

# Ellis County Kansas Public Building Commission

Regular Agenda

Monday, January 14, 2019

Following Ellis County Commission Meeting

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  
December 10, 2018
- 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: 1-14-19**

**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 2019 be set as follows:

- Monday, Jan. 14, 2019, following County Commission meeting
- Monday, Feb. 11, 2019, 5:00 p.m.
- Monday, Apr. 8, 2019, 5:00 p.m.
- Monday, Jun. 10, 2019, 5:00 p.m.
- Monday, Aug. 12, 2019, 5:00 p.m.
- Monday, Oct. 14, 2019, 5:00 p.m.
- Monday, Dec. 9, 2019, 5:00 p.m.
- Monday, Jan. 13, 2020, 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.