

USD 345 Board Meeting

October 9, 2023

Observer: Chris Huntsman

The meeting began at 6 PM. All members were present. The agenda, attachments and reports were routine. During discussion, the board talked about bringing back public comment for live streaming. Donna McGinty moved and James Adams seconded; the motion passed, 7-0.

There were two executive sessions; one on real estate acquisition, and the second on personnel. Kyle McNorton recused himself for the real estate session, but was called back in for the extended time. The meeting adjourned at 8:05 PM with no action taken.

USD 345 Special Board Meeting

October 23, 2023

Observer: Chris Huntsman

All were present except Chris Travis. There was a motion to go into executive session for discussion of acquiring real property until 6 PM. The executive session was extended by another 30 minutes. The meeting adjourned at 6:26 PM with no action taken.

USD 345 Board Meeting

November 13, 2023

Observer: Chris Huntsman

The meeting was preceded by a 5-minute discussion and the “out-of-district student transfer” language was presented. This meeting was adjourned.

The regular board meeting began at 6 PM with all members present. Public comments are now back on the live stream.

The superintendent report was on organizational health. President Caudill spoke of the recent KASB meeting and the honoring of Frank Henderson for his many years of service; local, state and national.

The meeting was routine business.

President Caudill moved to change the agenda and go into executive session in regards to real estate. Kyle McNorton recused himself. Motion carried and a 10-minute executive session was held. When the meeting resumed, President Caudill moved, seconded by Christy Weiler, to enter into a purchase agreement with the Sunrise Optimists about the property north of the high school. They will use capital outlay funds for the \$650,000.00 contract.

The board asked staff to prepare a quick read handbook for new board members, as policies are quite lengthy. The vote was 6-1 with Donna McGinty opposing the handbook.

The link to the document for the board discussion on One United Voice is here: ([https://go.boarddocs.com/ks/susdks/Board.nsf/files/CXGRYT705194/\\$file/2023-2024%20Legislative%20Positions%20R1.pdf](https://go.boarddocs.com/ks/susdks/Board.nsf/files/CXGRYT705194/$file/2023-2024%20Legislative%20Positions%20R1.pdf)).

This is a legislation priority document that the 5 Shawnee County school districts use in lobbying the legislature. The discussion started about 8:30. It was a lengthy discussion with lots of silence where you could hear a pin drop.

McGinty expressed frustration because she does not agree with some parts. She feels Seaman is not like other districts. She and board member Chris Travis had issues with the first bullet under school funding and the fifth under teacher recruitment. She felt they did not have input into the document. Other board members also felt they did not have input but it is unchanged except for one thing from last year and it aligns with our mission and strategic plan. Kyle McNorton recused himself because he is a new legislator. Superintendent Willson went over the 16 points and explained his interpretation of them and asked the board members to tell him why they could not support it. Mr. Willson did not think anything was a "game stopper". Next year he will advocate for more input into the document. Most of the 5 school districts meet twice a month, and Seaman only meets once per month so that was why there was the "feel we need more time to provide input" issue.

James Adams moved to support the document and the vote was 4-2-1.

The board moved into executive session for personnel matters. The meeting adjourned with no action taken.

USD #501 School Board

November 2, 2023

Observer: Annie Tietze

- * Donations: \$500.00 from Kramer Family for Warm Little Ones
- * There was a Native American Heritage Month proclamation formally recognized.
- * Jaden Patterson has been selected as October's Senior of the Month from Topeka West HS. This is based upon academic scholarship, community service, interscholastic accomplishments and other criteria.

*Revisions have been made to "Student Transfers and Enrollment." Among others were:

That the superintendent or designee may approve a student transfer at any time based on a showing of good cause.

Priority shall be given to any nonresident student who is a military student.

Any student who is in the custody of the Department for Children and Families shall have priority.

Any nonresident student who has a parent employed by the district shall be permitted to enroll in and attend school in the district.

Any student who is experiencing homelessness shall be permitted to enroll in and attend.

The out of district enrollment application was changed to nonresident.

Those issues which were noted as foreign student admissions are now international.

Age limits were altered such as Head Start enrollees and participants in at-risk preschool programs.

Definitions were provided.

Topeka City Council Meeting

November 14, 2023

Observer: Vicki Arnett

All council members were present, including the mayor, except Emerson, Hoferer and Naeger, either in chambers or on line.

The council approved the appointments of Jennifer Hannon, Katy Nelson and Willie Brooks to the Topeka Planning Commission. The council approved the appointment of Cassandra Taylor to the Board of Building and Fire Appeals.

After much discussion, the council agreed to continue to use the 2022 camping ordinance and delay the enforcement of the new ordinance for 90 days. The new ordinance was set to be implemented Nov. 17. The only action item was approval of the 2024 Special Alcohol Grant Fund. After many agencies testified, the council deferred action until Dec. 5, 2023 agenda. The principal reason for deferring was due to the decrease in funding for PARS.

Although a discussion item on the agenda, the council had no public comments or questions about Hotel Topeka.

The council discussed a proposed ordinance to allow Topeka Police Officers to wear their TPD uniform when working for a state agency or a security agency stationed at a state agency. The council also discussed a proposed ordinance to remove the registration fee and remove the duty to post the vacant property with the name and telephone number of the property manager for vacant property. The proposed ordinance change would continue to require registration of the property with a mortgage/financial company and impose a fine if property owners with vacant properties did not register.

The council also held preliminary discussion of the 2024 Kansas Legislature agenda. Council will hear from their lobbyist next meeting.

The council heard a brief summary of proposed recommendations of the Downtown Topeka Parking Plan. There was one public comment from a person concerned about the preservation of Mr. Auburn cemetery. Council announcements included reminder of Veteran's Day parade downtown, the Land Bank board will meet this week for the first time, get a colonoscopy, thanks for voting, new council members are going through orientation now, Teen Fun night on Nov. 18 at Hillcrest, reminders regarding Covid-19 on the rise. There was an executive session held to discuss employment matters of a single individual.

Topeka City Council Meeting

November 21, 2023

Observer: Vicki Arnett

All council members were present, including the mayor, either in chambers or virtually. Mayor Padilla left the meeting after calling for a brief intermission and they went off line. About 10 minutes later, the video resumed in session with Deputy Mayor Dobler serving as chair. Council member Duncan monitored chambers for discussion due to sound.

The council approved appointments of Carly Feldhausen to the Shawnee County Community Corrections Advisory Board and Robert Banks to the Topeka Housing Authority Advisory Board.

The council heard a presentation from Human Resources about additional recruiting efforts put forth to fill vacant positions. Good news is that street maintenance department is fully staffed going into winter.

Council approved the ordinance which allows Topeka Police officers working for a state agency or for a security firm working in a state agency to wear their TPD uniforms. Council also approved changes to the vacant property registry ordinance.

The council heard from their lobbyists, Whitney Damon, regarding municipal governing body priorities for the 2024 legislative session. These priorities include tax policy, homeless issues, Medicaid expansion, expansion of state mental health facilities, ad valorem tax policy, expansion of broad band, infringement on home rule and impact of state policy on moving forward with the Menninger property.

The council approved establishing a public hearing for Dec. 12 regarding proposed 2023 budget amendments.

The council approved an ordinance to vacate a 20 ft. wide east-west public alley and retain a public utility easement. The vacation will enable the property owner to extend a security fence from 509 SW Harrison across the alley to 410 SW 6th to enclose his properties.

The council discussed adoption on Dec. 6 of the 2024 Topeka DREAMS awardees to selected neighborhood improvement associations. The council also discussed the proposed ordinance to adopt the 2021 International Residential Code with local amendments.

There was no public comment. Council announcements included thank you for voting and Happy Thanksgiving.

There was an executive session held to discuss business concerns of a financial and proprietary nature.

Topeka City Council Meeting

December 5, 2023

Observer: Vicki Arnett

All members of council were present either in chambers or on zoom. Mayor Padilla was absent due to his mother's recent death.

The council approved the appointment of Kelly Magerkurth to the Topeka Sustainability Advisory Board, Cassandra Taylor to the Topeka Landmarks Commission and Dean Patel, Kurt Young, Robert Bergquist and John Gaches to the Topeka Tourism Business Improvement District Advisory Board.

The council heard a presentation from public works regarding the winter operations plans.

The council approved extension of the interim city manager's contract until Nov. 2024 on the consent agenda.

The council approved the recommendations of the Alcohol and Drug Abuse Advisory Council's funding for the 2024 Special Alcohol and Drug Program fund. This item was deferred for action from last week due to a need to understand the recommendations for the PARS program. PARS was funded at the 2023 level until program improvements can be made.

The council approved the recommendations for funding of the DREAMS grants to NIAs for 2024. The council also approved changes to the schedule of mill and overlay projects for 2024 due to needs to coordinate with other utility improvements such as water lines.

The council approved changes to the CIP for 2024 to street improvement projects. Changes will exceed the funding cap the council placed on prior approval. Council also approved CIP changes for 2024 for traffic signal replacements and traffic signal projects. Council was informed replacing traffic signals now costs 600,000 per intersection and there is a 3-4 months' supply delay.

The council approved adoption of the 2021 International Residential Code effective with new construction and upgrade/renovation construction in 2024 with city amendments.

There were no non-action items on the agenda.

There were two people who spoke during public comments. One spoke about economic development and the other regarding code violations related to trees. Council woman Valdivia Alcala responded to this speaker regarding how the city had reached out to the property owners and changes were in the works. Council member Emerson spoke during administrative comments regarding the need to develop a city-wide water line replacement plan. He reminded the public that the water mains are not being replaced when they break, they are being repaired. Also, during administrative comments, council was reminded that a nation-wide search is underway to replace the zoo director. Council welcomed 7 new police officers, congratulated Glenda Washington on her retirement and provided an update on housing issues.

Shawnee County Commission Meeting

October 19, 2023

Observer: Paul Post

Commissioners present: Riphahn, Mayes and Cook.

Commissioners absent: None.

- I. Proclamations/presentations: Topeka Mayor Mike Padilla spoke to the Commission to advise that the city "is not standing still" on the homelessness question. He was not specific on what the city was doing to "not stand still." He also commended what he thought was a

“visible change” between the relationship between the city and county governments, but was not specific on what that change was. He urged “continued cooperation” between both governments.

II. Unfinished business: None.

III. Consent agenda: Consent agenda was **approved** as follows:

A. Consider approval of Resolution No. 2023-70 authorizing the issuance of a Shawnee County credit card for official business to Scott Wanamaker to make purchases on behalf of the Administration Division, with a credit limit of \$10,000.00 — Sheriff’s Office.

B. Consider approval of request to pay invoices from the Diversion Fund account for a total amount of \$4,962.59 — District Attorney.

C. Consider approval of Contract C327-2023 to continue our current franchise fee at 5% with Cox Communications for cable TV — County Counselor.

D. Consider approval to solicit bids for inmate clothing and equipment for calendar year 2024. Items will consist of but not limited to jumpsuits, socks, soap, board games, basketballs, etc. This practice is performed each year and meets the Shawnee County purchasing requirements. - Department of Corrections.

E. Consider authorization and execution of Contract C324-2023, an amendment to Crystal Lake Fisheries Contract C414-2020 extending the agreement for two years and an increase from \$4.10 per pound to \$5.20 per pound for providing rainbow trout to be delivered and stocked in Lake Shawnee - Parks + Recreation.

F. Board of Commissioners approval is requested to solicit bids for the management of Kossover Tennis Center at Felker Park. - Parks + Recreation.

G. Consider authorization and execution of Contract C325-2023 with Schurle Signs for the replacement of entry signage at Bettis Family Sports Complex at a cost of \$3,885.98 utilizing the Parks + Rec 3R Fund - Parks + Recreation.

H. Consider emergency vehicle permits for First Call of Kansas, Inc. (Robert Freeman, Jr. Owner) for funeral escort services - Emergency Management.

IV. New business:

A. County Clerk.

1. Vouchers **approved**, totaling \$2,979,584.65, including payroll of \$1,250,092.21; \$107,000.00 for Arrowmark Food Service for the Department of Corrections; and health insurance premium of \$129,000.00.

2. Correction orders: None.

B. . HEALTH DEPARTMENT- Teresa Fisher,

1. Consider approval to offer a candidate the position of Finance and Administrative Division Manager in the Shawnee County Health Department (SCHD) at Range 68, Step 7 at an annual salary including benefits of \$92,832.60, to be paid out of the departmental budget. The position had been open since April and there were a number of candidates. **Approved.**

C. PUBLIC WORKS - Curt Niehaus

1. Consider authorization and execution of Contract C318-2023 with SBB Engineering, LLC of Topeka, KS to provide Professional Design and Construction Engineering services for a heavy pavement repair/replacement project on NW 46th Street near US-75 at a total lump sum cost of \$192,624.00. Funding for this project will come from the 2024, 2025 and possibly the 2026 Public Works Operating Budget as well as the Public Works Special Highway Fund. The project includes removal and repair of pavement, as well as new traffic control devices. **Approved.**

2. Consider awarding a bid to J. Warren Co., Inc. of Topeka, KS for traffic control signal maintenance services, and authorization & execution of Contract C319-2023 for these services. Funding will come from the 2024, 2025 & 2026 Public Works Operating Budget. The City has been servicing these signals since 2014, but is no longer providing this service. There was only one bid. **Approved.**

3. Consider authorization and execution of KDOT / Shawnee County Agreement 588-23

(Contract C321-2023), which provides up to \$1,000,000.00 towards construction of the SW Auburn Road Project (SW 29th to K-4). The money comes from the state, with the project to be completed by August 2025. **Approved.**

D. NOXIOUS WEED DEPARTMENT - John Landon.

1. Request for Approval to Solicit Bids for (UAS) Unmanned Aircraft System. (Spray Drone). Mr. Landon explained that purchase was superior to rental of the unit, as rentals require scheduling which may or may not be during a time when the weather is favorable. Owning the unit will allow the department to schedule during favorable weather, which will result in in the unit eventually paying for itself. **Approved.**

E. DEPARTMENT OF CORRECTIONS - Brian Cole.

1. Consider authorization and execution of Contract C323-2023, a Memorandum of Understanding to allow the use of a certified therapy dog "Loki" for educational programming with USD 501 Educational Provider and approved by the Kansas Department of Children and Families for the residents of the Juvenile Detention Center, at no cost to Shawnee County. **Approved.**

F. PARKS + RECREATION - Tim Laurent.

1. Consider authorization and execution of Contract C322-2023 with the Special Olympics to set conditions for the 2024 Polar Plunge event to be held at the Adventure Cove and Bettis Event Center on February 17, 2024. **Approved.** G. ELECTION OFFICE - Andrew Howell.

1. Consider approval to apply for the Physical Security Grant Program. 90 per cent of the cost is from the federal Help America Vote Act. **Approved.**

H. SHERIFFS OFFICE

1. Acknowledge from Sheriff Hill the request for approval to create the position of Citizen Advocate Coordinator. This position will serve as a dedicated first point of contact for all victims of crime and witnesses to criminal acts requesting information or assistance concerning the criminal justice system. Compensation for this position will be at Range 13 with an hourly range of \$20.19 to \$20.29. Audit Finance and Human Resources have reviewed this request which will be compensated through agency funds. **Approved.**

2. The Sheriff's Office is renewing contract C292-2016 with Axon - Fleet Cameras. The 5-year plan, Contract C326-2023, provides new replacement in-car cameras, new equipment, and evidence documentation storage. The one-time initial renewal cost of \$701,780.35 will be funded from the 2023 COPS Grant, which can only be awarded for 2 years. The follow-on 5-year contract will have an annual cost of \$133,126.67 and will be funded from the 2023 COPS Grant (for years 2023 and 2024), then budgeted funds for the remaining 3 years. The current equipment is 7 years old. **Approved.**

3. The Sheriff's Office is providing BCC acknowledgement for the first-year payment to Axon for fleet cameras and services. The annual payment of \$133,126.67 will be funded from the 2023 COPS Grant (for years 2023 and 2024). **Approved.** I. COMMISSION.

1. Consider the appointment of a voting delegate (Aaron Mayes) and alternates (Cindi

Beck as first alternate and Andrew Howell as second alternate) for the Annual Kansas Association of Counties (KAC) Conference to be held December 5, 6 & 7, 2023. **Approved.** V.
PUBLIC COMMENT: None.

VI. ADMINISTRATIVE COMMUNICATIONS:

1. Stormont Vail Events Center show - Country superstar Dierks Bentley, October 20.
2. Election Commission: Election is November 7. Early voting started October 31.

VII. EXECUTIVE SESSIONS: Yes, concerning consultations with attorney regarding contract negotiations and personnel matters involving a non-elected employee.

The meeting was adjourned.

Shawnee County Commission Meeting

November 2, 2023

Observer: Paul Post

Commissioners present: Riphan and Cook.

Commissioners absent: Mayes

- I. Proclamations/presentations: Online auction and other 2023 fundraising among county employees raised \$3727. The money was donated to Project Topeka, and a check was presented.
- II. Unfinished business: None.
- III. Consent agenda: Consent agenda was **approved** as follows:
 - A. Consider acceptance of the September 2023 Bank Reconciliation Report – Treasurer.
 - B. Acknowledge from Sheriff Hill that he will be sending representatives to the 2024 Axon Accelerate and Tasercon Conference being held in Miami Beach, FL and he will also be sending representatives to the 2024 Central Square Engage conference that is being held in Dallas, TX. All expenses for both will be paid for out of budgeted funds.
 - C.

Acknowledge receipt of correspondence from Cox Communications regarding contract negotiations with several programmers and broadcasters. - County Clerk.

D. Consider authorization & execution of Amendment No. 1 (Contract C337-2023) to Contract C158-2021 for "on-call" real estate and land appraisal services. Fees will be paid for using project fund accounts or the 2024, 2025 & 2026 Public Works Operating Budgets — Public Works.

E. Consider authorization and approval of Contract C338-2023 for the purchase of 150 Meraki Systems Manager Enterprise licenses through Logicalis for mobile device management at a cost of \$4,816.50. - Information Technology.

F. Board of Commissioners approval is requested on the attached updated Exhibit C-1 Payment Request and Partial Acceptance Certificate with National Cooperative Leasing (NCL) Government Capital. - Parks + Recreation.

G. Consider authorization and execution of Contract C339-2023, amendment to the A-1

Rental Contract C264-2023, to include the rental of ADA accessible portable restrooms at Hughes Parks and at the Shawnee Lake East Edge location. - Parks + Recreation.

H. Board of County Commissioners approval is requested to surplus two (2) pieces of equipment with proceeds being applied to the Parks + Rec Equipment fund. - Parks + Recreation.

I. Consider emergency vehicle permit for Paul R Bures for emergency fire and rescue for Shawnee County Fire District #2 - Emergency Management.

J. Consider authorization and execution of Contract C340-2023 with the City of Topeka for use of their fitness center which includes a \$20.00 enrollment fee and a minimum quarterly fee of \$200.00 for the first 20 employees. - Human Resources.

K. Commissioners proclamation congratulating Alpha Kappa Alpha Sorority, Alpha Iota Omega Chapter, for its 95th Anniversary.

L. Commissioners letter supporting a grant application for Family Service & Guidance Center to provide transportation services.

M. Commissioners letter in support of the Capper Foundation's request for three vehicles through the 5310 Kansas Department of Transportation program.

N. Consider authorization and execution of Contract C345-2023 with the Kansas Department of Transportation for the acquisition of real estate from the County to

relocate their district shop site from 21st and Van Buren to I-70 and Rice Road - County Counselor.

O. Consider approval for three Election Office employees to attend the Election Center Joint Election Officials Liaison Conference in Arlington, VA in January 2024 at a cost not to exceed \$6,300.00, included in the 2023 departmental budget.

IV. New business:

A. County Clerk.

1. Vouchers **approved**, totaling \$3,719,184.09, including payroll of \$1,250,092.21; which included the county's contribution to the Joint Economic Development Organization (JEDO) of \$881,842.00, and health insurance premiums.
2. Correction orders: None.

B. FACILITIES MANAGEMENT - Nelda Henning.

1. Consider authorization and execution of Contract C341-2023 with Heartland Alarms for fire sprinkler testing and inspections. This contract is a County wide contract, pricing is per location. **Approved.**
2. Consider authorization and execution of Contract C342-2023 with MEI (Minnesota Elevator Inc) for maintenance and inspection of County elevators. This contract is a 5-year extension of Contract C59-2017 with the addition of the porch lift at Bettis Sports Complex. **Approved.**

C. HEALTH DEPARTMENT - Teresa Fisher.

1. Consider authorization and execution of Contract C343-2023, renewal of agreement C344-2018 and C345-2018 with Custom Data Processing (CDP for ezEMRx) Electronic Health Record Software for an estimated amount of \$45,840.00, to be paid by program revenue, grants and the departmental budget. This was a one-year extension. **Approved.**
- D. REGISTER OF DEEDS - Rebecca Nioce.

1. Request to transfer \$170,000.00 from the Register of Deeds Technology fund to the Land Records Fund to be used by other county offices for technology associated with utilizing land and property records. This money was earmarked for the 2025 fiscal year. **Approved.**

E. PUBLIC WORKS - Curt Niehaus.

1. Consider a request to REJECT BIDS then re-solicit bids for a budget year 2024 heavy duty, tandem axle dump truck with snow plow (no sander). One bid had a firm delivery date, while the other did not. **Approved.**

F. SHERIFF'S OFFICE - Brian Hill.

1. Acknowledge receipt of correspondence from Sheriff Hill regarding the purchase of ammunition from Armsco Cartridge Inc. off of Kansas State Contract #45992. Cost of this purchase is \$34,900.00 and will be paid for out of budgeted funds. **Acknowledged.** G.

NOXIOUS WEED DEPARTMENT - John Landon.

1. Consider authorization and execution of Contract C344-2023 with Wible Property Development LLC, to remodel the Customer Service area at a cost of \$24,450.00 utilizing the Weed Department's 2023 Capital Outlay Fund. **Approved.**

H. COMMISSION

1. Consider cancelling the November 6th and 20th Work Sessions. **Approved.** V.

PUBLIC COMMENT: None.

VI. ADMINISTRATIVE COMMUNICATIONS: None.

VII. EXECUTIVE SESSIONS: Yes, concerning consultations with attorney concerning pending litigation.

The meeting was adjourned.

Shawnee County Commission Meeting

November 16, 2023

Observer: Paul Post

Commissioners present: Riphan, Cook, and Mayes.

Commissioners absent: None.

I. Proclamations/presentations: Presentation of Special Alcohol and Drug Committee funding Recommendations, and consider approval of Resolution No. 2023-79 allocating 2024 Special Alcohol-Drug Program Funds. Cathy Walker appearing as chair of the committee. Action was deferred pending consideration of the request by the City of Topeka.

- II. Unfinished business: None.
- III. Consent agenda: Consent agenda was **approved** as follows:
- A. Consider approval of a request to authorize a payment of \$350.00 for the final expenses of Allen Hansford — Coroner.
- B. Consider approval of a request to authorize a payment of \$350.00 for the final expenses of Philip Laughlin — Coroner.
- C. Consider approval of the request to amend the contract C336-2023 to clarify the qualifications for the installing technicians for the project. - Department of Corrections.
- D. Acknowledge receipt or correspondence from Sheriff Hill regarding the renewal of the annual software maintenance agreement (Contract C346-2023) with Tyler Technologies for New World. This maintenance period will be from December 1, 2023 to November 30, 2024 at a cost of \$284,008.23. Per agreement, this cost is split between the Sheriff's Office, DOC, Topeka Police and Topeka Fire. The Topeka Police & Topeka Fire Dept's portion is approximately 45% of the cost. The Sheriff's Office and DOC will be responsible for the balance and that payment will be allocated accordingly.
- E. Acknowledge receipt of correspondence from the Sheriff's Office with the purchase of two; 2023 Dodge RAM, 4 Wheel Drive, Special Service Vehicles. These vehicles have become available from an area dealership and are on state contract. The purchase price of \$86,200.00 will be from budgeted funds.
- F. Acknowledge correspondence from Sheriff Hill, with the promotion of Sgt. Adams to Lieutenant. Lt. Adams law enforcement career, education, training, and professional experience make her exceptionally qualified for this position. Based on her exceptional qualifications, I am requesting a wage scale placement at Range 410, Step 5.
- G. Consider authorization & execution of Amendment No. 2 (Contract C347-2023) to Contract C8-2020 for "on-call" real estate and land acquisition services. Fees will be paid for using project fund accounts or the 2024, 2025 & 2026 Public Works Operating Budgets. -- Public Works.
- H. Acknowledge receipt of correspondence from Cox Communications regarding a rate increase for services effective 12/6/23. — County Clerk.

- I. Consider approval of Resolution No 2023-72 authorizing the issuance of a Shawnee County credit card for official business to Cheryl Buchanan, Office Assistant for Facilities Management, with a credit limit of \$1,500.00 — Facilities Management.
- J. Consider authorization and execution of Contract C353-2023 with the Kansas Department of Transportation (Project 70-89 KA1266-04, Tr 29) for the acquisition of real estate from the County to be part of the new Polk/Quincy viaduct and part of a new frontage road — County Counselor.
- K. Consider authorization and execution of Contract C354-2023, an amendment to Contract C330-2023 with Rueschhoff Locksmiths & Security, for Shawnee County to self-monitor the panic alarms at 707 SE Quincy – Information Technology.
- L. Request approval of line item adjustments to the FY2024-FY2025 Reinvestment Grant from the Kansas Department of Corrections to Community Corrections, pursuant to grant management guidelines to make management of the fund more efficient, with no changes to the use of the funds. — Department of Corrections.
- M. Consider approval of request to renew subscription with PluralSight, LLC, Contract C371-2023, for one year for access to online training courses for 10 staff members on software development at a cost of \$7,891.00 with funding from the 2023 departmental budget— Information Technology.
- N. Consider authorization and execution of Contract C356-2023 with Topeka Swim Association (TSA) for the lease of facility space at the Blaisdell Family Aquatic Center located in Gage Park and the Shawnee North Family Aquatic Facility. — Parks + Recreation.
- O. Consider authorization and execution of Contract C357-2023, Independent Contractor Agreement for Services with instructor Kristina Bryant to teach cooking classes and programs. — Parks + Recreation.
- P. Consider authorization and execution of Contract C358-2023, Independent Contractor Agreement for Services with instructor Tina Greeve to teach cooking classes and programs. — Parks + Recreation.

Q. Consider authorization and execution of Contract C359-2023, Independent Contractor Agreement for Services with instructor Barbara Mellott to teach cooking classes and programs – Parks + Recreation.

R. Consider authorization and execution of Contract C360-2023, Amendment #2 to increase contractor compensation to Contract C433-2019 with instructor Georgia Clark for fitness classes is requested. — Parks + Recreation.

S. Acknowledge receipt of report that signifies and certifies that the Shawnee County Ambulance Compliance Officer has found that American Medical Response (AMR) is in compliance with the response parameters and requirements as set forth in Contract C207- 2016 for August 2023 and AMR will be penalized in the amount of \$3,890.00 for long responses in the four different zones as outlined in the contract. — Emergency Management.

T. Acknowledge receipt of Public Notice from KDHE regarding a Kansas Water Pollution Control Permit for Shawnee County Soldier Township Road Department Maintenance.

U. Consider execution of Indemnification Agreements with vendors in response to KORA request (C364-2023 Brightly Software, Inc., C365-2023 Civos, Inc. and C366-2023

Opengov. Inv.)— County Counselor,

V. Consider authorization and execution of Contract C367-2023, the renewal of an agreement with Sync, Inc. for software vulnerability scanning software services at a cost of \$3,500.00 with funding from the 2023 Information Technology budget. — Information Technology.

W. Consider out-of-state travel for two employees to attend the Central Square Engage 2024 Conference at an approximate cost of \$2,500.00 per employee with the registration, travel, lodging, and other miscellaneous expenses paid from the general fund. — Information Technology.

IV. New business:

A. COUNTY CLERK.

1. Vouchers **approved**, totaling 2,321,908, including payroll of \$1,250,092.21 and health insurance premiums of \$148,871.
2. Correction orders: **Approved..**

3. Consider Resolution No. 2023-71 authorizing a 2024 Cereal Malt Beverage license to John's Food Center located at 5812 SW Topeka Boulevard, Topeka, Kansas. **Approved.**
4. Consider Resolution No. 2023-76 authorizing a 2024 cereal malt beverage license to Viking Express located at 4700 NW Hunters Ridge Circle, Topeka, Kansas; Resolution No. 2023-77 authorizing a 2024 cereal malt beverage license to TJ's Express located at 5305 SW Topeka Boulevard, Topeka, Kansas and Resolution No. 2023-78 authorizing a 2024 cereal malt beverage license to Seaman 66 located at 4206 N Topeka Boulevard, Topeka, Kansas. **Approved.**

B. PLANNING DEPARTMENT - Joni Thadani.

1. Consider approval to offer a candidate the position of Zoning & Floodplain Manager at Range 18, Step 10. The annual salary and benefits will be \$98,333.04 and will be paid from the 2024 Planning budget. **Approved.**
2. Public Hearing and consider approval of a Petition for Vacation of a Platted Road pursuant to K.S.A. 58-2613, et seq. The Petitioners seek to vacate an undeveloped portion of a platted subdivision road lying between Lots 8 and 14 in Patterson Subdivision in Tecumseh Township. The public hearing was opened, with no one speaking either for or against the proposal. The public meeting was closed, and then the vote was to **Approve** the vacation of the road.

C. PUBLIC WORKS - Curt Niehaus.

1. Consider awarding a bid to The Havens Construction Co., Inc. of Liberty, MO for the Sherwood Sanitary Sewer Collection System Rehabilitation project, and authorization & execution of Contract C348-2023 for the project's construction. Funding will come from a \$200,000.00 bond company settlement related to the first letting in 2022, with the remainder coming from a \$7,000,000.00 KDHE loan. The loan will be repaid using the Sherwood Regional Wastewater account, which is 100% funded from connection and user fees. **Approved.**

D. INFORMATION TECHNOLOGY - Marc Price.

1. Consider authorization and execution of Contract C350-2023, renewal of a 1 year agreement with KnowBe4 for Security Awareness Training services at a cost of \$16,396.38 with funding from the Information Technology 2023 budget. **Approved.**
2. Consider authorization and execution of Contract C368-2023, the purchase of Cloudflare through CDW-G at a total cost of \$19,310.00 with funding from the 2023 Information Technology budget. **Approved.**

E. COURT ADMINISTRATION - Lea Dawn Welch.

1. Consider authorization and execution of Contract C350-2023, renewal of a 1 year agreement with KnowBe4 for Security Awareness Training services at a cost of \$16,396.38 with funding from the Information Technology 2023 budget.
2. Consider authorization and execution of Contract C368-2023, the purchase of Cloudflare through CDW-G at a total cost of \$19,310.00 with funding from the 2023 Information Technology budget. **Approved.**

F. PARKS + RECREATION - Tim Laurent.

1. Consider authorization and execution of Contract C361-2023, a five-year agreement with Wildcat Landscape for the maintenance of parklands listed in “packages C, E, and F” per RFQ #043-23 with funding from the department's operating budget. **Approved.**
2. Consider authorization and execution of Contract C362-2023, a five-year agreement with Greencare Lawn & Landscape for the maintenance of parklands listed in “packages A and B” per RFQ #043-23 with funding from the department's operating budget. **Approved.**
3. Consider authorization and execution of Contract C363-2023, a five-year agreement with Supreme Green Landworks, LLC for the maintenance of parklands listed in “package D” per RFQ #043-23 with funding from the department's operating budget. Mr. Laurent noted that maintenance of Gage Park and Lake Shawnee is primarily done “in house” with these contracts being let to independent contractors for other parks. **Approved.**
4. Consider approval of request to award the bid and negotiate an agreement with Bartlett & West for the creation of a Gage Park Masterplan in

response to Q#035-23, to be paid from the Gage Park Improvement Authority Sales Tax. **Approved.**

5. Consider authorization and execution of Contract C369-2023 with Mammoth Sports Construction to award RFQ #043-23 for turf replacement at the Parrish Family Field with an estimated budget of \$250,000.00 utilizing American Rescue Plan Act fund. **Approved.**

6. Board of County Commissioners consideration and authorization is requested to approve this memo as a Letter of Intent to pay MCP Build for the material cost down payment in the amount of \$349,459.00 for playground equipment to ABCreative for the Family Park project. **Approved.**

7. Board of Commissioners approval is requested by Parks + Recreation to submit and execute a Kansas Department of Wildlife and Parks (KDWP) Recreational Trails 80/20 Grant application for the construction of the Family Park Trail. Pending a successful grant award, the department is further requesting permission to solicit bids for the project. **Approved.**

G. SOLID WASTE - Bill Sutton.

1. Consider request to amend the purchase price of one Roll Off Truck through Truck Component Services (TSC) for an additional \$16,717.00 due to a materials surcharge for the vehicle with no tax dollars to be used, being paid from user fees. The vehicle was originally ordered in March 2022, and the additions were due to increase in components cost. **Approved.**

2. Consider approval of request to award bid to Truck Component Services for the purchase of four Automated Side Load Trucks in the amount of \$1,168,396, including trade-in allowance, utilizing the Solid Waste Fund. **Approved.**

3. Consider approval of request to award bid to Key Equipment for the purchase of one Roll-Off Truck in the amount of \$82,462, including trade-in allowance, utilizing the Solid Waste Fund. **Approved.**

4. Consider approval of request to award bid to Elliot Equipment Company for the purchase of two Rear Load Trash Trucks in the amount of \$317,522, including trade-in allowance, utilizing the Solid Waste Fund. **Approved.**

H. HEALTH DEPARTMENT - Teresa Fisher.

1. Consider authorization and execution of Contract C355-2023, Attachment 5 to the Aid-to-Local Universal Contract between the Shawnee County Health Department and the Kansas Department of Health and Environment to remove a final rule clause ensuring that all Family Planning programs are operating under the correct guidance. **Approved.**

I. FACILITIES MANAGEMENT - Nelda Henning

1. Consider for approval a request to close the position of Building Supervisor and create the positions of Maintenance Tech I (\$57,081 salary) and Maintenance Tech II (\$58,000 salary). **Approved.**

J. DEPARTMENT OF CORRECTIONS - Brian Cole.

1. Request approval to reclassify Account Clerk III position to Office Assistant III with no change to salary or benefits, then post and, fill the position. **Approved.**

K. NOXIOUS WEED DEPARTMENT - John Landon.

1. Consider approval of request to award a bid to Hyllo Inc. for the purchase of an Agriculture Spray Drone at a cost of \$32,500.00 utilizing the department's 2023 Capital Outlay Fund. The drone has a four-gallon spray tank.

Approved.

2. Consider approval for Pollution Liability (Herbicide/Pesticide Applicator's) Coverage with Ascot Specialty Company (Contract C370-2023) at a cost of \$5,618.00 for 2024.

Approved.

L. STORMONT VAIL EVENTS CENTER - Kellen Seitz.

1. Consider approval of transferring \$23,000.00 from the Stormont Vail Events Center

Capital Expenditure Fund to the Weed Department for two John Deere Gator UTV's.

Approved.

2. Consider a capital expenditure request of an amount not to exceed \$14,000.00 to ROKK Concrete for the repairs of two ADA ramps from the Heritage Hall

parking lot, and a large portion of the sidewalk. This was requested by the Election Commissioner, as the building is used as a polling place. **Approved.**

3. Consider a capital expenditure request for \$5,375.00 to Lesser Electric for the installation of a new electrical service to power a larger dishwasher for the catering kitchen. **Approved.**
4. Consider a capital expenditure request in the amount of \$10,672.00 for Custom Sheel Metal for the emergency repairs made to the west air handler in Heritage Hall. **Approved.** M. AUDIT FINANCE - Betty Greiner.

1. Consider approval of Contract C349-2023 with Forensic Medical Management Services, PLC to extend autopsy and coroner services through December 31, 2026. **Approved.**

2. Consider Resolution No. 2023-74 to establish the Risk Management Reserve Fund. **Approved.**

3. Consider Resolution No. 2023-75 to close the Health Department Fund and transfer the balance. **Approved.**

4. Financial Report for October 31, 2023:

CATEGORY	2023 YTD \$127,419,637	BUDGET YTD \$123,384,817	2022 YTD \$116,929,324	BUDGET VARIANCE POS (NEG)	COMPARED TO PRIOR YR MORE (LESS)
PROPERTY TAXES	\$ 98,360,902	\$ 99,383,876	\$ 91,752,456	\$ (1,022,975)	\$ 6,608,445
OTHER TAXES	\$ 14,552,383	\$ 15,339,312	\$ 14,421,681	\$ (786,929)	\$ 130,702
CHARGES FOR SERVICES	\$ 5,298,166	\$ 5,744,711	\$ 5,283,679	\$ (446,546)	\$ 14,487
OTHER REVENUE	\$ 9,208,187	\$ 2,916,918	\$ 5,471,508	\$ 6,291,269	\$ 3,736,679
	<u>\$ 127,419,637</u>	<u>\$ 123,384,817</u>	<u>\$ 116,929,324</u>	<u>\$ 4,034,820</u>	<u>\$ 10,490,313</u>

CATEGORY	2023 YTD \$107,011,179	YTD BUDGET \$107,441,949	2022 YTD \$97,200,955	BUDGET VARIANCE POS (NEG)	COMPARED TO PRIOR YR MORE (LESS)
LAW ENFORCEMENT	\$ 51,744,487	\$ 52,024,991	\$ 47,887,550	\$ 280,504	\$ 3,856,937
RECREATION	16,645,640	16,568,725	14,622,022	(76,915)	2,023,618
PUBLIC WORKS	9,760,365	9,772,260	8,881,898	11,895	878,467
PUBLIC HEALTH	7,357,597	7,562,121	7,472,461	204,524	(114,864)
ADMIN. SERVICES	12,501,243	12,518,289	10,133,044	17,046	2,368,200
DEBT SERVICE	9,001,847	8,995,563	8,203,981	(6,285)	797,866
	<u>\$ 107,011,179</u>	<u>\$ 107,441,949</u>	<u>\$ 97,200,955</u>	<u>\$ 430,769</u>	<u>\$ 9,810,224</u>

H. COMMISSION.

1. Consider approval of Resolution No. 2023-73 appointing Richard Eckert as County Counselor at a rate of \$6,538.46 per pay period. **Approved.** V. PUBLIC

COMMENT: None.

VI. ADMINISTRATIVE COMMUNICATIONS: Treasurer's Office, advising that tax statements were sent out November 15.

VII. EXECUTIVE SESSIONS: Yes, concerning consultations with attorney on a personnel matter of a non-elected employee.

The meeting was adjourned.