

**EDGERTON CITY COUNCIL
MEETING AGENDA
CITY HALL, 404 EAST NELSON STREET
November 10, 2022
7:00 P.M.**

Call to Order

1. **Roll Call** _____ Roberts _____ Longanecker _____ Lewis _____ Beem _____ Lebakken
2. **Welcome**
3. **Pledge of Allegiance**

Consent Agenda *(Consent Agenda items will be acted upon by one motion unless a Council member requests an item be removed for discussion and separate action)*

4. Approve Minutes from October 27, 2022 Regular City Council Meeting
5. Approve Ordinance No. 2124 Amending and Restating Ordinance No. 2123 in Connection with the Community Improvement District (Edgerton Crossing Woodstone Project)
6. Approve Year-End Longevity Bonus for Employees
7. Approve Ordinance No. 2125 Providing for the Range of Salaries and Compensation of Various City Officers and Employees
8. Approve Large Animal Permit for Darius Crist, 510 W Braun Street
9. Approve Large Animal Permit for Galaz Trust (Sergio Galaz Trustee), 1300 W Braun Street
10. Approve Large Animal Permit for Michael Mabrey, 1200 W Braun Street
11. Approve Large Animal Permit for Glyn Powers, 1606 W 8th Street
12. Approve Large Animal Permit for Marvin Vail, 1405 W 8th Street
13. Approve Final Acceptance of 200th Street Road Public Improvements Project

Motion: _____ Second: _____ Vote: _____

Regular Agenda

14. **Declaration.** At this time Council members may declare any conflict or communication they have had that might influence their ability to impartially consider today's issues.
15. **Public Comments.** The City of Edgerton encourages public participation in local governance issues. To facilitate an efficient and effective meeting, persons wishing to address the City Council must sign-up before the meeting begins. Speakers must provide their name and address for the record and are limited to three (3) minutes. The maximum time limit for all speakers will be thirty (30) minutes. Comments on personnel matters or matters pending before court/other outside tribunals are not permitted. Any comments are for informational purposes only. No action will be taken.

The Mayor may modify these provisions, as necessary. The Mayor may limit any unnecessary, off-topic, or redundant comments or presentations. Speakers should address their comments to City Council members only and should not speak to fellow audience members. City Council members will not engage in a dialogue or debate with speakers. Speakers and audience members should conduct themselves in a civil and respectful manner. Disruptive conduct may result in removal from the meeting.

Business Requiring Action

16. CONSIDER 2023 FUNDING RECOMMENDATION FOR THE HUMAN SERVICE FUND

Motion: _____ Second: _____ Vote: _____

17. CONSIDER AN AGREEMENT WITH STRATEGY, LLC, FOR INFORMATION TECHNOLOGY SERVICES

Motion: _____ Second: _____ Vote: _____

18. CONSIDER RESOLUTION NO. 11-10-22A AUTHORIZING THE CLOSURE OF NELSON STREET DURING THE MAYOR'S CHRISTMAS TREE LIGHTING

Motion: _____ Second: _____ Vote: _____

19. Report by the City Administrator

- 3rd Quarter Financial Report
- Update on Adopt a Highway Litter Removal Services

20. Report by the Mayor

21. Future Meeting Reminders:

- November 10th: City Council Meeting – 7:00PM
- December 1st: Special City Council Meeting – 7:00PM
- December 8th: City Council Meeting – 7:00PM
- December 13th: Planning Commission Meeting – 7:00PM

22. CONSIDER RECESSING INTO EXECUTIVE SESSION PURSUANT TO K.S.A. 75-4319(B(2)) UNDER THE ATTORNEY/CLIENT EXCEPTION TO INCLUDE THE CITY ATTORNEY, CITY ADMINISTRATOR, AND PUBLIC WORKS DIRECTOR TO DISCUSS CONTRACT NEGOTIATIONS.

Motion: _____ Second: _____ Vote: _____

23. Adjourn Motion: _____ Second: _____ Vote: _____

EVENTS

November 11: City Offices Closed for Veteran's Day
November 16: Senior Lunch & BINGO
November 17: Homemade Pumpkin Pie Class
November 19: Breakfast with Santa at Edgerton Elementary
November 24 - 25: City Offices Closed for Thanksgiving Holiday
December 2: Mayor's Christmas Tree Lighting Ceremony
December 13: Tales for Tots
December 16: Kids Night Out
December 21: Senior Lunch & BINGO
December 23 - 26: City Offices Closed for Christmas Holiday

City of Edgerton, Kansas
Minutes of City Council Regular Session
October 27, 2022

A Regular Session of the City Council (the Council) was held in the Edgerton City Hall, 404 E. Nelson, Edgerton, Kansas on October 27, 2022. The meeting convened at 7:03 PM with Mayor Roberts presiding.

1. ROLL CALL

Clay Longanecker	present
Josh Lewis	present
Josh Beem	absent
Deb Lebakken	present

With a quorum present, the meeting commenced.

Staff in attendance: City Administrator, Beth Linn
City Attorney, Lee Hendricks
Planning and Zoning Coordinator/Deputy City Clerk, Chris Clinton
Public Works Director, Dan Merkh
Finance Director, Karen Kindle
Capital Improvement Project Manager, Brian Stanley
Accountant, Justin Vermillion
Marketing & Communications Manager, Kara Banks

2. WELCOME

3. PLEDGE OF ALLEGIANCE

Consent Agenda *(Consent Agenda items will be acted upon by one motion unless a Council member requests an item be removed for discussion and separate action)*

4. Approve Minutes from October 13, 2022 Regular City Council Meeting

Councilmember Lebakken moved to approve the consent agenda, seconded by Councilmember Lewis. The consent agenda was approved, 3-0.

Regular Agenda

5. Declaration. There were no declarations made.

6. Public Comments. There were no public comments made.

Business Requiring Action

7. CONSIDER RESOLUTION NO. 10-27-22A PROVIDING THAT THE CITY IS CONSIDERING ESTABLISHING A RURAL HOUSING INCENTIVE DISTRICT, ADOPTING A PLAN FOR DEVELOPMENT OF HOUSING AND PUBLIC FACILITIES AND ESTABLISHING THE DATE AND TIME OF A PUBLIC HEARING (DWYER FARMS RURAL HOUSING INCENTIVE DISTRICT)

Mr. Scott Anderson, Bond Council, spoke before the Council. He stated the City anticipates entering into a Development Agreement with Kansas LD, LLC, which is Rausch Coleman Homes, for the development of the Dwyer Farms single-family housing subdivision on an 80.4-acre parcel located at the southwest corner of 207th/Braun Street and 8th Street/Edgerton Road. He said upon completion of the project, it is anticipated that the subdivision will be made up of 275 single-family homes.

Mr. Anderson explained the City anticipates it will construct certain public infrastructure to serve the housing development. The City plans to reimburse itself for the public infrastructure by creating a Rural Housing Incentive District (RHID). The first step toward creating the RHID occurred when the City considered the housing study and made certain findings and determinations with respect to housing in the City of Edgerton. He stated the City has also obtained the approval of the Secretary of Commerce to create the RHID. The City has caused a development plan and feasibility study to be prepared for the proposed district. The plan and study were distributed to the Councilmembers and a summary of each of them is contained in the resolution.

Mr. Anderson informed the Council the next step is for the City to declare its intention to establish the RHID and set a date for the public hearing. The resolution declares the intent and sets December 1, 2022 as the date for the public hearing on the creation of the RHID and the proposed development plan.

Mr. Jeff White, Columbia Capital, addressed the Council. He explained the State Statute requires a feasibility study to be done prior to the creation of an RHID. The feasibility study must find that the RHID funds will exceed or be at least enough to cover the costs of the public infrastructure. The cost of project is estimated to be \$30,420,005 and will have 2 funding sources. He explained based upon current construction prices, the developers anticipate its total development cost is \$15,000,000 and the City anticipates the direct cost of the public infrastructure to be \$15,420,005. The revenues of the RHID become available when houses are built, and property taxes start being paid. The feasibility study shows the RHID revenues covering the City's cost of the project. Councilmember Lewis inquired if the feasibility study takes into account all of the phases of the project. Mr. White answered that it does and explained the City would have already paid for the infrastructure to be built, but regardless of when the phases are constructed, the City will be reimbursed for the full amount it spent. Mayor Roberts stated there are also surety bonds that will be posted to protect the City. Mr. Anderson stated that is correct. He added the City will construct the infrastructure as the developer builds the phases. The surety bond protects the City's investment until a certain number of homes are built that will be enough to cover the significant portion of the cost of the infrastructure. Mr. Anderson stated a development agreement as not been entered into at this time, but he does not have any reservations for the proposed resolution, especially since this resolution only sets the date for the public hearing. He explained if there is not a development agreement agreed upon by the time the public hearing is held, the City will need to reconsider the creation of the RHID. The City has mitigated a majority of the risks, including not constructing the infrastructure ahead of the development, the projected revenues cover the cost of the infrastructure, and the surety bonds.

Mayor Roberts stated Dr. Brian Huff, Superintendent of Unified School District #231, was informed about the statutory term of twenty-five (25) years. Mayor Roberts explained that it is projected that the cost of the project would be reimbursed before then and the RHID would collapse, and the revenues would come in. Dr. Huff does see this as a benefit for Edgerton Elementary to get students. Mayor Roberts added the school district is not a fan of RHID, but they are in support of housing in Edgerton.

Councilmember Longanecker moved to approve the resolution, seconded by Councilmember Lebakken. Resolution No. 10-27-22A was approved, 3-0.

**8. CONSIDER AN AGREEMENT WITH GLOBAL PAYMENTS DIRECT, INC.,
FOR MERCHANT CREDIT CARD PROCESSOR SERVICES**

Ms. Karen Kindle, Finance Director, approached the Council. She stated in November 2021 the Council approved a contract with Tyler Technologies for ERP software. Merchant credit card processing services that integrate with the Tyler software are covered by a separate agreement from the software agreement. She explained the City currently uses PSN for merchant credit card processing services because they are the only provider that works with the City's existing software, providing a partial integration. However, PSN does not integrate with Tyler software. A full integration offers several advantages, so City staff is recommending the use of a merchant credit card processing services provider that fully integrates with the Tyler software.

Ms. Kindle explained the advantages of full integration; customer accounts are updated automatically in real-time when payments are made. Customers are therefore able to see payments made to their accounts immediately and City staff will also see payments made to accounts immediately in the system. Currently, City staff has to download the payments the next day to update the accounts. City staff will save time and avoid potential errors when applying penalties to late accounts. City staff currently must download the daily files and then search for transactions made after the file cut off but before 8 AM and manually remove them from the file for penalties. With real-time account updates, City staff will not have to make these manual adjustments to the process. Additionally, customers will be able to see in real-time confirmation of payments made. Ms. Kindle said City staff will also save time and avoid potential errors when determining accounts that will be shut off for nonpayment. City staff follows a similar process of downloading payment files and searching for payments after the file cut off to develop the shut off list. Customers will also be able to verify if their payment has been applied to their account prior to the process of shut off for nonpayment. Bank reconciliations are simplified because the timing differences between credit card payments posted and deposit into the bank account are minimized.

Ms. Kindle said at the time the software contract was approved, Tyler was working on developing their own merchant credit card processing service. Tyler has completed that work and the service, Tyler Payments, is now available. City staff received a quote for Tyler Payments as well as a quote from Global Payments Direct, Inc., the other processor that integrates with the Tyler software. She stated enclosed in the packet is the schedule that shows a comparison of the cost structures for the current provider as well as the two (2) providers

that fully integrate with the Tyler software. With the current provider, PSN, the City absorbs all of the credit card and eCheck fees. City staff is recommending the same structure for all payments except for Court payments. The common business practice for Court payments is to charge the fees to the customers using a flat percentage rate that is collected at the time of payment. The credit card processor retains the fee, and the City receives the full amount of the fines and/or fees. The proposal from both of the Tyler-integrated providers reflects absorbing all fees except for Court.

Ms. Kindle stated there are two pricing models used by merchant credit card processors for fees that will be absorbed by the merchant. The first is interchange plus pricing and the second is flat rate pricing. Under interchange plus pricing, the processor charges a fee in addition to the interchange fees. Interchange rates will vary depending on the type of card and the type of transaction, such as card present or online. Under flat rate pricing, the processor charges a flat rate that includes the interchange fees. She explained Tyler Payments has structured their fees based on the interchange plus pricing model, which is the same method the City's current provider, PSN. No distinction is made between card present transaction and online or over-the-phone transactions because that distinction will be made by the interchange rate model. Global Payments has structured their fees based on the flat rate pricing model. She said they have 2 levels of fees. One (1) is for card present transactions and the other is for online or over-the-phone transactions. The online or over-the-phone transactions carry more risk as the card is not present to be swiped or read by a chip reader.

Ms. Kindle explained the schedule in the packet shows the estimated fees for a hypothetical \$100 transaction. PSN and Tyler Payments used an estimated interchange rate of 2.5% was used. The interchange rates generally vary between 2 and 3%. The schedule shows that card transaction cost with Global Payments are estimated to be lower than that of Tyler Payments and PSN. ECheck payments are more expensive with either of the Tyler-integrated providers than they currently are with PSN, with Global Payments having the lower cost of the 2 providers.

Ms. Kindle stated City staff recommends Global Payments as the preferred provider based on the ability to provide a fully integrated solution with the Tyler software with estimated lower card transaction costs and extension experience with Tyler Technologies software. Prior to the creation of Tyler Payments, Global Payments was the only provider to fully integrate with the software. Global Payments wrote the interface that is used with the Tyler software and has been the provider for over ten (10) years. Thousands of current Tyler clients use Global Payments as their merchant credit card processor, so they have extensive experience to assist the City in making the transition. Finally, Global Payments is able to implement the services in the timeframe needed for the implementation of the Tyler software. She explained credit card fees are budgeted in the three (3) main operating funds of General, Water and Sewer Funds. City staff anticipates the current budget will be sufficient to cover the credit card fees. She added the agreement has been submitted to the City Attorney for review.

Mr. Lee Hendricks, City Attorney, stated Global Payments did provide standard amendments for local governments and the City will opt for about sixty percent (60%) of those amendments as it is better for the City. Mayor Roberts stated he did not see a portion of the agreement that

states Global Payments will not sell the customer's information to credit card companies so they could solicit citizens. The agreement did say that the merchant, in this case, the City, would not sell the information. It did state that American Express could contact the City and provide offers, but did not say anything about companies reaching out to citizens. Mr. Hendricks agreed and stated he wants that added to the agreement and in writing. Mayor Roberts said that is usual language included in these types of agreements. He understands that companies might send promotions to the City, but those will just be recycled.

Councilmember Longanecker inquired if the added percentage was a convince fee paid by the customer. Ms. Kindle replied that it can be called that when added to card payments for court, but other customers would not pay for it when paying for other items. Ms. Beth Linn, City Administrator, explained the fee would be paid either way, it is just a matter of if the fee is passed on to the customer or paid by the City. The City, over time has encouraged the use of debit or credit cards as there is less risk of payment not being accepted by a card compared to a check. The policy was for the City to absorb the cost to encourage bill payers to use a card for payment. Mayor Roberts stated the City should absorb the costs of card payments and budget for it. He added it annoys him when he has an extra fee to pay for using his card online and companies should budget for it as a cost of doing business. Councilmember Lewis said he uses a check to save about thirty dollars (\$30) when renewing his vehicle tags. Councilmember Longanecker stated he would not use a card if there was an added fee.

Councilmember Lewis moved to approve the agreement pending approval of the City Attorney, seconded by Councilmember Longanecker. The agreement was approved pending approval of the City Attorney, 3-0.

9. CONSIDER A 4-YEAR LEASE AGREEMENT WITH LEAF CAPITAL FUNDING, LLC AND A MAINTENANCE AGREEMENT WITH MAPS, INC., FOR MULTI-FUNCTION PRINTERS/COPIES FOR CITY OFFICES LOCATED AT 312 E NELSON ST. (STUDIO B), 710 E NELSON ST. (PUBLIC WORKS), 20600 HOMESTEAD LN. (WASTEWATER TREATMENT PLANT) AND 404 E. NELSON ST. (CITY HALL CHECK PRINTER)

Ms. Kindle addressed the Council. She stated in 2018, City staff began discussions with the Governing Body regarding the need for new software due to the limitations provided by the current software. In November 2021, the Governing Body approved the agreement with Tyler Technologies, Inc. for ERP software. As part of the implementation of this new software, Strategy assisted City staff in testing existing hardware to verify compliance with Tyler hardware specifications. The result of the test indicated the four (4) of the City's printers did not meet the minimum specifications. These printers are located at the Public Works Facility, City Hall, Studio B, and the Big Bull Creek Wastewater Treatment Plan (BBCWWTP), which are all nearing the end of their useful life.

Ms. Kindle stated in September 2022, City staff sent out a request for proposals to the 2 companies the City currently has printer and copier agreements with. Those companies are Toshiba and MAPS, Inc. Based on the initial review of the proposals and costs, City staff visited MAPS, Inc. to see a demo of the proposed machines. After considering the proposals, costs and the demo, City staff is recommending as the lowest and best bid from MAPS, Inc. for the

machines and related maintenance agreement. A summary of the bid details was enclosed in the packet. MAPS, Inc. is recommended due to their lower costs, not only for the machine itself, but also the per page printout, ability to receive toner when needed, and their good service record with the machine at the Yellow House, 305 E Nelson Street.

Ms. Kindle stated the cost of the printers will be shared by the General Fund, Water Fund and Sewer Fund. The General Fund can absorb the expenditure, however, the printing budget in the Water and Sewer Funds would not be sufficient. City staff anticipated there might be hardware purchases needed and included in a contingency in the ERP Software Acquisition & Implementation Project budget. City staff recommends covering the 2023 cost for the Water and Sewer Funds out of the project budget. City staff would include the cost in the 2024 Budget and future budgets through the term of the lease. The lease agreement and the maintenance contract have been submitted to the City Attorney for review and approval.

Councilmember Longanecker asked the machines would be leased and if the agreement includes ink for the machines. Ms. Kindle replied that the maintenance agreement does cover the cost of ink for the rented machines. Councilmember Longanecker inquires as to what would happen if the leased machine became obsolete like some of the printers the City currently uses. Ms. Kindle answered the company will take the machine back and the City would do this process again. Mayor Roberts said the City has bought printers before and then could not get maintenance done on them when something does go wrong. He explained he is typically against leases on equipment but not in this case. Ms. Kindle explained MAPS, Inc. does have extra machines to lend out if the City's machine does need work. Councilmember Lewis asked if the City leases copiers and printers today. Mayor Roberts replied that the City does have rented equipment like this, and this is typically leased equipment today.

Councilmember Longanecker moved to approve the agreements pending approval of the City Attorney, seconded by Councilmember Lebakken. The agreements were approved pending the approval of the City Attorney, 3-0.

10. PUBLIC HEARING REGARDING RESOLUTION NO. 10-27-22B AUTHORIZING THE COMPLETION OF AN APPLICATION TO THE KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT REGARDING A LOAN FROM THE KANSAS PUBLIC WATER SUPPLY LOAN FUND

Mr. Dan Merkh, Public Works Director, spoke before the Council. He stated on December 16, 2021 the United States Environmental Protection Agency (EPA) published the Lead and Copper Rule Revisions (LCRR) in the Federal Register. The City of Edgerton is compliant with the original Lead and Copper Rule. The new LCRR includes new and updated list of requirements that all water systems will have to submit, regardless of size, including the following:

- Submit an inventory of all service lines to the Kansas Department of Health and Environment (KDHE) by October 16, 2024, including both the public and private side.
- Send an annual letter to customers served by a lead service line or a service line of unknown material.
- Sample at schools and childcare facilities, sampling 20% annually for five (5) years.
- Create a lead service line replacement plan by October 2024.

Mr. Merkh explained on August 4, 2022, the EPA release guidance for developing and maintaining the service line inventory. Based on that guidance, City staff recommends a new CIP Project, Lead and Copper Rule Revision Project (LCRRP), for funding this year. He stated the LCRRP will include the inventory of all service lines connected to the public water supply distribution system regardless of ownership status. He said the total project budget for the LCRRP is \$84,255 with \$29,285 from the ARPA Grant and \$55,000 from the State Revolving Loan funds.

Mr. Merkh stated to be eligible for funding through the Kansas Public Water Supply Loan Fund (KPWSLF), the City is required to first hold a public hearing. Following the conclusion of that hearing, the Council will consider Resolution No. 10-27-22B authorizing the completion of an application to the KDHE regarding a loan from the KPWSLF that allows the loan application to be prepared and executed. He said as both the EPA and KDHE continue to refine the guidance for compliance and their respective programs, City staff recommends the City have the option to use KPWSLF funds to complete the required inventory. Approval of the resolution does not require the City to take the entirety of the loan or any specific amount. The City can adapt its actual loan amount to best suit Edgerton as more details are released. The City would only be responsible for paying back the amount of actual loan proceeds used. City staff will also continue to monitor for other funding opportunities for the LCRRP. The draft of Resolution No. 10-27-22B has been reviewed and approved by the City Attorney.

Mayor Roberts opened the public hearing.

There were no public comments made at this time.

Mayor Roberts closed the public hearing.

11. CONSIDER RESOLUTION NO. 10-27-22B AUTHORIZING THE COMPLETION OF AN APPLICATION TO THE KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT REGARDING A LOAN FROM THE KANSAS PUBLIC WATER SUPPLY LOAN FUND

Councilmember Longanecker asked what homeowners will have to do to see what kind of line they have. Mr. Merkh answered that property owners will have to report what they have. He explained some cities are entering properties to check the line and others are sending out a questionnaire. City staff is still developing a solution to gather that information from property owners.

Councilmember Longanecker inquired if the line is not compliant with the new regulations, then who will be responsible to replace the private line. Mr. Merkh replied that the current guidance from the EPA currently puts the responsibility on the City to replace.

Mr. Hendricks stated he was at a meeting where this topic was brought up. One of the cities stated they have received around forty percent (40%) of a response rate with their questionnaire. He sees a scenario where people do not respond and at that point the City needs to know how far they have to push to indicate their due diligence to obtain the information. He

was told two (2) attempts need to be made then the City has met the burden of proving due diligence. The City cannot enter private properties and the City wants to know the exact burden of proof needed by the EPA. Councilmember Lewis asked if this was a situation where the City needs to show a good faith attempt. Mayor Roberts said as of right now it is, but having the City replace private lines is not typically done.

Councilmember Longanecker asked to what constitutes as a lead pipe. Mr. Merkh replied there is a list KDHE and the EPA have put together that states which pipes are ones that need to be replaced. Councilmember Lewis stated there has to be a certain percentage of lead and copper in the water. Mayor Roberts stated there is a maximum allowable limit but that limit has been lowered by the EPA. Councilmember Lewis asked if the testing of the water is currently being performed. Mayor Roberts said City staff does currently test for lead. Mr. Merkh added testing kits are handed out and get the results from the property owner. The allowable levels have been made more stringent and the number of tests goes up with the new rules.

Mayor Roberts stated the City of Olathe is preemptively offering grants to replace lines they know will need to be replaced. Councilmember Lewis stated they would like to know how that is funded. Mr. Merkh stated that is an option the City could pursue.

Mr. Hendricks said that option works well if the results were returned to the City in a timely manner. If the City does its due diligence and was told yes by the property owner, the City would not be liable if the information is incorrect. He said another option is to offer small discounts on the water bill. Mr. Merkh said the onus will be on the owner to make sure they have a compliant style of pipe, not the City. Mr. Hendricks stated the EPA made the rule and is passing it to the state to implement. The state then puts the burden of finding out the kind of pipe on the City and the City is requesting help from the property owners to check what kind of pipe they have. Councilmember Longanecker inquired as to what kind of liability is on the homeowner. Mr. Merkh replied it is the property owners' risk of having lead or copper in the water if they do not provide the correct information. Mayor Roberts asked how the testing of the pipe is done if a landlord has a tenant in the house. Mr. Hendricks replied that the tenant would have to request the landlord gather the information.

Mr. Merkh said this inventory will have to be an ongoing database and has to be accessible to the public. Mayor Roberts said he does not see where people have a choice but to find out what kind of pipe is used in their house. He stated he supports a resolution because there is no other choice for the City but to comply and the loan will help the City comply. Councilmember Lewis inquired as to what penalties are in place from the state for cities that are not able to provide the information. Mr. Hendricks replied that the state might send staff to help smaller municipalities, but he is not sure. Mayor Roberts theorized the state will at some point take a stance financially and could lose federal funding which could become costly. Councilmember Lewis stated the larger cities will face a hassle due to the amount of infrastructure in place. He thinks the state will request more time and the EPA will then push the deadline. Mr. Hendricks said putting down that the service line is unknown will be allowed for only so long. Mr. Merkh explained the pipe would be treated as lead pipe until the property owner or the City goes to replace it and finds out the exact kind of pipe it is.

Councilmember Lewis asked what the terms of the loan are. Mr. Merkh answered they are adjustable. Ms. Linn explained there will be future items that will come forward to the Council regarding the terms of the loan. The proposed resolution only allows City staff submit the application.

Councilmember Longanecker moved to approve the resolution, seconded by Councilmember Lewis. The resolution was approved, 3-0.

12. CONSIDER ADOPTION OF THE 2023-2027 CIP BUDGET

Ms. Kindle approached the Council. She stated the Governing Body reviewed projects and funding recommendations from City staff at the October 13, 2022 CIP Work Session. The Council provided direction to fund six (6) new projects as recommended by City staff. In the packet, the Funded Projects Schedule shows the project that have been funded by the Governing Body in the past and now includes the new projects. The added projects are the purchase of 414 E 4th Street, funded at \$243,000; the 2027 Street Preservation Program, funded at \$149,600; 2023 CDBG Project, funded at \$328,500; the 2025 CDBG Project, funded at \$300,000, the 2027 CDBG Project, funded at \$300,000; and the LCRRP, funded at \$84,255. She explained the Stormwater Master Plan and Water System Analysis projects were completed since the draft of the CIP was presented on October 13, 2022.

Ms. Kindle said adoption of the CIP will establish the funding, budget and time frame for the projects as listed on the Funded Project Schedule. As projects move through the states of the project life cycle, City staff will bring contract, funding and costs changes, timing changes, and other items to the Council for approval.

Councilmember Lewis moved to approve the 2023-2027 CIP Budget, seconded by Councilmember Longanecker. The 2023-2027 CIP Budget was approved, 3-0.

13. Report by the City Administrator

- Ms. Linn explained the public hearing on December 1, 2022 for the RHID will be a special meeting. Councilmember Longanecker asked what day of the week that is. Ms. Linn stated it is the first Thursday of December. Councilmember Lewis moved to hold a special meeting on December 1, 2022 at 7PM. Councilmember Lebakken seconded the motion. A special meeting of the Council was scheduled for December 1, 2022 at 7 PM, 3-0.
- 3rd Quarter Community Development Report

Ms. Linn stated that during the months of July to September there were twenty-three (23) residential building permits issued and there were four (4) commercial building permits issued. The issued permits had a total valuation of \$447,038. She explained there were twenty-seven (27) residential building inspections performed and twenty (20) commercial building inspections. Those inspections led to one Temporary Certificate

of Occupancy for the core and shell of the end cap at On the Go Travel and 4 Certificates of Occupancy.

Ms. Linn said the Comprehensive Plan Steering Committee held their second meeting at the end of July to review the results of the windshield survey. A public workshop was held in August at Community Hall. At that same meeting, the new online survey launched. She explained it will remain active through the first week of November. The City has posted links to the survey on their website and on their social media pages. Public participation is key to making sure the new Comprehensive Plan meets the community needs and desires. Mayor Roberts asked how many people have participated. Ms. Linn stated the City needs much more participation to get a good Comprehensive Plan established.

Ms. Linn stated the Planning Commission approved a rezoning from R-1 to R-2 for a parcel of land between the mobile home park and West Meriwood Lane along West 8th Street in September. The rezoning allows for multi-family homes like duplexes and townhomes as well as single-family home to be built.

Ms. Linn explained Animal Control was involved with forty-nine (49) loose animals. She said there has been an increase in barking complaints. As the weather begin to turn colder, animals need to be brought indoors. She said this is often the time of year where the City starts to see an uptick in these complaints which may be a result of pets being cold and wanting indoors. A barking dog can become a violation if it is excessive and/or chronic. She said pet owners need to be mindful of their neighbors and attend to dogs left outdoors.

Ms. Linn stated Code Enforcement had sixty-seven (67) violation level cases. Of those 67 violations, seventy-eight percent (78%) have been abated and only twenty-two percent (22%) of the cases remain open.

Ms. Linn invited the Council to the November 8, 2022 Planning Commission meeting for some training for the Planning Commission. She explained the Planning Commission has new members and during the October meeting, City staff went over the different types of applications. During the upcoming training, City staff wants to show how those different applications move through the development process by doing some role playing. Mayor Roberts said this is a more in depth look at how development works in Edgerton. Ms. Linn stated City staff has been asked what happens before the application is presented to the Planning Commission and Council. Mayor Roberts said it will give people a look at how the process works from a different perspective. He explained the City does not develop land and there are some interesting conversations that take place prior to the project being presented. Ms. Linn stated it will be on November 8, 2022 at 7:00 PM.

- Snow and Ice Presentation

Mr. Merk addressed the Council. He explained the City's Snow and Ice Control operations plan for the 2022-2023 winter season, including how the forecast determines the type of treatment.

Mr. Merkh stated a snow event is declared when 2 or more inches of snow has fallen. When that happens, the Municipal Code requires all vehicles parked on City streets to be moved within 2 hours of the declaration. A notification will be sent out on Notify JoCo and posted on the City's website and social media pages. The Sheriff's Office will tow vehicles that have not been moved. Prior to the Sheriff's Office being contacted, City staff will knock on doors to request the vehicle be moved. Ms. Linn stated that is done by Code Enforcement, so the plow drivers do not need to stop. Mayor Roberts asked about how many cars are towed. Mr. Merkh stated he does not have specific numbers at this time, but knows at least ninety percent (90%) of the vehicles get moved.

Mr. Merkh said that all the roads in Edgerton, residential and in Logistics Park Kansas City, have been divided into 3 priorities. The first priority are major thoroughfares with higher traffic counts. The second is neighborhood roads, and last are the cul-de-sacs, dead ends, and alleys. The plows are not diverted from their routes, except in cases of fire or police emergencies. Mr. Merkh went over color coded maps showing which streets fall under each priority. He explained that when the plows do reach the end of Edgerton streets, the drivers will leave the plow down to help clear neighboring jurisdictions' roads. Councilmember Lebakken asked if the maps could be sent in the City's newsletter to residents understand how the City decides which streets get plowed first. Mr. Merkh said that is a possibility. Councilmember Lewis asked if the maps were on the City's website. Ms. Linn stated they are. Mayor Roberts said when streets get plowed is dependent on the rate of snow fall and how the primary streets are staying clear. City staff will make sure the primary roads are clear for emergency vehicles, then work on clearing other streets. Mr. Merkh explained the drivers want to have at least 1 clear lane before moving on to the next priority streets then widening the paths from there. Councilmember Lewis recommended the City create a QR code for the maps to post in the newsletter. Mayor Roberts said the City's staff will often outperform larger cities in terms of lane miles cleared and the amount of time it takes to get them clear. He said Edgerton has well trained staff which is extremely important during winter weather.

Mr. Merkh stated once the roads have been cleared curb-to-curb, any parking lots and sidewalks adjacent to City facilities are cleared by Public Works or other City employees. The City will also plow the trails to ensure they are clear as well. Mayor Roberts asked if it would be more beneficial to close the trails instead of clearing them. He said the trail between the Edgerton Lake and Martin Creek Park should be closed. Mr. Merkh replied the City does not close it and it either melts or gets cleared by City staff. Mayor Roberts requested City staff monitor the trail between the 2 parks to see if closing it would be a better option. He does not want the trail along 56 Highway be closed due to the access it provides to Dollar General. Mr. Merkh said residents are responsible for clearing sidewalks in front of their homes within forty-eight (48) hours of the end of the winter weather even. The City does not clear private sidewalks, driveways, or parking lots.

Mayor Roberts commended the Public Works staff and the job they do each winter. Mr. Merkh agreed and stated staff shares positive feedback with the plow drivers.

- **8th Street and Braun Street Update**

Mr. Merkh approached the Council. He said the City and the contractor are wanting to minimize the amount of time of a full closure. There were a few options the contractor provided. The option City staff has decide to go with would increase the project time a week or 2 but minimizes the full closure of the intersection.

Mr. Merkh explained the contractor will phase the work to where the improvements to the north and south will be done at the same time. He stated the contractor will then close east and west bound traffic and do the work on those lanes. The timetable for that work is about 19 to 20 days depending on weather. This will allow the intersection to be open to traffic but does keep the project going longer. Mr. Merkh explained this option also increases the response time for emergency personnel but it has been reduced that to the best of City staff's ability. The responses times have been around five (5) minutes. Ms. Linn stated the most impacted are the residents who go east and west on Braun Street. She explained the goal is to minimize the east and west bound lane closure.

Mr. Merkh said north of the intersection is closed currently as the contractor is working on the water line. Once that is completed, they will close the intersection to the north and south to do the pavement work on those sides of the intersection. The contractor hopes to have the water line completed next week. The east and west lanes will stay open until the work on those lanes is set to begin. Substantial competition is expected to be near Christmas but that is weather dependent. He explained pushing it past the holiday will cause the cost to increase as well as the chances for inclement weather. Ms. Linn stated City staff will still make sure that the proper closures are relayed to residents at the appropriate time. Mayor Roberts explained the changing of the road closures will go out via Notify JoCo. Mr. Merkh agreed and said hard closures trigger the need for notifications to be sent.

14. Report by the Mayor

- Mayor Roberts stated he has nothing to report at this time.

15. Future Meeting Reminders:

- November 8th: Planning Commission Meeting – 7:00 PM
- November 10th: City Council Meeting – 7:00 PM
- December 8th: City Council Meeting – 7:00 PM
- December 13th: Planning Commission Meeting – 7:00 PM

16. CONSIDER RECESSING INTO EXECUTIVE SESSION PURSUANT TO K.S.A. 75-4319(B(2)) UNDER THE ATTORNEY/CLIENT EXCEPTION TO INCLUDE THE CITY

ATTORNEY, CITY ADMINISTRATOR, PUBLIC WORKS DIRECTOR AND ECONOMIC DEVELOPMENT COUNSEL TO DISCUSS CONTRACT NEGOTIATIONS.

Councilmember Lewis moved to recess into executive session for ten (10) minutes, seconded by Councilmember Longanecker.

The meeting recessed into executive session at 8:45 PM, 3-0.

Councilmember Longanecker made motion to return to open session to request an additional 10 minutes, seconded by Councilmember Lewis.

Councilmember Lewis made a motion to recess back into executive session for an additional 10 minutes, Councilmember Longanecker seconded the motion. Motion passed unanimously. The meeting recessed into executive session at 8:55 PM.

Councilmember Longanecker made motion to return to open session to request an additional five (5) minutes, seconded by Councilmember Lewis.

Councilmember Lewis made a motion to recess back into executive session for an additional 5 minutes, Councilmember Longanecker seconded the motion. Motion passed unanimously. The meeting recessed into executive session at 9:05 PM.

Councilmember Longanecker made motion to return to open session with no action taken, seconded by Councilmember Lewis.

Open session resumed at 9:10 PM, 3-0.

17. Adjourn

Councilmember Lewis moved to adjourn, seconded by Councilmember Lebakken. The meeting was adjourned at 9:10 PM, 3-0.

Submitted by Christopher Clinton, Planning and Zoning Coordinator/Deputy City Clerk

City Council Action Item

Council Meeting Date: November 10, 2022

Department: Administration

Agenda Item: Consider Ordinance No. 2124 Amending and Restating Ordinance No. 2123 in Connection with the Community Improvement District (Edgerton Crossing Woodstone Project)

Background/Description of Item:

On October 13, 2022 the Governing Body approved Ordinance No. 2123 which amended Ordinance 2100, to delay the start date of the CID. Upon recording of the new ordinance, staff was notified by the Records and Tax Administration (RTA), the ordinance would need to include a legal description.

After discussions with legal counsel, it was decided it would best serve for tracking purposes if a new ordinance was created to include both changes, the delayed commencement date for the CID and the legal description as requested by the RTA.

The ordinance included in the packet has been reviewed and approved by both the City Attorney and Bond Counsel.

Related Ordinance(s) or Statue(s): N/A

Funding Source: N/A

Budget Allocated: N/A

Finance Director Approval: N/A

Recommendation: Approve Ordinance No. 2124 Amending and Restating Ordinance No. 2123 in Connection with the Community Improvement District (Edgerton Crossing Woodstone Project)

Enclosed: Ordinance No. 2124

Prepared by: Alexandria Clower, City Clerk

ORDINANCE NO. 2124

**AN ORDINANCE AMENDING AND RESTATING ORDINANCE NO. 2123
IN CONNECTION WITH THE COMMUNITY IMPROVEMENT DISTRICT
(EDGERTON CROSSING WOODSTONE PROJECT).**

WHEREAS, K.S.A. 12-6a26 *et seq.* (the “Act”) authorizes the Governing Body of a city to create a community improvement district to finance projects within a defined area of the city and to levy a community improvement district sales tax; and

WHEREAS, pursuant to the Act and Ordinance No. 2100 of the City of Edgerton, Kansas (the “City”) passed on November 18, 2021, the Governing Body of the City established a community improvement district known as the “Community Improvement District (Edgerton Crossing Woodstone Project)” (the “CID”); and

WHEREAS, Section 3 of Ordinance No. 2100 levied a community improvement district sales tax within the CID in the amount of 1.00% (the “CID Sales Tax”) and stated that collection of the CID Sales Tax would commence on January 1, 2023; and

WHEREAS, the Governing Body passed Ordinance No. 2123 on October 13, 2022 amending Ordinance No. 2100 to delay the commencement of the CID Sales Tax; and

WHEREAS, Ordinance No. 2123 did not include the legal description of the CID; and

WHEREAS, the Governing Body desires to amend and restate Ordinance No. 2123 to include the legal description of the CID;

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF EDGERTON, KANSAS, AS FOLLOWS:

Section 1. Section 3(a) of Ordinance No. 2100 is hereby deleted in its entirety and replaced with the following:

- (a) The Projects will be financed with the CID Sales Tax levied pursuant to the provisions of the Act and the costs of the Projects will be reimbursed on a pay-as-you-go basis, as defined in the Act. The CID Sales Tax shall commence on: (i) the date that the first retail user within the CID is open for business; (ii) such other date as determined by the City; or (iii) the earliest date following the forgoing (i) or (ii) on which the Kansas Department of Revenue agrees to being the imposition of the CID Sales Tax. The CID Sales Tax shall be administered, collected and subject to the provisions of K.S.A. 12-187 *et seq.*, this Ordinance (as amended from time to time), and the development agreement between the City and the developer.

Section 2. The City Clerk shall file a certified copy of this Ordinance with the Register of Deeds of Johnson County, Kansas. The legal description of the boundaries of the District are set forth on the attached **Exhibit A**

Section 3. The Mayor, City Clerk and other appropriate officers of the City are hereby authorized and directed to execute, attest, acknowledge and deliver for and on behalf of and as the act and deed of the City, any other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Ordinance.

Section 4. This Ordinance shall take effect and be in full force from and after its passage by the Governing Body of the City and publication once in the official City newspaper. After publication of this Ordinance, the City Clerk is directed to provide the Kansas Department of Revenue with a copy of this Ordinance.

PASSED by the Governing Body of the City of Edgerton, Kansas, this 10th day of November, 2022.

Donald Roberts, Mayor

[SEAL]

ATTEST:

Alexandria Clower, City Clerk

Scott W. Anderson
Economic Development Counsel

EXHIBIT A

LEGAL DESCRIPTION OF CID DISTRICT

The East One-Third ($\frac{1}{3}$) of the Northeast Quarter ($\text{NE } \frac{1}{4}$) excluding that part in roads and Highways of Section 9, Township 15, Range 22, in the City of Edgerton, Johnson County, Kansas.

City Council Action Item

Council Meeting Date: November 10, 2022

Department: Administration

Agenda Item: Consider Approval of Year-End Longevity Bonus for Employees

Background/Description of Item:

Historically, the City of Edgerton has thanked its long-term employees for their years of service with a longevity bonus at year-end. The bonus has been awarded based on \$1.50 per month of employment with the City. Using this methodology, 2022 bonuses would total \$2,309.00 and would range from \$50 to \$588.00. Employees who have not worked for the City for at least thirty-three months and part-time employees would receive the minimum bonus of \$50. The City of Edgerton Personnel Rules and Regulations state "Annual longevity pay may be given at the discretion of the Governing Body."

Related Ordinance(s) or Statue(s): Personnel Rules and Regulations

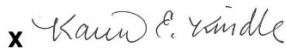
Funding Source: General Fund, Water Fund, Sewer Fund

Budget Allocated 2022:

General Fund Salaries: \$1,390,927

Water Fund Salaries: \$80,947

Sewer Fund Salaries: \$139,171

x 

Finance Director Approval: Karen Kindle, Finance Director

Recommendation: Approve the Year-End Longevity Bonus for Employees

Prepared by: Justin Vermillion, Accountant

City Council Action Item

Council Meeting Date: November 10, 2022

Department: Administration

Agenda Item: Consider Ordinance No. 2125 Providing for the Range of Salaries and Compensation of Various City Officers and Employees

Background/Description of Item:

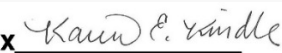
Approval of the compensation and benefits study provided for the annual update of the minimum and maximum amounts of the pay ranges to reflect the CPI percentage used during budget development. The CPI used during development of the 2023 Budget was 7.0%.

If approved, Ordinance No. 2125 will go into effect January 1, 2023, and repeal the previous salary ordinance.

Related Ordinance(s) or Statue(s): Ordinance No. 2098

Funding Source: General Fund, Water Fund, Sewer Fund

Budget Allocated: Salaries and wages are included in the various departments in the operating budgets of the General Fund, Water Fund and Sewer Fund.

x 

Finance Director Approval: Karen Kindle, Finance Director

Recommendation: Approve Ordinance No. 2125 Providing for the Range of Salaries and Compensation of Various City Officers and Employees.

Enclosed: Ordinance No. 2125 Redlined
Ordinance No. 2125 Clean

Prepared by: Karen Kindle, Finance Director



ORDINANCE NO. ~~2125~~

AN ORDINANCE PROVIDING FOR THE RANGE OF SALARIES AND COMPENSATION OF VARIOUS CITY OFFICERS AND EMPLOYEES OF THE CITY OF EDGERTON, KANSAS, EFFECTIVE UPON PUBLICATION AND REPEALING ALL ORDINANCES IN CONFLICT THEREWITH

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

SECTION ONE: In accordance with the provisions of the Personnel Rules and Regulations of the City of Edgerton, Kansas, and Section 1-319 of Article 3 of Chapter I of the Code of the City of Edgerton, Kansas, the following appointed officers and employees of the City of Edgerton, Kansas shall have the following annual pay ranges:

**City of Edgerton, Kansas
Base Salary Structure**

Range	Job Title	Minimum	Maximum
1	Not used		
2	Seasonal Laborer School Crossing Guard Summer Youth Coordinator	\$15,800 <u>16,906</u>	\$27,459 <u>29,381</u>
3	Customer Service Representative Maintenance Technician I Administrative Assistant Court Clerk	\$33,005 <u>35,315</u>	\$49,506 <u>52,971</u>
4	Maintenance Technician II Customer Service Representative II	\$38,243 <u>40,920</u>	\$57,363 <u>61,378</u>
5	Accounting Technician Code Enforcement/Animal Control Officer Recreation Coordinator Maintenance Technician III-Utilities	\$41,647 <u>44,562</u>	\$62,471 <u>66,844</u>
6	Foreman Planning & Zoning Coordinator Building Inspector	\$47,672 <u>51,009</u>	\$71,508 <u>76,514</u>
7	City Clerk Accountant	\$52,387 <u>56,054</u>	\$78,580 <u>84,081</u>
8	Marketing/Communications Manager	\$56,578 <u>60,538</u>	\$84,867 <u>90,808</u>
9	Public Works Superintendent Utilities Superintendent CIP Project Manager	\$62,864 <u>67,264</u>	\$94,296 <u>100,897</u>
10	Assistant City Administrator Development Services Director Finance Director Public Works Director	\$89,058 <u>95,292</u>	\$133,586 <u>142,937</u>

SECTION TWO: The following officers and employees of the City of Edgerton, Kansas shall receive compensation as hereinafter provided:

Position	Compensation
City Treasurer	\$180.25 per calendar month
City Attorney	\$175.00 per hour. Duties include: attendance at City Council meetings, preparation of ordinary ordinances, advise, conference and phone calls.
Municipal Judge	\$500 per docket attended
Prosecuting Attorney	\$150 per hour
Court Appointed Attorney	\$75.00 per hour for in-court time and out-of-court preparation time

SECTION THREE: The City Administrator shall set the individual employee's salary and compensation which shall fall within the salary and compensation ranges established by this Ordinance.

SECTION FOUR: All other ordinances in conflict are hereby repealed upon the adoption of this Ordinance.

SECTION FIVE: This Ordinance shall take effect on January 1, 202~~2~~³.

ADOPTED BY THE GOVERNING BODY AND APPROVED BY THE MAYOR OF EDGERTON, KANSAS ON THE ~~18TH~~^{10TH} DAY OF November 202~~1~~².

DONALD ROBERTS, Mayor

ATTEST:

ALEXANDRIA CLOWER, City Clerk

APPROVED AS TO FORM:

LEE W. HENDRICKS, City Attorney

ORDINANCE NO. 2125

AN ORDINANCE PROVIDING FOR THE RANGE OF SALARIES AND COMPENSATION OF VARIOUS CITY OFFICERS AND EMPLOYEES OF THE CITY OF EDGERTON, KANSAS, EFFECTIVE UPON PUBLICATION AND REPEALING ALL ORDINANCES IN CONFLICT THEREWITH

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

SECTION ONE: In accordance with the provisions of the Personnel Rules and Regulations of the City of Edgerton, Kansas, and Section 1-319 of Article 3 of Chapter I of the Code of the City of Edgerton, Kansas, the following appointed officers and employees of the City of Edgerton, Kansas shall have the following annual pay ranges:

City of Edgerton, Kansas Base Salary Structure

Range	Job Title	Minimum	Maximum
1	Not used		
2	Seasonal Laborer School Crossing Guard Summer Youth Coordinator	\$16,906	\$29,381
3	Customer Service Representative Maintenance Technician I Administrative Assistant Court Clerk	\$35,315	\$52,971
4	Maintenance Technician II Customer Service Representative II	\$40,920	\$61,378
5	Accounting Technician Code Enforcement/Animal Control Officer Recreation Coordinator Maintenance Technician III-Utilities	\$44,562	\$66,844
6	Foreman Planning & Zoning Coordinator Building Inspector	\$51,009	\$76,514
7	City Clerk Accountant	\$56,054	\$84,081
8	Marketing/Communications Manager	\$60,538	\$90,808
9	Public Works Superintendent Utilities Superintendent CIP Project Manager	\$67,264	\$100,897
10	Assistant City Administrator Development Services Director Finance Director Public Works Director	\$95,292	\$142,937

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Municipal Judge	\$500 per docket attended
Prosecuting Attorney	\$150 per hour
Court Appointed Attorney	\$75.00 per hour for in-court time and out-of-court preparation time

SECTION THREE: The City Administrator shall set the individual employee's salary and compensation which shall fall within the salary and compensation ranges established by this Ordinance.

SECTION FOUR: All other ordinances in conflict are hereby repealed upon the adoption of this Ordinance.

SECTION FIVE: This Ordinance shall take effect on January 1, 2023.

ADOPTED BY THE GOVERNING BODY AND APPROVED BY THE MAYOR OF EDGERTON, KANSAS ON THE 10TH DAY OF November 2022.

DONALD ROBERTS, Mayor

ATTEST:

ALEXANDRIA CLOWER, City Clerk

APPROVED AS TO FORM:

LEE W. HENDRICKS, City Attorney

Application for permit to keep animals and/or fowl in the City limits of Edgerton, Kansas.

Darius Crist the owner, keeper, lessee, occupant or person in charge of the following described property in the City of Edgerton, Kansas, containing 5 acres.

Address and Legal Description of Property (long legal's may be attached)

Attached

Do hereby make application to the Governing Body of the City of Edgerton to keep:

Number of animals: 5 Description of animal(s) (one per acre): Cattle

Number of fowls: 25 Description of fowl(s) (five per acre): chickens

I agree to abide by all rules and regulations of the City of Edgerton concerning the keeping of animals and fowls.

Darius Crist
Signature of Applicant

Oct 15, 2022
Date

510 W. Braun St Edgerton, KS
Address of Applicant

913-963-6346
Phone Number

OFFICE USE ONLY

Application approved this _____ day of _____, _____ by the Governing Body of the City of Edgerton.

PERMIT VALID FOR ONE YEAR FROM DATE OF APPROVAL.

Monthly Reports

Property	Location	School	Plot	Legal	Utilities	Image
					Login	Print All
						Map Feature
Field	Value					
Tax Property ID	BF221507-2008					
Situs Address	510 W BRAUN ST					
Owner 1	CRIST, DARIUS C.					
Owner 2	CRIST, GINGER D.					
Own Addr Line 1	510 W BRAUN ST					
Own Addr Line 2	EDGERTON, KS 65021					
Appraisal Info.	Click Here					
Year Built	1970					
<u>Class</u>	R					
LBCS Function	1101 - Single family residence					
Neighborhood Code	232					
KS Uniform Parcel #	0462030703010057000					
Taxing Unit	0556					
Zoning	R-1					

Property	Location	School	Plot	Legal	Utilities	Image
					Login	Print All
						Map Feature
Field	Value					
Legal Desc.	7-15-22 BG 559.5' E SW CR SW1/4 E 373' X N 233.5' EX MINERAL					
(abbreviated)	RIGHTS 2 ACS M/L EDC 339 3					

Property	Location	School	Plot	Legal	Utilities	Image
					Login	Print All
						Map Feature
Field	Value					
Legal Desc.	7-15-22 BG 467' N & 373' E SW CR SW1/4 E 559.5' X S 233.5' EX					
(abbreviated)	MINERAL RIGHTS ON E 465.5' SW1/4 SW1/4 3 ACS M/L EDC 339 1D					

Application for permit to keep animals and/or fowl in the City limits of Edgerton, Kansas.

Galaz Trust (Sergio Galaz Trustee) the owner, keeper, lessee, occupant or person in charge of the following described property in the City of Edgerton, Kansas, containing 8.75 acres.

Address and Legal Description of Property (long legal's may be attached)

1300 West Braun St.

Calves belong to:

Don Chapman

34056 W. 287th

Paola, Kansas 66071

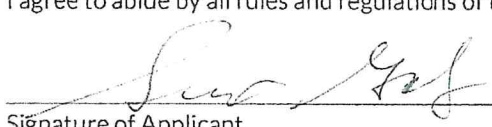
913-481-9979

Do hereby make application to the Governing Body of the City of Edgerton to keep:

Number of animals: 5 Description of animal(s) (one per acre): Calves

Number of fowls: 0 Description of fowl(s) (five per acre): _____

I agree to abide by all rules and regulations of the City of Edgerton concerning the keeping of animals and fowls.


Signature of Applicant

11/1/2022
Date

11566 S Burch Circle
Olathe, Ks 66061

Address of Applicant

913-219-7741

Phone Number

OFFICE USE ONLY

Application approved this _____ day of _____, _____ by the Governing Body of the City of Edgerton.

PERMIT VALID FOR ONE YEAR FROM DATE OF APPROVAL.

Application for permit to keep animals and/or fowl in the City limits of Edgerton, Kansas.

Michael Mabrey the owner, keeper, lessee, occupant or person in charge of the following described property in the City of Edgerton, Kansas, containing 4.5 acres.

Address and Legal Description of Property (long legal's may be attached)

1200 W Braun
12-15-21 BG 1125.19'E SW CR SE 1/4 E 198.69' N 986.43'
198.76' S 986.38 TO POB 4.5 ACS M/L EDG 129 1 B

Do hereby make application to the Governing Body of the City of Edgerton to keep:

Number of animals: 4 Description of animal(s) (one per acre): Horse, Cattle, goats, Pig

Number of fowls: 22 Description of fowl(s) (five per acre): chickens, Ducks, Geese

I agree to abide by all rules and regulations of the City of Edgerton concerning the keeping of animals and fowls.

[Signature]
Signature of Applicant

10-19-22
Date

1200 W Braun Edgerton KS 66021
Address of Applicant

913-207-3571
Phone Number

OFFICE USE ONLY

Application approved this _____ day of _____, _____ by the Governing Body of the City of Edgerton.

PERMIT VALID FOR ONE YEAR FROM DATE OF APPROVAL.

Application for permit to keep animals and/or fowl in the City limits of Edgerton, Kansas.

Glen R. Powers the owner, keeper, lessee, occupant or person in charge of the following described property in the City of Edgerton, Kansas, containing 3+ acres.

Address and Legal Description of Property (long legal's may be attached)

Kansas Uniform Parcel Number:

046-211-12-0-40-01-006.00-0

Property Address:

001606 W 8TH ST EDGERTON KS

Legal Description:

12-15-21 BG SE CR SE1/4 W 871.20' N 169.13' E
871.20' S 169.18' TO POB 3.39 ACS M/L
EDC 129

Do hereby make application to the Governing Body of the City of Edgerton to keep:

Number of animals: 3 Description of animal(s) (one per acre): goats

Number of fowls: 15 Description of fowl(s) (five per acre): Ducks + Chickens

I agree to abide by all rules and regulations of the City of Edgerton concerning the keeping of animals and fowls.

Glen R. Powers
Signature of Applicant

11-3-2022
Date

1606 W. 8th St.
Address of Applicant

913-238-9539
Phone Number

OFFICE USE ONLY

Application approved this _____ day of _____, _____ by the Governing Body of the City of Edgerton.

PERMIT VALID FOR ONE YEAR FROM DATE OF APPROVAL.

Application for permit to keep animals and/or fowl in the City limits of Edgerton, Kansas.

Marrin Vuil the owner, keeper, lessee, occupant or person in charge of the following described property in the City of Edgerton, Kansas, containing 5.35 acres.

Address and Legal Description of Property (long legal's may be attached)

See Attached

Do hereby make application to the Governing Body of the City of Edgerton to keep:

Number of animals: 5 Description of animal(s) (one per acre): Cows

Number of fowls: _____ Description of fowl(s) (five per acre): _____

I agree to abide by all rules and regulations of the City of Edgerton concerning the keeping of animals and fowls.

[Signature]
Signature of Applicant

10/25/22
Date

1405 W. 8th Street
Address of Applicant

816.985.9677
Phone Number

OFFICE USE ONLY

Application approved this _____ day of _____, _____ by the Governing Body of the City of Edgerton.

PERMIT VALID FOR ONE YEAR FROM DATE OF APPROVAL.

Identify Results

Property	Location	School	Plat	Legal	Utilities	Image
					Login	Print All Map Feature
Field	Value					
Tax Property ID	BF221507-2003					
Situs Address	<u>1405 W 8TH ST</u>					
Owner 1	VAIL, MARVIN					
Owner 2	STREETER, DANIELLE LYNN					
Own Addr Line 1	1405 W 8TH ST					
Own Addr Line 2	EDGERTON, KS 66021					
Appraisal Info.	Click Here					
Tax Bill Info.	Click Here					
Acres	5.35 (233,035.62 ft ²)					
Year Built	2006					
Class	<u>E</u>					
LBCS Function	9050 - Farming / ranch operation (with improvements)					
Neighborhood Code	232					
KS Uniform Parcel #	0462030703010049000					
Taxing Unit	0556					
Zoning	<u>R-1</u>					

Identify Results

Property	Location	School	Plat	Legal	Utilities	Image
					Login	Print All Map Feature
Field	Value					
Legal Desc.	7-15-22 PT SW1/4 SW1/4 BG 467' N SW CR SW1/4 E 932.50' N 254.89' (abbreviated) W 932.50' S 254.89' TO POB EX MINERAL RIGHTS 5.46 ACS M/L					

City Council Action Item

Council Meeting Date: November 10, 2022

Department: Public Works

Agenda Item: Final Acceptance of 200th St. Public Improvements Project

Background/Description of Item:

On June 19th, 2019 the Edgerton City Council created a Development Agreement with My Store III Inc.

On August 22nd, 2019 the Edgerton City Council created a Tax Increment Financing (TIF) Redevelopment District generally located at the northeast and northwest corners of Interstate 35 and Homestead Lane. The district plan for the Redevelopment District includes commercial retail facilities such as truck stops/travel plazas, truck maintenance facilities, restaurants, hotels and other transportation and workforce related services.

On July 9th, 2020, Council approved the project plan through the Tax Increment Financing Disposition Development Agreement (TIF DDA) for the construction of various public improvements, specifically public street and storm sewer. The costs to construct the public street and storm sewer improvements are paid by the developer and are reimbursable from the TIF revenues as outlined in the DDA.

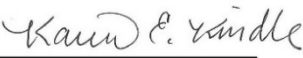
KBS Constructors started construction of the public street and storm sewer project on July, 31st 2020. Substantial completion of the work was done in November, 2021. The final punch list items were completed on November 4, 2022. BG Consultants was utilized to inspect the project, with all construction being performed per plans.

Related Ordinance(s) or Statue(s):

Funding Source: Homestead Lane Retail TIF Redevelopment District

Budget Allocated: N/A

Finance Director Approval:

x 
Karen Kindle, Finance Director

Recommendation: Approve Final Acceptance of 200th St. Public Improvements Project

Enclosed: BG Final Acceptance Email

Prepared by: Dan Merkh, Public Works Director

From: Jon Carlson <jon.carlson@bgcons.com>
Sent: Monday, November 7, 2022 9:06 AM
To: Dan Merkh
Cc: David Hamby
Subject: On the Go Travel Center

Dan,

To the best of my knowledge KBS has completed all work in general conformance to the plans and specifications approved by the City of Edgerton, Kansas as off November 4, 2022. This project can be accepted by the City at your discretion.

Respectfully,



City Council Action Item

Council Meeting Date: November 10, 2022

Department: Administration

Agenda Item: Consider 2023 Funding Recommendations for the Human Service Fund

Background/Description of Item:

During the annual budget process for 2023, Edgerton City Council approved an allocation of \$2,500 to United Community Services for the Human Service Fund. The Human Service Fund agreement gives participating jurisdictions the authority and responsibility for determining allocations from this fund. Enclosed is the 2023 Human Service Fund Recommendations Report for review. As a participating jurisdiction, Edgerton City Council has been asked to review and approve the funding recommendations no later than December 30, 2022.

The Human Service Fund offers local governments a cost-efficient, accountable mechanism to support an array of services that help residents of every city and township who are facing difficult circumstances. Funding is awarded to local nonprofit agencies which provide vital programs that meet the needs of Johnson County residents who live with income at or near the federal poverty level. Priority is given to programs that address childcare, job training, emergency aid and shelter, child/adult abuse, child welfare, and health care. (See appendix B for funding guidelines.) Agencies recommended for grants demonstrate positive outcomes and are working collaboratively with others in the community.

Last year programs receiving Human Service Fund grants provided service to more than 44,000 Johnson County residents in-need. These programs benefit more than just the individual and their family; they benefit the entire community, including local government. Without a strong human service infrastructure to address issues such as unemployment, lack of childcare, homelessness, child abuse and neglect, domestic violence, and untreated medical conditions, communities will experience higher crime rates and lower tax revenue, a decline in the standard of living, and weakened economic health.

Related Ordinance(s) or Statue(s): N/A

Funding Source: General Fund – General Government

Budget Allocated: \$2,500

x Karen E. Kindle

Finance Director Approval: Karen Kindle, Finance Director

Recommendation: Approve 2023 Funding Recommendations for the Human Service Fund

Enclosed: 2023 Human Service Fund Recommendations Report

Prepared by: Alexandria Clower, City Clerk



United Community Services of Johnson County

October 7, 2022

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 Mikkelsen
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

To: Beth Linn, City Administrator

From: Julie Brewer, Executive Director

RE: 2023 Human Service Fund Recommendation Report

The United Community Services (UCS) Board of Directors has prepared its 2023 Human Service Fund allocation recommendations. An electronic version of the 2023 Human Service Fund Recommendation Report is attached. Print copies are available upon request.

UCS is sincerely grateful for the funding from the participating jurisdictions which resulted in total funding of approximately \$439,040. During 2023, allocations will benefit Johnson County residents who will be served through 19 programs recommended for grants. Thanks to your support, in 2021, programs receiving Human Service Fund grants provided over 158,000 units of service to more than 44,000 Johnson County residents.

The Human Service Fund agreement gives participating jurisdictions the authority and responsibility for approving UCS' recommendations for Human Service Fund grants. **The city of Edgerton is requested to approve the recommendations and notify UCS no later than December 30, 2022.** After that date, the recommendations will stand as presented.

If you have any questions about the recommendations or process, please contact Christina Ashie Guidry at christinag@ucsjoco.org or (913) 689-2326. We appreciate your support of this county-wide partnership. Thank you.

CC: Alex Clowers

Enclosure: 2023 Human Service Fund Recommendations Report



United Community Services of Johnson County

Board Members

Roxann Kerr Lindsey, President
Kate Allen
Marshaun Butler
Joe Connor
Tara Eberline
Erik Erazo
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Executive Director

Julie K. Brewer

2023 HUMAN SERVICE FUND RECOMMENDATIONS REPORT

Human service programs are vital to the well-being, safety, and stability of Johnson County residents. United Community Services (UCS) commends city and County government leaders for recognizing the important role of local government in supporting human service programs. Together, Johnson County Government and 14 cities have budgeted \$439,040 for the **Human Service Fund** (HSF) in 2023.

In 2023, HSF received twenty applications for funding and recommends funding support for nineteen. Three of these applicants are welcomed through the Small Grants Program, which provides grants of less than \$5,000 for new, growing, and grassroots organizations working to build their footprint and grant capacity. Thank you for making this work possible!

The HSF offers local governments a cost-efficient, accountable mechanism to support an array of services that help residents of every city and township who are facing difficult circumstances. Funding is competitive and is awarded to local nonprofit agencies which provide vital programs that meet the needs of Johnson County residents who live with income at or near the federal poverty level. Priority is given to programs that address work support services, emergency aid and shelter, child/adult abuse, child welfare, and health care. (See Appendix B for all funding priorities.)

Agencies recommended for grants demonstrate positive outcomes and are working collaboratively with other organizations in the community. Funding recommendations represent the maximum HSF award for the calendar year(s), and UCS is not responsible for reductions in grant awards that may occur due to reduction in allocated funds by participating jurisdictions.

Thanks to your support, in 2021, programs receiving HSF grants provided over 158,000 units of service to more than 44,000 Johnson County residents. In 2021, “units of service” included medical and dental appointments, mental health supports, nights of safe housing, counseling and case management, emergency rental and utility assistance, food pantries, employment training and more. These programs benefit more than just the individual and their family; the entire community, including local government, benefits.

Without a strong human service infrastructure to address issues such as unemployment, lack of childcare and transportation, homelessness, child abuse and neglect, domestic violence, and untreated medical conditions, our community will experience higher crime rates and lower tax revenue, a decline in the standard of living, and weakened economic health.

**Jurisdictions are asked to accept the funding recommendations by
December 30, 2022.**

2023 Human Service Fund Applicant History and Recommendations

Regular HSF Grant Applicant	2021 Grant	2022 Grant	2023 Recommended	Program Description
CASA of Johnson & Wyandotte	\$48,000	\$50,000	\$45,000	Child Advocacy: court-ordered intervention by trained volunteers for children determined by a judge to be a "Child in Need of Care" due to abuse or neglect, or as high concern for safety and placement.
Catholic Charities of NE Kansas*	\$70,000	\$68,500	\$68,500	Emergency assistance and supportive housing, including case management to meet basic needs of low-income families and help them work towards self-sufficiency.
El Centro*	\$25,000	\$25,000	\$25,000	Safety net services for low-income, under/uninsured households: economic empowerment (emergency assistance, financial literacy, assistance filing taxes), and access to healthcare (health navigation and health promotion).
FosterAdopt Connect	\$5,000	\$5,000	\$10,000	Fostering Prevention: One-on-one services in the home with at-risk families to support behavioral and emotional management, stabilize housing placement, and reduce the need for foster care.
Growing Futures EEC*	\$9,000	\$19,398	\$19,398	Scholarships for pre-kindergarten wraparound childcare fees for low-income families, supporting full-time education/employment of caregivers and kindergarten preparedness.
Habitat for Humanity	—	—	\$5,000	Neighborhood Revitalization: minor home repair, critical home repair, and home weatherization projects for low-income clients, who provide “sweat equity,” to support home retention and safe and adequate housing.
Harvesters	\$15,000	No request	No request	BackSnack and Kids Café programs provide food for low-income school children for weekends and meals in afterschool locations and summer sites.
Health Partnership Clinic*	\$49,500	\$49,500	\$49,500	Health care, dental care, and behavioral healthcare, through a medical home model, for uninsured and low-income Johnson County residents.
Hillcrest Ministries of MidAmerica*	No request	\$10,000	\$10,000	Transitional housing for youth, single adults, and families experiencing homelessness; case management, budget counseling, and supportive services.
Inclusion Connections	—	\$5,000	No request	Life skill, education, and employability training at sliding scale fees for low-income young adults with developmental disabilities to support long term employment and quality of life.
JoCo IHN	\$9,000	\$9,000	\$8,000	Case management, including shelter for single women and families with children experiencing homelessness.
Kansas Children's Service League*	\$20,280	\$20,340	\$20,340	Healthy Families Program: Home-based education and family support for new parents whose children are at-risk for child abuse and neglect.
Kansas Parents as Teachers (KPATA)	—	—	\$5,000	Bright Futures: an in-home assistance program providing developmental, social-emotional, and health screenings for children and resources for families to support family health and reduce the need for foster care.
KidsTLC	\$18,500	\$17,500	\$17,500	Thriving Families: Crisis counseling, parent education, and assistance navigating health and mental healthcare, housing, and resources to support positive family outcomes.
Metro Lutheran Ministries	—	\$0	\$0	Short-term case management and emergent assistance for households at-risk of homelessness.
NCircle*	\$19,696	\$19,696	\$19,696	Training and Employment Services: skills training, certification, financial literacy, mentorship & job placement assistance for clients in Department of Corrections custody and/or on supervision.
SAFEHOME	\$21,000	\$21,000	\$22,310	Case management services for clients of the domestic violence shelter, including emergency shelter, housing assistance, therapy, legal services, and advocacy.
Salvation Army Family Lodge (Olathe)	\$20,000	\$25,000	\$25,000	Transitional housing for families in Johnson County experiencing homelessness, including related services and comprehensive case management utilizing strengths-based case management.
Sunflower House*	\$42,500	\$46,898	\$46,898	Personal safety, education and prevention programs for children and youth. Prevention and education programs for childcare professionals and caregivers, including mandated reporters.

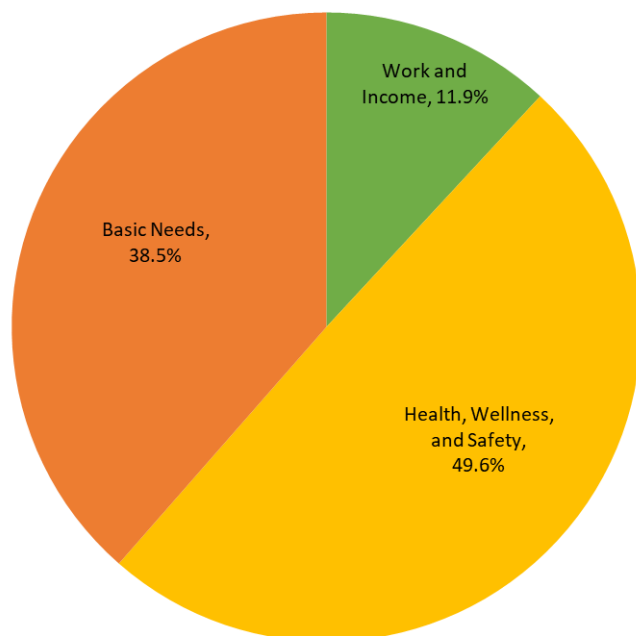
Subtotal Regular HSF Grantees	\$371,776	\$391,832	\$397,142	Funds recommended for human service programs serving Johnson County residents.
Subtotal Small HSF Grantees	—	\$18,998	\$14,898	HSF Small Grant program recommendations itemized in the chart below.
UCS	\$26,000	\$27,000	\$27,000	Fee for administration of HSF.
Total	\$397,776	\$437,830	\$439,040	The 2022 federal poverty level for a family of three is \$23,030.

*Applicants are returning grantees with established programs for which jurisdictions approved a two-year funding recommendation for 2022 and 2023 *and* the returning grantee met requirements of continued performance, timely semi-annual reporting, and affirmed that it wishes to continue substantially the same program at the same level of funding in calendar year 2023.

HSF Small Grant Applicant	2022 Grant	2023 Recommended	HSF Small Grant Program Description Small grants new beginning in 2022, grants in amounts <\$5,000
Community Center of Shawnee	\$4,500	\$4,900	Food pantry, clothing, and emergency financial assistance for shelter, fuel, utilities, healthcare, and transportation to support basic needs, healthcare access, and employment in Johnson County.
Gateway of Hope	\$4,500	\$4,999	Sisters of Hope/Hermanas en la Esperanza: mental and behavioral healthcare to low income, under/uninsured teen girls and women in Johnson County through free and reduced fee services with services provided in English and Spanish.
HopeBuilders	\$4,999	No request	Supports adequate housing and retention of affordable housing stock by providing accessibility modifications and home repair for older adults and individuals living with disabilities in Johnson County.
Pathway to Hope	\$4,999	\$4,999	Reclamation Clubhouse empowers individuals diagnosed with serious mental illness to secure and maintain stable employment and self-sufficiency through job training, transportation, work tools and attire, and employment support in Johnson County.

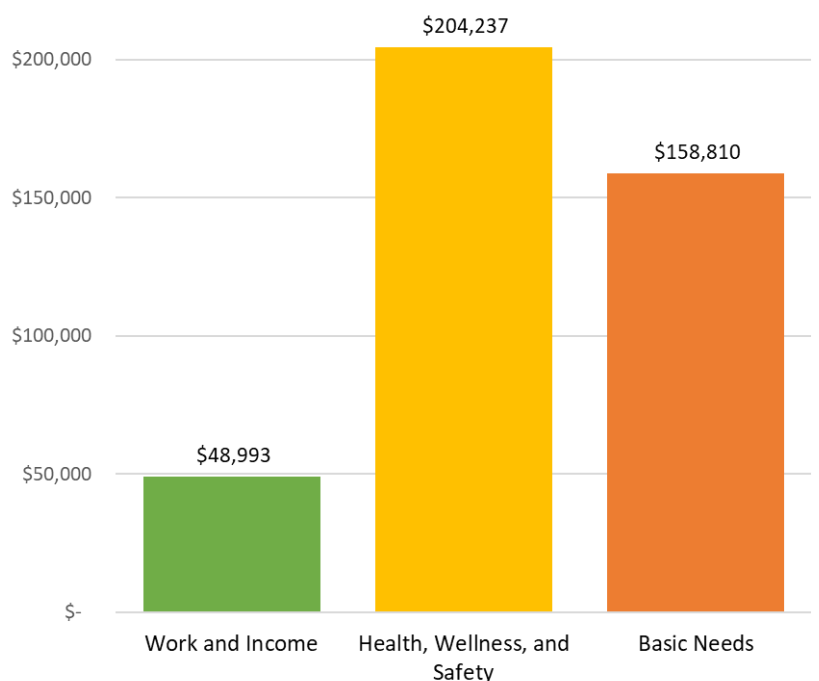
Distribution of Human Service Funds by Program Type

Total Recommended Grants in 2023: \$412,040



Human Service Fund: Funding by Program Type

\$250,000



2023 Human Service Fund (HSF) Recommendations

2023 HSF *Small Grants* Recommendations

HSF Small Grants were developed and launched in 2022 after consultation with and agreement of contributing jurisdictions. HSF Small Grants are for amounts less than \$5,000 for agencies that are new, growing, or grassroots and working to build their footprint and grant capacity in Johnson County. Like regular HSF applicants, these nonprofits must meet Human Service Fund guidelines (see Appendix B), including funding priorities, eligibility criteria, and reporting requirements. \$14,898 in total funding is recommended for applicants to the HSF Small Grants for 2023.

Community Center of Shawnee

\$4,900

Recommendation

Funding is recommended to support transportation assistance and food pantry services to decrease food insecurity and increase self-sufficiency of Johnson County residents as part of the emergency assistance program, which includes food, clothing, holiday meals, school supplies, transportation assistance, and shelter. Community Center of Shawnee serves low-income clients. Transportation is a recognized barrier to employment and healthcare access in Johnson County.

2023 Results Projected: Reduction of food insecurity in Johnson County through the provision of food and increase in transportation supporting employment, employment retention, and access to healthcare by Johnson County residents.

Gateway of Hope

\$4,999

Recommendation

Funding is recommended to subsidize the Sisters of Hope/Hermanas en la Esperanza program, which provides sliding scale and free quality mental health and behavioral healthcare to low income, under- and uninsured women in Johnson County, with an emphasis on Latina women and other women of color. Services are provided in English and Spanish. Access to mental and behavioral healthcare services are an acute need for low-income women in Johnson County.

2023 Results Projected: Increased access to mental health and behavioral healthcare for low-income and under- and uninsured women; reduction of depression and anxiety among clients; increase in work attendance and productivity among clients; and decrease in work absences among clients.

Pathway to Hope

\$4,999

Recommendation

Funding is recommended to support the Reclamation Clubhouse, the local chapter of a national program, which provides a day program and free education and employment training as well as work tools, clothing, and transportation for adults with a diagnosis of serious mental illness to support stable employment and self-sufficiency.

2023 Results Projected: Clients will obtain employment skills resulting in employment; clients will report job satisfaction and will maintain employment.

2023 HSF Regular Grants Recommendations

Note: applicants designated with an asterisk (*) are returning grantees with established programs for which jurisdictions approved a two-year funding recommendation for 2022 and 2023 *and* the returning grantee met requirements of continued performance, timely semi-annual reporting, and affirmed that it wishes to continue substantially the same program at the same level of funding in calendar year 2023.

CASA of Johnson and Wyandotte Counties

\$45,000
Recommendation

Funding is recommended for the Child Advocacy Program, a court-ordered program that serves children from birth to age 18. Most children in the program are those whom a Juvenile Court Judge has determined to be a “Child in Need of Care” due to abuse or neglect by parent or caretaker (commonly placed in foster care). Children may also be referred by a Family Court Judge when child safety and placement are of great concern in a high conflict divorce or separation. In these cases, the judge is determining if the child can reside in a safe placement without having to be placed in state custody (foster care). A trained CASA volunteer advocate regularly meets with the child and focuses on the child’s situation, including safety, mental health, education needs, etc. The volunteer also gathers information from the parents, foster parents, social workers, attorneys, and teachers, then with the CASA supervisor, identifies service needs. CASA submits a report to the judge which includes information about the child’s statements, behavior, and interaction with parents. Trained CASA advocates provide an average of 12,000 hours of advocacy time *per month* on behalf of children in need of care. Their court reports support judges’ critical decisions about where children should live and what services should be court-ordered.

2023 Results Projected: Children are safe from additional abuse or neglect. Children have a stable adult presence in their lives, and when eligible will complete high school. CASA anticipates serving 375 Johnson County children during 2023.

Outcomes achieved during 2021: 332 Johnson County children were served. The presence of a stable adult is a key factor in building resilience from a history of trauma. 99% of children served by CASA had a stable adult presence through their CASA volunteer during their court involvement. While assigned to a CASA advocate, 99% of the children served did not have an additional affirmed or substantiated report of abuse to Kansas Department for Children and Families (DCF). Of the CASA-served youth eligible for graduation, 85% graduated.

Catholic Charities of Northeast Kansas*

\$68,500
Recommendation

Second year funding is recommended for the Emergency Assistance and Supportive Housing program which operates out of two locations inside of Johnson County. The program provides direct assistance and strengths-based case management, without regard to religious affiliation, to families living at or below 150% of federal poverty guidelines. Emergency Assistance services include those that meet residents’ basic needs such as food, clothing, and shelter, as well as financial assistance with prescription medication and medical supplies, utilities, childcare, and transportation. The case management delivery model emphasizes practices to achieve self-sufficiency, including asset development/financial literacy, workforce development and job-seeking assistance, life skills, and referrals to other available community resources.

2023 Results Projected: During 2023, the agency anticipates serving 14,200 Johnson County residents with assistance that includes food and/or financial support to maintain housing and utilities. Every client who receives financial assistance will engage in budget coaching and a financial review with their case manager. 75% of clients will attend financial literacy education classes and receive one-on-one coaching according to assessed need and capability.

Outcomes achieved during 2021: 16,754 Johnson County residents were served through 44,446 service encounters, including 16,414 visits for food assistance. Direct financial assistance enabled 953 individuals to maintain safe housing for at least 30 days. 912 individuals benefited from utility service assistance which enabled them to sustain utility services for 30 days. 88% of households who received direct financial assistance completed a financial assessment with their case manager and 79% of households who received financial assistance also completed financial literacy education with one-on-one budget coaching with more than two-thirds of clients participating in the Family Financial Transformations program reporting lasting improvement in their financial stability and emotional outlook.

El Centro, Inc.*
\$25,000
Recommendation

Second year funding is recommended for El Centro's Johnson County Family Services Center located in Olathe where a set of safety-net services are provided to low-income and/or under/uninsured Johnson County individuals and families. Services promote self-sufficiency, well-being, and health. Services include economic empowerment (emergency assistance, financial literacy classes, assistance filing taxes), access to healthcare (health navigation and promotion) and policy education.

2023 Results Projected: During 2023, El Centro expects to serve 2,500 Johnson County residents at the Olathe office. Results include meeting clients' basic needs (sustain housing and utility services, completion of financial classes), assisting clients with work and income supports (filing taxes, obtaining an Individual Tax Identification Number if needed) and clients leading healthier lives (successful access of community healthcare resources and increased knowledge of chronic disease prevention and healthy consumer behaviors).

Outcomes achieved during 2021: 2,689 unduplicated Johnson County residents were served through 3,508 service encounters. In 2021, El Centro supported clients in COVID testing and vaccination and assisted clients in applying for assistance through the Kansas Emergency Rental Assistance program. Clients' immediate basic needs were met through El Centro's support: 108 households received utility assistance and were able to maintain utilities for minimum of 30 days; 103 households received rental assistance. 211 individuals completed financial empowerment classes. 45 people were assisted with the process that enabled them to receive an Individual Tax Identification Number and 727 supported in completing income taxes. 441 individuals were assisted with applying for the Supplemental Nutrition Assistance Program (SNAP) and received benefits; 240 enrolled in KanCare with assistance; 964 were assisted in filing income taxes. El Centro also provided educational videos on social media related to healthy eating, budgeting, and COVID-19 with total view exceeding 70,000 in 2021.

**FosterAdopt
Connect**

\$10,000
Recommendation

An increase in funding of \$5,000, for a total of \$10,000, is recommended for a new program at FosterAdopt Connect: the Fostering Prevention program. The Fostering Prevention program is an intensive in-home support program that utilizes Motivational Interviewing and the Nurturing Parenting Program model to increase the capacity of at-risk families to meet the needs of their children with the intent to stabilize housing placement and reduce the need for foster care. As of May 2022, Johnson County had nearly 600 children in foster care with an average stay of 22 months. Supporting families and avoiding cost of foster care results in a significant return on investment on the overburdened foster care system as well as improved long-term outcomes for children and families.

2023 Results Projected: In 2022, FosterAdopt anticipates serving 36 Johnson County families through the intensive program to increase the capacity of parents/caregivers to meet the needs of their families through improved parenting skills, minimize placement disruptions for families – supporting families in remaining together where possible.

Outcomes achieved during 2021: In 2021, HSF funded a different program at FosterAdopt Connect - *Family Advocacy Services*; through that program, 264 children and adults, were served, 50 of whom were Johnson County residents. 96% of families developed and maintained an action plan within 30 days of initial contact and 89% of families demonstrated increased access to resources and knowledge through having indirect advocacy needs met within three business days.

**Growing Futures
Early Education
Center***

\$19,398
Recommendation

Second year funding is recommended for Growing Futures' Scholarship Assistance for the Wrap Around Care (WAC) Program. WAC complements the Head Start program, providing full-day care and education from 7 a.m. to 5:30 p.m. 2021 research by The Family Conservancy and Mid-America Regional Council indicates that affordable childcare is an acute need in Johnson County and the surrounding region in order to support return to full-time employment by primary caregivers. Due to COVID shutdowns in 2020, Johnson County permanently lost 1,084 childcare slots.

Families served by Growing Futures are living at or below federal poverty guidelines. The majority of Growing Futures families speak English as a second language and half of families are single parent households. Through the HSF grant, childcare scholarships help low-income families experiencing financial hardships who are unable to pay their share of childcare fees and who are working or going to school for at least 30 hours per week. Scholarships allow for continuity of early childhood care and education while parents are working or attending school. Growing Futures also provides resources and support for the family to support self-sufficiency including connection to health, nutrition, social services, mental health services, parental education and parenting events.

2023 Results Projected: All supported families have income at or below the federal poverty level and require full day childcare to obtain employment and/or complete educational goals; all supported families have been adversely impacted financially during the COVID pandemic. Through the extended WAC program, Growing Futures will provide over 4,500 hours of care for enrolled children, serving an estimated 66 Johnson County residents. With Growing Futures, children will maintain daily attendance, supporting caregivers in maintaining employment and/or education. Families will engage in family counseling and support with Growing Futures, resulting in families achieving at least one

large family goal, based upon family determined strengths and needs. Despite the financial hardship of families, children will remain enrolled in the program to ensure they obtain a high quality HeadStart education, which children will demonstrate by achieving kindergarten-readiness as demonstrated by the Child Observation Record scores and Bracken School Readiness Assessment.

Outcomes achieved during 2021: 29 children and their families, a total of 66 residents, received short-term help or fee subsidies that allowed children to remain in quality full-time daycare while caregivers worked or remained in school. Growing Futures hosted a vaccination clinic in 2021 and provided additional support for school supplies, food, and winter clothing for students; no children left the program due to inability to pay fees in 2021. 83.5% of families took steps toward completion of a large family goal, such as learning English, purchasing a first home, or working toward a G.E.D. 97.5% of children achieved kindergarten readiness.

**Habitat for
Humanity Kansas
City**

\$5,000
Recommendation

Funding is recommended for a new applicant, Habitat for Humanity Kansas City's Neighborhood Revitalization: Home Preservation Program, which supports home retention and safe and adequate housing through home maintenance assistance. The Home Preservation Program provides minor home repair, critical home repair, and home weatherization. All clients are low-income and engage in "sweat equity" as well as financial literacy counseling as part of the program. This program also provides energy audits and education. Retention of existing housing stock through home repair and modification is highlighted as a need in Johnson County in the Johnson County Housing Study. Currently, Habitat has a waitlist of more than 125 Johnson County families in need of assistance from the Home Preservation Program; Habitat is a member of the Johnson County Home Modification Coalition and has a 5-year strategic plan to address home repair needs in the region.

2023 Results Projected: Habitat anticipates growing the number of Johnson County homes served from 4 in 2020 to over 100 in 2023. Clients will see reduced energy cost, reported improvement in home safety and adequacy, reported improvement in health, and extend the time they are able to remain in their homes.

**Health
Partnership
Clinic (HPC)***

\$49,500
Recommendation

Second year funding is recommended for primary and preventative medical care, which are provided at Health Partnership Clinic's office in Olathe, a pediatric clinic in Shawnee Mission, and a school-based clinic in Merriam. Funding helps to support a Nurse Practitioner providing care to uninsured patients at the Olathe Clinic. HPC's patients are primarily low-income, and the majority are uninsured or publicly insured. HPC is Johnson County's largest safety-net clinic and only Federally Qualified Health Center; it utilizes a medical home model which emphasizes prevention and health maintenance while providing a broad scope of services including care for patients with chronic diseases. HPC also provides dental and behavioral health services, and works in partnership with homeless shelters, delivering onsite health care services and case management. Specialty care is provided through a network of providers.

2023 Results Projected: Anticipated program results include access to a medical and dental home for low-income and uninsured residents, patients achieve better health outcomes and are satisfied with services they receive, and patients continue to utilize HPC as their health home. During 2023, HPC anticipates serving 9,394 Johnson County residents through 25,251 patient office visits or encounters.

Outcomes achieved during 2021: 7,450 Johnson County residents were served through 15,997 patient office visits and/or clinical encounters. Over 90% of patients surveyed indicated they were either satisfied or very satisfied with overall care they received as a patient. HPC opened a school-based service site in the Shawnee Mission West High School that will provide important access to additional clients in Johnson County.

**Hillcrest
Ministries of
MidAmerica***

\$10,000
Recommendation

Second year funding is recommended for Hillcrest's Transitional Housing – Homeless Youth and Families Program. Transitional housing for homeless youth, up to age 24, families with children, and single adults will be provided in seven apartments located in Overland Park. Hillcrest uses either the U.S. Housing and Urban Development or McKinney-Vento definition of homeless and clients are at or below federal poverty guidelines. The program provides housing and food, case management, budget counseling and connection to community services to address immediate and ongoing needs, such as medical, dental, vision, mental health, substance abuse treatment, employment training, tutoring, and mentoring.

2023 Results Projected: 30 homeless children, youth, and adults will be provided transitional housing and achieve at least one goal from their assessment plan. Homeless youth will work toward achieving an education goal and adults will maintain or improve employment.

Outcomes achieved during 2021: Hillcrest did not apply for funding in 2021 from the Human Service Fund. In 2020, 30 residents of Johnson County were served through transitional housing and completed individual service assessments. Each client completed at least one achievement goal identified in their individual service assessment. Of those, three youth worked toward achieving education goals and 12 adults improved and maintained employment.

**JoCo IHN
(Previously,
Johnson County
Interfaith
Hospitality
Network)**

\$8,000
Recommendation

JoCo IHN provides shelter, meals, transportation and case management for families and single unaccompanied females experiencing homelessness. Area congregations provide shelter and meals at congregational sites on a rotating schedule while JoCo IHN staff helps families regain self-sufficiency and independence. Human Service Funds are used to support case management which includes assistance with transportation, referrals to other community resources, assistance with budgeting, money management, and job and housing searches. JoCo IHN has over 3,000 volunteers and partnerships with 36 faith congregations.

2023 Results Projected: During 2023, the agency expects to serve 40 Johnson County residents with 2,500 days of shelter and case management. Clients completing the program will increase their economic resources, and approximately 50% will move into homes of

their own within four months of entering the network. Volunteers will increase their awareness of human service needs in Johnson County.

Outcomes achieved during 2021: During 2021, 43 Johnson County residents accessed 1,691 nights of shelter, fewer clients than anticipated. Clients were sheltered primarily in motel rooms, due to COVID precautions, rather than with congregations. This made case management more challenging than in prior years and fewer clients than anticipated successfully completed the program. 38% of families moved into homes of their own or transitional housing within four months and 82% reported increasing their income by 25% or more while in the program. 98% of volunteers trained in 2021 reported increased awareness of human service needs in the community.

**Kansas Children's
Service League
(KCSL)***

\$20,340
Recommendation

Second year funding is recommended for Healthy Families Johnson County, a child abuse prevention program which provides intensive home-based education and family support services to parents who are experiencing extreme stress and are "at-risk" for abuse and neglect. Eligibility is based upon risk factors, not income, however, most of the families are low-income. Participants receive routine at-home visits, case management, referrals to community resources and services, child development and parent education, and linkage to health care services. Parent engagement includes Parent Cafés, parent support groups, and a parent advisory group. In 2021, KCSL expanded services to families through creative outreach, including "porch" visits and picking up and dropping off emergency assistance items. Funding is also recommended for the \$540 annual cost of webhosting the Johnson County Early Learning Collaborative, a collaborative of organizations (including KCSL) which serve young children. The website is used to connect caregivers and providers with programs that serve children, and as a link to My Resource Connection when other services are needed.

2023 Results Projected: During 2023, 250 Johnson County individuals are expected to be served. Anticipated outcomes include: families will not have any substantiated child abuse or neglect while in the program; children will be covered by health insurance and current on immunizations; and children will have had a developmental screen in the last six months (or are already receiving services for developmental delays).

Outcomes achieved during 2021: 205 Johnson County residents were served. 99% of the families served remained free from substantiated abuse and neglect while in the program and 88% of children were up to date on immunizations. 100% of children enrolled for at least six months had health insurance and 87% had a developmental screening.

**Kansas Parents
as Teachers
Association
(KPATA)**

\$5,000
Recommendation

Funding is recommended for Kansas Parents as Teachers Association (KPATA), a new applicant to HSF, for the Bright Futures program, an intensive in-home program providing developmental, social-emotional, and health screenings for children and supports and connection to resources for at-risk families referred by the Department of Children and Families. Regular home visits provide over 105 hours of in-home support per year per family. This program supports family health, helps alleviate poverty, and reduces child abuse and family displacement, reducing the burden on the foster care system, reducing costs to the legal system of increased Child in Need of Care cases, and resulting in better

outcomes for families and children.

2023 Results Projected: During 2023, 15 Johnson County families (estimated 60 individuals) will be served through approximately 1,575 hours of home visits. As a result of this intensive program, children will be able to remain in home and families will complete home visits and have increased access to needed services.

Outcomes Achieved during 2021: KPATA did not receive Human Service Funds in 2021; however, KPATA reports that 93% of the children in this program were able to remain in home, avoiding possible displacement to alternative care such as foster care, and 46% of families completed at least eight home visits in the first 3 months of enrollment in the program.

KidsTLC

\$17,500
Recommendation

Funding is recommended for KidsTLC Thriving Families program which offers resource referral, parent support groups, and health care navigation to families who face behavioral and mental health issues with their children. The program serves families in the community and families who have children in one of KidsTLC's programs. Eligibility is not based upon income, however, most of the families are low-income (58% of KidsTLC's clients are living below 200% of the Federal Poverty Level). The program serves as the navigation arm for the agency, helping families find mental health/health care, housing, and community resources/support. It also provides education and support to Spanish-speaking families. The program is a health navigation resource for schools and participates in Olathe and Shawnee Mission School Districts' IMPACT Olathe and Project Home programs which serve youth and families who are at-risk for homelessness. The goal of Thriving Families is to educate families about health issues, trauma, and raising healthy children; and, to provide health navigation resources so parents can raise healthy children.

2023 Results Projected: KidsTLC estimates serving 500 Johnson County residents through this program. Program results include clients will experience increased access to services, barriers to services are reduced, and clients express increased awareness of resources.

Outcomes achieved during 2021: Through crisis intervention, housing support, and health navigation, the Thriving Families program served 417 Johnson County residents as well as 292 (not unduplicated) individuals through the Que Onda Familias educational platform. 77% of clients reported an increase in knowledge of their needs and resources available and 56% of families reported following through with referrals within one week of referral. Families were referred to KidsTLC services, including outpatient, respite care, intensive outpatient, Strengthening Families, Kansas Parents as Teachers (KPATA), CARES parent education, and more.

**NCircle DBA
Cultivate, Inc.***

\$19,696
Recommendation

Second year funding is recommended for NCircle for the Digital Literacy and College of Trades programs which provide skills training, certification instruction, financial education, job placement, and mentorship for individuals in Johnson County Department of Corrections Adult Residential Center (ARC) and Therapeutic Community, as well as adults on probation upon release from the ARC. In an expansion of this program, NCircle collaborates with partners and Johnson County Community College to provide college credit courses and community college support for clients. Through these programs, new life skills, employment training, and case management resources will be provided to clients (most of whom return to Johnson County upon completion of sentence/probation period). Program participants

demonstrate increased rate of employment, increased income, decreased recidivism, and decreased new charges.

2023 Results Projected: NCircle plans to serve 80 Johnson County residents through this program. Participants will increase their workplace skills and digital skills, increase the number of persons with in-demand workforce credentials in Johnson County, and demonstrate a reduction in recidivism and costs to the County.

Outcomes Achieved in 2021: NCircle served 83 individuals through 2,223 hours of instruction and case management. Clients of the program earned 153 certificates through the College of Trades program, such as OSHA 10, Construction Basics, Welding, Shop Blueprint, Customer Service, Skills for Professional Assistants, MS Word, MS Excel, and Forklift certificates. Upon completion, 83% of clients were able to identify job stabilizing social supports and assistance; 85% of participants demonstrated increased digital literacy and computer skills, and 76% of clients graduated with the skills required for their desired occupation. Program graduates also had reduced recidivism as compared to non-program participants – 91% of program graduates had no revocations, 96% had no new charges, and 100% had no new convictions.

Safehome

\$22,310
Recommendation

Safehome provides shelter and other assistance to survivors of domestic violence. Funding is recommended for case management to support Safehome clients living in its emergency shelter. Safehome clients are provided case management as well as therapy, legal services, hospital advocacy, and a hotline. This is a new program for HSF funding; previously, HSF supported an economic empowerment program focused on financial literacy, workshops, and employment assistance. Employment assistance and financial literacy will continue to be supported through case management services for shelter clients.

2023 Results Projected: Safehome will provide emergency shelter to 100 Johnson County residents. Residents will transition from Safehome to permanent housing and remain housed; residents will increase financial independence and stability; and will increase their knowledge about domestic violence, safety plan and improve mental health through therapy.

Outcomes achieved during 2021: In 2021, the Human Service Fund supported SafeHome's economic empowerment program; 68 Johnson County residents participated in the economic empowerment program with 92% of clients in shelter for at least 4 weeks identifying barriers to employment and 100% of clients working on financial independence reporting gaining knowledge about financial abuse during their time at SafeHome.

**Salvation Army
Family Lodge -
Olathe**

\$25,000
Recommendation

Funding is recommended to assist low and very-low-income homeless families in Johnson County with food and shelter at the Salvation Army Family Lodge in Olathe. In most cases, the Lodge provides up to 90 days of shelter (with a maximum stay of 180 days in some circumstances). Residents meet weekly with a case manager who utilizes the strengths-based case management model. Classes and/or skill building opportunities include parenting, financial literacy, maintaining employment, housing searches, daily living/life skills, developing a support system, and navigating mainstream resources.

2023 Results Projected: In addition to providing safe shelter, outcomes will include families increasing their skills or income, applying for mainstream services (SNAP, TANF, Medicaid, etc.), moving into transitional or permanent housing, and children beginning or continuing to receive daycare services as a work support for guardians. The Family Lodge anticipates serving 125 Johnson County residents; the Family Lodge notes that due to the high and rising cost of housing in Johnson County, it is harder for clients to identify housing and transition out of shelter, consequently, families are staying longer, on average, with the Family Lodge.

Outcomes achieved during 2021: The Family Lodge provided 21,010 nights of shelter, meals, and hygiene kits to 109 Johnson County residents. 96% of families exiting the program moved into transitional or permanent housing. 100% of eligible families applied for and received mainstream services (medical assistance, childcare subsidy, WIC, and SNAP). 89% of participants who successfully completed the program increased their skills or income.

Sunflower House*

\$46,898

Recommendation

Second year funding is recommended to support the Personal Safety Education Program, a child abuse prevention education program. Sunflower House provides child-based education and mandated reporter training free of charge; without grant support, these programs are not sustainable. The program includes: 1) *Happy Bear*, an interactive drama in Spanish and English for children ages four to seven enrolled in public and private early childhood centers and elementary schools; 2) *Think First and Stay Safe*, a curriculum for grades PreK-5 that reinforces personal and digital boundaries and emphasizes that bullying and sexual abuse are against the law; 3) *E-Safety*, provides middle school students with information about how to protect themselves from online predators, and includes safety topics such as sexting, bullying, child exploitation, and social networking; 4) *Keeping Kids Safe Online*, a workshop for parents and caregivers provided in partnership with the FBI Cyber Crimes Unit; 5) *Stewards of Children*, a child sexual abuse prevention and education training for adults; 6) *Mandated Reporter Training* which teaches attendees to recognize signs of sexual abuse, correct procedures/laws for reporting, and how to handle a child's disclosure; and, 7) *Child Protection Project*, a presentation designed to raise the awareness of child sexual abuse among parents and caregivers, and give them tools needed to be proactive in protecting children.

2023 Results Projected: Age-appropriate person safety/abuse education will be provided to children; adults will be educated on child abuse indicators and reporting abuse; youth and adults will increase their knowledge of online crimes against children, including online safety steps and proper reporting. Sunflower House has added Spanish-based mandated reporting and is developing an online training academy to provide mandated reporter training to local school districts. The agency anticipates reaching 25,000 Johnson County residents during 2023.

Outcomes achieved during 2021: 12,873 Johnson County residents were served. In post-program surveys, 97.25% of children indicated they would report unwanted contact, including physical touches and electronic communications. 99% of adults, including those within the special needs community, who were educated on child abuse indicators and reporting abuse, indicated they gained new information and 99% said they would monitor the electronic communications of children more closely.

APPENDIX A

2023 HUMAN SERVICE FUND PARTICIPATING JURISDICTIONS

JURISDICTION	CONTRIBUTION
Johnson County	\$151,500
De Soto	\$2,880
Edgerton	\$2,500
Gardner	\$7,250
Leawood	\$18,000
Lenexa	\$22,350
Merriam	\$10,000
Mission	\$10,000
Olathe	\$70,000
Overland Park	\$94,000
Prairie Village	\$10,000
Roeland Park	\$6,060
Shawnee	\$30,000
Spring Hill	\$2,500
Westwood	\$2,000
Total from County Government & Cities	\$439,040
UCS Administration	\$27,000
Total Available to Allocate	\$412,040

2023 HUMAN SERVICE FUND GRANT REVIEW COMMITTEE

UCS Board Members

- Janet Barrow, *Committee Chair*, WaterOne
- Marshaun Butler, St. Luke's Hospital, Crittenton Children's Center
- Mickey McCloud, Johnson County Community College
- Eric Mikkelsen, Mayor, Prairie Village
- Don Roberts, Mayor, Edgerton

UCS Council of Advisors

- Pat Colloton
- Hon. Steve Tatum (ret'd), 10th Judicial District Court

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

APPENDIX B

2023 HUMAN SERVICE FUND GUIDELINES

The Human Service Fund is a competitive process that awards grants to nonprofit organizations for operating health and human service programs that promote self-sufficiency, well-being and/or personal safety of Johnson County residents who live with income at or near the federal poverty level. Funded programs provide pathways and opportunities for building a healthy community where every resident is empowered to reach their full potential. Components of the safety net investment that are supported by the HSF are: 1) basic needs, 2) work and income supports, and 3) health, wellness, and personal safety.

FUNDING PRIORITIES 2023

Health and human service programs funded by the Human Service Fund must:

- promote self-sufficiency, well-being and/or personal safety of Johnson County residents and fit within safety net investment components of basic needs, education/training, work, and income supports, or health.
- offer county-wide services or fill a gap which results in county-wide benefit.
- offer equal access to all clients and prospective clients who could benefit from the program.
- deliver measurable outcomes which benefit county residents and, in the long-term, benefit local governments by avoiding, deferring, or preventing costs that otherwise might be incurred by local government.

Priority is given to programs that:

- address emergency aid and shelter, adequate housing, child/adult abuse, child welfare, health and mental health, work support services such as transportation, childcare and early childhood development, and job training.
- serve individuals and/or families with income below or near the federal poverty level.
- demonstrate innovation and/or collaboration in program delivery.
- are consistent with an evidence-based program, best practices, or promising practices, or replicate a successful model.
- build the capacity of neighborhoods and local jurisdictions to support equity in the social determinants of health.

ELIGIBILITY

- Applicants must deliver direct services to Johnson County residents, be recognized by the IRS under section 501(c)(3), provide health and human services programming as their primary mission, and be in good standing in Kansas or Missouri as a nonprofit corporation, i.e., may not be an entity of city or county government.
- Agency must provide most recent IRS form 990 and, if requesting \$5,000 or greater in HSF funds, an independent certified audit of the previous year's financial records, or, if total agency revenues were less than \$250,000, an independent review of financial statements prepared by a Certified Public Accountant. The audit or review must have been completed within nine (9) months of the close of the fiscal year. Upon request, the agency may need to provide additional financial information.
- The applicant complies with Agency Standards.

- Applicant affirms compliance with any applicable nondiscrimination ordinances and/or policies of the municipalities that provide resources to the Human Service Fund.
- Funded program must:
 - promote self-sufficiency, well-being and/or personal safety of Johnson County residents and fit within safety net investment components of basic needs, work and income supports, or health.
 - primarily serve Johnson County, Kansas residents who live with income at or near federal poverty level. However, programs that do not meet this criterion may still be eligible if the program addresses child/adult abuse, and/or leads to the prevention of poverty, and primarily serves Johnson County residents.
 - clearly define and measure outcomes for participants.
 - benefit local governments by avoiding, deferring, or preventing costs that otherwise might be incurred by local government.
 - offer county-wide services or fill a gap which results in county-wide benefit.
 - offer equal access to all clients and prospective clients who could benefit from the program.
- Only one HSF application may be submitted by an agency. Applications will not be accepted for both the HSF and Alcohol Tax Fund (ATF, managed by Drug and Alcoholism Council, a program of UCS) for the same program during the same funding cycle. However, applications may be submitted for both funds by the same agency or department for discrete programs during the same funding cycle. Criteria of discrete programs include, but are not limited to, programs for which expenses are recorded separately for purposes of functional accounting, programs that, if serving a population targeted by another program, serve a distinct need of that population, and/or employ distinct strategies and projected outcomes.
- Applications for substance abuse programs are not accepted and should be directed to the ATF.

City Council Action Item

Council Meeting Date: November 10, 2022

Department: Administration

Agenda Item: Consider an Agreement with Strategy, LLC, for Information Technology Services

Background/Description of Item:

The City of Edgerton does not have an IT staff, so we contract with a Managed Service Provider (MSP) for IT services. The City conducted an RFP process for IT services in 2021. The contract was for one year with two one-year options to renew, subject to an annual review, concurrence of the City Council and the annual availability of an appropriation. Optional services related to the maintenance and hosting of the City's website were also included in the RFP. The contract was awarded to Strategy, LLC at the October 28, 2021, Council meeting. Staff recommends renewal of the agreement for 2023, which would be the second year of the three years covered by the RFP.

The agreement for 2023 is attached as well as the Non-Discloser Agreement that is signed at the same time as the agreement. Nothing has changed in the 2023 agreement except for the costs. The cost per managed computer is increasing from \$35 to \$50 due to increased costs for antivirus and monitoring software. Strategy alerted staff about this increase during the development of the 2023 Budget, so staff was able to include it in the 2023 IT Budget. In addition, staff will be replacing Net2Phone with Microsoft Teams as the City's phone system, resulting in increased Microsoft license costs. The increase in Teams license costs will be offset by the elimination of payments to Net2Phone. The 2023 IT Budget is adequate to cover the cost of this contract.

The City Attorney has reviewed and approved the agreement.

Related Ordinance(s) or Statue(s): N/A

Funding Source: General Fund, Water Fund, Sewer Fund

Budget Allocated: \$27,648 General Fund
\$25,953 Water Fund
\$25,953 Sewer Fund
\$79,554 Total Available Budget

Finance Director Approval:

x Karen E. Kindle
Karen Kindle, Finance Director

Recommendation: Approve the Agreement for Managed IT Services and the Non-Disclosure Agreement with Strategy, LLC.

Enclosed: Agreement with Strategy, LLC
Non-Disclosure Agreement with Strategy, LLC

Prepared by: Karen Kindle, Finance Director

CITY OF EDGERTON

2023 MANAGED SERVICE CONTRACT RENEWAL
OCTOBER 2022

OUR GOAL

EMPOWERING PEOPLE

To EMPOWER people whenever, wherever, and however possible.

We do this by developing tailored, innovative, and creative services to automate and oversee business operations, so our partners can focus more on what they do best.

One of the resulting services of this goal is 'Managed Services'. This service is designed to dramatically reduce or eliminate computer problems in your business while maximizing your network's speed, performance, security, and stability, without the expense of a full-time IT staff.

Strategy is committed to helping PREVENT computer problems from escalating into unexpected downtime, data loss, interruptions in business, and financial loss.

This program is ideal for business owners who:

- Value being proactive.
- Need their computer network, email, database, and Internet access up and running 24/7/365.
- Value the security of their data and want to prevent loss, corruption, or theft.
- Want to maximize the speed, availability, and performance of their network.

Benefits you can expect:

- Less expensive repairs and recoveries.
- Technology will perform faster, have fewer glitches, and have practically zero downtime.
- The experience of having an in-house IT department – without the costs.
- A reduction in emergency and reactive issues, increasing the overall productivity of end-users.

BUDGET SUMMARY

BRING VALUE TO YOUR BUSINESS

The following costs are based on the requirements at the time of the contract. User and device counts are based on the counts as of 11/01/2022. Any changes in requirements may incur additional costs, in which case, the client will be notified.

ITEM	QTY	ITEM PRICE	TOTAL PRICE
MANAGED USERS* - Unlimited Help Desk* - Email Security Services - User Data Cloud Protection - Microsoft Business License	24	100.00	2,400.00
MANAGED COMPUTERS - Unlimited Monitoring & Alerting - Antivirus - Automatic Patch Management - Cloud Backup	29	50.00	1,450.00
MANAGED NETWORK DEVICES - Firewalls - Switches - Printers - Wi-Fi Devices	12	60.00	720.00
MANAGED SERVER (BBCWWTP) - EDR Antivirus - Patch Management - Alert Monitoring - Remote Desktop Support - Cloud Backup	1	300.00	300.00
MANAGED AZURE ACTIVE DIRECTORY	1	200.00	200.00
MANAGED MOBILE DEVICES - Preventative maintenance - Professional Monitoring - Remote Assistance	10	5.00	50.00
TEAMS PHONE WITH CALLING PLAN (BASED ON STAFF COUNT)	18	15.00	270.00
MICROSOFT OFFICE 365 G1 (CITY COUNCIL EMAILS)	4	8.00	32.00
MICROSOFT 365 G3 (GENERIC ACCOUNTS) -Cashiering -CIC -Oncall Phone	3	32.00	96.00
MICROSOFT EXCHANGE ONLINE -Invoice -Edgerton Printer -SCADA Alerts	3	4.00	12.00
MICROSOFT PROJECT PLAN 3	1	30.00	30.00
Monthly Total:			5,530.00

NOTE: All covered equipment listed in this budget is based on currently known inventory. Any inventory changes will result in appropriate changes to monthly fees.

* The scope of work not covered by help desk is defined in Services not Covered.

TERMS AND CONDITIONS

CLARITY IS VITAL!

TIMELINE

This agreement is effective upon 01/01/2023 and shall remain in force until 12/31/2023 and will be reviewed for renewal to address any necessary adjustments or modifications. The service agreement automatically renews for a subsequent one-year term beginning on the day immediately following the end of the initial term, unless either party gives the other sixty (60) days written notice of its intent not to renew this agreement. Should adjustments or modifications be required that modify the monthly fees paid for the services performed under this agreement, said changes will be communicated at least 60 days before renewal.

SERVICE LEVEL AGREEMENT

Strategy's normal business hours of operation are between the hours of 8:00 am – 6:00 pm, Monday through Friday, excluding public holidays. Network monitoring services will be provided 24/7/365.

SUPPORT AND ESCALATION

Strategy will respond to the client's support tickets as detailed below, and with best effort after hours or on holidays. Tickets must be opened by the client's designated I.T. contact person(s), by email to our help desk, or by phone if email is unavailable. Each issue will be assigned a ticket number for tracking. If a non-designated person submits a ticket, the ticket must be approved by the designated person(s).

ESCALATION PROCESS:

Issue	Priority	Response Time	Resolution Time	Escalation Time
Service not available, all systems down (all users and functions unavailable)	Urgent	Within 1 hr	ASAP: Best Effort	2
Significant degradation of service (a large number of users or business-critical functions affected)	High	Within 2 hrs	ASAP: Best Effort	8
Limited degradation of service (limited number of users or functions affected, business process can continue)	Medium	Within 8 hrs	ASAP: Best Effort	48
Small service degradation (business process can continue, one user affected)	Low	Within 24 hrs	ASAP: Best Effort	96

MONITORING SERVICES

Strategy will provide ongoing monitoring and security services of all critical devices such as servers, computers, firewalls, switches, printers, and any essential network device. Strategy will provide monthly reports as well as document critical alerts, scans, and event resolutions to the Client upon their request. Should a problem be discovered during monitoring, Strategy shall make every attempt to rectify the condition in a timely manner.

SERVICE OUTSIDE BUSINESS HOURS

Requested services performed outside the hours of 8:00 am – 6:00 pm Monday through Friday excluding public holidays, shall not be subject to the escalation process outlined above. In addition, any work done that is required by the client outside of business hours will be subject to the hourly rates outlined below.

After Hours Category	Regular Hours	After Hours	Holiday Hours
Standard Help Desk	\$90/hr	\$135/hr	\$180/hr
Network Admin/Engineer	\$125/hr	\$187.50/hr	\$250/hr

MINIMUM STANDARDS REQUIRED FOR SERVICE

For the client's existing environment to qualify for Strategy's managed services, the following requirements must be met:

- For the client's existing environment to qualify for Strategy's managed services, the following requirements must be met:
- All Servers with Microsoft Windows Operating Systems must be running Windows Server 2012 or later and have all Microsoft Service Packs and Critical Updates installed.
- All desktop PCs and notebooks/laptops/tablets with Microsoft Windows Operating Systems must be running Windows 8 Pro, Apple OS X, or later, and have all of the latest Service Packs and Critical Updates installed.
- All server and desktop software must be genuine, licensed, and vendor-supported.
- The environment must have a currently licensed, up-to-date, and vendor-supported managed antivirus solution protecting all servers, desktops, notebooks/laptops/tablets, and email.
- The environment must have a currently licensed, vendor-supported backup solution that can be monitored and send notifications on job failures and successes.
- The environment must have a currently licensed, business class, vendor-supported hardware firewall between the internal network and the internet.
- All wireless data traffic in the environment must be securely encrypted.

If these requirements are not met, Strategy can bring the environment up to these standards at an additional cost to be estimated based on issues to resolve.

SERVICES NOT COVERED

Service rendered under this agreement does not include:

- Parts, equipment, or software not covered by vendor/manufacturer warranty or support.
- The cost of any parts, equipment, or shipping charges of any kind.
- The cost of any software, licensing, software renewal, or upgrade fees of any kind.
- The cost of any 3rd party vendor, manufacturer support, or incident fees of any kind.
- The cost to bring the client's environment up to the minimum standards required for services.
- Failure due to acts of God, building modifications, power failures, or other adverse environmental conditions or factors.
- Service and repair made necessary by alterations or modifications other than those authorized by Strategy, including alterations, software installations, or modifications of equipment made by the client's employees or anyone other than Strategy.
- Installation or upgrades of application or operating system software packages, whether acquired from Strategy or any other source.
- Programming (modification of software code) and program (software) maintenance.
- Training services of any kind.

CANCELLATION AND RETURN POLICY

Hardware: Hardware can be returned within 30 days of the project or purchase approval date. All hardware returns are subject to restocking and shipping fees. In addition, if any time was spent preparing the piece of hardware for deployment, if labor was not already billed, it will be deducted from the refund amount of the hardware or, if already billed, those hours will be subtracted from your labor refund.

Software: There are no returns possible on software licensing. All sales of software licensing are final.

Service Calls/Project Cancellation: Service calls and projects may be canceled within 24 hours of the scheduled service call or project. However, any time that was spent preparing for the service call or project before the cancellation was received will still be billed to cover costs.

TERMINATION / PLAN CHANGES

If the contract is requested to be terminated before the contract expiration date a notice of 60-days is required. Access to any system or asset will be withheld until all billing is current. Any requested plan change that impacts the monthly fee must be made 60-days before changes take effect.

GOVERNANCE

This agreement shall be governed by the laws of the State of Kansas. This agreement and the NDA signed contemporaneously with this agreement, constitute the entire agreement between the client and Strategy for the services listed in the budget section of this agreement. Its terms and conditions shall prevail should there be any variance with the terms and conditions of any order submitted by the client. Strategy is not responsible for failure to render services due to circumstances beyond its control including, but not limited to, acts of God.

LIMITATION OF LIABILITY

In no event shall Strategy be held liable for indirect, special, incidental, or consequential damages arising out of service provided hereunder, including but not limited to loss of profits or revenue, loss of use of equipment or systems, lost data, or other costs.

CONTRACT ACCEPTANCE

This contract can be accepted via affirmative email response or printed, signed, and delivered to Strategy, LLC at the address below.

Client Signature/Title: _____ Date: _____

If mailing acceptance, please mail with the deposit to:

Strategy, LLC

1121 N. Julia St.
Olathe, KS 66061

If accepting via email: sales@strategynewmedia.com.
(project work will not begin until the deposit is received)

Deposits can be paid online at www.strategynewmedia.com/payments.

CONFIDENTIAL NON-DISCLOSURE AGREEMENT

THIS AGREEMENT dated November 10, 2022, between the City of Edgerton, Kansas (“EDGERTON”) and Strategy, LLC (“STRATEGY”).

1. Background. Contemporaneously with the signing of this Agreement, EDGERTON and STRATEGY entered into an agreement for the providing of services by STRATEGY to EDGERTON for the period of January 1, 2023 through December 31, 2023. Given the confidential nature of information regarding the citizens of EDGERTON which may exist in the relationship between the parties, EDGERTON has decided to require this Non-Disclosure Agreement, not only to protect the confidential information of the citizenry of Edgerton in those matters discussed in that provision, but to agree to non-disclosure by STRATEGY of City information in any and all other instances unless it obtains the written approval of EDGERTON.

2. Confidential Information. As used in this Agreement, the term “Confidential Information” shall mean all personal records of said citizens, businesses and any other parties related to the functioning of the City of Edgerton, all information that either has been identified in writing as confidential or is of such a nature, or has been disclosed in such a way that it is obvious to STRATEGY, or a reasonable person, that it is claimed as confidential by EDGERTON.

3. Disclosure of Confidential Information. STRATEGY shall hold in confidence, and shall not disclose (or permit or suffer its personnel to disclose) to any person outside its organization, any Confidential Information of EDGERTON. STRATEGY and its personnel shall use such Confidential Information only for the purpose for which it was disclosed and shall not use or exploit such Confidential Information for its own benefit or the benefit of another without the prior written consent of EDGERTON. Without limitation of the foregoing, STRATEGY shall not use any of its final product involving EDGERTON for use in any self-promotion, nor shall STRATEGY remove, overprint or deface any notice of copyright, trademark, logo, legend, or other notices of ownership from any original information or copies of Confidential Information obtained from EDGERTON. STRATEGY shall disclose Confidential Information received by it under the agreement between the parties only to persons within its organization who have a need to know such Confidential Information in the course of the performance of their duties and who are bound by a written agreement to protect the confidentiality of such Confidential Information.

4. Limitation on Confidential Information. Confidential Information shall not include any information which:

- (a) is generally known to the public at the time of disclosure or becomes generally known through no act on the part of STRATEGY;
- (b) is already in STRATEGY’s possession at the time of disclosure by EDGERTON;
- (c) becomes known to STRATEGY through disclosure by sources other than EDGERTON having the legal right to disclose such Confidential Information;
- (d) is required to be disclosed by STRATEGY to comply with applicable laws or governmental regulations, provided that STRATEGY provides prior written notice of

such disclosure to EDGERTON so that EDGERTON may take reasonable and lawful actions to avoid and/or minimize the extent of such disclosure.

(e) is independently developed by STRATEGY without any use of Confidential Information.

5. Ownership of Confidential Information. STRATEGY agrees that EDGERTON is and shall remain the exclusive owner of its Confidential Information and all patent, copyright, trade secret, trademark and other intellectual property rights therein. No license or conveyance of any such rights to STRATEGY is granted or implied under this Agreement.

6. Return of Documents. STRATEGY shall, at the request of EDGERTON, return to EDGERTON all documents, drawings and other tangible manifestations of Confidential Information received by STRATEGY pursuant to this Agreement (and all copies and reproductions thereof).

7. Miscellaneous.

(a) This Agreement supersedes all prior agreements, written or oral, between EDGERTON and STRATEGY relating to the subject matter of this Agreement.

(b) This Agreement shall be construed and interpreted in accordance with the laws of the State of Kansas.

(c) This Agreement shall be effective during the term of the Master Agreement between the parties, and STRATEGY additionally agrees not to disclose any information received from EDGERTON during that period of time, or any future contract extensions or renewals, to any party outside of STRATEGY's organization at any time during or thereafter.

(d) This Agreement may only be modified in a writing signed by both parties.

EXECUTED as a sealed instrument as of the day and year first set forth above.

CITY OF EDGERTON, KANSAS

BY: _____
DONALD ROBERTS, Mayor

ATTEST:

ALEXANDRIA CLOWER, City Clerk

APPROVED AS TO FORM:

LEE W. HENDRICKS, City Attorney

STRATEGY, LLC.

BY: _____

Printed Name: _____

Title: _____

STATE OF KANSAS)

) SS

COUNTY OF JOHNSON)

BE IT REMEMBERED, that on this _____ day of _____, 2022, before me, the undersigned Notary Public in and for the County and State aforesaid, appeared _____ of Strategy, LLC, to me personally known, who being duly sworn did state that he/she has the authority to execute the foregoing document and that he/she acknowledged he/she fully understands the content and meaning of the within instrument and acknowledged that said instrument is his/her free act and deed.

N WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year last above written.

NOTARY PUBLIC

My Appointment Expires:

City Council Action Item

Council Meeting Date: November 10, 2022

Department: Parks and Recreation

Agenda Item: Consider Resolution No. 11-10-22A Authorizing the Closure of Nelson Street During the Mayor's Christmas Tree Lighting

Background/Description of Item:

On Friday, December 2, 2022, the City of Edgerton will host the Mayor's Christmas Tree Lighting to celebrate the beginning of the holiday season in Downtown Edgerton. The event begins at 6:30 PM and includes the lighting of the Christmas tree in the greenspace and a performance by the Edgerton Elementary choir. After the tree is lit, families head over to city hall to meet Santa, and enjoy cookies and hot chocolate. Children that attend the event will be given a gift from the City of Edgerton.

To support this event and provide additional safety to those attending the event, City staff is requesting the closure of Nelson Street between East 4th Street and East 3rd Street from 6:00 PM – 7:00 PM. The intersections at both East 4th Street/Nelson Street and East 3rd Street/Nelson Street will remain open to traffic.

City staff has reviewed the proposed street closures and does not anticipate any conflicts or issues. City staff will notify the Johnson County Sheriff's Office, Johnson County Fire District No. 1 and Johnson County Med-Act of the proposed closings.

Related Ordinance(s) or Statue(s): n/a

Funding Source: n/a

Budget Allocated: n/a

Finance Director Approval: n/a

Recommendation: Approve Resolution No. 11-10-22A Authorizing the Closure of Nelson Street During the Mayor's Christmas Tree Lighting

Enclosed: Draft Resolution No. 11-10-22A

Prepared by: Brittany Paddock, Recreation Coordinator

RESOLUTION NO. 11-10-22A

A RESOLUTION APPROVING THE CLOSURE OF NELSON STREET DURING THE 2022 MAYORS CHRISTMAS TREE LIGHTING.

WHEREAS, the City Council of the City of Edgerton, Kansas wishes to provide successful and safe community events in Edgerton; and

WHEREAS, the City has determined that the closure of Nelson Street would be beneficial to the safety and enjoyment of the 2022 Mayor's Christmas Tree Lighting; and

WHEREAS, City staff has reviewed the proposed street closures and does not anticipate any conflicts or issues that would prevent said closure; and

WHEREAS, the following public streets shall be closed to vehicular traffic during the Mayor's Christmas Tree Lighting between 6:00 PM until 7:00 PM on December 2, 2022:

- Nelson Street between East 4th Street and East 3rd Street

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EDGERTON, KANSAS that the City hereby authorizes the closure of the public streets named above for the duration named above for the Edgerton Mayor's Christmas Tree Lighting.

SECTION ONE: EFFECTIVE DATE

This Resolution shall take effect and be in full force immediately after its adoption by the Governing Body.

ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF EDGERTON, KANSAS ON THE 10TH DAY OF NOVEMBER, 2022.

ATTEST:

CITY OF EDGERTON, KANSAS

Alexandria Clower, City Clerk

By: _____
Donald Roberts, Mayor

APPROVED AS TO FORM:

Lee W. Hendricks, City Attorney

City of Edgerton - 3rd Quarter 2022 Report
General Fund (Unaudited)

	YTD Actual	2022 Budget	% Used	Remaining
Revenues:				
Ad Valorem Tax	\$ 2,194,690	\$ 2,214,328	99.1%	\$ (19,638)
City TIF Increment	\$ (38,133)	\$ (38,157)	99.9%	\$ 24
Delinquent Tax	\$ 6,637	\$ -	n/a	\$ 6,637
Motor Vehicle Tax	\$ 42,187	\$ 52,830	79.9%	\$ (10,643)
Recreational Vehicle Tax	\$ 1,121	\$ 835	134.3%	\$ 286
16/20M Vehicle Tax	\$ 435	\$ 375	116.0%	\$ 60
Local Alcoholic Liquor Tax	\$ 6,465	\$ 5,000	129.3%	\$ 1,465
Local Comp Use Tax	\$ 199,107	\$ 200,000	99.6%	\$ (893)
County Use Tax	\$ 103,906	\$ 100,000	103.9%	\$ 3,906
Local Sales Tax	\$ 463,115	\$ 485,000	95.5%	\$ (21,885)
County Sales Tax	\$ 301,356	\$ 375,000	80.4%	\$ (73,644)
Franchise Tax	\$ 176,677	\$ 180,000	98.2%	\$ (3,323)
Licenses & Permits	\$ 72,691	\$ 224,000	32.5%	\$ (151,309)
Charges for Services	\$ 95,890	\$ 98,700	97.2%	\$ (2,810)
Fines & Forfeitures	\$ 70,019	\$ 75,000	93.4%	\$ (4,981)
Miscellaneous	\$ 10,886	\$ -	n/a	\$ 10,886
Investment Income	\$ 3,229	\$ 15,000	21.5%	\$ (11,771)
Total Revenue	\$ 3,710,278	\$ 3,987,911	93.0%	\$ (277,633)
Expenditures:				
General Government	\$ 661,410	\$ 1,050,748	62.9%	\$ 389,338
Law Enforcement	\$ 279,878	\$ 556,036	50.3%	\$ 276,158
Public Works	\$ 440,320	\$ 565,620	77.8%	\$ 125,300
Parks	\$ 206,351	\$ 315,043	65.5%	\$ 108,692
Facilities	\$ 66,854	\$ 143,570	46.6%	\$ 76,716
Fleet Maintenance	\$ 31,415	\$ 52,700	59.6%	\$ 21,285
Community Development	\$ 290,505	\$ 387,348	75.0%	\$ 96,843
Economic Development	\$ 418,969	\$ 506,700	82.7%	\$ 87,731
Information Technology	\$ 36,365	\$ 81,872	44.4%	\$ 45,507
Employee Benefits	\$ 342,257	\$ 555,093	61.7%	\$ 212,836
Total Expenditures	\$ 2,774,324	\$ 4,214,730	65.8%	\$ 1,440,406
Sources Over(Under) Expenditures:	\$ 935,954	\$ (226,819)		
Other Financing Sources & Uses				
Transfers from Other Funds:				
Transfer from Capital Projects Fund	\$ -	\$ -	n/a	\$ -
Transfer from TIF Funds-City TIF Fee	\$ 50,915	\$ 17,656	288.4%	\$ (33,259)
Transfers to Other Funds:				
Transfer to Equipment Reserve Fund-General	\$ (125,000)	\$ (125,000)	100.0%	\$ -
Transfer to Capital Projects Fund	\$ (201,843)	\$ (195,000)	103.5%	\$ 6,843
Total Other Financing Sources & Uses	\$ (275,928)	\$ (302,344)		
Beginning Fund Balance	\$ 2,098,334	\$ 1,855,359		
Estimated Ending Fund Balance		\$ 1,326,196		
Unaudited Ending Fund Balance	\$ 2,758,360			

Reserve Required

17% of 2022 budgeted expenditures	\$ 716,504
25% of 2022 budgeted expenditures	\$ 1,053,683

Budget Authority

2022 Budget Authority	\$ 5,860,925
Remaining 2022 Budget Authority	\$ 3,362,529
% of Budget Authority Used	42.6%

City of Edgerton - 3rd Quarter 2022 Report
Water Fund (Unaudited)

	YTD Actual	2022 Budget	% Used	Remaining
Revenues:				
Charges for Services	\$ 359,289	\$ 462,222	77.7%	\$ (102,933.00)
Fines & Forfeitures	\$ 17,737	\$ 20,000	88.7%	\$ (2,263.00)
Miscellaneous	\$ 1,538	\$ -	n/a	\$ 1,538.00
Investment Income	\$ 246	\$ 2,500	9.8%	\$ (2,254.00)
Total Revenue	\$ 378,810	\$ 484,722	78.1%	\$ (105,912.00)
Expenditures:				
Fleet Maintenance	\$ 1,649	\$ 6,075	27.1%	\$ 4,426
Information Technology	\$ 23,553	\$ 49,878	47.2%	\$ 26,325
Production	\$ 119,714	\$ 175,000	68.4%	\$ 55,286
Distribution	\$ 40,533	\$ 54,505	74.4%	\$ 13,972
Administrative-Water	\$ 95,977	\$ 143,054	67.1%	\$ 47,077
Employee Benefits	\$ 22,944	\$ 36,429	63.0%	\$ 13,485
Debt Service	\$ 56,150	\$ 56,153	100.0%	\$ 3
Total Expenditures	\$ 360,520	\$ 521,094	69.2%	\$ 160,574
Sources Over(Under) Expenditures:	\$ 18,290	\$ (36,372)		
Transfers to Other Funds:				
Transfer to Equipment Reserve Fund-Water	\$ (15,000)	\$ (25,000)	60.0%	\$ (10,000)
Transfer to Capital Projects Fund	\$ -	\$ -	n/a	\$ -
Total	\$ (15,000)	\$ (25,000)		
Beginning Fund Balance	\$ 168,723	\$ 176,502		
Estimated Ending Fund Balance		\$ 115,130		
Unaudited Ending Fund Balance	\$ 172,013			
Reserve Required				
17% of 2022 budgeted expenditures	\$ 88,586			
25% of 2022 budgeted expenditures	\$ 130,274			
Budget Authority				
2022 Budget Authority	\$ 661,224			
Remaining 2022 Budget Authority	\$ 315,704			
% of Budget Authority Used	52.3%			

City of Edgerton - 3rd Quarter 2022 Report
Sewer Fund (Unaudited)

	YTD Actual	2022 Budget	% Used	Remaining
Revenues:				
Charges for Services	\$ 533,279	\$ 761,529	70.0%	\$ (228,250)
Licenses & Permits	\$ 100	\$ -	n/a	\$ 100
Miscellaneous	\$ -	\$ -	n/a	\$ -
Investment Income	\$ 1,237	\$ 3,500	35.3%	\$ (2,263)
Total Revenue	\$ 534,616	\$ 765,029	69.9%	\$ (230,413)

Expenditures:				
Fleet Maintenance	\$ 3,226	\$ 6,075	53.1%	\$ 2,849
Information Technology	\$ 25,591	\$ 49,879	51.3%	\$ 24,288
Treatment Plant	\$ 145,727	\$ 195,674	74.5%	\$ 49,947
Sewer Line Maintenance	\$ 1,359	\$ 11,700	11.6%	\$ 10,341
Lift Stations/Vaults	\$ 18,181	\$ 34,562	52.6%	\$ 16,381
Administrative-Sewer	\$ 138,413	\$ 224,738	61.6%	\$ 86,325
Employee Benefits	\$ 33,241	\$ 63,261	52.5%	\$ 30,020
Debt Service	\$ 94,438	\$ 94,438	100.0%	\$ -
Total Expenditures	\$ 460,176	\$ 680,327	67.6%	\$ 220,151

Sources Over(Under) Expenditures: \$ 74,440 \$ 84,702

Transfers to Other Funds:				
Transfer to Equipment Reserve Fund-Sewer	\$ (25,000)	\$ (25,000)	100.0%	\$ -
Transfer to Capital Projects Fund	\$ (125,000)	\$ (125,000)	100.0%	\$ -
Total	\$ (150,000)	\$ (150,000)		

Beginning Fund Balance	\$ 577,918	\$ 338,155
Estimated Ending Fund Balance		\$ 272,857
Unaudited Ending Fund Balance	\$ 502,358	

Reserve Required	
17% of 2022 budgeted expenditures	\$ 115,656
25% of 2022 budgeted expenditures	\$ 170,082

Budget Authority	
2022 Budget Authority	\$ 1,103,184
Remaining 2022 Budget Authority	\$ 793,008
% of Budget Authority Used	28.1%

November 1, 2022

TO: Mayor and City Council

FROM: Beth Linn, City Administrator

SUBJECT: Adopt a Highway Sponsorship Agreement

In June 2022, the Governing Body approved agreements with Adopt a Highway to sponsor Highway 56 (Northbound and Southbound) from 8th Street to Sunflower Road for litter removal services. This agreement was made with monthly payment terms of \$500, an initial deposit of \$1,000 for first and last month service charge, and a one-time set up fee of \$600 per direction for signage of sponsorship, should the city choose to do so. At the time the agreement was approved, the Governing Body voted in favor of the agreement without the signage charge. This brought the total cost to \$6,000 per year for a two-year term.

To date, the services have removed 31 bags of trash, for a total of 625lbs or .3125 Tons.

July: NB – 3 bags
SB – 4 bags
*Estimated 133lbs

August: NB – 4 bags
SB – 5 bags
*Estimated 184lbs

September: NB – 3 bags
SB – 4 bags
*Estimated 140lbs

October: NB – 4 bags
SB – 4 bags
*Estimated 168lbs

Adopt a highway has clarified cleaning is year-round, services will remain during the winter months unless weather conditions do not allow. Should conditions prohibit monthly clean up, staff will be notified, and arrangements will be made.