar to what we do in July when we amend the current year budget. But what we're hoping tonight is that all of you will approve this with a voice vote without any resolution. When we come back in the summer and amend our current year budget, we will include this amount. That's the thought here.

At this point, I'm going to let Juliann Van Liew take it from here and she's going to talk about the $4.9M and her vacation efforts.



Juliann VanLiew, Health Department Director, said as Kathleen mentioned, we just want to get a little bit of a high overview of what some of the areas are that we plan spend that $5.9M on.



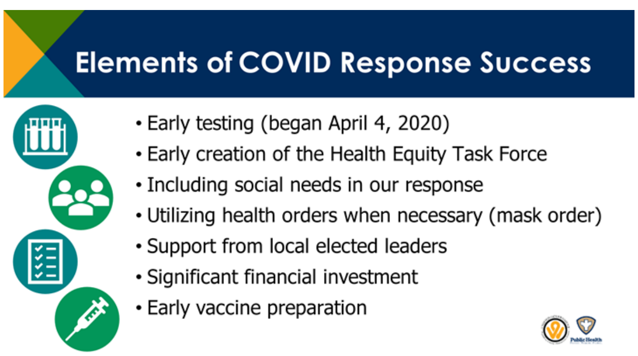
Before we jump in there, I wanted to spend a few minutes just looking back over the last year talking about our efforts in terms of contact tracing, testing, etc., and the many activities that were funded. We are fortunate of the CARES dollars that we received through approval with the Commission.

At a high level, since last March, it's hard to believe it's been a year now, but since last March, our COVID-19 response has had four primary goals. One of those is to excel at core public health functions. This includes disease investigation, our contact tracing, public education, and mass vaccinations. We've made it our mission to not only conduct these activities, but to conduct them with a high level of expertise. I believe our team has done that.

Our second high arching goal is to ensure our response includes community and integrates health equity into decision-making. That sounds like something very easy to do, but it can be difficult to do operationalize.

Thirdly, to follow the science even when it's difficult. It has certainly proven difficult at some point in this last year.

Fourthly, to utilize every available resource to stop the spread.



Towards meeting those goals, we have had a number of elements of our COVID response that have been high successful. The only reason we've been able to implement the vast majority of these is because we've been able to obtain the necessary financial resources. We were able to begin testing very early, just about three weeks after our first COVID case. We were the first to test for free out of a health department in the metro in the state of Kansas. We moved early and effectively.

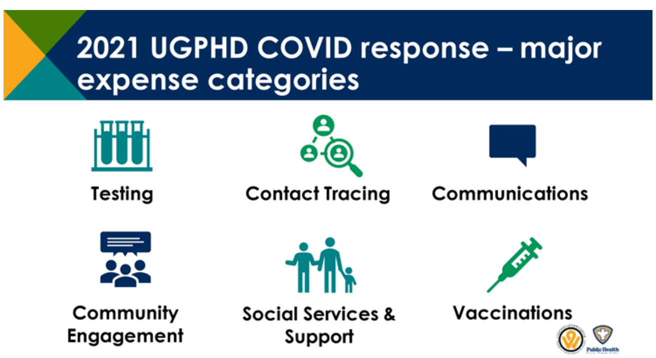
Secondly, we created a Health Equity Task Force very early on. This was up and running by the end of April. Again, to ensure that health equity is a cornerstone of our response and not on afterthought. We've included social needs in our response. Our community in Wyandotte County has needs that some communities do not. So we've done things like ensuring food delivery to people so that they can stay home and quarantine and isolate. Those sorts of wrap around services, they really are essential to a pandemic response in a place like Wyandotte.

We utilize health orders when necessary. Removing them as soon as we are able, given the data and research that's available to us at that time.

Support from local elected leaders. I credit our Commission at a really high level for really putting their weight behind the Health Department and the work that we are doing and with that, again, the significant financial investment you all have made in our work.

Then an early vaccine preparation being, of course, another really important component of our response. It has made us successful to date in our vaccine effort.

I'm going to turn it over here now to Wesley McKain, and I just want to make mention, a lot of you know Wesley McKain from his many years at the Health Department and his work supervising the Community Health Division. I just feel it very necessary for you all to know that he had stepped into an unprecedent scope of work in managing the $12M CARES budget and working closely with our business office. He had taken that on wholeheartedly, and the Health Department and the community at-large owe him a debt of gratitude for the work he's put in to ensure that every aspect of our COVID response has resources to support it.



Wesley McKain, Acting COVID Resource Manager, said these are our major cost categories that we're looking at for overall COVID response for 2021. Testing, most of you are pretty familiar with this cost category. The only thing I'll add to that is that as the Health Department moves into vaccination in 2021 and ramp up our efforts, we're going to be working with our clinical partners to make sure that we continue testing and surveillance. That is an extra cost that we'll be incurring, but some other costs have gone down as well in that same category.

For contact tracing, once again, you guys know this pretty well. These costs go up and down dramatically based upon case rates. Right now, our case rates are, thankfully, very low so our contact tracing expenditures are low. Should case rates go back up, and we do not know that they won't, we are monitoring it and making sure that we're keeping an eye on it. Those will go up accordingly.

Also, in that category, are two epidemiologists who help us to track disease spread in Wyandotte.

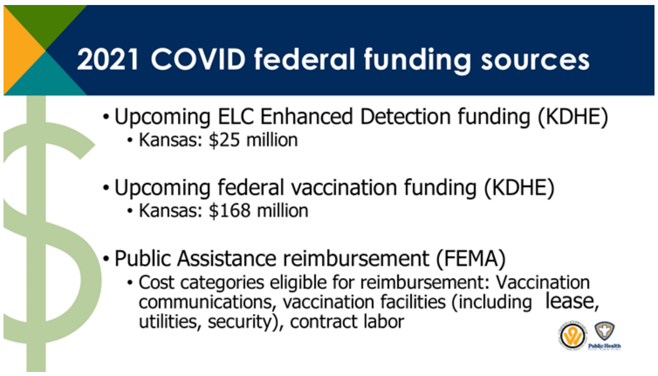
Third cost category is communications. We spent about $2M last year, as a Unified Government, on communicating about COVID to our residents. We do not believe that communicating about vaccination in 2021 will decrease those costs so, we're estimating a pretty healthy comms budget to reach the incredible number of different languages in our county, different cultures, different groups.

Related to that is our community engagement. A bucket of resources which is something the Health Department is paradigm is on this is that it is not a one-size-fits-all engagement effort. We have the mosaic of peoples in our county. Like I was saying, language, culture, different groups of people who have different understandings of vaccination. Different feelings about the government, about the American healthcare system. There's a lot of different things that we have; undocumented people in our community who also need to be vaccinated. There's a lot of groups that we are going to be working with and to work with them effectively, it takes resources. That's another effort that we'll be spending some resources on.

Social services and supports. These are social services and supports for COVID and COVID vaccination. Two big costs things. One is what Juliann mentioned. We do have a home delivery program to support people who are under quarantine and isolation, or who are at extremely at risk. We've delivered up to this point to about 2,000 households of groceries, cleaning supplies, and PPE to keep people who are not sick in their households not sick. As we ramp up our vaccination effort, it's going to take some resources to ensure that transportation is not a barrier for people in our community, and that will require some resources as well.

Finally, probably our largest cost category here is our vaccination operation. You know that we have three sites. Two sites are up and running now. We have a third site that's going to be opening up here in about a week and a half, is my understanding. There is rent. There are utilities. BPU has been very generous and allowed us not to pay for the utilities at the sites that they provide, but we still have to pay for gas at the sites. We have a security arrangement to provide 24/7 security at all three of our sites.

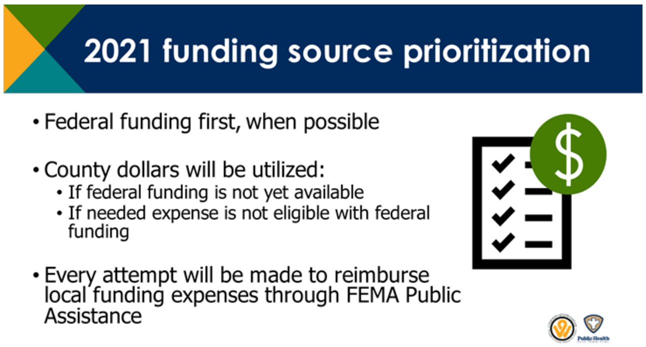
Then, finally a very large cost is our contract labor to make sure that we have enough staff support to run the sites. I was talking with our staffing person today about 40 – 45 people per site to make a vaccine site run. We have gotten a lot of response from the volunteer community in and around Kansas City. That was one of the benefits of us standing up our sites early and getting the word out about our sites early is that we've had a lot of volunteers who have really been helping run our sites. We have to have a paid workforce to continue to run these sites for the duration of when they're needed so, that's another cost. Those are kind of our major cost categories.



So I wanted to give you just a brief overview of the federal funding we expect to receive for this in 2021. ELC Enhanced Detection. This first one, Kansas received $25M. We got a message from them. We hope to receive about a million from that bucket of money and very thankful for that. The one thing to note about that enhanced detection funding is it is specifically not for vaccination. We cannot pay for people to vaccinate other people. It is surveillance and COVID detection money. It will provide assistance for things like contact tracing and testing, but not for some of the labor costs and the vaccination costs and the rent and all of those things that we need.

The second pot of money, we have not heard about yet; but it is a larger pot of money. We are very excited about hearing about it. You can see that it is much larger than the pot that was allotted to Kansas for enhanced protection. This is strictly vaccination funding, $168M. If we're receiving a million for $25M, we hope, potentially, that we would receive more than that for $168M, but as we've learned with these funds, you never count your chickens before they hatch. I think between the President signing the CARES Act last year on March 15, to us getting our CARES budget, was about six months. We've heard and all signs are that it's not going to take six months this time, but we have not gotten confirmation about those funds yet.

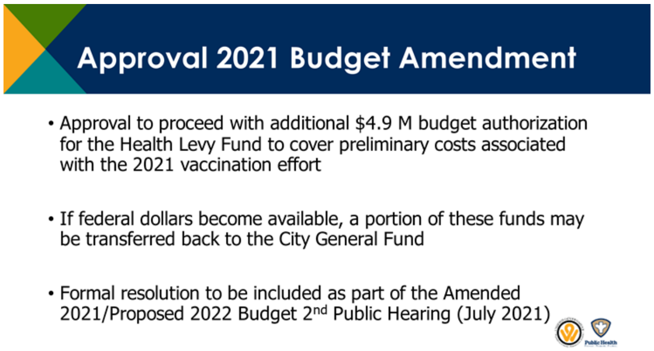
The third thing is something I'm working on with Kathleen and Matt May and the Kansas Department of Emergency Management. There is a public assistance reimbursement process that FEMA has sort of altered to serve the COVID pandemic. I was very excited to find out last week from them that our cost category is eligible for reimbursement through this are vaccination communications. Remember I said that was potentially going to be $2M this year. Vaccination facilities which includes lease, utilities, and security and contract labor. Those are three of our largest cost categories. I'm very excited. We're going to be working aggressively to make sure that we take advantage of that.



This is my last slide. I just wanted to give you just how we are going to be funding the dollars that are under consideration for amendment in this presentation. Then the federal sources, first of all, if at all possible, use the federal funds first. County dollars will only be utilized one, if federal funding is not yet eligible, which is the case now, or if the federal funding—or if a needed expense is not eligible with funding.

I just want to let you know to end, that the issue here is we did request, or it's under consideration for a $4.9M amendment. I do not anticipate that we will be utilizing $4.9M of local funding for our COVID response in 2021. I would be extremely surprised if we used that. We have a good amount of federal funding coming into the Health Department for us to use this.

The big issue, and the reason why I'm very grateful, the committee is considering this is an issue of timing because we have costs that are being incurred now. We have responses going on now and our CARES dollars are effectively pretty much done as of right about the beginning of March, which is now. Even though a lot of the county dollars that we will be utilizing now could be reimbursed through the FEMA public assistance funding or as soon as we get the federal dollars, those costs will be, our cost will be pushed on that as much as possible. We do have a sort of cash flow problem now. We'd like to thank the commission for helping us out in our time of need on this. That's all for me.



Ms. VonAchen said in summary, the request is for you to approve with proceeding with the $4.9M budget authority for the Health Levy Fund in order to cover preliminary costs associated with the 2021 vaccination effort.

I did, again, want to point out that if federal dollars do become available, a portion of these funds, the $4.9M, might not necessarily be required. Of course, we'll know that by the end of the year. In which case then, we can transfer whatever portion that was not spent back to the City General Fund where they came from.

Again, formal resolution with this budget amendment would be taking place as part of the amended budget process this summer, which is approved in the second public hearing in July. What we're asking for you now is your acceptance of this and approval so that we can proceed with spending those funds. Are there any questions? **Chairman Burroughs** asked, Committee any questions?

Commissioner Townsend said I wish to thank Ms. VanLiew, Mr. McKain, and all of the employees at the Health Department who've been involved in any way over the last year for trying to fight the COVID scourge in any form or another. I have to say that I was so impressed having gone out to the former K-Mart site with the efficiency with which it was running, with staff and our volunteers who were all so professional, so amiable, to the people who were coming out, so efficient. We have seen our governor come out, state representatives, and US congressional representatives at the congressional and the senate level. Word has gotten around that Wyandotte County is a model for the resources we have and using. Having said all that, this is a lot to take in.

So, my question is, because I thought there was another number beside this $4.9M that we saw on an earlier slide. You're asking for $4.9M budget authorization for the fund. Where is that coming from? Is any or all of that already on hand? **Ms. VonAchen** said the $4.9M was a transfer out of the City General Fund to the Health Fund that took place at the end of 2020. It's a combination of the $2.9M and then the additional $2M for a total of $4.9M. **Commissioner Townsend** asked, all of that came out of the General Fund? **Ms. VonAchen** said the City General Fund, yes. **Commissioner Townsend** said what we're saving by this request is that we do not have funds particularly earmarked from other sources at this point. It may be coming to deal with COVID. Is that correct, simply put? **Ms. VonAchen** said that's correct. The CARES dollars we received last year have effectively been spent. This is what we have so for. Of course, we anticipate we'll be getting additional federal funding, but we're not sure of the timing of that or how much it will be. So we need to continue our efforts and that's why we need the $4.9M at a minimum to continue with the efforts that are currently underway. **Commissioner Townsend** said okay. Well, that in a nutshell were my questions and comments. Thank you.

Commissioner Johnson said I don't want to belabor the time again. Extended thanks to all of you all that have put in so much time as we have just tried to traverse through this arduous path called COVID-19. If we say thank you every time, we still haven't said thank you enough, and that's just genuine in terms of what we have seen. When you consider, I think, the quality of personnel and the way that you all have responded, it seems to me that, hopefully, we're going to really see some real improvement in our overall county ranking as it relates to our health standings in coming years.

Having said that, just a real quick question. In terms of the larger amount of money that is to come, and as we look at how the money has been allocated, I suppose, I think this is the way I want to frame my question. How is that allocated? Is it based on the population of the local community that determines how much is being allocated to us, or is there some other matrix or model that they use? **Ms. VanLiew** said thank you, Commissioner, for those words. As it relates to your question, so we only know how they're allocating that smaller piece of detection money that Wesley was talking about, that $25M. The way they are doing that is every county gets a flat $100,000 and then on top of that, it's based per capita. The smaller counties would have received real small amounts. The bottom floor is $100,000, but then after that, it's per capita. We, I, expect it'll be the same with the next pot of money; but, of course, the state could do with it what they like.

Commissioner Johnson asked, do you know how much the highest county received by any chance? **Ms. VonAchen** said I don't. **Mr. McKain** asked, for the $25M? **Commissioner Johnson** said yes. **Mr. McKain** said I saw that a county received over $3M. We have 165,000. That would probably be Johnson I would guess, probably received that amount. **Commissioner Johnson** said yes, okay. That's all. Thank you all. Appreciate your work so much.

Chairman Burroughs said there's been accolades paid to all of you this evening for the tireless efforts you put forward to ensure the health of our community. Thank you for your tireless efforts. On the other hand, I do have a few questions.

The $168M plays out to the exact, Mr. McKain, of the $25M. We're looking at possibly $6.5M opportunity to Wyandotte County under the same formula of the ELC money. Couple that with the $4.9M, would put us at nearly a little over $10M. If you back out the $2M that you're asking us to approve tonight, that will take us to $8M. I'm just doing rough math on the fly. I guess my comment would be, how much did we spend totally in 2020 and what percentage were we able to—I know the vaccine was late in getting to market, but to what extent are we meeting our goal of 2020 that would determine the additional $2M for 2021 as we wait for the allocation of the additional $7M that is projected in these numbers?

Mr. McKain said I don't, unfortunately, have the exact figures for the amount that we spent in 2020 on our response. I know we were allotted about—we ended up receiving $10M at the Health Department. We spent, I think, about half of that, if my memory serves—before what we thought was going to be the CARES deadline, but before the CARES deadline was pushed back.

As far as the—you make the point, actually, that I was kind of hoping to kind of suss (sp) out here, which is we are actually going to receive—it's very likely that we're going to receive a considerable amount of federal funding in 2021. I would not be surprised if the total amount we received in federal funding, if we had received it on January 1st of this year, we would probably not be coming to this Commission. I don't know that for use. I don't have enough facts and figures to bring that up to make that certain. We're going to receive a pretty significant amount of money. The issue is really a timing issue.

You had a question about—did you have a question about the goals and whether or not—**Ms. Van Liew** said I think one of the questions was, how much UG funding did we have to tap into in 2020? Is that correct, Commissioner? **Chairman Burroughs** said that's correct, Juliann. What I'm trying to get to is do—we're looking at, in my opinion, the worst-case scenario here, but the best prepared scenario, I'm just trying to see how I can guide the committee to find the scenario that one, allows the public to understand that we take this issue very seriously and I want to compliment your work and be good partners.

The other side of me, as chairman of this committee, $2M is a substantial amount of money just to throw at something and let it sit when we have other needs in the community that are important. Once this money is in there, a lot of times people forget that money is sitting there and then at the very end of the budget year, all of a sudden we have $2M that is unaccounted for or we spent that. We have no way to really account for it or to be held accountable for it. I'm just trying to find a comfort level in which to encourage the committee to either be supportive or to take whatever actions necessary this evening. **Ms. VanLiew** said absolutely. That makes total sense, thank you. In regard to your first question, we spent virtually zero city or county funding on our pandemic response in 2020. The $10M plus the two communications, million that was awarded to the Health Department covered virtually every single COVID-related expense. So that's the first piece.

The second piece of this in regard to kind of the need and the urgency for this, we plotted out the first six months budget for 2021 in December to prepare for January through June this year. Through that calculation, we estimated we would need about $6 to $7M to get us through the first six months of the year. We brought that down now to maybe $5.5 to $6M. Hopefully, as we've reduced some of our staffing costs by utilizing large number of volunteers and some other ways that we're cutting our budget. But all that to say, we do intend to spend in the first half of 2021, between $5.5 and $6M.

We do, indeed, need the funding now. It's costing us about $1M a month to staff our sites and we'll be bringing our third site online next week, which will include some additional cost for us. Without this money, we can get another two months maybe, but after that, we truly don't have anything unless that federal money lands before then. **Chairman Burroughs** said thank you, Juliann. I think it's important that we understand how well you all are performing and ensuring that citizens have access. And to that, you have the personnel to administer the vaccine and that we are prepared as we can be to move forward.

The importance of the budget issue is to ensure that we're not starving ourselves on one side to over invest on another. I guess, I'm not having difficulty, I'm just trying to find a medium ground. If we have enough for two months vaccine and nothing precludes us from coming back within two months and requesting the additional $2M to be transferred into the Health Department. I do believe that there will be a push by the state and feds to get those monies into the hands of those communities that are identified as at risk, and we are one of those communities. I do know that as prudent as you all have been and as successful as you all have been, I believe that partnership will continue. I'm not so sure that the $2M is necessary today. It's not that I don't want you to have it, it's just that maybe we should wait another 30 – 60 days. It's still there; it's not being spent. My concern is once it gets into the funds, getting it back out and not being able to utilize it for other services that the city may encounter. That's my comment.

I do see that Commissioner Townsend has a question. **Ms. VonAchen** said I did want to answer that question really quick. I do want it to be made clear that the Budget and Finance departments are monitoring all of these expenditures very closely. Once we do get federal relief funds back to supplement the cost of this effort, we will be pulling back whatever General Fund dollars were initially invested.

Mr. McKain asked, is there something that would make the committee feel more comfortable about kind of the monitoring of these funds? We would be happy to provide any kind of information to the committee about what is happening with the federal funding, what we're hearing about it, and keep you all up to date in any way. I really do think that we are not going to be utilizing the full $4.9M. But, I completely understand your concerns, Commissioner. I would be happy to provide Kathleen or the committee any kind of information to keep you up to date on when we're utilizing the money, what we're utilizing it on, information like that.

Ms. VanLiew said lastly, I would just say the thing that makes me nervous to be cutting it that close to the wire and makes me nervous because we don't know what we don't know. There has never been a week that has passed in this pandemic when something hasn't surprised me. You would think week after week, we'd eventually get to a place of total calm and we're nowhere near—I literally can't sometimes anticipate what the issue is going to be next week. Yes, we can work under the assumption that that issue that comes up any given week isn't going to be a million or two million dollars, but I can't say that we wouldn't need an extra $500,000 from something unforeseen at this point. Running three sites is incredibly resource intensive and we are going to need to ramp up our mobile vaccine efforts to get out on the road to reach some of these hard to reach populations, which will be a considerable investment on top of the one mobile team that we have now. I say that all just to say we don't know what's coming, and it would really behoove us to have access to cash in the event that we would need to shift something considerably in our operations.

Alan Howze, Assistant County Administrator, said just one additional point there which is this $4.9M isn't competing with anything else in terms of how it gets utilized. It's not that making this transfer into the Health Fund would pull resources or starve resources from any other area. This is really—Kathleen can speak to this—pulling from the reserve area. It is that timing mechanism where we're putting it in the Health Levy Fund. Whatever isn't utilized would then be able to be transferred back out of the Health Levy Fund. The funds, with the full intent that the money gets spent, will be reimbursed by federal dollars in several forms or fashions, as you've heard this evening. Kathleen, thank you. **Chairman Burroughs** said I appreciate that.

The ERP, the duration of the UG team, what is the ERP? **Ms. VonAchen** said that's the Enterprise Resource Planning. It's the acquisition of Workday. So, with Workday, we're going to be implementing a whole new human capital management system, an HR system, as well as the financial system. That duration team is the internal team that is managing the project. We submitted that project to the state as part of the CARES Act funding. There were some questions on it and ultimately they did approve it, but it was a little too late in the process so we went ahead and we decided to pay for some of those items out of the reimbursement portion. It's going to assist our administrative staff with being able to perform our functions on a remote basis and to facilitate a lot with technology, facilitate a lot of the functions that are right now done manually by hand with paper. **Chairman Burroughs** said thank you. I see that at being the hundreds of millions of dollars as a request as part of the two $4.9M.

The next question I would also have is in reference to admin costs. In these CARES dollars, and these monies is coming from the feds, I believe that we are able to take an administration fee to ensure that those dollars are being spent property. I did not see those admin fees in this presentation. **Mr. McKain** said I am not aware of that admin fee, the ability to—**Mr. Howze** said there is a—state did set aside a portion and it was a small percentage. It totaled about half a million dollars, I think, for across the entirety of our allocation for CARES dollars. We did use that in 2020, and the first quarter of 2021 is allowed under the state to pay for the staff costs associated with the CARES team. Ms. Sprague and other folks that were on the day-to-day hands-on management of the CARES activities, their costs recovered through that administrative portion of the CARES fees.

Chairman Burroughs said again, Alan, thank you for that clarification. I wanted to make sure I was speaking properly in full disclosure and transparency. I did not see that in the presentation, the admin cost. Can you give us an idea what that admin cost will be? **Mr. Howze** said this wasn't intended to be a summary of the CARES dollars. This was another—go ahead, Kathleen. **Ms. VonAchen** said no portion of the administrative costs that Alan is talking about is included as part of this presentation, that's why you don't see it. There aren't any admin costs included in any of these amounts.

Chairman Burroughs said, Kathleen, that's what I was getting at. The $4.9M, the $2M additional dollars we're putting in are not going to be hit with additional admin costs which will bump up the cost of keeping that money in that fund once we're reimbursed by the feds. **Ms.**

VonAchen said no. **Chairman Burroughs** asked so, if we don't need the $2M, we will get 100% of the $2M pulled back into the state general fund? **Ms. VonAchen** said yes. **Chairman Burroughs** said or to the City General Fund. Okay. I appreciate the clarification.

Again, thank you for what you do. Appreciate it. **Mr. Howze** said, thank you, Commissioner. **Chairman Burroughs** said I'll leave it up to the wisdom of the committee to make a decision.

Commissioner Johnson said I think I see Commissioner Townsend's hand up before we render a decision. **Chairman Burroughs** said thank you, Commissioner Johnson. I just now pulled back up the participant zone. I know that I see that. Thank you.

Commissioner Townsend said just sharing the viewpoint I have again. Is the presentation to request $4.9M? I'm hearing this other $2 point something. Explain to me, again, what that is. Are we being asked to approve $4.9M out of the General Fund or some other $2 point million? **Ms. VonAchen** said the $4.9M was transferred at the end of 2020 to the Health Department as part of the year-end adjustment. We are asking for you tonight to allow for a budget amendment in 2021, the current fiscal year, to spend that $4.9M out of the Health Levy Fund. **Commissioner Townsend** said, okay. That's what I thought. I still hear conversation about $2 point something million and that was throwing me off. **Ms. VonAchen** said Commissioner Burroughs was referring to this $2M. It's a combination of the $2.9M from CARES reimbursement leftover dollars and then the $2M extra. **Commissioner Townsend** said, okay, so $4.9M.

My thought is, Commissioner Burroughs raised some good questions about the fact we, the Unified Government, has so many needs. We don't need any money laying stagnantly anywhere. However, what I also heard, I believe it was from Ms. VanLiew, that you're almost guaranteed in the first quarter of this year you're gonna spend $5M something and that there are going to be enough eyes on this money that it's not going to go unnoticed. That if it's not needed, it can be, from what I heard Ms. VonAchen say, pulled back into the General Fund if it's either not needed and/or as we get the reimbursements, we can reasonably expect, even though we don't know the dollar yet specifically from the federal government. Personally, I would not want to see the momentum that has been so great by our Health Department in doing what needs to be done to fight COVID abate it because we don't give them, at this juncture, the money in the budget you need to do that.

I just need to know what would be the form of the motion or the vote. Do we need to specifically, and if counsel is online, tell us what form that motion would need to take? I need to specifically mention a particular amount or what, so I'm asking for guidance on just the form of a motion that I'd be happy to make.

Patrick Waters, Senior Counsel, said, Commissioner, I think the language that Katherine has up here tonight is sufficient for tonight. We might look in between now and the full commission as to whether we need—we can maybe do something a little bit more formal as to whether we need some additional documentation to memorialize this. But I think for tonight, I think, the language that she has up there, that first paragraph, is sufficient. **Commissioner Townsend** said, thank you, Counselor. That would be my motion to vote in favor of approving to proceed with adding an additional $4.9M budget station for the Health Levy Fund.

Action: Commissioner Townsend made a motion, seconded by Commissioner Johnson, to approve.

Chairman Burroughs said I believe Commissioner Bynum had a question.

Commissioner Bynum said thank you very much. I was just going to point out that Commissioner Townsend had her hand up. I'm ready to vote.

Roll call was taken on the motion and there were five "Ayes," Bryant, Johnson, Townsend, Bynum, Burroughs.

Chairman Burroughs said that concludes our meeting. I thank everyone for their participation and their attendance. Again, thank you everyone for all your work under the most trying of times in Wyandotte County. We should take great pride in the fact that we are making strides in dealing with this pandemic and it is because of the commitment each and every one of us bring to the table. Again, I want to thank you and the public for their participation this evening. I'm proud to have an opportunity to serve this wonderful community.

Public Agenda:
No items

Adjourn

Chairman Burroughs adjourned the meeting at 8:30 p.m.

tk