I. PROCLAMATIONS/PRESENTATIONS

1. Recognition of Capitol Federal and Capitol Federal Foundation as the “Title Sponsor” for the Spirit of Kansas scheduled at Lake Shawnee—Parks + Recreation.

2. Quarterly report on GraceMed – Alice Weingartner, Director of Community Development, GraceMed.

II. UNFINISHED BUSINESS

III. CONSENT AGENDA

1. Consider authorization and execution of Contract C215-2019 with Kansas Fiber Network, LLC, to amend the Master Enterprise Services Agreement (C388-2018) by increasing the number of static IP addresses to accommodate the needs of several departments at a cost of $2.00 per month per static IP address with funding not to exceed an increase of $200.00 per month with funding from the Information Technology 2019 budget—Information Technology.


3. Acknowledge receipt of the June 10, 2019 Board of Zoning Appeals agenda and minutes of the August 18, 2018 meeting—Planning Department.

4. Acknowledge receipt of Summons in Case No. 2019CV000388—Branch Banking and Trust Company vs. Board of Commissioners of Shawnee County, Kansas et. al., Case No. 2019CV000392—Wells Fargo Bank NA vs. Board of Commissioners of Shawnee County, Kansas et. al.—County Clerk.

5. Acknowledge receipt and consider approval of Commission meeting minutes of April 1, 4, 8, 11, 15, 18, 25, and 29, 2019—County Clerk.

6. Acknowledge receipt of correspondence from Cox Communications regarding negotiations for renewal of agreement with UP Network.

IV. NEW BUSINESS

A. COUNTY CLERK – Cynthia Beck

1. Consider all voucher payments.

2. Consider correction orders.

B. PARKS + RECREATION – John Knight

1. Consider authorization and execution of the following:

   (a) Contract C216-2019 with Boy Scout Troop #1938 for assistance with vehicle parking for the 2019 Spirit of Kansas fireworks event at Lake Shawnee at a cost of $1,200.00 available from the 2019 Operating Budget.

   (b) Contract C217-2019 with LaborMAX to provide temporary staffing for maintenance during the 2019 Spirit of Kansas event at a cost of $1,414.40 available from the 2019 Operating Budget.
(c) Resolution No. 2019-35 permitting Parks + Recreation to collaborate with various County and City departments on the temporary traffic signs and barricades necessary for public safety associated with traffic flow for the Spirit of Kansas—Commissioner Archer.

C. HEALTH DEPARTMENT- Linda Ochs

1. Consider approval of request to fill a Purchasing Specialist II position at a salary, including benefits, of $58,688.00 and to fill any position that becomes vacant as a result of filling this position.

V. ADMINISTRATIVE COMMUNICATIONS

VI. EXECUTIVE SESSIONS
May 13, 2019

TO: Board of Commissioners  
Shawnee County

FROM: John E. Knight, Director  
Parks + Recreation

RE: Presentation – Capitol Federal, Capitol Federal Foundation

Purpose: Board of Commissioners recognition of Capitol Federal and Capitol Federal Foundation as the "Title Sponsor" for the Spirit of Kansas scheduled at Lake Shawnee is requested.

Justification: The Spirit of Kansas, an annual community event wraps up on July 4th evening with a fireworks display to celebrate our great nation’s independence. To continue offering such events, productive and meaningful partnerships are maintained between organizations and Foundations who assist with providing necessary resources to implement community events.

Capitol Federal and the Capitol Federal Foundation are community partners that help Shawnee County serve as host for the Spirit of Kansas by generously donating $25,000 to be applied towards the expense of the pyrotechnics. There are other partners contributing in-kind promotion, including WIBW TV and Cumulus Radio which help advertise the event publicly. Collaborative partnerships reduce the burden on taxpayers as public funds are minimized and used for essential services such as risk management, event preparations through the conclusion of activities.

Representatives from our partners are in attendance to present a check for sponsorship of the 2019 Spirit of Kansas fireworks.

JEK/bht  
TL

parks.snnco.us
TO: Shawnee County Board of County Commissioners  
    Betty Greiner, Director, Audit-Finance  
FROM: Dave Sanford, CEO & Alice Weingartner, Director of Community Development  
DATE: May 31, 2019  
RE: GraceMed 2019 1st Quarter Report

Attached is the 1st quarter report for 2019. We continue to see the numbers of patients increase especially with the addition of the dental clinic. In the first quarter of 2018, we saw just over 1,000 unduplicated patients. As noted on the attached report, in the first quarter of 2019 we have seen almost 5,000 unduplicated patients.

In May, an optometrist joined us at the Capitol Family Clinic as well as a general internist physician. We have also added a second pediatrician, who will begin seeing patients at Capitol Family Clinic in mid-June.

Our first fundraising event, Hot Cakes for Hopecare on March 5 was a success with over $9,000 raised. These funds help support the voucher program for individual in need of some assistance with healthcare costs. We appreciated all of the community support and having all three commissioners participate.

There are several events coming up that GraceMed is a part of.

On June 4, we will be hosting a pop-up event from 1:00 to 3:00 pm at the Capitol Family Clinic with representatives on site to assist with the following:

<table>
<thead>
<tr>
<th>Community Action</th>
<th>Will be providing Topeka Metro photo ID cards needed for riding the bus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Topeka Shawnee County Public Library</td>
<td>Register for library cards; enroll in the Dolly Parton Imagination Library</td>
</tr>
<tr>
<td>HealthAccess</td>
<td>Learn about program and see if eligible</td>
</tr>
<tr>
<td>Harvester</td>
<td>Obtain information about a number of food programs offered and various food pantries in the community</td>
</tr>
<tr>
<td>GraceMed</td>
<td>Learn about services, determine if eligible for health insurance plans and schedule appointments</td>
</tr>
</tbody>
</table>
This event is free and open to the public. The goal is to help people connect with various resources in the community.

**On June 12, we will be co-hosting with Foulston Law Firm, the Greater Topeka Partnership Power Breakfast.**

**On June 13, from 5:30 to 7:30 pm, we will be hosting a Doula Meet & Greet with the Topeka Doula Project.**
### Count of Patient Language

<table>
<thead>
<tr>
<th>Language</th>
<th>Count</th>
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<tbody>
<tr>
<td>English</td>
<td>3,652</td>
</tr>
<tr>
<td>Indian (includes Hindi &amp; Tamil)</td>
<td>2</td>
</tr>
<tr>
<td>Other</td>
<td>14</td>
</tr>
<tr>
<td>Spanish</td>
<td>859</td>
</tr>
<tr>
<td>Vietnamese</td>
<td></td>
</tr>
<tr>
<td>Not Reported</td>
<td>431</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>4,958</strong></td>
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### Count of Patient Age Group

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<th>Count</th>
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<tbody>
<tr>
<td>65 Yrs or Older</td>
<td>418</td>
</tr>
<tr>
<td>Between 18 - 64 Yrs</td>
<td>3,473</td>
</tr>
<tr>
<td>Under 18 Yrs</td>
<td>1,067</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>4,958</strong></td>
</tr>
</tbody>
</table>

### Count of Patient Ethnicity

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<th>Ethnicity</th>
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<tr>
<td>Hispanic or Latino</td>
<td>1,420</td>
</tr>
<tr>
<td>Not Hispanic or Latino</td>
<td>2870</td>
</tr>
<tr>
<td>Unreported/Refused to Report</td>
<td>668</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>4,958</strong></td>
</tr>
</tbody>
</table>

### Count of Patient Gender

<table>
<thead>
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<th>Gender</th>
<th>Count</th>
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<tr>
<td>Female</td>
<td>3,010</td>
</tr>
<tr>
<td>Male</td>
<td>1,948</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>4,958</strong></td>
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</table>

### Count of Patient Race

<table>
<thead>
<tr>
<th>Race</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Indian or</td>
<td>35</td>
</tr>
<tr>
<td>Asian</td>
<td>14</td>
</tr>
<tr>
<td>Black or African</td>
<td>836</td>
</tr>
<tr>
<td>More than one Race</td>
<td>141</td>
</tr>
<tr>
<td>Native Hawaiian</td>
<td>1</td>
</tr>
<tr>
<td>Other Pacific Islander</td>
<td>11</td>
</tr>
<tr>
<td>Unreported/Refused</td>
<td>1,820</td>
</tr>
<tr>
<td>White</td>
<td>2,100</td>
</tr>
<tr>
<td>Not Reported</td>
<td></td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>4,958</strong></td>
</tr>
</tbody>
</table>

### Total Unduplicated Patients

**4,958**
A Community Resource Networking Event

GraceMed Capitol Family Clinic
1400 S.W. Huntoon
Tuesday, June 4, 2019
1:00 pm to 3:00 pm

No appointment necessary.
Come as you are. Connect with the future you want to achieve.
Connect with resources that can empower your life.

Come to HopePort to find real life answers. Representatives from some of Topeka's most helpful resources will listen to your issues about everything from healthcare to food and shelter and offer real solutions to help you live the better life you want to live.

Harvesters Community Food Network will help you access all the nutritious foods you need to live a healthier life.

SCMS Health Access can refer you to donated care designed to maintain your health and connect you with a medical home.

The Community Action Partnership has a deep well of resources to help with your child’s education, your family’s housing and job opportunities. They’ll also have staff on hand to help you get a Reduced Fare ID for Topeka Metro passes.

The Topeka & Shawnee County Public Library is a rich resource of programs and knowledge to help both you and your children expand your horizons.

And GraceMed Health Clinic will help you access affordable medical, dental, vision and behavioral health care.
What is a Doula?
What do Doulas do?
How are they helpful to pregnant people, their partners, and families?

Come enjoy light snacks, and meet many of the Doulas serving Topeka & Shawnee County. Bring your questions, your curiosities, and find doulas who might be a good fit for you!
Come for the whole time, or just drop in for part of the time!
Children welcome.

THURSDAY, JUNE 13. 5:30-7:30PM
GRACEMED CAPITOL FAMILY CLINIC
1400 SW HUNTOON
Memorandum

Date: May 30, 2019
To: Board of County Commissioners
From: Pat Oblander, Information Technology Director
RE: Additional IP addresses for 1 Gb/sec fiber connection.

The Information Technology department is seeking approval to amend the Master Enterprise Services Agreement with Kansas Fiber Network, LLC (ref. contract C388-2018) to incrementally increase the number of static IP addresses to accommodate the needs of several departments for internet connectivity for various servers and appliances. These additions will increase the monthly fees charged by Kansas Fiber Network, LLC for the existing Shawnee County 1 Gb/sec Internet connection service by $2.00 per month per static IP address. Funding to support these increases, not to exceed an increase of $200 per month, is included in the Information Technology 2019 budget.

CPO/mro
Kansas Fiber Network, LLC
8201 E. 34th Street N.
Building 1501
Wichita, KS 67226

Customer: Shawnee County
Billing Address: 200 SE 7th Street
City: Topeka
State:
Billing Contact:
Phone:
Email:
Quote ID:
VLAN:
PON:

Date: 5/24/2019
KFN Order Contact: orders@ksfiber.net
Phone: 316-712-6030
KFN Circuit ID

Order Number: Location A
DIA-IP Addresses

Location Z
Shawnee County District Court
200 SE 7th
Topeka (27 IP), KS 66603

<table>
<thead>
<tr>
<th>Order Type</th>
<th>Term</th>
<th>Bandwidth</th>
<th>Product</th>
<th>MRC</th>
<th>NRC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct Internet Access</td>
<td>60</td>
<td>NA</td>
<td>DIA-IP Address</td>
<td>$60.00</td>
<td>$0.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>TOTAL:</td>
<td>$60.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

Customer Desired Due Date:

Confidential & Proprietary
Please check the box that applies to this circuit (Internet traffic is considered interstate in nature)

Intrastate: This circuit is physically located within Kansas and 10% or less of the traffic crosses state lines

Interstate: This circuit physically crosses state lines or more than 10% of the traffic crosses state lines

Customer approves and accepts the service order, which is subject to and governed by the Master Services Agreement (MSA) between Kansas Fiber Network, LLC and Customer.

Customer Signature
Print Name
Title
Date:

Kansas Fiber Network Signature
Print Name
Title
Date:

Additional documentation, exhibits, diagrams, terms and conditions may be attached to this Service Order.

Approved as to Legality and Form: Date 5-10-19

ASST. CO. COUNSELOR

Confidential & Proprietary
May 30, 2019

TO: Board of County Commissioners
    of the County of Shawnee, Kansas

FROM: Linda K. Ochs, Director

RE: CONSENT AGENDA – Acknowledge Receipt of the Report on Out-of-State Travel to the National WIC Association Annual Conference in Baltimore, MD.

Action Requested: Acknowledge receipt of the report on out-of-state travel for one Shawnee County Health Department (SCHD) staff member who attended the National WIC Association Annual Conference in Baltimore, MD, April 6-10, 2019

This conference will provide opportunities to learn new skills and network with colleagues and peers, public health professionals, and technical experts from a variety of fields. The conference includes sessions that will cover current and emerging nutrition science, research, policy and best practices to enhance the education provided to WIC clients. The conference will include information from USDA officials on updates and challenges that face the program. Our mission in the WIC program is to help families be as healthy as possible. This conference is one place to get the most up to date research and science on maternal and child nutrition.

LKO/jmp
Attachment
TO: Board of County Commissioners  
of the County of Shawnee, Kansas

FROM: Jennifer Mejías-Martínez, Spanish Translator

RE: Travel Report on National WIC Education Conference in Baltimore, MD

During the April 4, 2019 Shawnee County Board of Commission meeting the following agenda item was approved:

Approval of out-of-state travel for one Shawnee County Health Department Women, Infants and Children (WIC) staff member to attend the National WIC Education Conference Leadership Award on April 9-10, 2019 in Baltimore, Maryland

I had the opportunity to attend the last day of the National WIC Association Annual Education and Training Conference to receive the WIC Community National WIC Association Advocacy Leadership Award. This was the first time I have attended a NWA event and it was amazing.

The day of the award began with a celebration breakfast in the Harborside Ballroom at the Baltimore Marriott Waterfront. There I met with two of my co-workers and some staff of the WIC state office. After breakfast the NWA began with the introduction of the recipients of the 2019 Leadership Awards. I was honored to share the stage with two extraordinary women who received the same award, Alia Haq, Nutrition Services Supervisor, International Community Health Services, Seattle, Washington and Zahra Koopaci, WIC Bureau Chief, Houston Department of Health and Human Services.

This was followed by the National Indian and Native American WIC Honoring Ceremony cultural presentation and the introduction of the 2019-2020 Board of Directors for the Association. I am extremely proud for being able to represent the Shawnee County Health Department and the state of Kansas. I would also like to thank the Commissioners for allowing me to go receive my award. This was an incredible and humbling experience and one that I will never forget.
SHAWNEE COUNTY BOARD OF ZONING APPEALS

AGENDA

Monday, June 10, 2019
6:00 P.M.

Shawnee County Annex
1515 NW Saline Street
First Floor Conference Room
Topeka, Kansas 66618

General Information:

Shawnee County Board of Zoning Appeals:

- The Shawnee County Board of Zoning Appeals is an independent body appointed by the Shawnee County Commission to hear and decide requests for appeals, variances and exceptions. The Shawnee County Planning Commission has been designated by the Shawnee County Commission as the Board of Zoning Appeals. The action of the Board of Zoning Appeals is final unless appealed to district court within 30 days of the final decision of the Board.

- The following agenda identifies and describes each proposal to be considered by the Planning Commission.

- Please refer to the attached Hearing Procedure governing the rules of conduct and the manner in which individual items will be heard.

THE NEXT PLANNING COMMISSION HEARING IS SCHEDULED FOR

Monday, July 8, 2019
Welcome! Your attendance and participation in tonight's hearing is important and ensures a comprehensive scope of review. It is because of the significance of this proceeding that everyone understands the hearing procedure.

Each item appearing on the agenda will be considered by the Shawnee County Planning Commission in the following manner:

1. The Planning Department staff will introduce each agenda item and present the staff report and recommendation. Commission members will then have an opportunity to ask questions of staff.

2. Chairperson will then call for presentation by applicant followed by questions from the Commission.

3. Chairperson will then call for public comments in the following order:
   - Comments of those speaking in favor
   - Comments of those speaking in opposition

   Each speaker must come to the podium and state your name and address for the record. The Chairperson reserves the right to establish a time limit for all speakers to afford everyone the opportunity to speak and in consideration of other items appearing on the agenda. At the conclusion of each speaker's comments, the Commission will have the opportunity to ask questions. The applicant will be given the opportunity for rebuttal and make concluding comments. The Chairperson reserves the right to allow additional testimony from proponents and opponents after all initial comments are made.

4. Chairperson will close the public hearing at which time no further public comments will be received. Commission members may then discuss the proposal and ask further questions of staff.

5. Chairperson will then call for a motion on the item, which may be cast in the affirmative or negative. Upon a second to the motion, the Chairperson will call for a roll call vote in which Commission members will then vote yes, no or abstain.

Each item appearing on the agenda represents a potential change in the manner in which land may be used or developed. Significant to this process is public comment, which affords the Commission with information essential for making a determination. Your cooperation and attention to the above noted hearing procedure will ensure an orderly meeting and afford an opportunity for all to participate. Please be Respectful! Each person's testimony is important regardless of his or her position. All questions and comments shall be directed to the Chairperson from the podium and not to the applicant, staff or audience.
A. Call to Order and Announcement of Hearing Procedure

B. Roll Call and Declaration of a Quorum

C. Approval of Minutes for the August 13, 2018, Public Hearing

D. Communications

E. Ex parte Communications by Members of the Commission

F. Declaration of Conflict of Interest by Members of the Commission or Staff

G. Zoning and Subdivision Item
   1. E19/01 by Tyler & Angela Grindal seeking an exception to increase the maximum building height and size for an accessory building on property located at 2630 SW Hoch Road in Dover Township.

H. Public Comment on Non-Agenda Planning and Zoning Items

I. Discussion of Planning Related Issues
   1. Planning Department's 2020 Budget Request.

J. Adjournment
Roll Call and Announcement of Hearing Procedure: Judy Moler, Chair, called the meeting to order at 6:00 p.m. and asked for roll call to be taken.

Members Present: Judy Moler, Jerry Desch, Christi McKenzie, Matt McCurry, Jake Fisher and Chad Depperschmidt. With six members present, a quorum was established.

Members Absent: Brian Aubert.

Staff Present: Barry T. Beagle, Planning Director; Joelee Charles, Administrative Assistant; and, Joni Thadani, Assistant County Counselor.

Approval of June 11, 2018, Public Hearing Minutes: Ms. McKenzie moved to approve the June 11, 2018, public hearing minutes, seconded by Mr. Depperschmidt, and with a unanimous voice vote, the minutes were approved.

Communications: None were indicated.

Ex Parte Communication by Members of the Board: None were indicated.

Declaration of Conflict of Interest by Members of the Board or Staff: None were indicated.

Zoning and Subdivision Items:

1. E18/02 by Chris Helm seeking an exception to the accessory building maximum building area allowance on property located at 4531 NE Meriden Road in Soldier Township.

Mr. Beagle stated the applicant proposes to construct a 2,400 square foot accessory building in lieu of the 3,200 square foot building rejected by the Board of Zoning Appeals at their public hearing on June 11th. The applicant's two existing buildings and the 3,200 square foot building would exceed the maximum building area allowance by 854 square feet. Following their decision, the Board of Zoning Appeals offered Mr. Helm the opportunity to return with a new proposal equivalent to the largest building in the neighborhood of 2,400 square feet. The new 2,400 square foot accessory building including the two existing buildings would only exceed the maximum building area allowance by 54 square feet.

The Board of Zoning Appeals can grant an exception based on two criteria. First, the area of all accessory buildings must be compatible with the neighborhood in design, location and size. The 2,400 square foot building would be built to the rear of the applicant's home and not be visible to the motoring public on Meriden Road. This size would accommodate storage of the applicant's personal items. The 2,400 square foot building is a standard building size. To meet the remaining area allowance of 2,346 square feet would involve the construction of a custom designed building which would possibly increase the cost of building the structure.

Secondly, the premise of the maximum area allowance is to establish a uniform standard governing the cumulative area of all accessory buildings on the property based on proportionality. As a result, the larger the size of the parcel, the larger square footage can be enjoyed in terms of accessory building space. In this case, the applicant would exceed the accessory building maximum area allowance by only .04%. Without getting into a custom designed building, an exception would allow the applicant to build a standard 2,400 square foot accessory building while exceeding the maximum area allowance by only 54 square feet. The applicant is entitled as every property owner to maximize their available square footage of accessory building space based on parcel size. In this case, to build a standard size accessory building would result in a maximum area allowance being exceeded by 54 square feet. The resulting difference, however, is considered to be negligible and would still be considered to be proportional between the size of the principal building, the parcel's street frontage and the size of all accessory buildings.
Based on the revised request, it is the recommendation of the Planning Department that the requested exception be approved.

With no questions for Mr. Beagle, Ms. Moler asked the applicant if they had a presentation.

Chris Helm, 4531 NE Meriden Road, Topeka, KS 66617.
• Hopefully, this new proposal for a smaller area is within the limits as set by the rules and regulations.
• 40x60 is a common building size.
• The packages that are available are more reasonable than a custom build of a different size building.
• They hope it is something that will fit.
• Some buildings in the area are a similar size and seem to fit and function quite well.

There were no questions for the applicant and no one to speak in favor or in opposition. With no comments from the Board, Ms. Moler asked for a motion.

Mr. McCurry moved for approval of the exception, seconded by Mr. Fisher. With a vote of 6-0-0, the item was Approved.

Adjournment:

With no further items to consider, Ms. Moler declared the public hearing be adjourned, which was at 6:13 p.m.
MEMORANDUM

TO:    Board of County Commissioners
FROM: Cynthia A. Beck, County Clerk
RE:    Litigation
DATE:  May 31, 2019

Please acknowledge receipt of Summons for the following cases in the District Court of Shawnee County, Kansas:

CASE NO: 2019CV000388 Branch Banking and Trust Company vs. Board of Commissioners of Shawnee County, Kansas et. al.
CASE NO: 2019CV000392 Wells Fargo Bank NA vs. Board of Commissioners of Shawnee County, Kansas et. al.

which were received in the office of the Shawnee County Clerk and forwarded to the County Counselor on this date.

Attachment
SUMMONS

Chapter 60 - Service by the Sheriff

To the above-named Defendant/Respondent:

Board of County Commissioners Shawnee County
200 SE 7th St
Topeka, KS 66603

You are hereby notified that an action has been commenced against you in this court. You are required to file your answer or motion under K.S.A. 60-212, and amendments thereto, to the petition with the court and to serve a copy upon:

Sara Pelikan
4210 Shawnee Mission Pkwy Ste 203A
Fairway, KS 66205

within 21 days after service of summons on you.

Clerk of the District Court
Electronically signed on 05/23/2019 12:00:56 PM

Documents to be served with the Summons:
PLE: Petition Petition for Foreclosure of Mortgage
IN THE DISTRICT COURT OF SHAWNEE COUNTY, KANSAS

Branch Banking and Trust Company, Plaintiff,

vs.

Christina L. Manthe
Serve at:
731 Commercial Street
Auburn, KS 66402

Clay D. Manthe
Serve at:
731 Commercial Street
Auburn, KS 66402

John Doe Unknown Occupant
Serve at:
731 Commercial Street
Auburn, KS 66402

State of Kansas, acting through the Department of Revenue
Serve at:
915 SW Harrison St.
Topeka, KS 66612

The Board of County Commissioners, Shawnee County
Serve at:
200 SE 7th Street
Topeka, KS 66603

Defendants.

Petition Pursuant to K.S.A. Chapter 60
PETITION FOR FORECLOSURE OF MORTGAGE

COMES NOW, Plaintiff, Branch Banking and Trust Company, and for its cause of action against the Defendants states as follows:

1. Plaintiff is a corporation duly organized and existing by virtue of law.

2. Venue is proper in this District by way of the subject matter, i.e., the foreclosure of a mortgage on certain real estate located in the County of Shawnee, State of Kansas.

3. On or about October 26, 2007, Christina L. Manthe, Clay D. Manthe [hereinafter "Borrower(s)"] borrowed money from, executed and delivered to Liberty Mortgage Corporation, a Note, payable in monthly installments, in the original principal sum of $131,138.00, together with interest as stated. A true and correct copy of the Note is attached and incorporated by reference as if fully set forth as Exhibit 1.

4. As a part of the loan transaction and in order to secure payment of the Note, Borrower(s) executed and delivered to Mortgage Electronic Registration Systems, Inc., as nominee for Liberty Mortgage Corporation, a Mortgage of the same date upon the following described real estate:

LOTS 89, 91 AND 93 ON COMMERCIAL STREET IN THE CITY OF AUBURN,

SHAWNEE COUNTY, KANSAS, ACCORDING TO THE RECORDED PLAT THEREOF.

known and numbered as 731 Commercial Street, Auburn, KS 66402. The Mortgage was duly recorded on November 5, 2007, in the Office of the Register of Deeds of Shawnee County, Kansas, in Book 4544 Page 136. The Mortgage tax was paid. A true and correct copy of the Mortgage is attached and incorporated by reference as if fully set forth as Exhibit 2.

5. Branch Banking and Trust Company is the current legal holder of the debt, and possesses all rights, including the right of enforcement of the Note and Mortgage. A true and correct copy of the Assignment of Mortgage is attached and incorporated by reference as if fully set forth as
SUMMONS

Chapter 60 - Service by the Sheriff

To the above-named Defendant/Respondent:

Board of County Commissioners Shawnee County
200 SE 7th St
Topeka, KS 66603

You are hereby notified that an action has been commenced against you in this court. You are required to file your answer or motion under K.S.A. 60-212, and amendments thereto, to the petition with the court and to serve a copy upon:

Shawn Michael Scharenborg
4210 Shawnee Mission Pkwy, Suite 203A
Fairway, KS 66205

within 21 days after service of summons on you.

Clerk of the District Court
Electronically signed on 05/24/2019 08:58:57 AM

Documents to be served with the Summons:
PLE: Petition Petition for Foreclosure of Mortgage
IN THE DISTRICT COURT OF SHAWNEE COUNTY, KANSAS

Wells Fargo Bank, NA,
   Plaintiff,

   vs.

Linda S. Tinsley
Serve at:
811 SW Wayne Avenue
Topeka, KS 66606

John Doe Unknown Spouse of Linda S. Tinsley
Serve at:
811 SW Wayne Avenue
Topeka, KS 66606

John Doe Unknown Occupant
Serve at:
811 SW Wayne Avenue
Topeka, KS 66606

The Board of County Commissioners, Shawnee County
Serve at:
200 SE 7th Street
Topeka, KS 66603

   Defendants.

Petition Pursuant to K.S.A. Chapter 60
PETITION FOR FORECLOSURE OF MORTGAGE

COMES NOW, Plaintiff, Wells Fargo Bank, NA, and for its cause of action against the
Defendants states as follows:

1. Plaintiff is a corporation duly organized and existing by virtue of law.

2. Venue is proper in this District by way of the subject matter, i.e., the foreclosure of a
mortgage on certain real estate located in the County of Shawnee, State of Kansas.

3. On or about October 21, 2011, Linda S. Tinsley [hereinafter "Borrower(s)"] borrowed money
from, executed and delivered to Acopia LLC, a Note, payable in monthly installments, in the
original principal sum of $72,114.00, together with interest as stated. A true and correct copy of
the Note is attached and incorporated by reference as if fully set forth as Exhibit 1.

4. As a part of the loan transaction and in order to secure payment of the Note, Borrower(s)
executed and delivered to Mortgage Electronic Registration Systems, Inc., as nominee for
Acapia LLC, a Mortgage of the same date upon the following described real estate:

LOT 5, BLOCK 2 IN KISTLER'S SUBDIVISION CORRECTED PLAT, IN THE CITY OF
TOPEKA, SHAWNEE COUNTY, KANSAS.

known and numbered as 811 SW Wayne Avenue, Topeka, KS 66606. The Mortgage was duly
recorded on October 28, 2011, in the Office of the Register of Deeds of Shawnee County,
Kansas, in Book 4941 Page 239. The Mortgage tax was paid. A true and correct copy of the
Mortgage is attached and incorporated by reference as if fully set forth as Exhibit 2.

5. Wells Fargo Bank, NA is the current legal holder of the debt, and possesses all rights,
including the right of enforcement of the Note and Mortgage. A true and correct copy of the
Assignment of Mortgage is attached and incorporated by reference as if fully set forth as Exhibit
3.

6. Borrower(s) have failed and refused to make the payments as provided for in the Note and
MEMORANDUM

TO: Board of County Commissioners
FROM: Cynthia A. Beck, County Clerk
DATE: May 31, 2019
RE: Board of County Commission minutes

Please acknowledge receipt and consider approval of Board of County Commission meeting minutes for April 1, 4, 8, 11, 15, 18, 25, 29, 2019.

Thank you.
Dear Local Franchising Authority,

As you know, Cox is required to obtain permission from local broadcast stations and cable networks to provide their signals on our video channel lineup. Our company is in discussions to renew agreements with the following programmers and broadcasters:

<table>
<thead>
<tr>
<th>Station/Network</th>
<th>SD Channel</th>
<th>HD Channel</th>
</tr>
</thead>
<tbody>
<tr>
<td>UP Network</td>
<td>213</td>
<td>2213</td>
</tr>
</tbody>
</table>

Should we be unable to reach equitable terms for a new agreement by their expiration dates, these networks have the right to require Cox to remove their programming from our lineup.

We continue to actively negotiate with these networks and are working toward renewing our agreements without any disruption of service to our customers. We are meeting our customer notification obligation through an ad in the local newspaper.

We will keep you updated with any new information. Please feel free to contact me at (785) 215-6727 or Megan.Bottenberg@cox.com.

Sincerely,

Megan Bottenberg  
Manager, Government Affairs 
Cox Communications Central Region
Shawnee County parks + recreation

May 13, 2019

TO: Board of Commissioners
Shawnee County

FROM: John E. Knight, Director
Parks + Recreation

RE: BSA Scout Troop #193B Agreement – Spirit of Kansas Parking Assistance
Park Services Division

Purpose: Board of Commissioners authorization and execution on the attached agreement with BSA Scout Troop #193B for assistance with vehicle parking during the 2019 Spirit of Kansas event held at Lake Shawnee. Funding in the amount of $1,200 is available from the Park Services Division operating budget.

Justification: Troop #193 serves as a Service Partner for Parks + Recreation whereas it is a nonprofit organization that supports our efforts to offer community events more efficiently. On behalf of Shawnee County, Parks + Recreation is proud to partner with the youth on this great community event and work agreement.

JEK/blt
TL
Attachments
INDEPENDENT CONTRACTOR AGREEMENT FOR SERVICES

THIS AGREEMENT is between THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF SHAWNEE, KANSAS (County) and BSA Scout Troop #193B (Contractor).

1. SERVICES TO BE PERFORMED

Contractor agrees to perform the following services for County:

Manage vehicle parking at Spirit of Kansas per request from Parks + Recreation.

This Agreement shall commence on July 4, 2019, and shall end on July 5, 2019, unless this Agreement is terminated sooner or extended in accordance with its terms.

2. PAYMENT

In consideration of the services to be performed by Contractor, County agrees to pay Contractor as follows:

<table>
<thead>
<tr>
<th>Task</th>
<th>Duties</th>
<th>Compensation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traffic Parking for Spirit of Kansas.</td>
<td>Provide Traffic parking by managing the parking of cars in specified areas for the Spirit of Kansas Fireworks event. Participants shall wear safety attire and adult supervision is required. Provide INVOICE to P+R for services performed post event.</td>
<td>$1200.00 paid after submission of invoice.</td>
</tr>
</tbody>
</table>

Contractor shall be responsible for all expenses incurred while performing services under this Agreement. This includes equipment; supplies; telephone expenses; automobile and other travel expenses; meals and entertainment; insurance premiums; and all salary, expenses and other compensation paid to Contractor's employees or contract personnel. Contractor hires to complete the work under this Agreement.

3. INDEPENDENT CONTRACTOR STATUS AND CERTIFICATION

Contractor is an independent Contractor, not a County employee. Contractor's employees or contract personnel are not County employees. Contractor and County agree to the following rights consistent with an independent Contractor relationship:

a. Contractor has the right to perform services for others during the term of this Agreement.

b. Contractor has the sole right to control and direct the means, manner and method by which the services required by this Agreement will be performed.
c. Contractor shall not be assigned a work location on County premises, and Contractor has the right to perform the services required by this Agreement at any place, location or time.

d. Contractor will furnish all equipment and materials used to provide the services required by this Agreement.

e. Contractor has the right to hire assistants as subcontractors, or to use Contractor's employees to provide the services required by this Agreement.

f. Contractor or Contractor's employees or contract personnel shall perform the services required by this Agreement and Contractor agrees to the faithful performance and delivery of described services in accordance with the time frames contained herein; County shall not hire, supervise or pay any assistants to help Contractor.

g. Neither Contractor nor Contractor's employees or contract personnel shall receive any training from County in the skills necessary to perform the services required by this Agreement.

h. County shall not require Contractor or Contractor's employees or contract personnel to devote full time to performing the services required by this Agreement.

Further, Contractor hereby certifies:

i. That Contractor is not an employee of County and thereby Contractor waives any and all claims to benefits otherwise provided to employees of the County, including, but not limited to: medical, dental, or other personal insurance, retirement benefits, unemployment benefits, and liability or worker's compensation insurance.

j. Contractor must provide Federal Tax or Social Security Number on required Form W-9.

k. That Contractor understands that he/she is solely responsible, individually for all taxes and social security payments applicable to money received for services herein provided. Contractor understands that an IRS Form 1099 will be filed by the County for all payments received.

4. INDEMNIFICATION AND HOLD HARMLESS

Contractor shall save, hold harmless, and indemnify County, its officers, agents and employees, from and against all claims, causes of action, liabilities, expenses and costs, including reasonable attorneys' fees, for injury of any person or damage to property arising out of, or connected with, work performed under this Agreement which is the result of any acts or omissions, whether negligent or otherwise, of Contractor, its officers, agents, subcontractors or employees.

5. INSURANCE
The County shall not be required to purchase, any insurance against loss or damage to any personal property to which this contract relates, nor shall this contract require the County to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.), the Contractor shall bear the risk of any loss or damage to any personal property to which Contractor holds title.

6. **OWNERSHIP OF PRODUCTS/DOCUMENTS**

Contractor hereby assigns to County all rights to all products, reports, documents, photographs, videos, data, and drawings produced by Contractor as a result of its services to County during the term of this Agreement.

7. **TERMINATION DUE TO LACK OF FUNDING APPROPRIATION.**

Shawnee County is subject to the Kansas Cash Basis Law, K.S.A. 10-1101 et seq. If, in the judgment of the Financial Administrator, Audit-Finance Office, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, County may terminate this agreement at the end of its current fiscal year. County agrees to give written notice of termination to Contractor at least thirty (30) days prior to the end of its current fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any of Contractor's equipment, leased or otherwise, provided to County under the contract. County will pay to the Contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by County, title to and possession of any equipment purchased by the County under the contract, but not fully paid for, shall revert to Contractor at the end of County's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the County or the Contractor.

8. **ANTI-DISCRIMINATION CLAUSE.**

The Contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 et seq.) and the Kansas Age Discrimination in Employment Act, (K.S.A. 44-1111 et seq.) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12201 et seq.) [ADA] and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission of access to or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out in K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the Contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract; (f) if the contracting agency determines that the Contractor has violated applicable provisions of ADA, that violation shall constitute a breach of contract; (g) if (e) or (f) occurs, the contract may be cancelled, terminated or suspended in whole or in part by the County. Parties to this contract understand that subsections (b) through (e) of this paragraph number 5 are not
applicable to a Contractor who employs fewer than four employees or whose contract with
the County totals $5,000 or less during this fiscal year.

9. ACCEPTANCE OF CONTRACT

This contract shall not be considered accepted, approved or otherwise effective until the
required approvals and certifications have been given and this is signed by the Board of
County Commissioners of the County of Shawnee, Kansas.

10. ARBITRATION, DAMAGES, WARRANTIES

Notwithstanding any language to the contrary, no interpretation shall be allowed to find the
County has agreed to binding arbitration, or the payment of damages or penalties upon the
occurrence of a contingency. Further, the County shall not agree to pay attorney fees and
late payment charges; and no provisions will be given effect which attempts to exclude,
modify, disclaim or otherwise attempt to limit implied warranties of merchantability and
fitness for a particular purpose.

11. REPRESENTATIVE'S AUTHORITY TO CONTRACT.

By signing this document, the representative of the Contractor thereby represents that such
person is duly authorized by the Contractor to execute this document on behalf of the
Contractor and that the Contractor agrees to be bound by the provisions thereof.

12. TERMINATION OF AGREEMENT

This Agreement may be terminated by either party by giving the other party written notice
of the intent to terminate. The notice must specify a date upon which the termination will
be effective, which date may not be less than 7 calendar days from the date of mailing the
notice. Only services satisfactorily performed up to the date of receipt of notice shall be
compensated by County and such compensation shall be pursuant to the terms of this
Agreement. Notice shall be deemed received 3 days after mailing in the United States
mail, using first class mail, postage prepaid.

13. MISCELLANEOUS PROVISIONS

a. This Agreement shall be entered into in Shawnee County, Kansas, and shall be
   construed and interpreted according to the law of the State of Kansas.

b. All notices and other communications in connection with this Agreement shall
   be in writing and shall be considered given 3 days after mailing in the United
   States mail, using first class mail, postage prepaid, to the recipient's address as
   stated in this Agreement.

c. Contractor shall comply with all federal, state and local laws requiring business
   permits, certificates and licenses required to carry out the services to be
   performed under this Agreement.
d. Contractor may not assign any rights or obligations under this Agreement without County's prior written approval.

e. This Agreement constitutes the entire agreement between the parties and may only be modified or extended by a written amendment signed by the parties hereto.

f. The invalidity, illegality, or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if this Agreement did not contain the particular portion or provision held to be void.

g. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than County and Contractor.

IN WITNESS WHEREOF, County and Contractor have executed this Agreement.

COUNTY
BOARD OF COUNTY COMMISSIONERS
SHAWNEE COUNTY, KANSAS

_____________________________, Chair

ATTEST:

Cynthia A. Beck, Shawnee County Clerk

CONTRACTOR

Print Name: BSA Scout Troop #193B

Address

Date: 4/15/2019
May 14, 2019

TO: Board of Commissioners
Shawnee County

FROM: John E. Knight, Director
Parks + Recreation

RE: LaborMAX Agreement
Park Services Division

Purpose: Board of Commissioners consideration and execution of the LaborMAX agreement to provide temporary staffing for the July 4th Spirit of Kansas activities held at Lake Shawnee. LaborMAX shall provide 13 temporary staff for eight hours to perform duties and requirements requested by Parks + Recreation during the event. Expenses for LaborMAX contracted services are $1,414.40, payable from the Park Services Division operating budget.

Justification: Shawnee County is able to save substantial expenses by contracting cleaning and stocking of restroom facilities and litter control on Lake Shawnee parkland during this community holiday event.

JFK/blt
TL
Attachments
Billing Rate Quotation issued: 4/9/2019

Shawnee County Parks and Rec
3137 SE 28th Street
TOPEKA, KS 66605
Attn: Riley Shafer

Regular Billing Rate (Straight Time): 1.60 Markup on all LaborMax Staffing payroll employees.

Beginning January 1st, 2015, there will be an additional 3% surcharge added to all LaborMax invoices due to the Affordable Care Act (ACA). Charges for optional customer services are: Drug Test - $30, Background Check - $25, and MVR - $16.

The billing rate above includes all wages, worker’s compensation premiums, unemployment insurance, payroll taxes, and all other employer burdens; recruiting, administration, payroll funding, and liability insurance.

Customer acknowledges that they have complete care, custody, and control of job site. Customer agrees to comply with all applicable laws, regulations, and ordinances relating to health and safety, and agrees to provide any site/task specific training and/or safety devices and protective equipment necessary or required by law. Customer will not, without prior written consent of LaborMax Staffing, entrust LaborMax employees with the handling of cash, checks, credit cards, jewelry, equipment, tools, or other valuables.

Customer agrees to indemnify and hold harmless LaborMax Staffing for all claims, damages or penalties arising out of violations of the Occupational Safety and Health Act (OSHA) of 1970, or any state law with respect to workplaces or equipment owned, leased, or supervised by Customer and to which employees are assigned.

Customer will not, without prior written consent of LaborMax Staffing, utilize LaborMax Staffing employees to operate machinery, equipment, or vehicles. Customer agrees to indemnify and save LaborMax Staffing and its employees harmless from any and all claims and expenses (including litigation) for bodily injury or property damage or other loss as asserted by Customer, its employees, agents, the owner of any such vehicles and/or equipment or contents thereof, or by members of the general public, or any other third party, arising out of the operation or use of said vehicles and/or equipment by employees of LaborMax Staffing.

Commencement of work by dispatched workers, or customer’s signature on work ticket serves as confirmation of Customer’s agreement to terms of service listed on back of work ticket.

Customer agrees not to place workers in a supervisory position. Customer agrees to supervise workers at all times.

Billable time begins at the time workers report to the workplace per your request.

Jobs must be cancelled a minimum of two hours prior to start time to avoid a minimum 4 hour billing.

We guarantee our workers will satisfy you or the first two hours are on us. If you are not satisfied with the workers, call us within the first two hours and we will replace them free of charge.

Overtime will be billed at one and one-half times the regular billing rate for all time worked over forty hours in a pay period and/or 8 hours in a day as provided by state law.

LaborMax Staffing’s work week begins on Saturday and ends on Friday.

Pending credit approval, invoices are due 7 days from receipt (unless other arrangements have been made). Customer agrees to pay reasonable attorney’s fees and/or collection fees for any unpaid account balances.

Rates are subject to change at any time upon 7 days written notice. A fuel surcharge may be added to each invoice.

Customer may hire worker for no fee after Individual has completed 720 hours of billing, or 90 working days. Customer agrees to pay an administrative placement fee of $2,500.00 if worker is hired on prior to completion of 720 hours or 90 working days.

Customer Name (Print)       Title:       Customer Signature:       Date:

Approved as to Legality
and Form: Date: 5/16/19

ASST. CO. COUNSELOR
LaborMax Staffing Addendum to Quote for Service:

- The Topeka LaborMax Staffing Office will be the main point of contact.
- Customer, Shawnee County Parks & Recreation, may hire LaborMax workers for no fee after completion of 30 days of billing.
- LaborMax will also waive the ACA Surcharge on all Invoices.

We would like to thank you for making LaborMax Staffing a part of your staffing solution and look forward to our continued Partnership.

04/10/19 Gina Volker, District Manager

Date/Signature/Title of LaborMax Staffing Representative

Date/Signature/Title of Rep of Shawnee County Parks & Recreation

Approved as to Legality
and Form: Date 5-19-17

ASST. CO. COUNSELOR
May 14, 2019

TO: Board of Commissioners
Shawnee County

FROM: John E. Knight, Director
Parks & Recreation

RE: Spirit of Kansas
Administration

Purpose: Board of Commissioners approval is requested on the attached Resolution for temporary traffic signs and barricades for public safety during the 23rd consecutive Spirit of Kansas planned for July 4, 2019, at Lake Shawnee. The attached proposal is a summary of the value being provided by J&M Displays under current terms and conditions of agreement C175-2017.

Justification: Due to the degree of impact on Lake Shawnee and the surrounding community, Parks + Recreation is again involving various County and City departments in the preparations, management and conclusion of the activities and display. Parties include Public Works, Sheriff, Emergency Management, Topeka Police Department, Topeka Metro Authority, and various community groups. J&M Displays is the contracted pyrotechnic operator for the show while Capitol Federal Foundation has again graciously agreed to be the title sponsor by securing funds to produce a wonderful event.

The day activities include picnics, car show, concerts, golf tourney, and conclude with the fireworks display which brings spectators in excess of 50,000 to the lake area. Parks + Recreation expenses are not expected to exceed $35,000. This event is truly a collaborative partnership between many parties having a positive impact both socially and economically and Shawnee County should be proud to lead the efforts.

JFK/bjf
TL
Attachments
RESOLUTION NO. 2019-35

AUTHORIZING TEMPORARY TRAFFIC SIGNS AND BARRICADES FOR THE 2019 SPIRIT OF KANSAS CELEBRATION

SPONSORED BY COMMISSIONER ARCHER

WHEREAS, Shawnee County is a participating sponsor of the 2019 Spirit of Kansas celebration and fireworks display held at Lake Shawnee scheduled for July 4, 2019; and

WHEREAS, certain streets and roads must be closed to accommodate the 2019 Spirit of Kansas celebration; and

WHEREAS, the Board of County Commissioners of the County of Shawnee, Kansas, has the authority under K.S.A. Chapter 8, Article 20 at seq. to regulate, warn, and guide traffic upon all streets, roads and highways under its jurisdiction;

NOW THEREFORE, The Board of County Commissioners of the County of Shawnee, Kansas meeting in regular session this ___ day of ___, 2019, does hereby resolve as follows:

1. The Shawnee County Public Works Department is given authority to place such temporary traffic signs and barricades as necessary on roads and streets under the jurisdiction of Shawnee County for the purpose of facilitating the 2019 Spirit of Kansas celebration and to remove the traffic devices when no longer needed.

2. Any other Resolution in conflict herewith is hereby rescinded.

BOARD OF COUNTY COMMISSIONERS
SHAWNEE COUNTY, KANSAS

Robert E. Archer, Chair

William D. Riphahn, Vice-Chair

Kevin J. Cook, Member

ATTEST:

Cynthia A. Beck, Shawnee County Clerk

Approved as to Legality
and Form: Date 7/23/19

ASST. CO. COUNSELOR
J&M Displays Proposal for:
Shawnee County Parks & Rec

This proposal includes an extension of our $10,000,000.00 spectator liability insurance, and workers compensation on our shoot team.

| Fireworks Price: | $523,237.10 |
| Discount: | $4,437.10 |
| Subtotal Fireworks: | $518,800.00 |
| Sales Tax: | $18,700.00 |
| Local Sales Tax: | $2,700.00 |
| Insurance Processing: | $2,700.00 |
| License and Permit: | $2,500.00 |
| Shoot Fee: | $2,500.00 |
| Delivery: | $1,000.00 |
| Musical Firing: | $1,571.60 |
| Shoot Cost: | $8,694.05 |
| Barge/Pontoon Fee: | $1,000.00 |
| Total Price of Show: | $25,000.00 |

Total Shot Count: 3047
Packing Count: 700
Date of Display: 07/04/19
Customer Number: 10778

Summary of Free Items Added to Your Show
See Previous Pages for a Listing of Free Items
Free items are based on the $18,800.00 Fireworks Subtotal
$1,571.60  6% Free for Early Payment
$2,119.55  Free for Advertising
$3,022.90  15% Free for Multiple Year Agreement
$8,694.05  Total Free
Total Value of Show is $36,131.15. Your Price is $25,000.00

Please Note the Following Comments:
The data in this proposal is confidential and is to be accorded confidential treatment and shall not be disclosed other than to the official representative of the organization listed on the cover, and only then when in the evaluation of this proposal. Any reproduction of the contents of this proposal, whether in whole or in part, is expressly forbidden. J&M Displays, Inc. requests that all information be safeguarded from release pursuant to any request under the Freedom of Information law of the state or any other similar jurisdiction, as timely as possible competitive disadvantages to our company. The enclosed concepts and materials are the sole and exclusive property of J&M Displays, Inc. We reserve the right to make substitutions of equal or greater value. Prices and specifications are subject to change without notice. For photographic displays the quantity and mix of products may change based on the mix selected; however, the dollar value of the product will remain the same.

18054 170th Avenue, Yarmouth, Iowa 52660-9772
1-800-648-3850 • Fax: 1-319-394-3205 • main@jandmdisplays.com • www.jandmdisplays.com
May 31, 2019

TO: Board of County Commissioners
of the County of Shawnee, Kansas

FROM: Linda K. Ochs, Director

RE: Approval to fill one Shawnee County Health Department Purchasing Specialist II Position

Action requested: Approval to fill one Purchasing Specialist II position (PCN HA1079A) in the Shawnee County Health Department (SCHD) at a salary of $58,688.00 including benefits, and fill any subsequent positions that result from filling this position.

Due to the upcoming resignation of the Purchasing Specialist II, this position, which is vital to the administrative functions in SCHD, will be vacant. This position works with the entire SCHD in the areas of purchasing, accounts payable, inventory and payroll. The major responsibilities of this position include:

• Oversee the day to day processing of accounts payable
• Receive and verify the accuracy of invoices and requisitions
• Coordinate and facilitate the acquisition of goods and services
• Track gas and credit cards, and process monthly statements
• Responsible for interpreting statutes, regulations, grants, and contracts in the areas of purchasing, accounts payable, inventory and payroll

This position is included in the 2019 and 2020 budgets.

Effective Date: To be determined based on approval of this request
Department Name: Shawnee County Health Department
Pay Class: 140
PCN: HA1079A
Job Title: Purchasing Specialist II
Job Code: 11999
Division: LHD
Check Distribution: HA02
Calendar: Hourly
FTE Amount: 1
Salary Index Key: CLAS/14/01
Wage: $19.49 per hour
Anniversary Date: To be determined based on approval of this request
Annual Leave Accumulation: Starting at 4 hours per pay period and increasing under the regular intervals as prescribed in the Human Resources Policy Manual

LKO/klw
C: Angela Lewis, Director of Shawnee County Human Resources
   Betty Greiner, Director of Administrative Services
   Edith Gaines, SCHD Finance Officer