

Ellis County Kansas Public Building Commission

Regular Agenda

Monday, January 8, 2018 5:00 PM

Ellis County Administrative Center- Commission Room

Order of Business

- I. Opening
 - A. Call to Order
 - B. Secretary Calls the Roll
 - C. Agenda
 - Consideration of Changes
- II. Approval of Prior Minutes
 - November 20, 2017
 - December 11, 2017
- III. Reorganization of Commission Enclosure
- IV. Consideration of Accounts Payable
- V. Project Manager Report
- VI. Executive Session(s)
- VII. Adjournment

PUBLIC BUILDING COMMISSION
AGENDA ITEM COVER SHEET
PBC AGENDA DATE: 1-8-18

TOPIC:

Reorganization of Commission

ACTION REQUESTED:

1. Appoint President of the Board of Directors of PBC.
2. Appoint Vice-President of the Board of Directors of PBC.
3. Appoint Secretary, Treasurer, Capital Projects Manager, Depository/ies, Official Newspaper(s) and regular meeting day/time.

DISCUSSION:

Annually, the Ellis County Kansas Public Building Commission (PBC) selects a new President and Vice-President from among its membership and appoints various other functions. It is recommended that the PBC appoint Donna Maskus as Secretary, Lisa Schlegel as Treasurer, Phillip Smith-Hanes as Capital Projects Manager, all federally-insured banks in Ellis County as official depositories, and the *Hays Daily News* as official newspaper (with the *Ellis Review* as official newspaper for any items impacting the Ellis area). It is further recommended that the regular meeting days/times for 2018 be set as follows:

Monday, Jan. 15, 2018, 5:00 p.m.
Monday, Feb. 5, 2018, 5:00 p.m.
Monday, Feb. 12, 2018, 5:00 p.m.
Monday, Feb. 19, 2018, 5:00 p.m.
Monday, Mar. 5, 2018, 5:00 p.m.
Monday, Mar. 12, 2018, 5:00 p.m.
Monday, Mar. 19, 2018, 5:00 p.m.
Monday, Apr. 2, 2018, 5:00 p.m.
Monday, Apr. 9, 2018, 5:00 p.m.
Monday, Apr. 16, 2018, 5:00 p.m.
Monday, May 7, 2018, 5:00 p.m.
Monday, May 14, 2018, 5:00 p.m.
Monday, May 21, 2018, 5:00 p.m.
Monday, Jun. 4, 2018, 5:00 p.m.
Monday, Jun. 11, 2018, 5:00 p.m.
Monday, Jun. 18, 2018, 5:00 p.m.
Monday, Jul. 9, 2018, 5:00 p.m.
Monday, Aug. 13, 2018, 5:00 p.m.
Monday, Sept. 10, 2018, 5:00 p.m.
Monday, Oct. 8, 2018, 5:00 p.m.
Tuesday, Nov. 13, 2018, 5:00 p.m.
Monday, Dec. 10, 2018, 5:00 p.m.
Monday, Jan. 14, 2019, 5:00 p.m.

FINANCIAL IMPACT:

There is no financial impact to the recommended action.

PRESENTED BY:

Phillip Smith-Hanes, Capital Projects Manager

REVIEWED BY COUNTY ADMINISTRATOR:

Yes No N/A

REVIEWED BY COUNTY COUNSELOR:

Yes No N/A

ATTACHMENTS:

None.