



**CITY OF MISSION, KANSAS**  
**FINANCE & ADMINISTRATION COMMITTEE**

**WEDNESDAY, DECEMBER 14, 2022 at 7:30 p.m.**  
**(or immediately following 6:30 p.m. Community Development Committee)**

**POWELL COMMUNITY CENTER**  
**6200 MARTWAY**

**Meeting In Person and Virtually via Zoom**

*This meeting will be held in person at the time and date shown above. In consideration of the COVID-19 social distancing recommendations, this meeting will also be available virtually via Zoom (<https://zoom.us/join>). Information will be posted, prior to the meeting, on how to join at <https://www.missionks.org/calendar.aspx>. Please contact the Administrative Offices, 913.676.8350, with any questions or concerns.*

**PUBLIC HEARINGS / PUBLIC COMMENTS**

**PUBLIC PRESENTATIONS / INFORMATIONAL ONLY**

**ACTION ITEMS**

1. Acceptance of the November 2, 2022 Finance & Administration Committee Minutes – Robyn Fulks ([page 4](#))

Draft minutes of the November 2, 2022 Finance and Administration Committee meeting are included for review and acceptance.

2. 2023 Legislative Priorities – Laura Smith ([page 13](#))

Each year the City prepares a Legislative Program which outlines priorities and areas of interest or concern to be communicated to our state legislators at the outset of the legislative session. The attached program represents the recommended 2023 Legislative Priorities for review and approval.

3. 2023 Budget Adoption – Laura Smith ([page 21](#))

As one of the final steps in the annual budget process, the City takes formal action to adopt the 2023 Budget by ordinance. There are no changes proposed to the 2023 Budget adopted by the City Council in September.

4. Resolution to Spend According to 2023 Budget – Laura Smith ([page 23](#))

As part of the annual budget process, the City Council takes formal action to authorize the City Administrator to spend according to the 2023 adopted budget.

5. 2022 Budget Amendments – Brian Scott ([page 25](#))

The municipal budgeting process in Kansas establishes maximum budget expenditure authority for each fund. The City must amend its budget if it believes that expenditures for the budget year will exceed the maximum budget authority. In reviewing the financial statements, it appears that the City will exceed its maximum budget expenditure authority for two funds in 2022, the TIF Fund and the Street Sales Tax Fund. In both cases, expenditures were higher than anticipated at the time the budget was developed, but the additional costs are offset by higher than anticipated revenue and fund balance. A public hearing for the 2022 Budget Amendments has been set for the Council Legislative Meeting on December 21, 2022.

6. KERIT Renewal – Brian Scott ([page 28](#))

The City has been a member of the Kansas Eastern Regional Insurance Trust (KERIT), a workers' compensation pool, since 2009. The Trust comprises eighteen member cities and counties. Workers' compensation premiums are based on the City's annual payroll, the level of exposure to risk that certain jobs may entail, and an experience modifier that reflects past claims. The 2023 premium for workers' compensation coverage has been estimated at \$138,980.

7. Property Casualty/General Liability Insurance Renewal – Brian Scott ([page 33](#))

The City maintains several lines of insurance coverage including property, inland marine, automobile, crime, and general liability with the intent of reducing the City's exposure to risk and protecting assets. Staff is recommending that the City obtain these coverages from Travelers Insurance company for the policy period of January 1, 2023 through December 31, 2023 at an estimated total annual premium not to exceed \$168,906. In addition to property liability coverage, staff is recommending the City obtain cyber-liability insurance through Cowbell for the 2023 policy year in the amount of \$17,509.

8. DTI Renewal – Brian Scott ([page 37](#))

The City of Mission has had an interlocal agreement with Johnson County Department of Technology and Innovation since 2013 for the provision of computer network support. This agreement provides the City with access to the County's main network (including internet access), as well as network server back-ups, monitoring, security and general support. Staff is recommending approval of the interlocal agreement with Johnson County for IT support for 2023 at a cost of \$69,929.06.

9. DAC Recommendations – Brian Scott ([page 42](#))

State statutes provide that a third of the alcohol tax funds allocated to cities be placed in a Special Alcohol Tax Fund to support programs whose principal purpose is alcoholism

and drug abuse prevention or treatment. The total 2023 Alcohol Tax funds allocated to Mission are estimated to be \$375,000. A third of this amount, \$125,000, is to be deposited in the Special Alcohol Tax Fund. The Drug and Alcoholism Council (DAC), a program supported by the United Community Services of Johnson County, offers grants each year to various organizations within the county that provide alcohol and drug abuse prevention and treatment programs. Staff recommends that \$60,000 of the City's Special Alcohol Tax Fund be placed with the DAC to support the programs detailed in the attached report.

#### 10.2023 Cereal Malt Beverage (CMB) License Renewals – Robyn Fulks ([page 69](#))

City ordinance and Kansas statutes require that any person wishing to sell any cereal malt beverage/enhanced cereal malt beverage (CMB) at retail must obtain an annual license for each place of business.

### DISCUSSION ITEMS

#### 11. Governing Body Compensation – Laura Smith ([page 70](#))

Section 115:060 of the Mission Municipal Code establishes compensation for the Governing Body, creating an annual salary of \$12,000/year for the Mayor and \$4,200/yr for Councilmembers. The code also outlines that Council compensation will be reviewed annually at the first regularly scheduled meeting in January. The current compensation was established via Ordinance 1027 on January 23, 2002. A survey of Governing Body compensation in other Johnson County cities is included for review and information. If desired, this will be brought forward in January 2023 as an action item for Council consideration.

### OTHER

#### 12. Department Updates – Laura Smith

**Trent Boultinghouse, Chairperson**  
**Debbie Kring, Vice-Chairperson**  
***Mission City Hall, 6090 Woodson St***  
***913.676.8350***

<b>City of Mission</b>	Item Number:	1.
<b>ACTION ITEM SUMMARY</b>	Date:	December 14, 2022
<b>Administration</b>	From:	Robyn Fulks

Action items require a vote to recommend the item to full City Council for further action.

**RE:** November 2, 2022 Finance & Administration Committee Minutes.

**RECOMMENDATION:** Review and accept the November 2, 2022 minutes of the Finance & Administration Committee.

**DETAILS:** Minutes of the November 2, 2022 Finance & Administration Committee meeting are presented for review and acceptance. At the committee meeting, if there are no objections or recommended corrections, the minutes will be considered accepted as presented.

Draft minutes are linked to the City Council agenda packet so that the public may review the discussion from the committee meeting in advance of the Council action on any particular item.

**CFAA CONSIDERATIONS/IMPACTS:** N/A

Related Statute/City Ordinance:	NA
Line Item Code/Description:	NA
Available Budget:	NA



## **MINUTES OF THE MISSION FINANCE & ADMINISTRATION COMMITTEE**

November 2, 2022

The Mission Finance & Administration Committee met at the Powell Community Center and virtually via ZOOM on Wednesday, November 2, 2022. The following Committee members were present: Mary Ryherd, Kristin Inman, Mayor Flora and Ben Chociey. Lea Loudon appeared via Zoom. Ken Davis and Trent Boultinghouse were absent. Councilmember Kring called the meeting to order at 8:22 p.m.

The following staff were present: Deputy City Administrator Brian Scott, Assistant City Administrator Emily Randel, City Clerk Robyn Fulks, Public Works Director Celia Duran, Public Works Superintendent Brent Morton, Parks and Recreation Director Penn Almoney and Chief Dan Madden. City Administrator Laura Smith appeared via Zoom.

### **Public Comments**

Councilmember Kring reminded the public they can participate via the chat feature on Zoom. All comments would be visible to the group.

There were no public comments.

### **Public Presentations/Informational Items**

There were no public presentations.

Councilmember Kring proposed that, following approval of the October 12 minutes, the Discussion Item with Little Government Relations be moved up on the agenda since we had presenters here this evening. There were no objections.

### **Action Items**

#### **Acceptance of the October 12 Finance & Administration Committee Minutes**

Minutes of the October 12, 2022 Finance & Administration Committee were provided to the Committee for review.

Councilmember Chociey recommended this item be forwarded to the City Council for approval. All on the committee agreed, and this item will be on the consent agenda.



## Discussion Items

### 2023 Legislative Priorities

Mr. Little introduced himself and his colleague Mallory Lutz. He thanked the Council for renewing their contract, and emphasized the value of the work that the Council does and the work they put in. Listening to the Council conversations allows his team to provide useful information related to the issues that are a priority for the Governing Body.

Mr. Little reviewed upcoming issues for the 2023 session, advising that the results of the elections next week will dictate much of the session's focus. LGR anticipates there will be a large emphasis on local authority. He also reviewed tax policy issues including efforts to change commercial real estate appraisal (codify the dark store theory), which was previously litigated up to the Supreme Court. One thing to consider and acknowledge is the issue of leadership changes at the League of Kansas Municipalities and the Kansas Association of Counties. Those transitions can be times to refocus and work together more with other cities.

Mayor Flora commented that a proposed draft program had not been included in the Committee packet in order to allow full discussion and input from the Council. The final 2022 program, along with the LKM's Statement of Municipal Policy was included for reference. Not only will Council and staff be providing input for the 2023 Program, the program will also be reviewed by the Sustainability Commission and the Climate Action Plan Task Force to review items related to sustainability.

Ms. Lutz discussed a recent budget committee meeting that reviewed the Bipartisan Infrastructure Law. There are also funds from the Inflation Reduction Act, which has yet to be thoroughly reviewed. There are still significant funds available to the State and not full direction on how they could/might be spent, but there is a focus on infrastructure and environmental justice issues. She noted there is also momentum for EV infrastructure across the state. Lawmakers seem to be paying attention to that, especially with the announcements by auto makers that they will be going electric. There are also conversations about how the State can support local governments with these funds. The National League of Cities and KDOT are both working together with smaller local governments to figure out how to apply the funds. KDOT will also look at a sliding scale, so smaller communities with less resources for matching dollars will benefit from that.

Ms. Lutz mentioned that the Inflation Reduction Act will mostly go to energy security and clean energy climate priorities. They expect more information will come soon on priorities and programs.



Councilmember ChocieJ asked about funding for transit support for smaller municipalities. Ms. Lutz said that did come up and was discussed by some lawmakers. Streetcar expansion was discussed, and the DOT has a longer-term vision of more public transit. Councilmember ChocieJ agreed and mentioned he would love to see public transit options in Mission.

Councilmember Kring informed Mr. Little and Ms. Lutz about the NLC conference in Kansas City this month and the resources that will be available.

Mr. Little thanked Councilmember Kring for that information. He believes those types of conferences will bring in many idea people. He also spoke about working with KDOT, as was discussed previously in the night, and his company would be happy to help facilitate those conversations. Funds coming in due to COVID may help aid projects the City may have an interest in.

Councilmember Kring asked about staff changes at the LKM and what changes there are.

Mr. Little mentioned that there is a current search for a new Executive Director. A new Executive Director at the KAC recently came on board as well. Ms. Lutz mentioned there is an interim director in place while the search is in progress.

Mayor Flora asked about the League's emphasis on transportation safety. She asked Ms. Lutz whether there was talk about multi-modal or pedestrian safety in connection with the transportation dollars.

Ms. Lutz stated there were not. She did mention that there have been many conversations about the Panasonic plant being built, and that could bring more opportunity of how to integrate mass transit.

Councilmember Thomas asked about funding available for cities to adopt the 2021 IECC. She would like to know what Mr. Little and Ms. Lutz hear about those code updates.

Councilmember Kring thanked everyone for their input and reminded the Committee that a recommended program will come forward to the December committee meeting.



Councilmember Kring announced the Committee would now return to the remaining Action Items.

### **Resolution Approving a Master Capital Improvement Plan (CIP) for the City of Mission**

City Administrator Laura Smith introduced a Master Capital Improvement Plan (CIP) required in order to move toward debt financing for the Foxridge Phase II project, the 2023 residential street program and parks improvements at Waterworks Park and Mohawk Park. Cities can finance certain types of improvements, such as streets and stormwater without a vote of the public. Other improvements, such as park improvements, either have to be approved as a part of a Master Capital Improvement Plan or be subject to a public vote. Mission adopted a Charter Ordinance in 2021 that allowed for certain types of improvements to be financed in connection with the adoption of the Master CIP. The Master will be adopted via a resolution.

Councilmember Chociey recommended this item be forwarded to the City Council for approval. All on the committee agreed, and this item will be on the regular agenda.

### **Resolution Offering for Sale General Obligation Bonds Series 2022A – Street/Park Improvements**

Ms. Smith next introduced a second resolution signaling the City's intent to go to the bond market on November 30 to finance street and park improvements. The resolution sets the sale date and includes specific financing project information. A bond sale is set for the morning of Wednesday, November 30. A special City Council meeting will be held that evening at 6 pm for Council to consider and potentially award the sale. This schedule allows the issue to be closed and bond proceeds distributed to the City before the end of the year.

Councilmember Thomas thanked Ms. Smith for her work to getting everything put together to move this forward.

Councilmember Chociey recommended this item be forwarded to the City Council for approval. All on the committee agreed, and this item will be on the regular agenda.

### **Crux Contract Renewal**





Assistant City Administrator Emily Randel presented to the Committee statistics about the City's current contract with Crux KC for communications and marketing. She shared progress since the original contract in 2019, including successful sales tax campaigns, brand consistency, refreshed brand launch, expanded social media engagement and a new website launch. Shared workload for social media and trends of how residents expect to be reached have both expanded. Over time, the priority of the contract has shifted from development and implementation to becoming more effective and efficient in operating as a team.

Ms. Randel shared highlights of the campaign from this calendar year, including the successful Parks + Recreation sales tax campaign, event promotion to the public for the events and the Mission Market campaign. She then shared website analytics highlights. She feels confident with maintaining the new website and the confidence staff has gained about what works and what doesn't. A recent reformatting of the main page allowed for the addition of icons and additional calendar events to allow for quick navigation. New holiday-themed street banners will go up mid-month for more fun public outreach.

She reviewed future planning goals including reaching new residents, new methods to communicate, becoming more deliberate about connecting and connecting quickly, more specific campaign goals and targets with Crux, and implementation of community center feasibility study recommendations. The Staff recommendation for renewal of the contract in 2023 is based on Council's goal to decrease contract hours over time. The contract hourly rate will increase by \$5.00 per hour. The contract began at 60 hours per month, was held to 50 hours for the last two years, primarily because of the sales tax renewals in 2021 and 2022. The 2023 contract would move to 40 hours annually with the modest increase in the hourly rate.

Staff also recommends that the communication and marketing services be rebid for 2024.

Councilmember Kring complimented Ms. Randel with the decrease of hours. She also mentioned she would like entryway signage/markers on Johnson Drive as you enter the City from the east and the west. Mayor Flora and Mr. Scott both mentioned that signage is a big recommendation coming out of the comp plan.

Councilmember Kring asked for bags made out of the used city banners. Ms. Randel confirmed that they will be used for bags.

Councilmember Inman seconded that Ms. Randel does a very good and thorough job with the presentations, answering all of her questions before she had a chance to ask them.



Councilmember Chociey stated that from his point of view the quality of the work that has come from the partnership is fantastic, and the City's ability to deliver information has increased drastically. He believes the funds requested compared to the impact and time and energy that it saves staff makes this a good deal.

Councilmember Thomas gave Ms. Randel kudos, especially to compare the current branding to what was in place prior to the 2019 contract with Crux.

Councilmember Chociey recommended this item be forwarded to the City Council for approval. All on the committee agreed, and this item will be on the consent agenda.

### **2023 Employee Benefit Renewals**

Ms. Randel next presented the 2023 employee benefit renewals. She reported that, after working with the benefits broker Lockton, the medical renewal rates for employees will be flat this year, with only a slight 2% increase in dental benefits. There were many contingency plans to deal with potential rate increases, and staff is pleased they didn't need to be implemented.

Staff invited representatives from Blue Cross Blue Shield onsite to talk through different plans and benefits with employees to help increase awareness of cost and benefit should they want to shift to a new plan. Data from this year's renewal will help inform decisions for future years to be made. The Delta Dental benefit has a small 2% increase, after several years of no changes. Staff recommends for renewal.

Ms. Randel noted that there was some interest by the Council in exploring adding a high deductible health plan, which was explored with our benefits broker. At this time, the cost differential would limit the amount the City might wish to consider contributing to a health savings account or HSA. Staff will continue to review annually and will recommend the high deductible/HSA option when it could make sense for both employees and the City. Councilmember Inman mentioned she was glad to hear the City continues to explore this option.

Councilmember Inman recommended this item be forwarded to the City Council for approval. All on the committee agreed, and this item will be on the consent agenda.

### **2023 Human Service Fund (HSF) Allocation**



Mr. Scott presented on the 2023 allocation to the United Community Services of Johnson County's Human Service Fund (HSF), which meets basic human service needs to Johnson County residents.

The Human Service Fund awards competitive grants to non-profit agencies to assist with the operation of human service safety net programs that meet the needs of Johnson County residents who live with income at or near the federal poverty level. Components of the safety net programs that are supported by the Human Service Fund include 1) basic needs, 2) work and income supports, and 3) health, wellness and personal safety. Some of these agencies work closely with the Mission police department in supporting those residents that the department may serve.

In 2022, the Human Service Fund allocated \$437,830 to 19 separate agencies in Johnson County, representing a commitment of 14 participating cities and the County. For 2023, the UCS Board is recommending a total allocation of \$439,040. The City of Mission's contribution for 2023 remains at \$10,000. This amount is included in the 2023 budget that was adopted earlier this summer.

Mr. Scott noted The 2023 recommendations of the UCS Board for the Human Service Fund are detailed in the attached report. Approval by the Council would simply affirm the recommended agencies and amounts to be received by each. The City of Mission's contribution would be distributed proportionately among all the programs/agencies identified, unless directed otherwise by the Council.

The HSF fund provides funds to help residents in difficult circumstances. Last year the fund received many proposals. They propose to fund all proposals. Fourteen cities participate in the fund. The City's budget allows for \$10,000.00 for the fund.

Mayor Flora asked that, in reviewing what different cities spend, a city larger than us will spend less and a city that is smaller may spend more. She asked Mr. Scott if there were other programs those city's donating less have other funds they donate to also, or if they just allocate less. Mr. Scott did not have that information. Mayor Flora expressed her curiosity. She doesn't feel the need to decrease the amount allocated, but there seems to be no correlation between amount given and population of the city.

Councilmember Inman expressed interest to know how many residents of Mission were served by the various programs. Councilmember Thomas remembered that information was requested



last year from the UCS staff, who did share those numbers. She asked Mr. Scott if he could get that information again.

Councilmember Loudon expressed her appreciation for the agencies that are funded by the HSF and is glad the City is participating.

Councilmember Inman recommended this item be forwarded to the City Council for approval. All on the committee agreed, and this item will be on the consent agenda.

## **OTHER**

### **Department Updates**

Police Chief Dan Madden updated the Committee about the drug take back event. Less seems to be collected, but he attributes that to the fact that his department takes back drugs all year long in the station lobby.

He also emphasized the current cereal challenge with the Fire Department. They could use support to win the friendly wager with them and would like to not have to cook for them. Mayor Flora pointed out that the fire department has multiple stations and drop offs vs. our one.

Councilmember Kring asked when the contest ends, and Chief Madden told her it will end on November 17.

### **Meeting Close**

There being no further business to come before the Committee, the meeting of the Finance and Administration Committee adjourned at 9:10 p.m.

Respectfully submitted,

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Robyn L. Fulks, City Clerk

<b>City of Mission</b>	Item Number:	2.
<b>ACTION ITEM SUMMARY</b>	Date:	December 14, 2022
<b>ADMINISTRATION</b>	From:	Laura Smith

Action items require a vote to recommend the item to full City Council for further action.

**RE:** 2023 Legislative Priorities

**RECOMMENDATION:** Approve the 2023 Legislative Priorities for the City of Mission.

**DETAILS:** Each year the City prepares a Legislative Program which outlines priorities and areas of interest or concern to be communicated to our state legislators at the outset of the legislative session.

The City Administrator and Mayor have drafted and reviewed the 2023 Proposed Legislative Priorities with input from Stuart Little and Mallory Lutz with Little Government Relations (LGR), the City's legislative advocates.

Consistent with previous year's programs, the 2023 Legislative Priorities have been developed from the League of Kansas Municipalities annual Statement of Municipal Policy, Mission's 2022 Legislative Program, and with guidance from LGR on issues of potential interest or concern for Mission in the upcoming legislative session.

The attached Recommended 2023 Legislative Priorities are presented for Council consideration. Once adopted, they will be forwarded to Mission's legislative representatives.

**CFAA CONSIDERATIONS/IMPACTS:** N/A

Related Statute/City Ordinance:	NA
Line Item Code/Description:	NA
Available Budget:	NA



# **2023 Legislative Priorities**

6090 Woodson  
Mission, Kansas 66202  
Phone: (913) 676-8350  
Fax: (913) 722-1415  
[www.missionks.org](http://www.missionks.org)

December 2022



December 21, 2022

Dear Reader:

The Governing Body of the City of Mission annually adopts a state legislative program to communicate Mission’s legislative initiatives and policy positions in a manner that is reflective of Council priorities and values, including diversity and inclusion, sustainability, and investment in infrastructure, both physical and human.

The cornerstone of the City’s legislative program is the belief that public affairs should be governed as close to the people as possible. Supporting activities that promote and encourage the exercise of authority and responsibility by locally elected officials is a top priority of the City.

Generally, and when not inconsistent with Mission’s stated priorities, we support the Statement of Municipal Policy of the League of Kansas Municipalities. The City Council works cooperatively each year with the League and other cities for the shared benefit of Kansas cities.

If you have questions concerning the 2023 Legislative Program, please, do not hesitate to contact me or other members of the Governing Body.

Sincerely,

Sollie Flora  
Mayor

## **Governing Body**

### **Mayor**

Sollie Flora

### **Ward I**

Trent Boultinghouse  
Hillary Parker Thomas

### **Ward II**

Lea Loudon  
Mary Ryherd

### **Ward III**

Kristin Inman  
Debbie Kring

### **Ward IV**

Ben Chociejski  
Ken Davis



## 2023 Legislative Priorities

*State and municipal governments work together to provide citizens with many services they require and have come to expect. This partnership is dependent upon stable funding, decision-making at the appropriate level, and removing barriers to efficient and effective access to services. The City of Mission understands our citizens' needs and is equipped to respond to them effectively and efficiently. While we respect the State government's role, we support the preservation of local authority, local control of revenue and spending, and oppose the devolution of State duties to local units of government without planning, time and resources. The City of Mission has established the following as our legislative priorities for the upcoming session and advocates in the interests of our elected representatives and on behalf of those who live and work in our community.*

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### **Finance and Taxation**

#### **Local Control Over Revenue and Spending**

The City of Mission opposes actions by the State to impose constitutional or statutory limits on the authority of local governments to establish appropriate levels of taxation. Discretion and flexibility are important components of responsible and effective fiscal management, ensuring that local elected leaders can respond appropriately to the priorities of their constituents. We oppose arbitrary caps on taxing and spending limits that restrict that ability. Transparency measures should not be burdensome, costly, or punitive.

#### **Tax Policy and Dark Store Theory**

The City supports stable revenues and urges the Legislature to avoid applying any further limitations to the ad valorem property tax base, including exceptions for specific business entities or the state/local sales tax base, as well as industry-specific, special tax treatment through exemptions or property classification. As a result of state tax policy changes, local governments have been increasingly pressured to rely on residential property taxes. We do not support changes in State taxation policy that would narrow the tax base, significantly reduce available funding for key programs, or put Kansas counties and cities at a competitive sales tax disadvantage with Missouri. We also strongly oppose any legislation that would allow or require commercial properties to utilize "dark store theory" to appeal their assessed valuations, as cities rely on property tax revenue from large commercial retailers to pay for their share of essential city services so as not to overly burden residential property owners.

#### **Sales Tax on Food**

Mission supports the immediate elimination of the state portion of sales tax on food. We do not support eliminating the City's portion of sales tax on food, as this is a major source of revenue for cities throughout Kansas and would negatively impact the services provided by local governments because local governments have a more limited range of taxing authority than the State.



## **Statutory Pass-Through Funding**

The City supports the preservation and funding of local government revenues which pass through the State's treasury including Local Ad Valorem Property Tax Reduction (LAVTRF), City County Revenue Sharing (CCRS), alcoholic liquor funds and the local portion of motor fuel tax to local governments.

## **Government Policies and Procedures**

### **Home Rule Authority**

The City of Mission supports the retention and strengthening of local home rule authority to allow locally elected officials to conduct the business of the City in a manner that best reflects the values and standards of their constituents. This includes matters dealing with public health and safety, such as local health orders and rental inspections, and the ability to govern possession of firearms in public spaces in the interest of community safety.

### **Promotion of Equity and Equality**

Mission supports comprehensive anti-discrimination legislation that offers protections to every person in the state of Kansas without regard to age, race, religion, color, sex, disability, national origin, ancestry, military status, sexual orientation, or gender identity. We further support State efforts to encourage racial equity and promote diversity.

### **Non-Partisan Local Elections**

The City supports non-partisan local elections and further supports local elections remaining separate from state and national elections. We are opposed to any legislation that would require local elections to be conducted with partisan identification.

### **Firearm Safety**

We strongly believe the ability to govern how firearms are possessed or transported throughout our community is a matter of local control. Local government should have the ability to regulate and enforce the possession and use of weapons within city-owned facilities, including City Hall, public parks, the outdoor pool, community center and city vehicles. The City also supports the ability of local governments to set policies regarding the carrying of weapons and firearms by their employees while they are engaged in the course of their employment. We urge State legislators to amend K.S.A. 75-7c which currently restricts local government from enacting important firearm safety measures in their communities.

## **Education**

### **K-12 Education Financing**

Mission is supportive of the Kansas Legislature adequately and equitably funding primary and secondary education to a level that places Kansas among the leading states in support of a "world class" education and strongly encourages the State to fund special education at the required statutory levels.

## **Environment and Energy**

### **Addressing the Climate Crisis as a Public Policy Priority**

Climate change poses a global environmental, economic, social, and public safety crisis. We ask that the State recognize this crisis and join Mission in elevating sustainability and decarbonization as among the top and most urgent of policy priorities. The ongoing climate crisis demands coordinated action at all levels of government. Mission supports State investment in and commitment to decarbonize our electricity, transportation, agriculture, and buildings sectors, so that Kansas can build community resilience and mitigate the financial impacts of climate change on cities.

### **Energy Policy and Control of Greenhouse Gas Emissions**

Mission supports the establishment of a statewide Energy Office to support the development and implementation of statewide energy policies. We further support the development of a coordinated and comprehensive energy policy/plan, developed with strong input from cities, that would encourage the further implementation of renewable energy and energy-efficient technologies. As energy efficiency saves money, drives investment across all sectors of the economy, creates jobs, and reduces the environmental impact of energy use, we support public and private incentives to encourage energy efficiency by local governments and citizens. Further, Mission encourages the adoption of policies that will position Kansas as a forerunner in renewable energy production. Accordingly, encourages the Kansas Legislature to provide incentives for such energy sources that protect air quality and reduce dependence on oil and gas. More specifically, the City supports policies which allow and encourage homeowners and businesses to utilize and invest in alternative energy rather than imposing fees or additional barriers which result in discouraging investment that can save residents and businesses money. Mission further encourages the State to investigate and adopt innovative green technologies to drawdown greenhouse gas emissions and/or sequester carbon dioxide (for example carbon dioxide mineralized concrete and photocatalytic concrete technology).

## **Infrastructure**

### **Federal Grants**

With recent historic investments at the federal level in infrastructure, sustainability, and clean energy through the Bipartisan Infrastructure law and Inflation Reduction Act, Mission encourages the Legislature and state agencies to provide support, coordination, and guidance to local governments in order to maximize opportunities to successfully take advantage of these federal investments.

### **Comprehensive Transportation Plan**

Mission supports full funding of the Eisenhower Legacy Transportation Program. We oppose any use of these funds to balance the state's General Fund budget, and any reduction in funding that jeopardizes existing programs. We encourage the State to increase planning for and funding of multimodal projects and to prioritize achievement of "vision zero."

### **Electric Charging Station Infrastructure**

We support the expansion of electric charging station infrastructure throughout the state in order to increase the pace of electric vehicle adoption and positively impact local communities. We

support a change to allow sales of electricity at EV charging stations and for EV charging stations to not be classified as regulated utilities.

### **Stormwater Management**

Mission endorses regional and cooperative solutions to stormwater quality and quantity challenges that address point and non-point source pollution. We further endorse state measures to incentivize and enable investment in green infrastructure (e.g., street trees, use of native plants) to support sustainable communities.

### **Building Codes**

Mission opposes any measures to preempt local building codes. Further, cities should continue to be allowed to shape local codes to incentivize net-zero or net-zero ready building requirements.

## **Human Services**

### **Investment in the Social Safety Net**

The City supports restoring funding to social services programs that provide a safety net for the most vulnerable in our communities. Continued support for these programs at the state level is imperative to keep our communities safe, productive, and vibrant.

### **Mental Health**

Mental health is a critical component of the public safety and health of Mission's residents and all residents of the state of Kansas. Access to quality mental health services and an increasing need for these services is a growing concern of the City. The City supports increased funding for programs and services to provide enhanced training and support for police and fire departments; for public safety co-responder programs; to provide increased services to youth, for community mental health centers; and for state psychiatric hospitals. Mission advocates for the ability to establish public/private partnerships to increase provision of and access to mental health services and removing from the property tax lid the ability to fund mental health services and programs at the local level.

### **Medicaid Expansion**

The City supports the expansion of Medicaid in Kansas. Accordingly, we anticipate that statewide expansion of Medicaid will assist uninsured city residents in obtaining needed medical insurance and services.

### **Housing Needs**

Local officials should have the flexibility to address the need for affordable, varied types of housing as integral components of both their economic development and public safety duties. Mission further encourages the State to fund and support the growth of much-needed affordable housing

options. Access to such housing stock is important to job growth and economic success in communities.

### **Substance Abuse Prevention and Treatment**

We support increased funding for proven state tobacco prevention programs to improve the State's "F" grade by the American Lung Association. We also support criminal justice reform measures targeted toward the treatment of drug use as a health issue, not a criminal one. With the Kansas cigarette sales tax rate well-below the national average, the City supports a statewide increase in the tobacco sales tax as a deterrent to tobacco use.

### **Miscellaneous**

#### **Legalization of Marijuana**

The City supports legalization of marijuana in Kansas. At a minimum, the State should adopt legalization of medical marijuana which should be subject to existing state and local sales tax and cities should be able to levy their own excise fees and receive a portion of any state funds to offset the impact of medical marijuana. Each city should have the ability to opt-in to allowing dispensaries in their city and to further regulate operations.

<b>City of Mission</b>	Item Number:	3.
<b>ACTION ITEM SUMMARY</b>	Date:	December 14, 2022
<b>Administration</b>	From:	Laura Smith

Action items require a vote to recommend the item to full City Council for further action.

**RE:** Ordinance Adopting the 2023 Budget for the City of Mission, Kansas

**RECOMMENDATION:** Approve an ordinance adopting the 2023 Budget of the City of Mission, Kansas.

**DETAILS:** As part of the annual budget process, the City takes formal action to adopt the 2023 Budget by ordinance. This ordinance represents one of two ordinances that are considered each December to finalize the City's annual budget and to provide expenditure authority.

There are no changes to the 2023 Budget approved by the City Council in September 2022.

**CFAA CONSIDERATIONS/IMPACTS:** N/A

Related Statute/City Ordinance:	NA
Line Item Code/Description:	NA
Available Budget:	NA

**CITY OF MISSION**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE ADOPTING THE 2023 BUDGET OF THE CITY OF MISSION, KANSAS.**

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF MISSION, KANSAS:

SECTION 1. Adoption of Budget. The City of Mission hereby adopts its budget for the year 2023. Copies of said budget shall be open for inspection in the office of the City Clerk during business hours. Upon filing of the budget with the County Clerk of Johnson County, Kansas, said budget shall constitute an appropriation for each fund, and the appropriation thus made shall not be used for any other purpose, pursuant to K.S.A. 79-2934.

SECTION 2. Take Effect. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the official City newspaper, all as provided by law.

PASSED BY THE CITY COUNCIL this 21st day of December 2022.

APPROVED BY THE MAYOR this 21st day of December 2022.

\_\_\_\_\_  
Solana Flora, Mayor

(SEAL)

Attest:

\_\_\_\_\_  
Robyn L. Fulks, City Clerk

<b>City of Mission</b>	Item Number:	4.
<b>ACTION ITEM SUMMARY</b>	Date:	December 14, 2022
<b>Administration</b>	From:	Laura Smith

Action items require a vote to recommend the item to full City Council for further action.

**RE:** Authorization to Spend According to the Approved 2023 Annual Budget.

**RECOMMENDATION:** Approve an ordinance authorizing the City Administrator to make expenditures in accordance with the adopted 2023 Annual Budget.

**DETAILS:** As part of the annual budget process, the City Council takes formal action in December to authorize and direct the City Administrator to spend according to the adopted budget and in compliance with City Council Policy 102.

The attached ordinance will authorize the City Administrator to spend in accordance with the approved annual budget.

**CFAA CONSIDERATIONS/IMPACTS:** N/A

Related Statute/City Ordinance:	City Council Policy 102
Line Item Code/Description:	NA
Available Budget:	NA

**CITY OF MISSION**

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE AUTHORIZING EXPENDITURES BY THE CITY ADMINISTRATOR FROM THE 2023 BUDGET.**

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF MISSION, KANSAS:

SECTION 1. Grant of Authority. The City Administrator is hereby authorized to make expenditures from the 2023 City Budget as adopted by Resolution Numbers 1123, 1126 and 1132 pursuant to and in accordance with City Council Policy Number 102, as from time to time amended. Copies of said Policy shall be open for inspection in the office of the City Clerk during business hours.

SECTION 2. Take Effect. This Ordinance shall be in full force and effect from and after its passage, approval and publication in the official City newspaper, all as provided by law.

PASSED BY THE CITY COUNCIL this 21st day of December 2022.

APPROVED BY THE MAYOR this 21st day of December 2022.

\_\_\_\_\_  
Solana Flora, Mayor

(SEAL)

Attest:

\_\_\_\_\_  
Robyn L. Fulks, City Clerk



<b>City of Mission</b>	Item Number:	5.
<b>ACTION ITEM SUMMARY</b>	Date:	December 14, 2022
<b>Administration</b>	From:	Brian Scott

Action items require a vote to recommend the item to full City Council for further action.

**RE:** Amendment to the 2022 Adopted Budget

**RECOMMENDATION:** Approve the resolution to amend the maximum budget authority for expenditures in the Tax Increment Financing (TIF) Fund and the Street Sales Tax Fund for the 2022 Budget.

**DETAILS:** The adopted annual budget establishes the maximum, authorized budget expenditure for each fund for that particular fiscal year. Exceeding these expenditures without formally amending the budget is a violation of the Kansas statutes pertaining to municipal budgeting (K.S.A. 79-2929(a)). Furthermore, state laws require that a public hearing be held when amending the budget. A public hearing has been scheduled for the City Council legislative meeting on December 21st, and the attached notice was published in The Legal Record on December 6, 2022.

The budget amendment is not the result of unanticipated or unauthorized expenditures, but rather results from additional revenues realized and increased costs for capital projects.

Property tax increment received was higher than what had been budgeted in the TIF Fund. The increment is contractually due to the developer to help reimburse for certain development costs. The additional expenditure is offset by the additional revenues.

Bids for the 2022 street preservation program, funded from the Street Sales Tax Fund, were higher than initially anticipated. This was due to the rising cost of construction that is being experienced across the nation. The City was able to offset these costs by utilizing additional fund balance and taking advantage of the higher sales tax (3/8-cent versus 1/4-cent) that was renewed by Mission voters in September of 2021 (effective March of 2022).

The budget amendment is established through the attached resolution and will increase the expenditure authority in the 2022 Budget for the TIF Fund from \$716,000 to \$785,000, a difference of \$69,000. The budget authority for the Street Sales Tax Fund will increase from \$1,524,300 to \$1,700,000, a difference of approximately \$175,000.

**CFAA:** N/A

Related Statute/City Ordinance:	K.S.A. 79-2929(a)
Line Item Code/Description:	TIF Fund and Street Sales Tax Fund
Available Budget:	TIF Fund - \$785,000 and Street Sales Tax Fund - \$1,700,000

**CITY OF MISSION**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY OF MISSION, KANSAS AMENDING THE MAXIMUM BUDGET EXPENDITURE AUTHORITY FOR THE 2022 BUDGET FOR THE TAX INCREMENT FINANCING (TIF) FUND AND THE STREET SALES TAX FUND**

**WHEREAS**, the Tax Increment Financing (TIF) Fund is used to account for property and sales tax increment generated from the development projects that is contractually due to the developer to reimburse for certain development and construction costs; and

**WHEREAS**, the Street Sales Tax Fund is used to account for funds expended for major street projects (infrastructure) in the city; and

**WHEREAS**, revenues and expenditures can be difficult to anticipate when the original budget is adopted; and

**WHEREAS**, the proposed amendments are not the result of any unexpected or unauthorized expenditures, and expenditures will not exceed the funds available to pay for the expenditures; and

**WHEREAS**, in accordance with state law, the City of Mission conducted a public hearing and has prepared the necessary documents to amend the 2022 Budget to increase the maximum expenditure limits in the Capital Improvement Fund.

**NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF MISSION:**

**Section 1.** That the maximum expenditure authority in the 2022 Budget for the following fund has been established as:

TIF Fund:	\$ 785,000
Street Sales Tax Fund	\$1,700.000

**PASSED AND APPROVED BY THE CITY COUNCIL** this 21st day of December 2022.

**APPROVED BY THE MAYOR** this 21st day of December 2022.

\_\_\_\_\_  
Solana Flora, Mayor

ATTEST:

\_\_\_\_\_  
Robyn L. Fulks, City Clerk

**Notice of Budget Hearing for Amending the  
2022 Budget**

The governing body of

**City of Mission**

will meet on the day of December 21, 2022 at 7:00 at Powell Community Center, 6200 Martway for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at City Clerk's Office, Mission City Hall, 6090 Woodson and will be available at this hearing.

**Summary of Amendments**

<b>Fund</b>	2022 Adopted Budget			2022 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
TIF Fund			716,000	785,000
Street Sales Tax Fund			1,524,300	1,700,000
			0	0
			0	0
			0	0
			0	0

Brian Scott

Official Title: Deputy City Administrator/Finance Dir.

<b>City of Mission</b>	Item Number:	6.
<b>ACTION ITEM SUMMARY</b>	Date:	December 14, 2022
<b>Administration</b>	From:	Brian Scott

Action items require a vote to recommend the item to full City Council for further action.

**RE: 2023 Workers' Compensation Insurance Renewal**

**RECOMMENDATION:** Approve the City's 2023 workers' compensation coverage through the Kansas Eastern Regional Insurance Trust (KERIT) for an estimated annual premium of \$138,980.

**DETAILS:** The City has been a member of the Kansas Eastern Regional Insurance Trust (KERIT), a workers' compensation pool for local governments in Kansas, since 2009. The Trust comprises eighteen member cities and counties.

The 2023 premium for workers' compensation coverage has been estimated at \$138,980, which is paid in two installments, the first in January and the second in July. The KERIT Board of Trustees will confirm the final premiums when it meets on Tuesday, December 12th

Premiums are based on the City's annual payroll, the level of exposure to risk that certain jobs may entail, and an experience modifier that reflects past claims. The 2023 premium is 4% less than the previous year. This is primarily due to fewer claims and less severity of claims resulting in a reduced experience modifier.

**KERIT Premiums - 2020 through 2023**

<b>Year</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
Total Premium	\$105,464 (audited)	\$149,859 (audited)	\$144,416 (estimated)	\$138,980 (estimated)

Growth in annual payroll due to merit increases and the addition of new positions will always influence workers' compensation premiums. However, increases in premiums are also driven primarily by a high experience modifier. The experience modifier is a reflection of the claims that the City has incurred. An experience modifier of one (1) is considered standard. The farther below one, the better. The higher above one, the worse. The experience modifier is a rolling three-year average so that the City is not suddenly hit with a high premium in one year. The City experienced some significant claims in 2018 and 2019 resulting in surgery and time off for injured employees. These claims translated into a higher experience modifier and higher premium for 2021. The experience modifier for 2021 was 1.38. The experience modifier for 2022 is 1.31. And the experience modifier for 2023 is 1.05.

The City will undergo a payroll audit after the first of the year to review current year

Related Statute/City Ordinance:	NA
Line Item Code/Description:	Personnel Line Items in the General Fund - 01-XX-102-05
Available Budget:	\$177,500 - FY 2023 Budget

<b>City of Mission</b>	Item Number:	6.
<b>ACTION ITEM SUMMARY</b>	Date:	December 14, 2022
<b>Administration</b>	From:	Brian Scott

Action items require a vote to recommend the item to full City Council for further action.

actual payroll expenses. Mid-year premiums are adjusted to reflect the results of the audit. This usually results in a reduction in premiums due to salary savings.

The Trust continues to maintain a strong emphasis on loss control, and all member entities are actively engaged in proactive risk management activities. Because of this, members routinely receive a dividend from the trust when prior claim years are closed out. This year the City will receive a dividend distribution of \$5,785 from the trust which will be applied as a credit against the premium.

Funds in the amount of \$177,500 were included in the 2023 Adopted Budget for workers' compensation premiums.

**CFAA CONSIDERATIONS/IMPACTS: N/A**

Related Statute/City Ordinance:	NA
Line Item Code/Description:	Personnel Line Items in the General Fund - 01-XX-102-05
Available Budget:	\$177,500 - FY 2023 Budget



KANSAS EASTERN REGION INSURANCE TRUST (KERIT)
2023 RENEWAL PREMIUM PROJECTIONS

Table with 5 columns: MEMBER, CITY OF MISSION, Class Code, Class Code Description, 2023 Estimated Renewal Payroll, RATE, Manual Premium. Rows include various class codes like 5506 STREETS & ROAD, 7720 POLICE OFFICERS & DRIVERS, etc., and a TOTAL PAYROLL row.

Summary table with 3 columns: Description, Rate, Amount. Rows include Annual Gross Premium, Experience Modification, Total Standard Premium, Premium Discount (11.3%), Experience Modification Discount (2.0%), PLUS Discount (5.0%), Net Premium, Expense Constant, and Total Net Premium (\$ 138,980).

# Workers' Compensation Experience Rating Worksheet

Effective Date: 1/1/2023

Risk ID:

State: **KS**

1	2	3	4	5	6	7	8	9	10	11
CODE	ELR	D - RATIO	PAYROLL	EXPECTED LOSSES	EXP. PRIM. LOSSES	CLAIMDATA # ID	IJ	OF	ACT. INC. LOSSES	ACT. PRIM. LOSSES

\*\*\*\*Kansas

Policy Period: 1/1/2019 to 1/1/2020

Policy #: ERM-6

5506	1.57	0.31	406,503	6,382	1,978	KRT190043	5	F	16,745	16,745
7720	1.22	0.37	1,738,920	21,215	7,849	KRT190121	5	F	42,804	18,500
8810	0.05	0.42	978,004	489	205	KRT190290	5	F	70,317	18,500
8820	0.06	0.37	93,086	56	21	KRT190103	6	F *	232	232
8831	0.62	0.48	77,452	480	231	KRT190124	6	F *	255	255
9015	1.32	0.40	385,881	5,094	2,037	KRT190285	6	F *	333	333
9063	0.38	0.45	765,853	2,910	1,310	KRT190251	6	F *	370	370
9102	1.29	0.39	200,886	2,591	1,011	KRT190292	6	F *	373	373
9410	2.68	0.41	200,886	5,384	2,207	KRT190102	6	F *	478	478
						KRT190164	6	F *	519	519
						KRT190130	6	F *	561	561

Policy Period Totals      4,847,471      44,601      16,850      132,987      56,866

Policy Period: 1/1/2020 to 1/1/2021

Policy #: ERM-6

5506	1.57	0.31	434,966	6,829	2,117	KRT200270	6	F *	423	423
7720	1.22	0.37	1,746,170	21,303	7,882	KRT200269	6	F *	833	833
8810	0.05	0.42	788,565	394	166	KRT200188	6	F *	1,944	1,944
8820	0.06	0.37	91,565	55	20	KRT200267	6	F *	3,612	3,612
8831	0.62	0.48	65,789	408	196					
9015	1.32	0.40	150,932	1,992	797					
9063	0.38	0.45	542,158	2,060	927					
9102	1.29	0.39	350,405	4,520	1,763					
9410	2.68	0.41	477,253	12,790	5,244					

Policy Period Totals      4,647,803      50,352      19,112      6,812      6,812

# Workers' Compensation Experience Rating Worksheet

Effective Date: 1/1/2023

Risk ID:

State: **KS**

1	2	3	4	5	6	7	8	9	10	11
CODE	ELR	D - RATIO	PAYROLL	EXPECTED LOSSES	EXP. PRIM. LOSSES	CLAIMDATA # ID	IJ	OF	ACT. INC. LOSSES	ACT. PRIM. LOSSES

Policy Period: 1/1/2021 to 1/1/2022

Policy #: ERM-6

5506	1.57	0.31	508,482	7,983	2,475	KRT210203	6	F *	208	208
7720	1.22	0.37	1,635,428	19,952	7,382	KRT210117	6	F *	210	210
8810	0.05	0.42	708,785	354	149	KRT210183	6	F *	219	219
8820	0.06	0.37	202,226	121	45	KRT210116	6	F *	2,354	2,354
8831	0.62	0.48	67,039	416	200	KRT210280	6	F *	3,843	3,843
9015	1.32	0.40	201,701	2,662	1,065	KRT210141	6	F *	34,459	18,500
9063	0.38	0.45	613,034	2,330	1,048					
9102	1.29	0.39	278,172	3,588	1,399					
9410	2.68	0.41	403,241	10,807	4,431					

Policy Period Totals      4,618,108      48,214      18,194           41,293      25,335

(D) - (E)

(H) - (I)

0.14		89,010	143,165	54,155	80,909	39,200	145,234	64,325
"W" VALUE		EXPECTED EXCESS	TOTAL EXPECTED	TOTAL EXP. PRIM.	ACTUAL EXCESS	"B" VALUE	TOTAL ACTUAL	TOTAL ACT. PRIM.
A	B	C	D	E	F	G	H	I

# Limited loss.  
s Subrogation  
or other special loss.

16
ARAP
1.01
if applicable

Experience Modification Calculation	11	12	13	14
PRIMARY LOSSES		STABILIZING VALUE	RATABLE EXCESS	ADJUSTED TOTALS
ACTUAL	(I)	(C) X (1 - A) + (G)	(A) X (F)	
	64,325	115,749	11,327	191,401
EXPECTED	(E)	(C) X (1 - A) + (G)	(A) X (C)	
	54,155	115,749	12,461	182,365

15
EXP MOD
(J) / (K)
1.05

\* Rating reflects a decrease of 70 percent medical-only primary and excess loss dollars where ERA is applied, reflected only in totals (F), (H), and (I).

The ARAP surcharge shown is for those states in the rating that have approved the ARAP program. It was calculated based on the general interstate formula and maximum, however, the maximum surcharge may vary by state.



<b>City of Mission</b>	Item Number:	7.
<b>ACTION ITEM SUMMARY</b>	Date:	December 14, 2022
<b>Administration</b>	From:	Brian Scott

Action items require a vote to recommend the item to full City Council for further action.

**RE:** 2023 Property, Casualty and General Liability Insurance Renewals

**RECOMMENDATION:** Authorize the purchase of property and liability insurance with Travelers Insurance Company and cyber-liability insurance from Cowbell for the policy period of January 1, 2023 through December 31, 2023 at an estimated total annual premium not to exceed \$186,415.

**DETAILS:** The City maintains several lines of insurance coverage including property, inland marine, automobile, crime, and general liability with the intent of reducing the City's exposure to risk and protecting assets. The City utilizes CBIZ Insurance Services, a third-party broker, to procure this coverage and provide assistance in matters regarding property and liability insurance throughout the year. Their costs are built into the annual premiums.

The City has maintained insurance coverage with Travelers for the past four years. This year, Travelers submitted a proposal to offer the same lines of coverage for 2023 for a cost of \$168,906, which represents an increase of 16% over the 2022 premiums (\$142,604).

Property insurance experienced the biggest premium increase for 2022. This continues to be the case for 2023. Property coverage has been experiencing industry-wide premium increases due to the frequency and severity of claims. The California wildfires and the Gulf Coast hurricanes are prime examples of the severe weather events that have had an impact on the insurance industry over the past few years. The severe thunderstorm that passed over Iowa in August of 2020 caused over \$7.5 billion in damage making it the costliest thunderstorm to date. Because of this event, and the general propensity for severe thunderstorms in the Midwest, insurance for windstorm and hail damage has become the biggest driver for the increase in property coverage.

Travelers will continue to offer the same level of liability coverage that it has offered for the past few years including a \$2 million limit for each occurrence (total of \$5 million with a \$3 million umbrella policy).

Staff did discuss with the CBIZ the possibility of marketing the City's coverage to other carriers, but there are very few that offer insurance coverage to municipalities. The City used to have coverage with One Beacon, but they no longer offer insurance coverage to municipalities. Therefore, Staff recommends renewing the property and liability insurance coverage for the 2023 policy year with Travelers Insurance Company for a total of \$168,906.

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	Various
Available Budget:	\$174,700 + savings from 2023 Workers Compensation Premiums

<b>City of Mission</b>	Item Number:	7.
<b>ACTION ITEM SUMMARY</b>	Date:	December 14, 2022
<b>Administration</b>	From:	Brian Scott

Action items require a vote to recommend the item to full City Council for further action.

In addition to the coverage lines addressed above, the City has previously purchased cyber-liability insurance coverage through Axis Insurance Company. Cyber-liability insurance provides protection for the City in cases of extortion loss or ransomware loss through a cyber mechanism or accidental loss of confidential data that is stored electronically. It also provides assistance in investigating such losses including legal expenses and public relations expenses.

The insurance market for cyber-liability insurance has become very volatile over the past year. With more and more employees working remotely, corporate networks have become much more susceptible to cyber-attacks. Axis Insurance Company informed the City last year that it would no longer be offering this type of coverage. In researching other options, a number of carriers no longer offer this coverage or only under very stringent requirements. The City was ultimately able to obtain cyber-liability insurance through Cowbell, but at a considerably higher cost. Staff is recommending coverage be secured through Cowbell for coverage in 2023.

#### Premium Comparison - 2020 through 2023

	<b>2020 Travelers/Axis</b>	<b>2021 Travelers/Axis</b>	<b>2022 Travelers/ Cowbell</b>	<b>2023 Travelers/ Cowbell</b>
<b>Base Premium*</b>	\$ 125,394	\$ 140,444	\$ 142,604	\$ 168,906
<b>Cyber Liability</b>	\$ 3,150	\$ 3,623	\$ 17,261	\$ 17,509
<b>Total Premium</b>	\$ 128,544	\$ 144,067	\$ 159,865	\$ 186,415

\*Base Premium includes property, inland marine, liability, auto, and umbrella coverage.

Staff is recommending that the City renew its property and general liability insurance coverage with Travelers for the 2022 policy year in the amount of \$168,906 and cyber-liability with Cowbell for \$17,509.

A total of \$174,700 has been budgeted in the adopted 2023 Annual Budget for this expenditure. The savings realized in the 2023 Workers Compensation coverage through KERIT are sufficient to cover the increased costs of this coverage.

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	Various
Available Budget:	\$174,700 + savings from 2023 Workers Compensation Premiums

<b>City of Mission</b>	Item Number:	7.
<b>ACTION ITEM SUMMARY</b>	Date:	December 14, 2022
<b>Administration</b>	From:	Brian Scott

Action items require a vote to recommend the item to full City Council for further action.

**CFAA CONSIDERATIONS/IMPACTS: N/A**

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	Various
Available Budget:	\$174,700 + savings from 2023 Workers Compensation Premiums



# BUSINESS INSURANCE PROPOSAL



*Presented to:*

**City of Mission**  
6090 Woodson Road  
Mission, KS 66202



## CBIZ PUBLIC ENTITY TEAM

INDIVIDUAL / TITLE	FUNCTIONAL POSITION
<p><b>TEAM LEADER</b>                      Tom McGuire                      Direct Line 816- 945-5293                      Cell 913-307-6048                      Fax 816-897-1127                      E-mail: <a href="mailto:TFMcGuire@CBIZ.com">TFMcGuire@CBIZ.com</a></p>	<p>Your account representative responsible for overall delivery of excellent service.</p>
<p><b>SENIOR ACCOUNT EXECUTIVE</b>                      Erik Hage, CPCU, ARM                      Direct Line: 816-841-4005                      Cell: 612-251-7129                      E-mail: <a href="mailto:ehage@cbiz.com">ehage@cbiz.com</a></p>	<p>Your primary contact and the senior person responsible for coordinating and implementing the activities of the various specialists who will provide for your service needs. This includes the coordination of technical services, program services, claims management and claim reviews.</p>
<p><b>SENIOR ACCOUNT MANAGER</b>                      Nate Byarlay, MBA, ARM, AINS                      Direct Line: 816-945-5514                      Fax 816-897-1222                      E-mail: <a href="mailto:nbyarlay@cbiz.com">nbyarlay@cbiz.com</a></p>	<p>Responsible for day-to-day service activities, correspondence, account file maintenance, certificates, invoicing, financial accounting, etc.</p>
<p><b>ACCOUNT MANAGER</b>                      Anna Rivas                      Direct Line: 816-841-2273                      E-mail: <a href="mailto:anna.rivas@cbiz.com">anna.rivas@cbiz.com</a></p>	<p>Responsible for day-to-day service activities, correspondence, account file maintenance, certificates, invoicing, financial accounting, etc.</p>
<p><b>SENIOR CLAIMS SPECIALIST</b>                      Leslie Plumberg                      Direct Line 816-945-5451                      E-mail: <a href="mailto:leslie.plumberg@cbiz.com">leslie.plumberg@cbiz.com</a></p>	<p>Responsible for the reporting of claims to carriers. Involved in initial submission of claims and follow-up with insurance company claims personnel.</p>

This is a summary of your insurance coverages. It is designed for your convenience. It does not alter or extend coverage in any way. Please consult your insurance contract for specific policy terms, conditions, or exclusions.



## PREMIUM SUMMARY

Coverage	Travelers 2021/2022 Premium	Travelers 2022/2023 Premium	Travelers 2023/2024 Premium Option 1	Travelers 2023/2024 Premium Option 2
Property	\$48,311	\$52,001	\$55,955	\$65,581
Crime	\$1,453	\$1,453	\$1,453	\$1,453
Inland Marine	\$3,272	\$3,129	\$3,773	\$3,773
General Liability	\$19,896	\$19,518	\$19,574	\$19,574
Law Enforcement Liability	\$15,270	\$16,044	\$20,183	\$20,183
Employment Related Practices Liability	\$8,612	\$10,174	\$11,182	\$11,182
Management Liability	\$10,601	\$8,579	\$6,779	\$6,779
Automobile	\$28,759	\$26,258	\$33,215	\$33,215
Umbrella	\$4,595	\$5,496	\$7,166	\$7,166
<b>Package Total</b>	<b>\$140,769</b>	<b>\$142,652</b>	<b>\$159,280</b>	<b>\$168,906</b>
Cyber Liability	\$3,283	\$17,261	\$17,509.08	\$17,509.08
<b>Total</b>	<b>\$144,052</b>	<b>\$159,913</b>	<b>\$176,789.08</b>	<b>\$186,415.08</b>

### *Marketing Report:*

- Glatfelters – Declined – Will not write KS Property
- Intact – Declined – Left Public Entity Space

### *Subjectivities - CYBER:*

- Hazard 3 - Ransom Sublimit - Subjectivity - In order to remove the Ransom Event Sublimit Endorsement it is required to fully implement (1) MFA for email including remote access and (2) MFA for Mission Critical systems including remote access.
- Please provide the intended Policyholder's contact information.
- Cowbell Renewal Application signed and dated within 60 days of the effective date.



# PROPERTY

Company: Travelers Property Casualty Company of America  
 A.M. Best Rating: A++; XV

Policy Period: January 01, 2023– January 01, 2024

Coverage	2022/2023 Limits	2023/2024 Limits	Deductible
Blanket Building & Business Personal Property	\$30,677,965	\$33,093,443	\$10,000
Business Income & Extra Expense	\$1,275,000	\$1,275,000	72 Hours
Earthquake	\$5,000,000	\$5,000,000	\$25,000
Flood (Zones A & V Excluded)	\$5,000,000	\$5,000,000	\$50,000

**Valuation:**

Subject of Insurance	Valuation	Coinsurance
Building	Replacement Cost	N/A
Business Personal Property	Replacement Cost	N/A

**Perils Insured:**

- Direct Physical Loss subject to policy exclusions
- Equipment Breakdown Included

**Policy Extensions:**

- Causes Of Loss – Special
- Personal Property at Undescribed Premises
  - At any “exhibition premises” \$50,000
  - At any other not owned, leased, or regularly operated premises \$50,000
- Utility Services
  - Direct Damage – in any one occurrence \$50,000
  - Coverage is provided for the following:
    - Water Supply
    - Communication Supply
    - Power Supply
- Windstorm/Hail Deductible: 1%, subject to \$50,000 minimum in any one occurrence
- Electronic Vandalism Limitation Endorsement \$10,000

**Equipment Breakdown:**

- Spoilage \$250,000
- Ammonia Contamination \$250,000



## PROPERTY, CONTINUED

- Hazardous Substance \$250,000

### *Particular Coverage:*

- Personal Property in Transit \$50,000
- Accounts Receivable
  - At all described premises \$100,000
  - In transit or at all undescribed premises \$100,000
- Appurtenant Buildings and Structures \$100,000
- Claim Data Expense \$25,000
- Covered Leasehold Interest – Undamaged Improvements & Betterments
  - Lesser of Your Business Personal Property Limit or: \$100,000
- Debris Removal \$250,000
- Deferred Payments \$25,000
- Electronic Data Processing Data and Media \$50,000
- Employee Tools
  - In any one occurrence \$25,000
  - Any one item \$2,500
- Expediting Expenses \$25,000
- Extra Expense \$25,000
- Fine Arts
  - At all described premises \$50,000
  - In transit \$25,000
- Fire Department Service Charge Included
- Fire Protective Equipment Discharge Included
- Green Building Alternatives – Increased Costs
  - Percentage 1%
  - Maximum amount – each building \$100,000
- Green Building Reengineering and Recertification Expense \$25,000
- Limited Coverage for Fungus, Wet Rot or Dry Rot – Annual Aggregate \$25,000
- Loss of Master Key \$25,000
- Newly Constructed or Acquired Property
  - Each Building \$2,000,000
  - Personal Property at Each Premises \$1,000,000
- Non-owned Detached Trailers \$25,000
- Ordinance or Law Coverage \$250,000
- Outdoor Property \$50,000
  - Any one tree, shrub or plant \$2,500
- Outside Signs
  - At all described premises \$100,000
  - At all undescribed premises \$5,000
- Personal Effects \$50,000
- Personal Property at Premises Outside of the Coverage Territory \$50,000
- Personal Property In Transit Outside of the Coverage Territory \$25,000
- Pollutant Cleanup and Removal – Annual Aggregate \$100,000
- Preservation of Property
  - Expenses to move and temporarily store property \$250,000
  - Direct loss or damage to moved property Included
- Reward Coverage 25% of covered loss up to a maximum of \$25,000
- Stored Water \$25,000
- Theft Damage to Rented Property Included





## PROPERTY, CONTINUED

- Undamaged Parts of Stock in Process \$50,000
- Valuable Papers and Records – Cost of Research
  - At all described premises \$100,000
  - In transit or at all undescribed premises \$100,000
- Water or Other Substance Loss – Tear Out and Replacement Expense Included

### *Deluxe Business Income - Additional Coverages & Coverage Extensions:*

- Business Income from Dependent Property
  - At Premises Within the Coverage Territory \$250,000
  - At Premises Outside of the Coverage Territory \$100,000
- Civil Authority
  - Coverage Period 30 days
  - Coverage Radius 100 miles
- Claim Data Expense \$25,000
- Contract Penalties \$25,000
- Extended Business Income
  - Coverage Period 180 days
- Fungus, Wet Rot or Dry Rot - Amended Period of Restoration
  - Coverage Period 30 days
- Green Building Alternatives ~ Increased Period of Restoration
  - Coverage Period 30 days
- Ingress or Egress \$25,000
  - Coverage Radius 1 mile
- Newly Acquired Locations \$500,000
- Ordinance or Law - Increased Period of Restoration \$250,000
- Pollutant Cleanup and Removal - Annual Aggregate \$25,000
- Transit Business Income \$25,000
- Undescribed Premises \$25,000

### *Public Sector Services Additional Coverage Endorsements:*

- Spoilage Coverage Extension \$10,000
- Sewer or Drain Backup Amendment \$50,000
- Public Entity Property Extensions
  - Confiscated Property \$100,000
  - Street Lights – each item \$2,500
  - Street Lights – maximum per occurrence \$50,000
  - Street Signs – each item \$2,500
  - Street Signs – maximum per occurrence \$50,000
  - Traffic Signs and Lights – each item \$2,500
  - Traffic Signs and Lights – maximum per occurrence \$50,000
  - Stadium Lights – per occurrence \$2,500
  - Stadium Lights – maximum per occurrence \$50,000



## INLAND MARINE

Company: Travelers Property Casualty Company of America  
 A.M. Best Rating: A++; XV

Policy Period: January 01, 2023 – January 01, 2024

Coverage	Limit	Deductible
Scheduled Contractors Equipment	\$665,184	\$1,000
Unscheduled Contractors Equipment	\$100,000	\$1,000
Leased, Rented or Borrowed	\$100,000	\$1,000
Scheduled Property	\$260,538	\$1,000

**Valuation:**

Subject of Insurance	Valuation	Coinsurance
Equipment	Actual Cash Value	80%

**Perils Insured:**

- Direct Physical Loss subject to policy exclusions

**Other Terms and Conditions:**

- Coverage Extensions
  - Fire Protective Systems: \$75,000
  - Newly Acquired Property: \$25,000
  - Preservation Of Property Expense: \$5,000
  - Valuable Papers and Records: \$50,000
  - Business Personal Property In Job Trailers: \$10,000
  - Document And Data Restoration Costs: \$50,000
  - Fire Protective Systems: \$75,000
  - Hauling Property Of Others: \$100,000
  - Newly Acquired Equipment - Per Item: \$250,000
  - Rental Costs:
    - Any One Item: \$5,000
    - Any One Occurrence: \$25,000
  - Upgrades To Covered Property: \$25,000
- Additional Coverages
  - Claim Data Expense: \$5,000
  - Debris Removal Increased Limit: \$75,000
  - Fire Or Police Department Service Charge: \$25,000
  - Pollutant Cleanup And Removal: \$25,000
  - Reward Coverage: \$2,500
  - Claim Data Expenses: \$5,000



## INLAND MARINE, CONTINUED

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- Continuing Rental Payments:
  - Any One Item:\$5,000
  - Any One Occurrence: \$25,000
- Contract Penalty: \$25,000
- Debris Removal Increased Limit: \$75,000
- Employee Tools, Equipment And Clothing:
  - Any One Item: \$1,000
  - Any One Employee: \$2,500
  - Any One Occurrence: \$5,000
- Errors Or Unintentional Omissions: \$100,000
- Expediting Expenses: \$25,000
- Expendable Supplies: \$10,000
- Fire Or Police Department Service Charge: \$25,000
- Lost Warranty Or Service Contract: \$10,000
- Pollutant Clean Up And Removal: \$25,000
- Preservation Of Property Expense: \$50,000
- Reward Coverage: \$2,500
- Tracking System Deductible Waiver Amount: \$10,000



# CRIME

Company: Travelers Property Casualty Company of America  
 A.M. Best Rating: A++; XV

Policy Period: January 01, 2023 – January 01, 2024

Coverage Form: Discovery

Coverage	2022/2023 Limits	2023/2024 Limits	Deductible
Employee Theft	\$500,000	\$500,000	\$2,500
Forgery & Alteration	\$100,000	\$100,000	\$2,500
Computer Fraud	\$100,000	\$100,000	\$2,500
Funds Transfer Fraud	\$100,000	\$100,000	\$2,500



## GENERAL LIABILITY

Company: The Charter Oak Fire Insurance Co  
 A.M. Best Rating: A++; XV

Policy Period: January 01, 2023 – January 01, 2024

Coverage Form: Occurrence

### Limits of Liability:

Coverage	Limits
General Aggregate (other than Products/Completed Operations)	\$2,000,000
Products & Completed Operations Aggregate	\$2,000,000
Each Occurrence – Bodily Injury & Property Damage	\$2,000,000
Personal & Advertising Injury	\$2,000,000
Damage to Premises Rented to You – Any One Premises	\$1,000,000
Medical Expenses - Any one person	Excluded
Sewage Back-Up Limit	Excluded
Each Abuse or Molestation Offense	\$1,000,000
Abuse or Molestation – Aggregate	\$2,000,000
GL Deductible (Per Claim or Per Occurrence)	Nil
Kansas Each Occurrence Statutory Cap	\$500,000

### Rating Basis:

2022/2023 Expenditures	2023/2024 Expenditures
\$24,011,195	

### Standard Exclusions (refer to policy for full listing):

- Professional Liability, Pollution, Care, Custody and Control, Workers Compensation, Automobile, War, Nuclear, Criminal Acts, Asbestos, Mold, Employment Practices Liability, Fungus, Lead, Bacteria, Subsidence, EIFS, and Silica, Injury to Volunteer Firefighters



## PUBLIC ENTITY LIABILITY

Company: The Charter Oak Fire Insurance Co  
 A.M. Best Rating: A++; XV

Policy Period: January 01, 2023 – January 01, 2024

Coverage Form: Claims Made

### Employee Benefits Liability:

Coverage	Limits
Aggregate Limit	\$3,000,000
Each Wrongful Act	\$1,000,000
Retroactive Date	01/01/1986
Deductible	\$1,000

### Public Officials Errors & Omissions:

Coverage	Limits
Aggregate Limit	\$2,000,000
Each Wrongful Act	\$2,000,000
Retroactive Date	01/01/1986
Deductible	\$5,000

### Employment Practices Liability:

Coverage	Limits
Aggregate Limit	\$2,000,000
Each Wrongful Act	\$1,000,000
Retroactive Date	01/01/1986
Deductible	\$5,000

#### Terms and Conditions

- Wrongful Act Batch Language
- Duty to Defend
- Workplace Violence Expenses Limit \$250,000
- Non-Employment Related Sexual Harassment Endorsement
- Limited Special Expenses Aggregate Limit - Key Employees: \$50,000
  - Limited Special Expenses Participation Percentage - Key Employees: 10%
- Defense Expenses Reimbursement Limit - Aggregate: \$25,000; Each Wrongful Act: \$25,000
- Injunctive Relief Each Wrongful Act Participation Amount: 10%



## PUBLIC ENTITY LIABILITY, CONTINUED

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- Who is An Insured is extended to include
  - Employees, Volunteers, Operating Authorities, Board, Commission, Districts, or any other Governmental Units, provided that you operate, control and fund said unit
  - Current or Previously Elected or Appointed Officials
- Employment Practices Offense(s) means:
  - Demotion or failure to promote
  - Wrongful termination
  - Negligent hiring or supervision
  - Retaliation
  - Coercing an employee or volunteer to commit an unlawful act of omission
  - Work-related harassment or sexual harassment
  - Employment-related libel, slander, invasion of privacy, defamation, humiliation, or misrepresentation
  - Other work-related verbal, physical, mental or emotional abuse arising from discrimination

***Claims Made Notice:***

*Except to such extent as may otherwise be provided herein, the coverage of this policy is generally limited to liability for only those claims that are first made against the insureds during the policy period and reported in writing to the insurer pursuant to the terms herein.*



## LAW ENFORCEMENT LIABILITY

Company: The Charter Oak Fire Insurance Co  
 A.M. Best Rating: A++; XV  
 Policy Period: January 01, 2023 – January 01, 2024  
 Coverage Form: Claims Made

Coverage	Limits
Aggregate Limit	\$2,000,000
Each Wrongful Act	\$1,000,000
Retroactive Date	01/01/1986
Deductible	\$5,000
Kansas Statutory Cap	\$500,000

***Terms and Conditions***

- Duty to Defend
- Broad Knowledge of Occurrence
- Law Enforcement Wrongful Act(s) means any actual or alleged act, error, misstatement, misleading statement, omission, neglect or breach of duty by an insured arising from a law enforcement activity

***Claims Made Notice:***

*Except to such extent as may otherwise be provided herein, the coverage of this policy is generally limited to liability for only those claims that are first made against the insureds during the policy period and reported in writing to the insurer pursuant to the terms herein.*





# AUTOMOBILE

Company: The Travelers Indemnity Company Of America  
 A.M. Best Rating: A++; XV

Policy Period: January 01, 2023 – January 01, 2024

Coverage	Symbol	Limits
Bodily Injury & Property Damage - Combined Single Limit	1	\$1,000,000
Medical Payments – Each Person	2	\$5,000
Uninsured/Underinsured Motorist	2	\$1,000,000
Physical Damage - Comprehensive	2, 8	\$1,000
Physical Damage – Collision	2, 8	\$1,000
Kansas Statutory Cap	\$500,000	

Symbol	Description Of Covered Auto Designation Symbols	
1	Any "Auto"	
2	Owned "Autos" Only	Only those "autos" you own (and for Covered Autos Liability Coverage any "trailers" you don't own while attached to power units you own). This includes those "autos" you acquire ownership of after the policy begins.
3	Owned Private Passenger "Autos" Only	Only the private passenger "autos" you own. This includes those private passenger "autos" you acquire ownership of after the policy begins.
4	Owned "Autos" Other Than Private Passenger "Autos" Only	Only those "autos" you own that are not of the private passenger type (and for Covered Autos Liability Coverage any "trailers" you don't own while attached to power units you own). This includes those "autos" not of the private passenger type you acquire ownership of after the policy begins.
5	Owned "Autos" Subject To No-fault	Only those "autos" you own that are required to have no-fault benefits in the state where they are licensed or principally garaged. This includes those "autos" you acquire ownership of after the policy begins provided they are required to have no-fault benefits in the state where they are licensed or principally garaged.
6	Owned "Autos" Subject To A Compulsory Uninsured Motorists Law	Only those "autos" you own that because of the law in the state where they are licensed or principally garaged are required to have and cannot reject Uninsured Motorists Coverage. This includes those "autos" you acquire ownership of after the policy begins provided they are subject to the same state uninsured motorist's requirement.
7	Specifically Described "Autos"	Only those "autos" described in Item Three of the Declarations for which a premium charge is shown (and for Covered Autos Liability Coverage any "trailers" you don't own while attached to any power unit described in Item Three).
8	Hired "Autos" Only	Only those "autos" you lease, hire, rent or borrow. This does not include any "auto" you lease, hire, rent or borrow from any of your "employees", partners (if you are a partnership), members (if you are a limited liability company) or members of their households.
9	Non-owned "Autos" Only	Only those "autos" you do not own, lease, hire, rent or borrow that are used in connection with your business. This includes "autos" owned by your "employees", partners (if you are a partnership), members (if you are a limited liability company) or members of their households but only while used in your business or your personal affairs.



## AUTOMOBILE, CONTINUED

**Rating Basis:**

	2022/2023 Number of Units	2023/2024 Number of Units
Autos	40	44
Trailers	7	3

**Standard Exclusions:**

- Expected or Intended Injury, Contractual, Workers Compensation, Employers Liability, Fellow Employee, Care, Custody and Control, Handling of Property, Movement of Property by Mechanical Device, Completed Operations, Pollution, War, Racing, Nuclear.

**Policy Extensions:**

- Hired Auto Physical Damage
  - Comprehensive/Collision deductibles: \$1,000/\$1,000
- Public Entity Auto Extension
- Number of Autos (excluding Trailers): 44
- Number of Trailers: 3



## UMBRELLA

Company: Travelers Property Casualty Company of America  
 A.M. Best Rating: A++; XV

Policy Period: January 01, 2023 – January 01, 2024

Coverage	Limits
General Aggregate	\$3,000,000
Each Occurrence	\$3,000,000
Self-Insured Retention	\$10,000
Crisis Management Service Expenses	\$50,000
Defense Coverage	Outside Limits

Underlying Policies and Limits:	
<b>General Liability</b>	
Each Occurrence	\$2,000,000
General Aggregate Limit	\$2,000,000
Products & Completed Operations Aggregate	\$2,000,000
Personal & Advertising Injury	\$2,000,000
<b>Public Officials Errors &amp; Omissions</b>	
Each Claim	\$2,000,000
Aggregate Limit	\$2,000,000
<b>Public Officials Employment Practices Liability</b>	
Each Claim	\$1,000,000
Aggregate Limit	\$2,000,000
<b>Public Officials Employee Benefits Liability</b>	
Each Claim	\$1,000,000
Aggregate Limit	\$3,000,000
<b>Law Enforcement Liability</b>	
Each Claim	\$1,000,000
Aggregate Limit	\$2,000,000
<b>Auto Liability</b>	
Combined Single Limit	\$1,000,000

**Standard Exclusions:**

- Professional Liability, Care, Custody & Control (Real & Personal Property), Mold, Lead, Asbestos, Pollution, Subsidence, Employment Practices Liability, Criminal Acts, Nuclear, War, Workers Compensation, Fungus.



# CYBER LIABILITY

Company: Obsidian Specialty Insurance Company

A.M. Best Rating A-; VII

Policy Period: January 05, 2023 – January 01, 2024

Coverages	2022/2023 Limits	2023/2024 Limits
Aggregate Limit	\$1,000,000	\$1,000,000
<b>Liability Expense</b>		
Enterprise Security Event Liability	Included	Included
Website Media Liability	Included	Included
Privacy Regulation	Included	Included
Liability Costs	\$1,000,000	\$1,000,000
PCI Costs	\$1,000,000	\$1,000,000
Regulatory Costs	\$1,000,000	\$1,000,000
Deductible	\$25,000	\$25,000
Retro Active Period	Full Prior Acts	Full Prior Acts
<b>First Party Expense</b>		
Crisis Management Expense	Included	Included
Public Relations Expense	Included	Included
Forensic and Legal Expense	Included	Included
Cowbell Breach Fund	\$1,000,000	\$1,000,000
Data Restoration Costs	\$1,000,000	\$1,000,000
Extortion Costs	\$1,000,000	\$1,000,000
Business Impersonation Costs	\$1,000,000	\$1,000,000
Reputational Harm Expense	\$500,000	\$500,000
Deductible	\$25,000; Except Reputational Harm Expense 24 Hours	\$25,000; Except Reputational Harm Expense 24 Hours
Retro Date	01/05/2022	01/05/2022

*Revenue: \$24,167,374*

*# of Employees: 65*

**Amendatory Endorsements:**

- BIPA Exclusion Endorsement
- Cyber Terrorism Amendatory Endorsement
- Ransom Event Sublimit Endorsement \$100,000; Deductible \$25,000

**Policy Extensions:**

- California Consumer Privacy Act \$1,000,000; Deductible \$25,000
- General Data Protection Regulation (GDPR) Endorsement \$1,000,000; Deductible \$25,000



## CYBER LIABILITY, CONTINUED

- Utility Fraud Attack \$100,000; Deductible \$25,000
- Media Liability Endorsement

Coverages	2022/2023 Limits	2023/2024 Limits
<b>First Party Loss</b>		
Extortion Loss	\$1,000,000	\$1,000,000
Ransomware Loss	\$500,000	\$500,000
Social Engineering Fraud Loss	Included in Cyber Crime	Included in Cyber Crime
Telecommunications Theft Loss	Included in Cyber Crime	Included in Cyber Crime
Cyber Crime Coverage	\$100,000	\$100,000
Data Recovery Expense	\$1,000,000	\$1,000,000
Business Interruption Loss	\$1,000,000	\$1,000,000
Contingent Business Interruption Loss	\$1,000,000	\$1,000,000
System Failure	\$1,000,000	\$1,000,000
Bricking Costs	\$1,000,000	\$1,000,000
Criminal Reward Costs	\$100,000	\$100,000
Deductible	\$25,000; 24 Hours; except Criminal Reward Costs	\$25,000; 24 Hours; except Criminal Reward Costs

**Policy Definitions:**

- **Liability Expense**
  - Liability Costs
    - Defense expenses
    - Monetary damages the insured becomes legally obligated to pay including pre-judgment interest, post judgment interests, judgments or settlements
    - Punitive, exemplary, or multiplied damages but only to the extent such damages are insurable under the applicable law most favorable to the insurability of such damages
  - PCI Costs
    - Coverage for amounts the insured is legally obligated to pay under a Payment Card Services Agreement including:
      - Monetary assessments
      - Fines
      - Penalties
      - Chargebacks
      - Reimbursements
      - Fraud recoveries
      - Forensic investigation
      - Costs in connection with PCI DSS compliance audit
  - Regulatory Costs
    - Coverage for any amount the insured is legally required to deposit in a fund for the payment of consumers fines or penalties imposed by a federal, state or foreign governmental entity due to a privacy incident



## CYBER LIABILITY, CONTINUED

### *Policy Definitions:*

- **First Party Expense**
  - Cowbell Breach Fund
    - Coverage for losses and expenses directly associated with recovery activities after a cyber incident, including:
      - Incident response, investigation, forensics, crisis management, notification to customers, call center services, overtime salaries, post-event monitoring services including credit monitoring and healthcare records remediation for impacted customers
  - Data Restoration Costs
    - Coverage for the cost to replace, restore, recreate or recover data residing on an insured's computer system that is compromised as a direct result of a network security incident.
    - If such data cannot be replaced, restored, recreated or recovered then data restoration is limited to the costs associated with that determination.
  - Extortion Costs
    - Coverage for losses from a privacy incident or network security incident resulting from a credible threat or series of threats, such as a ransomware attack.
    - Includes expenses to investigate the cause of an extortion threat and the payment amounts, including the actual costs to execute such payment.
  - Business Interruption Costs
    - Coverage for the costs to inform potentially impacted parties (individuals, vendors or suppliers) of fraudulent communications where a third party impersonated the insured to deceive them or any vendor or supplier into sharing credentials or protected information.
  - Reputational Harm Expense
    - Coverage for the income loss that the insured sustains during a period of indemnity that directly results from a communication via any medium specifically arising from an actual or alleged incident that threatens to, or actually does negatively harm the insured's reputation.
- **First Party Loss**
  - Business Interruption Loss
    - Coverage for the income loss and extra expenses due to the actual and measurable interruption or degradation in performance of the insured's computer system.
    - This would also include a voluntary shutdown of the insured's computer system when such action is taken to minimize, avoid or reduce further damage as a result of a covered incident.
  - Contingent Business Interruption Loss
    - Coverage for income loss and extra expenses due to the actual and measurable interruption or degradation in performance of a service provider's computer system.
    - This would also include a voluntary shutdown of computer systems when such action is taken to minimize, avoid or reduce further damage as a result of a covered incident.
  - System Failure
    - Coverage for the income loss and extra expenses due to a system failure which causes the actual and measurable interruption, suspension, failure, degradation or delay in performance of the insured's computer system.
  - Bricking Costs
    - Coverage for the reasonable and necessary costs, subject to the insurer's prior consent, to replace, remediate or improve the insured's computer system.
    - Costs must be incurred as a direct result of a network security incident.



## PAYMENT PLANS & TERMS

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*Payment of Premiums:*

If your policies are billed by CBIZ and not directly from the carrier, payment is due the later of the effective date or 30 days after the invoice date.

For certain policies, normal credit terms are not available and payment must be received **before** the insurance carrier will issue your policy. Your Service Team will inform you of such exceptions.



## CLAIMS-MADE POLICIES

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### OCCURRENCE VERSUS CLAIMS MADE COVERAGE.

Insurance written on an occurrence form provides coverage for events or wrongful acts solely occurring during the policy period. The claim from the wrongful act can be brought in the future after the policy expires and still have coverage respond. For example, if you buy an auto policy that is valid for one year, then it will cover an accident that happens during that one-year period, even if a lawsuit isn't filed until after the policy has already expired. On the other hand, **coverage is triggered for a claims-made insurance policy only when a claim is first reported during the policy period**, even if the injury actually occurred prior to the inception date of the insurance policy. Conversely, if the injury occurs during the policy period and a claim isn't reported until after the policy has expired, then the policy will not provide coverage. Management liability and professional liability policies are typically on claims-made forms. The common exceptions are media liability and health care professional liability, which tend to be on occurrence forms.

### WHAT IS A "RETROACTIVE DATE"?

Claims-made policies also often contain a retroactive date that specifies the earliest point in time for which the insurance will provide coverage. The coverage applies to actual or alleged wrongful acts from the retroactive date forward. Only injuries or wrongful acts occurring after the retroactive date will be covered by a claims-made policy.

### WHAT IS A "CONTINUITY DATE"?

This is synonymously called the "prior and pending litigation date." Similar to a retroactive date, this feature sets a date in time for prior or active litigation but not wrongful acts. This clause will state that any litigation of any type that initiated prior to the continuity date will not be covered, even if the allegations were not part of a potentially covered claim. Many claims can evolve from one type to another. For example, a pollution event could harm the value of a corporation and evolve into a Directors & Officers Liability claim, or a Privacy Litigation claim could evolve into a Directors and Officers Liability claim. This date is typically set as the date the named insured first bought a type of insurance policy. When moving coverage from one insurer to another, it is critical to maintain your continuity date.

### WHAT IS A "CLAIM"?

Often a claims-made policy will define the term "claim" quite broadly to include much more than just a lawsuit. Many policies define "claim" to include written demands for damages as well as proceedings such as arbitration, administrative (such as those brought by the SEC or EEOC), regulatory, mediation and civil proceedings. The language of each particular policy will govern what constitutes a claim. If you receive a demand or threat of any kind, however, and are unsure what to do, then contact your insurance agent or your insurance company promptly.

### DOES THE INSURANCE HAVE A CLAIM REPORTING REQUIREMENT?

Claims-made policies require that claims must be reported to the insurance company before the insurer will respond to the claim. Obviously the insurer's participation in the claim process often cannot begin until the claim is reported. Claims should be reported promptly to preserve your rights under the policy. The insurer will often reserve their rights to cover any defense expenses incurred prior to their receipt of the claim. They will need to consent to any expenses if you wish to have those expenses insured. Different policies set different time periods for reporting claims. For example, claims normally must be reported as soon as practicable within the policy period. Other policies offer a limited grace period after the policy expiration for up to 30 or 60 days. In some instances this grace period is only provided if coverage is discontinued. If coverage is continuous – the policy was renewed with the same insurer or a new insurer – the claim will be made on the next policy assuming you have backdated both the retroactive date and the continuity date to match the preceding policy. You should consult the specific language of your policy to verify your reporting requirements. Your insurance broker should also be able to offer assistance.





## CLAIMS-MADE POLICIES, CONTINUED

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**Failure to report a claim within the period set by the policy can seriously prejudice your rights under the policy, including an outright coverage denial by the insurer.**

### DO YOU HAVE THE RIGHT TO REPORT A CIRCUMSTANCE THAT IS NOT YET A “CLAIM”?

Many policies now provide you with the ability to report a circumstance that could give rise to a claim prior to receiving an actual claim. This provision enables you to report potential claims or circumstances under the policy for protection in the event such circumstances eventually evolve into claims.

**We recommend reporting known circumstances anytime you are considering changing insurers so you are less likely to have complications with a new insurer. It is also recommended to send notice of potential circumstances prior to your policy expiration so you can preserve the limits of your next policy for new and unknown claims.**

### WHAT IS A DUTY TO DEFEND POLICY?

A duty to defend policy allows the insured to tender the defense of a claim to the insurance company. The insurance company will select counsel and control the defense of the claim. Typically a duty to defend policy form obligates the insurance company to provide a defense if coverage is applicable to any of the allegations in the claim.

### A NON-DUTY TO DEFEND

A policy that allows the insured to select its own counsel and defense costs may be advanced or reimbursed by the insurance company. If there are matters that the insurer deems uninsurable under the terms of the policy, they will have the ability to allocate their reimbursement based upon covered and uncovered loss on an ongoing basis.

### WHAT IS A HAMMER CLAUSE?

The “hammer clause” is also called the consent to settle clause. Many insurers have a provision that says that if the plaintiff offers to settle for a certain amount, the maximum the insurer will pay is that offered amount plus expenses paid up to the date of the settlement offer. It is their way to encourage the named insured to make a business decision to resolve the claim and move on to other business. The insured can continue to fight the claim for whatever reason, but not with the insurer’s money. Many carriers now offer “softened” consent to settlement provisions of 50/50, 75/25 or 80/20. Such softened clauses allow the carrier to contribute to settlements and/or defense costs at the specified percentage (i.e. 50/50 = 50% allocated to carrier, 50% at insured’s expense). Some carriers will consider deleting the provision in its entirety.

### SUMMARY

For a claims-made policy to cover an otherwise covered claim (per the definitions and exclusions in your policy), the following conditions will apply:

- 1) The injury, damage or alleged wrongful act must occur after the retroactive date;
- 2) The claim for that injury, damage or wrongful act must be made against the insured during the policy period; and
- 3) The claim must be reported to the insurer within the time specified.

**It is advisable to report all claims and potential claims during the policy period to reduce coverage limitations based upon missing the claims reporting deadline. The most common reason for denial of coverage is late or improper reporting.**



## COMPENSATION DISCLOSURE

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The purpose of this disclosure is to explain to you how we are compensated for our work.

### Compensation Disclosure – Commission Only Basis

For the placement and service of your insurance program, CBIZ will receive commission-based compensation from selected insurance companies and/or wholesale intermediaries.

CBIZ Insurance Services has been and will continue to be committed to acting in our client's best interest by providing services and products that meet our clients' needs as communicated to CBIZ. From time to time, CBIZ may participate in agreements with one or more insurance companies or third party vendors, in connection with the insurance related transactions, to receive additional compensation or consideration. These compensation arrangements are provided to CBIZ as a result of the performance and expertise by which products and services are provided to the client and may result in enhancing CBIZ's ability to access certain markets and services on behalf of CBIZ clients. More information regarding these agreements and the consideration received pursuant to these agreements is available upon written request.



# NON-ADMITTED CARRIERS (SURPLUS LINES) NOTICE

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“Non-admitted Carriers” were developed for high-risk or unique exposures which conventional companies refuse to supply. A “Non-admitted Carrier” is not supported by state guarantee funds, meaning that if they fail, your premium and your insurance are probably lost. “Non-admitted Carriers” are generally not subject to regulation by your individual state insurance department therefore, the financial rating for a “Non-admitted Carrier” is of importance. A surplus lines tax will be applied according to the state of domicile.

Coverage	Carrier
Cyber	Obsidian Specialty Insurance Company

This proposed insurance coverage is being quoted to you under your State’s Surplus Lines Insurance Act. The insurer is an eligible Surplus Lines Insurer, but is not otherwise licensed by your State.

In case of insolvency of the insurer after you purchase the proposed insurance coverage, payment of claims is not guaranteed.

For an overview of each state’s provisions, go to:  
<https://www.ncigf.org/resources/guaranty-fund-laws-and-law-summaries/>

*This policy is not included for coverage under your State’s Insurance Guaranty Association.*



## A.M. BEST COMPANY RATING INFORMATION

Each year the A.M. Best Company reviews the financial status of thousands of insurers, culminating the assignment of Best's ratings. These ratings reflect their current opinion of the relative financial strength and operating performance of an insurance company in comparison to the norms of the property/casualty insurance industry. Ratings are assigned after extensive analysis measuring the performance of each company in such vital areas as: Competency of Underwriting, Control of Expenses, Adequacy of Reserves, Soundness of Investments, and Capital Sufficiency.

**Rating Guide:**

A++, A+ (Superior)	A & A- (Excellent)	B++, B+ (Good)
B, B- (Fair)	C++, C+ (Marginal)	C, C- (Weak)
D (Poor)	E (Under Regulatory Supervision)	F (In Liquidation)

**Financial Size Category:** (In \$000 of Reported Policyholders' Surplus Conditional Reserve Funds)

I	Less than 1,000	VIII	100,000 to 250,000
II	1,000 to 2,000	IX	250,000 to 500,000
III	2,000 to 5,000	X	500,000 to 750,000
IV	5,000 to 10,000	XI	750,000 to 1,000,000
V	10,000 to 25,000	XII	1,000,000 to 1,250,000
VI	25,000 to 50,000	XIII	1,250,000 to 1,500,000
VII	50,000 to 100,000	XIV	1,500,000 to 2,000,000
		XV	2,000,000 or greater



## TERRORISM NOTICE

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On January 12, 2015, the President signed into law the Terrorism Risk Insurance Program Reauthorization Act of 2015.

This Act amends the Terrorism Risk Insurance Act of 2002 (TRIA) to extend the Terrorism Insurance Program through December 31, 2020, with modifications.

### Modifications include:

- a. A change in the federal share of payments beginning on January 1, 2016, for acts of terrorism, to be reduced annually to 80% of insured losses.
- b. Specifies the aggregate industry insured losses resulting from certified acts of terror will, beginning calendar years 2015-2019, trigger the federal share of compensation under the Program as: (1) \$100 million for 2015; (2) \$120 million for 2016; (3) \$140 million for 2017; (4) \$160 million for 2018, (5) \$180 million for 2019; and (6) \$200 million for 2020 and thereafter.
- c. Revises requirements for mandatory recoupment from insurers and the formula used to determine the insurance marketplace aggregate retention amount.
- d. Redefines "an act of terrorism" as one that is certified as such by the Secretary of the Treasury in consultation with the Secretary of Homeland Security (previously, in concurrence with the Secretary of State).

We encourage you to visit GovTrack.us for a detailed summary of the reauthorization act.

<https://www.congress.gov/116/plaws/publ94/PLAW-116publ94.pdf>

[https://content.naic.org/cipr\\_topics/topic\\_terrorism\\_risk\\_insurance\\_act\\_tria.htm](https://content.naic.org/cipr_topics/topic_terrorism_risk_insurance_act_tria.htm)



## IMPORTANT ISSUES – PLEASE READ

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The property and liability limits that we illustrate in this proposal are options only. We can provide additional alternative limit options if you request. The selection of limits is solely your decision.

Our relationship with you is based on trust and we do our best to make no representation that would mislead anyone about any aspect of the products or services we offer. We value your trust. Therefore, we will continue to do all that we can to fully represent you in the insurance market place.

### Loss Control

Loss control is a daily responsibility of your management. Our visits are not a substitute for your own loss control program. Recommendations are developed from conditions observed at the time of our visit. They do not include every possible loss potential, code violation, or exception to good practice.

Our inspections, reports and recommendations are provided to assist in your efforts to establish and maintain a safe workplace and do not warrant workplace safety or compliance with applicable laws, regulations or standards. Our observations and suggestions are not a substitute for legal advice. You are encouraged to seek appropriate legal counsel when implementing a program or process to maintain a comprehensive workplace safety program.

### FEMA Flood Zone

If Flood coverage is included in this proposal it is based on information regarding the FEMA Flood zone determination for your property that is currently available to the proposed insurance carrier. Such determinations are subject to change at any time and CBIZ cannot be held responsible for any changes in the flood zone determination reflected herein subsequent to the date of this proposal.

Consider buying flood and earthquake coverage. Neither flood loss nor earthquake loss are covered under standard property policies. All of us have exposure to floods, sewer backup and earthquakes.

### State Assessments and Surcharges

Your policy may be subject to state assessments and surcharges that may alter your base premium. Although we routinely try to gather this information in the quotation process, it is not always available.

### Claim Reporting Requirements

Changing market conditions have had an adverse effect on many carriers' claim reporting terms and conditions. Many policy forms now include verbiage that severely restricts or negates coverage should a carrier not be immediately notified of a claim or potential claim. Refer to your policies for a more complete explanation of your carrier's reporting requirements.

### Confidentiality

We will treat information you provide us in the course of our professional relationship as confidential and will use it only in performing services for you. We may share this information with third parties as may be required to provide services. We may also disclose this information to the extent required to comply with applicable laws or regulations or the order of any court or tribunal. Records you provide us will remain your property and will be returned to you upon request. You will treat any information we provide to you, including data, recommendations, proposals or reports as confidential, and you will not disclose it to any third parties. You may disclose this information to the extent required to comply with applicable laws or regulations or the order of any court or tribunal. We retain the sole rights to all of our propriety computer programs, systems, methods and procedures and to all files developed by us.



## IMPORTANT ISSUES, CONTINUED

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### Payment of Premiums

If your policies are billed by CBIZ and not directly from the insurance carrier, payment is due the later of the effective date or 30 days after the invoice date.

### Premium Financing

You may choose to use a premium finance company in connection with the insurance coverages we place for you or the services we provide to you. Premium finance options are not always available. Where permitted by law, we may receive a fee for the administrative services we provide those companies. These services include processing the premium finance applications and marketing and sales support they do not have.

### Vacancy Restrictions

Most property insurance policies restrict coverage on buildings that have been vacant beyond a specified period of time (usually 30 or 60 days). For example, a standard commercial property policy does not cover losses arising from vandalism, sprinkler leakage (unless the system has been protected from freezing), building glass breakage, theft, or attempted theft if the building where the loss occurs has been vacant for more than 60 consecutive days before the loss. Recovery for other insured losses is reduced by 15 percent under the same circumstances. It is also important to be aware of the policy's definition of "vacancy." Under a standard commercial property policy, if the insured is a building owner or general lessee, a building is considered vacant unless at least 31 percent of its total square footage is used by the building owner, a lessee, or a sub lessee to conduct their customary operations. If the insured is a tenant, the vacancy provision applies only to the space leased to the insured, and this space is considered vacant when it does not have enough contents for the insured to carry on normal business operations.

### Exposure Changes

In evaluating your exposures to loss, we are dependent upon information provided by you. You ultimately choose the values elected. If there are any areas that need to be evaluated prior to binding coverage, or should any of your exposures change after coverage is bound, such as the beginning of new operations, hiring employees in new states, buying additional property, autos, equipment, etc., please let us know so coverage can be discussed. While we will strive to place your insurance with reputable, highly rated companies, we cannot guarantee the financial stability of an insurance company.

***In order to ensure that your important changes are properly communicated, the binding or altering of coverage must be confirmed in writing by agency personnel.***

The changes in exposure that have an impact on your insurance program include, but are not limited to, those listed below:

1. Changes to any operation such as expansion to other state, new products, etc.
2. Mergers and/or acquisitions of new companies
3. Any assumed contractual liability, granting of indemnities, or hold harmless agreements
4. Circumstances which may require an increase in liability insurance limits
5. Any changes to fire or theft protection, such as installation or disconnection of sprinkler system, burglar alarms, etc. This includes alterations to same.
6. Any changes to scheduled equipment such as contractors' equipment, computer equipment, etc.
7. Property, of yours that is in transit, unless we have previously arranged for this insurance.
8. Any changes in existing premises including vacancy, whether temporary or permanent, alterations, demolition, etc. Also, any new premises purchased, constructed, or occupied.
9. Any new exposures or plans for foreign travel or operations

**Please notify us throughout the year of changes to your business that may affect your exposure to risk. Failure to do so may result in uncovered losses.**



# ORDER TO BIND

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Please bind the coverage

           As set forth in the quotes recommended by CBIZ Insurance Services, Inc.

Or

           As follows:

(Insert complete instructions for binding including carrier, limits, options, etc.)

**City of Mission, KS**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_





<b>City of Mission</b>	Item Number:	8.
<b>ACTION ITEM SUMMARY</b>	Date:	December 14, 2022
<b>ADMINISTRATION</b>	From:	Brian Scott

Action items require a vote to recommend the item to full City Council for further action.

**RE:** Renewal of Interlocal Agreement with Johnson County for IT Support Services

**RECOMMENDATION:** Approve the Interlocal Agreement for IT Services with Johnson County through December 31, 2023 in an amount not to exceed \$69,929.06.

**DETAILS:** Since 2011, the City has maintained an agreement with Johnson County to provide information technology (IT) services and support for the various City departments. The City originally partnered with Johnson County as part of ongoing efforts to reduce IT costs, streamline City services and strengthen intergovernmental relationships. The partnership provides Mission with cost-competitive access to the County's specialized IT staff.

IT services include application and data management support; network monitoring, security, and support; help desk; and general IT project support.

The 2022 agreement was for \$64,720.25. The 2023 agreement is \$69,929.06, an 8% increase. The cost is broken out between the Police Department, which has some unique IT needs, and the rest of the City.

General City (includes City Hall, PW, Comm Ctr):	\$26,970.53
Police:	\$42,958.53
<b>Total 2021:</b>	<b>\$69,929.06</b>

This past year, the County's staff has assisted the City with deployment of new laptops, replacement of a firewall for the Police Department portion of the network, and most recently, made upgrades to Laserfiche, the City's document management software

The 2023 budget includes a total of \$100,000 for Computer Services. This budget typically covers both technical support and software/hardware upgrades that may be necessary, as well as other computer related services beyond what the County provides. The total estimated costs are within established budget parameters.

Staff recommends renewal of the agreement with Johnson County for IT Services through December 31, 2023 in an amount of \$69,929.06. Staff will continue to research and explore options for providing this service.

**CFAA CONSIDERATIONS/IMPACTS: N/A**

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	01-07-214-05 and 01-30-214-05 - Computer Services
Available Budget:	\$100,000

RENEWAL OF INFORMATION TECHNOLOGY SERVICES  
AGREEMENT BETWEEN THE BOARD OF COUNTY COMMISSIONERS OF  
JOHNSON COUNTY, KANSAS AND THE CITY OF MISSION, KANSAS

THIS RENEWAL OF INFORMATION TECHNOLOGY SERVICES AGREEMENT (“Renewal”) is made and entered into this \_\_ day of \_\_\_\_\_, 2022 by and between the City of Mission, Kansas (“City”) and the Board of County Commissioners of Johnson County, Kansas (“County”).

WITNESSETH:

WHEREAS, the City and the County entered in that certain Information Technology Services Agreement dated November 7, 2013, regarding the provision of information technology services, as amended by that certain Amendment to Information Technology Services Agreement dated March 15, 2014, and which was subsequently renewed (the original agreement, the amendment, and all previous renewals are collectively referred to as the “Agreement”); and

WHEREAS, the City and the County desire to renew and amend the Agreement.

NOW, THEREFORE, in consideration of the above and foregoing recitals, the mutual promises and covenants hereinafter given, and pursuant to and in accordance with the statutory authority vested in the City and the County, the parties hereto agree as follows:

1. Renewal. The City and the County hereby agree that the Agreement shall be, and hereby is, renewed and extended for an additional term from January 1, 2023 through December 31, 2023 (“Renewal Term”).

2. Services. During the Renewal Term, the County agrees to provide the services set forth in Exhibit A and the City agrees to share in the costs of those services by paying the amounts set forth in Exhibit A, which are the annual costs of the services. The prices stated in Exhibit A are based on the number of supported employees as stated therein. If the total number of supported employees increases or decreases by 10 or more, then the total cost of this Agreement will be adjusted for the remainder of the contract period (pro-rated at the rate of \$1,060 per employee per year plus the cost of licenses). It is the responsibility of the City to report the changes in number of supported employees to the County. These rates are valid for the Renewal Term and are valid only if the City obtains and maintains a highspeed data connection of at least 10mb between the City’s facility and any County facility on its highspeed network. The County reserves the right to raise these rates if the City fails to obtain and maintain high speed connectivity. The City agrees to pay the costs set forth in Exhibit A on a quarterly basis commencing upon execution of this Renewal. The City agrees to adhere to the County security policies, procedures, and processes, including to allow scanning of any devices attached to the Johnson County network. Services include software patching and updates that are usually free (ex: Microsoft/Adobe) and necessary to appropriately maintain devices. Services do not include version upgrades to the Microsoft Operating System, which are periodically necessary and may require additional support hours. Software Management, including the purchase and maintenance of software licenses and license installation keys, is the responsibility of the City.

The City must notify the County of increased need for bandwidth. The County reserves the right to limit bandwidth as necessary to support priority business needs.

3. Additional Services. The parties agree that during the Renewal Term, if the City requests additional professional services that are not included in the services set forth in Exhibit A, then the County's hourly rates for such services shall be as follows:

Tier 1 Support per hour	\$56.65	Support Center
Tier 2 Support per hour	\$77.25	Systems, Phone, Network, Applications
Consulting per hour	\$92.70	Security, Project Management
DBA Support per hour	\$92.70	Data Administration

4. Agreement Effective. Except as expressly modified by this Renewal, the terms and provisions of the Agreement shall remain unchanged and in full force and effect.

5. The City shall protect, defend, indemnify, and hold harmless the County, its officers, employees and agents free from any and all claims, losses, penalties, damages, settlements, costs charges, professional fees, or other expenses or liabilities of every kind and character arising from or in any way related to the negligent or intentional act, error or omission of the City, its officers, employees or agents, in performing under, arising from, or related to this Agreement.

6. The County is not responsible for providing insurance or self-insurance for the benefit of the City. For this reason, it is recommended that the City shall, at all time during the term of this Agreement and for not less than three (3) years after the expiration or termination thereof, maintain Data Privacy & Security (Cyber) insurance, with limits not less than \$1,000,000 per claim and aggregate, underwritten by an insurance company authorized to write insurance in the state of Kansas. City shall furnish a Certificate of Insurance to the County at the time of execution of this Agreement and within five (5) days of the date of renewal of this insurance. Certificate Holder shall be, Board of County Commissioners, Johnson County, Kansas, c/o Risk Manager, 111 S. Cherry Street, Suite 2400, Olathe, KS 66061. If City does not carry the above referenced Cyber insurance, City shall be responsible for the cost of and hold County harmless for any resulting damages and costs arising from any data breach incident or claim that would otherwise be covered by Cyber insurance.

7. The County expressly disclaims any express or implied warranties, representations or endorsements regarding any data, information, services or products provided in connection with, included in, or regarding this Agreement. No advice or information given by County officers, employees, agents or contractors shall create a warranty.

8. All County employees providing services on behalf of the County under this Agreement shall remain employees of the County for all purposes and shall not be deemed employees of the City under any circumstances. Similarly, all employees of the City coordinating with or providing any assistance to the County in the performance of services under this Agreement shall remain employees of the City for all purposes and shall not be deemed employees of the County under any circumstances.

IN WITNESS WHEREOF, the parties hereto have caused this Renewal to be executed in two (2) counterparts by their duly authorized representatives and made effective the day and year first above written.

CITY OF MISSION, KANSAS

By \_\_\_\_\_  
Laura Smith, City Administrator

Date \_\_\_\_\_

BOARD OF COUNTY COMMISSIONER  
OF JOHNSON COUNTY, KANSAS

By \_\_\_\_\_  
William P. Nixon, Jr., Chief Information Officer

Date \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
Ryan Haga, Assistant County Counselor

Date \_\_\_\_\_

*[Remainder of page intentionally left blank]*

## EXHIBIT A – SERVICES

# Full Time Users # of Devices # of Servers	<b>City of Mission Description of Services</b>	<b>City 28 29 3</b>	<b>Police 36 54 3</b>
<b>Systems</b>	Server support - Remote monitoring, Server Operating System support, server backups, server patching and print management. Active Directory support and maintenance. Support for Citrix/Niche/iLeads/NetMotion.	\$9,980.88	\$15,399.07
<b>Application &amp; Data Management</b>	DTI will provide basic application and data management support for Laserfiche, Governmentor and Vehicle Manager applications. DTI will work with vendor support for problem resolution and periodic upgrades. DTI will regularly monitor database backups for these applications and identify problems as they occur. Additional services/support is available at the hourly rates specified above.	(included above)	(included above)
<b>Network</b>	Network monitoring - Includes all network systems, core appliances and switches. Network administration and support, review of event logs and implementation of manufacturer-recommended firmware updates for routers and switches. Identify and recommend network hardware replacements & implementation when planned/scheduled. UPS Backup/Fiber Access and Network Connectivity Support. Internet Connection including Staff and Guest WiFi.	\$5,346.88	\$8,249.47
<b>Security</b>	Firewall and VPN Management - Monitor, maintain and support the clients firewall and current VPN system. Provide firewall security reviews upon request, limit 1 annually, to address best practices in controls.  Network Security Monitoring and Intrusion-Prevention Services – Monitor internal and external network traffic to identify malicious activity and block and/or report on activity dynamically based upon County security best practices.  Anti-Virus and Threat Management - Monitor, maintain and support the client's anti-virus to ensure AV signatures are current and active across all devices.  Internet filtering per County best practices	\$5,346.88	\$8,249.47
<b>Support Center – Help Desk</b>	Provides a single point of contact, by phone or email, to report and record incidents and to facilitate the restoration of county standard devices and normal IT operational services. The Support Center provides Tier 1 remote desktop support as requested M-F, 7:30-5:00, excluding holidays. Also provides on-call, after normal business hours support for emergency outages, which will be escalated to Tier 2 support.	\$4,574.64	\$7,058.02
	Limited support for Mobile Data Terminals (MDT's) toughbooks (10qty) limited support (DTI has limited knowledge)		\$2,000.00
<b>Service Subtotals for City/Police</b>		\$25,249.28	\$40,956.03
<b>Virtual Server Hosting</b>	Laserfiche virtual server hosting (\$500 annually)	\$500.00	\$0.00
<b>Software***</b>	Check Point Licenses 83 @ 30.00 ea and 14 @ \$5	\$905.00	\$1,655.00
	Lansweeper Licenses 83 @ 1.25 ea	\$36.25	\$67.50
<b>Other</b>	Domain Renewals @ \$15/ea (2 city/2 PD) mission-ks.org; missionks.org; missionpd.com; mission pd.org	\$30.00	\$30.00
<b>Other</b>	Contract Administration	\$250.00	\$250.00
<b>Subtotal for City/Police</b>		\$26,970.53	\$42,958.53
<b>Total Managed Services</b>		<b>\$69,929.06</b>	

\* Standard Support: Monday-Friday 7:30am-5pm; Emergency on-call phone support available as-needed

\*\* Include Disclosure Statement for: 1-MDT's are not a typical technology DTI supports and we have no specific working knowledge of this technology; 2 - how to prioritize requests when we receive competing/multiple requests

\*\*\*The City is responsible for software management including the purchase and maintenance of software licenses & lic installation keys for all software not identified above. DTI will not install or transfer unsupported or unlicensed software.

<b>City of Mission</b>	Item Number:	9.
<b>ACTION ITEM SUMMARY</b>	Date:	December 14, 2022
<b>Administration</b>	From:	Brian Scott

Action items require a vote to recommend the item to full City Council for further action.

**RE:** 2023 Special Alcohol Tax Fund Allocations

**RECOMMENDATION:** Approve City of Mission’s 2023 Special Alcohol Tax Fund allocations as recommended by the Drug and Alcoholism Council.

**DETAILS:** By statute, the State of Kansas imposes a 10 percent Liquor Drink Tax (aka Alcohol Tax) on the sale of any drink containing alcoholic liquor sold by clubs, caterers, or drinking establishments. Revenue derived from this tax is allocated 30 percent to the State and 70 percent to the city or county where the tax is collected.

The statute further stipulates that for cities of Mission’s size, the portion allocated to the local jurisdiction be proportioned in thirds, with one third to the General Fund, one third to a Special Parks and Recreation Fund, and one third to a Special Alcohol Tax Fund. The Special Alcohol Tax Fund is to support programs “whose principal purpose is alcoholism and drug abuse prevention or treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers” (KSA 79-41a04 1997).

Alcohol Tax funds allocated to the City of Mission are estimated to be \$375,000 for 2023. A third of these funds - \$125,000 - will be proportioned to the City’s Special Alcohol Tax Fund. Of this amount, \$15,000 will support Mission’s DARE activities, \$90,000 will support the mental health co-responder program, and \$60,000 will be provided to agencies designated by the Drug & Alcoholism Council. This is an increase of \$10,000 from what was given in the past. This fund has a very healthy fund balance that can support the expenditures being greater than anticipated revenue.

The Drug and Alcoholism Council (DAC), a program supported by the United Community Services of Johnson County, offers grants each year to various organizations within the county that provide alcohol and drug abuse prevention and treatment programs. The grants are structured in such a manner that the awarded organizations have access to funds from multiple participating jurisdictions. The governing body of each jurisdiction has the ultimate authority and responsibility to determine which organizations receive funds.

The total amount available to the DAC for allocation in 2023 is \$2,170,427, a 1% increase from the previous year. The DAC reviewed applications submitted for funding requests, met with applicants, and deliberated to develop the recommendations for this year’s Alcohol Tax Fund allocations, which is the second attachment.

Related Statute/City Ordinance:	K.S.A 79-41a01
Line Item Code/Description:	09-90-201-01
Available Budget:	\$60,000

<b>City of Mission</b>	Item Number:	9.
<b>ACTION ITEM SUMMARY</b>	Date:	December 14, 2022
<b>Administration</b>	From:	Brian Scott

Action items require a vote to recommend the item to full City Council for further action.


The DAC's recommended allocation of the City of Mission's Alcohol Tax funds are shown in the first attachment. Approval of this recommendation is approval of the DAC's recommended allocations.

**CFAA CONSIDERATIONS/IMPACTS:** The Alcohol Fund supports activities and programs that provide services for people of all ages. These programs range from teaching children the dangers of drugs and alcoholism to helping teens and adults overcome their addictions and be positive contributors to society.

Related Statute/City Ordinance:	K.S.A 79-41a01
Line Item Code/Description:	09-90-201-01
Available Budget:	\$60,000



# United Community Services of Johnson County

Date: November 4, 2022  
To: Laura Smith, City Administrator, Mission  
From: Julie K. Brewer, Executive Director   
Re: Allocation of 2023 Alcohol Tax Fund

## **2023 Recommendation Report**

The Drug & Alcoholism Council of Johnson County (DAC), supported by United Community Services, has prepared and approved the recommendations for allocation of 2023 Alcohol Tax Funds (ATF). The recommendations are in line with expectations under KSA 79-41a04. The enclosed electronic report is submitted for the City of Mission's consideration. The DAC is an advisor to the City on the expenditure of these funds. **Together, Johnson County Government and ten cities committed \$2,170,427 for 2023 ATF.**

The City has the ultimate authority and responsibility for determining the allocation of its portion of the Alcohol Tax Fund. Therefore, the DAC requests the City confirm its acceptance of these recommendations and the County's funding distributions as stated on the distribution chart. *UCS, the DAC and ATF grant recipients understand that distribution of City funds may be altered should Kansas tax policy change, or revenues are not received by the City as expected.* **Enclosed is a verification statement which we request be signed and returned to UCS by December 30, 2022.**

## **Distribution of Funds**

For the purposes of making the recommendations, the DAC pools alcohol tax funds from all participating jurisdictions (Johnson County Government, De Soto, Gardner, Leawood, Lenexa, Merriam, Mission, Olathe, Overland Park, Prairie Village, and Shawnee). Each jurisdiction, however, is responsible for distributing its own funds. A distribution chart for your jurisdiction is enclosed. The UCS/DAC administrative cost of approximately 5% is prorated among all jurisdictions.

Thank you for your continued support of this allocation process, which matches public resources to services that address substance abuse education, prevention, intervention, detoxification, and treatment needs for Johnson County residents. In 2021, approximately 49,000 residents benefited from ATF supported programs. Please contact me or Christina Ashie Guidry if you have questions.

CC: Brian Smith

Enclosures: 2023 Alcohol Tax Fund Recommendations Report  
2023 Alcohol Tax Fund Distribution Spreadsheet  
2023 Alcohol Tax Fund Recommendations Verification

**Board Members**  
Rebecca Yocham, President  
Janet Barrow, EdD  
David Brown  
Marshaun Butler  
Joe Connor  
Erik Erazo  
Rev. Adam Hamilton  
Robin Rollins Harrold  
Thomas Herzog  
Roxann Kerr Lindsey  
Stephen Kyle  
Patty Markley  
Dr. L. Michael McCloud, PhD  
Hon. Eric Mikkelson  
Hon. Donald Roberts  
Vanessa Vaughn West  
Dave White

**Council of Advisors**  
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Mary Birch  
Dr. Andy Bowne  
Pat Colloton  
Dr. Stuart Day  
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Hon. Ed Eilert  
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Ellen Hanson  
Terrie Huntington  
Audrey Langworthy  
Penny Postoak Ferguson  
Jill Quigley  
Tom Robinett  
Clint Robinson  
Carol Sader  
Brad Stratton  
Charlie Sunderland  
Hon. Stephen Tatum  
David Warm

**Executive Director**  
Julie K. Brewer





# United Community Services of Johnson County

## 2023 ALCOHOL TAX FUND RECOMMENDATIONS REPORT DRUG and ALCOHOLISM COUNCIL OF JOHNSON COUNTY

*Participating jurisdictions: Johnson County, De Soto, Gardner, Leawood, Lenexa, Merriam, Mission, Olathe, Overland Park, Prairie Village, and Shawnee*

### Board Members

- Roxann Kerr Lindsey, President
- Kate Allen
- Marshaun Butler
- Joe Connor
- Tara Eberline
- Erik Erazo
- Rev. Adam Hamilton
- Robin Rollins Harrold
- Thomas Herzog
- Donna Lauffer
- Patty Markley
- Dr. L. Michael McCloud, PhD
- Hon. Donald Roberts
- Kevin Tubbesing
- Vanessa Vaughn West
- Dave White
- Rebecca Yocham

### Council of Advisors

- Gary Anderson
- Mary Birch
- Dr. Andy Bowne
- Pat Colloton
- Dr. Stuart Day
- Hon. Peggy Dunn
- Hon. Ed Eilert
- Jeff Ellis
- SuEllen Fried
- Ellen Hanson
- Terrie Huntington
- Audrey Langworthy
- Penny Postoak Ferguson
- Jill Quigley
- Tom Robinett
- Clint Robinson
- Carol Sader
- Brad Stratton
- Charlie Sunderland
- Hon. Stephen Tatum
- David Warm

### Executive Director

Julie K. Brewer

Since 1980, the Drug & Alcoholism Council of Johnson County (DAC), supported by United Community Services of Johnson County (UCS), has worked in partnership with Johnson County government and cities to recommend allocation of Alcohol Tax Fund (ATF) dollars in accordance with Kansas state statutes.

The recommendations report is a result of DAC grant review and evaluation processes. The purpose of the grant review process conducted by DAC is to direct local Alcohol Tax Funds (ATF) to alcohol and drug prevention, education, intervention, detoxification, treatment, and recovery programs that serve Johnson County residents. The entire community benefits when substance abuse is prevented and/or effectively treated. A continuum of services from education through treatment and recovery is vital to reducing drug and alcohol use and addiction; this continuum of services lowers healthcare costs; reduces crime and child abuse and neglect – lowering associated public costs; and increases productivity in employment.

Alcohol Tax Funds are derived from a state excise tax on liquor sold by the drink. Part of the revenue generated is returned to the jurisdiction (city or county) in which it was collected, with the stipulation that a specified portion be used for programs “whose principal purpose is alcoholism and drug abuse prevention or treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers” (KSA 79-41a04).

The DAC’s grant review process provides a structured and accountable system that allows organizations, through one annual application, access to funds from multiple jurisdictions. The recommendations are guided by funding priorities which are reviewed and approved by the DAC annually. Every three to five years the priorities are developed through a formal planning and research process that includes input from key stakeholders, a review of current literature, and analysis of indicator data in Johnson County. In 2021-22, UCS conducted this formal planning process and the DAC established funding priorities for the 2023-2028 grant cycles. The Funding Priorities Report is available on UCS’ website. It includes a description of the methodology and a summary of the information reviewed.

The Board of County Commissioners and city councils have ultimate authority and responsibility for determining which organizations receive funds from their respective jurisdictions based upon the recommendations in this report. Jurisdictions are asked to accept the recommendations by no later than December 30, 2022. Together, Johnson County Government and ten cities committed **\$2,170,427** for 2023 ATF (see page 20); this is a significant increase from contributions in 2021 and 2022 and is due to increased tax collections as pandemic-related closures have ended.

For the 2023 ATF grant cycle, twenty-three applications plus UCS administration fee total **\$2,388,841** in funding requests. Despite an increase in contributions, due to increased reported need from applicants and strong applications, this is a highly competitive grant year. After reviewing applications, interviewing agencies, and deliberating, the DAC developed the following funding recommendations, which are organized in two sections: Education, Prevention, and Intervention; and Intervention, Treatment and Recovery.

For additional information, contact Christina Ashie Guidry, UCS Director of Resource Allocation, [christinag@ucsjoco.org](mailto:christinag@ucsjoco.org), 913.689.2326.

<b>2023 Alcohol Tax Fund Requests and Recommendations</b>				
<b>Applicant</b>	<b>2021 Allocation</b>	<b>2022 Allocation</b>	<b>2023 Request</b>	<b>2023 Recommendation</b>
<b>EDUCATION, PREVENTION and INTERVENTION</b>				
Blue Valley USD 229	\$17,951	\$11,186*	\$70,031*	\$10,031*
De Soto USD 232	\$15,158	\$20,979*	\$20,979*	\$20,979*
Olathe USD 233	\$0	\$0*	\$0*	0*
Shawnee Mission USD 512	\$0*	no request	no request	no request
Spring Hill USD 230	\$14,141	\$13,560	\$13,560	\$13,560
Boys & Girls Club	\$14,141	\$15,000	\$25,000	\$25,000
Cornerstones of Care	\$70,703	\$70,703	\$80,000	\$80,000
First Call	\$64,105	\$68,000	\$60,000*	\$60,000*
JoCo Corrections: Changing Lives	\$0*	\$1,000*	\$0*	\$0*
JoCo District Attorney: Juvenile Drug Court Diversion	\$150,834	\$88,410	\$84,920	\$84,920
Johnson County Mental Health (JCMH) Prevention Services	\$168,274	\$168,274	\$213,185	\$170,000
SAFEHOME	\$23,071	no request	no request	no request
The Family Conservancy	\$37,709	\$40,000	\$40,000	\$40,000
<b>Subtotal</b>	<b>\$576,087</b>	<b>\$497,112</b>	<b>\$607,675</b>	<b>\$504,490</b>
<b>INTERVENTION, TREATMENT and RECOVERY</b>				
Artists Helping the Homeless	\$28,281	\$50,000	\$75,000	\$75,000
Friends of Recovery	\$56,563	\$60,000	\$150,000	\$60,000
Health Partnership Clinic	no request	no request	\$80,590	\$80,590
Heartland RADAC	\$150,583	\$159,734	\$236,510	\$225,000
JoCo Corrections: Vouchers Program	\$3,350*	\$6,500*	\$12,900*	\$12,900*
JCMH Adolescent Center Treatment	\$238,648	\$242,170	\$242,170	\$242,170
JCMH Adult Detoxification Unit	\$273,314	\$276,835	\$276,835	\$276,835
JCMH Dual Diagnosis Outpatient	\$219,523	\$223,044	\$133,044*	\$133,044*
KidsTLC	\$44,981	\$54,407	\$59,617	\$59,617
KVC Behavioral HealthCare	\$32,995	\$32,995	\$70,000	\$66,281
Lorraine's House	\$18,854	\$0	no request	no request
Mirror Inc.	\$165,918	\$176,000	\$220,000	\$210,000
Preferred Family Healthcare	\$113,126	\$120,000	\$120,000	\$120,000
<b>Subtotal</b>	<b>\$1,468,689</b>	<b>\$1,440,095</b>	<b>\$1,676,666</b>	<b>\$1,561,437</b>
<b>Total</b>	<b>\$1,922,223</b>	<b>\$1,898,797</b>	<b>\$2,388,841</b>	<b>\$2,065,927</b>
UCS Administration^	\$102,000	\$102,000	\$104,500	\$104,500
<b>Total Funding Allocated</b>	<b>\$2,024,223</b>	<b>\$ 2,000,797</b>		<b>\$2,170,427</b>

\*agency has ATF funds to carryover to the next fiscal year

^UCS voluntarily reduced its administrative fee in 2021 and 2022 in recognition of reduced alcohol by-the-drink tax collections

## 2023 ALCOHOL TAX FUND GRANT RECOMMENDATIONS

### Education, Prevention and Intervention

*Alcohol Tax Funds (ATF) support programs offered by public school districts and programs delivered by community-based organizations, the 10<sup>th</sup> Judicial District Court, and departments of Johnson County government. School-based programs are focused on preventing and reducing substance abuse and addressing risk factors associated with substance abuse, such as disruptive behavior, suicide, and truancy. Community-based programs help lower rates of substance abuse, which result in lower mental and physical healthcare costs and reduced costs for law enforcement and the criminal justice system. Funding recommendations are based upon a review of each proposal (see Appendix A for criteria) and consider program type, outcome data, and accountability. Previously each district requested and received ATF support for AlcoholEdu. As a result of the Mental Health Center's agreement with EverFi, the company which owns AlcoholEdu, the cost of AlcoholEdu is reduced and it is now available to schools county-wide (public and private) and all districts have access to EverFi's online Mental Health Basics. In 2023, each school district will continue to report outcomes for AlcoholEdu, including knowledge gained and number of students served.*

### School District Programs

Each school district offers a unique mix of programs to its students and parents, and each district has a mix of funding to support these programs. Consequently, ATF recommended programs and fund allocation differ for each district. *In 2023, districts have planned funding requests for a fully in-person school year.*

#### **Blue Valley School District**

**Request: \$70,031\***

**Recommendation: \$10,031\***

The DAC recommends Blue Valley School District be awarded \$10,031, which combined with \$13,325 in carryover, will result in an ATF budget of **\$23,356\***, level funding with 2022. In its application, Blue Valley requested an additional \$60,000 in funding for a new counselor for elementary students; the DAC has requested additional information, including identification of the evidence-based program or model to be utilized, methods for data collection, and a sustainability plan prior to recommending funding for that position. In 2023 at Blue Valley, ATF supports drug & alcohol coordinators who utilize Kansas *Communities That Care* (KCTC or CTC) survey results and school-based data to coordinate age-appropriate activities for all students. ATF funding allows for dedicated people in each building to educate and support drug and alcohol programming, review specific KCTC data, and carry out district plans and ATF goals. These coordinators, comprised of counselors, social workers, and psychologists, ensure fidelity and teacher training on district initiatives such as AlcoholEdu, Project Alert, Reconnecting Youth, *Signs of Suicide*, and sobriety support groups.

**Results Projected:** The overall goal is to help students make healthy choices both now and in the future by increasing protective factors while reducing risk factors. ATF funded activities will increase knowledge of substance abuse and available resources for education, prevention, and treatment of substance abuse; and increase students' resistance to social pressures related to substance/alcohol use. Coordinators will use data to plan programming that will reduce favorable attitudes towards substance use/abuse (measured by a continued reduction in use on the KCTC survey next year); add a healthy activities campaign to each middle and high school; and plan community events. There will be an increase in the number of students and families that use substance use evaluation and

treatment vouchers following a drug and/or alcohol infraction. During the 2023 school year, the district anticipates serving approximately 12,000 individuals through ATF supported programs.

**Outcomes Achieved During 2021:** In School Year 2021 (SY 2021) 12,861 Johnson County residents were served through the Blue Valley School District. The district reports growth in protective factors – supporting resistance to peer pressure and reduction in substance use - and reduction in vaping (13.7% to 1.8%) and marijuana use (6.9% to 1.2%) from 2016-21 based on the CTC. The district has also found implementation of mental health wellness programs and the *Signs of Suicide* program very effective; it provided 199 Suicide Risk Assessments in 2021 – with 66 of those completed immediately following *Signs of Suicide* lessons, at the request of students.

### **De Soto School District**

**Request: \$20,979\***

**Recommendation: \$20,979\***

The DAC recommends the De Soto School District be awarded \$20,979, level funding with 2022, which combined with \$150 in carryover, will result in an ATF budget of **\$21,129.\*** The ATF funds will support substance abuse prevention instruction, specifically through *Too Good for Drugs*, health classes, AlcoholEdu, and *Vaping: Know the Truth*. In addition, the PRIDE Prevention Club (Students Against Destructive Decisions or SADD) will provide activities to engage students in learning strategies to make healthy choices and to avoid drug and alcohol abuse. ATF dollars also support a portion of the salary of social workers who are able to work with students, assess students for risk and provide referrals to outside agencies for additional support. Finally, ATF dollars support alcohol and drug screening for eligible students referred by building administrators.

**Results Projected:** The goal of this school program is education and prevention of substance use, reduction in drug and alcohol related offenses, and reduced cost of intervention. Students who participate in *Too Good for Drugs* will demonstrate increased knowledge about their ability to make good choices. Students participate in AlcoholEdu will demonstrate relevant knowledge gained. Students who use social work services will demonstrate an improved ability to resist using substances to cope and instead use other coping strategies/skills, thus deterring use of substances. The percentage of students who are categorized as "at-risk" will be equal to or less than those within Johnson County, as a whole. During the 2023 school year, the district anticipates serving approximately 12,064 students through ATF supported programs.

**Outcomes Achieved During 2021:** De Soto uses CTC results to identify higher risk areas to address (favorable attitudes toward drugs, peer influence, etc.); the *Too Good for Drugs* curriculum and AlcoholEdu utilize pre and post-assessments with demonstrated knowledge gained among students; approximately 30% of social worker caseloads are related to substance abuse, with 45 students reporting understanding the need to develop coping mechanisms to avoid substance abuse; and CTC results show a trend in reduction of tobacco use and vaping from 2018-2021.

### **Olathe School District**

**Request: \$0\***

**Recommendation: \$0\***

The Olathe School District is not requesting new funds for ATF programming; the DAC recommends the district utilize its **\$19,038\*** in carryover in 2023. In 2023, the district is particularly focusing on reducing the perception of social benefits associated with substance use and increasing access to pro-social afterschool activities to provide students a safe, productive place to spend time and build

positive relationships. The district provides support for transportation to after school programs, such as Boys and Girls Club, and supports *The Spot*, an afterschool program developed in collaboration with the Olathe Police Department, Fire Department and Library. *The Spot* provides homework support, mentoring, videogaming, sports, and mechanical low-rider bicycle building to engage students in increasing protective factors and reducing risk factors for substance use. To further address substance use issues, the district will utilize resources and programming from support agencies, such as First Call, who also receives ATF dollars, to administer student drug assessments and host sobriety groups. Olathe School District also uses several programs to support education, prevention, and intervention, including AlcoholEdu, Project Alert, Second Step, *Guiding Good Choices*, and Botvin Life Skills to increase protective factors, including student social competency and problem-solving skills to prevent and reduce substance use.

**Results Projected:** These initiatives provide evidenced-based substance abuse prevention programs to increase student social competency and problem-solving skills. Students will complete pre and post-assessments for programs and demonstrate an increase in knowledge gained and in protective factors. For students for whom substance use is already at issue, the goal is intervention to increase student and family knowledge and utilization of available resources, and to reduce adolescent substance abuse that leads to addiction. During the 2023 school year the district anticipates serving 2,389 students through ATF supported programs.

**Outcomes Achieved During 2021:** In SY 2021, 2,267 Johnson County residents were served. 1,708 students participated in AlcoholEdu and reflected an average of an 11% knowledge increase across all metrics: “Know Your Influence,” “Brain and Body”, and “Smart Decisions”. Students engaging in *Life Skills* courses showed a 10% increase in knowledge, based on pre and post-tests.

### **Spring Hill School District**

**Request: \$13,560**

**Recommendation: \$13,560**

The DAC recommends the Spring Hill School District be awarded **\$13,560**, level funding with 2022, to support *Peer Assistance and Leadership* (PAL), Character Counts, school counselors, and social workers at elementary schools; Project Alert, Students Against Destructive Decisions (SADD), health courses, school counselors, and social workers in middle schools; and AlcoholEdu, SADD, PAL, health courses, school counselors, and social workers in high schools.

**Results Projected:** The goal is prevention of substance use in students at all levels of education. As a result, students will show knowledge gained in three key areas, including: Know Your Influences, Brain & Body, and Smart Decisions. All PAL student leaders will be trained by a licensed PAL trainer and Johnson County Mental Health Center and will be equipped to support their peers in making positive decisions, increasing protective factors, and reducing risk factors throughout the district. The Kansas *Communities that Care* survey will also be utilized to demonstrate the effectiveness of the district’s education, prevention, and intervention program. The social worker will continue to provide detailed reports based on the support given to students. Along with this support, the social worker will provide data regarding the number of students that were referred to other organizations for additional substance use assessment, intervention, and/or treatment. During the 2023 school year the district anticipates serving 2,845 students through ATF supported programs.

**Outcomes Achieved During 2021:** In SY 2021, 205 students engaged in AlcoholEdu; pre and post-assessments indicated knowledge gains across all metrics. PALs students received training about how to handle tough situations, including peer pressure to use drugs and alcohol, and when it is appropriate to involve adults in dealing with an issue. These PALs students then met monthly with peers to provide support, working with over 250 other students, including 56 who reported being impacted by substance use. The Mental Health Social Worker provided evaluation, referral, and counseling for mental health and substance use related issues. During SY 2021, the social worker met with 63 students in middle and high school; 41% of whom reported being impacted by substance abuse (themselves, family members or both). When appropriate, students were referred to outside therapy to further reduce their risk of future substance abuse or to counseling or treatment for substance abuse.

*Note: Gardner Edgerton School District has not applied for ATF funding since 2015 but has access to AlcoholEdu through Johnson County Mental Health Prevention Services. Shawnee Mission School District did not request funding for 2023 but will continue utilizing AlcoholEdu and participates in quarterly meetings with other ATF funding recipients.*

### **Community-Based Programs**

#### **Boys and Girls Club**

**Request: \$25,000**

**Recommendation: \$25,000**

The DAC recommends the Boys and Girls Club be awarded **\$25,000** for implementation of *SMART Moves (Skill Mastery and Resistance Training)* at the Boys and Girls Club in Olathe; this represents an increase, which will support delivery of services to additional students. The Boys and Girls Club moved to a new, expanded campus and is able to serve more students. *SMART Moves* teaches Olathe club members (ages 5-18) to recognize and resist media and peer pressure to engage in tobacco/alcohol/drug use, and other risky behavior. *SMART Moves* has shown great impact in increasing awareness of the dangers of drug and alcohol use, increasing knowledge of how to resist peer pressure and media influences, and increasing self-esteem among participants. Boys and Girls Club has established relationships with corporate partners, such as Comcast, Sysco, Garmin, and Compass Minerals to support older youth with job experience opportunities. The Olathe School District provides transportation to the Club from Central Elementary, Oregon Trail Middle School, Washington Elementary, and Olathe North High School.

**Results Projected:** The objective of *SMART Moves* is to prevent or delay the onset of alcohol and drug use as well as involvement in other risky behaviors by young people. This is accomplished by providing participants with the protective factors necessary to resist the influences toward negative behaviors and the confidence and knowledge to make informed positive decisions. Participants will demonstrate an increased knowledge of the dangers of alcohol and drug use, tools to resist peer pressure and media influence, and how to resolve conflict non-violently. Participants will self-report abstinence from drug and alcohol use. The organization anticipates serving 370 Olathe youth during 2023.

**Outcomes Achieved During 2021:** During 2021, 340 Johnson County youth were served. As indicated by pre and post-tests, 95% of program participants demonstrated an increase in knowledge of the dangers of alcohol and drug use. 95% of participants also increased their knowledge of the use of

tools and strategies to resist peer pressure and media influence and 95% demonstrated an increase in knowledge about how to resolve conflict non-violently.

### **Cornerstones of Care**

**Request: \$80,000**

**Recommendation: \$80,000**

The DAC recommends Cornerstones of Care be awarded **\$80,000** for the implementation of *Functional Family Therapy* (FFT); this represents an increase from prior years and supports increased costs in program administration. The FFT program is a short-term (12-14 sessions), evidence-based, in-home, intensive family-based treatment program for youth ages 11-17, who are at risk for substance use, including those with co-occurring mental health issues and those involved in child welfare or juvenile justice systems. Through FFT, families enhance protective factors and interrupt patterns that contribute to substance use. FFT is provided at no-cost to families; families are referred by Johnson County Juvenile Intake and Assessment Center, Court Services, Corrections, and schools.

**Results Projected:** The goal of this program is to divert youth from residential programs and justice-involvement. Following the completion of *Functional Family Therapy*, youth will demonstrate a decrease in delinquent behavior, including no violations of the law or new charges related to substance use and families will demonstrate improved family relationships. During 2023 Cornerstones anticipates serving 95 Johnson County residents whose problems are related to substance abuse.

**Outcomes Achieved During 2021:** During 2021, 93 Johnson County residents were served. All youth and parents completing a closing assessment reported improved family relationships as evidenced by reduced levels of conflict and improved communication. In addition, approximately 81% of youth who completed Functional Family Therapy during 2021 had no subsequent charges related to drugs and/or alcohol.

### **First Call Alcohol/Drug Prevention & Recovery**

**Request: \$60,000\***

**Recommendation: \$60,000\***

The DAC recommends First Call be awarded \$60,000, plus \$18,000 in carryover from 2022 due to a staff position that was unfilled during part of 2022, for a total budget of **\$78,000\***. This total budget represents an increase over 2022 funding and includes \$10,000 toward costs of naloxone, opioid overdose reversal medication. First Call will provide effective, no-cost prevention programming to children and youth at nine Johnson County school sites, naloxone (generic Narcan for opioid overdose reversal) to schools and other programs requesting it, recovery support (at First Call and virtually), and a 24/7 crisis call line. First Call's prevention programming includes the *How to Cope* program for families with a member who has substance abuse disorder; *Caring for Kids* program (psycho-educational program on effects of substance abuse disorder and establishing protective factors) at local schools; sobriety and life skills groups at local high schools, and virtually; Prevention Education Presentations for school-aged youth and the general community; and recovery support, clinical care, and a 24/7 hotline for the community. Within the Shawnee Mission, Olathe, and Blue Valley School Districts, First Call's programming reduces students' risk factors and increases their protective factors.

**Results Projected:** The overall goal is that participants lead safe, healthy lives and avoid substance use, misuse, and addiction. Participants in *How to Cope* and *Caring for Kids* will increase knowledge

of the harmful effects of alcohol, tobacco, and other drugs. Participants in *Life Skills Training* demonstrate positive change in knowledge and attitudes related to alcohol, tobacco, drugs and protective life skills. Participants in sobriety groups will sustain or increase motivation to change. Participants in Prevention Education will increase knowledge of the harmful effects of alcohol, tobacco and other drugs. Participants in recovery support will sustain or increase motivation to change and will show a decrease in severity of substance use disorder and its impact on other domains. First call anticipates serving 1,678 Johnson County residents in 2023.

**Outcomes Achieved During 2021:** During 2021, 1,967 Johnson County residents were served by the programs. Throughout 2021, 97% of *How to Cope* participants reported an increase in knowledge regarding the harmful effects of alcohol, tobacco, and other drugs; 97% of *Caring for Kids* participants reported an increase in knowledge regarding the harmful effects of alcohol, tobacco, and other drugs. 100% of *LifeSkills Training* participants in Johnson County demonstrated an increase in knowledge with an average increase of 13% in knowledge gained about the harmful effects of substance use and positive attitudes related to protective life skills. 87% of clients in recovery support sustained or increased motivation to change based on the Stages of Change Readiness and Treatment Eagerness Scale assessment tool and 61% of clients utilizing recovery support demonstrated a decrease in severity of substance use disorder based on Addiction Severity Index measurements.

#### **Johnson County Department of Corrections: Changing Lives Through Literature**

**Request: \$0\***

**Recommendation: 0\***

The DAC recommends the Department of Corrections utilize carryover of **\$5,630\*** to support the *Changing Lives Through Literature* program (CLTL). CLTL is an alternative intervention program for moderate risk criminal defendants. Participants are under court-ordered supervision or contracts of diversion, and typically have histories of drug and/or alcohol use. For those on diversion, a criminal conviction can be averted with completion of CLTL and meeting other diversion conditions. The program uses literature, the majority of which addresses themes of substance abuse, to impact the lives of clients through reading, group discussion, and personal insight into thought patterns and behaviors. The program is free of charge and offered outside of traditional work hours. CLTL participants, judges, and probation officers read literature and participate in facilitated discussion which promote self-reflection and behavioral change.

**Results Projected:** The goal of the program is to provide participants with a support structure and a pro-social activity with respected individuals in order to promote behavior change, deter offenders from deeper engagement into criminal justice system, and promote a reduction in supervision violations and offender recidivism as well as substance use. Participation supports the prevention of substance abuse as discontinued use of alcohol and drugs often creates idle time and boredom. Corrections anticipates serving 30 Johnson County participants during 2023.

**Outcomes Achieved During 2021:** During 2021, due to complications related to the pandemic, including the intermittent closure of local libraries, which serves as the location for CLTL sessions, and risks of in-person classes, CLTL was unable to offer any courses. Historically, CLTL has strong results with participants testing negative for alcohol and drug use, successfully completing the program, and remaining compliant with supervision (no new arrests or charges).



## **Johnson County District Attorney's Office: Juvenile Drug Court Diversion and Minor-In-Possession Programs**

**Request: \$84,920**

**Recommendation: \$84,920**

The DAC recommends Johnson County District Attorney's Office be awarded **\$84,920** to support Juvenile Drug Court Diversion, the Minor-In-Possession (MIP) program, and other clients who have drug/alcohol contract cases. The DAC commends Johnson County District Attorney's Office for obtaining diversified funding, resulting in a reduced request from ATF in 2022 and beyond. Participation in Juvenile Drug Court is offered to first-time offenders who present with substantial drug and/or alcohol issues. The eight-month program offers a higher level of supervision and closely monitors compliance with treatment. The MIP program is a non-court resolution of a police report indicating a juvenile has been in possession of alcohol. Drug/Alcohol contract cases are Intermediate Intervention for juveniles who have a drug/alcohol problem that require education, intervention, and/or completing random drug screens in addition to standard contacts. Supervision of diversion cases interrupts alcohol and/or drug use that has become problematic personally and legally for participants. The programs support clients in completing treatment and changing behavior.

**Results Projected:** The overarching programmatic goal is to help youth who are prone to relapse to develop tools to overcome substance abuse dependence. Youth will remain drug free and crime free. Youth will increase involvement in pro-social activities and improve their school grades. Parents will rate their child's compliance as increasing. During 2023, the DA's Office anticipates serving 500 Johnson County youth.

**Outcomes Achieved During 2021:** The programs served 349 Johnson County residents in 2021. Participants experienced increase in motivation to remain drug free as measured by improvement in school grades, involvement in pro-social activities, drug screens and parental feedback. The average semester GPA of a Drug Court client at the start of Drug Court was 2.8, and at the completion of Drug Court, the average semester GPA was 3.3. 74% of youths' drug screens were negative for all substances throughout supervision. 75% of clients in the Drug Court program successfully completed the program, 97% of clients in the Minor-in-Possession program successfully completed, and 88% of clients in the Drug and Alcohol program successfully completed the program.

## **Johnson County Mental Health Center, Prevention Services**

**Request: \$213,185**

**Recommendation: \$170,000**

The DAC recommends Prevention Services be awarded **\$170,000** in ATF funds, a slight increase over 2022 funding, to support the cost of AlcoholEdu (\$55,000) for all school districts and schools, public and private, in Johnson County as well as staff (1.5 FTE) who provide prevention services in three areas: youth mobilization, education and training, and community engagement; and, other expenses associated with the Youth Leadership Summit and the *End the Trend* Campaign (use of social media for public service announcements about vaping). During the annual Youth Leadership Summit middle school and high school student leaders are trained on effective prevention strategies and action planning for implementation of those strategies. Action plans created at the Summit focus on adolescent problem behaviors prioritized by each school. Prevention Services consults with school districts, facilitates the Prevention Roundtable, and provides training and technical assistance to cohorts of Strengthening Families, an evidence-based prevention program for high-risk families. Prevention Services also hosts *Café Conversations* with middle school families to provide

alcohol, tobacco and drug prevention education and is coordinating the Johnson County Opioid Prevention and Recovery Coalition.

**Results Projected:** The goal is to reduce substance use among youth and, over time, among adults by addressing the factors in a community that increase the risk of substance use and by promoting the factors that minimize the risk of substance use. Youth Leadership Summit (YLS) participants and Teen Task Force (TTF) members will indicate an increased level of knowledge and confidence in their abilities and will indicate an increased level of knowledge and confidence in their action planning abilities as measured by self-report evaluation. Strengthening Families Program (SFP) parent participants will indicate an increased level of knowledge and confidence. Students using AlcoholEdu will see an average increase in knowledge across the five learning modules. Prevention Services will host at least 6 roundtable discussions sharing best practices in prevention, and participants will indicate an increased level of knowledge. Prevention Services will provide technical assistance to school districts to increase the participation rate of students taking the KCTC Student Survey. The *End the Trend Campaign* will receive wide reception on social media. During 2023, Prevention Services anticipates serving 3,075 Johnson County residents.

**Outcomes Achieved During 2021:** During 2021, 5,671 Johnson County residents were served by the programs. Students participating in AlcoholEdu across all Johnson County schools demonstrated an average increase of 20% across all learning modules. Participants in the *Youth Leadership Summit* reported an increase level of knowledge and confidence in their abilities to address issues related to alcohol, tobacco, and other drugs – 98% of middle school participants and 100% of high school participants. 100% of Strengthening Families Program participants reported an increase in knowledge, skills, and confidence to help strengthen their families. The *End the Trend* campaign received 731,804 impressions across social media platforms (Facebook, Instagram, and Snapchat).

### **The Family Conservancy**

**Request: \$40,000**

**Recommendation: \$40,000**

The DAC recommends the Family Conservancy be awarded \$40,000, level funding with 2022. ATF supports two programs: Substance Use Screening and Education and implementation of *Conscious Discipline* programming in four Johnson County childcare centers that serve families living at or below the federal poverty level. Those who screen positive for substance misuse receive substance use education as needed and are referred to community resources, when appropriate. *Conscious Discipline* is an evidence-based self-regulation program that integrates social-emotional learning and discipline, fostering healthy development to reduce future risk of substance abuse.

**Results Projected:** Clients in counseling programs will successfully complete their treatment plan and report increased knowledge of harmful effects of misuse of substances. Clients who report they have a family member with substance misuse problems will report improved knowledge or experience attitude changes to support family health. Parents and teachers completing the *Conscious Discipline* program will maintain or show an increase in four of the seven “Powers/ Beliefs” which *Conscious Discipline* utilizes to help teach self-regulation (override impulsive and reactive tendencies), and which results in positive child guidance and responsiveness to needs of child. Further, parents and teachers will use multiple applications of the strategies they learn. During 2023, TFC anticipates serving 423 Johnson County residents.

**Outcomes Achieved During 2021:** In 2021, Family Conservancy served 587 Johnson County residents. Of clients who reported they had a family member with substance misuse problems, 90% increased knowledge or experienced an attitude change that supported the family’s health. In addition, based on the Global Appraisal of Individual Needs (GAIN) bio-psychosocial assessment, 80% reported decreased symptoms. 80% of individuals participating in *Conscious Discipline* programming showed improvement in at least four of the seven Powers/Beliefs (perception, attention, unity, free will, acceptance, love, and intention), and 100% of parents and teachers who participated in family and caregiver classes indicated that they successfully applied strategies learned through *Conscious Discipline*. Upon completion of *Conscious Discipline* programming, 97% of participants demonstrated growth in a positive child guidance mindset – supporting preventive factors and reducing risk factors for substance misuse in the children in the care.

### **Treatment and Recovery**

*Alcohol Tax Funds are recommended to support twelve treatment and recovery programs delivered by community-based organizations and Johnson County Mental Health Center. In general, treatment programs help to reduce substance abuse, lead to positive individual change and productivity, reduce mental and physical healthcare costs, improve public safety, and reduce law enforcement and court costs. Funding recommendations are based upon a review of each proposal and consider type of programming, outcome data, and accountability (see Appendix A for more information).*

#### **Artists Helping the Homeless**

**Request: \$75,000**

**Recommendation: \$75,000**

The DAC recommends Artists Helping the Homeless (AHH) be awarded **\$75,000** for the 2023 ATF grant cycle; this represents an increase from 2022 to support expanded services in Johnson County. In 2022, AHH opened its first residential sober living facility in Johnson County. ATF supports the continued implementation of *Be The Change*, the organization’s primary program which helps individuals experiencing homelessness to access services and address underlying conditions. ATF dollars support services for those who are dealing with substance abuse issues and identify as Johnson County residents or are experiencing homelessness in the county and are referred by Johnson County sources. AHH staff assess individual needs and advocate, transport, and provide follow-up as clients progress from agency to agency. ATF funds support services, direct assistance, and housing to facilitate recovery and reintegration as part of the continuum of treatment. Sober living, in addition to the new facility in Johnson County, is available through Bodhi House and Finnegan Place. Referrals to AHH come from hospitals, homelessness and recovery agencies, law enforcement, Johnson County Mental Health Center, and state mental health and aging services. The program uses “Housing First,” Recovery Oriented Systems of Care (ROSC), and Strengths-Based Approach.

**Results Projected:** The goal of the program is for participants to maintain sobriety, reintegrate and lead fulfilled lives as contributing members of society, and to reduce the need and cost of substance use treatment and homelessness. AHH will assess, place and/or assist 190 unduplicated Johnson County residents and referrals from Johnson County sources who are or at risk of becoming alcoholics or drug abusers. The program will also provide Residential Recovery Services to 40 unduplicated Johnson County residents and referrals from Johnson County sources who are or are at risk of becoming alcoholics or drug abusers. 85% of graduating residents will go to independent living,

treatment, transitional facilities or another facility consistent with their recovery plan; at least 90% of residents will maintain sobriety throughout the program; and at least 80% of residents will gain and maintain employment or attain educational goals during the program.

**Outcomes Achieved During 2021:** AHH's provided housing and other intervention and recovery services to 166 individuals who were dealing with alcohol and substance use, and who were homeless and identified as Johnson County residents or were homeless in Johnson County. AHH clients had a 90% retention/successful discharge rate – reflecting sobriety of clients and successful discharge into secure housing for clients who participated in the reintegration program. All residential recovery clients were able to obtain basic medical and dental care through AHH, avoiding ambulance and emergency department room visits. No AHH clients had new law enforcement interactions; this significant reduction in recidivism results in significant cost-savings for local jurisdictions.

### **Friends of Recovery Association**

**Request: \$150,000**

**Recommendation: \$60,000**

The DAC recommends that Friends of Recovery (FORA) be awarded **\$60,000**, level funding with 2022. FORA requested a significant increase in funding to partially support a Recovery Center in Johnson County, where it would provide expanded case management, relapse prevention and support, and other services; the DAC has requested additional information, including a business plan, other partners, and sustainability plan prior to recommending funding for that project. Currently, FORA provides support to participants at the Oxford Houses of Johnson County to live productive, meaningful lives in recovery from substance abuse. Oxford Houses are self-sustaining, democratically run, transitional homes. Participants include adults who are experiencing homelessness or in danger of homelessness, individuals with mental health challenges, and adults recently released from incarceration. FORA's program includes case management, which is intended to reduce effects of trauma, including PTSD, among substance using individuals. FORA utilizes a peer mentorship model (alumni or current residents) to help newly-recovering residents. In 2021 and 2022, FORA provided extensive support for residents seeking rental assistance through the Kansas Emergency Rental Assistance program and hiring additional outreach coordinators.

**Results Projected:** The goal of the program is to increase awareness, positive activities, self-efficacy, and skill building with a Recovery Center model to allow those in recovery to remain alcohol and drug free. Participants will see improved recovery outcomes in the form of reduced relapse rate (6% in 2021 as compared to Oxford House national average of 21.9% and general population relapse rate of 40-60% as documented by the 2018 study by the National Institute on Drug Abuse), 90% will obtain and maintain employment, and clients will have successful reintegration through case management and additional training. FORA will open 2 new houses in Johnson County in 2023. During 2023, FORA anticipates serving approximately 960 Johnson County participants.

**Outcomes Achieved During 2021:** There are 42 Oxford Houses in Johnson County, with two new houses opened in 2021. 98% of clients maintained 12-step meeting attendance, with an average relapse rate of 6% across Johnson County houses – substantially below the general population relapse rate of 40-60%. 93.4% of residents obtained and maintained employment. FORA served 787 Johnson County residents in 2021.

### **Health Partnership Clinic (HPC)**

**Request: \$80,590**

**Recommendation: \$80,590**

The DAC recommends that Health Partnership Clinic (HPC), be awarded **\$80,590**; HPC is a new applicant to the ATF. ATF will support HPC's Substance Use Disorder Services, including partial funding for a psychiatric nurse practitioner providing Medication Assisted Treatment (MAT), a psychiatrist, and a substance use counselor. HPC is a Patient-Centered Medical Home and the only Federally Qualified Healthcare Center (FQHC) in the region and provides care for low-income and uninsured populations through primary care, dental care, and mental health and substance use related care. As a "medical home" HPC is uniquely equipped to address a full range of substance use and health concerns for its clients; individuals with a substance use disorder are more likely to have a serious medical or mental health issue and may be more susceptible to serious infections. HPC's approach to whole patient care results in cost-savings in treatment and comprehensive support for clients.

The Substance Use Disorder program provides early intervention and outpatient treatment for adults and adolescents, including up to 6 hours of programming per week for adolescents and 8 hours per week for adults. Treatment includes behavioral intervention, relapse prevention, social support and education in individual, group, and family therapy settings. The cost of treatment is provided on a sliding scale to accommodate financial need of clients. HPC utilizes the SAMHSA-endorsed Screening, Brief Intervention, and Referral to Treatment (SBIRT) tool during primary care visits and Hazelton's Living in Balance treatment (endorsed by National Institute on Drug Abuse) including cognitive-behavioral and experimental therapeutic methods for substance use disorder treatment. In substance use disorder treatment, HPC utilizes evidence-based Motivational Interviewing and MAT to support recovery of clients.

**Results Projected:** In 2023, HPC projects serving 80 clients through 530 patient visits; patients will indicate that they are satisfied with the services they receive through post-treatment surveys. Patients without housing will be connected to housing resources. MAT services will be provided to patients who demonstrate a need with at least 70% of clients remaining in compliance with MAT medications. Patients successfully complete recommended treatment and remain sober.

### **Heartland Regional Alcohol & Drug Assessment Center (RADAC)**

**Request: \$236,510**

**Recommendation: \$225,000**

The DAC recommends that Heartland RADAC be awarded **\$225,000**; this represents an increase over 2022 funding. The increased funding will support an additional recovery coach, direct client assistance, and increased costs of operations, resulting in a projected 25% increase in clients served. ATF supports personnel providing intensive case management (ICM) for Johnson County individuals with co-occurring substance abuse and mental health issues, who are experiencing homelessness or housing insecurity, and who need treatment or treatment-related services. The program also purchases services and items needed to secure safe housing, access treatment, promote recovery and eliminate barriers to success. When clinically appropriate, HRADAC assists clients in accessing care such as Medication Assisted Treatment (MAT). Recovery coaching, provided with case management and care coordination services, complements the clinical work of the ICM and helps clients engage in the recovery community.

**Results Projected:** The goal of HRADAC's program is to intervene with individuals who have substance use disorder and other co-occurring issues, stabilize them in their home community, and engage in recovery activities. When clients begin ICM typically they are experiencing homelessness and untreated mental health and substance abuse issues. Therefore, results focus on accessing services and maintaining conditions in three areas of improvement – *housing, substance use, and mental health services*. *Housing* includes accessing safe transitional or permanent housing. *Substance use* includes engaging in treatment, recovery groups, and Recovery Oriented Systems of Care with a Recovery Coach. *Mental health* services focus is on accessing behavioral and mental healthcare services. During 2023, Heartland RADAC anticipates serving 125 Johnson County clients.

**Outcomes Achieved During 2021:** RADAC served 106 Johnson County residents in 2021. During 2021, 90% of ICM clients obtained transitional or permanent housing while receiving services with: 15% obtaining transitional, and 75% obtaining permanent housing. 96% of ICM clients actively worked on recovery issues. 62% accessed substance abuse treatment, 70% attended 12 step and other recovery groups, and 35% engaged in Recovery-Oriented Systems of Care activities with a Recovery Coach. Additionally, 19 individuals utilized MAT. RADAC clients also increased engagement with recommended mental health services to further support long-term recovery with an additional 26% engaged in mental health services after beginning treatment with RADAC, for a total of 71% of clients accessing mental health services since they began ICM.

#### **Johnson County Department of Corrections: Voucher Assistance**

**Request: \$12,900\***

**Recommendation: \$12,900\***

The DAC recommends the Department of Corrections be awarded \$12,900, which in addition to the \$3,000\* in ATF funds carried over from 2022, provides a total of **\$15,900\*** for the Voucher Assistance program. This program supports substance use disorder evaluations and treatment for adult offenders who face financial barriers to obtaining those services. Voucher assistance will be provided to adults in the Adult Residential Center (ARC) and adults who are under Intensive Supervised Probation, House Arrest, or Bond Supervision, as well as clients who are graduating from the in-patient Therapeutic Community and require continued outpatient treatment. Evaluation and treatment services will be provided by providers who maintain licensure pursuant to the Kansas Behavioral Sciences Regulatory Board and who have demonstrated success in keeping clients engaged.

**Results Projected:** The goal of the Voucher Assistance Program is for clients to reduce or eliminate the financial barriers associated with accessing alcohol/drug evaluations and treatment in a timely manner. Adults who receive vouchers will obtain an evaluation within 30 days, initiate recommended treatment within 60 days post evaluation, and successfully complete treatment. Corrections anticipates serving 39 Johnson County clients during 2023.

**Outcomes Achieved During 2021:** During 2021, 22 individuals were served through 62 vouchers for services. 95% of offenders referred for an evaluation completed their initial substance use evaluation within 30 days of the voucher request being approved. 90% of those referred for treatment following an initial evaluation commenced treatment within 60 days of the completion of the substance abuse evaluation. Corrections notes that its recidivism data from 2017-2021 demonstrates a reduction in new arrests for drug-related offenses of 43%, which is attributed, in part, to addressing substance use disorders through intervention and treatment, including the voucher assistance program.

### **Johnson County Mental Health Center, Adolescent Center for Treatment (ACT)**

**Request: \$242,170**

**Recommendation: \$242,170**

The DAC recommends **\$242,170** in funding for Johnson County Mental Health Center's Adolescent Center for Treatment (ACT); this represents level funding with 2022. ACT is a 10 bed, residential substance use disorder treatment facility for adolescents ages 12-18. Each client receives a thorough bio-psychosocial assessment and receives an individualized treatment plan. Youth participate in over 50 hours of structured activities per week including at least 10 hours of clinical therapy hours. Activities include addiction and health education, anger management, 12-step meetings and recreation. Youth also attend academic programming during the school year. ACT is the only residential, community-based treatment center for adolescents in Kansas; the cost of residential treatment is significantly less than hospital, psychiatric residential, or detention facility stays.

**Results Projected:** The goal of ACT is that youth with substance use disorder begin their recovery in a safe and sober environment. Clients remain in treatment for a minimum therapeutic length of stay and receive a “successful completion” upon discharge. On discharge surveys, clients will rate the program favorably in areas of program quality and staff performance. During 2023, ACT anticipates serving 25 Johnson County youth in the residential program. ACT works with the Dual Diagnosis Outpatient Program (DDOP) to connect youth with outpatient services upon completion of inpatient treatment at ACT.

**Outcomes Achieved During 2021:** During 2021, 22 Johnson County youth were served. 70% of first time admits remained in treatment for at least 21 days. 72% of re-admits remained in treatment for at least 14 days. 81% of all clients at ACT received a successful discharge, based upon completing individual program goals. The average client satisfactions score was 4.4 out of 5. ACT notes that it has seen a sharp increase in the number of adolescent clients with an opioid addiction with 25% of 2021 adolescent clients being admitted for an opioid disorder as primary diagnosis as compared to 7% in 2020. Physical symptoms of opioid withdrawal are severe and youth are more likely to leave the program, without permission, in order to seek out illegal substances than they have been in prior years when opioid disorder was less common among clients.

### **Johnson County Mental Health Center, Adult Detoxification Unit (ADU)**

**Request: \$276,835**

**Recommendation: \$276,835**

The DAC recommends the Johnson County Mental Health Center Adult Detoxification Unit (ADU) be awarded **\$276,835**; this represents level funding with 2022. ADU is an 8-10 bed unit which is staffed 24 hours a day, 7 days a week to admit and monitor individuals who may present a danger to the public or themselves due to alcohol/drug intoxication or withdrawal. ADU serves as a safety net service for individuals with serious substance use disorders. Licensed addiction counselors conduct a thorough substance use disorder assessment for each client and identify a recovery plan. The average length of stay is about 3 days, although some clients stay up to 5 days depending on the extent of their withdrawal or other factors. ADU is the only social detoxification program that admits uninsured individuals in the metropolitan area. ADU operates within the division of Addiction and Residential Services at JCMHC and shares a residential unit with the Crisis Recovery Center (CRC) and behavioral health staff are trained in the services provided for ADU and CRC's clients. As such, clients benefit

from the expertise of both programs when applicable. Clients may transition from ADU to CRC when more mental health supports are needed or when waiting on a bed elsewhere. Johnson County residents of ADU are offered an intake at the office adjacent to the program when mental health needs are indicated.

**Results Projected:** The goal of ADU is to provide medical detoxification that protects individuals from the dangers associated with withdrawal and protects the public from the risks associated with having intoxicated individuals on their streets. ADU clients will remain in social detox until ADU staff recommend discharge, have a written discharge plan documenting a referral for ongoing primary health, and rate ADU well for program quality and staff performance. ADU anticipates serving 293 Johnson County residents in 2023.

**Outcomes Achieved During 2021:** During 2021, 253 Johnson County adults were served. 80% of clients remained in the facility until staff recommended discharge. 98% of clients leaving ADU left with a recovery plan and follow-up appointments upon discharge; those leaving without a recovery plan were given standard discharge instructions. Following discharge, clients completed a satisfaction survey. On satisfaction surveys of six areas of program quality and staff performance, the average rating was 4.7 on a 5-point scale.

#### **Johnson County Mental Health Center, Dual Diagnosis Outpatient Program (DDOP)**

**Request: \$133,044**

**Recommendation: \$133,044**

The DAC recommends \$133,044 in funding to support the Dual Diagnosis Outpatient Program (DDOP) at Johnson County Mental Health Center; combined with carryover of \$45,000\* in 2022 funding for Medication Assisted Treatment (MAT), DDOP will have an overall budget of **\$178,044\*** in 2023. Funds will support salaries and medication assisted treatment. DDOP uses a sliding fee scale to assure access of all clients. DDOP clients receive 1 to 8 hours of weekly counseling group or individual sessions per week. All counseling focuses on providing clients with basic alcohol/drug education, recovery, and relapse prevention skills, as well as helping clients understand and manage mental health issues that complicate recovery. DDOP provides Medication Assisted Treatment (MAT) on a limited basis for clients who are appropriate for this treatment but have no means to pay for it.

**Results Projected:** The goal of the program is to provide integrated outpatient services for individuals aged 12 and over with mental health and substance use disorders. For adults, discharged clients will complete at least 8 hours of integrated treatment, will remain alcohol/drug-free and not commit any criminal activity while participating in the program. For adolescents, patients will complete at least 6 treatment sessions and will remain alcohol/drug free. The DDOP anticipates serving 534 Johnson County residents in 2023.

**Outcomes Achieved During 2021:** During 2021, 436 Johnson County adults and youth were served. 69% of adults and 44% of youth\* remained alcohol/drug free while participating in the program (\*an increase from 21% in 2020). 54% of all adult clients received at least 8 hours of integrated treatment and 75% of youth remained in treatment for at least 6 sessions. 85% of clients did not incur new legal charges in 2021 while under DDOP treatment.



## **KidsTLC**

**Request: \$59,617**

**Recommendation: \$59,617**

The DAC recommends KidsTLC be awarded **\$59,617** to provide substance abuse screening/assessment, evaluation, prevention/education, and clinical treatment for youth ages 13-18 who reside within the agency's Psychiatric Residential Treatment Facility (PRTF). This is an increase over the 2022 funding recommendation and will support KidsTLC in fully staffing up to reach full capacity in treatment. Clinical treatment is provided to youth with a dual diagnosis of substance use disorder and mental health issues. The evidence-based *Seeking Safety* curriculum is utilized in treatment as well as Eye Motion Desensitization Reprocessing (EMDR). Relapse prevention and prevention education, utilizing the *Positive Action* evidence-based program, are provided to all youth in the PRTF.

**Results Projected:** KidsTLC provides substance use prevention groups and intervention/therapy services for youth. Youth will remain abstinent from drugs and alcohol during their treatment, as evidenced by urinalysis testing, and will feel they have sufficient access to substance abuse services and supports. At discharge, youth will report overall improvement due to services received, and an increase in hopefulness and ability function. The program will help sustain the youth's recovery and provide linkages to community support. During 2023, KidsTLC anticipates serving 20 Johnson County youth.

**Outcomes Achieved During 2021:** During 2021, 16 Johnson County youth were served. Youth remained abstinent from drugs and alcohol with 86% of youth presenting a clean urinalysis after returning from a pass outside with parent/guardian. At discharge, 100% of youth had at least one follow-up appointment scheduled; 78% reported they were somewhat or very confident that things will improve in their life regarding substance abuse and 81% demonstrated an improved outlook at time of discharge (measured by self-assessment of change between admission and discharge). 78% of youth participating in relapse prevention and *Seeking Safety* programming reported maintenance or a decrease in problem severity between admission and discharge.

## **KVC Behavioral HealthCare**

**Request: \$70,000**

**Recommendation: \$66,281**

The DAC recommends KVC Behavioral HealthCare be awarded **\$66,281** for Family Substance Abuse Recovery Services; this represents an increase over prior years to hire an additional .5 FTE Licensed Addiction Counselor (LAC). The Family Substance Abuse Recovery Services assists caregivers and youth in identifying lasting supports and walks alongside families toward recovery from substance abuse. This program serves Johnson County families who have had children removed to foster care and have been assessed by a KVC case manager or therapist, or are referred by Kansas Department of Children and Families (DCF). If there is an indication of substance abuse, an LAC administers the KS Client Placement Criteria (KCPC) and works with case workers, therapists, and behavioral/mental healthcare and medical staff to find the best level of care and wraparound services. KVC utilizes ecomapping to help clients identify sources of support – community resources, government services, friends, family, treatment options, etc. – for positive family outcomes. Outpatient in-home therapy, the focus of this program, is determined using the KCPC and the family's willingness to participate. Other options include referral to local support groups, and in-patient therapy.

**Results Projected:** The goal of the program is to reduce trauma and adverse childhood experiences (ACEs) and improve family outcomes related to substance use recovery, which results in significant

cost savings in the medical system, law enforcement, and emergency response system. Outpatient services will be provided in-home, and families will report an increase in striving to improve family stability through lifestyle changes. Clients will maintain sobriety, housing stability, avoid criminal activities, and connect to resources and services that can help them maintain their program goals. KVC anticipates serving 79 Johnson County residents in 2023.

**Outcomes Achieved During 2021:** During 2021, 64 adults and 14 youth were served. All families coming into the program were contacted and 96% had completed an intake/assessment within 10 days of the referral. Upon completion of treatment, clients completed the AWARE relapse assessment and all clients fell in the 11% average range, indicating a low probability of relapse, which reflects increased family and support connections and overall higher levels of stability and quality of life. This likelihood of relapse is markedly lower than the national average, which according to National Institute on Drug Abuse (2018) is approximately 40-60%.

### **Mirror, Inc.**

**Request: \$220,000**

**Recommendation: \$210,000**

The DAC recommends Mirror be awarded **\$210,000**, an increase over prior years, to provide residential substance abuse treatment services to individuals in Johnson County who have been diagnosed with co-occurring mental health and substance use disorders. The increase in funding reflects increased use by Johnson County residents, direct assistance to homeless and housing insecure clients, and other cost increases. Clients served fall below 200% of the federal poverty level and cannot access services in a timely manner due to limited state Block Grant funding. ATF support reduces the wait-time for Johnson County residents with co-occurring disorders in the most critical need, with an average wait time of 18 days for Johnson County residents as compared to 40 days for a Block Grant funded client. Clients of Mirror receive substance abuse and mental health services through individualized treatment plans and coordinated services. Support is also provided to address barriers to recovery such as legal, housing, health and employment issues.

**Results Projected:** The goal of the program is to provide quicker access to treatment services for Johnson County residents who have no resources to pay for treatment and to aid them in accessing support services and stable housing after treatment completion and discharge. Results include reduced time on Mirror's wait list for Johnson County clients as compared to the average wait time for Block Grant funded clients; retention in the treatment program; and compliance with all discharge recommendations, including continued mental health care, substance abuse aftercare, stable housing and use of support systems. During 2023, Mirror anticipates serving 150 Johnson County residents with its ATF grant.

**Outcomes Achieved During 2021:** During 2021, 131 Johnson County adults were served. 65.7% of clients who completed the program followed through with recommendations for continued mental health care, substance abuse aftercare, stable housing and use of support systems. 65.7% of co-occurring disorder clients were successfully discharged; this is an increase over 2020 when some clients left treatment due to concerns about the pandemic. Clients reported improved an average 62% increase in confidence level in handling high risk situations that could lead to substance abuse. Johnson County clients spent an average of 18 days on the wait list as compared to an average wait time of 40 days for clients funded by the state block grant or other funding streams. Mirror's experience is that the longer a person waits for treatment, the more likely they are to not follow through with the treatment when an opening is available.

**Preferred Family Healthcare, Inc.**

**Request: \$120,000**

**Recommendation: \$120,000**

The DAC recommends Preferred Family Healthcare (PFH) be awarded **\$120,000**, level funding with 2022, to support the delivery of outpatient substance abuse treatment and treatment for co-occurring disorders of substance abuse and mental health disorders to Johnson County residents with limited or no resources to pay for services (e.g. uninsured, indigent and low-income residents). PFH operates multiple facilities in multiple states, including a Level I Outpatient Treatment and Level II Intensive Outpatient Treatment center in Olathe providing assessment, individual and group counseling, and drug testing. Treatment interventions include Cognitive Behavioral Therapy, Trauma-Focused Cognitive Behavioral Therapy, Motivational Interviewing, and Motivational Enhancement Therapy. PFH offers services on an income-based sliding fee scale.

**Results Projected:** The goal of the programs is to support Johnson County residents struggling with substance use disorder as they move toward recovery. Clients will demonstrate abstinence from substance use, obtain and/or maintain employment or educational activities, have no new arrests, successfully complete treatment, and obtain or maintain housing. Preferred Family Healthcare anticipates serving 390 individuals, including 290 Johnson County residents in 2023.

**Outcomes Achieved During 2021:** During 2021, 277 individuals from Johnson County were served. Drug testing was limited during 2021 due to limitations related to the pandemic, of the clients who did test, 100% tested negative for substance use. 67% of clients who were not disabled or retired reported they were employed or involved in educational activities and 65% of clients successfully completed treatment; these figures are down from 2020 and the change is attributed to additional stressors related to the pandemic, including additional stressors for clients as well as staff turnover.

**2023 Alcohol Tax Fund  
Participating Jurisdictions**

<b>Jurisdiction</b>	<b>Amount</b>
Johnson County Government	\$142,527
City of De Soto	\$16,000
City of Gardner	\$30,000
City of Leawood	\$300,000
City of Lenexa	\$135,000
City of Merriam	\$20,000
City of Mission	\$60,000
City of Olathe	\$215,000
City of Overland Park	\$1,118,000
City of Prairie Village	\$44,000
City of Shawnee	\$89,900
<b>Total Alcohol Tax Fund</b>	<b>\$2,170,427</b>

The recommended grant awards represent the maximum ATF award for the calendar year and are based upon an estimate from local jurisdictions of local liquor tax revenue. Awards will only be made if jurisdictions receive adequate revenue. Actual dollars disbursed are dependent upon local liquor tax revenue received by participating jurisdictions. Neither United Community Services (UCS) nor the Drug and Alcoholism Council is responsible for a reduction in ATF fund awards payable by participating jurisdictions.

**APPENDIX A**  
**DRUG & ALCOHOLISM COUNCIL of JOHNSON COUNTY FUNDING PRIORITIES**

**2023 Alcohol Tax Fund Funding Priorities**

By legislative mandate (KSA §79-41a04 as amended), ATF dollars must be used to fund services or programs whose principal purpose is substance abuse education, prevention, detoxification, intervention and/or treatment. Programs funded through the ATF grant process create a substance use continuum of services. Programs are defined as follows:

- Education and Prevention programs are designed to promote awareness and self-efficacy, and provide information, activities, and skill building to prevent problems with, or addiction to, alcohol and/or drugs.
- Intervention programs are designed to interrupt alcohol and/or drug use and may include involvement in activities applied during early stages of substance use which may prevent the transition from drug use to abuse.
- Substance Abuse Treatment programs are licensed by the State of Kansas to provide substance use disorder treatment services, including detoxification, and are designed to assist clients with discontinuing the use of alcohol and drugs and recovery programs supporting a reduction in relapse.

**Overall priority is given to:**

- Programs that target populations who are at-risk for substance use or abuse including individuals who have mental health issues, people who are homeless and/or have other co-occurring issues, and those involved in the child welfare or criminal justice system.
- Programs that address barriers to service including hours of operation, transportation, lack of care for children of parents seeking services, and physical location.
- If fees are charged for services, there are accommodations for clients with no ability, or limited ability, to pay the fees including a sliding fee scale based upon income.
- Programs that demonstrate competency in addressing language and cultural barriers and provide bi-lingual services in multiple languages, such as Spanish.
- Programs that provide services to meet a current community need defined through indicator data or *Communities That Care* survey trends.
- Programs that demonstrate an awareness of the negative impact of trauma in the prevention and treatment of substance use and utilize a trauma-informed care approach in the delivery of services.
- Programs that are evidence-based or reflect a best or promising practice and include measures to ensure fidelity.
- Programs that utilize measurable outcome data to improve service delivery.
- Strategies and services that involve families, parents, guardians, and/or other support systems.
- Programs that demonstrate coordination and collaboration with other agencies that support the substance abuse continuum of services in Johnson County and provide connection to community supports.
- Programs that demonstrate through service delivery, competency in addressing the interrelationship between substance use/abuse and other risk factors as defined above.

**Priorities for Education and Prevention Programs include:**

- Strategies that seek to delay the onset of the initial use of substances.
- Programs that target use of gateway drugs and address new trends in drug use across all age groups.
- Programs that utilize *Risk and Protective Factors* strategies across all age groups.

**Priorities for Treatment and Intervention Programs include:**

- Programs that provide effective treatment strategies for individuals with co-occurring substance use and mental health disorders.
- Programs that serve targeted populations and introduce early intervention strategies.
- Programs that incorporate Recovery Oriented Systems of Care (ROSC) which sustain and support recovery. These include providing peer support, housing, case management, and/or to linkages to recovery communities and activities.

***Additional Considerations:***

There are additional areas that the DAC will remain cognizant of over the next five years, including:

- Increased tolerance of marijuana due to legalization of medical and recreational use in the United States.
- The connection between substance use and, suicide overdoses within the general population and for youth.
- The impact of the pandemic on substance use, including: effects for those with co-occurring disorders, as well as social isolation and reported increased anxiety and depression. Populations to watch include school-aged youth for whom education, prevention, and early intervention were limited in 2020 and 2021 due to the pandemic, as well as adults, as data indicates adult alcohol use increased during the pandemic.
- The impact of vaping as a gateway to nicotine and drug addiction, including marijuana use.
- Indicators of opioid addiction in Johnson County, including seniors prescribed opioids during recovery from surgeries.
- The impact of increased indicators of methamphetamine and fentanyl abuse in Johnson County, and
- The habitual use of electronics as a form of addiction and its potential connection to alcohol and drug addiction.

*Approved by Drug and Alcoholism Council  
November 18, 2021*

## APPENDIX B

### 2022 DRUG and ALCOHOLISM COUNCIL of JOHNSON COUNTY 2023 ATF GRANT REVIEW COMMITTEE MEMBERS

*Jaime Murphy, Chair*, Overland Park Municipal Court, City of Overland Park Representative  
*Afam Akamelu, Vice Chair*, Community Volunteer  
*Charlene Whitney, Secretary*, Community Volunteer  
*Judge Jenifer Ashford*, 10<sup>th</sup> Judicial District Court ♦  
*Jason Bohn, LPC*, Renew Counseling Center  
*Major Chris Brokaw*, Merriam Police Department, City of Merriam Representative  
*Mike Brouwer*, Johnson County Government ♦  
*Chan Brown*, Kansas Health Foundation  
*Michelle Decker*, City of Olathe Prosecutor's Office, City of Olathe Representative  
*Jen Jordan-Spence*, City of Gardner, City of Gardner Representative  
*Martha LaPietra, M.D.*, IPC-The Hospitalist Company, Community Volunteer  
*Sharon Morris*, Olathe School District, School District Representative ♦  
*Bethany Butler Myers, LSCSW, LCSW*, City of Leawood Representative  
*Undersheriff Daryl Reece*, Johnson County Sheriff's Office  
*Piper Reimer*, City of Prairie Village Councilperson, City of Prairie Village Representative  
*Liana Riesinger*, Francis Family Foundation, City of Mission Representative  
*Mickey Sandifer*, City of Shawnee Representative  
*Catherine Triplett*, Triplett Law Firm  
*Pastor Chris Winn*, Community Life Church, Johnson County Board of County Commissioners Representative

♦ Denotes Non-Voting Member

Staff Support: Christina Ashie Guidry, UCS Director of Resource Allocation



# United Community Services of Johnson County

Date: March 8, 2022  
 To: Laura Smith, City Administrator  
 From: Julie K. Brewer, Executive Director *JKB*  
 Re: 2023 Alcohol Tax Fund Request, 2021 Year-End Report

Thank you for the City of Mission’s long-standing participation in the Alcohol Tax Fund (ATF) partnership that awards funds to local alcohol/drug education, prevention, intervention, and treatment programs in accordance with K.S.A. §79-41a04 (as amended). **Based on increased need for substance use services due to the pandemic and the City’s Alcohol Tax collections, we respectfully request that you include the ATF in Mission’s 2023 budget at an increase over the \$50,000 committed for 2022.**

During 2021, nearly 49,000 Johnson County youth and adults were served by programs supported by Alcohol Tax Funds. **Enclosed is the 2021 ATF Year-End Report which includes information about funded programs’ service statistics and outcomes.**

The Drug & Alcoholism Council (DAC), with UCS’ administrative support, performs the following activities for the county-wide process for allocating liquor-by-the-drink tax dollars collected pursuant to K.S.A. §79-41a04:

- Request and secure funding commitment from jurisdictions (April – Aug.)
- Solicit proposals from community-based substance abuse treatment, intervention and education/prevention programs and public-school districts (May – July)
- Review proposals, meet with applicants and make funding recommendations (Aug. – Oct.)
- Submit recommendations report to jurisdictions (Nov.)
- Monitor grantees (Year-round)
- Facilitate quarterly ATF Provider meetings (Year-round)
- Provide staff support for DAC meetings (Year-round)

The ATF plays a vital role in the health and well-being of our residents and the quality of life in our community and is an effective way for cities and County Government to invest in reducing the negative impact of substance abuse in our community. The volunteers who comprise the DAC’s membership are committed to ensuring accountability and positive results with these public funds.

In the 2021 ATF Year-End Report, you will note that *despite increased need for substance use services reported by providers, all ATF grantees experienced a reduction in funding in 2021.* This reduction in funding is due to pandemic-related reduced by-the-drink tax collections beginning in 2020; since 2020, total jurisdiction funding for the ATF has decreased by ~6%. Fortunately, 2021 by-the-drink tax collections have markedly improved for all jurisdictions.

As by-the-drink tax collections continue to improve, we respectfully request that you continue to commit this tax revenue to the ATF recommendation and review process. Please contact Christina Ashie Guidry, UCS Director of Resource Allocation ([christinag@ucsjoco.org](mailto:christinag@ucsjoco.org)), if you anticipate your commitment to the ATF will be different than in 2022 or you would like a presentation at a commission meeting. Thank you in advance for your continued support of this collaborative approach to addressing substance abuse.

We hope that the thousands of people who are touched each year ATF funded services can count on your continued investment.

CC: Brian Scott

Enclosure: Alcohol Tax Fund 2021 Year-End Report

#### Board Members

- Rebecca Yocham, President
- Janet Barrow, EdD
- David Brown
- Marshaun Butler
- Joe Connor
- Erik Erazo
- Rev. Adam Hamilton
- Robin Rollins Harrold
- Thomas Herzog
- Roxann Kerr Lindsey
- Stephen Kyle
- Patty Markley
- Dr. L. Michael McCloud, PhD
- Hon. Eric Mikkelson
- Hon. Donald Roberts
- Vanessa Vaughn West
- Dave White

#### Council of Advisors

- Gary Anderson
- Mary Birch
- Dr. Andy Bowne
- Pat Colloton
- Dr. Stuart Day
- Hon. Peggy Dunn
- Hon. Ed Eilert
- Jeff Ellis
- SuEllen Fried
- Ellen Hanson
- Terrie Huntington
- Audrey Langworthy
- Penny Postoak Ferguson
- Jill Quigley
- Tom Robinett
- Clint Robinson
- Carol Sader
- Brad Stratton
- Charlie Sunderland
- Hon. Stephen Tatum
- David Warm

#### Executive Director

Julie K. Brewer





<b>City of Mission</b>	Item Number:	10.
<b>ACTION ITEM SUMMARY</b>	Date:	December 14, 2022
<b>Administration</b>	From:	Robyn Fulks

Action items require a vote to recommend the item to full City Council for further action.

**RE:** 2023 Cereal Malt Beverage Licenses

**RECOMMENDATION:** Approve the 2023 Cereal Malt Beverage (CMB) License Renewals.

**DETAILS:** City ordinance and Kansas statutes require that any person or business wishing to sell any cereal malt beverage/enhanced cereal malt beverage (CMB) at a retail location must obtain an annual license. Renewal licenses for January 1, 2023 through December 31, 2023 have been submitted by the following Mission businesses:

- CVS, 6300 Johnson Drive
- Hy-Vee Grocery, 6655 Martway Street
- Hy-Vee Convenience Store, 6645 Martway Street
- QuikTrip, 4700 Lamar Avenue
- Target, 6100 Broadmoor Street
- Paulie D's Pizza, 5735 Johnson Drive
- The Corner Lalo's Kitchen, 5038 Lamar Avenue

Each applicant will be required to submit their application and fee before issuance of license. Licenses will be issued pending satisfactory background checks for each applicant/store manager and approval by Police Chief Madden.

**CFAA CONSIDERATIONS/IMPACTS:** N/A

Related Statute/City Ordinance:	K.S.A. 41-2702; City of Mission Code Section 600.160 & 600.170
Line Item Code/Description:	n/a
Available Budget:	n/a

<b>City of Mission</b>	Item Number:	11.
<b>DISCUSSION ITEM SUMMARY</b>	Date:	December 14, 2022
<b>Administration</b>	From:	Laura Smith

Discussion items allow the committee the opportunity to freely discuss the issue at hand.

**RE:** Review of Governing Body Compensation

**DETAILS:** Section 115.60 of the Mission Municipal Code establishes compensation for the Governing Body. It creates an annual salary of \$12,000/year for the Mayor and \$4,200/year for Councilmembers.

The code also outlines that Council compensation will be reviewed annually at the first regularly scheduled meeting in January. The current compensation was established via Ordinance 1027 on January 23, 2002.

A formal review has not been conducted since 2002. Information has been shared periodically with the Mayor and Council regarding compensation comparisons in other Johnson County cities with no follow-up action being requested. During the review in January 2022, the Council asked that it be brought back for discussion in December for potential action in January 2023.

The compensation structure for elected officials varies widely from city to city throughout Johnson County as shown in the attached survey matrix. In addition, in some cities the Mayor and Council are provided an opportunity to waive or reduce the established salaries. In some cases this requires a majority vote of the Council, in others each member of the Governing Body may make that decision on their own.

Staff will review the survey data and seek further direction, if appropriate, following Council review of the information. If requested, this will be brought forward as an action item on the January 18, 2023 Finance & Administration Committee agenda.

**CFAA IMPACTS/CONSIDERATIONS:** N/A

Related Statute/City Ordinance:	Mission Municipal Code Section 115.060
Line Item Code/Description:	01-09-101-03
Available Budget:	\$52,200 (2023 Adopted Budget)

### Governing Body Compensation - Johnson County - January 2022

City	Population	Mayor	Council	Notes/Comments:
Mission Woods	186	\$0/yr	\$0/yr	Volunteer positions.
Westwood Hills	463	\$900/yr	\$420/yr	
Lake Quivira	920	\$2/yr	\$2/yr	Volunteer positions.
Westwood	1,657	\$8,400/yr	\$3,000/yr	
Edgerton	1,713	\$90,000/yr	\$25/per diem	Reimbursement for milage, actual time lost from regular employment, food and lodging.
Mission Hills	3,574	\$1/yr	\$1/yr	Volunteer positions.
Fairway	3,960	\$3,600/yr	\$1,800/yr	
De Soto	6,254	\$9,240/yr	\$840/yr	Mileage reimbursement.
Spring Hill	6,626	\$5,000/yr	\$3,000/yr	
Roeland Park	6,769	\$6,120/yr	\$5,100/yr	
Bonner Springs	7,782	\$2,400/yr	\$840/yr	
Mission	9,523	\$12,000/yr	\$4,200/yr	Reimbursed for mileage, and provided with an additional \$25/mo taxable fringe benefit for communications
Merriam	11,185	\$12,801/yr	\$5,804/yr	Mayor/Councilmembers salaries adjusted annually through compensation plan.
Gardner	21,528	\$7,773.12/yr	\$3,836.40/yr	Additional \$60 car allowance.
Prairie Village	22,170	\$1/yr	\$1/yr	Volunteer positions, check returned to the City.
Leawood	34,670	\$20,000/yr	\$11,000/yr	Mayor receives \$4,800 yearly car allowance and \$200 month for communication expense. Councilmember receive \$250 montly milage expense and \$100 month for communication expense.
Lenexa	54,011	\$23,488.47/yr	\$11,759.07/yr	Mayor/Councilmembers receives \$1,638 phone stipend per year. Mayor received \$2,002 additional car allowance.
Shawnee	65,540	\$16,271.58/yr	\$9,615.32/yr	
Olathe	137,618	\$26,989/yr	\$13,494/yr	Mayor Pro Tem: \$16,193.
Overland Park	191,011	\$32,000/yr	\$12,800/yr	Annual salary of the President of the Council and of each councilmember that serves as Chairs of the four Committees is 45% of the Mayor's annual salary. Annual salary of each City Council Member shall be an amount equal to 40% of the Mayor's annual salary.