

**REQUEST FOR LEGISLATIVE ACTION  
EXECUTIVE OFFICE**

APR 15 2019

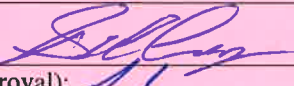
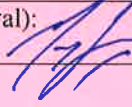
Completed by County Counselor's Office:

Res/~~Ord~~ No.: 20151

Sponsor(s): Crystal Williams

Date: April 29, 2019

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A Resolution authorizing a transfer of \$34,400 within the General, Health, Park, Road &amp; Bridge, and Assessment Fund, and authorizing the Director of Finance and Purchasing to issue a check in the amount of \$34,400 to the Mid-America Regional Council for the costs related to the CORE4 Initiative &amp; the Youth Career Expo.</u></p>																																						
<p><b>BUDGET INFORMATION</b>  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$34,400</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$34,400</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$34,400</td> </tr> <tr> <td colspan="2">Source of funding (name of fund) and account code number:</td> </tr> <tr> <td><b>From Acct:</b></td> <td><b>From Amount</b></td> </tr> <tr> <td>001-5101-56080 General Fund – Non-Departmental – Other Professional Services</td> <td>\$ 7,200</td> </tr> <tr> <td>001-5101-58020 General Fund – Non-Departmental – Buildings &amp; Improvements</td> <td>20,000</td> </tr> <tr> <td>002-5102-56080 Health Fund – Non-Departmental – Other Professional Services</td> <td>1,800</td> </tr> <tr> <td>003-5103-56080 Park Fund – Non-Departmental – Other Professional Services</td> <td>1,800</td> </tr> <tr> <td>004-5104-56080 Road &amp; Bridge Fund – Non-Departmental – Other Professional Services</td> <td>1,800</td> </tr> <tr> <td>045-4500-56080 General Fund – Non-Departmental – Other Professional Services</td> <td>1,800</td> </tr> <tr> <td><b>To Acct:</b></td> <td><b>To Amount</b></td> </tr> <tr> <td>001-5101-56790 General Fund – Non-Departmental – Other Contractual Services</td> <td>\$ 7,200</td> </tr> <tr> <td>001-5101-56790 General Fund – Non-Departmental – Other Contractual Services</td> <td>20,000</td> </tr> <tr> <td>002-5102-56790 Health Fund – Non-Departmental – Other Contractual Services</td> <td>1,800</td> </tr> <tr> <td>003-5103-56790 Park Fund – Non-Departmental – Other Contractual Services.</td> <td>1,800</td> </tr> <tr> <td>004-5104-56790 Road &amp; Bridge Fund – Non-Departmental – Other Contractual Services</td> <td>1,800</td> </tr> <tr> <td>045-4500-56790 General Fund – Non-Departmental – Other Contractual Services</td> <td>1,800</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:  Department: _____ Estimated Use: _____</p> <p>Prior Year Budget (if applicable): _____  Prior Year Actual Amount Spent (if applicable): _____</p>	Amount authorized by this legislation this fiscal year:	\$34,400	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$34,400	Amount budgeted for this item * (including transfers):	\$34,400	Source of funding (name of fund) and account code number:		<b>From Acct:</b>	<b>From Amount</b>	001-5101-56080 General Fund – Non-Departmental – Other Professional Services	\$ 7,200	001-5101-58020 General Fund – Non-Departmental – Buildings & Improvements	20,000	002-5102-56080 Health Fund – Non-Departmental – Other Professional Services	1,800	003-5103-56080 Park Fund – Non-Departmental – Other Professional Services	1,800	004-5104-56080 Road & Bridge Fund – Non-Departmental – Other Professional Services	1,800	045-4500-56080 General Fund – Non-Departmental – Other Professional Services	1,800	<b>To Acct:</b>	<b>To Amount</b>	001-5101-56790 General Fund – Non-Departmental – Other Contractual Services	\$ 7,200	001-5101-56790 General Fund – Non-Departmental – Other Contractual Services	20,000	002-5102-56790 Health Fund – Non-Departmental – Other Contractual Services	1,800	003-5103-56790 Park Fund – Non-Departmental – Other Contractual Services.	1,800	004-5104-56790 Road & Bridge Fund – Non-Departmental – Other Contractual Services	1,800	045-4500-56790 General Fund – Non-Departmental – Other Contractual Services	1,800
Amount authorized by this legislation this fiscal year:	\$34,400																																						
Amount previously authorized this fiscal year:																																							
Total amount authorized after this legislative action:	\$34,400																																						
Amount budgeted for this item * (including transfers):	\$34,400																																						
Source of funding (name of fund) and account code number:																																							
<b>From Acct:</b>	<b>From Amount</b>																																						
001-5101-56080 General Fund – Non-Departmental – Other Professional Services	\$ 7,200																																						
001-5101-58020 General Fund – Non-Departmental – Buildings & Improvements	20,000																																						
002-5102-56080 Health Fund – Non-Departmental – Other Professional Services	1,800																																						
003-5103-56080 Park Fund – Non-Departmental – Other Professional Services	1,800																																						
004-5104-56080 Road & Bridge Fund – Non-Departmental – Other Professional Services	1,800																																						
045-4500-56080 General Fund – Non-Departmental – Other Professional Services	1,800																																						
<b>To Acct:</b>	<b>To Amount</b>																																						
001-5101-56790 General Fund – Non-Departmental – Other Contractual Services	\$ 7,200																																						
001-5101-56790 General Fund – Non-Departmental – Other Contractual Services	20,000																																						
002-5102-56790 Health Fund – Non-Departmental – Other Contractual Services	1,800																																						
003-5103-56790 Park Fund – Non-Departmental – Other Contractual Services.	1,800																																						
004-5104-56790 Road & Bridge Fund – Non-Departmental – Other Contractual Services	1,800																																						
045-4500-56790 General Fund – Non-Departmental – Other Contractual Services	1,800																																						
<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date): _____  Prior resolutions and (date): 19878, 6/11/18; 19519, 7/10/17; 19207, 7/18/16 – CORE4 Initiative  19538, 8/7/17; 18931, 9/21/15 – CORE4 Youth Career Expo</p>																																						
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): Mark Lang, Budget Officer, 881-3851</p>																																						
<p><b>REQUEST SUMMARY</b></p>	<p>CORE4 is a local government initiative developed in conjunction with Mid-America Regional Council (MARC) to promote opportunities in the Kansas City Metropolitan Region on both sides of the state line. CORE4 consists of Jackson County, Kansas City, MO, Johnson County, KS, and the Unified Government of Wyandotte County/Kansas City, KS. Activities include leadership discussion facilitation with the chief elected and administrative leaders of the CORE4 jurisdictions; project management duties and planning for the 2019 CORE4 Colloquium. Jackson County's share of the related CORE4 Initiative expenses is \$14,400.</p> <p>MARC Staff will plan and provide the logistic support for the biennial CORE4 Career Expo. This will include securing the contract support for event logistics; handling all logistics with food, setup, etc. at Bartle Hall;</p>																																						

	fundraising for sponsorships and in-kind donations; coordination with prospective employers and school districts; transportation arrangements; and marketing.	
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals <input type="checkbox"/> VBE Goals	
ATTACHMENTS	2019 Mid-America Regional Council (MARC) CORE4 Invoice	
REVIEW	Department Director: 	Date: 4-15-19
	Finance (Budget Approval): <i>If applicable</i> 	Date: 4/15/19
	Division Manager:	Date:
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

## Fiscal Note:

Funds sufficient for this transfer are available from the sources indicated below.

PC# \_\_\_\_\_

Date: April 15, 2019

RES # 20151

Department / Division	Character/Description	From	To
<b>001 General Fund</b>			
5101 Non-Departmental - General	56080 Other Professional Services	\$ 7,200	\$ -
5101 Non-Departmental - General	58020 Buildings & Improvements	20,000	-
5101 Non-Departmental - General	56790 Other Contractual Services	-	27,200
<b>002 Health Fund</b>			
5102 Non-Departmental - Health	56080 Other Professional Services	\$ 1,800	\$ -
5102 Non-Departmental - Health	56790 Other Contractual Services	-	1,800
<b>003 Park Fund</b>			
5103 Non-Departmental - Park	56080 Other Professional Services	\$ 1,800	\$ -
5103 Non-Departmental - Park	56790 Other Contractual Services	-	1,800
<b>004 Special Road &amp; Bridge Fund</b>			
5104 Non-Departmental - Special R&B	56080 Other Professional Services	\$ 1,800	\$ -
5104 Non-Departmental - Special R&B	56790 Other Contractual Services	-	1,800
<b>045 Assessment Fund</b>			
4500 Non-Departmental - Assessment	56080 Other Professional Services	\$ 1,800	\$ -
4500 Non-Departmental - Assessment	56790 Other Contractual Services	-	1,800
		<b>\$ 34,400</b>	<b>\$ 34,400</b>


  
 Budget Officer



Mid-America Regional Council

Remit To:  
600 Broadway Suite 200  
Kansas City, MO 64105-1659  
Phone: (816) 474-4240  
Fax: (816) 421-7758

Invoice	G-I-0009152
Date	2/19/2019
Grant No.	53138
Page	1

**Bill To:**

**Jackson County, Missouri**

Angie Jeffries  
415 E 12th St.  
Kansas City MO 64106

**Return one copy with payment.**

Purchase Order No.	Customer ID	MARC Contact	Payment Terms	Master No.
	JACOLOCALDUES	Amanda Rehani	Due on Receipt	11,677
Item Number	Description	Ext. Price		
53138-COORDINATION	CORE4 Coordination - 2019	\$14,400.00		
53138-CAREER	Youth Career Expo - 2019	\$20,000.00		
		<b>Subtotal</b>	\$34,400.00	
		<b>Misc</b>	\$0.00	
		<b>Total</b>	\$34,400.00	



**CORE 4**  
**Project Management/Coordination**  
**2019 WORKPLAN**

**Purpose:**

Mid-America Regional Council will continue to provide dedicated staff support for project management, event logistics and coordination of work group activities that will occur in 2019. This document describes the level of support and activities throughout the year.



**Background:**

The city/county managers from the City of Kansas City, Missouri; Jackson County, Missouri; Johnson County, Kansas and the Unified Government of Wyandotte County/Kansas City, Kansas began meeting in 2010 as the Kansas City Metropolitan Executive Leadership Exchange. In 2012, the CORE4 initiative began to conduct bi-annual Colloquium work sessions, inviting department directors and other key staff to discuss topics of common concern. The broad topics included: vulnerable/at risk populations; reciprocity and taxation; career development; communications; legislative coordination; parks & recreation; EMS & emergency management; and regional technology. The primary goal of these work sessions was to identify specific projects that groups can pursue over a year, with the expectation that tangible steps will be taken to accomplish the projects through collaboration among the participating four agencies.

Over the course of 2014-2018, MARC has assisted the CORE4 jurisdictions by providing staff support to multiple work groups and the leadership team. In addition, MARC staff has helped develop and host the annual CORE4 Colloquium attended by over 150 CORE4 representatives attend. David Warm, MARC executive director, has hosted the CORE4 leadership meetings to assist in moving the initiative forward.

**CORE4 2019 work plan**

In 2019, MARC will continue to facilitate the CORE4 leadership discussions. The chief elected leaders (with managers) will meet one or two times a year (determined by immediacy of the topics needing to be discussed), with the administrative leadership meeting more often (4 times in twelve months) to further identify issues of inter-jurisdictional collaboration.

MARC staff will also facilitate topical work groups. This will include project management duties, such as assistance in sharing information, convening meetings, taking notes, tracking performance goals and disseminating a quarterly e-newsletter. In addition, MARC will lead the planning and follow-up for the 2019 CORE4 Colloquium.

**Ongoing CORE4 work groups:** The list of the active work groups and the topics/action items under discussion are as follows. These work groups may also adopt new priorities during the year based on the 2018 CORE4 Colloquium Report or other current issues. Work groups are intended to function independently so that participating staff are empowered to innovate, and each group is assigned a lead contact from city/county management to provide guidance and support as needed.

Work Group	Ongoing Strategies/Actions	Potential New Initiatives for 2019
<p>1. <b>Human Resources/Career Development</b></p> <p>Lead: Gordon Criswell (Wyandotte County/Kansas City, KS)</p> <p>MARC staff: Lauren Palmer</p>	<ul style="list-style-type: none"> <li>Oversee planning for the 2019 Youth Career Expo scheduled for November 7, 2019.</li> </ul>	<ul style="list-style-type: none"> <li>Seek innovative strategies to be intentional with diversity in hiring and promoting.</li> <li>Identify a subset of jobs for a pilot project to explore standardizing salaries, benefits, pay structures, advancement pathways and job descriptions.</li> </ul>
<p>2. <b>Information Technology</b></p> <p>Lead: Rick Usher, Kansas City, MO</p> <p>MARC staff: Amanda Graor</p>	<ul style="list-style-type: none"> <li>Leverage the colocation at 1102 Grand as an opportunity to share data once systems are in place that would allow secure connectivity.</li> </ul>	<ul style="list-style-type: none"> <li>Develop a joint process to surplus government computer/technology property for non-profits.</li> </ul>
<p>3. <b>Infrastructure</b></p> <p>Lead: Susan Maier, Johnson County</p> <p>MARC staff: Tom Jacobs</p>	<ul style="list-style-type: none"> <li>Work to implement recommendations of the Blue River Watershed Integrated Planning Feasibility Study, an ongoing partnership of Kansas City, MO Water Services, Johnson County Wastewater and Johnson County Stormwater. Determine next steps for maintaining water quality standards and meeting regulations for both sides of the state line.</li> </ul>	

<p>4. <b>Data and Performance</b></p> <p>Lead: Susan Maier, Johnson County</p> <p>MARC staff: Frank Lenk</p>	<ul style="list-style-type: none"> <li>• Continue to collect data in the six service areas for regional benchmark measurements: Public Works, Communications, Human Resources/Workforce, Code Enforcement, Recreation and Economic Development.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue discussions to support data collection needs of the other workgroups.</li> </ul>
<p>5. <b>Parks &amp; Recreation</b></p> <p>Lead: Angie Jeffries, Jackson County</p> <p>MARC staff: Marlene Nagel</p>	<ul style="list-style-type: none"> <li>• Continue work with the Greater Kansas City Sports Commission on ways to collaborate to bring large sporting events to the Kansas City region.</li> <li>• Discuss collaborative efforts with the Sports Commission to promote national and international events, including the World Cup 2026.</li> <li>• Work with the Sports Commission to identify youth venues to receive Big 12 Legacy funding for capital improvements.</li> <li>• Explore creating a cross jurisdictional event, such as a cycling event or large sporting event, to include Johnson and Wyandotte Counties.</li> </ul>	<ul style="list-style-type: none"> <li>• Catalog all available parks and recreation assets in the CORE4 jurisdictions to streamline responses to proposals for major events.</li> <li>• Identify other possible collaborations targeting youth sports, i.e., STEM sporting event; or others - e-sports - gaming competition; drone racing, etc.</li> </ul>



<p>6. <b>Economic Development/ Economic Resiliency</b></p> <p>Lead: Rick Usher, Kansas City, MO</p> <p>MARC staff: Lauren Palmer</p>	<ul style="list-style-type: none"> <li>• Complete the review of prior work on analyzing the use of tax incentives. Update regional online map showing incentive areas.</li> <li>• Provide leadership in identifying how to better engage CORE4 local governments in KC Rising.</li> </ul>	<ul style="list-style-type: none"> <li>• Create/promote alternative microlending options to payday loans.</li> <li>• Identify ways to engage the private business sector in regional issues. Dialogue with the banking/development community on site location decisions for grocery stores (coordinate with Health &amp; Well Being Work Group as needed).</li> <li>• Establish regional policies and regulations for services that cross jurisdictional boundaries (ex. drones, scooters, autonomous vehicles, short-term rentals, multi-modal designs, permitting and data sharing).</li> </ul>
----------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**New CORE4 work groups in 2019:** These new work groups were selected based on areas of common interest identified during the 2018 Colloquium. These work groups will adopt their own priorities during the year based on the 2018 CORE4 Colloquium Report or other current issues.

Work Group	Description
<p><b>NEW! Citizen Engagement</b></p> <p>Lead: Angie Jeffries, Jackson County</p> <p>MARC staff: Barbara Hensley</p>	<p>Work on innovative strategies to improve neighborhood interaction and community engagement. Opportunities may include, but are not limited to: share venues and promote public engagement opportunities across jurisdictions; support complete count efforts for the 2020 Census; and engage employees as stakeholders and information ambassadors.</p>
<p><b>NEW! Health &amp; Well Being</b></p> <p>Lead: Susan Maier, Johnson County</p> <p>MARC staff: Marlene Nagel</p>	<p>Evaluate the results from the 2018 Colloquium on social determinants of health, and bring staff together around strategies identified in the group’s discussions, such as but not limited to: solutions to food deserts; regional strategies to improve affordability and accessibility of health care; and mental health services.</p>
<p><b>NEW! Public Safety</b></p> <p>Lead: Gordon Criswell, Wyandotte County/Kansas City, KS</p> <p>MARC staff: Eric Winebrenner</p>	<p>Explore collaborative resource deployment of services or facilities.</p>

**3<sup>rd</sup> Annual Leadership Exchange:** In addition to the work groups, a Leadership Exchange will be convened among the CORE4 jurisdictions. During the month of July, staff may visit another jurisdiction to learn and share processes, ideas, innovations and form relationships with peers. Approximately 90 staff from 17 departments and functions participated in 2018.

Leads: Kate Bender, Kansas City, MO; Gordon Criswell, Wyandotte County/Kansas City, KS; Angie Jeffries, Jackson County; and Susan Maier, Johnson County

**Project management:** MARC has designated a team of staff members to assist the CORE4 initiative. Lauren Palmer, Director of Local Government Services, will serve as the primary staff contact for CORE4 and will coordinate activities of other MARC staff as needed. MARC support functions include the following:

1. Provide assistance to CORE4 leadership with overall project coordination. This would include managing communications between agency staff, plotting and tracking identified projects, noting progress, deliverables, timelines, etc.
2. Prepare meeting minutes (when needed), and summaries
3. Coordinate follow-up activities, such as assisting in further project research, discovery, cost analysis, challenges, etc.
4. Issue periodic progress updates
5. Other duties as requested

**Deliverables:** MARC will disseminate a quarterly e-newsletter to document work plan progress and will produce a summary report of the annual CORE4 Colloquium.

**Leadership scheduling:** MARC staff will work with the CORE4 managers, mayors, and board chairman's staff to coordinate schedules for leadership meetings and annual Colloquium.

**Work group coordination:** MARC staff will assist CORE4 lead staff to coordinate the work groups' activities. This may include taking meeting minutes, coordinating meetings, performing follow-up activities, and serving as a reminder of deliverables and deadlines.

**Event planning and logistical support:** MARC staff will plan and provide the logistic support for the annual CORE4 Colloquium. This will include securing conference space, coordinating A/V services, equipment and meeting refreshments, preparing and executing a marketing plan to participating agency staff, establishing online registration portal, sending confirmation emails, etc.

**CORE4 Youth Career Expo:** MARC staff will plan and provide the logistic support for the biennial CORE4 Career Expo. This will include securing contract support for event logistics; handling all logistics with food, setup, etc. at Bartle Hall; fundraising for sponsorships and in-kind donations; coordination with prospective employers and school districts; transportation arrangements; and marketing.

**Leadership discussion facilitation:** In addition to the priorities of the work groups, the chief elected and administrative leaders have identified topical areas for collaboration that have broader political and financial considerations. The issues identified previously will be reviewed in late 2018 to determine priorities for 2019. Among the issues identified previously are:

- Monitor regional transportation and transit initiatives (ongoing and future planning) and review KCATA functions and its regional governance structure.
- Convene public safety and technology staff – discuss sharing data; economies of scale on technology investments; use of common software applications/hardware.
- Consider federal policy coordination.
- Explore opportunities for regional-serving investments (e.g., KCI) and hosting national events.

**Budget:**

The costs associated with the above activities are outlined below.

**CORE 4 Coordination – 2019 Annual Budget**

<b>Revenue</b>	
Johnson County (544,179) 36%	\$21,600
Kansas City, Mo (459,787) 30%	\$18,000
Jackson County, Mo (w/o KCMO) (371,659) 24%	\$14,400
Unified Government (157,505) 10%	\$ 6,000
<b>Total Revenue</b>	<b>\$60,000</b>

<b>Expenses</b>	<b># hours</b>	<b>Average hourly rate</b>	<b>cost</b>
MARC Staff-time	473	\$50	\$23,650
Fringe, Indirect, Rent			\$25,123
Contractual Services (specialized consultant)			\$7,000
Meeting Expense			\$4,127
Miscellaneous			\$100
<b>Total Expense</b>			<b>\$60,000</b>

**Youth Career Expo – 2019 Annual Budget**

<b>Revenue</b>	
Johnson County (28%)	\$25,000
Kansas City, Mo (33%)	\$30,000
Jackson County, Mo (22%)	\$20,000
Unified Government (17%)	\$15,000
Sponsorships, Donations, In-Kind	\$16,500
<b>Total Revenue</b>	<b>\$106,500</b>

<b>Expenses</b>	<b># hours</b>	<b>Average hourly rate</b>	<b>cost</b>
MARC Staff-time	100	\$50	\$5,000
Fringe, Indirect, Rent			\$5,500
Contractual Services (logistics, decorations, AV, catering, etc.)			\$76,250
Marketing			\$10,250
Transportation			\$6,500
Miscellaneous			\$3,000
<b>Total Expense</b>			<b>\$106,500</b>

**Total 2019 Jurisdiction Contributions**

Kansas City, Mo (32%)	\$48,000
Johnson County (31%)	\$46,600
Jackson County, Mo (23%)	\$34,400
Unified Government (14%)	\$21,000