



Administration and Human Services
Committee
Standing Committee Meeting Agenda
Monday, June 27, 2016
5:00 PM

Location:

Name

Absent

Commissioner Angela Markley, Chair

☐

Commissioner Melissa Bynum

☐

Commissioner Mike Kane

☐

Commissioner Harold Johnson

☐

Commissioner Jane Philbrook

☐

II. Revisions to June 27, 2016 Agenda

III. Approval of standing committee minutes from April 25, 2016.

IV. Measurable Goals

V. Committee Agenda

Item No. 1 - COMMUNICATION: 2015 UG HOLLYWOOD CASINO GRANT ALLOCATION

Synopsis: The Greater Kansas City Community Foundation has received a request from Marilyn Alstrom, Executive Director of Leadership 2020 for an extension to spend their 2015 UG-Hollywood Casino Grant allocation in the amount of \$24,990. The request letter, program budget and application are attached, submitted by Joe Connor, Assistant County Administrator.

Tracking #: 16639

Item No. 2 - RESOLUTION: ASSESSMENT OF FAIR HOUSING COLLABORATIVE AGREEMENT

Synopsis: A resolution authorizing the approval of a collaboration agreement between the Unified Government, the City of Kansas City, Missouri, the City of Independence, Missouri, the City of Blue Springs, Missouri, and the City of Leavenworth, Kansas. The agreement will allow the cities to work together and with the Mid-America Regional Council to develop and submit an Assessment of Fair Housing (AFH) to HUD as required by federal law, submitted by Wilba Miller, Director of Community Development.

Tracking #: 16651

Item No. 3 - COMMUNICATION: AMENDING CONCEAL CARRY

Synopsis: Amending the Human Resources guide to allow employees to conceal carry a firearm while engaged in the duties of employment, outside UG buildings, including while in a vehicle, in accordance with State law, submitted by Jenny Myers, Senior Attorney.

This item was scheduled to appear before the Administration & Human Services Standing Committee, chaired by Commissioner Markley, on June 27, 2016. It was requested, and approved by the Mayor, to fast track this item to the June 30, 2016 full commission meeting.

Tracking #: 16652

Item No. 4 - COMMUNICATION: KAW RIVER BIKE/PEDESTRIAN BRIDGE GRANT APPLICATION

Synopsis: An abandoned railroad bridge near Kemper Arena has been leased to a private group that is exploring the concept of a bike and pedestrian trail over the Kansas River by the City of Kansas City, MO, owner of the bridge. Interestingly, the bridge is physically located in Kansas City, KS. In order to further explore this connection opportunity between the Heritage Trail and the Kaw Valley Levee trails, as a public-private partnership, a detailed engineering analysis needs to be completed as well as community engagement around the concept of other uses with the bridge that include not only the trail, but potential enterprises such as a restaurant or other commercial uses, submitted by Melissa Mundt, Assistant County Administrator.

Tracking #: 16653

VI. Public Agenda

VII. Adjourn

**ADMINISTRATION AND HUMAN SERVICES
STANDING COMMITTEE MINUTES
Monday, April 25, 2016**

The meeting of the Administration and Human Services Standing Committee was held on Monday, April 25, 2016, at 5:06 p.m., in the 5th Floor Conference Room of the Municipal Office Building. The following members were present: Commissioner Markley, Chairman; Commissioners Walters for Philbrook, Johnson, Kane, and Bynum. The following officials were also in attendance: Joe Connor, Assistant County Administrator; Gordon Criswell, Assistant County Administrator; Melissa Mundt, Assistant County Administrator; Ryan Carpenter, Assistant Counsel; Ken Moore, Chief Legal Counsel.

Chairman Markley called the meeting to order. Roll call was taken and all members were present as shown above.

Chairman Markley said a blue sheet has been distributed this evening indicating the addition of a new item under the Committee Agenda. New Item No. 3 is a resolution authorizing acceptance of a grant.

Approval of standing committee minutes for February 22, 2016. **On motion of Commissioner Kane, seconded by Commissioner Johnson**, the minutes were approved. Motion carried unanimously.

Committee Agenda:

Item No. 1 – 16541...JOINT ORDINANCE/RESOLUTION: AMEND ELECTION PROCESS

Synopsis: A joint ordinance/resolution amending Code sections to define terms of office, set dates for fall elections, and specify that the elections are nonpartisan, submitted by Ryan Carpenter, Attorney.

Chairman Markley said as you may recall we heard some of this in our last meeting so we just need the update.

Ryan Carpenter, Attorney, said the language was inserted to comply with state law that shows that these local/general elections are non-partisan. That was a question brought up by Commissioner Kane last time. The only changes from what you saw last month are in Section 2-52b, c, and d, which specifies that all Commission elections and Mayoral elections are non-partisan.

Action: **Commissioner Kane made a motion, seconded by Commissioner Bynum, to approve.** Roll call was taken and there were five “Ayes,” Walters, Johnson, Kane, Bynum, Markley.

Item No. 2 – 16546...DISCUSSION/RECOMMENDATION: RETURNED PREVIOUSLY AWARDED 2015 UG-HOLLYWOOD CASINO GRANT FUNDS

Synopsis: Discussion and review of recommendation on 2015 UG-Hollywood Casino grant funds that were returned by a grantee, submitted by Joe Connor, Assistant County Administrator. Staff is seeking direction.

Joe Connor, Assistant County Administrator, said we had a situation last fall and I was just made aware of it just here recently that money was returned in September of last year by the Quindaro Community Gardens project. We never really had this happen before. There’s been some changes with the grants but usually right about the time we issue the money and we’re able to make the changes a little sooner rather than later. This was a whole quarter after we had issued the money so—as we talked about in our office, we decided the best thing to do is come back to you guys and get some guidance with our recommendation, get some guidance from you all about how we should proceed this year. The memo I submitted the money was all allocated by Commissioner Townsend for a project in her district. Our recommendation is that money be given back to her to redistribute this year. There is some interest with it so it’s about \$5,223. The Community Foundation, they will pay you interest on the money if they hold it.

April 25, 2016

Action: **Commissioner Kane made a motion, seconded by Commissioner Johnson, to approve.** Roll call was taken and there were five “Ayes,” Walters, Johnson, Kane, Bynum, Markley.

Item No.3 – 16578...RESOLUTION: REACH HEALTHCARE FOUNDATION GRANT

Synopsis: A resolution authorizing the Unified Government to enter into a contract with the REACH Healthcare Foundation to accept a \$65,000 grant that supports the AmeriCorps VISTA members, the Healthy Campus project and the Choice Neighborhoods Grant process. No Unified Government match is required. The resolution authorizes the Mayor and County Administrator to execute a contract setting out the requirements of the grant.

Melissa Mundt, Assistant County Administrator, said I received word this morning that the Mayor’s Office has been awarded a REACH grant. This grant is for \$65,000 and because of our new policy that was set back at the beginning of the year, this was actually, I believe, expired for in the fall, so anyway, a little overlap, but to stick with our commitment in order for them to start drawing down the money we wanted to bring this to you tonight. The grant awarded is a total of \$65,000 and will cover the following items: the consultant’s last grant earning services that were utilized to prepare the CHOICE Neighborhood Grant through HUD that we talked about several times with our group, that was \$10,000. Preliminary Site Planning on the Healthy Campus by Gould Evans at \$10,000, Healthy Campus Website Marketing Material that will be developed yet to be selected PR firm for \$15,000, a Housing Retail Study conducted in and around the Healthy Campus, and there’s been three firms that have been selected and that’s going to be about \$18,000, and the last item under this \$65,000 is a one-year partnership with a corporation for national and community services to provide five full time VISTA members in the office of the Mayor, Healthy Communities Wyandotte, and Liveable Neighborhoods for a total of \$12,000.

Chairman Markley asked and there is no match required. **Ms. Mundt** said there is no match required. This is merely just to make sure that we’re in compliance with our own ordinances.

April 25, 2016

Commissioner Johnson made a motion, seconded by Commissioner Markley, to approve.
Roll call was taken and there were five “Ayes,” Walters, Johnson, Kane, Bynum, Markley.

Chairman Markley adjourned the meeting at 5:15 p.m.

tk

April 25, 2016



Staff Request for Commission Action

Tracking No. 16639

Full Commission Meeting Date: 7/7/16

Committee: Administration & Human Services

Date of Standing Committee Action: 6/27/16

(If none, please explain):

Publication Required: No

<u>Date:</u> 05/31/2016	<u>Contact Name:</u> Joe Connor, Assistant County Administrator	<u>Contact Phone:</u> x6724	<u>Contact Email:</u> jconnor@wycokck.org	<u>Department/Division:</u> Administrator's Office
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Item Description:

The Greater Kansas City Community Foundation has received a request from Marilyn Alstrom, Executive Director of Leadership 2020 for an extension to spend their 2015 UG-Hollywood Casino Grant allocation in the amount of \$24,990. The request letter, program budget and application are attached.

This item was scheduled to appear before the Administration & Human Services Standing Committee, chaired by Commissioner Markley, on July 27, 2015. It was requested, and approved by the Mayor, to fast track this item to the June 30, 2015 full commission meeting.

Action Requested:

Upon approval, forward to the full commission meeting on July 7, 2016.

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List:

20-20 Application 8798, 20-20 Budget - UG Casino - Program Budget, 2016 Extension - trail

Unified Government - Hollywood Casino Grant Fund Application

Organization Information

For your application to be considered you must complete all of the required information in this application, including the required attachments on Tab 3 and submit the application by 5 p.m. central time on the due date.

The primary leader of the organization, will be notified of a decision by standard mail in mid May. If funds are awarded, a grant report must be completed in iGAM as assigned that accounts for all funds awarded. Report instructions are sent by e-mail to the e-mail account used to manage this online application approximately two-weeks following award notification.

Organization Name

Provide the name of your organization as it is filed with the IRS.

Mo Kan 20-20 Vision Inc

Tax ID

651204025

If applicable, provide any other name the organization may operate as.

20/20 Leadership

Mailing Address

4223 North 127th Street

City

Kansas City

State

KS

Postal Code

66109

Web Site

If a Web Site has been established for the organization, please provide the address.
<http://www.2020leadership.org>

**Organization's Primary Leader Information (such as an Executive Director,
President or Board Chair)**

Written grant communications are sent by standard mail to the organization's primary leader.

Job Title

Executive Director

Prefix

Ms.

First Name

Marilyn

Last Name

Alstrom

Suffix

<None>

Phone Number

913-721-3933

Extension, if any

Fax Number

913-721-3931

E-mail Address

malstrom@2020leadership.org

Alstrom

Grant Application Contact Person

Electronic confirmation of grant application submissions will be sent by e-mail to the e-mail account used to manage this online application.

Grant Application Contact Full Name

Marilyn Alstrom

Job Title

Executive Director

Phone Number

9137213933

E-mail Address

malstrom@2020leadership.org

Application Questions

Program or Project Name

Provide a brief, descriptive name for the program or project.

Piper High Students Leading Outdoor Classroom & Trail Development

Total Amount Requested (\$)

44900.00

Program or Project Start Date

Estimate when you will begin expending the proposed funding for this request.

July 02, 2015

Program or Project End Date

Estimate when the proposed funding will be expended for this request.

June 30, 2016

Project/Program Description

Briefly describe the proposed program or project. How will the funding be utilized?

The "Piper Community Trail" is a student driven project created to encourage lifelong fitness, fun, relaxation, and learning about nature among patrons of all ages within the community of Piper and the surrounding areas. It will be housed on the grounds of USD 203 but will be available for use among the entire community. There is not a park or workout facility within the boundaries of the formerly known area of the Piper Township. The scope of the project includes a multipurpose trail and an outdoor nature classroom.

The trail is multipurpose and used for walking/jogging, biking, roller blading etc. It will also be equipped with state of the art, all-weather workout machines designed to increase muscle strength and flexibility.

Along the future location of the trail is an outdoor, nature classroom established in the 1990's that is in disrepair today. The students of 20/20 Leadership at Piper High School are designing a community wide effort to revitalize the outdoor classroom for students and community use. The nature center will be utilized by science classes at East, Piper Middle and High Schools and designed to attract birds, butterflies, and wildlife. It will also be a place for relaxation for people of all ages to stop and enjoy along the trail.

The trail will add over 27 trees, significant amounts of self-sustaining, native to Kansas, prairie grasses and wild flowers.

Phase I:

- Clearing and grubbing, rough grading, fine grading, aggregate base course, drainage improvements.
- Community connection nodes concrete pads, .84 miles of 8 ft. wide concrete trail.
- Revitalization of outdoor nature classroom: benches, butterfly bird houses, pond and bridge, etc

Phase II:

- Mile marker signage, trail identification signs, educational and interpretive signage.
- Additional site amenities; trash receptacles, trail lighting, and benches.
- Trees, shrubs, grasses, and wild flowers.

Phase III:

- State of the art, all weather, exercise equipment stations.

We are asking for funds to start Phase I of the project.

Client Information

Define the number and characteristics of the people your program or project will serve. Specifically the number of individuals you will serve in Wyandotte County and percentage of at-risk or underserved population will be served. If appropriate, please describe how the program will be tailored for culturally competent and relevant. Also include any baseline information about your target population and the source of the information.

- The project will serve the entire community of Piper and the students and staff of Piper USD #203.
- Piper School District currently has 1,955 students. Center for Disease Control (2013 CDC Report), 64% of Wyandotte County residents are overweight or obese. Statistics reflected below are results from the 2014 Fall K-Fit Assessment. The data is of 4th and 5th graders from Piper East Elementary. The statistics are of the Aerobic VO2 Capacity and their Body Mass Index.

39% of 4th graders scored in the at-risk category on the K-Fit Aerobic VO2 Test.

o 46% of 5th graders scored in the at-risk category on the K-Fit Aerobic VO2 Test.

o 38% of 4th graders scored in the at-risk category on the K-Fit BMI.

32% of 5th graders scored in the at-

- USD 203 provides 213 jobs to people who primarily reside in Wyandotte County. The employees will directly benefit from the scope of this project. This student lead project aligns to USD 203's Climate and Culture Goal, and the District's Health and Wellness Policy. This will provide an amenity to staff to improve their overall physical health, mental health, and overall job satisfaction.

- Because Piper doesn't have a community park, this will also impact families with children

from birth and beyond school age.

59.5% of Wyandotte County adults do not participate in recommended levels of moderate to vigorous physical activity. (CDC Report) There are approximately 7,000 people who live within the boundaries of the Piper community

Fund Alignment

Briefly describe how this program is directly relevant with the Board of Commissioners's Strategic plan (i.e. social services and healthy communities' goals and healthy communities Wyandotte).

This project is in direct alignment to the Commissioners' Healthy Communities/Recreation strategic plan as written above. This is a student lead community based project that is partnering with the Piper school district. This will further the Healthy Communities Wyandotte Infrastructure Action Team's 20/20/20 initiative by providing .84 miles of trail in an area that does not have a park, a workout facility, and spotty sidewalks along streets with little or no connectivity. This is also in alignment to the HCW-Education Action Team's initiative 1, 2, 3, 4, 5 Fit-Tastic. The Piper East and Piper Middle School Physical Education Department (PE) will utilize the trail to track and promote a healthy life style among the students in alignment to the 1, 2, 3, 4, 5 Fit-tastic message. The PE department currently tracks BMI and strength through K-Fit, and this trail, along with the 1, 2, 3, 4, 5 Fit-Tastic initiative, will help to see an increase in recreational use among the members of the community and hopefully see a reduction in BMI among students according to the K-Fit data, and among community members at large on the next Health Census for the State.

Results Evaluation

Specify what measurable outcomes you are committed to achieving for the persons being served by this program or project and how you will measure/verify that you are achieving those results.

Committed to seeing a reduction in cohort data of current 2014-2015 school year 4th and 5th grade students who score in the at-risk category on the K-Fit assessment for Aerobic VO2 and BMI. We will continue to track these students through their 8th grade year at Piper Middle School doing the same K-Fit assessment.

Committed to seeing a decrease from

59.5 % of WyCo county adults who DO NOT participate in recommended moderate or vigorous physical activity as compared to 50.4% being the Kansas State average. The intention is to see increase of physical activity among community members on the next State Health Survey.

Results

What indicators are you using to achieve measurable outcomes.

Indicators of success would be less than 20% of students score in the at-risk zone on the K-Fit Assessment. Seeing a decrease from 59.5 % of WyCo county adults who DO NOT participate in recommended moderate or vigorous physical activity as compared to 50.4%

being the Kansas State average. A measure of success would be to see this under 50% on the next State Health audit.

Critical Milestones

What approach or tool will you use that your program/project is achieving results for the person that it is intended to serve?

- Students plan on hosting various community events and activities that are in alignment to the HCW Education Action Team's initiatives, as well as the Wellness Policy of the District.
- Students will design an outdoor classroom and trail Facebook page where tracking of the "Likes" will be monitored. Students will encourage people to check the trail as part of the communities Healthy Lifestyle/Community Initiative.
- The K-Fit assessment provides a print out for students and parents with recommendations on physical activity and eating habits. These recommendations will be discussed at student assemblies and at parent/teacher conferences to discuss how the family can use the trail to support the student in meeting their fitness goals.
- Plans include working with local assisted living facilities program directors to offer the use of the outdoor classroom and trail for resident's field trips.
- Piper is hosting a golf tournament with General Motors to raise funds for the trail. The fundraiser will be at Dubs Dread Golf Course.. The goal is to raise awareness of the outdoor classroom and trail, as well as, launch the 1,2,3,4,5 Fit-Tastic community initiative.

Key Partners

Specify any key partner organization(s) whose involvement is critical for your program/project to be successful. Explain the specific role that this/these organization(s) will play in the proposed program.

- General Motors Tri-Labor Council for the community golf tournament.
- USD 203 Board of Education and the Piper Education Foundation. The trail will be housed on the property of Piper USD #203 and the district will provide grounds maintenance care. Piper Educational Foundation will utilize the trail to promote the trail and also as a possible fundraising opportunity for a family fitness challenge.
- Healthy Communities Wyandotte Education Action Team. The Physical Education Department in Piper Schools has already implemented K-Fit and is currently working to implement 1,2 3,4,5 Fit-Tastic. These two programs fit well together and the trail will be utilized to help students meet the fitness goals that are outlined in the K-Fit data.
- Physical Education Department in all Piper Schools.
- Ms. Piper-Moms Supporting Piper. This is a local moms group dedicated to Social and Emotional Development of the Whole Child. They will utilize this for healthy play dates and work to promote this throughout the community.
- Homeowner's Associations. We anticipate this being an attractive amenity for the various neighborhoods in the community. 22/20 Leadership students will be approaching them for support in volunteering or monetarily.
- Children's Mercy-Healthy Lifestyle Initiative--collaborating with them on the 1,2,3,4,5 Fit-tastic initiative.
- Various student groups and departments at Piper High School.

Past Results

What results have you achieved in the past three years for the clients in your programs that are most like what you are proposing? If you were a recipient of these grant funds in 2013, please describe program and budget progress to date.

The 20/20 Olympics, designed on a project-based learning model, provides a competitive opportunity for students to identify needs within their schools and communities and strives to answer those needs creatively. Two 20/20 Olympic projects winning the Gold in 2014 and 2103 were: The Harmon HUB and www.kcteenlink.org.

- 2014--The Harmon HUB: Students from J.C. Harmon HS raised \$160,000 to build a ½ mile trail on their ten acre campus. Because this was a student lead project, school attendance increased from 88% to 93% for the 2014 spring semester. Hosting the grand opening in May before graduation, students raised another \$5,000 for a teacher dying of cancer. This was a huge accomplishment for students who have the highest dropout rate in the KCKPSD schools and who average 16 on their ACT tests. The student who lead this project received a \$10,000 scholarship from the 20/20 Leadership program and is a second semester college freshman.

- 2013---www.kcteenlink.org: Designed by five male students at F.L. Schlagle High School, the website began as a resource to assist homeless students but grew into much more. Students, assisted by 20/20 Leadership, wrote and received \$35,000 in grants and students received the:

- 1) McPherson College Entrepreneurship Award
- 2) Missouri Youth Entrepreneurs of the Year Award
- 3) Kansas Youth Entrepreneurs of the Year Award

Today, all five young men are college juniors. The City of Kansas City Missouri is currently in conversation with 20/20 Leadership to use the website to link teens with employers, jobs and social services.

Sustainability

Show how your program will continue beyond this grant. What are your other sources of funding for this program? Of those, which have been committed and which are outstanding requests? Please include these sources in your attached budget. Please also include any opportunities to leverage other funding sources.

Research was conducted by Coddling Financial Services, Inc. for potential grant makers for this project. This research was conducted in 2014 and is up-to-date. The CFS will continue to work on this project until the trail is 100% funded.

Trail Maintenance:

Piper School District 203 will absorb all costs for ground maintenance.

Grant Makers based on priority and request for funding:

\$144,000 (Based on 80% of \$180,000)

Kansas Department of Wildlife and Parks

\$25,000 - \$40,000

Sunflower Foundation

Kansas Health Foundation

Healthcare Foundation of Greater Kansas City

Robert Wood Foundation

\$20,000 and below

Hallmark Cards, Incorporated Corporate Giving Program
 Dunn Family Foundation
 BNSF Railway Foundation
 Sprint Foundation
 Sunderland Foundation
 John W. And Effie E. Speas Memorial Trust
 Royals Charity
 William T. Kemper II Charitable Trust
 Ball Family Foundation
 The Schwan Food Company, Inc. Corporate Giving Program
 William J. and Mary G. Breidenthal Foundation
 CPS Foundation Inc.
 Amerigroup Foundation
 Collective Brands Foundation
 Special Events:
 Golf Tournament hosted by General Motors, Tri-Labor Council of Eastern Kansas. Proceeds of the entrance fee will go to the project, as well as auctioning off of trees, benches, and exercise stations.

Click the [Attachments](#) link at the top of this page to view or edit attachments.

Attachments

Title	File Name
Program/Project Budget	UG Casino - Program Budget.doc
Annual Operating Budget	Final Agency Budget.doc
Audit	Audit - Accountant Letter of Review.pdf
990 Tax Return	2013 2014 - 990.pdf
Budget Narrative	UG Casino - Program Budget Narrative.doc

Program Budget: Unified Government / Hollywood Casino Fund		
Organization:	MO KAN 20-20 Vision, Inc.	
Fiscal Year:	FY 2015 -2016	
UG / Hollywood Casino Fund Request:	\$44,900.00	

Revenue			
	Category	Notes	Amount
1	Contributions	General Motors - Tri-Labor Council of Eastern Kansas	\$5,000.00
2	Grants		\$0
3	Special Events & Sales (net)	General Motors -Tri-Labor Council of Eastern Kansas Golf Tournament and Auction	\$15,000.00
4	Membership Dues		\$0
5	Program Service Fees		\$0
6	Investment Income		\$0
7	Contract Fees/In-kind	Architect Fees	\$28,770.03
8	Site Amenities/In-kind	Bird houses and trail signs made by Piper High School shop classes.	\$8,250.00
9			
10			
11			
12			
Total			\$57,020.03

Expenses			
	Category	Notes	Amount
1	Salaries and Compensation		\$0
2	Occupancy and Related		\$0
3	Professional Fees		\$0
4	Contract Services/In-kind	Architect Fees	\$28,770.03
5	Staff Training / Development		\$0
6	Affiliations / Accreditations / Licensing		\$0
7	Special Assistance to Individuals		\$0
8	Equipment/Exercise Equipment Area	Area designated for Healthbeat exercise equipment that also includes safety zone surfacing and edging.	\$44,715.00
9	Supplies		\$0
10	Special Event Expenses	General Motors - Tri-Labor Council of Eastern Kansas will absorb costs for the Special Event.	\$0
11	Site Amenities	Trail lighting fixtures, benches, trash receptacles and new trail identification sign.	\$69,900.00

12	Site Amenities/In-kind donation	Bird houses and trail signs will be made by the Piper High School shop classes.	\$8,250.00
13	Demolition	Cleaning and grubbing	\$5,000.00
14	Earthwork	Rough and fine grading	\$12,418.70
15	Site Hardscape	Concrete sidewalk, aggregate base course, connection node and crosswalk stripping.	\$182,838.00
16	Drainage System for Concrete Walkways	Drainage aggregate, rough grading (drainage), PVC pipe and overflow standpipe.	\$11,570.00
16	Site Plant Material	Trees, shrubs, perennials, prairie wildflower seeds and planting bed preparation.	\$22,700.00
17	Contingency (15%)		\$53,608.76
Total			\$439,770.49
Net: Surplus / (Deficit)			\$383,750.46



Leaders for a lifetime

4223 North 127th Street
Kansas City, Kansas 66109
913-721-3933 (office)
816-520-0014 (cell)
www.2020leadership.org

May 2, 2016

Mr. Matthew Fuller
Administrator
1055 Broadway Blvd, Suite 130
Kansas City, Missouri 64105-1595

Dear Matthew:

The purpose of this letter is to update you on Grant #2015-15927 received from the Hollywood Casino Grant Fund and to request an extension. The \$24,990 grant was awarded to support the Piper High School Students Leading Outdoor Classroom and Trail Development project in June 2015.

As you well know, trail projects are complicated and time consuming and this project is no different. Since the total cost of the Piper Trails will be more than \$400,000, additional grants must be written. A grant to the Sunflower Foundation was submitted by the May 2nd deadline and an additional grant will be submitted to the Kansas Department of Wildlife, Parks & Tourism (Recreational Trails Program) by the August 1, 2016 deadline. Because the Kansas Recreational Trails grant requires a 20% match, we ask that the \$24,990 Hollywood Casino grant be applied to the Kansas Recreational Trail match. Notification of this grant will be forthcoming in January 2017, which will allow the trail project to begin.

If you have additional questions before sharing this request with Commissioner Mike Kane and UG Administrator Doug Bach, please don't hesitate to contact either of us.

Sincerely,

A handwritten signature in cursive script that reads 'Marilyn Alstrom'.

Marilyn Alstrom
Executive Director

Board of Directors – 2015-2016

Jim Trimble, Chairman; Lauren Ware, Vice Chairman and Chairman of Scholarship Committee; Austin Delimont, Treasurer;
Sally Dannov, Secretary; and Terrell Jolly, Chairman of Resource Committee

Paula Cornwell, Joey Peck; Richard Rasdall, Jr.; Darnell Smith; Debra Swearingen; Daniel Webster; and Marilyn Alstrom, Executive Director
Advisory Board of Directors: Thaddeus O'Brien; former Chairman; Dr. Ray Daniels, James DeWitt (FC-A); Kirk Gastinger (FC); Sara Gillespie; Colin Gonzales(A); Maureen Mahoney; Dr. Jerald Pelofsky; Clarence Small; Brandi Stout(A); and Mal Warrick (FC)



Staff Request for Commission Action

Tracking No. 16651

Full Commission Meeting Date: 7/7/16

Committee: Administration & Human Services

Date of Standing Committee Action: 6/26/16

(If none, please explain):

Publication Required: Yes 07/07/2016

<u>Date:</u> 06/15/2016	<u>Contact Name:</u> Wilba Miller, Director	<u>Contact Phone:</u> x5112	<u>Contact Email:</u> wmiller@wycokck.org	<u>Department/Division:</u> Community Development
<u>Item Description:</u> A resolution authorizing the approval of a collaboration agreement between the Unified Government, the City of Kansas City, Missouri, the City of Independence, Missouri, the City of Blue Springs, Missouri, and the City of Leavenworth, Kansas. The agreement will allow the cities to work together and with the Mid-America Regional Council to develop and submit an Assessment of Fair Housing (AFH) to HUD as required by federal law.				
<u>Action Requested:</u> Forward to the Full Commission for approval.				
<u>Budget Impact: (if applicable)</u> Amount: Source: Included In Budget: Other (explain):				
<u>Attachments List:</u> Resolution, Agreement				

RESOLUTION NO. _____

A RESOLUTION SUPPORTING AND AUTHORIZING THE APPROVAL OF THE COLLABORATION AGREEMENT BETWEEN THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/ KANSAS CITY, THE CITY OF KANSAS CITY, MISSOURI, THE CITY OF INDEPENDENCE, MISSOURI, THE CITY OF BLUE SPRINGS, MISSOURI, AND THE CITY OF LEAVENWORTH, KANSAS.

WHEREAS, the Unified Government of Wyandotte County/ Kansas City, Kansas (herein called Unified Government), and the communities listed above, and collectively referred to as “Program Participants” as all listed communities receive funding from the U.S. Department of Housing and Urban Development (“HUD”); and

WHEREAS, the Program Participants are subject to the affirmatively furthering fair housing requirements found at 24 CFR §§5.150 through 5.180 and required to submit an Assessment of Fair Housing (AFH) to HUD; and

WHEREAS, the Program Participants wish to collaborate to submit the AFH; and

WHEREAS, the Mid-America Regional Council will work with the Program Participants to compile the information and prepare the AFH; and

WHEREAS, K.S.A. 12-2908 authorizes a municipality to contract with another municipality to perform any governmental service, activity or undertaking which each contracting municipality is authorized by law to perform.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS, AS FOLLOWS:

1. That the County Administrator of the Unified Government of Wyandotte County/ Kansas City, Kansas is hereby authorized to execute said Agreement on behalf of the Unified Government.
2. The Mayor, County Administrator and the Unified Government's other officers, agents, and employees are hereby authorized to take any action required and necessary to implement and satisfy the intent of said Resolution and Agreement.

**ADOPTED BY THE UNIFIED GOVERNMENT OF WYANDOTTE
COUNTY/KANSAS CITY, KANSAS,
THIS _____ DAY OF _____ 2016.**

By:

Mark Holland, Mayor/CEO

ATTEST

Unified Government Clerk

Approved As To Form:

Assistant Counsel

RESOLUTION NO. _____

A RESOLUTION SUPPORTING AND AUTHORIZING THE APPROVAL OF THE COLLABORATION AGREEMENT BETWEEN THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/ KANSAS CITY, THE CITY OF KANSAS CITY, MISSOURI, THE CITY OF INDEPENDENCE, MISSOURI, THE CITY OF BLUE SPRINGS, MISSOURI, AND THE CITY OF LEAVENWORTH, KANSAS.

WHEREAS, the Unified Government of Wyandotte County/ Kansas City, Kansas (herein called Unified Government), and the communities listed above, and collectively referred to as “Program Participants” as all listed communities receive funding from the U.S. Department of Housing and Urban Development (“HUD”); and

WHEREAS, the Program Participants are subject to the affirmatively furthering fair housing requirements found at 24 CFR §§5.150 through 5.180 and required to submit an Assessment of Fair Housing (AFH) to HUD; and

WHEREAS, the Program Participants wish to collaborate to submit the AFH; and

WHEREAS, the Mid-America Regional Council will work with the Program Participants to compile the information and prepare the AFH; and

WHEREAS, K.S.A. 12-2908 authorizes a municipality to contract with another municipality to perform any governmental service, activity or undertaking which each contracting municipality is authorized by law to perform.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS, AS FOLLOWS:

1. That the County Administrator of the Unified Government of Wyandotte County/ Kansas City, Kansas is hereby authorized to negotiate and execute said Agreement on behalf of the Unified Government.
2. The Mayor, County Administrator and the Unified Government's other officers, agents, and employees are hereby authorized to take any action required and necessary to implement and satisfy the intent of said Resolution and Agreement.

**ADOPTED BY THE UNIFIED GOVERNMENT OF WYANDOTTE
COUNTY/KANSAS CITY, KANSAS,
THIS _____ DAY OF _____ 2016.**

By:

Mark Holland, Mayor/CEO

ATTEST

Unified Government Clerk

Approved As To Form:

Assistant Counsel



Staff Request for Commission Action

Tracking No. 16652

Full Commission Meeting Date: 6/30/16

Committee: Administration & Human Services

Date of Standing Committee Action: 6/27/16

(If none, please explain):

Publication Required: No

<u>Date:</u> 06/15/2016	<u>Contact Name:</u> Jennifer Myers, Senior Attorney	<u>Contact Phone:</u> x5084	<u>Contact Email:</u> jmyers@wycokck.org	<u>Department/Division:</u> Legal
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Item Description:

Amending the Human Resources guide to allow employees to conceal carry a firearm while engaged in the duties of employment, outside UG buildings, including while in a vehicle, in accordance with State law.

Action Requested:

Request this item to be fast tracked to full commission for June 30th.

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List:

Memo for HR Chages, Violence Free Workplace



**LEGAL DEPARTMENT of the UNIFIED GOVERNMENT OF
WYANDOTTE COUNTY/KANSAS CITY, KANSAS**

**Ninth Floor-Municipal Office Building
701 North Seventh Street
Kansas City, Kansas 66101
Phone (913) 573-5060
Fax (913) 573-5243**

**Chief Counsel
Kenneth J. Moore**

**Senior Counsel
Henry E. Couchman Jr.
Patrick M. Waters
Misty S. Brown
Angela J. Lawson
Jennifer L. Myers**

**Assistant Counsel:
Ryan L. Carpenter
Ryan P. Haga
Jane A. Wilson
Susan Alig
Grant W. Williams
Wendy M. Green**

**Prosecutors
Meaghan Shultz
Victoria Meyer**

To: Unified Government Board of Commissioners
From: Jennifer Myers, Senior Counsel
Cc: Ken Moore, Chief Counsel
Date: June 16, 2016
RE: Proposed changes to Human Resources Guide regarding Violence-Free Workplace

This memo is to explain the proposed changes to Human Resources Guide Section 6.3 Violence-Free Workplace to be presented at the June 27th Administration and Human Services standing committee. The proposed changes were made in order to comply with state statute effective July 1, 2016.

- Amended to clarify that all guns, including but not limited to handguns, rifles, and shotguns, are prohibited from inside all UG buildings.
- Employees who are lawfully able to carry a concealed handgun(i.e. not otherwise prohibited), are now allowed to conceal carry while engaged in or conducting the business of the UG, while outside of a UG building or workplace, and as part of the employee's regular job duties, including while driving a UG vehicle or while in the employee's personal vehicle.
- Handguns must be completely concealed at all times.
- Handguns must be in the immediate control of the employee at all times and may not be left unattended at any time, including in a UG vehicle.
- Employees may possess a handgun in a private vehicle, including a private vehicle parked on UG property. Language was added that the handgun must be concealed and secured.
- The open carry of a handgun is prohibited in a UG building or during the course of conducting UG business.
- Any employee who is aware of another employee's violation of this policy, and who intentionally fails to notify his supervisor, may face disciplinary action, up to and including termination.



Unified Government Human Resources Guide

Effective 7-1-2016

VIOLENCE-FREE WORKPLACE

- I. General: The Unified Government is committed to providing a safe environment for working and conducting business and will not tolerate violence or threats of violence by or against employees or members of the public while in a Unified Government building or workplace or in connection with the conduct of Unified Government business.
- II. Policy
 - A. Unified Government employees are prohibited from engaging in violence or threats of violence against other Unified Government employees or members of the public while in a Unified Government building or workplace or in connection with the conduct of Unified Government business. Employees who violate this policy will be disciplined, up to and including termination of employment.
 - B. Possession of any type of weapon is prohibited in all Unified Government buildings and workplaces. This rule does not apply to employees who must carry weapons as a condition of employment. This policy does not prohibit an employee who is legally qualified to carry a concealed handgun from carrying a concealed handgun while engaged in the employee's duties outside of a Unified Government building or workplace, including while driving a Unified Government vehicle or while in the employee's personal vehicle. Handguns must be completely concealed at all times. Handguns must be in the immediate control of the employee at all times and may not be left unattended at any time, including in a Unified Government vehicle. Nothing in this policy prohibits an employee's lawful possession of a handgun in a private vehicle, including a private vehicle parked on Unified Government property. Handguns left in a personal vehicle must be concealed and secured.
 - C. When work duties require visiting non-Unified Government locations where the carrying of a concealed handgun is prohibited, employees must abide by all applicable laws and regulations regarding concealed carry of handguns at those locations. In such situations, employees are responsible for securing handguns in a personal vehicle and are prohibited from securing or leaving a handgun in a Unified Government vehicle.
- III. Definitions
 - A. "Concealed handgun" means a handgun that is carried on one's person or under one's control in such a manner as to not be visible to an ordinary person under normal circumstances. "Printing," where the outline of a handgun can be discerned beneath the employee's clothing, should be avoided.
 - B. "Handgun" means a pistol or revolver that is designed to be fired by the use of a single hand and that is designed to or capable of firing fixed cartridge ammunition, or any other weapon that will or is designed to expel a projectile by the action of an explosive and that is designed to be fired by the use of a single hand.



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- C. “Weapon” means “weapon” as defined by K.S.A. 72-89a01(h) and includes, but is not limited to, handguns, rifles, shotguns, explosive or incendiary devices, poison gas, bludgeons, switch-blade knives, and stun guns.

IV. Prohibited Acts

- A Employees are prohibited from engaging in the following acts towards other employees or members of the public while in a Unified Government building or workplace or in connection with the conduct of Unified Government business:
1. Violent confrontations.
 2. Assaultive acts.
 3. Threats of violence.
 4. Attempted or actual intimidation by physical gestures, verbal comments, or other actions intended to frighten or threaten another person.
 5. Battery.
 6. Harassment or abuse by use of communication equipment or modes such as, but not limited to, telephone, facsimile (fax) machine, texting, computers, e-mail, mail services, or social media such as Facebook and Twitter.
 7. Any communicated or reasonably perceived threat to destroy property.
 8. Any physical or verbal reference that an employee is in the possession of a weapon, including a concealed handgun, or any display of a weapon by an employee. This includes any situation in which a handgun is not reasonably concealed and can easily be detected by or is visible to others.
 9. The open carry of a handgun in any Unified Government building or workplace or while conducting the business of the Unified Government.
 10. The failure of an employee to keep a concealed handgun in his or her immediate possession and control, such as, but not limited to leaving a handgun in any Unified Government vehicle.
 11. The unlawful use in the workplace of a handgun by an employee.
 12. Possession in the workplace of a handgun by an employee who is not legally qualified to own or possession a handgun.
 13. Other behavior that, to a reasonable person, creates a hostile, intimidating, or fearful work environment.
- B. Employees shall abide by all rules issued by the chief judge of the judicial district concerning the carrying of weapons.



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V. Procedures:

- A. Employees must immediately report any threats or incidents of violence to their supervisor or department head.
- B. The supervisor or manager must turn in an Incident Report Form to Human Resources within 24 hours.
- C. If the perpetrator is a Unified Government employee, disciplinary action up to and including termination of employment will be followed.
- D. If the perpetrator is not a Unified Government employee, the investigation will be turned over to the Police Department.
- E. Human Resources will forward a copy of all Incident Report Forms to the County Administrator immediately upon receipt.
- F. Employees who violate this policy will be subject to discipline, up to and including termination.
- G. Any employee who is aware of another employee's violation of this policy and fails to notify his or her supervisor may face disciplinary action, up to and including termination.

RELATED POLICIES: 2.2 – Harassment in the Workplace

RELATED FORMS: Violence-Free Workplace Incident Report



Staff Request for Commission Action

Tracking No. 16653

Full Commission Meeting Date: 7/7/16

Committee: Administration & Human Services

Date of Standing Committee Action: 6/27/16

(If none, please explain):

Publication Required: No

<u>Date:</u> 06/16/2016	<u>Contact Name:</u> Melissa Mundt, Assistant County Administrator	<u>Contact Phone:</u> x5017	<u>Contact Email:</u> mmundt@wycokck.org	<u>Department/Division:</u> Administrator's Office
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Item Description:

An abandoned railroad bridge near Kemper Arena has been leased to a private group that is exploring the concept of a bike and pedestrian trail over the Kansas River by the City of Kansas City, MO, owner of the bridge. Interestingly, the bridge is physically located in Kansas City, KS. In order to further explore this connection opportunity between the Heritage Trail and the Kaw Valley Levee trails, as a public-private partnership, a detailed engineering analysis needs to be completed as well as community engagement around the concept of other uses with the bridge that include not only the trail, but potential enterprises such as a restaurant or other commercial uses. In addition to the community engagement and in depth structural analysis, the grant would assist with conceptual design for trail heads and trail connector to the Kaw Valley Levee Trail and the Heritage Trail. The City of Kansas City, MO has agreed to partner on this application with the Unified Government. The Unified Government will be the lead applicant, since it is in the State of Kansas. The private group - Flying Truss LLC has already entered into a 50 year lease arrangement for the bridge with the City of Kansas City, MO. This includes a 4 year due diligence period, in which, the structure can be analyzed along with the work on conceptual design for the public cross of the Kansas River. This is a truly unique opportunity for a public-private partnership that will connect bike and pedestrian activity through the Bottoms. The matching dollars for the grant will come from funds already raised by Flying Truss LLC. Thus the Unified Government will not be required to provide any sort of matching dollars for this grant. The request is for \$150,000 of Planning Sustainable Places federal funds.

Action Requested:

Approve submission of the grant application requesting \$150,000 for the Kaw River Bike/Ped Bridge Grant - Planning Sustainable Places.

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List: