ECONOMIC DEVELOPMENT AND FINANCE
STANDING COMMITTEE MINUTES
Monday, May 4, 2020

The meeting of the Economic Development and Finance Standing Committee was held on Monday, May 4, 2020, at 5:12 p.m., remotely via Zoom. The following members were present: Commissioner Burroughs, Chairman; Commissioners McKiernan, Townsend, Johnson, Walters; and BPU Board Member Jeff Bryant. The following officials were also in attendance via Zoom: Gordon Criswell, Melissa Sieben, Emerick Cross, and Alan Howze, Assistant County Administrators; Patrick Waters, Senior Counsel; Katherine Carttar, Director of Economic Development; Rick Mikesic, Director of Revenue/County Treasurer; Andrea Parra, Deputy County Treasurer; Kathleen VonAchen, Chief Financial Officer; Debbie Jonscher, Deputy Chief Financial Officer; Reginald Lindsey, Budget Manager; Bridgette Cobbins, UG Clerk; and Rocki Mayes, Program Supervisor in County Administrator's Office.

Chairman Burroughs said before I call the meeting to order, I want to announce that due to COVID-19, the committee members, staff, and public are attending remotely via Zoom. 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 that 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.

Also, due to COVID-19 requirements, public comment has been suspended unless otherwise required by law. The public has been allowed to submit comments 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 believe we have a revision to tonight's meeting. Bridgette, do we have a revision to tonight's meeting? **Bridgette Cobbins, UG Clerk,** said yes, Mister Chair, we do have a blue sheet that has been distributed under the committee agenda. We have a new item.

It's Item No. 5, regarding the budget revisions due to COVID-19. That will be the last item on the agenda.

Approval of standing committee minutes from March 2, 2020. **On motion of Commissioner McKiernan, seconded by Commissioner Johnson, the minutes were approved.** Motion carried unanimously.

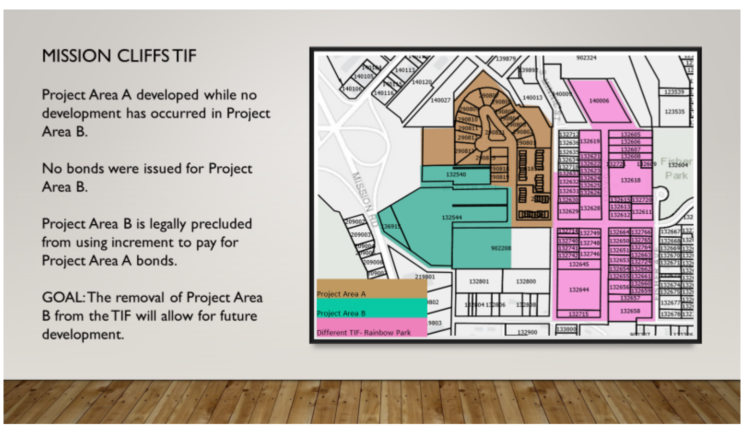
Committee Agenda:

Item No. 1 – 20100…ORDINANCE: MISSION CLIFFS TIF PROJECT AREA B REMOVAL

Synopsis: An ordinance removing Project Area B from the Mission Cliffs II Redevelopment District and terminating tax increment financing for Project Area B, submitted by Katherine Carttar, Director of Economic Development. The removal of this area from the TIF will allow for future development.

Katherine Carttar, Director of Economic Development, said I'm going to share my screen.

This is a request to remove Project Area B from the Mission Cliffs TIF. This was a TIF that was put in place back in 2008. At that time, there were two different project areas that were created. Project Area A, and I'll get into which areas is which; but Project Area A did move forward with development and has continued to have development. With that development, bonds were issued; however with Project Area B, as you can imagine, in 2008, there was only so much interest in having residential being built. So, there was just never a project that was actually approved for Project Area B. As you can see, this is just west of the KU Med Center.



Here's a little closer view. You can see with my cursor here this kind of brownish color is Project Area A. Most of these houses now—it has taken quite some time—but most of these houses have, I think, there's still maybe two or three lots that have not been developed. Then, kind of the first phase of these townhomes were developed. However, as you can see in this kind of teal color, Project Area B, no project ever moved forward so no bonds were ever issued.

Now, that we are quite far into the TIF, one of the issues is that now there's only about eight years left in this TIF. With that, it's really too little time. We're kind of in this kind of weird intermediate time where there's not enough time to really get any benefit from the TIF so we are going to ask that you actually remove Project Area B.

We've had a feasibility study done and Project Area B is actually legally precluded from using any increments to pay the Project Area A bonds so they really have kind of no legal connection between Project Area A and Project Area B, so this will not change Project Area A at all. That will continue to move forward as it has stood. Hopefully, by removing Project Area B, we believe that this will allow for future development in this area where we can kind of start from scratch. In fact, I imagine in the next month or two, you'll actually see a project come forward that would be residential in nature to consider for this area.

With that, if you have any questions.

But once again, we'd be terminating the tax increment financing for Project Area B and removing it from the TIF.

Chairman Burroughs said thank you, Katherine.

Chairman Burroughs asked, does any member of the committee have any questions or comments? (There were none.) I'll ask the Clerk if any comments were received from the public. **Bridgette Cobbins, UG Clerk,** said no comments were received from the Clerk's Office.

Chairman Burroughs said this is an action item, so I would ask at this time—I would entertain a motion for approval.

Action: **Commissioner Townsend made a motion, seconded by BPU Board Member Bryant, to approve. Chairman Burroughs** said we have a motion and a second.

Roll call was taken and there were six "Ayes," Bryant, Walters, Johnson, Townsend, McKiernan, Burroughs.

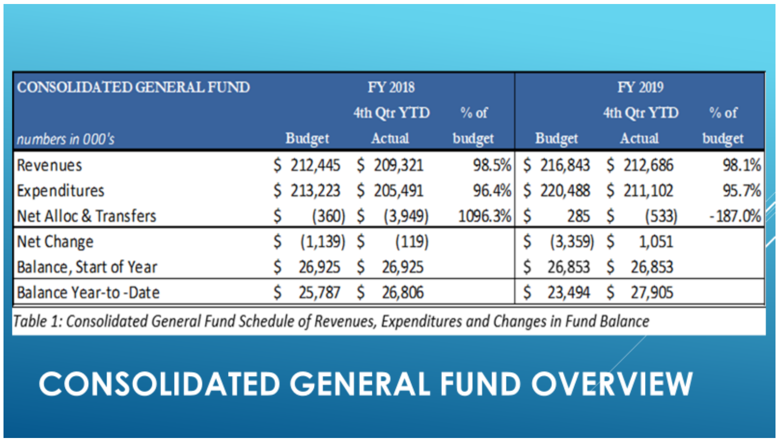
Chairman Burroughs said Item No. 2, and the next couple of items, are all for information only.

(Item No. 3 was inadvertently heard before Item No. 2)

Item No. 3 – 20119…REPORT: FOURTH QUARTER 2019 BUDGET TO ACTUALS

Synopsis: Fourth Quarter 2019 Budget-to-Actuals Report, submitted by Kathleen VonAchen, Chief Financial Officer; and Debbie Jonscher, Deputy Chief Financial Officer.

Debbie Jonscher, Deputy Chief Financial Officer, said tonight we're here to give the results of the 2019 Fourth Quarter Budget-to-Actual Financial performance. We'll go into the First Quarter or` Consolidated General Fund totals.



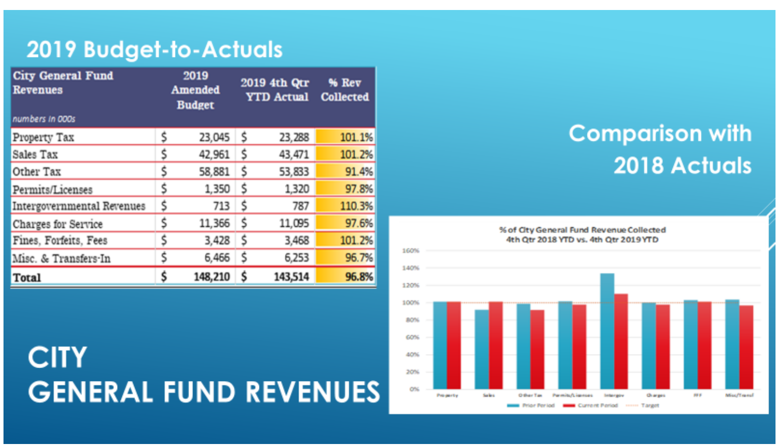
CONSOLIDATED GENERAL FUND	FY 2018			FY 2019		
		4th Qtr YTD	% of		4th Qtr YTD	% of
numbers in 000's	Budget	Actual	budget	Budget	Actual	budget
Revenues	$ 212,445	$ 209,321	98.5%	$ 216,843	$ 212,686	98.1%
Expenditures	$ 213,223	$ 205,491	96.4%	$ 220,488	$ 211,102	95.7%
Net Alloc & Transfers	$ (360)	$ (3,949)	1096.3%	$ 285	$ (533)	-187.0%
Net Change	$ (1,139)	$ (119)		$ (3,359)	$ 1,051	
Balance, Start of Year	$ 26,925	$ 26,925		$ 26,853	$ 26,853	
Balance Year-to-Date	$ 25,787	$ 26,806		$ 23,494	$ 27,905	

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

On this slide, we're comparing year-to-date totals for 2019 with year-to-date totals 2018 for revenues. Revenues for 2019 were up about 1.6% over 2018; however, revenues for 2019 were 1.9% below budget compared with revenues for 2018 were about 1.5% below budget.

Expenditures were 2.7% higher than 2018, I'm sorry, 2.7% higher in 2018 than they were in 2019. You'll see the balance at the end of 2018, the fund balance was $26.8M. We had a net change in 2019 of just slightly over $1M, bringing the fund balance total to $27.9M, the fund balance at the end of 2019.

On the next slide, we'll talk about the 2019—we'll go into a little bit more detail within the City General Fund.

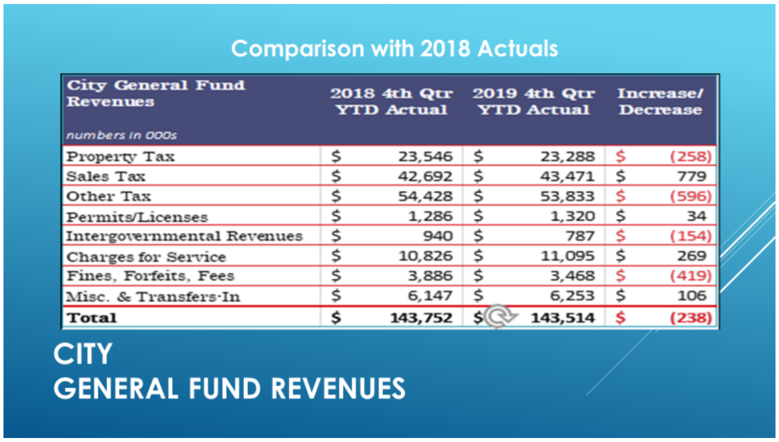


City General Fund Revenues *numbers in 000s*	2019 Amended Budget	2019 4th Qtr YTD Actual	% Rev Collected
Property Tax	$ 23,045	$ 23,288	101.1%
Sales Tax	$ 42,961	$ 43,471	101.2%
Other Tax	$ 58,881	$ 53,833	91.4%
Permits/Licenses	$ 1,350	$ 1,320	97.8%
Intergovernmental Revenues	$ 713	$ 787	110.3%
Charges for Service	$ 11,366	$ 11,095	97.6%
Fines, Forfeits, Fees	$ 3,428	$ 3,468	101.2%
Misc. & Transfers-In	$ 6,466	$ 6,253	96.7%
Total	**$ 148,210**	**$ 143,514**	**96.8%**

I'm going to talk about both the City General Fund revenues and the County General Fund revenues. These next two slides are for the City General Fund. Just to note, the total revenues collected for 2019 were about 97% of the revenue budget for 2019. Revenues were about $4.7M below budget.

I'll just point out a few things. Property and sales tax were both just slightly over 100% of budget. Our governmental revenues were at 110% of budget. Forfeits and fees were also slightly over budget.

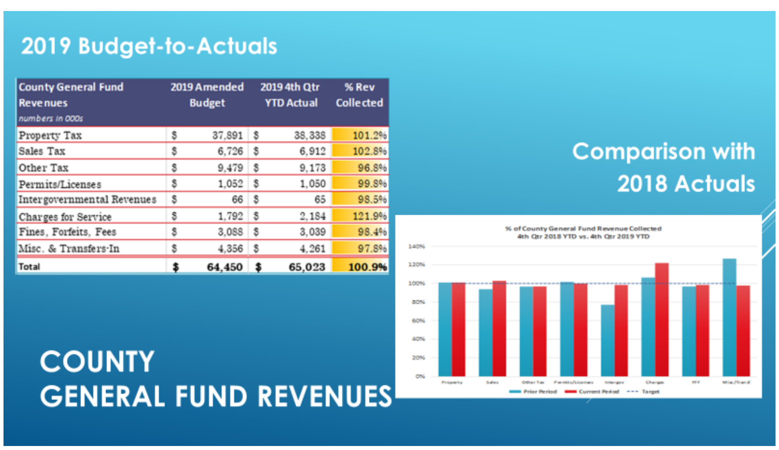
The graph on the lower right just shows the comparison of each category for Fourth Quarter 2018 versus year-to-date totals for 2019. The blue is the prior period and red is the current period.



City General Fund Revenues *numbers in 000s*	2018 4th Qtr YTD Actual	2019 4th Qtr YTD Actual	Increase/ Decrease
Property Tax	$ 23,546	$ 23,288	$ (258)
Sales Tax	$ 42,692	$ 43,471	$ 779
Other Tax	$ 54,428	$ 53,833	$ (596)
Permits/Licenses	$ 1,286	$ 1,320	$ 34
Intergovernmental Revenues	$ 940	$ 787	$ (154)
Charges for Service	$ 10,826	$ 11,095	$ 269
Fines, Forfeits, Fees	$ 3,886	$ 3,468	$ (419)
Misc. & Transfers-In	$ 6,147	$ 6,253	$ 106
Total	**$ 143,752**	**$ 143,514**	**$ (238)**

The next slide for the City General Fund shows also the comparison with the 2018 actuals for year-to-date. As you can see, we had sales tax ended $779,000 higher than total collections for 2018. Charges for service $269,000 of totals for 2018. 2019 revenues in the City General Fund ended at $143.5M versus 2018 we ended at $143.7M, so about $238,000 below what we collected in 2018.

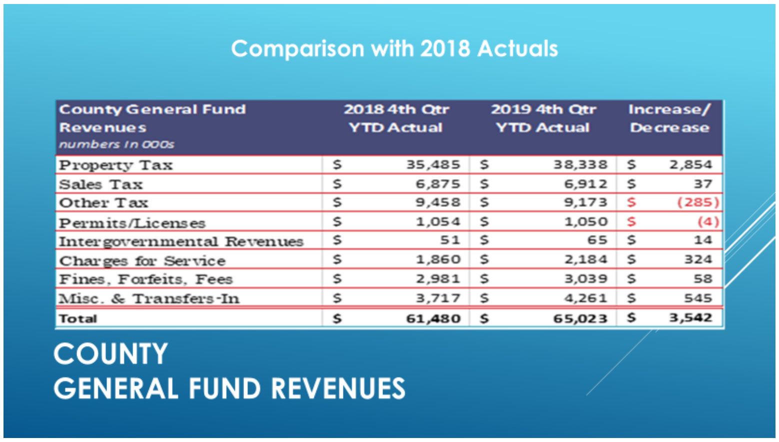
Now, we'll go into the County General Fund.



County General Fund Revenues *numbers in 000s*	2019 Amended Budget	2019 4th Qtr YTD Actual	% Rev Collected
Property Tax	$ 37,891	$ 38,338	101.2%
Sales Tax	$ 6,726	$ 6,912	102.8%
Other Tax	$ 9,479	$ 9,173	96.8%
Permits/Licenses	$ 1,052	$ 1,050	99.8%
Intergovernmental Revenues	$ 66	$ 65	98.5%
Charges for Service	$ 1,792	$ 2,184	121.9%
Fines, Forfeits, Fees	$ 3,088	$ 3,039	98.4%
Misc. & Transfers-In	$ 4,356	$ 4,261	97.8%
Total	**$ 64,450**	**$ 65,023**	**100.9%**

We got the same information that we presented for the city. For the County General Fund, the main source of revenue is property tax revenues. As you can see, we collected 101.2% of budget for property tax revenues. Total revenues were just over budget at 100.9%. Sales tax for this fund was also above 100% as well as charges for service at 121%. The charges for jail fees make up about 80% of this revenue and accounted for this increase.

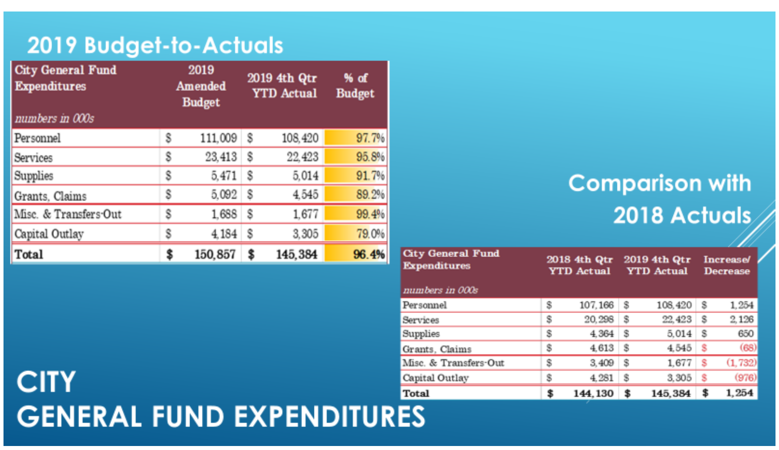
The graph on the right hand just shows the comparison between 2018 and 2019 by each revenue category with the blue being the prior period and red being the current period.



County General Fund Revenues *numbers in 000s*	2018 4th Qtr YTD Actual		2019 4th Qtr YTD Actual		Increase/ Decrease	
Property Tax	$	35,485	$	38,338	$	2,854
Sales Tax	$	6,875	$	6,912	$	37
Other Tax	$	9,458	$	9,173	$	(285)
Permits/Licenses	$	1,054	$	1,050	$	(4)
Intergovernmental Revenues	$	51	$	65	$	14
Charges for Service	$	1,860	$	2,184	$	324
Fines, Forfeits, Fees	$	2,981	$	3,039	$	58
Misc. & Transfers-In	$	3,717	$	4,261	$	545
Total	$	61,480	$	65,023	$	3,542

On this final slide for the County General Fund, it just shows the revenues in detail broken out compared with 2019 year-to-date and 2018. You can see that property tax increased about $2.8M over what we collected in 2018. Sales tax was fairly neutral, just slightly over what we collected. Charges for service were about $324,000 over. Miscellaneous and transfers-in were about $545,000. Total revenues on the County General Fund for 2019 collected were just over $65M. From 2018, it was $61.4M.

That's all I have on the revenue. I'm going to turn the expenditures over to Reginald Lindsey, our Budget Manager.



City General Fund Expenditures *numbers in 000s*	2019 Amended Budget		2019 4th Qtr YTD Actual		% of Budget
Personnel	$	111,009	$	108,420	97.7%
Services	$	23,413	$	22,423	95.8%
Supplies	$	5,471	$	5,014	91.7%
Grants, Claims	$	5,092	$	4,545	89.2%
Misc. & Transfers-Out	$	1,688	$	1,677	99.4%
Capital Outlay	$	4,184	$	3,305	79.0%
Total	**$**	**150,857**	**$**	**145,384**	**96.4%**

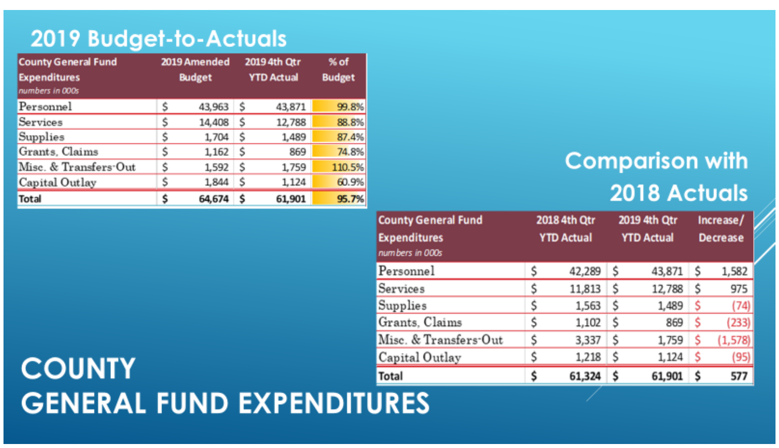
City General Fund Expenditures *numbers in 000s*	2018 4th Qtr YTD Actual		2019 4th Qtr YTD Actual		Increase/ Decrease	
Personnel	$	107,166	$	108,420	$	1,254
Services	$	20,298	$	22,423	$	2,126
Supplies	$	4,364	$	5,014	$	650
Grants, Claims	$	4,613	$	4,545	$	(68)
Misc. & Transfers-Out	$	3,409	$	1,677	$	(1,732)
Capital Outlay	$	4,281	$	3,305	$	(976)
Total	**$**	**144,130**	**$**	**145,384**	**$**	**1,254**

Reginald Lindsey, Budget Manager, said on the current slide, we have two views. We've got the budget comparisons to actuals in the upper left-hand corner. At the bottom left-hand corner or bottom right-hand corner, we have the year-over-year actual comparison.

To start out in the upper left-hand corner, we see personnel. We spent 97% of our funds. Personnel includes salaries, pension, overtime, benefits, and payouts. Services, we spent almost 96% of our expenditures that were allotted. In that services line item on the City General side, that includes some of the bigger items: our transit contracts, our trash contract, and software contracts, then, city jail costs. The next line is supplies. We spent almost 92% of the expenses that we had budgeted there. That includes commodities such as natural gas, fuel, and parts. Some of the other line items we had capital outlay where we spent about 80% of our funds. On the City General Fund, just across the board, what was allotted was about $150M budget, we spent 96% of it.

The other table that's on the slide compares our 2019 actuals to our 2018 actuals. We see our personnel; we had a 1% increase in what we spent compared to last year. In services, we were up about 10%. Supplies, we were up 15%. Our capital outlay, we're actually down about 22%, but we did have a lower budget in 2018 compared to 2019.

On the next slide, I'm going to go over the County General Fund.



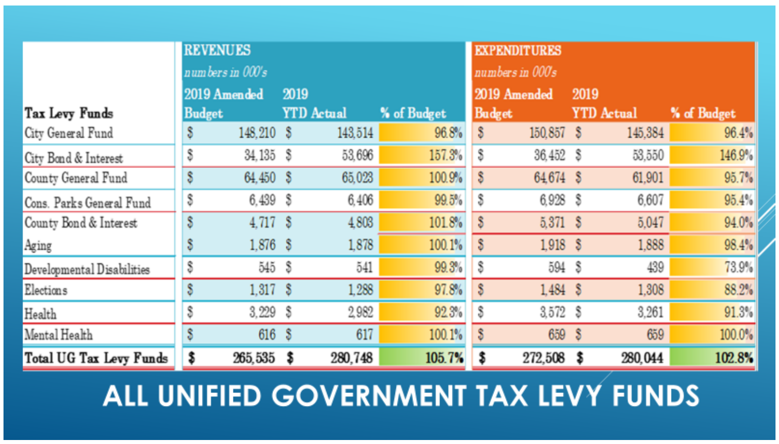
County General Fund Expenditures *numbers in 000s*	2019 Amended Budget	2019 4th Qtr YTD Actual	% of Budget
Personnel	$ 43,963	$ 43,871	99.8%
Services	$ 14,408	$ 12,788	88.8%
Supplies	$ 1,704	$ 1,489	87.4%
Grants, Claims	$ 1,162	$ 869	74.8%
Misc. & Transfers-Out	$ 1,592	$ 1,759	110.5%
Capital Outlay	$ 1,844	$ 1,124	60.9%
Total	**$ 64,674**	**$ 61,901**	**95.7%**

County General Fund Expenditures *numbers in 000s*	2018 4th Qtr YTD Actual	2019 4th Qtr YTD Actual	Increase/ Decrease
Personnel	$ 42,289	$ 43,871	$ 1,582
Services	$ 11,813	$ 12,788	$ 975
Supplies	$ 1,563	$ 1,489	$ (74)
Grants, Claims	$ 1,102	$ 869	$ (233)
Misc. & Transfers-Out	$ 3,337	$ 1,759	$ (1,578)
Capital Outlay	$ 1,218	$ 1,124	$ (95)
Total	**$ 61,324**	**$ 61,901**	**$ 577**

We have the same views that we had when we viewed the City General Fund where we had the budget comparison in the upper left-hand corner and then at the bottom, we have the year-over-year actuals in the lower right-hand corner.

In the County General Fund, on the personnel side, we can see we were very close on our personnel. We spent almost 100% of that budget in personnel. On the service side, we spent 88% of it. Some of the things that we pay on the county side out of services are inmate medical contracts then also our farmout contracts and our jail. Supplies, we spent 87% of our budget. Some of the things we pay out of supplies, again, are natural gas, fuel, and parts. Capital outlay, we used 60% of the budget. All in total of the $65M budget that we have for the County General Fund, we spent almost 96% of it.

As we compare down on the right table comparing 2018 actuals to 2019 actuals, we see personnel was up 14%. Our services were up 8.2%. Our supplies were down 5%. Capital outlay was down 8%.

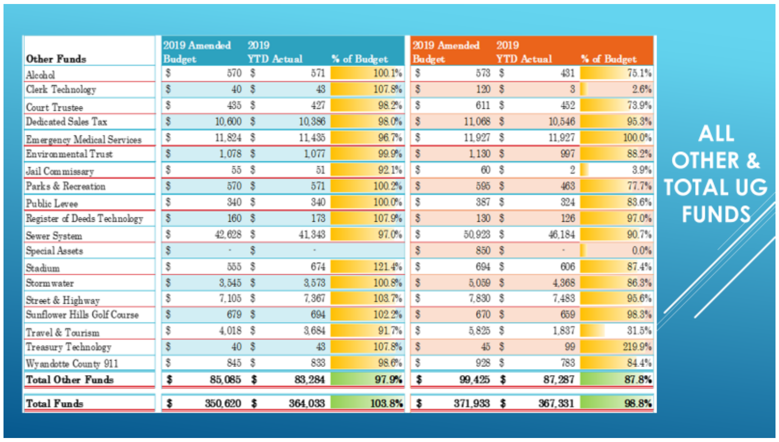


	REVENUES numbers in 000's			EXPENDITURES numbers in 000's		
Tax Levy Funds	2019 Amended Budget	2019 YTD Actual	% of Budget	2019 Amended Budget	2019 YTD Actual	% of Budget
City General Fund	$ 148,210	$ 143,514	96.8%	$ 150,857	$ 145,384	96.4%
City Bond & Interest	$ 34,135	$ 53,696	157.3%	$ 36,452	$ 53,550	146.9%
County General Fund	$ 64,450	$ 65,023	100.9%	$ 64,674	$ 61,901	95.7%
Cons. Parks General Fund	$ 6,439	$ 6,406	99.5%	$ 6,928	$ 6,607	95.4%
County Bond & Interest	$ 4,717	$ 4,803	101.8%	$ 5,371	$ 5,047	94.0%
Aging	$ 1,876	$ 1,878	100.1%	$ 1,918	$ 1,888	98.4%
Developmental Disabilities	$ 545	$ 541	99.3%	$ 594	$ 439	73.9%
Elections	$ 1,317	$ 1,288	97.8%	$ 1,484	$ 1,308	88.2%
Health	$ 3,229	$ 2,982	92.3%	$ 3,572	$ 3,261	91.3%
Mental Health	$ 616	$ 617	100.1%	$ 659	$ 659	100.0%
Total UG Tax Levy Funds	**$ 265,535**	**$ 280,748**	**105.7%**	**$ 272,508**	**$ 280,044**	**102.8%**

ALL UNIFIED GOVERNMENT TAX LEVY FUNDS

The next slide is a comparison of our other seven tax levy funds. On the left-hand side of the page, we have revenues. That's our money coming in. On the right-hand side of the page, we have expenditures. That's our money going out. The ideal thing we're looking for here is if revenue is over 100%, that is a good thing so we look for that. Expenditures, we want to be under 100%.

Some of the funds that I'll go through that show up on this page are Consolidated Parks General Fund. We see we collected almost 100% of the revenue we forecasted. Over on the expenditure side, we spent 95% of that budget. In our County Bond & Interest Fund, we got a little bit more money than we expected, a little over 100%, and we almost spent 99%. Developmental Disabilities, we brought in almost 100% of what we forecasted and we spent 73% of the money. In the Elections Office, we brought in right about 98% of what we expected and we spent 88% of that funding.



Other Funds	2019 Amended Budget	2019 YTD Actual	% of Budget	2019 Amended Budget	2019 YTD Actual	% of Budget
Alcohol	$ 570	$ 571	100.1%	$ 573	$ 431	75.1%
Clerk Technology	$ 40	$ 43	107.8%	$ 120	$ 3	2.6%
Court Trustee	$ 435	$ 427	98.2%	$ 611	$ 452	73.9%
Dedicated Sales Tax	$ 10,600	$ 10,386	98.0%	$ 11,068	$ 10,546	95.3%
Emergency Medical Services	$ 11,824	$ 11,435	96.7%	$ 11,927	$ 11,927	100.0%
Environmental Trust	$ 1,078	$ 1,077	99.9%	$ 1,130	$ 997	88.2%
Jail Commissary	$ 55	$ 51	92.1%	$ 60	$ 2	3.9%
Parks & Recreation	$ 570	$ 571	100.2%	$ 595	$ 463	77.7%
Public Levee	$ 340	$ 340	100.0%	$ 387	$ 324	83.6%
Register of Deeds Technology	$ 160	$ 173	107.9%	$ 130	$ 126	97.0%
Sewer System	$ 42,628	$ 41,343	97.0%	$ 50,923	$ 46,184	90.7%
Special Assets	$ -	$ -		$ 850	$ -	0.0%
Stadium	$ 555	$ 674	121.4%	$ 694	$ 606	87.4%
Stormwater	$ 3,545	$ 3,573	100.8%	$ 5,059	$ 4,368	86.3%
Street & Highway	$ 7,105	$ 7,367	103.7%	$ 7,830	$ 7,483	95.6%
Sunflower Hills Golf Course	$ 679	$ 694	102.2%	$ 670	$ 659	98.3%
Travel & Tourism	$ 4,018	$ 3,684	91.7%	$ 5,825	$ 1,837	31.5%
Treasury Technology	$ 40	$ 43	107.8%	$ 45	$ 99	219.9%
Wyandotte County 911	$ 845	$ 833	98.6%	$ 928	$ 783	84.4%
Total Other Funds	**$ 85,085**	**$ 83,284**	**97.9%**	**$ 99,425**	**$ 87,287**	**87.8%**
Total Funds	**$ 350,620**	**$ 364,033**	**103.8%**	**$ 371,933**	**$ 367,331**	**98.8%**

On the next slide; this slide right here is a snapshot of our 19 other funds which consist of Special Revenue Funds, Enterprise Funds, and, again, we kind of setup like we were on the last slide where we have revenues on the left and expenditures on the right. We want to keep things with revenues or if it's over 100%, that's good, or close to 100%, that's good. With expenditures, we don't want to be over 100%.

You will see—we do have a fund at the bottom of the page, Treasury Technology Fund, is at 219%. One of the reasons it's at 219% is because what we originally budgeted there. We had some equipment we needed to purchase and we were able to purchase it from the fund balance, so we were able to increase that budget just because it had the fund balance. That's one of the funds where we can do that. Most of our other funds, we can't go over the fund balance, or go over the expenditure amount even if they do have a fund balance. But, since the Treasury Technology Fund did have the fund balance, we were able to expend more than what we originally budgeted for.

Are there any questions about the slides that Debbie and I just went through?

Chairman Burroughs said thank you.

Chairman Burroughs asked, committee, any questions, any comments? Seeing none, I do have two questions, if I may. If you would go back to the—I wanted to talk about the county revenue slide, Reggie, the one that showed the property taxes. I see we have a 2.854 increase on that. It looks like that would be just under 3 basis points. I know there was discussion about mill levy reductions, but it looks like our valuations came in higher than what we anticipated that gives us a total of really just a little over 3 basis points increase for our total budget for the county.

Kathleen VonAchen, Chief Financial Officer, said, Commissioner, I'd like to answer that question. This is the comparison with the prior year. The prior year of $35M number is based on valuation in 2018. We budgeted in property tax, as you'll see here, $37.9M in revenue and we came in about $400,000 or $500,000 above that, what you're looking at. We're right where we expected.

What this $2.8M amount, that's a result of assessed value increase between the '19 and the '18 year. **Chairman Burroughs** said okay. **Ms. VonAchen** said that assessed value supports operations of the county and the jail. **Chairman Burroughs** said I apologize. Evidently, I'm misreading it or I made the wrong notes here that I have.

Chairman Burroughs said somehow or another, did we skip over Item 2? I had called for a report—it took me a while to catch up because I called for Item 2, First Quarter '20 Cash and Investment Report. Instead, we jumped to Item 3 on my agenda, which is actuals.

Rocki Mayes, Program Supervisor in County Administrator's Office, said yes. It looks like they went to Item 3 instead of Item 2. **Ms. VonAchen** said sorry about that. **Chairman Burroughs** said it took me a few minutes to catch up as to where we were. That can be why my notes are the way they are. That's fine.

Ms. VonAchen said I just wanted to point out that the City Bond & Interest Fund, you see how—what Reggie overlooked mentioning is you see that the budgeted revenue and the budgeted expenditure are greater than 100% that's because we refinanced the Midtown TIF bond. When you do that, you have to do all these in and out transfers, other financing sources transactions as part of the accounting. It's a wash is what you're seeing here. It did exceed the authorized budget.

The bond document actually overruled the authorized budget amount. If you're issuing bonds when the Commission approved the bonds, they approved also the budget to do the refinancing. That's why you see that difference there, just so you know.

Chairman Burroughs said thank you for pointing that out, Kathleen. I look at the 105.7% and I look at the 102.8% and there's that 3 basis points, a little over, I guess. It's right about 3 basis points in lower expenditures than what we had. Evidentially, our revenues, we were fortunate in our revenues for 2019. **Ms. VonAchen** said yes, yes. At the coming meeting, we will be—the next month ED&F meeting, we'll be talking about the Special Revenue Fund reserves and we'll be presenting more information on that.

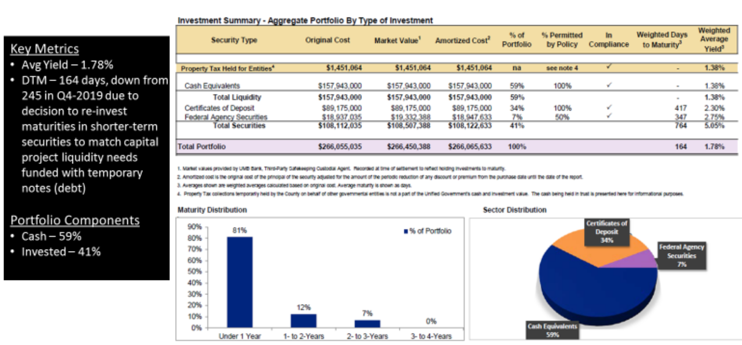
Chairman Burroughs asked, are there any other members that have any questions or comments in reference to the presentation on the comparison of the Fourth Quarter Budget to Actuals Report? Seeing none, any other comments from comp 3s? Hearing none, I guess my question is, do we move back to Item 2? **Bridgette Cobbins, UG Clerk,** said yes. We need to go back to Item 2, yes. **Chairman Burroughs** said, committee, that presentation was for information only as is Item 2 will be for information only.

Action: For information only.

Item No. 2 – 2098…REPORT: FIRST QUARTER 2020 CASH AND INVESTMENT

Synopsis: First Quarter 2020 Cash and Investment Report, submitted by Kathleen VonAchen, Chief Financial Officer; Rick Mikesic, County Treasurer; and Andrea Parra, Deputy Treasurer.

Kathleen VonAchen, Chief Financial Officer, said I'm going to pass it off to Andrea. Go ahead. **Andrea Parra, Deputy Treasurer,** said I'm going to share my screen with you all.

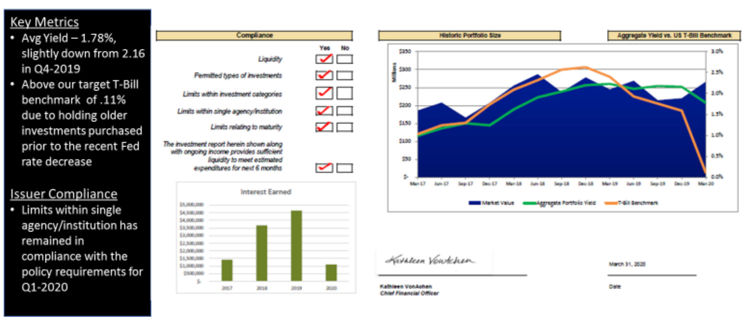


Security Type	Original Cost	Market Value[1]	Amortized Cost[2]	% of Portfolio	% Permitted by Policy	In Compliance	Weighted Days to Maturity[3]	Weighted Average Yield[3]
Property Tax Held for Entities[4]	$1,451,064	$1,451,064	$1,451,064	na	see note 4	✓	-	1.38%
Cash Equivalents	$157,943,000	$157,943,000	$157,943,000	59%	100%	✓	-	1.38%
Total Liquidity	$157,943,000	$157,943,000	$157,943,000	59%			-	1.38%
Certificates of Deposit	$89,175,000	$89,175,000	$89,175,000	34%	100%	✓	417	2.30%
Federal Agency Securities	$18,937,035	$19,332,388	$18,947,633	7%	50%	✓	347	2.75%
Total Securities	$108,112,035	$108,507,388	$108,122,633	41%			764	5.05%
Total Portfolio	$266,055,035	$266,450,388	$266,065,633	100%			164	1.78%

Going through the presentation, we, of course, as Tara had mentioned, we are going through First Quarter of 2020 Quarterly Investment Report for the Unified Government through March 31.

The first slide I'd like to go over is the investment summary. A few things I'd like to point out, the first of which would be our weighted average yield came in 1.78%. Another thing to point out would be weighted dates to maturity which is 164 days. It's down from the last few quarters as we were leaning toward more short-term investment securities because of capital. Temporary notes, as noted. Other items were just rated better at short-term as opposed to long-term due to the current scale of everything going on.

Another thing to note would just be where our components are for our portfolio. About 59% is cash. The remaining 41% is in investments. The total portfolio does include property tax that would have been distributed in March; therefore, it is a little bit higher as we are going to go through another distribution in June.



The next slide is going to be some more key metrics. The average yield noted, 1.78%; still above the target T-Bill rate. As you can probably see, that T-Bill rate dropped drastically between Quarter Four and Quarter One due to current situations we have; additional Fed rate decrease.

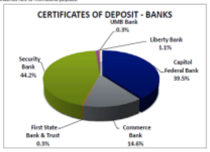
I want to note that we are still remaining within the institute requirement for compliance of issuance. All financial institutions that have investments with us remain under the current investment requirement and continue to hopefully stay and settle with that rate among the rest of the year, assuming things don't drastically change.

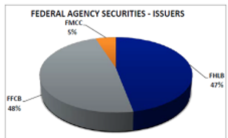
Some interest accrued. We are at, it looks about $1.5M already for Quarter One, which is great.

Issuer Detail - Aggregate Portfolio by Issuer

Issuer	Original Cost	Market Value[1]	% of Portfolio[2]	% Permitted by Issuer	In Compliance[2]	Weighted Average Maturity Days[2]	Weighted Average Yield[2]
Property Tax Held for Entities[3]	1,451,064	1,451,064	na	See note 3	✓	0	1.38%
UMB, Wyandotte Operating	155,930,000	155,930,000	59%	25%	✓	0	1.36%
UMB, Wyandotte Health	2,013,000	2,013,000	1%	25%	✓	0	0.02%
Cash Equivalents	**157,943,000**	**157,943,000**	**59%**		✓	**0**	**1.38%**
Argentine Federal Savings	235,000	235,000	0.1%	25%	✓	0.1	0.01%
Bank of Labor	235,000	235,000	0%	25%	✓	0.1	0.006%
Capitol Federal Bank	35,000,000	35,000,000	13%	25%	✓	113	0.72%
Commerce Bank	13,000,000	13,000,000	5%	25%	✓	52	0.29%
First State Bank & Trust	235,000	235,000	0%	25%	✓	0	0.006%
Liberty Bank	1,000,000	1,000,000	0%	25%	✓	1	0.02%
Security Bank of KC	39,235,000	39,235,000	15%	25%	✓	174	1.07%
UMB	235,000	235,000	0%	25%	✓	0	0.006%
Certificates of Deposit	**89,175,000**	**89,175,000**	**33%**		✓	**417**	**2.30%**
FFCB	8,951,940	9,263,700	3%	*50% of total portfolio*	✓	243	1.37%
FHLB	8,986,129	9,075,520	3%		✓	78	1.33%
FMCC	998,966	993,168	0.4%		✓	27	0.05%
Federal Agency Securities	**18,937,035**	**19,332,388**	**7%**		✓	**347**	**2.75%**
Grand Total	**266,055,035**	**266,450,388**	**100%**			**164**	**1.78%**

1. Market values provided by UMB Bank, Third-Party Safekeeping Custodial Agent.
2. Averages shown are weighted averages calculated based on original cost for the respective investment categories. Average maturity is shown as days.
3. Property Tax collections temporarily held by the County on behalf of other governmental entities is not a part of the Unified Government's cash and investment value for investment reporting purposes. The cash being held in trust is presented here for informational purposes.





Types of securities in our investment portfolio?

Of the $266 M total, $89 M or 33% - CDs fully collateralized per investment policy and State Statute.

Of the $266 M total, $19 M or 7% - US Agencies Securities backed by the full faith and credit of the US Federal Government.

4

Another slide we have is the detail for issuers. We are at $266M portfolio. $89M is going to be CDs, fully collateralized. The other $19M is going to be about 7% of agencies securities backed by faith of the federal government. As you see, all under the issuance of 25%.

Quarterly Transactions Detail - Aggregate Portfolio

Settlement Date	CUSIP	Issuer	Coupon	Maturity Date	Par	Original Cost
Thru Q1	NA	UMB, Wyandotte Operating	1.379%	3/31/2020	61,753,366	61,753,366
Thru Q1	NA	UMB, Wyandotte Health Reserve	1.379%	3/31/2020	(686,000)	(686,000)
Cash Equivalents					**61,067,366**	**61,067,366**
Purchases						
1/10/2019	343009489	Commerce Bank	2.570%	1/20/2020	(15,000,000)	(15,000,000)
Calls/Maturities					**(15,000,000)**	**(15,000,000)**
Total					**46,067,366**	**46,067,366**

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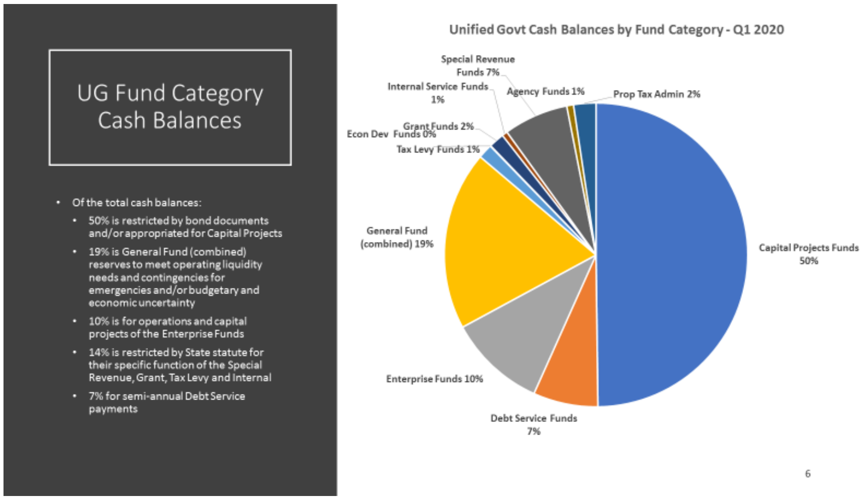
Not a whole lot happened in Quarter One of 2020. We did have a fairly large investment mature, which was going to be with Commerce Bank. We went out for a short-term one year CD. That matured on the 20th of January for $15M. The coupon rate there for the overnight was at 1.379 ending in Quarter One. I will note that is obviously going to drastically change. That did drop quite significantly and is remaining subtle as it stands. I do watch that pretty frequently every day about once or twice just checking to see to make sure it's still remaining at a valuable rate.



Before Rick gets started on this, I just wanted to mention also, something forthcoming that we're working on right now would be the local emphasis, starting to recertify all the local financial institutions that are here in our county, community, Wyandotte County. We did have 11 last year that were certified. We're hoping to get what is in total which is 16 at least contact with all of them, get them recertified and move through that process. You'll see the results of that in our next ED&F for Quarter Two 2020.

Rick Mikesic, County Treasurer, said with regard to the screen we have now in front of us, the UG Fund category, this presents—we have a number of funds in the Unified Government as was just covered in the Budget-to-Actuals Report. This particular slide will demonstrate exactly where those funds are being held. You will note that the money that we're holding, 50% of it is the Capital Projects Fund, and you can see the break down from there going down to the General Fund of 19%, etcetera from there. Obviously, that gives a pretty good guide on where those dollars are held so that we have a good idea of what the limitations are on those dollars that we're having.

I think that was the last slide, is it not, Andrea? So, we will entertain any questions.

BPU Board Member Bryant said, Rick, with what's happened in the market, I know this is moving you into the current, how have we seen performance on a lot of the bonds right now? **Mr. Mikesic** said what we're seeing is quite unusual in that the overnight rate that we are getting with our banking institution is significantly higher than anything we can go out and get right now. As Andrea noted, the T-Bill rate at the end of the month, I think, was .11%, which is minuscule. Our overnight, at the end of the quarter, was 1.1 or something like that. I think it's right around .8%

now. Honestly, we would lose money to actually go out and invest. We have been talking about it and looking at it and there just isn't any logic to putting out dollars for long-term investments or even short-term investments because as of right now, we're getting quite a higher rate with our return.

We have a number of long-term investments that will be coming due the rest of this year. What we will see is those interests on those investments will be recorded. This year, we shouldn't see a significant impact to our interest income this year, but in the out years, we will start to see that really starting to come to fruition. **BPU Board Member Bryant** said thank you.

Chairman Burroughs asked, any other questions from the committee? (There were none.) Clerk, were there any comments from the public? **Bridgette Cobbins, UG Clerk,** said no comments were submitted. **Chairman Burroughs** said thank you.

Chairman Burroughs said, Rick, Andrea, thank you for your presentation. I would assume that from the Second Quarter through the end of the year, we're going to see a tremendous decline in interest income as well as investment income. Are we prepared to look at every option on the table to ensure that we can make the best of a very (inaudible). **Mr. Mikesic** said, Commissioner, you did cut out at the end, but I do think I got the point of your question. We are continuing to look at any options that we have on a regular basis. If something does make sense, we will definitely go that direction. **Chairman Burroughs** said thank you. I do trust both of your judgements. You've been very effective not only with your presentations, but ensuring that we stay in compliance, something that the Finance Committee had really some concerns about initially. Thank you and kudos to the job you've done.

Chairman Burroughs said that ends the hearing on Item No. 2. Again, it was for information purposes only.

Action: For information only.

Chairman Burroughs said we've already heard the presentation on Item No. 3. We will now go to Item No. 4.

Item No. 4 – 20120…REPORT: FOURTH QUARTER 2019 BUDGET REVISIONS

Synopsis: Fourth Quarter 2019 Budget Revisions Report, submitted by Kathleen VonAchen, Chief Financial Officer; and Reginald Lindsey, Budget Manager.

Kathleen VonAchen, Chief Financial Officer, said Reginald Lindsey is going to be making this presentation so take it away, Reggie.

ENTRY	FUND	DEPARTMENT	CMIP/OPERATING	DESCRIPTION	FUNDING SOURCE	AMOUNT	DATE APPROVED
1	Dedicated Sales Tax	Public Works	Capital	Neighborhood Signal Installation	Inside Department	$38,400	October 11, 2019
2	City General	Public Works	Capital	LED Lighting	Inside Department	$35,000	October 11, 2019
3	Dedicated Sales Tax	Fire	Capital	Improve Fire Station Living Quarters	Inside Department	$43,064	October 25, 2019
4	County General	Coroner	Operating	Autopsies	Outside Department	$45,000	November 6, 2019
5	Dedicated Sales Tax	Police	Operating	Traffic Support Unit Cameras	Inside Department	$11,508	November 27, 2019
6	Consolidated Parks	Parks & Recreation	Operating	Safety Gear & Median Landscaping	Inside Department	$21,134	November 27, 2019
7	Tourism & Convention	Parks & Recreation	Capital	Inclusive Playground	Inside Department	$25,000	December 5, 2019
8	City General	Police	Operating	Animal Services-Veterinary Services	Inside Department	$25,000	December 5, 2019
9	City General	Police	Capital	Major Facility Improvements	Inside Department	$20,507	December 5, 2019
10	Dedicated Sales Tax	Parks & Recreation	Capital	City Park Pavilion Replacement	Inside Department	$39,060	December 5, 2019
11	County General	Emergency Management	Operating	Radio Technician Contract	Outside Department	$34,000	December 19, 2019
				GRAND TOTAL		**$337,673**	

Reginald Lindsey, Budget Manager, said the Fourth Quarter 2019 Budget Revisions, we had 11 budget revisions that were over $10,000 in the Fourth Quarter. One of them was done from Contingency department-wise, two of them from Public Works, one was from the Coroner's Office, one was from the Fire Department, three of them came from the Police Department, and three came from Public Works, and one came from Emergency Management. All but one of them was done from within their department.

Are there any questions on these?

Chairman Burroughs asked, any questions, committee? (There were none.) Clerk, any comments from the public? **Bridgette Cobbins, UG Clerk,** said no comments from the public. **Chairman Burroughs** said thank you. Again, this was for hearing purposes only. Hearing that, I'd like to thank the Finance team for the presentation this evening.

Action: For information only.

ITEM NO. 5 – 20149…BUDGET REVISIONS DUE TO COVID-19

Synopsis: Proposed emergency budget revisions for costs associated with COVID-19, submitted by Reginald Lindsey, Budget Manager.

COVID Needs

ACTIVITY/NEED	COST ESTIMATE
TESTING	$201,500
PERSONAL PROTECTIVE EQUIPMENT (PPE)	$260,000
CONTACT TRACING	$57,600
PROJECT MANAGEMENT	$80,000
COVID CALL LINE	$57,600
COMMUNICATIONS	$296,000
TOTAL	**$952,700**

Reginald Lindsey, Budget Manager, said I have two different types of budget revisions that I'm going to talk about tonight. One of them is for COVID-19 expenditure request from the Health Department and the Emergency Management. The second is for COVID-19 expenditures that were operational costs that have already occurred year-to-date.

The first one that's on the screen is coming from the Health Department and Emergency Management. The request is $952,000. Part of that is for testing. This will provide testing for 13 additional Wyandotte County residents or employees within businesses in Wyandotte County. We plan to go out to August 1st doing this. Again, that total amount is $201,000.

Contact tracing. This is for contact of all positive cases and all their contacts within 24 hours of notification and to manage clusters and outbreaks in businesses and community locations. What will be included in this is hiring two master level professionals to assist in epidemiological management of COVID-19. That cost would be $57,000.

The next cost is for project management which would effectively manage on-going COVID related projects that are responsive to our community needs. It would include anything from managing a call line to identifying and implementing technological solutions. That would include one master level project manager for one year. That cost would be $80,000.

COVID call line will provide clinical, social, and business assistance to Wyandotte County residents who call our 311 call line. That would include three full-time community health workers for 24 weeks for 40 hours. That cost would be $57,000.

Next would be communications countywide. That would provide timely, effective, reliable COVID related communications to Wyandotte residents, medical providers, businesses, and partners within the county. What this would do is basically communicate a testing campaign and provide media, printing, and mailing to our citizens, businesses, and stakeholders.

The other item would be PPE, protective gear for $260,000. That will give us our total of $952,000 that Emergency Management is requesting and the Health Department. Of this $952,000, 85% of it would be reimbursed by FEMA. We'll be responsible for the other 15% to be paid from our Certified Funds.

Any questions on those items?

Alan Howze, Assistant County Administrator, said we may have some slightly modified version/figures from the Health Department that's pretty close to the numbers. They're on the line here as well and can chime in. **Juliann VanLiew, Director of Health Department,** said these are correct for the most part. It just doesn't have that other $292,000 of other UG expenses. Perhaps that's covered separately. **Mr. Lindsey** said yes, I'm going to cover those on the next item.

Commissioner Philbrook said I had down for the call line, I had down $66,000. Was I incorrect on that? I had $66,240. **Ms. VanLiew** said no, we backed it off a little bit, so that $57,600 is correct. **Commissioner Philbrook** said okay, readjusted.

Chairman Burroughs asked, Alan, did you say you had some different numbers? Did you want to share those numbers? **Mr. Howze** said just saying that they've been fluid. I think there's another slide that has some additional numbers on there. If there are any questions, we have members from the Health Department here who can answer any questions on the specifics of any of these items as well.

Ms. VonAchen said, Commissioner, we're all talking about the same numbers. It's just that the additional $300,000 or $290,000 is going to be covered on the next slide by Reggie.

Chairman Burroughs asked, are there any questions on the first side? My understanding is we had a commissioner with a question.

Ms. VonAchen said I'm sorry. I want to make sure everyone understands that of the amounts that's requested by the Health Department, all of the amounts above the $296,000 are going to be reimbursable at roughly 75 – 80%, so they will be placed in a grant fund and pending the reimbursement of those monies once the costs are spent. The budget revision basically that we're requesting is for the amount that would not be reimbursed because grant funds are not budgeted. The match or the 15 – 25% would be budgeted in County funds. That's what the budget request includes; not the entire—we're not going to be incurring all of these costs. They'll be reimbursed.

Chairman Burroughs said I believe that's understood, Kathleen. During the presentation, I believe that was made apparent with the 85% reimbursement aspect. I believe Commissioner Johnson had a question.

Commissioner Johnson said the PPE and the testing, are we going out to private businesses to acquire these or is that coming from a federal agency? That's my first question. The second question is, we talked about with communication, the importance of really getting the mailer out to all residents in Wyandotte County. I just wanted to see if that was, in fact, what the intent was. I heard printing and I heard mailing, but I wanted to know what the intent was to get some type of mailer relative to whatever we're doing in particular to testing out to every Wyandotte County citizen. So, those are my two questions. I'll just mute for the answers.

Terri Garrison, Health Dept., said I can answer some of that. The testing and the personal protective equipment, we are getting some of the personal protective equipment from the state. We're getting some of our testing from the state, but it is not nearly enough so we are having to go out for other bids and go to the private industry to receive some of that assistance. It's a combination of both.

As far as the communications part, we have sent out like the additional *Citizen* and also some specific flyers out to residents around Riverbend that were having some concerns. Some of it is targeted mailers as well as some of it is across-the-board mailers.

Mr. Howze said, Commissioner, I'll add a little additional context which is it does envision communications to everybody who receives *The Citizen* now. It's built-in. The funding for something around testing, specific to testing, as well as envisioning two pieces related to kind of the recovery and kind of the re-start communication recognizing that it is a challenging communication endeavor given you've got things that are happening at the state level, at the reginal level, and here at the local level, so trying to provide timely, accurate, and digestible communications around the re-start process as well.

Commissioner Johnson said I would definitely agree with you, Alan. This is very challenging when you have so many different voices that are being heard and trying to crystalize a singular thought. That's been quite a challenge as I work with Mid-America Regional Council and certainly with the UG. We know, also, getting information from both states, whether it be Kansas or Missouri, so it is a challenge. Hats off to you all for your attempts. I just want to make sure we're doing our level best to make sure that all of our constituents and residents are getting the best information that we can provide given the challenge and circumstances.

Thank you again for all your work, also everyone involved with the Health Department. I've already said this before, but I really do appreciate your endeavors and your efforts.

Commissioner McKiernan said I just want to make sure that I understand. We've got $952,700 listed on this screen but I think, Alan, it might have been you that said that not the entirety of the $952,700 would be reimbursable but rather that the $296,000. I'm trying to wrap my brain around the entirety of what will be spent by us and what is potential to be reimbursed. If I've got this right, the $952,700 is the total amount here, but the $296,000 is not considered for reimbursement so that will be our expense in its entirety. Is that correct? **Mr. Lindsey** said no. The $292,000 additional that I haven't went over yet, that could possibly be reimbursed also. **Commissioner McKiernan** said so the entire $952,700 is eligible for reimbursement. Is that correct? **Mr. Lindsey** said yes, then there's another amount that I'm going to go over after this which are expenses we've already incurred. **Commissioner McKiernan** said okay. I misunderstood because I could have sworn that someone said that some of these figures were not reimbursable but would rather be borne entirely by us. **Ms. Garrison** said no. I think they said that the next slide is what we already incurred, but it could be reimbursable.

Mr. Howze said, Kathleen, do you want to explain what you were talking about putting some of these expenses into the Grant Fund category. I think you mentioned that. That may be the basis of the question from Commissioner McKiernan. **Commissioner McKiernan** said no need. We're fine. I'm finished. Thank you.

Chairman Burroughs said Reggie, I believe you have more to your presentation. Commissioner McKiernan, if you get your answer as we move through this, we'll pause and have her answer your question.

BPU Board Member Bryant said, Reggie, before you move on, I just want to make sure that I'm clear on this and maybe it will clarify it for others. The $952,000 is expenses to incur; not have incurred yet? **Mr. Lindsey** said yes. **BPU Board Member Bryant** said this $292,000 is what we've already incurred. **Mr. Lindsey** said yes, that is correct. **BPU Board Member Bryant** said so we're looking at future costs of almost a million versus current, already expenditures of close to $300,000.

Mr. Lindsey said yes. **BPU Board Member Bryant** said okay. Thank you. That clarifies it for me.

Mr. Lindsey said just for FYI with the $952,000, we can be looking for like $142,000 to pay for our 15% from our Certified Funds. **Chairman Burroughs** said, Reggie, you broke up on my end. **Mr. Lindsey** said the last thing I said was the $952,000 from the Health Department's request and Emergency Management's request is that 15% of that would be $142,000. That is what we will be paying from our Certified Funds on that first request. **Chairman Burroughs** said okay.

Department	Purpose	Amount
Fire Department	Personal Protective Gear	92,096
Community Programs	Defogger Machines/PPE	52,642
Health Department	COVID-19 Testing	50,000
Police Department	Employee Protective Measures	35,110
Sheriff	Testing/PPE	25,850
Emergency Management	Personal Protective Gear	14,200
District Attorney	Remote Office Setup	10,000
Municipal Courts	Remote Office Setup	3,600
General Services	Remote Office Setup	2,909
Community Corrections	Remote Office Setup	2,610
Public Works	Deep Clean for Work Areas	1,949
Human Resources	Remote Office Setup	1,409
Grand Total		**292,375**

Mr. Lindsey said here is the second amount of funding we were talking about. What this funding is, is just year-to-date operating expenses that we have already incurred just since everything started in early March with COVID-19. We've got 12 departments on this sheet that we have spent $292,000 on across the board. We are looking to get reimbursed from this from FEMA also. These are expenses that have already incurred because there was such an emergency when they were happening. 15% of this would be $43,000.

Chairman Burroughs asked, Reggie, are these prices for the PPE equipment, have those expenses already been taken care of? I see the Fire Department for personal protective gear, I'm assuming that's gloves, masks, whatever else they may need. Is that by any chance included on the prior page in the $260,000? **Mr. Lindsey** said no, it's not. This is specifically for the Fire Department while on the other page that was for Emergency Management and the Health Department's request. This is specifically for the Fire Department like for their everyday operation while the other request was for Emergency Management and Health Department. One thing Emergency Management has been doing is getting PPE out to the community also, so that's part of that request. Then, it's also needed at the Health Department for the testing that they're doing.

Chairman Burroughs said so, we have about $165,000 going to our frontline defenders, our Fire Department, Police Department, Sheriff Department PPE in this budget proposal. **Mr. Lindsey** said yes. **Chairman Burroughs** said okay, thank you.

Chairman Burroughs asked, any other comments, questions from committee? (There were none). Clerk, did we have any public comments? **Bridgette Cobbins, UG Clerk,** said no public comment.

Chairman Burroughs said this is an action item. Reggie, one last question. All this money will come out where? **Mr. Lindsey** said it will come out of multiple funds, mostly the city and the county. **Chairman Burroughs** asked, are we talking ending balance, revenue, reserves? **Mr. Lindsey** said Contingences. **Chairman Burroughs** said thank you.

Chairman Burroughs asked, any other comments, questions, concerns? Seeing none, this is an action item. I'd entertain a motion.

Action: **BPU Board Member Bryant made a motion, seconded by Commissioner McKiernan, to approve. Chairman Burroughs** said there's been a motion by Member Bryant and Commissioner McKiernan has seconded. I would ask the Clerk to call roll. Roll call was taken and there were six "Ayes," Bryant, Walters, Johnson, Townsend, McKiernan, Burroughs.

Public Agenda:
No items

Chairman Burroughs said before I leave, I just want to personally say thank you to our employees and all the essential public and safety workers for their service in these extremely trying times. I do send my very (inaudible). We can't say thank you enough. We're all in this together. Stay in. Stay safe. I appreciate the work of the committee this evening.

Adjourn
Chairman Burroughs adjourned the meeting at 6:13 p.m.
cg