

BOARD OF DIRECTORS

BUDGET & PERSONNEL



Mid-America Regional Council • 600 Broadway, Suite 200 • Kansas City, Missouri 64105 • 816/474-4240

February 28, 2012
11:15 a.m.
MARC Conference Center
2nd Floor - Heartland Room
600 Broadway, Suite 200, Kansas City, Missouri 64105

NOTE: Please notify the Mid-America Regional Council at 816-474-4240 at least 48 hours in advance if you require special accommodations to attend this meeting (i.e., qualified interpreter, large print reader, hearing assistance). We will make every effort to meet reasonable requests.

AGENDA

1. VOTE: Approve the minutes of the January 24, 2012 meeting
2. REPORT: Review Audit Plan for the 2011 Audit
3. REPORT AND VOTE: Approve Local Government Dues for 2013
4. VOTE: Accept special funds from Jackson County and authorize contracts
5. REPORT AND VOTE: Approve Head Start reports, discuss grant application and accept funds
 - a. Accept monthly Head Start reports for budget and expenditures, credit card transactions, free and reduced meals served, and program data
 - b. Discuss Head Start Re-Compete Application
 - c. Authorize acceptance and expenditure of funds for Missouri Early Head Start Program FY 2013
6. VOTE: Authorize acceptance of funds for KC4Aging Initiative through MARC CSC
7. REPORT AND VOTE: Approve Transportation grant applications and agreements
 - a. Authorize submission of a Federal Airport Improvement Program (AIP) application for updating the MARC Regional Airports System Plan
 - b. Authorize subrecipient agreements for FTA Veterans Transportation & Community Living Initiative
 - c. Authorize submission of a grant application for Transportation and Community and System Preservation Program funds, and accept funds if awarded
8. VOTE: Authorize contract with Fregonese Associates to support the Creating Sustainable Places Initiative
9. VOTE: Authorize grant expenditures and professional services agreements with identified consultants to carry out Smart Lights for Smart Cities grant deliverables
10. REPORT AND VOTE: Authorize MARC CSC to submit applications to area foundations on behalf of the Homelessness Task Force of Greater Kansas City, and accept funds if awarded
11. VOTE: Authorize acceptance of funds and agreements for workforce development projects to support Energy Works KC
12. REPORT AND VOTE: Authorize applications to the Federal Home Loan Bank Board of Des Moines for Housing Rehabilitation in the Green Impact Zone
13. VOTE: Approve contract to provide technical support for implementation of MOVES emissions model

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14. **REPORT AND VOTE:** Authorize Public Safety contracts and purchases
 - a. Approve 9-1-1 maintenance contract for 2012
 - b. Approve RAMBIS maintenance contract with Commenco for 2012
 - c. Approve purchase of Cassidian Patriot 9-1-1 dispatching equipment and software
15. **REPORT AND VOTE:** Approve expenditures, applications for grant funding and acceptance of grant funds for homeland security/emergency services program
16. Other Business
17. Adjourn

Free parking is available when visiting MARC. Visitors and guests should park on the upper level of the garage. An entrance directly into the conference area is available from this level. To enter this level from Broadway, turn west into the Rivergate Center parking lot. Please use any of the available spaces on the upper level at the top of the ramp

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 1

ISSUE:

VOTE: Approve minutes of the January 24, 2012 meeting

BACKGROUND:

The minutes of the January 24, 2012 meeting are enclosed.

RECOMMENDATION:

Approve the minutes of the January 24, 2012 meeting.



Mid-America Regional Council

BUDGET AND PERSONNEL COMMITTEE

MID-AMERICA REGIONAL COUNCIL

600 Broadway, Suite 200
Kansas City, Missouri 64105

January 24, 2012
11:15 a.m.

Minutes of Meeting

COMMITTEE MEMBERS PRESENT

Commissioner Ed Peterson, Johnson County, KS - MARC Board Treasurer
Mayor ProTem Jim Schultz, Independence, MO - MARC Board Chair
Councilmember Marge Vogt, Olathe, KS - MARC Board 1st Vice Chair
Councilmember Jan Marcason, Kansas City, MO - MARC Board 2nd Vice Chair
Commissioner Kathy Dusenbery, Platte County, MO - MARC Board Secretary
Commissioner Tom Cooley, Unified Government of Wyandotte County/Kansas City, KS -
MARC Board Immediate Past Chair
Mayor Ron Shaffer, Prairie Village, KS
Commission Chair Ron Stiles, Miami County, KS
Commission Chair Pro Tem Jim Wise, Miami County, KS
Councilmember Donna Owens, Overland Park, KS
Mayor Randy Rhoads, Lee's Summit, MO

STAFF PRESENT

David Warm
Jim Caccamo
Mell Henderson
Jacqui Moore
Marlene Nagel
Keith Faddis
David Cooper
Mary Laird

OTHERS PRESENT

Mayor Adrienne Foster, City of Roeland Park, KS

CALL TO ORDER

Commissioner Peterson called the meeting to order at 11:18 a.m. A memo recommending organizations for project funding related to Agenda item 12-e was distributed.

APPROVE MINUTES OF THE DECEMBER 20, 2011 MEETING

Commissioner Cooley moved to approve the minutes of the December 20, 2011 meeting. The motion was seconded by Commissioner Dusenbery and carried.

REVIEW OF 2011 FINANCIAL STATEMENTS

David Cooper reported that the preliminary financial summary statements as of December 31, 2011 were provided in the meeting packet. Financial analyses were highlighted in the General Fund-Combined, General Fund Revenues and Expenditures by Program, Special Revenue Fund, Enterprise Fund-Combined; Enterprise Fund-By Program, Agency Expenses by Major Cost Category, Indirect Costs, Fringe Benefits, Local Appropriations-Members, Local Appropriations-Voluntary, Cash Utilization, and Idle Funds Investment Income.

Mr. Cooper noted that the financial statements represent the first close of December 2011. Expenses are still coming in for the year, so the final numbers will change. Schedule Two—General Fund Revenues and Expenditures by Program, is a new quarterly report to the committee, although it has been included in the 2012 budget. The report breaks out the fund balance at December 31st of \$1,074,238 by category. Another area of focus over the past few years is the Enterprise Fund, which ended the year with a \$91,168 surplus.

APPROVE FUND BALANCE POLICY TO COMPLY WITH GASB STATEMENT NO. 54

As a governmental agency, the Mid-America Regional Council must follow the Governmental Accounting Standards Board (GASB) accounting guidance for its annual financial statements. Periodically GASB issues statements that require organizations to make changes within a certain timeframe in order to implement the new guidance. MARC is now required to implement GASB Statement No. 54 - Fund Balance Reporting and Governmental Fund Type Definitions for its December 31, 2011 financial statements.

The objective of Statement No. 54 is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. The Statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds.

The hierarchy from most restrictive to least restrictive is:

- Non-spendable
- Restricted
- Committed
- Assigned
- Unassigned

Since MARC has essentially no constraints from outside the organization on its fund balance, the implementation of the new Statement is fairly simple. We do, however, have one internal constraint that we would like to formalize with MARC Board of Directors' action. MARC accrues vacation and sick leave for its employees. The fringe benefit expenses for the leave accruals are charged to the grants through the monthly fringe benefit cost allocation formula. The funds collected from the grantor agencies are set aside in MARC's fund balance and are designated for the payoff of the employees' accumulated leave balances. It is prudent to have a Board resolution so that these funds are committed and cannot be used for other purposes. The Statement does allow the Board to modify or reverse this action in the future through a subsequent resolution.

The General Fund balance as of December 31, 2010 and 2009 is as follows. The amount designated for vacation and sick leave is substantial and warrants a resolution from the Board to “commit” those funds for this purpose.

	<u>2010</u>	<u>2009</u>
Undesignated fund balance:		
MARC local	\$ 40,360	32,651
Capital outlay	(1,269,772)	(1,207,798)
Older Americans Act match	109,290	109,510
LISC sub-lease	(16,376)	—
Fringe benefit/indirect costs surplus/(deficit)	259,585	186,371
Long-term contingencies	<u>1,218,419</u>	<u>1,178,062</u>
Subtotal	341,506	298,796
Less reserve for prepaid expenditures	<u>(276,856)</u>	<u>(306,453)</u>
Net – undesignated fund balance	64,650	(7,657)
Designated for vacation and sick leave	726,118	656,388
Reserved for prepaid expenditures	<u>276,856</u>	<u>306,453</u>
Total General Fund balance	<u>\$ 1,067,624</u>	<u>955,184</u>

The value of the accumulated vacation and sick leave as of December 31, 2011 is \$759,506, an increase of \$33,388 from December 31, 2010. The other components of MARC’s final balance will be changing as the year-end accruals are processed in the next 30 to 45 days.

Councilmember Vogt asked if the action to approve the fund balance policy formalizes the practice already in place. David Warm responded that was correct.

Mayor Pro Tem Schultz moved to adopt a resolution to commit the portion of fund balance that equals the December 31st balance of the employees’ accumulated vacation and sick leave benefits. The committed amount will be automatically updated on an annual basis. It was seconded by Councilmember Marcason and carried.

Jim Caccamo said that items 4-a through 4-d can be taken in a single motion.

ACCEPT MONTHLY REPORTS OF HEAD START BUDGET AND EXPENDITURES, CREDIT CARD TRANSACTIONS, AND FREE AND REDUCED MEALS SERVED

The Head Start Grantee must report monthly to the Governing Board on Head Start Budget and Expenditures, Head Star Credit Card Expenditures, and Free and Reduced Meals Served. The monthly reports were enclosed.

Mr. Caccamo noted that the Monthly Program Data report was not included in the packet this month, because plans are in place to begin using a new reporting system, which will provide more real-time data. The report will be included in the February meeting packet. In addition, the budget document for the fiscal year ending October 31, 2011 is still subject to change because there are still invoices outstanding for the year.

APPROVE CHANGES TO PERSONNEL POLICY IN COMPLIANCE WITH THE HEAD START PERFORMANCE STANDARDS

As a result of the Reauthorization of Head Start in December of 2007, all candidates for Head Start positions must have a criminal background check and an initial tuberculin testing and/or physical prior to employment.

During the April 2008 Federal Review of Mid-America Head Start, the review team reported that because Mid-America Head Start staff did not have direct contact with children, they were not required to have a criminal background check, an initial tuberculin testing and/or physical prior to employment.

During the December 2011 Federal Review of Mid-America Head Start the review team held that Mid-America Head Start staff was required under the Head Start Reauthorization of 2007 to have a criminal background check and an initial tuberculin testing and/or physical prior to employment.

MAHS immediately implemented this recommendation. However, because of the Federal Review team's interpretation, MARC's personnel policies needed to be updated to include the Head Start criminal background check and an initial tuberculin testing and/or physical prior to employment.

Staff recommends approval of an addition to MARC's personnel policy in compliance with the Head Start Performance Standards that requires any Head Start employee to complete a criminal background check and initial tuberculin testing (TB) and/or physical prior to employment.

APPROVE CONTRACT WITH THE UNITED WAY OF WYANDOTTE COUNTY ON BEHALF OF TRI-COUNTY SMART START (TCSS) TO PROVIDE EARLY LEARNING PROFESSIONAL SCHOLARSHIPS, AND ACCEPT AND DISBURSE FUNDS

MARC's Metropolitan Council on Early Learning (MCEL) provides leadership for the development and implementation of an early learning system in Greater Kansas City. Since 1996, MCEL has administered the Early Learning Professional Development Scholarship Fund to provide scholarships for teaching staff working to achieve a degree or credential in early childhood education.

Tri-County Smart Start (TCSS) is an early learning quality improvement initiative housed at the United Way of Wyandotte County. TCSS was established in 2001 and is funded primarily through a grant from the Kansas Children's Cabinet and Trust with funds derived from the state's portion of the Master Tobacco Settlement. TCSS works to increase the number of quality early learning programs in Johnson, Leavenworth, and Wyandotte Counties. TCSS funds participation in professional development and in the Kansas Quality Rating and Improvement System (KQRIS), which includes coaching, assessment, and quality improvement mini-grants for 37 early childhood programs. In 2012 TCSS was awarded funding to offer teacher professional development scholarships through the MCEL Early Learning Professional Development Scholarship Fund.

Staff recommends authorization for the United Way of Wyandotte County, on behalf of TCSS contract with MARC's MCEL, to provide early learning professional scholarships for teaching staff in programs participating in TCSS for funding in amount not to exceed \$25,000, and accept and disburse funds.

AUTHORIZE THE METROPOLITAN COUNCIL ON EARLY LEARNING (MCEL), THROUGH THE MARC COMMUNITY SERVICES CORPORATION, TO ACCEPT A GRANT FROM THE UNITED WAY OF GREATER KANSAS CITY, AND DISBURSE FUNDS

Since the 1996 the MARC's Metropolitan Council on Early Learning has received United Way funding to support its work to improve access to quality early learning programs throughout the region. In 2010 MCEL applied for and received a three year grant from the United Way of Greater Kansas City. This grant is renewed annually over the three year period.

Staff recommends authorization for the MARC CSC, on behalf of the MCEL, to accept a grant in the amount of \$37,500 from the United Way of Greater Kansas City and transfer the funds to MARC.

Commissioner Cooley moved to accept the monthly Head Start reports and personnel policy changes and Early Learning contracts and grants as described above. It was seconded by Mayor Pro Tem Schultz and carried.

APPROVE 2012 UNIFIED PLANNING WORK PROGRAM (UPWP) AMENDMENT #2

The existing Downtown Corridor Alternatives Analysis task 6.4 in the 2012 UPWP is proposed to be amended to include additional local and federal transit planning funds (\$2M and \$500K respectively) that have been allocated to support the next phase of planning and project development activities within the Alternatives Analysis. A similar addition has been included in the quarterly TIP amendment that is also scheduled for approval by the Board in January.

A copy of the revised task description 6.4 was included in the packet. The amendment increases the total 2012 UPWP budget by \$2,886,950.

Councilmember Marcason moved to approve 2012 UPWP Amendment #2. It was seconded by Commissioner Cooley and carried.

Jacqui Moore said that items 5-a and 5-b can be taken in a single motion.

AUTHORIZE THE RELEASE OF REQUEST FOR PROPOSAL (RFP) DOCUMENTS FOR STATE FISCAL YEAR 2013 AGING SERVICES

The Department of Aging Services must begin planning for the next program year, which begins July 1, 2012. This process includes determining service providers/vendors and costs of the services to be provided. The staff and committees have developed four "Request for Proposal" documents to incorporate the range and variety of services being sought: transportation, health and in-home services, mental health services, family caregiver support programs and catering.

Proposals that will be submitted in response to these RFPs will be due at the MARC office no later than 12:00 noon, Tuesday, March 6, 2012.

The Commission on Aging has recommended to the MARC Board that the executive director be authorized to release four different Request for Proposal documents to procure service providers/vendors for the SFY 2013 program year.

Staff recommends authorization of the release of four different Request for Proposal documents to procure service providers for the SFY 2013 program year to include transportation, health and in-home services, mental health services, family caregiver support programs and catering on Friday, February 3, 2012.

AUTHORIZE ACCEPTANCE OF FUNDS AND SUBCONTRACT FOR KC4AGING INITIATIVE

Mr. Warm said that the Kansas City metro area's older adult population is expected to more than double over the next 20 years from 179,925 persons in 2007 in the five urban counties to 372,611 by the year 2030, a 107 percent increase. Local communities, not-for-profit organizations, businesses and other institutions and organizations are not fully prepared to respond to this demographic trend. Our region needs to increase its capacity to support healthy lifestyles and health care for an aging population, to adequately house our seniors, to offer mobility options that support independent living, to provide caregiving options and opportunities for social and civic engagement. These capacities will ensure that our region is a place where individuals can live throughout their life and ensure a high quality of life.

Many older adults and their families need better access to information about services and opportunities for independent living and healthy lifestyles. Over the past two years, the Center for Practical Bioethics has convened community leaders representing diverse interests in five working groups and conducted informal discussions with groups and leaders who have been less engaged to solicit input. The results of this extensive community engagement are a series of recommendations from the KC4 Aging initiative to address caregiving, mobility and transportation, health services, housing and social and civic engagement, establish a community infrastructure and leadership structure, design more robust informational services and community outreach.

Proposed Work:

1. Develop a model for a regional leadership structure, including institutional sponsors and partnerships to both oversee the initiative and support its sustainment.
2. Organize an implementation strategy for each of the five pillar initiatives - Caregiving, Mobility and Transportation, Housing, Health Services and Social and Civic Engagement. MARC will lead work around Social and Civic Engagement, Mobility and Transportation and Housing. The Center will lead work around Health Services and Caregiving.
3. Design and launch programs in the five initiative areas, or as appropriate, work with others in the community to broaden and strengthen existing programs and services
4. Develop and launch public information and engagement to build awareness and support for meeting the needs of an aging society in the Kansas City metro area.

MARC would continue to work with the Center for Practical Bioethics, and would provide \$50,000 of the foundation funds to support the Center's participation. The initiative is expected to result in a well-supported strategic action agenda to address the needs of older adults in five key areas, the design and launch of at least two projects in 2012 within the five key areas, and a public information campaign to raise awareness and support. The initiative will outline a plan for sustaining the work beyond 2013.

The Mid-America Regional Council Community Services Corporation (MARC's 501c3 subsidiary) has been awarded \$100,000 from the Jewish Heritage Foundation to partially support its work and that of its partner, the Midwest Center for Practical Bioethics, for 2012. An additional \$50,000 is being requested from other local foundations to support the work.

Staff recommends acceptance of funds from the Jewish Heritage Foundation, and authorize the executive director to execute an agreement with the Center for Practical Bioethics as described above.

Councilmember Owens moved to approve the release of Aging Services Request for Proposals, and acceptance of funds and subcontract for the KC4 Aging Initiative as described above. It was seconded by Councilmember Marcason and carried.

AUTHORIZE AN AGREEMENT WITH THE CITY OF KANSAS CITY, MO WATER SERVICES DEPARTMENT FOR THE GOVERNMENT TRAINING INSTITUTE TO PROVIDE FIELD PERSONNEL CUSTOMER SERVICE TRAINING

The city of Kansas City, Missouri Water Services Department has asked MARC's Government Training Institute (GTI) to offer customer service training their field personnel. The Department has identified improved customer service skills among its staff as being of primary importance.

GTI staff proposed various training options to the KCMO Water Services staff and a training provider has been identified, interviewed and approved by KCMO. Creative Business Solutions, the creator of GTI's customer service and administrative professional certificate programs, will provide the instruction.

The customer service training will begin in January 2012 and run through March. The Water Services Department would like to target all of their field personnel who have direct contact with the public during the course of their duties. This could include as many as 340 personnel.

Councilmember Marcason moved to authorize the executive director to enter into a contract for services with the Water Services Department of the city of Kansas City, Missouri in the amount of up to \$25,000 to provide customer service training for water services field personnel, as well as authorize the executive director to contract with Creative Business Solutions, Topeka, Kan., in an amount not to exceed \$19,500 to deliver the training. It was seconded by Commissioner Dusenbery and carried.

AUTHORIZE RENEWAL OF A CONTRACT WITH RITA PARKER FOR THE COOPERATIVE PURCHASING COORDINATION SERVICES IN 2012

Marlene Nagel reported that, for the last eight years, MARC has contracted with Rita Parker, to manage the Kansas City Regional Purchasing Cooperative (KCRPC). KCRPC provides three programs for cooperative purchasing opportunities. The first generates regional joint bids among MARC members for commodities such as ammunition and storm warning sirens. The second is an agreement approved in 2005 by the Board, between MARC and the Houston-Galveston Area Council of Governments (H-GACBuy). The contracts provide MARC members' access to contracts awarded at manufacturer level, and includes involving local dealers in the purchase. Contracts include fire apparatus, ambulances, and more. The third is the 2011 interlocal agreement between MARC and Association of Educational Purchasing Agencies (AEPA). AEPA is a nationwide group of educational organizations working collaboratively to save school districts time and money. Each state has member agencies and KCRPC will work with Greenbush (KS) and Cooperating School Districts of Greater St Louis (CSD-MO) to assist with MARC member purchases. Both interlocal contracts include rebate sharing. KCRPC also manages a database of piggyback contracts and provides purchasing and information services to local governments and MARC staff as needed.

The KCRPC program has been very successful generating almost \$71.3 million in contracts over the last eight years. These contracts have generated documented savings of over \$1.6 million. Sixty-three different agencies are using the local KCRPC contracts and sixty-two local governments have used the H-GACBuy contracts. The number of Participants increased 1.6% on local contracts and 21.6% for H-GACBuy contracts from January 2010. Award amounts increased 128.5% on local contracts and 12.8% for H-GACBuy purchases.

The program charges a 1.5% administrative fee which is included in the price of each successful vendor bids. This fee pays for Rita's contract and other expenses associated with the cooperative purchasing program. In 2011 fees were estimated to generate \$80,336. For 2012, we are projecting fee revenue to be \$64,652 based on historical purchasing data.

We are asking the board to execute a 2012 contract in an amount not to exceed \$50,000 including travel. This provides 25-30 hours of service per week. Revenues are anticipated to cover all of the expenses associated with administering this program.

Councilmember Owens moved to authorize the executive director to execute a renewal contract with Rita Parker to provide cooperative purchasing services to local governments for the year of 2012. It was seconded by Councilmember Vogt and carried.

AUTHORIZE AN AGREEMENT WITH ANALYTIC INSIGHT FOR EVALUATION SERVICES RELATED TO THE CDC COMMUNITY TRANSFORMATION GRANT

The Mid-America Regional Council Community Services Corporation was awarded a five-year grant from the Centers for Disease Control and Prevention to work with the three local public health departments serving Jackson County to address chronic disease, diabetes, obesity and tobacco use. The CDC requires the preparation of an evaluation plan and logic model, and the preparation of regular reports evaluating the program's progress in reducing rates of diabetes, obesity, high blood

pressure, high cholesterol, and tobacco use. MARC issued a Request for Qualifications in December and received seven responses. An evaluation team composed of representatives from the project's leadership team, including two of the three local public health directors, participated in the selection process.

Analytic Insight has over 20 years of program evaluation and research specializing in public health and health-related social programs. Their experience includes work with state and community clients on CDC-funded programs. The evaluation work for year one includes preparation of an evaluation plan, logic model and identification of baseline data, outline of data collection methods, collection of data and assessment. The consultant will also prepare a report to document findings from the first year assessment. The cost for first year services is \$36,750. Funding to support the first-year evaluation work will come from two sources, the CDC grant (\$10,000) and from the Health Care Foundation of Greater Kansas City through MARC's Regional Health Care initiative (\$26,750).

Mayor Pro Tem Schultz moved to authorize an agreement with Analytic Insight in an amount not to exceed \$36,750 for evaluation services related to the CDC Community Transformation Grant. It was seconded by Councilmember Vogt and carried.

AUTHORIZE AGREEMENTS TO SUPPORT THE GREEN IMPACT ZONE PROGRAM

Agenda item #10 was withdrawn at staff's request.

AUTHORIZE AN AGREEMENT WITH THE KANSAS AND MISSOURI METROPOLITAN CULTURE DISTRICT COMMISSION FOR PROFESSIONAL SERVICES

Since its formation, MARC has provided professional services to assist the Kansas and Missouri Metropolitan Culture District Commission. MARC provides part-time professional administrative and financial management services to the Commission. For calendar year 2012, MARC will continue to provide the following services:

- Administrative: preparation and dissemination of meeting notices, preparation of meeting minutes and maintenance of Commission records, and handling of all public legal notices and reports.
- Public relations: respond to information requests, prepare press releases and annual report, coordinate a speaker's bureau and attend public meetings on behalf of the Commission.
- Professional coordination: provide staff support at meetings, prepare requests for proposals and respond to Commission needs for services.
- Financial support: maintain financial records of the district and prepare monthly and quarterly reports, act as fiscal agent for the district in receiving requests for payment and coordinating the dispersal of funds, and overseeing the annual audit.

Commissioner Wise moved to authorize the executive director to execute an agreement with the Kansas and Missouri Metropolitan Culture District Commission in an amount not to exceed \$18,000 for professional services for calendar year 2012. It was seconded by Councilmember Vogt and carried, with Mayor Pro Tem Schultz abstaining.

ACCEPT FUNDS FOR WATER QUALITY PUBLIC EDUCATION PROGRAM

Mrs. Nagel said that MARC continues to assist area communities in meeting their responsibilities under their storm water permits, issued pursuant to Phase II of the National Permit Discharge Elimination Program (NPDES) administered by the U.S. Environmental Protection Agency. As a part of those efforts, MARC convenes a Water Quality Education Committee, which develops and implements a coordinated public education campaign about the importance of clean water. The Water Quality Education Committee is comprised of representatives from local government and environmental groups with expertise in water quality concerns. Funding for the committee and related water quality education and outreach activities comes from local government contributions.

The Water Quality Education Committee will conduct its eighth year-long public education campaign in 2012. The campaign will support a combination of activities and products, including regional events, training programs, educational materials, advertising and outreach efforts, giveaways, a competitive grant program and support staff time. The total program budget for 2012 is \$161,624. Communities that have participated in the program in past years, that are likely to contribute to the 2012 program include:

Kansas City Missouri Water Services
Unified Government
Independence, MO
Jackson County, MO
Cass County, MO
Lee's Summit, MO
Belton, MO
Liberty, MO
North Kansas City, MO
Gladstone, MO
Excelsior Springs, MO

Johnson County, KS
Overland Park, KS
Lenexa, KS
Clay County, MO
Platte County, MO
Blue Springs, MO
Lake Waukomis, MO
Riverside, MO
Sugar Creek, MO
Raytown, MO

Johnson County, Kan. provides funding on behalf of itself and many of the smaller communities in Johnson County. Other communities have contributed to this effort in prior years. Additional communities may join the program during program year. Expenditures will be planned and approved by the committee, and will be limited to match available resources from participating communities.

Councilmember Owens moved to accept funds from area local governments, as directed by the Water Quality Education Committee, to support the 2012 Water Quality Education Committee's public education and outreach program. It was seconded by Mayor Rhoads and carried.

Mrs. Nagel said that Agenda Items 12-b through 12-f can be taken in a single motion.

APPROVE A CONTRACT WITH WEATHER OR NOT, INC. TO PROVIDE 2012 OZONE FORECASTING

For 16 years, one of the elements of the AirQ program at MARC has been the provision of "SkyCast" to the public. SkyCast is the ozone forecast for the Kansas City region and is issued daily from April 1 through October 31. This seasonal period has been identified by the EPA as the time during which regional ozone levels have the potential to create health problems - particularly for groups of people sensitive to breathing and heart problems.

It is critical that high quality forecasts are made and effectively communicated to the public to ensure that at-risk groups take appropriate precautions and raise awareness among the general public to curtail unnecessary activities which drive pollution levels up.

A Request for Proposals was developed to provide these services and released on the MARC website and DemandStar on November 7, 2011. In response, two qualified companies submitted proposal packages by the closing date of December 7, 2011. Proposals were reviewed by MARC air quality staff and outside reviewers from the EPA, MDNR, KDHE, and the Unified Government Air Quality program. After careful consideration of capabilities and cost, Weather or Not, Inc. based in Shawnee, KS was selected over Sonoma Technologies, Inc. located in Petaluma, CA.

Staff recommends authorization for MARC to enter into a contact with Weather or Not, Inc. in an amount not to exceed \$15,957 for the 2012 Ozone Forecasting program.

AUTHORIZE MARC TO ADMINISTER FUNDS FOR MDNR CLEAN DIESEL PROJECTS

For fiscal year 2008, Congress appropriated funds for the first time under the Energy Policy Act (2005) to help reduce emissions from heavy-duty diesel engines. Through the National Clean Diesel Program,

the Environmental Protection Agency (EPA) will award grants to assist its eligible partners in building diesel emission reduction programs across the country that improve air quality and protect public health.

The Missouri Department of Natural Resources Air Pollution Control Program has worked with MARC staff for the past three years to administer this funding locally. This year, there is \$35,900 available for emission reduction proposals and \$20,000 early vehicle replacement proposals, totaling \$55,900. MARC will receive \$12,276 for administration and expenses, making the total project cost \$68,176. Eleven proposals for the initial lotteries were received that met State of Missouri RFP requirements and funding will be allocated via a lottery as prescribed by MDNR.

The private sector applicants are Transway Inc. (\$5,250 for low rolling resistance tires), American Central Transport (\$17,000 for auxiliary power units) and Dynamic Expositions (\$10,565.87 for aerodynamic upgrades), Josh Goetting (\$17,000 for an engine repower) and Peoples Transportation Services (\$16,240.68 for an early bus replacement).

The public sector applicants are the Blue Springs School District (\$20,000 for a bus replacement), the Independence School District (\$17,000 for fuel operated heaters), City of Grandview (\$17,000 for a CNG conversion kit), the Missouri Department of Transportation (\$14,705.34 for fuel operated heaters), the City of Kansas City, Mo. Pipeline Division (\$16,991.50 for fuel operated heaters) and Jackson County Public Works (\$15,900 for fuel operated heaters). Together they have requested a total of \$167,653 across all projects, with \$163,635 in matching funds provided for a total project cost of \$331,288. Funding will pass through MARC, and MARC will be responsible for quarterly progress reports and a final report.

Staff recommends authorization for MARC to administer funds for MDNR Clean Diesel projects as determined by RFP and a lottery process, as well as accept no more than \$12,276 for administration and expenses.

AUTHORIZE SUBMISSION OF AN URBAN WATERS SMALL GRANT APPLICATION TO THE EPA FOR JOB CREATION OPPORTUNITIES

The U.S. Environmental Protection Agency issued a request for proposals to fund projects that will advance the restoration of urban waters by improving water quality through activities that also support community revitalization and local priorities, such as job creation. The maximum grant award under this program is \$60,000.

In response to this grant opportunity, MARC plans to submit an application for funding in partnership with area local governments, non-profit and university partners. Work will leverage current regional efforts associated with workforce development, green infrastructure, and water resource management. Requested funds would support staff time to facilitate community decision processes that facilitate appropriate job creation and workforce development in tandem with local and regional infrastructure investments associated with urban water resources. MARC intends to request \$60,000. A minimum non-federal cost share/match of \$2,500 is required. Board authorization to proceed will be sought should the applications for funding be successful.

Staff recommends that the executive director be authorized to submit an Urban Waters Small Grant application to the EPA for job creation opportunities through regional green infrastructure and water management initiatives in the amount of \$60,000, and authorize acceptance of the grant funds if awarded.

AUTHORIZE AGREEMENTS WITH ORGANIZATIONS RECOMMENDED FOR FUNDING THROUGH THE ENERGYWORKS KC INITIATIVE

Mrs. Nagel said that the city of Kansas City, Mo. was awarded \$20 million from the US Department of Energy for the EnergyWorks KC project. MARC was included as a partner in the grant application, and

executed an agreement with the city for \$3 million to support activities focused on increasing regional capacities for energy efficiency.

MARC's responsibilities in the EnergyWorks KC project are centered on actions to help transform the energy retrofit market and spread the ideas, processes, and practices developed and carried out in the retrofit work in the Kansas City neighborhoods. MARC's work under this effort focuses on education, policy development, workforce development, capacity building, and regional market development for energy efficiency investments in existing buildings.

The budget includes \$700,000 to support projects that facilitate the expansion of the energy efficiency improvement market in communities around the metropolitan region. MARC issued a request for proposals to solicit projects from area local governments, non-profits and other eligible organizations to advance innovative ideas, processes and practices to catalyze regional scale impacts and benefits associated with building energy improvements. Respondents were asked to consider local innovations that advance local or national efforts to maximize regional energy efficiency benefits.

Project submissions were due to MARC on January 6, 2012. MARC received twelve responses, requesting a total of \$2.9 million. Submissions were received from the city of Kansas City, Mo. Parks and Recreation Department; the city of Roeland Park, Kansas; Habitat for Humanity Kansas City; Heartland Habitat for Humanity; Heartland Renewable Energy Society; Kansas City Board of Public Utilities; Kansas Interfaith Power and Light; Midwest Energy Efficiency Alliance; Northeast Economic Development Corporation; Truman Heritage Habitat for Humanity; Vineyard Neighborhood Association; and the Westside Housing Organization.

A review committee comprised of MARC staff, the cities of Olathe, Shawnee, Lee's Summit, and Kansas City, Mo., and Independence Power and Light reviewed submissions on January 17, 2012. The committee recommends the following projects for funding:

Board of Public Utilities, Unified Government of KCK/Wyandotte County	Revolving Loan for Residential and Business Energy Retrofits	\$275,000
Westside Housing Office	Energy Retrofit of Westside Offices (Historic Fire Station No. 9)	\$100,000
KCMO Parks and Recreation	Energy Retrofit of Brush Creek Community Center	\$100,000
Truman Heritage Habitat for Humanity	Energy Retrofit of Habitat's new ReUse Building (Past warehouse of Independence Schools)	\$85,000
City of Roeland Park	Energy Retrofit of Historic Homes	\$75,000
Kansas Interfaith Power and Light	Energy Retrofit of Houses of Worship in Leavenworth, Wyandotte, Johnson and Miami Counties	\$65,000
		\$700,000

Commissioner Dusenbery asked if this was an annual appropriation of funds. Mrs. Nagel responded no, that the EnergyWorks KC grant was a program using ARRA funds, through which MARC was asked to administer. Councilmember Vogt asked why the other six agencies that applied were not recommended for funding. Mrs. Nagel said that the committee felt that the recommended projects were the strongest in terms of meeting the objectives of energy savings, and in some cases, projects' proposed expenses were not eligible under the Department of Energy's guidelines.

Staff recommends authorization to execute agreements with organizations as recommended above for funding to facilitate regional market development for energy efficiency upgrades in existing buildings for a total amount of \$700,000.

AUTHORIZE CONTRACT WITH BRIDGING THE GAP TO IMPLEMENT AN URBAN FORESTRY DEMONSTRATION AND EDUCATION PROJECT

In June 2011, the MARC Board of Directors authorized the acceptance of \$70,000 in grant funds from the Missouri Department of Conservation to support continued implementation of a regional forestry assessment, planning, policy development and educational effort. The agreement with MDC included the provision of \$15,000 in funds to Bridging the Gap's Heartland Tree Alliance.

With these funds, the Heartland Tree Alliance and its partners will plant up to 50 trees in commercial locations during the spring of 2012, and use these planting to advance their community-based urban forestry education efforts. This effort will help identify project successes, barriers and other pertinent information to help replicate similar projects in other municipalities.

Staff recommends authorization to execute a contract with Bridging the Gap to implement an urban forestry demonstration and education project for an amount not to exceed \$15,000.

Councilmember Marcason moved to approve the Environmental Services acceptance and administration of funds, approve a grant submission, contracts and agreements as described above. It was seconded by Councilmember Vogt and carried.

AUTHORIZE PURCHASE OF EQUIPMENT FOR RAMBIS AND JOHNSON COUNTY MICROWAVE NETWORKS

The Mid-America Regional Council is working with local agencies to plan for the upgrade of the regional 9-1-1 system and improve regional interoperability by connecting local radio systems to create a regional system of local systems. This request is to purchase additional Ethernet modules for the multiplexers in the RAMBIS and Johnson County microwave networks. These devices are installed at each RAMBIS and Johnson County tower site, and currently have a single Ethernet module installed.

The proposed network configuration calls for the multiplexers to be upgraded from one Ethernet module to two modules at each site, which will effectively double the Ethernet bandwidth capacity across the MARC region. This additional capacity will support the improvements to the regional radio system and could be utilized for other local public safety projects, such as the Platte County radio project and Blue Springs radio project with no impact to the regional 9-1-1 system.

The total cost of this equipment is \$64,596.75. The Johnson County Multiplexer upgrade portion will cost \$24,415.50 and the RAMBIS multiplexer upgrade portion will cost \$40,181.25. These expenses will be paid with existing money from the 9-1-1 Equipment Replacement Fund. The Public Safety Communications Board met on December 20, 2011 and approved the regional 9-1-1 equipment upgrade plan.

Councilmember Marcason moved to authorize the purchase of necessary equipment for RAMBIS and Johnson County Microwave Networks in the amount of \$64,596.75. It was seconded by Mayor Pro Tem Schultz and carried.

APPROVE EXPENDITURES, APPLICATIONS FOR GRANT FUNDING AND ACCEPTANCE OF GRANT FUNDS FOR HOMELAND SECURITY/EMERGENCY SERVICES PROGRAM

The MARC Board has authorized the agency to administer homeland security and bioterrorism preparedness grants, for which planning and trainings will be provided, and for which equipment and other resources will be purchased and provided to local first responder organizations.

EXPENDITURES:

UASI FY08

Vendor: Law Enforcement Associates, Inc.

Method: Sole Source

Mobile Video Surveillance equipment for Tactical Team not to exceed \$37,000.

UASI FY08 & FY09

Vendor: Memex

Method: Sole Source

TEW proprietary software license & support/contracted services to access to the Regional Information Sharing System (RISS). This important connection will expand the KCTEW ability to collect intelligence from RISS Nodes throughout the United States. This connection also provides the KCTEW with access to the RISS node for communication with the Missouri Information Analysis Center (MIAC) and St. Louis TEW for the Asset Protection Response System (APRS) project. Cost not to exceed \$20,000.

Port Security FY10

Vendor: SAFE Boats International

Method: Sole Source

Amend September 27, 2011 board approved of 25' full cabin SAFE Boat-Defender for Missouri State Water Patrol at \$238,612 to exceed \$246,000.

CONTRACTS & GRANT APPLICATIONS/REVENUES:

UASI FY09 and FY10

Request approval to amend the contract with ESi Acquisitions for WebEOC board development and maintenance to add an additional 6 months to the time of performance and an additional \$48,000 to the total amount of the contract.

Councilmember Vogt asked how much money is unencumbered from Homeland Security funds. Mrs. Nagel said that FFY 2008 funds are drawing to a close, but that much of 2009 and 2010 funds remain, which will carry the region through to July 2013.

Councilmember Vogt moved to authorize expenditures and contracts as listed above to support regional homeland security activities. It was seconded by Mayor Pro Tem Schultz and carried.

OTHER BUSINESS

There was no other business discussed at the meeting.

ADJOURNMENT

The meeting was adjourned at 11:57 a.m.

MINUTES APPROVED:

C. Edward Peterson, Chair

Date

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 2

ISSUE:

REPORT: Review Audit Plan for the 2011 Audit

BACKGROUND:

MARC's audit firm, RubinBrown, was selected in November 2011 to perform the annual financial and compliance audits. The audit firm has begun the planning process for the 2011 audit and will cover the following topics with the Budget and Personnel Committee, which serves as MARC's audit committee:

- 2012 Scope of Services
- Engagement Timeline
- Financial Statement Risk Assessment
- Required Discussion Items

Kaleb Lilly, Partner, will be at the meeting and able to answer any questions about the upcoming audit.

RECOMMENDATION:

None. Information only.

STAFF CONTACT:

Dorothy Pope

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 3

ISSUE:

VOTE: Approve Local Government Dues for 2013

BACKGROUND:

When MARC was formed in 1972, a formula was developed for per capita contributions by the eight counties and four largest cities, which formally incorporated the organization. This dues structure was not changed for some 20 years. In 1990/91, MARC experienced significant financial difficulties as a result of several factors, including static local sources and declining federal and private funding. The problems resulted in several actions to reduce MARC's overhead, including salary freezes, staff reductions and other efforts to bring MARC's expenses into alignment with available resources. At the same time, Board members established the objective of developing a long-term contingency balance to ensure financial stability for the agency. As a part of each subsequent year's budget, funds have been added to the contingency reserve.

The Board also took several steps to increase the local contributions, including soliciting voluntary contributions from smaller units of government. This effort has been relatively successful with almost all cities of over 1,500 population making annual contributions for the last several years. The Board also enacted dues increases for 1991 through 1993; dues were held steady during 1994 and 1995. In August 1994, the Board approved 2 percent increases for 1996 and 1997, noting that the small increases were preferred to a large "quick fix" type of increase and allowed MARC to keep up with inflation and rising costs. Until 2002, the Board has endorsed a 2 percent increase each year. For 2002, the Board agreed not to increase the local dues to minimize the impact of increases resulting from the new census counts. Local dues were increased 2 percent for 2003 through 2009.

At the March 2, 2010 meeting, the MARC Board approved a zero percent for 2010 and to reconsider annual increases as part of the budget process. The 2011 approved budget included a zero percent increase for 2011.

2010 Census Counts and 2012 Contributions

The calculation and discussion of the projected local contributions for 2012 was postponed until the August 2011 Budget & Personnel Committee meeting so that the contributions could be updated for the results of the 2010 census.

No increase in the base amount of \$334,947 was requested for 2012 since the contributions amounts increased or decreased from 2011 for each member based upon the change in the member's population.

For 2013, MARC staff is once again recommending a zero increase in the base amount of \$334,947 and other percentage rates used for the voluntary dues, Government Training Institute and Government Innovation Forum for two reasons for two reasons:

1. Some local governments have experienced increases due to their increase in population, and
2. The transportation program is proposing to implement a new fee to raise local funds for planning activities.

AGENDA REPORT

Budget and Personnel Committee

Attached is more detailed analysis of the General Fund balance history and projections. Like 2010 through 2012, MARC staff has assumed a zero percent increase for 2013 for planning purposes.

RECOMMENDATION:

Approve a zero percent increase in local government dues for 2013 and to reconsider annual increases as part of the budget process later this year.

STAFF CONTACT:

Dorothy Pope

GENERAL FUND ANALYSIS
February 2012

Attached are five charts that reflect the total local government dues received or anticipated for 2004 through 2013. The first schedule summarizes the total received from the 15 member governments for basic dues, aging match, Missouri state funding, the voluntary contributions from local governments, the Government Innovations Forum dues and the Governmental Training Institute dues. The second schedule reflects the local appropriations for each of the 15 members. The third schedule reflects the voluntary dues from local jurisdictions. The fourth and fifth schedules list the amounts provided from local governments for the Government Innovations Forum and the Government Training Institute, respectively. The amounts shown for 2010 through 2013 reflect zero percent increases.

The amounts paid to GTI allow the members to receive a 20 percent discount on training registration fees.

As mentioned in the agenda narrative, the MARC Board agreed in 1991 to set aside at least one-half of each year's unrestricted ending fund balance as part of a long-term process of creating a contingency balance for the agency. MARC's fund balance, including the long-term contingency balance, is shown below:

Ending General Fund Balance by Component:	Actual 2008	Actual 2009	Actual 2010	Proposed Amended 2011	Proposed 2012
Restricted - Long-term Contingency	\$ 1,145,411	\$ 1,178,062	\$ 1,218,419	\$ 1,176,876	\$ 1,233,121
Restricted - Older Americans					
Act Match	98,386	109,510	109,290	104,065	72,428
Restricted - Transportation Planning	0	0	0	40,805	81,595
Unrestricted	<u>112,591</u>	<u>32,651</u>	<u>23,984</u>	<u>17,283</u>	<u>39,168</u>
Subtotal	1,356,388	1,320,223	1,351,693	1,339,029	1,426,312
Restricted - Property	(1,418,917)	(1,207,798)	(1,269,772)	(1,002,221)	(756,167)
Restricted - Vacation and Sick Leave	599,602	656,388	726,118	776,118	826,118
Fringe Benefits/Indirect Costs Pool	<u>(26,170)</u>	<u>186,371</u>	<u>259,585</u>	<u>(202,613)</u>	<u>(272,730)</u>
Ending General Fund Balance	<u>\$ 510,903</u>	<u>\$ 955,184</u>	<u>\$ 1,067,624</u>	<u>\$ 910,313</u>	<u>\$ 1,223,533</u>

In January 1998, the MARC Budget & Personnel Committee established a policy to build a long-term contingency balance equal to 15 percent of annual direct salaries, fringe benefits, indirect costs and rent, excluding pass-through programs. In 2002, the Committee discussed whether this was an achievable goal, and agreed to reevaluate this issue annually as part of the budget process. While the goal of 15 percent remains an appropriate target, a review of the following history suggests it will not be attainable for a while. A more achievable goal might be closer to 12 percent, which has been attained in past years.

	Actual 2007	Actual 2008	Actual 2009	Actual 2010	Proposed Amended 2011	Proposed 2012
Direct Salaries, Fringe Benefits, Indirect Costs and Rent for MARC Programs	\$ 10,385,815	\$ 11,295,210	\$ 11,960,667	\$ 12,803,310	\$ 13,466,543	\$ 13,683,262
Based Upon Total Fund Balance						
12% Goal	\$ 1,246,298	\$ 1,355,425	\$ 1,435,280	\$ 1,536,397	\$ 1,615,985	\$ 1,641,991
Total Ending Fund Balance	(447,125)	(88,699)	298,796	341,506	134,195	397,415
Amount Needed to Achieve Goal	\$ 1,693,423	\$ 1,444,124	\$ 1,136,484	\$ 1,194,891	\$ 1,481,790	\$ 1,244,576
Actual Percentage Achieved	-4.31%	-0.79%	2.50%	2.67%	1.00%	2.90%
Based Upon Long-term Contingency Ending Fund Balance						
12% Goal	\$ 1,246,298	\$ 1,355,425	\$ 1,435,280	\$ 1,536,397	\$ 1,615,985	\$ 1,641,991
Long-term Contingency Ending Fund Balance	1,032,776	1,145,411	1,178,062	1,218,419	1,176,876	1,233,121
Amount Needed to Achieve Goal	\$ 213,522	\$ 210,014	\$ 257,218	\$ 317,978	\$ 439,109	\$ 408,870
Actual Percentage Achieved	9.94%	10.14%	9.85%	9.52%	8.74%	9.01%

In 2006 and 2007, MARC renovated and expanded its office space. As such, a significant one-time investment of \$1.7 million was made, which reduced the ending fund balance. The 12 percent goal based upon the 2012 budget would be \$1,641,991 as shown above. The projected long-term contingency ending balance is \$1,233,121. However, the projected total ending fund balance is \$397,415.

The above chart reflects the growth in MARC's budget from 2007 to 2012. The total direct salaries, fringe benefits, indirect costs and rent for MARC's programs has increased 32 percent from \$10,385,815 to \$13,683,262. The actual percentage achieved for the long-term contingency fund has decreased from 9.94 percent in 2007 to a projected 9.01 percent at the end of 2012.

The reasons for building a long-term contingency fund balance are:

- Cash Flow - Almost all of MARC's grants are on a reimbursement basis.
- Opportunities - MARC needs to be able to take advantage of opportunities for new programs and services and to respond to requests for assistance as they arise. Matching funds or staff resources and support may be required.
- Safety Net - MARC is vulnerable to federal and state legislation affecting grant programs, cutbacks in state matching funds, delays in grant awards, etc. MARC is funded by over 180 different grants. Many of these grants depend on revenues that are uncertain from year to year such as Government Training Institute, Government Innovations Forum, research services, hazardous materials, emergency services, etc.
- Equipment Purchases - The general fund allows MARC to make significant equipment purchases, such as the office renovation, telephone system, accounting computer network and office modules that are depreciated over periods of three to ten years.
- Investment in New Programs - MARC is sometimes required to use its own resources to develop new programs and services to local governments (i.e. the Government Training Institute, the Government Innovations Forum, OneKC Voice, small consulting services and cooperative purchasing program).

MID-AMERICA REGIONAL COUNCIL
LOCAL DUES

Schedule 1

	Actual 2004	Actual 2005	Actual 2006	Actual 2007	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Proposed 2012	Proposed 2013
Members' Dues	\$ 298,396	\$ 304,363	\$ 310,450	\$ 316,659	\$ 349,132	\$ 356,114	\$ 356,114	\$ 356,114	\$ 360,155	\$ 360,155
Aging Local Match - Missouri	61,802	61,827	64,351	65,151	66,814	67,868	65,594	68,294	68,294	68,294
State of Missouri - Note 1	21,340	21,340	21,340	32,010	32,010	19,140	10,670	10,670	10,670	10,670
Voluntary Dues	61,182	62,588	63,490	64,426	51,637	52,173	51,931	51,782	61,690	61,690
Government Innovations Forum	98,769	100,292	105,144	111,016	111,477	121,850	114,914	107,070	130,599	130,599
Government Training Institute	36,000	59,575	61,310	64,153	67,035	71,954	70,883	70,635	76,267	76,267
Grand Total	\$ 577,489	\$ 609,985	\$ 626,085	\$ 653,415	\$ 678,105	\$ 689,099	\$ 670,106	\$ 664,565	\$ 707,675	\$ 707,675

SUMMARY OF INCREASES

	2%	2%	2%	2%	2%	2%	0%	0%	Census Change	Census Change
Members' Dues	2%	2%	2%	2%	2%	2%	0%	0%	0%	0%
Aging Local Match	2%	2%	2%	2%	2%	2%	0%	0%	0%	0%
Voluntary Dues	2%	2%	2%	2%	2%	2%	0%	0%	0%	0%
Government Innovations Forum	2%	2%	2%	2%	2%	2%	0%	0%	0%	0%
Government Training Institute	0%	0%	2%	2%	2%	2%	0%	0%	0%	0%

MID-AMERICA REGIONAL COUNCIL
SUMMARY OF MEMBERS' DUES

Schedule 2-A

	Actual 2004	Actual 2005	Actual 2006	Actual 2007	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Proposed 2012	Proposed 2013
									Census Change	Census Change
MEMBERS' DUES										
MISSOURI										
Cass County	\$ 14,390	\$ 14,681	\$ 14,980	\$ 15,285	\$ 15,596	\$ 15,913	\$ 15,913	\$ 15,913	\$ 17,292	\$ 17,292
Clay County	22,455	22,912	23,378	23,853	24,338	24,832	24,832	24,832	25,470	25,470
Independence	13,249	13,519	13,794	14,074	14,360	14,652	14,652	14,652	13,557	13,557
Platte County	8,894	9,075	9,259	9,447	9,640	9,835	9,835	9,835	10,479	10,479
Ray County	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Jackson County	63,884	65,183	66,508	67,861	69,239	70,645	70,645	70,645	68,685	68,685
Kansas City	51,641	52,692	53,763	54,855	55,970	57,105	57,105	57,105	53,354	53,354
KANSAS										
Johnson County	61,700	62,954	64,234	65,540	66,871	68,229	68,229	68,229	74,602	74,602
Kansas City	17,176	17,526	17,883	18,246	18,617	18,995	18,995	18,995	16,917	16,917
Leavenworth County	12,051	12,296	12,546	12,801	13,061	13,326	13,326	13,326	13,268	13,268
Miami County	0	0	0	0	5,387	5,500	5,500	5,500	5,707	5,707
Overland Park	17,435	17,790	18,152	18,521	18,897	19,281	19,281	19,281	20,118	20,118
Wyandotte County	10,521	10,735	10,953	11,176	11,403	11,634	11,634	11,634	10,498	10,498
Subtotal	298,396	304,363	310,450	316,659	328,379	334,947	334,947	334,947	334,947	334,947
City Members Added After December 31, 2005										
Lee's Summit	0	0	0	0	8,965	9,144	9,144	9,144	10,602	10,602
Olathe	0	0	0	0	11,788	12,023	12,023	12,023	14,606	14,606
Total Members' Dues	\$ 298,396	\$ 304,363	\$ 310,450	\$ 316,659	\$ 349,132	\$ 356,114	\$ 356,114	\$ 356,114	\$ 360,155	\$ 360,155

AGING LOCAL MATCH

MISSOURI										
Cass County	\$ 1,237	\$ 1,262	\$ 1,287	\$ 1,313	\$ 1,339	\$ 1,366	\$ 1,366	\$ 1,366	\$ 1,366	\$ 1,366
Clay County	2,475	2,525	2,576	2,628	2,681	2,735	2,735	2,735	2,735	2,735
Independence	2,475	2,525	2,576	2,628	2,681	2,735	2,735	2,735	2,735	2,735
Platte County	1,237	1,262	1,287	1,313	1,339	1,366	1,366	1,366	1,366	1,366
Ray County	1,189	0	1,287	1,313	1,200	1,366	1,366	1,366	1,366	1,366
Jackson County	23,501	23,971	24,450	24,450	25,438	25,947	25,947	25,947	25,947	25,947
Kansas City	29,688	30,282	30,888	31,506	32,136	32,779	32,779	32,779	32,779	32,779
Total Aging Local Match	\$ 61,802	\$ 61,827	\$ 64,351	\$ 65,151	\$ 66,814	\$ 68,294	\$ 68,294	\$ 68,294	\$ 68,294	\$ 68,294

**SUMMARY OF INCREASES
OVER PRIOR YEAR**

Members' Dues	2%	2%	2%	2%	2%	2%	0%	0%	0%	0%
Aging Local Match	2%	2%	2%	2%	2%	2%	0%	0%	0%	0%

MID-AMERICA REGIONAL COUNCIL
MEMBERS' DUES
PROPOSED FOR 2012- With No Increase

Schedule 2-B

	(2010 Census) Total County Population	(2000 Census) Total County Population	County Increase (Decrease)	(2010 Census) City Only Population	(2000 Census) City Only Population	City Increase (Decrease)	With No Inc. 2012 Calculated Total Dues	2011 Calculated Total Dues	Dues Increase (Decrease)
Johnson County	544,179	451,086	93,093				\$74,602	68,229	6,373
Overland Park				173,372	149,080	24,292	20,118	19,281	837
Wyandotte County	157,505	157,882	(377)	145,786	146,866	(1,080)	10,498	11,634	(1,136)
Kansas City KS							16,917	18,995	(2,078)
Leavenworth County	76,227	68,691	7,536				13,268	13,326	(58)
Miami County	32,787	28,351	4,436				5,707	5,500	207
Jackson County	674,158	654,880	19,278				68,685	70,645	(1,960)
Independence				116,830	113,288	3,542	13,557	14,652	(1,095)
Kansas City MO				302,499	322,806	(20,307)	53,354	57,105	(3,751)
Clay County	221,939	184,006	37,933				25,470	24,832	638
Kansas City MO				113,415	84,009	29,406			
Platte County	89,322	73,781	15,541				10,479	9,835	644
Kansas City MO				43,676	34,626	9,050			
Cass County	99,478	82,092	17,386				17,292	15,913	1,379
Kansas City MO				197	104	93			
Ray County	23,494	23,354	140				5,000	5,000	0
Total - Core Members	1,919,089	1,724,123	194,966	895,775	850,779	44,996	\$334,947	\$334,947	\$0
Olathe				125,872	92,962	32,910	14,606	12,023	2,583
Lee's Summit				91,364	70,700	20,664	10,602	9,144	1,458
Total - Expansion Membership						53,574	\$25,208	\$21,167	\$4,041
						98,570	\$360,155	\$356,114	\$4,041

Mid-America Regional Council
 Local Dues Calculation
 Proposed for 2012- No Increase

Schedule 2-C

Dues for 2012 334,947
 No Increase 0
 Total Dues for 2012 \$334,947 Note 1

	(2010 Census) Total County Population	Percent of Total	(2010 Census) City Only Population	Allocate Dues Among Counties	Redo Without Ray Co. Pop.	Allocate Dues Among Counties w/o Ray Co.	City % of County Pop.	City % of County Dues	County 1/3 Share	City 2/3 Share	County Dues less 2/3 City Share	Calculated Total Dues	Per Capita Percent	2011 Calculated Total Dues	Increase (Decrease)
	Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H	Column I	Column J	Column K	Column L			
Johnson County Overland Park	544,179	28.4%	173,372	\$94,979	28.7%	\$94,720	31.9%	\$30,177	\$10,059	\$20,118	\$74,602	\$74,602 20,118	13.71% 11.60%	68,229 19,281	6,373 837
Wyandotte County Kansas City KS	157,505	8.2%	145,786	27,490	8.3%	27,415	92.6%	25,375	8,458	16,917	10,498	10,498 16,917	6.67% 11.60%	11,634 18,995	(1,136) (2,078)
Leavenworth County	76,227	4.0%		13,304	4.0%	13,268					13,268	13,268	17.41%	13,326	(58)
Miami County	32,787	1.7%		5,722	1.7%	5,707					5,707	5,707	17.41%	5,500	207
Jackson County Independence Kansas City MO	674,158	35.1%	116,830 302,499	117,664	35.6%	117,344	17.3% 44.9%	20,335 52,653	6,778 17,551	13,557 35,102	68,685	68,685 13,557 53,354	10.19% 11.60% 11.60%	70,645 14,652 57,105	(1,960) (1,095) (3,751)
Clay County Kansas City MO	221,939	11.6%	113,415	38,736	11.7%	38,631	51.1%	19,741	6,580	13,161	25,470	25,470	11.48%	24,832	638
Platte County Kansas City MO	89,322	4.7%	43,676	15,590	4.7%	15,547	48.9%	7,602	2,534	5,068	10,479	10,479	11.73%	9,835	644
Cass County Kansas City MO	99,478	5.2%	197	17,362	5.2%	17,315	0.2%	34	11	23	17,292	17,292	17.38%	15,913	1,379
Ray County	23,494	1.2%		4,101	Note 2	5,000					5,000	5,000	21.28%	5,000	0
Total - Core Members	1,919,089	100.0%	895,775	\$334,948	100.0%	\$334,947		\$155,917	\$51,971	\$103,946	\$231,001	\$334,947		\$334,947	\$0
Olathe			125,872									14,606	11.60%	12,023	2,583
Lee's Summit			91,364									10,602	11.60%	9,144	1,458
Total - Expansion Membership												25,208		21,167	4,041
Combined Total												360,155		356,114	4,041

Note 1 - The total dues amount is set each year by the MARC Board of Directors and has been increased by 2 percent each year from 1996 through 2001. There was no increase for 2002. The dues were increased 2 percent for 2003 through 2009. There was no increase for 2010 and 2011.

Note 2 - Minimum dues is \$5,000. Initial allocation of dues among counties resulted in an amount less than \$5,000 for Ray County. Refer to columns D and F.

MID-AMERICA REGIONAL COUNCIL
SUMMARY OF VOLUNTARY DUES

Schedule 3

City	2000 Population	2010 Population	Actual 2004 Funding \$.0879 Per Capita	Actual 2005 Funding \$.0897 Per Capita	Actual 2006 Funding \$.0915 Per Capita	Actual 2007 Funding \$.0933 Per Capita	Actual 2008 Funding \$.0952 Per Capita	Actual 2009 Funding \$.0971 Per Capita	Actual 2010 Funding \$.0971 Per Capita	Actual 2011 Funding \$.0971 Per Capita	Projected 2012 Funding \$.0971 Per Capita	Projected 2013 Funding \$.0971 Per Capita
Olathe	92,962	125,872	\$ 8,171	\$ 8,339	\$ 8,506	\$ 8,673	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lee' Summit	70,700	91,364	6,215	6,342	6,469	6,596	-	-	-	-	-	-
Blue Springs	48,080	52,575	4,226	4,313	4,399	4,486	4,577	4,669	4,669	4,669	5,105	5,105
Leavenworth	35,420	35,251	3,113	3,177	3,241	3,305	3,372	3,439	3,439	3,439	3,423	3,423
Shawnee	47,996	62,209	4,219	4,305	4,392	4,478	4,569	4,660	4,660	4,660	6,040	6,040
Lenexa	40,238	48,190	3,537	3,609	3,682	3,754	3,831	3,907	3,907	3,907	4,679	4,679
Raytown	30,388	29,526	2,671	2,726	2,781	2,835	2,893	2,951	2,951	2,951	2,867	2,867
Gladstone	26,365	25,410	2,317	2,365	2,412	2,460	2,510	2,560	2,560	2,560	2,467	2,467
Grandview	24,881	24,475	2,187	2,232	2,277	2,321	2,369	2,416	2,416	2,416	2,377	2,377
Leawood	27,656	31,867	2,431	2,481	2,531	2,580	2,633	2,685	2,685	2,685	3,094	3,094
Liberty	26,232	29,149	2,306	2,353	2,400	2,447	2,497	2,547	2,547	2,547	2,830	2,830
Prairie Village	22,072	21,447	1,940	1,980	2,020	2,059	2,101	2,143	2,143	2,143	2,083	2,083
Belton	21,730	23,116	1,910	1,949	1,988	2,027	2,069	2,110	2,110	2,110	2,245	2,245
Raymore	11,146	19,206	980	1,000	1,020	1,040	1,061	1,082	1,082	1,082	1,865	1,865
Merriam	11,008	11,003	968	987	1,007	1,027	1,048	1,069	1,069	1,069	1,068	1,068
Excelsior Springs	10,847	11,084	953	973	993	1,012	1,033	1,053	1,053	1,053	1,076	1,076
Mission	9,727	9,323	855	873	890	908	926	944	944	944	905	905
Gardner	9,396	19,123	826	843	860	877	894	912	912	912	1,857	1,857
Lansing	9,199	11,265	809	825	842	858	876	893	893	893	1,094	1,094
Harrisonville	8,946	10,019	786	802	819	835	852	869	869	869	973	973
Roeland Park	6,817	6,731	599	611	624	636	649	662	662	662	654	654
Bonner Springs	6,768	7,314	595	607	619	631	644	657	657	657	710	710
Richmond	6,116	5,797	538	549	560	571	582	594	594	594	563	563
Pleasant Hill	5,582	8,113	491	501	511	521	531	542	542	542	788	788
Oak Grove	5,535	7,686	487	496	506	516	527	537	537	537	746	746
Smithville	5,514	8,425	485	495	505	514	525	535	535	535	818	818
Kearney	5,472	8,381	481	491	501	511	521	531	531	531	814	814
Grain Valley	5,160	12,854	454	463	472	481	491	501	501	501	1,248	1,248
Paola	5,011	5,602	0	0	0	0	477	487	487	487	544	544
North Kansas City	4,714	4,208	414	423	431	440	449	458	458	458	409	409
Osawatomie	4,645	4,447	0	0	0	0	442	451	451	451	432	432
Desoto	4,561	5,720	401	409	417	426	434	443	443	443	555	555
Edwardsville	4,146	4,340	364	372	379	387	395	403	403	403	421	421
Parkville	4,059	5,554	357	364	371	379	386	394	394	394	539	539
Fairway	3,952	3,882	347	354	362	369	376	384	384	384	377	377
Greenwood	3,952	5,221	347	354	362	369	376	384	384	384	507	507
Platte City	3,866	4,691	340	347	354	361	368	375	375	375	455	455
Sugar Creek	3,839	3,345	337	344	351	358	365	373	373	373	325	325
Mission Hills	3,593	3,498	316	322	329	335	342	349	349	349	340	340
Pleasant Valley	3,321	2,961	292	298	304	310	316	322	322	322	288	288
Riverside	2,979	2,937	262	267	273	278	284	289	289	289	285	285
Tonganoxie	2,728	4,996	240	245	250	255	260	265	265	265	485	485
Spring Hill	2,727	5,437	240	245	250	254	260	265	265	265	528	528
Buckner	2,725	3,076	240	244	249	254	259	265	265	265	299	299
Peculiar	2,604	4,608	229	234	238	243	248	253	253	253	447	447
Louisburg	2,576	4,315	0	0	0	0	245	250	250	250	419	419
Lawson	2,336	2,473	205	210	214	218	222	227	227	227	240	240
Basehor	2,238	4,613	197	201	205	209	213	217	217	217	448	448
Weatherby Lake	1,873	1,723	165	168	171	175	178	182	182	182	167	167
Lake Lotawana	1,872	1,939	165	168	171	175	178	182	182	182	188	188
Weston	1,631	1,641	143	146	149	152	155	158	158	158	159	159
Westwood	1,533	1,506	135	138	140	143	146	149	149	149	146	146
Garden City	1,500	1,642	132	135	137	140	143	146	146	146	159	159
Claycomo	1,267	1,430	111	114	116	118	121	123	123	123	139	139
Total Requested	712,201	852,580	\$ 61,529	\$ 62,789	\$ 64,050	\$ 65,307	\$ 52,219	\$ 53,262	\$ 53,262	\$ 53,262	\$ 61,690	\$ 61,690
Increase in rate over prior year			2%	2%	2%	2%	2%	2%	0%	0%	0%	0%
Amount Collected			\$ 61,182	\$ 62,588	\$ 63,490	\$ 64,426	\$ 51,637	\$ 52,173	\$ 51,931	\$ 51,782	Census Change	Census Change
Uncollected			\$ 347	\$ 201	\$ 560	\$ 881	\$ 582	\$ 1,089	\$ 1,331	\$ 1,480		

MID-AMERICA REGIONAL COUCIL
GTI Dues Chart

Schedule 4

Fee Chart	From	To	Maximum 2005 Fee	Maximum 2006 Fee	Maximum 2007 Fee	Maximum 2008 Fee	Maximum 2009 Fee	Maximum 2010 Fee	Maximum 2011 Fee	Maximum 2012 Fee	Maximum 2013 Fee
Number of Full-time Employees	0	125	\$ 275	\$ 281	\$ 287	\$ 293	\$ 299	\$ 299	\$ 299	\$ 299	\$ 299
	125	200	600	612	624	636	649	649	649	649	649
	200	300	1,200	1,224	1,248	1,273	1,298	1,298	1,298	1,298	1,298
	300	500	1,800	1,836	1,873	1,910	1,948	1,948	1,948	1,948	1,948
	500	750	2,400	2,448	2,497	2,547	2,598	2,598	2,598	2,598	2,598
	750	1,000	3,000	3,060	3,121	3,183	3,247	3,247	3,247	3,247	3,247
	1,000	1,500	3,600	3,672	3,745	3,820	3,896	3,896	3,896	3,896	3,896
	1,500	2,500	4,800	4,896	4,994	5,094	5,196	5,196	5,196	5,196	5,196
	2,500	3,500	6,000	6,120	6,242	6,367	6,494	6,494	6,494	6,494	6,494
	Over	3,500	12,000	12,240	12,485	12,735	12,990	12,990	12,990	12,990	12,990
Increase over prior year				2%	2%	2%	2%	0%	0%	0%	0%
Total Requested			\$ 66,250	\$ 69,530	\$ 70,928	\$ 73,228	\$ 76,318	\$ 76,267	\$ 76,267	\$ 76,267	\$ 76,267
Total Collected			\$ 59,575	\$ 64,310	\$ 64,153	\$ 67,035	\$ 71,954	\$ 70,883	\$ 70,635		
Uncollected			\$ 6,675	\$ 5,220	\$ 6,775	\$ 6,193	\$ 4,364	\$ 5,384	\$ 5,632		

MID-AMERICA REGIONAL COUNCIL
GIF Dues Chart

Schedule 5

	2004 Rate	2005 Rate	2006 Rate	2007 Rate	2008 Rate	2009 Rate	2010 Rate	2011 Rate	2012 Rate	2013 Rate
City Population										
> 250,000	\$ 8,194	\$ 8,358	\$ 8,525	\$ 8,696	\$ 8,870	\$ 9,047	\$ 9,047	\$ 9,047	\$ 9,047	\$ 9,047
100-250	5,462	5,571	5,682	5,796	5,912	6,030	6,030	6,030	6,030	6,030
50-100	4,370	4,457	4,546	4,637	4,730	4,825	4,825	4,825	4,825	4,825
25-50	3,277	3,343	3,410	3,478	3,548	3,619	3,619	3,619	3,619	3,619
15-25	2,732	2,787	2,843	2,900	2,958	3,017	3,017	3,017	3,017	3,017
10-15	1,639	1,672	1,705	1,739	1,774	1,809	1,809	1,809	1,809	1,809
5-10	547	558	569	580	592	604	604	604	604	604
1.5-5	273	278	284	290	296	302	302	302	302	302
County Population										
>250,000	6,555	6,686	6,820	6,956	7,095	7,237	7,237	7,237	7,237	7,237
100-250	4,370	4,457	4,546	4,637	4,730	4,825	4,825	4,825	4,825	4,825
50-100	3,277	3,343	3,410	3,478	3,548	3,619	3,619	3,619	3,619	3,619
20-50	2,185	2,229	2,274	2,319	2,365	2,412	2,412	2,412	2,412	2,412
Increase over prior year	2%	2%	2%	2%	2%	2%	0%	0%	0%	0%
Total Requested	\$ 114,988	\$ 117,283	\$ 119,637	\$ 122,031	\$ 128,036	\$ 130,599	\$ 130,599	\$ 130,599	\$ 130,599	\$ 130,599
Total Collected	\$ 98,496	\$ 100,292	\$ 105,144	\$ 111,016	\$ 111,477	\$ 121,850	\$ 114,914	\$ 107,070		
Uncollected	\$ 16,492	\$ 16,991	\$ 14,493	\$ 11,015	\$ 16,559	\$ 8,749	\$ 15,685	\$ 23,529		

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 4

ISSUE:

VOTE: Accept special funds from Jackson County and authorize contracts

BACKGROUND:

The MARC Department of Aging Services has administered funds to a number of community agencies on behalf of Jackson County for many years. These agencies primarily provide services to older adults, complementing MARC-funded activities, as well as to youths.

BUDGET CONSIDERATIONS:

The agencies and funding levels are as follows:

Bishop Sullivan Center	\$30,000
Don Bosco Community Center	40,000
Guadalupe Center - Teen Pregnancy Program	34,390
Guadalupe Center - Teen Recreation Program	20,610
Redemptorist Center	25,000
Westport Cooperative Services	20,000
Whatsoever Community Center	22,000
	<hr/>
	\$192,000

In addition, Jackson County also approved \$91,858 for the home-delivered meals program and \$6,430 for hazardous materials planning and training activities.

RECOMMENDATION:

Accept the special funds from Jackson County and enter into contracts for the utilization of these funds as directed by the authorizing County Legislation.

STAFF CONTACT:

Dorothy Pope
Jacqui Moore

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 5-a

ISSUE:

VOTE: Accept the monthly reports of Head Start budget and expenditures, credit card transactions, free and reduced meals served and program data

BACKGROUND:

In December 2007, the Head Start Reauthorization Act was signed into law by President George W. Bush. As a part of the new reauthorization, the Head Start Grantee must report monthly to the Governing Board on:

- Budget and Expenditures
- Credit Card Expenditures
- Free and Reduced Meals Served
- Program Data

The monthly reports are enclosed.

RECOMMENDATION:

Accept the monthly reports of Head Start budget and expenditures, credit card transactions, free and reduced meals served and program data.

STAFF CONTACT:

Jim Caccamo
Liz Smith

**Mid-America Head Start
Program Budget and Actual Expenditures
For the 3 month(s) ending January 31, 2012
Program Year 7: November 1, 2011 through October 31, 2012
HEAD START CORE AWARD PY 07**

	<u>Grant Budget</u>	<u>Cummulative To Date Expenditures</u>	<u>Remaining Funds</u>	<u>Percent Expended</u>
Major Program:				
Head Start Program & Admin	\$ 17,914,444	\$ 3,086,201	\$ 14,828,243	17%
Early Head Start Program & Admin	3,256,645	638,447	2,618,198	20%
Head Start Training	192,489	14,912	177,577	8%
Early Head Start Training	81,416	1,242	80,174	2%
Total by Program:	<u>\$ 21,444,994</u>	<u>\$ 3,740,801</u>	<u>\$ 17,704,193</u>	<u>17%</u>
By Agency:				
MARC	\$ 1,747,631	\$ 355,492	\$ 1,392,138	20%
Delegate Agency:				
Independence School District	1 5,775,969	774,391	5,001,578	13%
Young Men's Christian Association	2 5,510,992	1,252,844	4,258,148	23%
Family Conservancy	3 4,504,791	837,060	3,667,731	19%
Kansas City Missouri School District	4 3,905,611	521,013	3,384,598	13%
Total by Agency:	<u>\$ 21,444,994</u>	<u>\$ 3,740,801</u>	<u>\$ 17,704,193</u>	<u>17%</u>
Other Revenues (Match):				
Contributed Services	5,361,249	\$ 661,152	\$ 4,700,097	12%
Other Grant Revenue	-	-	-	0%
Total Other Revenues:	<u>\$ 5,361,249</u>	<u>\$ 661,152</u>	<u>\$ 4,700,097</u>	<u>12%</u>

Notes:

- 1 ISD - invoices paid thru December 2011
- 2 YMCA - invoices paid thru January 2012
- 3 FC - invoices paid thru December 2011
- 4 KCMOSD - invoices paid thru December 2011

**Mid-America Head Start Mentor Coaches
Program Budget and Actual Expenditures
For the 15 month(s) ending January 31, 2012
Program Year 6: November 1, 2010 through October 31, 2011
HEAD START MENTOR COACHES**

	Grant Budget	Cummulative To Date Expenditures	Remaining Funds	Percent Expended
By Agency:				
MARC	200,000	157,724	42,276	79%
Total by Agency:	<u>\$ 200,000</u>	<u>\$ 157,724</u>	<u>\$ 42,276</u>	<u>79%</u>
Other Revenue				
Contributed Services	<u>\$ 6,185</u>	<u>\$ -</u>	<u>\$ 6,185</u>	<u>0%</u>
Total Award	<u>\$ 206,185</u>	<u>\$ 157,724</u>	<u>\$ 48,461</u>	

**Mid-America Missouri Early Head Start
Program Budget and Actual Expenditures
For the 15 month(s) ending January 31, 2012
Program Year 7: July 1, 2011 through June 30, 2012
MISSOURI EARLY HEAD START PY 07**

	<u>Grant Budget</u>	<u>Cummulative To Date Expenditures</u>	<u>Remaining Funds</u>	<u>Percent Expended</u>
By Agency:				
Delegate Agency:				
Independence School District	804,009	464,002	340,007	58%
Family Conservancy	1,046,091	538,075	508,016	51%
Total by Agency:	<u>\$ 1,850,100</u>	<u>\$ 1,002,077</u>	<u>\$ 848,023</u>	<u>54%</u>
Other Revenue				
Contributed Services	<u>\$ 326,488</u>	<u>\$ 280,107</u>	<u>\$ 46,381</u>	<u>86%</u>
Total Award	<u>\$ 2,176,588</u>	<u>\$ 1,282,184</u>	<u>\$ 894,404</u>	

FEDERAL HEAD START CREDIT CARD TRANSACTIONS

FOR THE MONTH OF February 2012

Expense Account	Federal Cost Category	Date of Transaction	MARC Employee	Account Code	Vendor	Date of Statement	Amount	Description
5431	Out of Region Registration	1/25/2012	gvaldovino	61-2-55-41100-4110001-5431-00000	Is-WIPFLI	2/1/2012	2,160.00	WIPFLI Conference- L Valdovino, M Johnson, J Edwards
	Total						<u>2,160.00</u>	
5440	Meeting	1/18/2012	gvaldovino	61-2-55-41100-4110001-5440-00000	Is-Pizza Hut	2/1/2012	86.64	Meeting with Dr. Blim
	Total						<u>86.64</u>	
						total	<u><u>2,246.64</u></u>	

**Mid America Head Start
Governing Body Report
Delegate Free and Reduced Meals Served**

Monthly reports of meals provided through the Department of Agriculture and reported by Site, program option, and partnerships.

All children enrolled in Head Start are determined to be eligible for CACFP by the Healthy Meals for Healthy Americans Act (1994) under the National School Lunch Act.

ISD CACFP/Free and Reduced Meals Served January 2012

Location	Program Option	Breakfast	Lunch	PM Snack
ISD CFLC's	Head Start Full Day	2,670	2,670	2,670
Center	Head Start Part Day	815	1,647	832
Center	Head Start Expansion Part Day	230	499	269
Grandview	Head Start Part Day	422	859	437
Grandview	Early Head Start Expansion	127	127	127
Hickman Mills	Head Start Part Day	316	653	337
Lee's Summit	Head Start Part Day	216	461	245
Hanthorn	Early Head Start	417	417	417
Hanthorn	Head Start Full Day	556	556	556
Hanthorn	Head Start Part Day	1,145	2,435	1,290
Sunshine Center	Early Head Start	910	910	910
Sunshine Center	Early Head Start Expansion	232	232	232
Sunshine Center	Head Start Part Day	490	1,349	859
Truman	Early Head Start	182	182	182

KCMSD CACFP/Free and Reduced Meals Served January 2012

Head Start Full Day	Operating days	Breakfast	Lunch	PM Snack
Attucks	14	743	743	743
Banneker	14	509	509	509
Carver	14	255	255	255
Faxon	14	879	879	879
FLA	14	228	228	228
Garcia	14	465	465	465
Garfield	14	516	516	516
Gladstone	14	450	450	450
Hartman	14	262	262	262
James	14	606	606	606
King	14	476	476	476
Longfellow	14	444	444	444
Paige	14	254	254	254

Pitcher	14	253	253	253
Trailwoods	14	497	497	497
Troost	14	474	474	474
Wheatley	14	750	750	750
Whittier	14	522	522	522
Head Start PD SpEd	Operating days	Breakfast	Lunch	
Attucks	12	75	75	
Faxon	12	98	98	
Garcia	12	34	34	
Gladstone	12	98	98	
Wheatley	12	87	87	
Totals		8,975	8,975	8,583

TFC CACFP/Free and Reduced Meals January 2012

PROGRAM	BREAKFAST	LUNCH	SNACK
Child's Play	415	415	415
Learn a Lot	590	608	613
Home-Based	n/a	n/a	n/a
Family Child Care	1,982	2,014	1,974
St. Mark	807	802	791
Children's TLC	214	165	165
Brown's Christian Academy	566	619	619
Operation Breakthrough	2,866	3,703	3,574
Triality	249	280	228
Della Lamb	859	859	859
Plaza de Niños	315	475	240
DeLaSalle	148	148	138
Totals	9,011	10,088	9,616

YMCA CACFP/Free and Reduced Meals Served January 2012

Head Start Part Day	Operating days	Breakfast	Lunch	PM Snack
Excelsior Springs	16	220	467	246
Northland	16	875	1761	846
Park Hill	15	414	857	443
Skyview	15	381	782	402
Thomas/Roque	16	438	896	457
Head Start Full Day				
Burlington	24	486	695	619
Metro	24	638	643	642
RCG	24	577	745	708
Thomas/Roque	24	835	1083	983
Early Head Start				
Burlington	24	375	388	327
Metro	24	857	862	818
Thomas/Roque	24	702	729	721

Mid-America Head Start Grantee Dashboard Report for January 2012

At a Glance

Current Enrollment 98% | 49 of 3098 slots vacant **10 past 30 days**

Average Daily Attendance 88%

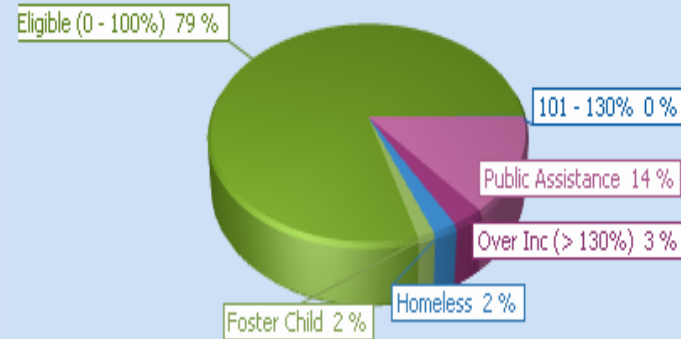
Health Requirements 89% (2743/3049)

	Complete	Past Due	Due in 0-7 Days	Due in 8-30 Days	Due in >30 Days
All Entry Requirements	89%	8%	0%	1%	0%
30 Day Requirements	89%	8%	0%	1%	0%
45 Day Requirements	96%	0%	0%	1%	1%
Expiring Health Events	67%	6%	1%	3%	21%

Waitlist 21% | 680 participants

Immunization 97% Comp or Up-To-Date (2969/3049)

Income Status - Enrolled Participants



Waitlisted Participants

by Income

by Age

by Disability



101 - 130% 1%
Eligible (0 - 100%) 72%
Foster Child 1%
Homeless 5%
Over Inc (> 130%) 5%
Public Assistance 17%

Less than one 5%
1 year old 10%
2 years old 11%
3 years old 27%
4 years old 36%
5 years old 11%
6 years old 0%
7 or older 0%

No Disability 98%
Disability 2%

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 5-b

ISSUE:

REPORT: Discuss Head Start Re-Compete Application

BACKGROUND:

Mid-America Head Start (MAHS) must re-compete for the Head Start and Early Head Start grant. This is a result of a deficiency found during the Federal Head Start Monitoring in December 2010. Nationally, Head Start is taking an aggressive stance in requiring grantees to re-compete if deficiencies noted are minor, corrected or voluntarily reported. All of the current delegates which provide direct services through the grant awarded to MARC have indicated their interest in joining again in a unified, singular application, and we are optimistic that a new application will be approved. These service provider delegates include the Independence and Kansas City, Mo. School Districts, the YMCA and The Family Conservancy.

Nonetheless, because of the re-compete, MAHS is studying possible restructuring to enhance the governance system that will improve our ability to effectively lead the Head Start and Early Head Start program and provide opportunities to strengthen these programs.

The staff will report on these developments and solicit input on the direction of the program.

RECOMMENDATION:

None at this time.

STAFF CONTACT:

Jim Caccamo
Liz Smith

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 5-c

ISSUE:

VOTE: Authorize acceptance and expenditure of funds for Missouri Early Head Start Program FY 2013

BACKGROUND:

Each year Mid-America Head Start must submit an application to the State of Missouri Department of Social Services, Children's Division/Office of Early Childhood to request continued funding to operate the State funded Early Head Start program. Two delegate agencies, The Family Conservancy (TFC) and Independence School District (ISD), serve a total of 222 children monthly with this funding. Upon receipt, funds are subcontracted to both delegates. The Family Conservancy receives \$1,046,091.33 to serve 123 slots and Independence School District receives \$804,008.81 to serve 99 slots, for a total award of \$1,850,100.14.

RECOMMENDATION:

Approve Mid-America Head Start (MAHS) to receive and expend the funds requested in the amount of \$1,850,100.14 for the time period of July 1, 2012 to June 30, 2013.

STAFF CONTACT:

Jim Caccamo
Liz Smith

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 6

ISSUE:

VOTE: Authorize acceptance of funds for KC4Aging Initiative through MARC CSC

BACKGROUND:

The Kansas City metro area's older adult population is expected to more than double over the next 20 years from 179,925 persons in 2007 in the five urban counties to 372,611 by the year 2030, a 107 percent increase. Local communities, not-for-profit organizations, businesses and other institutions and organizations are not fully prepared to respond to this demographic trend. Our region needs to increase its capacity to support healthy lifestyles and health care for an aging population, to adequately house our seniors, to offer mobility options that support independent living, to provide caregiving options and opportunities for social and civic engagement. These capacities will ensure that our region is a place where individuals can live throughout their life and ensure a high quality of life.

Proposed Work

1. Develop a model for a regional leadership structure, including institutional sponsors and partnerships to both oversee the initiative and support its sustainment.
2. Organize an implementation strategy for each of the five pillar initiatives - Caregiving, Mobility and Transportation, Housing, Health Services and Social and Civic Engagement. MARC will lead work around Social and Civic Engagement, Mobility and Transportation and Housing. The Center will lead work around Health Services and Caregiving.
3. Design and launch programs in the five initiative areas, or as appropriate, work with others in the community to broaden and strengthen existing programs and services
4. Develop and launch public information and engagement to build awareness and support for meeting the needs of an aging society in the Kansas City metro area.

MARC has received a grant from the Jewish Heritage Foundation for \$100,000 to support this work for the next year. Through discussions with the Bank of America representatives, MARC CSC was invited to submit a request for \$50,000. MARC would continue to work with the Center for Practical Bioethics, which will lead the work in areas of health care and caregiving. The initiative is expected to result in a well-supported strategic action agenda to address the needs of older adults in five key areas, the design and launch of at least two projects in 2012 within the five key areas, and a public information campaign to raise awareness and support. The initiative will outline a plan for sustaining the work beyond 2013.

RECOMMENDATION:

Authorize submission of an application, and if successful, authorize acceptance of \$50,000 in funds from the Bank of America Foundation.

STAFF CONTACT:

Marlene Nagel
Jacqui Moore

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 7-a

ISSUE:

VOTE: Authorize submission of a Federal Airport Improvement Program (AIP) application for updating the MARC Regional Airports System Plan

BACKGROUND:

MARC has historically maintained a regional airports system plan (RASP) for the Kansas City region. The last MARC airports system plan update was completed in 2005. The State of Missouri completed an airports system plan in 2005, and the State of Kansas completed the same in 2009. MARC is seeking federal funding to complete an update to the RASP. The MARC RASP will provide a needed update to airport inventory and forecast data, and will serve as an aviation component of the long-range transportation plan for the Kansas City region, Transportation Outlook 2040.

The RASP is a planning study that will include: a regional inventory of airports and heliports, aircraft operations counts (four non-towered NPIAS airports), forecasts of future aircraft operations and basing demand, a system level gaps/needs analysis, an evaluation of airport master plans, an assessment of land use compatibility with existing and planned system airports, ground access analysis, and an analysis of air freight activity.

BUDGET CONSIDERATIONS:

MARC intends to request \$315,000. A minimum non-federal cost share/match of \$15,750, or 5%, is required. Board authorization to proceed will be sought should the applications for funding be successful.

RECOMMENDATION:

Authorize executive director to submit a Federal AIP application to the FAA for the amount of \$315,000 to update the MARC Regional Airports System Plan, and authorize acceptance of the grant funds if awarded.

STAFF CONTACT:

Jim Hubbell
Mell Henderson

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 7-b

ISSUE:

VOTE: Authorize subrecipient agreements for FTA Veterans Transportation & Community Living Initiative

BACKGROUND:

In 2011, FTA issued a notice of funding availability for the new Veterans Transportation & Community Living Initiative (VTCLI) for projects to provide or improve one call/one click transportation information services for veterans, their families and other people with special transportation needs. MARC applied for and received a grant through this program on behalf of a coalition of organizations including the Central Plains Center for Geriatric Studies, University of Kansas Medical Center (KUMC); Midwest Center for Non-Profit Leadership, University of Missouri-Kansas City (UMKC); Mr. Goodcents Foundation For Senior Independence; United Way of Greater Kansas City 211; Kansas City Area Transportation Authority; Unified Government Transit; Johnson County Transit; the VA Medical Centers in Leavenworth, KS and Kansas City, MO; and the Full Employment Council. The project will use up to \$160,855 in FTA funds and \$40,214 from KUMC to join existing data from multiple service providers and local agency partners to develop an integrated and shared service database and web tools to improve the accessibility and usefulness of the data for veterans, regional information providers, and transportation agencies.

The development of a collaborative database will support the ability of a multitude of one-stop destinations to share mobility data and access information regarding the region's transportation providers. KUMC and UMKC will serve as subrecipients to MARC as the primary grantee to FTA to accomplish this work. A third-party vendor may also be procured by MARC to provide web design services for this project in a future action.

BUDGET CONSIDERATIONS:

These funds are included in the TIP and MARC budget.

COMMITTEE ACTION:

The Board approved applying for and receiving these funds on September 28, 2011 and added this project to the TIP on January 24, 2012.

RECOMMENDATION:

That MARC's Executive Director be authorized to:

- a) Enter into a subrecipient funding agreement with KUMC for the VTCLI for an amount not to exceed \$134,538 in FTA funds and \$40,214 in KUMC funds.
- b) Enter into a subrecipient funding agreement with UMKC for the VTCLI for an amount not to exceed \$10,000.

STAFF CONTACT:

Ron Achelpohl

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 7-c

ISSUE:

VOTE: Authorize submission of a grant application for Transportation and Community and System Preservation Program funds, and accept funds if awarded

BACKGROUND:

MARC submitted a grant application in late December 2011 to the Federal Highway Administration under the Transportation and Community and System Preservation Program (TCSP). The requested TCSP funds will be used to support the deployment of the second phase of greater Kansas City's Creating Sustainable Places (CSP) program, a regional planning initiative initially funded through the HUD Sustainable Communities planning program that focuses on priority transportation corridors. The six existing corridors and two additional corridors are multi-modal, multi-jurisdictional and serve diverse populations, including disadvantaged population groups.

MARC requested \$800,000 in federal funds and pledged \$200,000 in local match. The grant funds would be used to support 1) the expansion of the region's targeted corridor planning and development strategy, 2) the implementation of innovative, low cost, pedestrian-scale improvements within existing and additional CSP corridors, and 3) a robust public education and training program that communicates effective strategies region-wide to promote expanded application and utilization.

MARC worked with Kansas City, Missouri, Unified Government and Independence to develop the proposal. The funds would support planning for additional sustainable corridors and to help communities implement low-cost pedestrian improvements along the corridors to support public transit service.

MARC reviewed the proposal with both Missouri Department of Transportation and the Kansas Department of Transportation planning staff, and received a letter of support from KDOT. Missouri submitted the proposal on MARC's behalf to FHWA.

RECOMMENDATION:

Authorize the executive director to submit the application for TCSP funds, and accept funds from FHWA if awarded.

STAFF CONTACT:

Marlene Nagel
Tom Gerend

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 8

ISSUE:

VOTE: Authorize contract with Fregonese Associates to support the Creating Sustainable Places Initiative

BACKGROUND:

Over the last several months, MARC staff and CSP Partners have selected the Envision Tomorrow tool to help evaluate the economic feasibility of sustainable development projects, along with their environmental and social impacts. Envision Tomorrow is a suite of tools that includes a return on investment model (ROI), GIS scenario builder and over a dozen "apps" that allow analysis on various sustainability factors, including modeling determinants of travel behavior, transportation safety, public health, fiscal impacts and much more.

Fregonese Associates developed this free tool and offer support services for training and local customization. Working with the University of Utah's Metropolitan Research Center, Fregonese will provide an assessment of the demand for sustainable development in the Kansas City region in general, and the six CSP corridors in particular. Fregonese would then work with MARC staff and area experts to calibrate Envision Tomorrow to our region and so better estimate how area residents and businesses would respond to opportunities for sustainable development. This tool then will be used to assist with the development of and to test the feasibility of the concept plans developed as a part of the CSP corridor planning process. In addition, Envision Tomorrow has applications that span beyond the CSP initiative. Fregonese Associates work will include trainings that allow MARC staff, planners, developers and others throughout the region to integrate this tool into their own processes for looking at the sustainability of a project.

HUD has selected Envision Tomorrow as their preferred technology platform for its Sustainable Communities grantees and is allowing MARC to contract with the developers of this tool through a sole source procurement process. In addition, FHWA has authorized sole source procurement for the development of this tool and its transportation related apps for the Creating Livable Places grant.

BUDGET CONSIDERATIONS:

The HUD-CSP Initiative has an uncommitted budget for tool development of \$168,000 and the FHWA grant has a tool budget of \$75,000. The recommended allocation of an amount not to exceed \$225,000 is well within these budgets.

RECOMMENDATION:

Authorize contract with Fregonese Associates in an amount not to exceed \$225,000 for the support, development and application of the Envision Tomorrow tool for the Kansas City region.

STAFF CONTACT:

Kassie Shelton
Frank Lenk

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 9

ISSUE:

VOTE: Authorize grant expenditures and professional services agreements with identified consultants to carry out Smart Lights for Smart Cities grant deliverables

BACKGROUND:

The Mid-America Regional Council was awarded a \$4 million grant from the U.S. Department of Energy in July 2010 to install approximately 4,000 high efficiency street lights in 25 of the region's smaller cities. The DOE grant has an 18-month funding obligation deadline that necessitates contracts for services to be executed by January 31, 2012 to cover the remaining funds of the three-year grant.

The participants are:

KANSAS

City of Basehor
City of Edwardsville
City of Fairway
City of Lansing
City of Merriam
City of Mission
City of Prairie Village
City of Roeland Park
City of Spring Hill
City of Tonganoxie
City of Westwood

MISSOURI

City of Gladstone
City of Harrisonville
City of Kearney
City of Lawson
City of Liberty
City of North Kansas City
City of Oak Grove
City of Raymore
City of Raytown
City of Peculiar
City of Platte City
City of Pleasant Hill
City of Smithville

UTILITY PARTNERS/PARTICIPANTS

Kansas City Power & Light
Westar Energy
Platte-Clay Electric Cooperative

The MARC Board has given prior approval for the purchase of the high efficiency street lights and installation services in June and August 2011. There was a competitive bid process conducted for both the LED street lights and decorative lighting. The contracts listed below reflect additional orders placed in January 2012 with vendors under contract.

Consultant/Vendor	Services	Increased Amount
Cooper Lighting	LED street lights	\$196,808
Ecofit Lighting	LED street lights and decorative lighting	\$300,015
HD Supply (GE)	LED street lights and decorative lighting	\$214,048
MHT Lighting	LED street lights	\$6,992
U.S. Lighting	LED street lights	\$48,314
The Stresscrete Group	Decorative lighting	\$174,743
Electrical Midwest	Decorative lighting	\$11,921
Mercer-Zimmerman	Decorative lighting	\$14,364
Philips-Hadco	Decorative lighting	\$94,755

AGENDA REPORT

Budget and Personnel Committee

There are three agreements for professional services that need the MARC Board approval. The first is a modification of an existing contract; the second is with a firm that was selected through a recently completed competitive bid process for similar services for another energy project, EnergyWorksKC; and the third is for legal work by Stinson Morrison Hecker (SMH). SMH is both our agency legal counsel and was selected through a competitive RFP to undertake some legal work related to energy conservation. The grant officer with DOE was consulted about the circumstances of these contracts and provided guidance and approval.

Consultant/Vendor	Services	Amount
Black & McDonald	Installation and maintenance of additional street lights	Increase contract \$25,000 Total contract \$550,000
Vireo, formerly Patti Banks Associates	Communications services (facilitate up to 12 focus groups to evaluate the new street light technology, analyze project results, assist with compiling data and writing final report)	\$50,000
Stinson Morrison Hecker	Legal services to review street light pilot LED tariffs and assist in drafting permanent LED tariffs	\$30,000

With these additional orders the grant will have purchased 5,345 high efficiency street lights and encumbered the full grant amount of \$4,063,994. The next step in the grant program beyond the installation of the additional lighting is to evaluate the technology by seeking feedback from residents and local government professional staff.

RECOMMENDATION:

Authorize the executive director to execute purchase orders and professional services agreements with the selected vendors as described above.

STAFF CONTACT:

Georgia Nesselrode
Roger Kroh
Marlene Nagel

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 10

ISSUE:

VOTE: Authorize MARC CSC to submit applications to area foundations on behalf of the Homelessness Task Force of Greater Kansas City, and accept funds if awarded

BACKGROUND:

Last year, the Homelessness Task Force of Greater Kansas City asked the MARC Board to provide support as the task force completed their strategic plan, and wanted to expand their role to begin implementing key recommendations in the report.

MARC has been providing modest staff support to the task force since June 2011, and has had initial discussions with five area foundations to support the work. Four of the five foundations provided initial support to the task force in 2010, and see value in continuing to provide support.

The foundation funds would support staff and other costs on behalf of the task force work for two years. The task force has outlined an agenda focusing on:

1. Permanent Housing Project Team will work to help the region create more affordable housing resources, including working on set asides for homeless families with children, veterans and other targeted groups, and an inventory of available housing to support agencies serving the homeless.
2. Responsive Services Project Team is working on a central intake system to make services for homeless persons and families easier to navigate; and training to increase the capacity of case workers to serve homeless persons and families.
3. Employment Project Team is working to better connect employment opportunities to homeless service agencies.
4. Law Enforcement and Judiciary Project Team is working with the Kansas City Police Department and Jackson County Courts on a case management system to help keep homeless persons arrested from the criminal justice system if the needs can be better addressed through supportive services. (Patterned after a successful model in Johnson County).
5. Children and Youth Project Team is also working on increasing the supply of housing and addressing discharge policies that result in homeless youth.
6. Public Outreach Project Team is working to build greater awareness of the diversity of the homeless population and the problem as well as actions the community can take to prevent and solve the problem.

Proposals for funding have been submitted or are being submitted to the following foundations:

H& R Block Foundation: \$50,000 over 2 years

William T. Kemper Foundation: \$100,000 over 2 years

Hall Family Foundation: \$100,000 over 2 years

Bank of America: \$50,000 over 2 years

Health Care Foundation of Greater Kansas City: \$50,000 over 2 years

AGENDA REPORT

Budget and Personnel Committee

RECOMMENDATION:

Authorize MARC CSC to submit applications to area foundations as described above, on behalf of the Homelessness Task Force of Greater Kansas City, and accept funds if awarded.

STAFF CONTACT:

Marlene Nagel
Dean Katerndahl

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 11

ISSUE:

VOTE: Authorize acceptance of funds and agreements for workforce development projects to support EnergyWorks KC

BACKGROUND:

The city of Kansas City, Missouri received a \$20 million American Recovery and Reinvestment Act (ARRA) grant from the US Department of Energy to transform the energy retrofit market for residential, commercial, industrial and institutional buildings in seven target neighborhoods, and then throughout Kansas City and the metro area. MARC is under contract with the city to support aspects of the overall grant.

One of MARC's program activities includes developing a green jobs pipeline. The pipeline will provide residents of targeted neighborhoods, and others in the metro area, with a career path for green job opportunities, from training to certification to employment. The program expects to enable residents to have the necessary training and skills for energy retrofit careers, to work on EnergyWorks KC projects and for other green job opportunities. MARC had budgeted approximately \$860,000 funds to support implementation of a green jobs pipeline initiative.

There are four primary objectives for EnergyWorks KC workforce development projects:

1. Develop training programs with the necessary curriculum to meet the needs for a skilled workforce to successfully retrofit buildings and perform deconstruction activities
2. Connect and better integrate the region's education and training providers for sharing curriculum for competencies, credentials and professional development.
3. Provide grants to workforce investment boards, community colleges and not-for-profit training organizations to provide training and job placement services, including skill assessments and individual development plans, internships with employers, apprenticeships with area unions and training in certificate and credential programs at colleges.
4. Support business development and job creation in green jobs related to building retrofits.

Through a competitive RFP process, seven projects to be carried out by six organizations will be supported. In January 2012, the MARC Board authorized contracts with the Metropolitan Energy Center, Metropolitan Community Colleges, Kansas City, Kansas Community College, Johnson County Community College, University of Central Missouri, and Full Employment Council totaling \$941,845. The city has agreed to provide an additional \$56,617.65 to ensure the successful implementation of the seven projects and a modest program evaluation contract.

RECOMMENDATION:

Authorize the acceptance of \$56,617.65 in additional EnergyWorks KC funds to support workforce development projects.

STAFF CONTACT:

Victoria Ogier
Marlene Nagel

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 12

ISSUE:

VOTE: Authorize applications to the Federal Home Loan Bank Board of Des Moines for Housing Rehabilitation in the Green Impact Zone

BACKGROUND:

The Town Fork Creek neighborhood of Kansas City, Missouri is located in the Green Impact Zone. This area is primarily single-family residential, and many of the homes were built between 1940 and 1960. While the homes were well-constructed, due to their age and the age of many of the residents, there is a need for minor repairs and maintenance for many of the units. The program would assist up to 15 homeowners with minor repairs of up to \$10,000 per home.

The Manheim neighborhood of Kansas City, Missouri is also located in the Green Impact Zone. This area is also primarily single-family. This area has a number of homes that require substantial rehabilitation. The program would assist up to 10 homeowners with major rehabilitation costs of up to \$30,000 per home.

The Green Impact Zone staff would work with the neighborhood association to identify homeowners in need of assistance with repairs. MARC would contract with a local community development corporation to inspect each home, prepare a work order, contract with a construction company, and inspect work in progress and upon completion.

RECOMMENDATION:

Authorize the submission of applications to the Federal Home Loan Bank Board of Des Moines, and if approved, accept up to \$600,000 for a minor home repair program in Town Fork Creek and a major housing rehabilitation program in Manheim neighborhoods.

STAFF CONTACT:

Twana Hall Scott
Kourtney Woodbury

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 13

ISSUE:

VOTE: Approve contract to provide technical support for implementation of MOVES emissions model

BACKGROUND:

MARC is responsible for conducting emissions analysis on projects submitted for funding through the Congestion Mitigation Air Quality (CMAQ) funds and providing technical support to other projects as necessary. The US EPA has released a new emissions model that is significantly different from the previous model and requires new skill sets and equipment to fully implement. MOVES, the new emissions model, will provide increased capacity to analyze transportation projects for criteria pollutants and greenhouse gases. It also allows for scaling of emissions analysis for projects and new, more accurate emissions factors.

Due to the significant changes in necessary equipment and training, air quality and transportation staff released an RFQ for assistance in implementing the new model. Responses were reviewed by staff internal and external to MARC; and interviews were held, resulting in a selection of TranSystems Corporation for the contract. TranSystems will assist MARC in determining the process for developing and running the MOVES model, make technical recommendations, including hardware and software specifications, and determine existing data availability and need for development of local data.

RECOMMENDATION:

Authorize contact with TranSystems Corporation in an amount not to exceed \$24,892.40 to provide technical support for implementation of MOVES emissions model.

STAFF CONTACT:

Amanda Graor
Mell Henderson

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 14-a

ISSUE:

VOTE: Approve 9-1-1 maintenance contract for 2012

BACKGROUND:

MARC's current maintenance agreement with Commenco expired January 31, 2012; this new agreement will cover the one-year period between February 1, 2012, and January 31, 2013, and can be renewed for up to three years. Commenco will provide maintenance services covering all of the region's 9-1-1 equipment owned by MARC, including the two wireless selective routers, the controllers located at each public safety answering point ("PSAP") and the MARC training center, the computer equipment located with the routers and at the PSAPs, and the interconnecting network equipment.

BUDGET CONSIDERATIONS:

The one-year contract for Commenco's maintenance services totals \$584,667.00, or \$48,722.25 monthly. This amount will be charged to the nine counties of the MARC region on a monthly basis as part of the 9-1-1 County Allocation Bill.

COMMITTEE ACTION:

The Public Safety Communication Board voted to approve an extension of the current agreement with Commenco in the amount of \$584,667.00 per year.

RECOMMENDATION:

Authorize renewal of agreement with Commenco, Inc. for 9-1-1 maintenance services in the amount of \$584,667.00 effective February 1, 2012 through January 31, 2013.

STAFF CONTACT:

Marlene Nagel
Keith Faddis

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 14-b

ISSUE:

VOTE: Approve RAMBIS maintenance contract with Commenco for 2012

BACKGROUND:

This new agreement will cover the one-year period between March 1, 2012, and February 28, 2013. Commenco agrees to provide maintenance and repair services for the eleven-site RAMBIS radio system. This includes alarm monitoring, performing preventive maintenance, running system health reports, trouble shooting of alarm conditions, configuration of JungleMUX and restoration of systems back to normal operating condition. The RAMBIS microwave backbone will become part of the regional 9-1-1 system as part of the upgrade process, eliminating the need for some recurring T-1 line expenses.

BUDGET CONSIDERATIONS:

The one-year contract for Commenco's maintenance services totals \$84,168.00, or \$7,014.00 monthly. This amount will be charged to the nine counties of the MARC region on a monthly basis as part of the 9-1-1 County Allocation Bill.

COMMITTEE ACTION:

The Public Safety Communications Board voted to approve this new agreement with Commenco in the amount of \$84,168.00 per year.

RECOMMENDATION:

Authorize agreement with Commenco, Inc. for RAMBIS maintenance services in the amount of \$84,168.00 effective March 1, 2012 through February 28, 2013.

STAFF CONTACTS:

Marlene Nagel
Keith Faddis

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 14-c

ISSUE:

VOTE: Approve purchase of Cassidian Patriot 9-1-1 dispatching equipment and software

BACKGROUND:

Under the direction of the Public Safety Communications Board and Users Committee, the 9-1-1 equipment at regional PSAPs will be upgraded to Next Generation 9-1-1-capable equipment over the next several years. The first PSAP to be upgraded will be Shawnee, KS. The MARC 9-1-1 Training Center will receive this equipment to provide training to dispatchers. This purchase includes all server and workstation equipment. MARC has utilized Commenco, Inc. for the purchase of the Patriot equipment as the region's authorized dealer.

BUDGET CONSIDERATIONS:

The total cost for the Shawnee, KS PSAP upgrade, including all necessary hardware, software, and installation costs, is \$175,323.56. The total cost for the MARC 9-1-1 Training Center purchase, including all necessary hardware, software, and installation costs, is \$155,660.04. The expenditures will be made using existing dollars from the 9-1-1 Equipment Replacement Fund.

COMMITTEE ACTION:

The Public Safety Communications Board approved the 2012 PSAP Upgrade Schedule at its meeting on December 20, 2011.

RECOMMENDATION:

Authorize the purchase of Patriot 9-1-1 dispatching equipment and software from Commenco, Inc. for the MARC Training Center in the amount of \$155,660.04, and the equipment and software for the Shawnee, KS PSAP upgrade in the amount of \$175,323.56.

STAFF CONTACT:

Marlene Nagel
Keith Faddis

AGENDA REPORT

Budget and Personnel Committee

February 2012
Item No. 15

ISSUE:

VOTE: Approve Homeland Security/Emergency Services contracts, expenditures and grant applications

BACKGROUND:

The MARC Board has authorized the agency to administer homeland security and bioterrorism preparedness grants, for which planning and trainings will be provided, and for which equipment and other resources will be purchased and provided to local first responder organizations.

EXPENDITURES:

Port Security 09:

Vendor: TBD

Method: ITB/RFP

Two custom built trailers, outfitted with communications equipment, for KCMO PD and WYC/KCK
Emergency Management. \$300,000

Port Security 10:

Vendor: TBD

Method: TBD

Purchase tactical flotation devices and dry suits for the Missouri State Highway Patrol. These devices will provide officer safety while responding in all climates to emergencies while aboard vessels such as the Safeboat. \$16,000

UASI 09 and 10

Vendor: Central Power Systems & Services

Method: Existing Contract

Purchase and install fixed generators at the Cass County (Harrisonville) Health Department. This equipment will help protect vaccines, operate central offices and/or dispensing sites and communications assets to ensure continued operations during disaster situations. (This is an updated request for board approval; previously considered and approved at March 30, 2010 meeting). \$60,000

UASI 09/10

Vendor: TBD

Method: TBD

Support public health agencies with mass dispensing capabilities through three investments, including:

- 1) The purchase of hardware (scanners, printers, laptops, cables, cart ect.) and server upgrades, enhancements and training and supplies for ten area health departments \$140,000
- 2) Contract with Kansas City health department for programming/contractual services to support a mass dispensing software system \$50,000
- 3) Vendor: NexGenisys
Method: sole source

AGENDA REPORT

Budget and Personnel Committee

Software licenses \$130,000. MARC has contracted with this company previously to provide software and hardware services to area health departments. Three local public health departments would like to continue to utilize this system. Discussions are underway with the vendor and local public health departments to determine if the purchase order will be issued by MARC to the vendor or if MARC will contract with the three public health agencies (Jackson, Clay and Platte) for licenses.

ASPR 11

Vendor: Fisher Safety (Contract Pricing)

Purchase of Hazmat Replacement Supplies for Area Hospitals (including a 2-line Decon System @ \$20,718.78 for Bates County)

\$42,180.48

RECOMMENDATION:

Authorize expenditures and contracts as listed above to support regional homeland security activities.

STAFF CONTACT:

Marlene Nagel

Erin Lynch

Cynthia Allen