



Board of Directors BUDGET & PERSONNEL

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

August 22, 2023

11:15 a.m.

In-person attendees in MARC's Heartland room with a remote option via Zoom

- Members of the public who wish to participate in this meeting: please email McKenzie Neds at mnedes@marc.org by 9:00 a.m. on Tuesday, August 22, 2023, for instructions to join the teleconference.

AGENDA

1. Approve Contracts, Grants, and Other Major Expenditures

EXEMPLARY CORE CAPACITIES

- a. VOTE: Review and accept the 2022 Uniform Guidance Single Audit Report
- b. VOTE: Final approval of remodel project at 600 Broadway, Mid-America Regional Council offices

QUALITY EARLY LEARNING

- c. VOTE: Head Start FY2022 Cost of Living Adjustment and Quality Improvement Application to the Administration for Children and Families to be expended
- d. VOTE: Approve Contracts for Head Start and Early Head Start Support Services

EFFICIENT TRANSPORTATION AND QUALITY PLACES

- e. VOTE: Accept Missouri Federal Surface Transportation Block Grant Program funds for the Missouri Regional Preventive Maintenance Program
- f. VOTE: Authorize consultant agreements for three Planning Sustainable Places projects, one in each of the following Kansas jurisdictions: De Soto, Mission, and Overland Park

THRIVING OLDER ADULTS AND COMMUNITIES

- g. VOTE: Authorize amendments to increase the current community center agreements with the Guadalupe Center, Palestine Senior Activity Center, and the City of Independence
- h. VOTE: Authorize contract with Guadalupe Centers for the renovation of their community center to serve older adults for a total of \$800,000

EFFECTIVE LOCAL GOVERNMENT

- i. VOTE: Authorize a contract addendum to approve Master Agreement #4 with the Institute for Building Technology and Safety for building and development shared services
- j. VOTE: Authorize the fourth amendment to the Professional Services Agreement with Assel Grant Services to include Mid-America Regional Council member cities and counties

2. VOTE: Approve Consent Agenda (Administrative Matters and Minor Expenditures)

- a. Approve the Minutes of the June 27, 2023, Meeting

3. Other Business

4. Adjournment

AGENDA REPORT

Budget and Personnel Committee

August 2023
Item No. 1a
Exemplary Core Capacities

ISSUE:

VOTE: Review and accept the 2022 Uniform Guidance Single Audit Report

BACKGROUND:

As the Mid-America Regional Council (MARC) annually expends more than \$750,000 of Federal Financial Assistance, a “Single Audit” is required to ensure that grant funds received were used in compliance with the federal government’s requirements. The engagement is referred to as a Single Audit because it consolidates multiple individual compliance audits into a single audit covering all an organization’s federal awards. The Single Audit is performed parallel to the financial audit that culminates in the Annual Comprehensive Financial Report (ACFR), however, the Single Audit takes slightly longer to complete.

The 2022 Uniform Guidance Single Audit engagement has gone well and is wrapping up with finalization expected this month. Management believes MARC has complied, in all material respects, with the compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on our major federal programs.

The Draft 2022 Uniform Guidance Single Audit Report is available for review on the MARC website at:

<https://www.marc.org/about-marc/financial-information>

If there are any questions about the draft report, please contact Carol Gonzales, Darlene Pickett or David Warm at MARC, or Kaleb Lilly at (913) 499-4417.

BUDGET CONSIDERATIONS:

The Board approved the agreement with Rubin Brown for continuation of Audit Services at the January 2023 board meeting. The estimated cost for 2022 audit services is \$79,700 and this contains the Uniform Guidance Single Audit engagement within this cost. Funds for the audit are budgeted in the Indirect Costs Fund in the 2023 Budget.

RECOMMENDATION:

Accept the 2022 Uniform Guidance Single Audit Report.

STAFF CONTACT:

Carol Gonzales
Andrew Molloy
Darlene Pickett
Lisa Santa Maria

AGENDA REPORT

Budget and Personnel Committee

August 2023
Item No. 1b
Exemplary Core Capacities

ISSUE:

VOTE: Final approval of remodel project at 600 Broadway, Mid-America Regional Council offices

BACKGROUND:

During 2021 the Mid-America Regional Council (MARC) undertook a space study, which resulted in the Board approving leasing 12,750 square feet of additional office space in the 600 Broadway building, with the plan to remodel that space and some other areas in the current offices. In April of 2022 the Board approved agreements with Odimo for architectural and construction management services and with John Marshall for furniture and space related services; and, in June of 2022 a contract was awarded to GPS-KC to serve as the general contractor.

During that project, a team of MARC staff worked with all three of these contractors to facilitate the project. As with most remodel projects, especially of an older space, some changes were made to adapt to unanticipated building issues, and some redesign to create more usable spaces was done as the project unfolded. The remodel project is now complete.

BUDGET CONSIDERATIONS:

These costs were spread between the 2022 and 2023 Budgets. Below is a summary of original approved costs, changes, final costs, and revenue source for the payment.

Contractor	Approved	Actual Amounts	Notes
Odimo			
Contract	\$95,000		Architectural and construction design; Project management support
Amendment		\$13,000.00	Additional services were needed
Total Odimo		\$108,000.00	
GPS-KC - approved amount	\$693,141		Includes 10% contingency
Base Contract		\$630,128.00	
CO#1		\$14,293.00	Took out shades and shelving; additional rough in
CO#2		\$17,572.27	Door hardware, electrical changes
CO#3		\$24,823.33	Misc cabling, power and data sources
CO#4		\$23,244.75	Sink changes, locks, kitchen hook ups
Total GPS-KS		\$710,061.35	
JAMCO	\$134,561		
		\$34,648.5	Axis furniture disassembly
		\$5,904.9	Storage of furniture
		\$140,036.11	Reassembly, new furniture and other furniture modification services
Total JAMCO		\$180,589.51	

AGENDA REPORT

Budget and Personnel Committee

	Original Budget Estimate*	Revised Budget 06.28.22	Actual
REVENUES			
Tenant Refurbishment Allowance	342,537	342,537	342,537
Indirect	215,000	215,000	200,098
911 Budget	80,000	160,000**	240,000
10% of Long Term Contingency balance (General Fund)	167,000	167,000	172,983
Additional 911, other grant, indirect funding	245,463	215,000	43,033
Total	\$1,050,000	\$987,141	\$988,651
EXPENSES			
Architectural and Project Management		95,000	108,000.00
Remodel Costs	950,000	693,141	710,061.35
Furniture	100,000	134,000	180,589.51
Total	\$1,050,000	\$987,141	\$998,650.86

*Board room AV equipment was included in the original project budget, but it was determined that it was more efficient to separate it out and managed as a different project

**the Public Safety Communications Board allocated an additional \$80,000 to the project for a total of \$240,000

There were other costs associated with the project for operational needs, such as audio-visual equipment for new conference rooms, new dishes, and appliances. These costs were covered by different department grants and Indirect.

RECOMMENDATION:

Accept final project and approve modifications to agreements with Odimo, John Marshall and GPS-KC.

STAFF CONTACT:

Carol Gonzales
Eric Winebrenner
Jeremy Medlin
Darlene Pickett

AGENDA REPORT

Budget and Personnel Committee

August 2023
Item No. 1c
Quality Early Learning

ISSUE:

VOTE: Head Start FY2022 Cost of Living Adjustment and Quality Improvement Application to the Administration for Children and Families to be expended

BACKGROUND:

The Mid-America Regional Council (MARC) received a funding opportunity announcement from the Administration for Children and Families on March 7, 2023, for a FY2022 Cost of Living Adjustments (COLA) increase of \$1,217,783 for Head Start, and \$323,961 for Early Head Start. This represents a 5.6% adjustment above FY2022 funding levels. The targeted use of these funds is to increase partner site staff's pay and to offset higher operating costs. COLA funds will be directly allocated to participating partnering agencies. These programs will receive an increase to their based contract in FY2023 which runs from November 1, 2022 to October 31, 2023.

Included in the same funding announcement is the availability of Quality Improvement (QI) funds in the amount of \$507,456 for Head Start and \$199,445 for Early Head Start. Grantees are strongly encouraged to use the QI funds to invest in program efforts. The Grantee's have the flexibility to use the QI funds to meet the grantees' most pressing local needs, consistent with Section 640(a)(5) of the Head Start Act. MARC proposes utilizing the Quality Improvement funds to support increasing mental health and wellness needs of children enrolled in Head Start and Early Head and targeted partner site staff pay increases.

In coordination with its delegates and partners, MARC proposes to use the remaining funds from COLA FY2023 to offset higher operating costs. HS/EHS programs will identify their agency priorities where support is most needed to enhance their operational and programmatic capacity. MARC will utilize the funds to offset costs that were not included in the FY2023 budget. These include technology upgrades and replacement, office modifications, and furniture. MARC proposes to use the QI funds to add additional staffing needs to meet mental health and wellness.

BUDGET CONSIDERATIONS:

COLA and QI amounts are based upon the Head Start and Early Head Start core grant totals and enrollment. These funds are in addition to the current grant award and will be added to the base amount in future grant years.

RELATED JURISDICTIONS:

Clay, Jackson, and Platte Counties in Missouri are impacted by this item.

EXHIBITS:

MARC Head Start & Early Head Start Funding - Core Operations-COLA/QI Chart

RECOMMENDATION:

Authorize Mid-America Head Start to expend the Head Start Cost of Living Adjustment and Quality Improvement application in the amount of \$2,248,645

STAFF CONTACT:

Kasey Lawson

AGENDA REPORT

Budget and Personnel Committee

MARC Head Start & Early Head Start Funding - Core Operations- COLA/QI (November 1, 2022 to October 31, 2023)

	Head Start	Head Start Quality Improvement	Early Head Start	Early Head Start Quality Improvement	Grand Total Head Start & Early Head Start
Tier 1 Direct Service Providers					
Ability KC			14,193		14,193
Blue Springs School District	8,871				8,871
Emmanuel Family & Child Dev Center	26,848				26,848
Excelsior Springs School District	17,741				17,741
Front Porch Alliance			12,523		12,523
Grandview School District	22,121		6,623		28,744
Guadalupe Centers ECE	35,992				35,992
Learn-A-Lot Academy	21,475		14,153		35,628
Lee's Summit School District	22,121		6,506		28,627
Tier 1 Direct Service Providers Subtotal	155,169	0	53,998	0	209,167
Tier 2 Direct Service Providers					
Center School District	36,595				36,595
EarlystART	47,817		19,870		67,687
Raytown School District	22,620				22,620
The Family Conservancy	13,218		39,655		52,873
Tier 2 Direct Service Providers Subtotal	120,250	0	59,525	0	179,775
Tier 3 Direct Service Providers					
Independence School District	136,534	55,820	30,448	17,950	240,752
KCPS School District	286,863	121,789			408,652
Operation Breakthrough, Inc.	114,902	45,671	22,733	13,961	197,267
YMCA of Greater Kansas City	195,555	60,895	92,259	55,845	404,554
Tier 3 Direct Service Providers Subtotal	733,854	284,175	145,440	87,756	1,251,225
Total All Direct Service Provider Partners	1,009,273	284,175	258,963	87,756	1,640,167
MARC					
MARC - Personnel Costs	27,925	89,205	8,575	26,719	152,424
MARC - Non-Personnel Costs	180,585	134,076	56,423	84,970	456,054
MARC Subtotal	208,510	223,281	64,998	111,689	608,478
Grand Total	1,217,783	507,456	323,961	199,445	2,248,645

AGENDA REPORT

Budget and Personnel Committee

August 2023
Item No. 1d
Quality Early Learning

ISSUE:

VOTE: Approve Contracts for Head Start and Early Head Start Support Services

BACKGROUND:

As part of its new grant structure that began in the fall of 2018, The Mid-America Regional Council (MARC) Head Start has been supporting Head Start and Early Head Start programs through contracts with individuals and agencies who provide a variety of support services for fourteen Tier 1 and Tier 2 programs serving a total of 846 children. Each contractor/agency was selected through an individual request for qualifications (RFQ) process conducted as the need arises. MARC Head Start is requesting to continue these contracts for another 12 months from November 1, 2023 through October 31, 2024.

Contracted services include education coaching services for Head Start and Early Head Start classrooms, mental health services for classrooms and therapeutic services for children and families, early intervention services for children with special needs and diagnosed disabilities and translation and interpretive services.

The chart indicates that name of the individual or agency, the type of service to be provided, the hourly rate of service, total hours for the total 12-month period and the total dollar amount not to exceed \$499,477.

BUDGET CONSIDERATIONS:

REVENUES	
Amount	\$32,172,048.00
Source	Administration for Children and Families
PROJECTED EXPENSES	
Contractual	\$499,477

RELATED JURISDICTIONS:

Clay, Platte, and Jackson Counties in Missouri are impacted by this item.

EXHIBITS:

Detail of On-Site Contracted Support Services for Head Start and Early Head Start Programs 2023-2024

RECOMMENDATION:

Approve individual and agency contracts for on-site support services at Mid-America Regional Council Head Start programs as outlined in the attachment, from November 1, 2023 through October 31, 2024 for a total amount not to exceed \$499,477.

STAFF CONTACT:

Kasey Lawson

Detail of On-Site Contracted Support Services for Head Start and Early Head Start Programs 2023-2024

Education/coaching contractors: these individuals provide weekly coaching and training for no more than 10 classroom teaching teams each and will ensure the Head Start program's compliance with the terms of its contract for education services.

Name of Contractor	Hourly rate	Total hours	12-month total
Ann Camey	\$47.52	1,152	\$54,745.00

Mental Health Consultants: individuals / agencies with licensed mental health professionals who provide on-site mental health support for teaching staff in Tier 1 and 2 programs as well as individual therapeutic mental health services for all children and families.

Name of Contractor	Hourly rate	Total hours	12-month total
Cultivating Potential	\$105.60	780	\$82,368.00
Suzanne Grace	\$105.60	650	\$68,640.00

Early Intervention Contractor: this individual provides support services for children with suspected or diagnosed disabilities that includes on site observation and support for teachers and parents along with referrals and support in the implementation of Individualized Education Plans and Individualized Family Service plans.

Name of Contractor	Hourly rate	Total hours	12-month total
Karen Osborn	\$47.52	1200	\$57,024.00

Translation and Interpretive Services Contractor: this contract supports primarily telephonic translation for a wide variety of languages, supports the central intake and application process, and provides onsite interpretation services when needed.

Name of Contractor	Hourly rate	Total hours	12-month total
Propio	Varies	n/a	\$55,000.00

Data base software contracted services: Houses information on all children, their families and staff. The data is used to track the progress in meeting HSPPS and MARC Head Start goals. The data is then reported to the Office of Head Start in an annual Program Information Report.

Name of Contractor	# of children/ families	Total cost per child/family	12-month total
ChildPlus Software	2368	\$25.00	\$59,200.00
annual subscription			<u>2,500.00</u>
Total contract			\$61,700.00

Mental Health Consultants: Agency with licensed mental health professionals who provide on-site mental health support for teaching staff in Tier 1 and 2 programs as well as individual therapeutic mental health services for all children and families. **Professional Development:** Two professional development trainings for Tier 1 and 2 programs. Funds will cover a one-day conference in the spring of 2024 for up to 100 participants focused on wellness and cultural competence and a one-day pre-service conference for up to 200 participants in August of 2024.

Name of Contractor/Serv Provided	hourly rate	# of hours	12-month total
The Family Conservancy			
Mental Health Services	\$100.00	450	\$45,000.00
Prof. Development			<u>\$75,000.00</u>
Total			\$120,000.00

AGENDA REPORT

Budget and Personnel Committee

August 2023

Item No. 1e

Efficient Transportation and Quality Places

ISSUE:

VOTE: Accept Missouri Federal Surface Transportation Block Grant Program funds for the Missouri Regional Preventive Maintenance Program

BACKGROUND:

In August 2021, the Mid-America Regional Council's (MARC) Board approved the receipt of \$8,393,333 in Missouri Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) for the Missouri Regional Preventive Maintenance (RPM) program. The RPM program will address deferred maintenance needs and preventive maintenance activities on local roadways in Cass, Clay, Jackson, and Platte counties. Funding is allocated to allow local jurisdictions between 5,000 and 10,000 to receive a minimum allocation of \$50,000 and jurisdictions above 10,001 will receive an allocation based on population. The remaining funds will go to counties to help support jurisdictions below 5,000.

On June 13, 2023, the Missouri Surface Transportation Program (STP) Committee recommended adding \$1 million of Surface Transportation Block Grant Program (STBG) funds to the RPM. The \$1 million of Missouri STBG are funds that MARC's Missouri MPO jurisdictions are unable to spend in federal fiscal year (FFY) 2023. Any unused FFY 2023 STBG funds are in jeopardy of recission by USDOT. The STP recommendation allows MARC an ability to spend down its excess Missouri STBG balance and provides additional funding to support the construction portion of the regional RPM.

Item	Fund Amount	Funding %
CRRSSA	\$ 8,393,333	100%
STBG	\$ 1,000,000	
Preliminary Engineering/Construction Inspection	\$ -1,568,286	17.0%
MARC Project Administration	\$ -113,309	1.00%
Construction Balance	\$ 7,711,738	82.00%

BUDGET CONSIDERATIONS:

MARC will receive up to \$1,000,000 in additional Missouri STBG funds to support construction contracts for preventive maintenance of pavements on area local roadways.

REVENUES	
Amount	\$8,393,333
Source	CRRSSA and STBG
PROJECTED EXPENSES	
Personnel (salaries, fringe, rent)	\$113,309
Contractual	\$10,961,619
Other (supplies, printing, etc.)	

AGENDA REPORT

Budget and Personnel Committee

RELATED JURISDICTIONS:

This item impacts communities within Cass, Clay, Jackson and Platte and counties in Missouri

EXHIBITS:

None

RECOMMENDATION:

Authorize the Executive Director to enter into agreement with the Missouri Highways and Transportation Commission to accept federal Missouri STBG funds not to exceed \$1,000,000 for use for the proposed Roadway Preventive Maintenance Program in MARC MPO counties in Missouri.

STAFF CONTACT:

Ron Achelpohl
Darryl Fields

AGENDA REPORT

Budget and Personnel Committee

August 2023

Item No. 1f

Efficient Transportation and Quality Places

ISSUE:

VOTE: Authorize consultant agreements for three Planning Sustainable Places projects, one in each of the following Kansas jurisdictions: De Soto, Mission, and Overland Park.

BACKGROUND:

For projects funded through Planning Sustainable Places (PSP), the Mid-America Regional Council (MARC) will hold the contracts on individual projects, although the project leads and local match will be provided by the local sponsors. Details for the projects are provided below. A qualifications-based competitive selection process was used in the selection of all consulting teams.

1: City of De Soto, KS - 83rd Street and Lexington Avenue Corridor Study. This study seeks to develop creative, sustainable solutions to guide land use decisions that respect both the need for increased traffic demand and the rural character of surrounding properties. The final deliverable will include a living-breathing document that guides future modes of transportation, transit, land use and regional connectivity. There were three prospective consulting teams interviewed. Key components of the plan will include:

- Improve multi-modal connectivity along Lexington Avenue corridor.
- Identify roadway and sidewalk geometry for future improvements to Lexington Avenue.
- Identify alternatives for constructing trails to the south side of K-10.
- Identify opportunities to integrate this project with potential improvements in Lenexa.

The team of Kimley-Horn and Venice Communications was selected for this project.

2: City of Mission, KS - City-Wide Bike/Ped & Trail Connections Study. This study is to evaluate transportation connections between neighborhoods, parks, and businesses or activity centers in the downtown via sidewalks, trails, and bike infrastructure, as well as evaluation of vehicular access to these amenities and bike/ped connections as a comprehensive mobility study. There were two prospective consulting teams interviewed. Key components of the plan will include:

- Assess existing conditions and locations of sidewalks and trails throughout Mission, including ADA accessibility, safety, and connections (to neighborhoods, parks, schools, businesses, amenities, and to adjacent inter-jurisdictional connection points).
- Assess the existing bicycle network, including accessibility, safety, connections, and use.
- Perform public and a stakeholder engagement to assess current conditions and perceptions to determine future priorities, including but not limited to feasibility of new sidewalks, and bike infrastructure, possible locations of bike-share, e-bike/scooters, and possible complete streets applications.
- Create a prioritization matrix for maintaining and/or improving existing walk/bike infrastructure, and for expanding the infrastructure to create better and more connections.

The team of RDG Planning & Design, BHC, and Venice Communications was selected for this project.

AGENDA REPORT

Budget and Personnel Committee

3: City of Overland Park, KS - College & Metcalf Overlay District. This study seeks to develop an overlay district that is anticipated to be a key contributor to continuing and expanding on the prosperity of Overland Park, Johnson County, and the region. Providing flexible zoning standards that allow a variety and mix of land uses and encouraging opportunities for economic growth will support expanded prosperity. There were two prospective consulting teams that were interviewed. Key components of the plan will include:

- Create a balanced mixed-use overlay district that supports the continued success of the corridor as a preeminent employment and visitor corridor and an emerging place to live.
- Focus on placemaking enhancements that support gathering places, walkability and sense of community.
- Provide a wayfinding framework to guide residents, employees and visitors to existing and developing public amenities.

The team of RDG Planning & Design, BHC, and Venice Communications was selected for this project.

BUDGET CONSIDERATIONS:

The projects will use Planning Sustainable Places (Federal STP) funding with a required local match as follows:

1. City of De Soto, KS: Planning Sustainable Places (Federal STP) funding (\$60,000) with the required local match of \$40,000 provided by the City of De Soto.
2. City of Mission, KS: Planning Sustainable Places (Federal STP) funding (\$53,000) with the required local match of \$15,000 provided by the City of Mission.
3. City of Overland Park, KS: Planning Sustainable Places (Federal STP) funding (\$75,000) with the required local match of \$50,000 provided by the City of Overland Park.

COMMITTEE ACTION:

The MARC Board authorized the award of the PSP funds to the three projects and the receipt of their local match on March 28, 2023.

RELATED JURISDICTIONS:

The consultant contracts involve the jurisdictions of: De Soto, KS; Mission, KS; and Overland Park, KS

RECOMMENDATION:

Authorize the Executive Director to enter into agreements for the following:

1. City of De Soto, KS: Agreement with the team of Kimley-Horn and Venice Communications, for the 83rd Street and Lexington Avenue Corridor Study for an amount not to exceed \$100,000.
2. City of Mission, KS: Agreement with the team of RDG Planning & Design, BHC, and Venice Communications, for the City-Wide Bike/Ped & Trail Connections Study for an amount not to exceed \$68,000.
3. City of Overland Park, KS: Agreement with the team of RDG Planning & Design, BHC, and Venice Communications, for the College & Metcalf Overlay District project for an amount not to exceed \$125,000.

STAFF CONTACT:

Beth Dawson
Martin Rivarola
Ron Achelpohl

AGENDA REPORT

Budget and Personnel Committee

August 2023

Item No. 1g

Thriving Older Adults and Communities

ISSUE:

VOTE: Authorize amendments to increase the current community center agreements with the Guadalupe Center, Palestine Senior Activity Center, and the City of Independence.

BACKGROUND:

As part of their partnership with the Mid-America Regional Council (MARC), Guadalupe Center, Palestine Senior Activity Center, and the City of Independence agreed to implement an enhanced system for delivering frozen meals to homes. A recommendation to include an additional \$25,000 was approved by the Board of Directors meeting on May 24, 2022. This additional \$25,000 was contingent upon MARC's ability to receive and distribute Sprinter vans that are equipped with special equipment to transport frozen home-delivered meals. Upon receiving the vans from MARC, the area plan budget timeline lapsed, and the SFY 24 Area Plan Budget will be amended.

BUDGET CONSIDERATIONS:

Provider	Service	Current	Increase	Total
Guadalupe Center		\$55,000	\$25,000	\$80,000
Palestine Senior Activity Center		\$30,000	\$25,000	\$58,000
City of Independence		\$33,000	\$25,000	\$58,000
Congregate Meals -@ \$4.45/meal				
TOTALS		<u>\$121,000</u>	<u>\$75,000</u>	<u>\$196,000</u>

MARC staff will incorporate these extra expenditures into the next SFY 2024 area plan budget amendment, as indicated above.

COMMITTEE ACTION:

The Commission on Aging recommends that the MARC Board authorize the increase to each agreement as listed above.

RELATED JURISDICTIONS:

This item impacts Jackson County, Missouri.

RECOMMENDATION:

It is recommended that the Executive Director be authorized to amend the agreements for Guadalupe Center, Palestine Center, and the City of Independence.

STAFF CONTACT:

Bethany Reyna

Bob Hogan

Melody Elston

AGENDA REPORT

Budget and Personnel Committee

August 2023

Item No. 1h

Thriving Older Adults and Communities

ISSUE:

VOTE: Authorize contract with Guadalupe Centers for the renovation of their community center to serve older adults for a total of \$800,000.

BACKGROUND:

In late spring 2022, the Missouri Department of Health and Senior Services notified the Mid-America Regional Council (MARC) that \$4,026,563 would be granted through the American Rescue Program Act (ARPA). This funding is in addition to the regular allocation of state and federal funds to provide services under the Older American Act (OAA), and these funds must be expended by September 30, 2024.

Since June 30, 2023, MARC has utilized \$1,158,502 of ARPA funds to address a variety of needs and expenses, including alleviating the burden of higher inflation costs associated with meal and delivery costs, as well as those associated with transportation. Additionally, it has helped the Department of Aging and Adult Services cover new IT costs associated with administering and providing services to older adults and people with disabilities.

MARC staff made partner community centers aware of access to this funding to address costs associated with upkeep and other operational costs. As a result, we received the enclosed request from Guadalupe Centers. Guadalupe Center discussed the plan to remodel to a community center previously known as the Casa Feliz building. In the past, this facility served as a community center that provides a wide range of services to older adults. With adequate renovations, it could provide valuable services to older adults in the area it serves.

BUDGET CONSIDERATIONS:

This renovation costs around \$1,050,000. Guadalupe has received a commitment for approximately \$200,000. As there is a required match on this funding of 15%, this commitment will help cover this needed match. If this recommendation is approved, \$800,000 would be committed to assist in the completion of this project.

COMMITTEE ACTION:

The Commission on Aging recommended that the MARC Board authorize the Executive Director to amend Guadalupe's community center agreement to increase it by \$800,000.

RELATED JURISDICTIONS:

This item impacts Jackson County, Missouri.

EXHIBITS:

Casa Feliz Older Adults Facility Remodel Plan

RECOMMENDATION:

Authorize amendment increase of \$800,000 to the current community center agreement with the Guadalupe Center.

STAFF CONTACT:

Bethany Reyna

Bob Hogan

Melody Elston

Casa Feliz / Older Adults



2022

- **333 Individuals served**
- **42% Increase in participating Older Adults**
- **22,875 meals provided**

Built in 1977, Casa Feliz is approximately 3000 square feet of space supporting the Outpatient Program.

With the growing needs of Outpatient clients, that program is moving to 1512 Van Brunt. Casa Feliz will undergo significant renovations and facility upgrades and once again be home to the Older Adults programming.

We know the benefits of keeping our older adults active and engaged. The calendar of events for the older adults' program is always full and exciting by providing the following list of activities:

- **Tai Chi & Zumba**
- **Bingo**
- **Weekly transportation to and from the grocery store.**
- **Monthly Health Screenings**
- **Crafts & Games**
- **Congregate & homebound meals provided daily**

Guadalupe Centers Casa Feliz

Project Description	Item	Costs
Casa Feliz Remodel		
Estimated Interior Remodel		
	Ceiling	\$30,000
	Flooring	\$45,000
	Bathroom	\$70,000
	Mechanical	\$45,000
	Insulation	\$25,000
	Electrical	\$30,000
	Kitchen Equipment	\$45,000
	Kitchen Renovation	\$100,000
	FFE	\$65,000
Exterior Remodel		
	Nueva Design	\$95,000
	Permits	\$9,000
	ADA Parking	\$70,000
	HVAC	\$140,000
	Structural	\$150,000
	Roofing	\$76,000
	Windows	\$55,000
Total		\$1,050,000



AGENDA REPORT

Budget and Personnel Committee

August 2023
Item No. 1i
Effective Local Government

ISSUE:

VOTE: Authorize a contract addendum to approve Master Agreement #4 with the Institute for Building Technology and Safety for building and development shared services

BACKGROUND:

The Mid-America Regional Council (MARC) Board of Directors first approved a Master Services Agreement with the Institute for Building Technology and Safety (IBTS) on September 4, 2013. The original agreement was subsequently renewed for two-year periods in 2015, 2017 and 2019. In 2019, Agreement #3 was automatically renewed with no changes for another two-year period through August 30, 2023.

The master agreement was the result of nearly a year of engagement with over 25 cities to develop a shared services solution for building department services. The master agreement is a cooperative purchase that allows communities to select from an a la carte menu of services to deliver community services such as plan reviews, inspections, permitting, flood plain management, stormwater management, and more. Communities often utilize IBTS to fill staffing needs during short-term staff absences or to supplement staff to deliver services during periods of peak demand.

IBTS is a 501(c)3 nonprofit organization that is guided by a board of directors consisting of national associations representing city, county and state level governments: International City/County Management Association (ICMA), National League of Cities (NLC), the National Association of Counties (NACo), and the Council of State Governments (CSG). Therefore, the work of IBTS is overseen directly by elected and appointed officials.

The proposed addendum would adopt Master Agreement #4 in substantially the same form as the existing contract (Master Agreement #3). The only proposed changes are increases to the residential and commercial fee schedules. IBTS has not increased its prices since 2019, and most pricing at that time had not been altered since the inception of the agreement in 2013. IBTS is requesting adjustments to cover its increased costs for personnel (including added capacity), vehicles, fuel, insurance, etc. The proposed inspection fees are responsive to feedback from clients for all-in, fixed fees that include re-inspections as needed. The fee schedules also include an hourly rate for specialty projects when requested by the client.

The new fees will be effective for any new jurisdiction agreements adopted under Master Agreement #4. Any current agreements in place under Master Agreement #3 will continue under the existing fee structure until those agreements expire and are renewed by the participating cities and counties.

BUDGET CONSIDERATIONS:

MARC receives a handling fee in the amount of 1.5% of service fees collected under jurisdiction level agreements. The handling fee offsets MARC's costs to administer the master agreement and market IBTS services to MARC members. IBTS remitted \$7,944.20 in handling fees in Fiscal Year 2022.

AGENDA REPORT

Budget and Personnel Committee

REVENUES	
Amount	\$7,944.20
Source	IBTS Master Agreement Handling Fees
PROJECTED EXPENSES	
Personnel (salaries, fringe, rent)	\$6,014.69
Contractual	
Pass-Through	
Other (supplies, printing, etc.)	\$1,929.51

COMMITTEE ACTION:

On August 10, 2023, MARC hosted an information session for current and prospective IBTS clients to learn about the proposed amendments to fee schedules. Although no formal action was taken by the group, there was consensus and understanding of the changes.

RELATED JURISDICTIONS:

The master agreement is available to all communities in the MARC region. IBTS has served dozens of communities since the inception of the agreement and has 17 active clients in six counties within the MARC region and two counties outside the MARC region.

EXHIBITS:

Proposed Residential and Commercial Fee Schedules for Master Agreement #4 (2023)

RECOMMENDATION:

Authorize a contract addendum to approve Master Agreement #4 with the Institute for Building Technology and Safety (IBTS) for building and development shared services.

STAFF CONTACT:

Lauren Palmer

DEVELOPMENT FEES

RESIDENTIAL BUILDING FEE SCHEDULE					
ITEM	Sq. Ft.	2023 Plan Review	Plan Reviews	2023 Inspections	Inspections
New Construction/Additions	0-3,000	\$330	\$275	\$1,200	\$900
	3,001-5,000	\$492	\$410		
	>5,001	\$630	\$525		
New Modular	All	\$192	\$160	\$300^	\$275^
Alter/Repair	Plan Review Not Required	na	na	\$300^	\$160^
	Non Structural Support Modifications	\$96	\$80	\$300^	\$160^
	With Structural Support Modifications	\$132	\$110	\$450^	\$275^
	With Structural Support Modifications & Egress Changes	\$216	\$180	\$600^	\$320^
New Manufactured Housing	All	na	n/a	\$300	\$275
New Detached Accessory	Over 400 sq. ft.	\$132	\$110	\$300^	\$220^
New Portable Building	Over 400 sq. ft.	\$96	\$80	\$300^	\$160^
Structure Relocation	All	\$240	\$200	\$300	\$275
Swimming Pool	For pools required by ICC and city codes to be inspectexd.	\$96	\$80	\$450	\$315
MISCELLANEOUS					
1st Re-Inspection	n/a		n/a	n/a	n/a
2nd Re-Inspection				\$150	\$100
3rd Re-Inspection				\$300	\$175
Roofing Inspection				\$300	\$160
Electrical Meter Change				\$150	\$80
Mechanical Trade Inspection				\$150	\$80
Electrical Trade Inspection				\$150	\$80
Plumbing Trade Inspection				\$150	\$80
Demolition				\$150	\$80
Change of Occupancy				\$150	\$80
Change of Contractor				n/a	n/a
Permit Extensions				n/a	n/a
Decks				\$300	\$160
Temporary Pole				\$150	\$80
All Stop Work Orders				\$300	\$175
Flood Determination Review				\$150	\$80
Hourly Rate				\$150	\$125

^ Add trade permit fees when required

DEVELOPMENT FEES

COMMERICAL CONSTRUCTION/ALTERATION/ADDITION BUILDING FEE SCHEDULE

GROUPS	OCCUPANCY	SQUARE FOOTAGE		2023 Plan Review Fees	PLAN REVIEW FEES Includes 1 Re-review	Fees for Additional Plan Review Rounds	2023 Inspection Fees	INSPECTION FEES		
		Minimum	Maximum							
A	ASSEMBLY (Section 303)	0	2,500	\$ 638	\$425	\$250	\$ 2,100	\$1,400		
		2,501	4,500	\$ 1,073	\$715					
		4,501	10,000	\$ 2,138	\$1,425					
				10,001	50,000	\$ 3,000	\$2,000	\$400	\$ 4,500	\$3,000
				50,001	100,000	\$ 5,250	\$3,500			
				100,000	300,000	\$ 7,200	\$4,800			
		300,001 +		\$7,200 + .04 per sq. ft. over 300,000	\$4,800 + .02 sq.ft. over 300,000	\$500	\$13,500 + .04 sq.ft. over 300,000	\$9,000 + .02 sq.ft. over 300,000		
1-2, 1-3	HEALTH CARE, INSTITUTIONAL, OR DETENTION (Includes Limited Care & Assisted Living) (Section 308)	0	2,000	\$ 638	\$425	\$250	\$ 1,650	\$1,100		
		2,001	5,000	\$ 1,073	\$715					
		5,001	10,000	\$ 2,138	\$1,425					
				10,001	20,000	\$ 2,700	\$1,800	\$400	\$ 6,750	\$4,500
				20,001	30,000	\$ 3,900	\$2,600			
				30,001	50,000	\$ 5,625	\$3,750			
				50,001	100,000	\$ 6,750	\$4,500			
				100,001	300,000	\$ 9,000	\$6,000.00	\$500	\$ 36,000	\$24,000
		300,001 +		\$9,000 + .04 per sq. ft. over 300,000	\$6,000 + .02 sq.ft. over 300,00	\$36,000 + .04 sq.ft. over 300,000	\$24,000 + .02 sq.ft. over 300,000			
M & B	BUSINESS OR MERCANTILE (Sections 304 and 309)	0	3,000	\$ 675	\$450	\$200	\$ 1,238	\$825		
		3,001	10,000	\$ 1,350	\$900					
		10,001	30,000	\$ 2,550	\$1,700					
				30,001	80,000	\$ 3,600	\$2,400	\$300	\$ 7,800	\$5,200
				80,001	150,000	\$ 4,950	\$3,300			
				150,001	300,000	\$ 8,250	\$5,500			
				300,001 +		\$8,250 + .04 per sq. ft. over 300,000	\$5,500 + .02 sq.ft. over 300,000			
E & 1-4	EDUCATIONAL & DAYCARE (Section 305 and 308.6)	0	5,000	\$ 1,073	\$715	\$250	\$ 2,475	\$1,650		
		5,001	10,000	\$ 1,875	\$1,250					
		10,001	30,000	\$ 3,000	\$2,000					
				30,001	80,000	\$ 5,100	\$3,400	\$400	\$ 16,500	\$11,000
				80,001	150,000	\$ 7,950	\$5,300			
				150,001	300,000	\$ 12,750	\$8,500			
				300,001 +		\$12,750 + .04 per sq. ft. over 300,000	\$8,500 + .02 sq.ft. over 300,000	\$600	\$74,250 + .04 sq.ft. over 300,000	\$49,500 + .02 sq.ft. over 300,000

DEVELOPMENT FEES

COMMERCIAL CONSTRUCTION/ALTERATION/ADDITION BUILDING FEE SCHEDULE

GROUPS	OCCUPANCY	SQUARE FOOTAGE		2023 Plan Review Fees	PLAN REVIEW FEES Includes 1 Re review	Fees for Additional Plan Review Rounds	2023 Inspection Fees	INSPECTION FEES	
		Minimum	Maximum						
F1, F2, S1,S2, & U	INDUSTRIAL OR STORAGE (Sections 306, 311 & 312)	0	10,000	\$ 900	\$600	\$175		\$ 1,237.50	\$825
		10,001	20,000					\$ 1,350.00	\$900
		20,001	50,000					\$ 1,950.00	\$1,300
		50,001	100,000					\$ 2,250.00	\$1,500
		100,001	200,000					\$ 2,700.00	\$1,800
		\$200,001 +		\$900 + .04 per sq. ft. over 200,000	\$600 + .02 sq.ft. over 200,000	\$2,700 + .04 sq.ft. over 200,000	\$1,800 + .02 sq.ft. over 200,000		
H1, H2, H3, H4, & H5	HIGH HAZARD (Section 307)	0	2,000	\$ 1,163	\$775	\$175		\$ 3,000.00	\$2,000
		2,001	5,000	\$ 1,800	\$1,200			\$ 3,750.00	\$2,500
		5,001 +		\$1,800 + .05 per sq. ft. over 5,000	\$1,200 + .03 sq.ft. over 5,000			\$3,750 + .05 sq.ft. over 5,000	\$2,500 + .03 sq.ft. over 5,000
R1, R2, R3, R4, I-1	HOTELS, DORMS, APARTMENTS, LODGING, ROOMING, & RESIDENTIAL CARE FACILITIES (not regulated by the IRC) (Section 310)	0	2,500	\$ 900	\$600	\$150		\$ 2,475.00	\$1,650
		2,501	10,000	\$ 2,025	\$1,350			\$ 3,000.00	\$2,000
		10,001	30,000	\$ 2,850	\$1,900			\$ 7,800.00	\$5,200
		30,001	50,000	\$ 5,250	\$3,500			\$ 16,350.00	\$10,900
		50,001	150,000	\$ 6,750	\$4,500			\$ 29,250.00	\$19,500
		150,001	300,000	\$ 8,700	\$5,800	\$ 72,750.00	\$48,500		
		300,001 +		\$8,700 + .04 per sq. ft. over 300,000	\$5,800 + .02 sq.ft. over 300,00	\$72,750 + .04 sq.ft. over 300,00	\$48,500 + .02 sq.ft. over 300,00		
Tenant Finish or Remodel	When any size existing building experiences a remodel, renovation or extensive repair that requires inspection and plan review.				Quoted			Quoted	
Hourly Rate	Plan Reviews			\$200.00					
	Inspections			\$175.00					

AGENDA REPORT

Budget and Personnel Committee

August 2023
Item No. 1j
Effective Local Government

ISSUE:

VOTE: Authorize the fourth amendment to the Professional Services Agreement with Assel Grant Services to include Mid-America Regional Council member cities and counties

BACKGROUND:

The Mid-America Regional Council (MARC) entered into an agreement with Assel Grant Services (AGS) on December 31, 2021, to help pursue federal grant funds to support regional and local initiatives. The agreement was amended in August 2022, December 2022 and May 2023 to authorize additional funds for the contract based on demand and successful performance pursuing grants. Staff recommends a no-cost fourth amendment to add a “piggybacking” clause to allow MARC member cities and counties to participate in the agreement. AGS may extend participation to cities and counties outside the MARC region at its discretion. The amendment in no way commits MARC member cities and counties to purchase services from AGS, but it allows members, at their discretion, to take advantage of MARC’s competitive purchasing process and pre-established pricing.

BUDGET CONSIDERATIONS:

None.

RELATED JURISDICTIONS:

To date, three communities have expressed interest in this opportunity if provided.

RECOMMENDATION:

Authorize the fourth amendment to the Professional Services Agreement with Assel Grant Services to include MARC member cities and counties.

STAFF CONTACT:

Lauren Palmer



BUDGET AND PERSONNEL COMMITTEE

Meeting
Summary
June 27, 2022
11:15 a.m.

COMMITTEE MEMBERS PRESENT

Mayor Damien Boley, Smithville, MO - Budget and Personnel Chair
Legislator Jalen Anderson, Jackson County, MO
Commissioner Jeff Culbertson, Leavenworth County, KS
Commissioner Scott Fricker, Platte County, MO
Commissioner Billy Gaines, Ray County, MO
Councilmember Holly Grummert, Overland Park, KS
Commissioner Janeé Hanzlick, Johnson County, KS
Auditor Victor Hurlbert, Clay County, MO
Legislator Megan Marshall, Jackson County, MO
Councilmember Bridget McCandless, Independence, MO
Commissioner Jerry Nolte, Clay County, MO
Commissioner Rob Roberts, Miami County, KS
Mayor Carson Ross, Blue Springs, MO
Mayor Curt Skoog, Overland Park, KS
Commission Chairman Doug Smith, Leavenworth County, KS

STAFF PRESENT

Carol Gonzales, Director of Finance and Administration - Acting Executive Director
McKenzie Neds, Executive Assistant
Lauren Palmer, Director of Local Government Services
Ron Achelpohl, Director of Transportation and Environment
Melody Elston, Interim Director of Aging and Adults Services
Kasey Lawson, Interim Director of Early Learning and Head Start
Andrew Molloy, Finance Director
Eric Winebrenner, Public Safety Program Director
Kyle Matchell, Early Learning Manager
Bob Hogan, Aging Administrative Services Manager

OTHERS

CALL TO ORDER

Mayor Damien Boley called the meeting to order at 11:15 a.m.

Due to the meeting being conducted remotely, Mayor Boley provided instructions for participation. He reported that staff would present on all the agenda items, provide an opportunity for comments and questions after each item, and ask for approval of all agenda items with one vote at the end of the meeting. Members would have an opportunity to abstain or object to any items necessary during the final vote.

Approve Contracts, Grants, and Other Major Expenditures

VOTE: Review and accept the 2022 Annual Comprehensive Financial Report

Andrew Malloy, Finance Director, reminded the board that Kaleb Lilly with RubenBrown presented the MARC 2022 draft Annual Comprehensive Financial Report and the required Auditor Communications. At this point in time, MARC can report after completion of the remaining procedures, there were no audit findings, disagreements with management or adjustments during the financial audit process. And we are bringing forward a final draft of that document with a clean opinion for acceptance. The document has been uploaded online at the path identified in your memo, and we also included the 2022 Solid Waste Management District ACFR at the same location. Some quick highlights from March 2022 ACFR: total revenues of \$74.6 million increased about \$3.8 million or 5.3% from 2021. Of the \$74.6 million in total revenues about \$69.4 million represented operating grants or core business, which was about \$3.2 million or higher than the previous year. The other \$5.2 million of revenues for 2022 consist of fees for services, local government revenue dues, investment earnings and other miscellaneous items. MARC's assets as of December 31, 2023 was \$36.5 million which increased about 2.1% from the previous year. MARC's net position, which can be used to monitor the financial health of an organization, increased to \$9.8 million, which was roughly half \$1,000,000 higher than the prior year.

It's worth noting that after acceptance of the 2022 ACFR today, our team will submit the report to the Government Finance Officers Association, GFOA, for compliance with our Certificate for Achievement of Excellence and Financial Reporting. This award is given to governments who publish easily readable financials that are compliant with generally accepted accounting (GAP) principles. MARC has received this award for 39 straight years. We believe this submission follows the requirements and we are hoping next year at this time to report that we've received the award for 40 straight years.

A note that the 2022 Single Audit Financial Report is nearing completion. There are no findings and we are not anticipating any findings, but this will be brought back to the committee for acceptance in the August meeting. A huge thank you to Darlene Pickett, Lisa Santa Maria, and the entire team for their efforts during the audit process everything went off without a hitch and they were instrumental in ensuring the process operated smoothly.

VOTE: Authorize application to the Office of Head Start for a 5-year non-competitive grant

Kasey Lawson, Interim Director of Early Learning and Head Start, presented that we are currently writing for our non-competitive five-year grant with the submission due by August 1, 2023. We currently serve 1,793 students in Head Start and 557 students in Early Head Start in Clay, Platte, and Jackson County Missouri. On the memo located in the board packet is a list of distribution slots based on each program we are partnered with. Our budget considerations include \$32,172,048 with 17% of that staying here at MARC and the remainder being passed through to all the partners. The MARC Head Start team has received approval from our Policy Council and Advisory committee to move forward with the grant. So today we are asking the board for approval to accept expend these funds for November 1st, 2023 through October 31st of 2024.

Commissioner Rob Roberts asked what are the age brackets being served by the Head Start program? Kasey answered Head Start's age range is 3-5 year olds and Early Head Start is from pregnancy to 3 years old.

VOTE: Authorize the MARC Head Start program to submit a change in scope grant consolidation effective September 1, 2023

Kasey Lawson, Interim Director of Early Learning and Head Start, requested approval of a grant consolidation for two Head Start grants. Right now, the programs currently has a Core grant, which includes our Head Start dollars and our Early Head Start federal dollars and secondly we are awarded Early Head Start Expansion funding. Our staff is hoping to combine those two grants moving forward to ease burden on our staff and our providers. Policy Council and the Advisory Committee has approved this consolidation and we are asking for approval to received an expend \$295,317.00 for September 1, 2023 through October 31, 2023 until the consolidation begins.

VOTE: Authorize Mid-America Regional Council Head Start to submit a Health Resource & Services Administration grant application

Kasey Lawson, Interim Director of Early Learning and Head Start, requested approval for MARC Head Start to submit a grant for phase three of the HRSA program. MARC has been a recipient of phase one and phase two of the grant and are now able to move on to phase three. The Phase 3 grant which could be up to \$150,000 will focus on supporting healthcare needs of children and families in our Excelsior Springs community with the addition of an early childhood clinic on site at the Early Childhood Center in Clay County. The budget considerations can be found in the board memo.

Victor Hurlbert asked what comes after phase three of the program.

Kasey indicated that this is the last phase of the program but there are other opportunities through HRSA for more funding down the road.

VOTE: Approve key agency contracts to provide Early Head Start services through the State Early Head Start grant

Kasey Lawson, Interim Director of Early Learning and Head Start, explained that MARC recently received the award from the Missouri for our Early Head Start grant that provide services to 103 children and families in Independent School District and Operation Breakthrough. Today we are asking to expend those dollars which can be found in the board memo in the form of 12-month contracts that begin July 1, 2023.

Commissioner Rob Roberts asked if the enrollment numbers in the packet were the sites capacity or their currently enrolled children.

Kasey replied that those numbers reflect the total enrolled children, the total site capacity is much higher overall than those currently enrolled for various reasons.

VOTE: Approve key agency contracts to provide support services for the new Missouri Office of Childhood Child Care Collaborative Networks

Kyle Matchell, Early Learning Manager, asked for approval of key agency contracts for support services for the new childcare collaborative networks. In November 2022 MARC submitted 3 proposals to the state of Missouri's new Office of Childhood to operate three new collaborative networks that are replacing the Educare program MARC operated since 2018. These collaborative networks provide intensive coaching supports in classrooms and in family home providers, intensive cohort trainings, as well as clock hour trainings and best practices for providers. These services will be provided in counties across the Northwest region of the state of Missouri and each of these contracts is renewable for up to four years. The total amount of the contracts is less than \$3,000,000, and most of these services will be paid through pass through services to our key contractors, which include the Family Conservancy, the Local Investment Commission, and the Saint Joseph Youth Alliance. All of those contracts and the summary of those services are in the board memo.

Commissioner Rob Roberts asked what MARC's share of the dollars would be.

Kyle answered that there will be some funding for coordination and contractual services that provide direct support for the family home providers.

VOTE: Authorization to receive Missouri Department of Transportation Innovative Technology Program Funds to lead a regional Missouri metro area crowd sourcing project

Ron Achelpohl, Director of Transportation and Environment, presented two items related to the Operation Green Light traffic signal system both items are related to Crowdsource data that we will be acquiring for the system and also for the development of some system wide performance measures that will help us better operate and maintain the signal system. This item is a request for authorization to receive funding from the state of Missouri through their innovative transportation technology program, \$100,000 in total that will require a \$25,000 match from our partners.

VOTE: Authorization to receive SMART Grant funds from the US Department of Transportation for the Operation Green Light program to lead a regional Kansas City metro area crowd sourcing project

Ron Achelpohl, Director of Transportation and Environment, presented the second item is for

authorization to receive a much larger grant with the new SMART program through the Federal Highway Administration. The total amount for this grant is \$734,653. These are both related to the MoDOT grant and will pair up with an earlier grant that was approved from KDOT. The SMART grant will be used to incorporate data from a similar program on the Kansas side into the performance measures for the system.

Victor Hurlbert asked if there was a specific vendor already in place for this work.

Ron answered that MARC will need to go through a process to select the vendors but there are several that we know of that provide this type of data.

VOTE: Approve amendment to increase spending authority within the current catering agreement with the Don Bosco Community Center

Melody Elston, Interim Director of Aging and Adult Services, requested an increase to the current agreement with Don Bosco. Don Bosco serves hot delivered meals and catering to our senior community centers in Liberty, Palmer, Independence, and Ray County in Missouri. The initial agreement was for \$316,879 and the increased amendment would total \$401,673.

Commissioner Janee Hanzlick asked if these services include home delivered meals and also center based meals services?

Melody answered that yes both meal types are included.

Commissioner Jerry Nolte asked if the amendment increase was due to inflation or because the number of people being served increased.

Melody answered that more people are being served than originally was projected.

Commissioner Janee Hanzlick asked how volunteer recruitment has been going with the programs and if MARC experienced issues with finding and keeping volunteers.

Melody answered that each center is responsible for their own volunteer programs and MARC is not directly involved.

VOTE: Approve SFY 2024 contract renewals, amounts and rates for selected contract assessors

Melody Elston, Interim Director of Aging and Adult Services, requested approval of contract renewals for the contractors that are listed in the board memo packet. These contractors complete in home assessments for older adults and people with disabilities and also provide care management. The amount the contracts are based on the volume of services or care management activities that they can provide and their historical abilities to complete the assessments. The contractors listed are assessors for the CSN Programming Support Network, MARC's Older Americans Act programs, and our veterans directed care programs.

VOTE: Approve SFY 2024 contract renewals, amounts and rates for Trio Community Meals

Bob Hogan, Aging Administrative Services Manager, introduced a formal request from Trio Foods to increase their current contract by 12% due to inflation costs that have increase over the last year. The MARC Board approved a 5% increase to this contract in May 2023 but Trio Foods countered in order to keep up with inflation costs. The Aging team submitted this request to the MARC Research Services Department to verify that the request is justifiable. Bob made a correction to the agenda item in the packet. The cost per frozen meal was listed as \$4.89 and needs to be increased to \$5.06. The Trio Community Meals program is an essential program because the cost of delivery hot meals daily is almost double that of the frozen meal delivery. This means we can serve more customers with the funding provided.

Mayor Curt Skoog asked if this increase was a 12% increase on top of the 5% that was already approved.

Bob answered that the 5% increase is a part of the 12% request, so the ask today would be to increase the total contract another 7% from the already approved 5% for a total of a 12% increase.

Commissioner Rob Roberts asked how many meals were being delivered to county / delivery area. And if there was ample funding to cover the additional increase to the contract. Bob said that he didn't have the correct numbers at hand but would be happy to report on those data points for jurisdictions that are interested in how many customers they have in their areas. As far as funding is concerned, there are carryover funds that are being used as well as ARPA and CRSA funding. As the year progresses we are hoping inflation decreases and the unit costs will decrease to account for lower inflation.

VOTE: Approve amendment to agreement with Motorola Solutions to include support for the VESTA 9-1-1 Router Version 1

Eric Winebrenner, Public Safety Program Director, requested approval from the board for a contract amendment with Motorola for Version 1 of the routers that are being tested right now. Originally, MARC bought a one-year service agreement with Commenco for that router but it's taking so long to get it installed that we no longer use Commenco for our maintenance. This means we need to go directly to Motorola for our one-year service on this router. The funding has already been collected, and this amendment will change the agreement for the correct vendor.

VOTE: Approve the Minutes of the June 27, 2023 Meeting

Commissioner Janeé Hanzlick moved for approval of all agenda items and Mayor Carson Ross seconded the motion. The motion passed.

Other Business

There was no other business.

Adjournment

Mayor Damien Boley adjourned the meeting at 11:37 a.m.