

BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY, KANSAS

Amended Agenda

WEDNESDAY, MAY 26, 2010

4:00 p.m. Convene

CONSENT AGENDA

- (1) (a) Consider approval of Commission Orders;
- (b) Consider approval of a Cereal Malt Beverage License for Clinton Marina Parking Lot Special Event for June 20, 2010 held at 1329 E 800 Rd (Clerk's Office); and
- (c) Review and approve the FY 2011 7th Judicial District grant conditions between the Kansas Juvenile Justice Authority, and the Douglas County Board of County Commissioners. (Pam Weigand)
- (d) Consider approval of grant application for the Juvenile Justice Authority group mentoring project "Can We Talk" for Title V money (Willie Amison);
- (e) Consider approval of Ironman 70.3 Kansas Triathlon on June 6, 2010 (Craig Weinaug); and
- (f) Consider approval of 6th Annual Midwest Mayhem Triathlon, July 18, 2010 (Craig Weinaug)

REGULAR AGENDA

- (2) Receive 2009 County Engineer's Annual Report (Keith Browning)
- (3) Discussion of Planning Commission appointments (Craig Weinaug)
- (4) Other Business
 - (a) Consider approval of Accounts Payable (if necessary)
 - (b) Appointments
 - (c) Miscellaneous
 - (d) Public Comment
- (5) Adjourn

WEDNESDAY, JUNE 2, 2010

-No Commission Meeting

WEDNESDAY, JUNE 9, 2010

- Recognition for service to Gabriel Engeland
- Consider approval of the minutes of May 12 and May 19, 2010.
- Consider approval of a proclamation declaring "June 15, 2010 as "World Elder Abuse Awareness Day." (Sandra Kelly Allen)
- Consider a resolution establishing the "Douglas County Food Policy Council (Eileen Horn)

WEDNESDAY, JUNE 16, 2010

4:00 p.m.-Proclamation declaring June 14-19 as "Dad's Days" (Anna Jenny)

- Lawrence Wastewater Master Plan boundaries and growth assumptions presentation (Scott McCullough/ Mike Lawless)
- Executive Session to consult with County Counselor about ongoing litigation

WEDNESDAY, JUNE 23, 2010

WEDNESDAY, JUNE 30, 2010

Note: The Douglas County Commission meets regularly on Wednesdays at 4:00 P.M. for administrative items and 6:35 P.M. for public items at the Douglas County Courthouse. Specific regular meeting dates that are not listed above have not been cancelled unless specifically noted on this schedule.

RESOLUTION _____

WHEREAS, on the 26th of May, 2010, the same being a regular session of the Board of County Commissioners of the County of Douglas, the application of **Clinton Marina Parking Lot Special Event** for a cereal malt beverage license came up for considerations by the above board and

WHEREAS, the Board does find that said **Clinton Marina Parking Lot Special Event** is qualified under the law to sell cereal malt beverages for consumption on the premises located **1329 E 800 Rd, Lawrence, Kansas on June 19, 2010 only.**

WHEREAS, the Board further finds that due and legal notice has been given the **Clinton Township Board** and that ten days has expired from the giving of said notice and that no written objection has been filed by the **Clinton Township Board** protesting the granting of a cereal malt beverage license.

NOW THEREFORE, BE IT RESOLVED that the applicant, Clinton Marina granted a license to sell cereal malt beverage for consumption on the premises located at **1329 E 800 Rd, Lawrence, Kansas on June 19, 2010 only.**

BE IT FURTHER RESOLVED, that Jameson Shew, County Clerk of Douglas County, Kansas be directed to issue said license.

Chairman

Member

Member

ATTEST:

Jameson Shew, Douglas County Clerk

KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIME

RETAIL

Fee \$125.00

NO.

DEALER'S 2010

SPECIAL LICENSE

TO ALL WHOM IT MAY CONCERN:

License is hereby granted to: **CLINTON MARINA PARKING LOT SPECIAL EVENT**

**TO SELL CEREAL MALT BEVERAGES AT RETAIL IN ORIGINAL AND UNOPENED
CONTAINERS AND FOR CONSUMPTION ON PREMISES**

(State if for consumption on the premises or for sale in original and unopened containers and not for consumption on premises)

1329 E 800 Road, LAWRENCE, KS Application therefore on file in the office of the County Clerk of Douglas County, having been approved by the governing body of said County, as provided by Laws of Kansas and the regulations of the board of County Commissioners.

This License will expire: 12:00 midnight June 19th, 2010 unless sooner revoked, is not transferable, nor will any refund be allowed thereon.

Done by the Board of County Commissioners of Douglas County, Kansas

This 26th Day of May 2010

Attest: _____
County Clerk

Chairman

AGREEMENT

CONDITIONS OF GRANT

A grant is hereby awarded, commencing on the 1st day of July 2010, from the Kansas Juvenile Justice Authority, hereinafter referred to as "JJA," to the **Douglas County Board of County Commissioners**, hereinafter referred to as "GRANTEE." This grant and conditions, to which both parties agree and which are enumerated below, remain effective until June 30, 2011. Acceptance of block grant funds indicates GRANTEE'S acknowledgement of, and intent to comply with, all the conditions outlined below.

I. GRANTEE AGREES TO:

- A. Utilize grants funds for the development, implementation, operation and improvement of juvenile community correctional services pursuant to K.S.A. 75-7038 through 75-7053 and amendments thereto, as submitted in the GRANTEE'S comprehensive plan and grant application.
- B. Perform intake and assessment functions as required pursuant to K.S.A. 75-7023 and amendments thereto, and in accordance with JJA's Juvenile Intake and Assessment Services Standards.
- C. Perform juvenile intensive supervised probation functions as required pursuant to K.S.A. 75-7034 et seq. and in accordance with JJA's Community Agency Supervision Standards.
- D. Perform case management services for juvenile offenders placed in JJA custody and in accordance with JJA's Community Agency Supervision Standards.
- E. Assume the authority and responsibility for funds received through JJA in accordance with the provisions of the JJA Financial Rules and Guidelines for Graduated Sanctions and Prevention Block Grants.
- F. Convene a juvenile corrections advisory board pursuant to K.S.A. 75-7044 and amendments thereto, and determine and establish an administrative structure for the effective administration and delivery of the comprehensive juvenile justice system.
- G. Provide administrative oversight to enhance the operational and evaluation procedures by assessing program efficiency and effectiveness of juvenile justice programs funded by state block grant funds.
- H. Notify JJA in writing, within ten (10) days of appointment, of administrative changes of the Chairperson for the Board of County Commissioners and Juvenile Corrections Advisory Board, Administrative Contact, Director of Juvenile Intake and Assessment, Community Case Management and Juvenile Intensive Supervised Probation.
- I. Adhere to all applicable Federal and State laws and regulations, the Interstate Compact for Juveniles, K.S.A. 38-1008 *et seq.*, as well as JJA field standards, policies and procedures, and JJA's Financial Rules and Guidelines for Graduated Sanctions and Prevention Block Grants. GRANTEE shall be responsible for any and all costs associated with non-compliance under this section.
- J. Expend JJA funds, including, but not limited to, prevention, incentive and/or graduated sanctions in accordance with GRANTEE's funding application approved by JJA.
- K. Acknowledge this grant may be terminated by either party upon a minimum of ninety (90) days written notice to the other party. Upon termination, the unexpended balance of funding distributed to GRANTEE shall be returned to JJA within thirty (30) days.
- L. Acknowledge that if, in the judgment of the Commissioner of JJA, sufficient funds are not appropriated to fully continue the terms of this agreement, JJA may reduce the amount of the grant award.
- M. Follow all applicable state and federal laws related to confidentiality of information in regard to juvenile offenders. This provision is not intended to hinder the sharing of information where necessary to effect delivery of services when undertaken in compliance with applicable laws.

- N. Neither assume nor accept any liability for the actions or failures to act, either professionally or otherwise, of JJA, its employees and/or its contractual agents.
- O. Not consider employees or agents of the GRANTEE as agents or employees of JJA. GRANTEE accepts full responsibility for payment of unemployment insurance, workers compensation and social security, as well as all income tax deductions and any other taxes or payroll deductions required by law for its employees engaged in work authorized by this Grant.
- P. Not hold JJA and the State of Kansas, and their employees, officials or agents, liable for any damages or costs arising from the cancellation, voiding, denial or withholding of funds to GRANTEE.
- Q. Submit problems or issues regarding the terms of this grant in writing to the Commissioner of the Juvenile Justice Authority for final review and resolution.
- R. If any provision of this grant violates any statute or rule of law of the State of Kansas, it is considered modified to conform to that statute or rule of law.
- S. Provide each child under its responsibility for placement and care with the protections found in Section 471 of Title IV-E of the Social Security Act and Kansas' Title IV-E Plan and perform candidate for foster care determinations in accordance with Section 471(a)(15) of the Social Security Act. In connection with the performance of services under this Agreement, GRANTEE also agrees to comply with the provisions of the Civil Rights Act of 1964, as amended (78 Stat. 252), Section 504 of the Rehabilitation Act of 1973, Public Law 93-112, as amended, the Regulations of the U. S. Department of Health and Human Services issued pursuant to these Acts, the provisions of Executive Order 11246, Equal Employment Opportunity, dated September 24, 1965, the provisions of the Americans with Disabilities Act of 1990, Public Law 101-336 and the Health Insurance Portability & Accountability Act of 1996; in that compliance shall include, but is not limited to, disclosing only that information that is authorized by law, authorized by the juvenile offender or his parent or legal guardian, setting a time limit on the authorization and disclosure, taking safeguards to prevent use or disclosure of the records, keeping an accounting of all requests for records and documenting its efforts to either protect or release relevant records; there shall be no discrimination against any employee who is employed in the performance of this Agreement, or against any applicant for such employment, because of age, color, national origin, ancestry, race, religion, creed, disability, sex or marital status. This provision shall include, but not be limited to the following: employment, promotion, demotion, or transfer; recruitment or advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. GRANTEE agrees that no qualified handicapped person shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity of the GRANTEE. GRANTEE further agrees to insert similar provisions in all sub-contracts for services allowed and authorized under this Agreement under any program or activity.
- T. Provide services to applicable juveniles residing or adjudicated in GRANTEE's Judicial District.
- U. Maintain books, records, documents, and other evidence in a manner that accurately reflects receipts and expenditures of all programs funded by this grant.
- V. Not use state funds allocated through this grant to supplant GRANTEE'S present Federal, State or local funding of services or programs.
- W. Maintain records and submit reports containing such information and at such times as required by JJA.
- X. Attend all applicable training sponsored by JJA.
- Y. Enter into agreements with member counties and/or private, public or not-for-profit entities for the delivery of graduated sanctions and prevention services in order to maximize the effective and efficient use of state resources. All agreements between GRANTEE and member counties or subcontractors shall be in writing and shall require compliance with these award conditions. GRANTEE shall be responsible for ensuring member county and/or subcontractor compliance with these grant conditions, JJA Juvenile Intake and Assessment Standards, JJA Community Agency Supervision Standards, the Financial Rules and Guidelines for Graduated Sanctions and Prevention Block Grants, and state and federal law. If requested by JJA, the GRANTEE shall forward a copy of all such agreements to JJA indicating compliance with this condition.

II. JJA AGREES TO:

- A. Establish standards, policies and procedures for Juvenile Intake and Assessment, Community Case Management and Juvenile Intensive Supervised Probation, and provide consultation and technical assistance to GRANTEE for the implementation of the comprehensive juvenile justice system.
- B. Provide oversight necessary to support the Juvenile Justice Reform Act.
- C. Maintain case management purchase of service funds for services in the Case Management Payment System Handbook.
- D. Receive and process invoices for non-Medicaid provider services contained in the Handbook.
- E. Assume responsibility for payment of Medicaid services contained in the Case Management Payment System Handbook.
- F. Delegate authority to Grantee to sign consents necessary in the administration of programs for juvenile offenders in the custody of the Kansas Juvenile Justice Authority to GRANTEE or its designees.
- G. Acknowledge this grant may be terminated by either party upon a minimum of ninety (90) days written notice to the other party. Upon termination, the unexpended balance of funding distributed to GRANTEE shall be returned to JJA within thirty (30) days.
- H. Conduct audits and reviews of GRANTEE to determine their level of compliance with Juvenile Intake and Assessment, Community Case Management, and Juvenile Intensive Supervised Probation standards and the Case Management Payment System Handbook, JJA Financial Rules and Guidelines for Graduated Sanctions and Prevention Block Grants, and all applicable laws, regulations, and policies. In the event of a finding of unsatisfactory compliance with its obligations under this Agreement, or a finding based upon other evidence of a serious violation and/or lack of compliance with Agreement, all applicable Federal and State laws and regulations, as well as JJA field standards, policies and procedures, JJA may withhold part or all of any grant due or to become due to GRANTEE as payment for services rendered hereunder.
- I. Neither assumes nor accepts any liability for the actions or failure to act, either professionally or otherwise, of GRANTEE, its employees and/or its contractual agents.

APPROVED BY: Chairperson, Board of County Commissioners

Name: _____
(Please Print First Name, MI, and Last Name)

Signature: _____ Date: _____

APPROVED BY: Kansas Juvenile Justice Authority Commissioner

Name: J. Russell Jennings

Signature: _____ Date: _____

Commissioners:

We have been delivering a mentoring initiative at Free State High School, Lawrence High School and Central Junior High this year. This is our third year delivering the program. We started at Lawrence High two years ago but really got into it last year. There are four key people who are involved with this program called "Can We Talk" and they are Craig Butler, Ed Brunt, Isaac 'Bud' Stallworth and Willie Amison. Our focus audience started with young African American males due to the disproportionate number of them finding themselves in the Juvenile Justice System or dropping out of school or not achieving in school. This is a very high at risk population of students in our community and our group has decided to do something. Our program started on a very small scale but has grown exponentially over the last year. This can be attributed to the word getting out about our topics of discussion, our focus, intent and relationships formed. We operate from a group mentoring format due to time commitments and group dynamics. We have approximately 35-40 students at LHS and 70 students at FSHS and 30 students at Central Junior High. Our group has transcended over the time as well. We have a number of white students and a dozen or so young ladies attending our sessions at FSHS on a regular basis. LHS has started their own group for young girls due to their many needs. FSHS young ladies continue to attend our sessions until there is one set up for them. The topics we discuss are numerous and pertinent to their lives. We meet at each high school and junior high once a week schedule permitting. Students have taken field trips (142 went to the Negro Baseball Hall of Fame as a cultural experience), listened to many community guest speakers, watch videos and participated in some major discussions regarding achievement, college, societal issues, race, dating to mention a few.

Our efforts have shown some early success with a 30 point gain in reading and an 11 point gain in math at LHS last year. We hope this trend keeps going up but we also know how data can give you a false sense of security. We continue to stress academic achievement and making good informed decisions. Mr. Ed West, Principal at FSHS says he has seen a marked improvement all around with his students who attend our sessions. I will attach one of his letters for your perusal. I will also attach a parent letter as well.

We plan to meet this summer to do long range planning and set the curriculum for next year. There are a number of potential speakers and topics to discuss and field trips to take as we expand each of our students thinking and enhance their ability to see themselves as successful and productive citizens in our community.

Our 'Can We Talk' mentoring initiative would like to apply for Title V funding which focuses on reducing risk factors and enhancing protective factors to prevent at-risk youth from entering the juvenile justice system, or Intervene with first time and non serious offenders to keep them out of the juvenile justice system. In order to apply for these funds we must be a unit of local government which could be city or

county. The RFP clearly states that a local unit of government can sub award part or all of the grant activities to our non profit organization. We have submitted and got approval from Feds to conduct business as non profit. I can provide written documentation to this effect. Because we have been funded with prevention funding with JJA we are compliant with JJDP core requirements.

We asked and were granted sub award status from the Juvenile Corrections Advisory Board membership. We feel our mentoring initiative will support all aspects of this document and particularly the Disproportionate Minority Contact (DMC), academic achievement, and social skills to mention a few. The deadline for submission is June 4. We have been developing a framework but can not proceed until we have this sub award status from County or City.

We are asking the County Commission to grant us this sub award status to allow us to apply for Title V funding. There is no monetary responsibility on your part. We will have to have your signature on our final grant application before submission.

This is very quick overview of our program and hope things are clear but hope to answer any questions you may have at your next meeting.

Respectfully submitted,

Willie Amison, Ed.D.
Advisor
Educational Opportunity Centers
University of Kansas
Institute of Educational Research and Public Service
1122 W. Campus Rd #334 JRP
Lawrence, Kansas 66045-3101
Tel: (785) 864-9668
Fax: (785) 864-5212
whipper@ku.edu

Lawrence Free State High School
4700 Overland Drive
Lawrence, Kansas 66049-4130
Telephone: (785) 832-6050
Fax: (785) 832-6099



October 23, 2009

To: Whom It May Concern
From: Ed West, Principal, Free State High School
Subject: Letter of Appreciation

As a second-year principal at Lawrence Free State High School, I continue to be surprised at the level of support the community demonstrates to us on a regular basis. One such program is Courageous Conversations. The work of Courageous Conversations is two fold: a program for students and a program for staff. Both programs are highly influenced by Craig Butler and Willie Amison, black members of our greater community. The program for students has been in operation since the beginning of the school year. I have had the opportunity to attend nearly all of the weekly sessions to date, and I have been amazed at the reaction and growth of our African-American male student body. The student attendance at Courageous Conversations continues to increase each week and even includes a few majority (white) students. Several African-American community leaders have been guest speakers at our Courageous Conversations sessions. The connection between these outstanding mentors and our students has been nothing short of awesome. I have already noticed a difference in the way in which many of our African-American male students approach situations in school. Simply put, all of us are better off for this program.

The staff is just beginning to have courageous conversations. At a recent staff development activity, I had the opportunity to make a case for the incredible need of such conversations and, as a part of the opening activities, asked Willie Amison, Craig Butler, and Beryl New to share their experiences with our students. The reaction of our staff was remarkably positive, providing incredible optimism that we are on our way to creating a truly equitable educational system. I look for the day that the achievement gap no longer exists!

The work that Willie and Craig perform on behalf of the Courageous Conversations initiative is immeasurable. I understand that much of the support for this program is underwritten by a grant provided through your organization. The purpose of my letter is to request your support for their application. I ask not only for the benefit of Willie and Craig, but on behalf of the entire Free State High School staff and student body. With your support, we can continue to make a difference for our kids. We are well on our way already.

Sincerely,

A handwritten signature in cursive script that reads "Ed West".

Ed West
Principal
Free State High School

To Whom It May Concern:

I would like to present this letter of endorsement on behalf of Dr. Willie Amison and Mr. Craig Butler, who provide a volunteer mentoring program for students at Lawrence High School called, "Courageous Conversations with Black Male Students". For a year, they have been meeting on a regular basis with a group of African American high school males. The curriculum for the meetings has related to school engagement, socially acceptable behaviors, and planning for future success.

Even though Dr. Amison and Mr. Butler are the primary organizers, they have arranged for a number of guest speakers to attend to the meetings and to talk with the young men about future options for educational and employment success. These speakers are from the Lawrence community and are individuals that the students can look up to on a local level.

Early in the sessions, Dr. Amison and Mr. Butler presented the students with a set of data that reflected these young men's status on state reading and math assessments. They explained the data and informed the students that it reflected their effort, not their ability. They challenged the young men to take the tests seriously on the next cycle and to do their best. I was not aware of the depth of this presentation until many young men began to approach me in the spring and ask me how they had done on their test. Finally, I realized they were referring to the math and reading assessment they had taken. When the results came back this fall, I noticed that the scores for that group of students had increased by 31 percentage points for the Reading Assessment and 11 percentage points for the Math Assessment. Other factors may have contributed to this significant increase in scores, but we were aware of the intervention provided in the frank presentation of their former scores to the students and their concerns after the assessments, related to their performance.

Lawrence High School has become a more positive place for these students this year. So far, only two of the young men who were students here last year have been involved in suspendable discipline incidents. That is a much-improved number in comparison to the past year. We sincerely look forward to a continuation of this program at Lawrence High and at other schools in the district.

Yours truly,

Beryl A. New, Ed.D.
Associate Principal
Lawrence High School

- After the implementation of the program, “Courageous Conversations for Lawrence High School Black Males”, we have noticed a significant increase in the test scores and a marked decrease in suspendable behaviors among students who participated in the program. Standardized test scores for this group in 2008 were as follows: State Reading Assessment – 44% proficient; State Math Assessment – 45% proficient. Dr. Amison and Mr. Butler addressed this issue during one of the first meetings of the school year. They showed the young men a graph representing their poor scores and told them that this was what they looked like, and they challenged them to take the tests seriously and do better. Dr. Amison and Mr. Butler requested an assessment calendar so that they could continue to remind the students to take the tests seriously throughout the year, especially before some of the high-stakes tests would be given. In the spring, they again emphasized the importance of doing well on the tests. The results of the spring tests are as follows: State Reading Assessment – 75% proficient; State Math Assessment – 57% efficient. Both tests showed dramatic increases for this group of students, likely attributed – in part – to the Courageous Conversations. The adult leaders also stressed to students appropriate ways to behave and handle conflicts in school. A hand-tally of discipline incidents resulting in suspension of Black male students yielded the following results: of the Black males who were here last year and participated in the Conversations, only two students had out-of-school suspensions as of September 23, 2009.

AD - Weinaug, Craig

From: ryan robinson [sherpasports@gmail.com]
Sent: Monday, May 10, 2010 8:07 AM
To: AD - Weinaug, Craig
Subject: Fwd: IRONMAN 70.3 Kansas

Craig,
I received your message...this is what I sent previously.
Thanks,
Ryan

Craig,
I am writing you to request to be put on the County Commission's agenda in the month of May.

The Ironman 70.3 Kansas triathlon will take place on June 6th, 2010 in Clinton State Park. The race will be held at Campground #3 of the State Park.

I have made traffic plan arrangements with Lt. Gary Bunting and Undersheriff Steve Hornberger of the Sherriff's Office. They feel confident they can provide the coverage needed.
I have attached a map of the bike course which covers the roads of Southwestern Douglas County. The same course as last year.

This event currently has over 2000 people signed up for it from all 50 States and 11 different countries. This event is a great economic boon for the city and county throughout the year. Athletes travel to Lawrence from all over to compete and train on the course. Ironman 70.3 Kansas is one of 40 Ironman events worldwide and is a qualifier for the World Championships held in Clearwater, Florida. Last year we hosted four World Champions in Lawrence and this year we will have the reigning 3-time World Champion (Chrissie Wellington) competing.

Respectfully,
Ryan Robinson
Ironman 70.3 Kansas
Race Director
www.ironmankansas.com

Sherpa Sports
785-331-7869

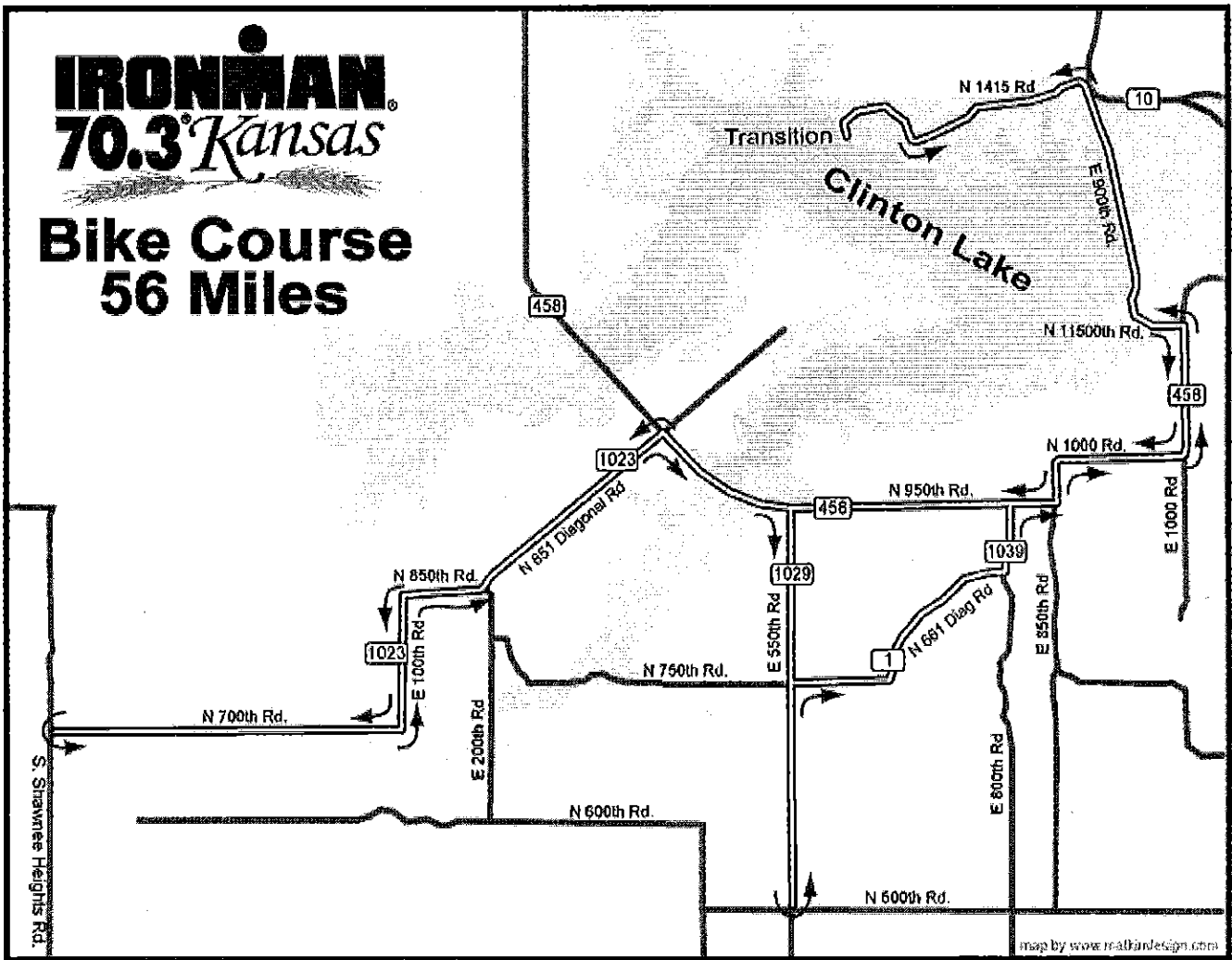
[Big savings on Dell XPS Laptops and Desktops!](#)

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* Race Director *
K-Swiss Ironman 70.3 Kansas
K-Swiss Ironman 70.3 Branson
Kansas Marathon
The Kansas City Triathlon
30th Annual Topeka Tinman Triathlon

5/24/2010

IRONMAN[®] 70.3[®] Kansas

Bike Course 56 Miles





Douglas County Commissioners
C/O Craig Weinaug

RE: 6th Annual Midwest Mayhem Triathlon, July 18th, 2010

Dear Commissioners,

KLM Marketing Solutions would like to request permission for the use of Lone Star Lake and Marina. The use of the Lake and Marina will be for the 6th Annual Midwest Mayhem Triathlon. KLM hosted the same event in 2009 at the same location. In the planning process for 2009 we discovered that everything went smooth for the event front to back. KLM would like to request full closure of the Marina from Saturday, July 17th, 2010 starting at 8:00 A.M. until Sunday, July 18th, 2009 at 1:00 P.M.

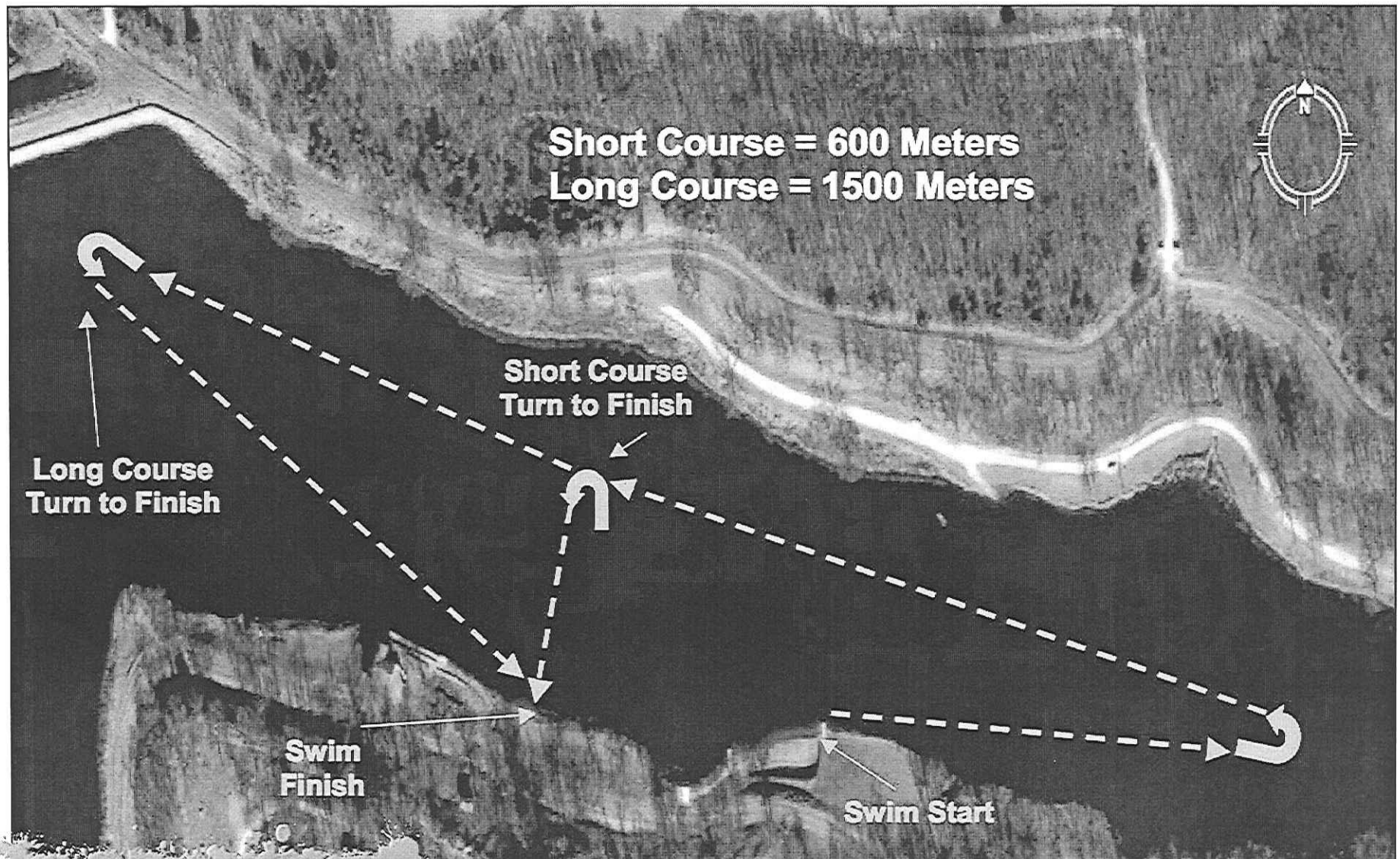
KLM will provide the proper signage to be posted at Lone Star Lake prior to the event to ensure that the general public is aware of the closure. This signage was very affective in previous years. We have spoke with Under Sheriff Steve Hornberger about the details of the event for 2010 and the Douglas County Sheriff's Office is on board to work with this event again. Steve will confirm the exact number of officers for the County Commissioners. All event maps and details can be found at www.midwestmayhemtriathlon.com Feel free to contact me any time. Thank you for your time and consideration.

Sincerely,

Bill Marshall
President
KLM Marketing Solutions
(913) 638-2166

Deffenbaugh
RECYCLING

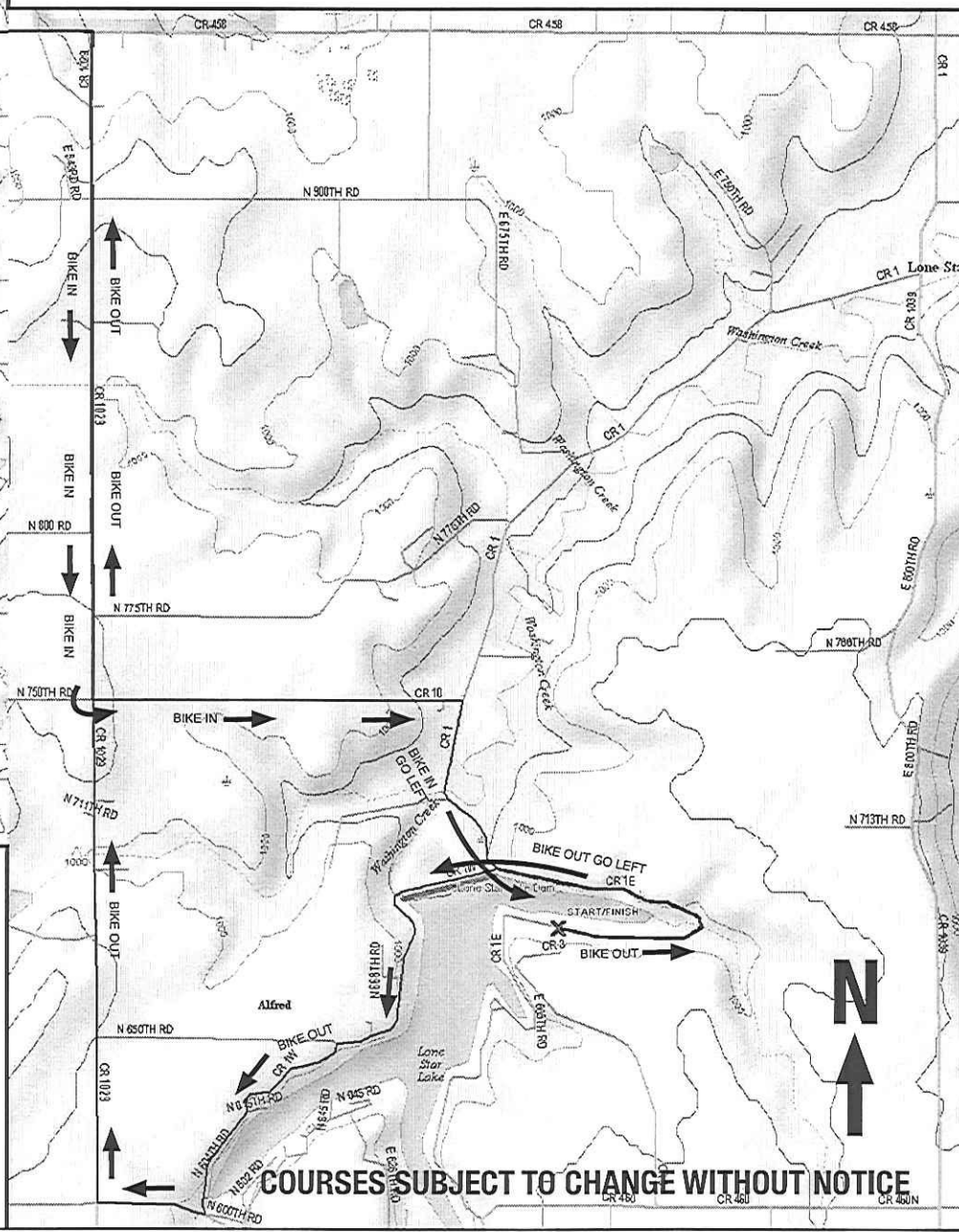
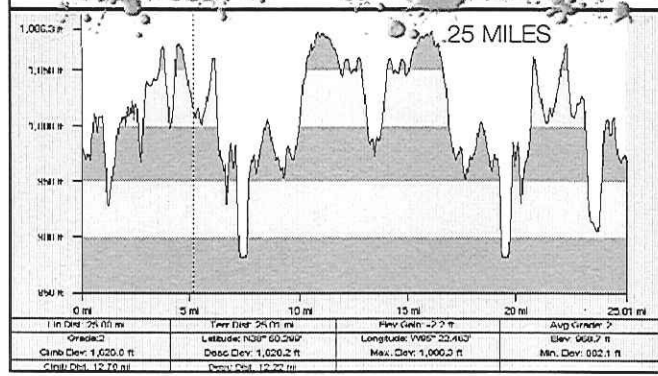
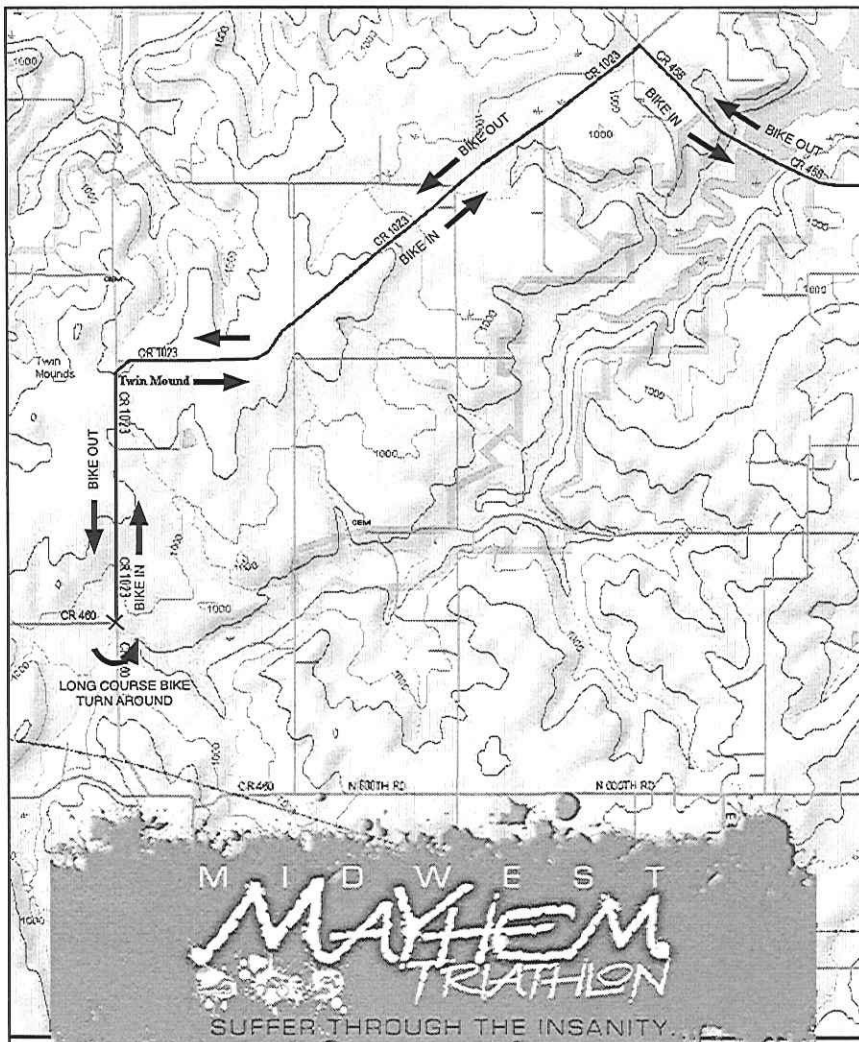
SWIM COURSE MAP



TRIATHLON LONG COURSE BIKE MAP

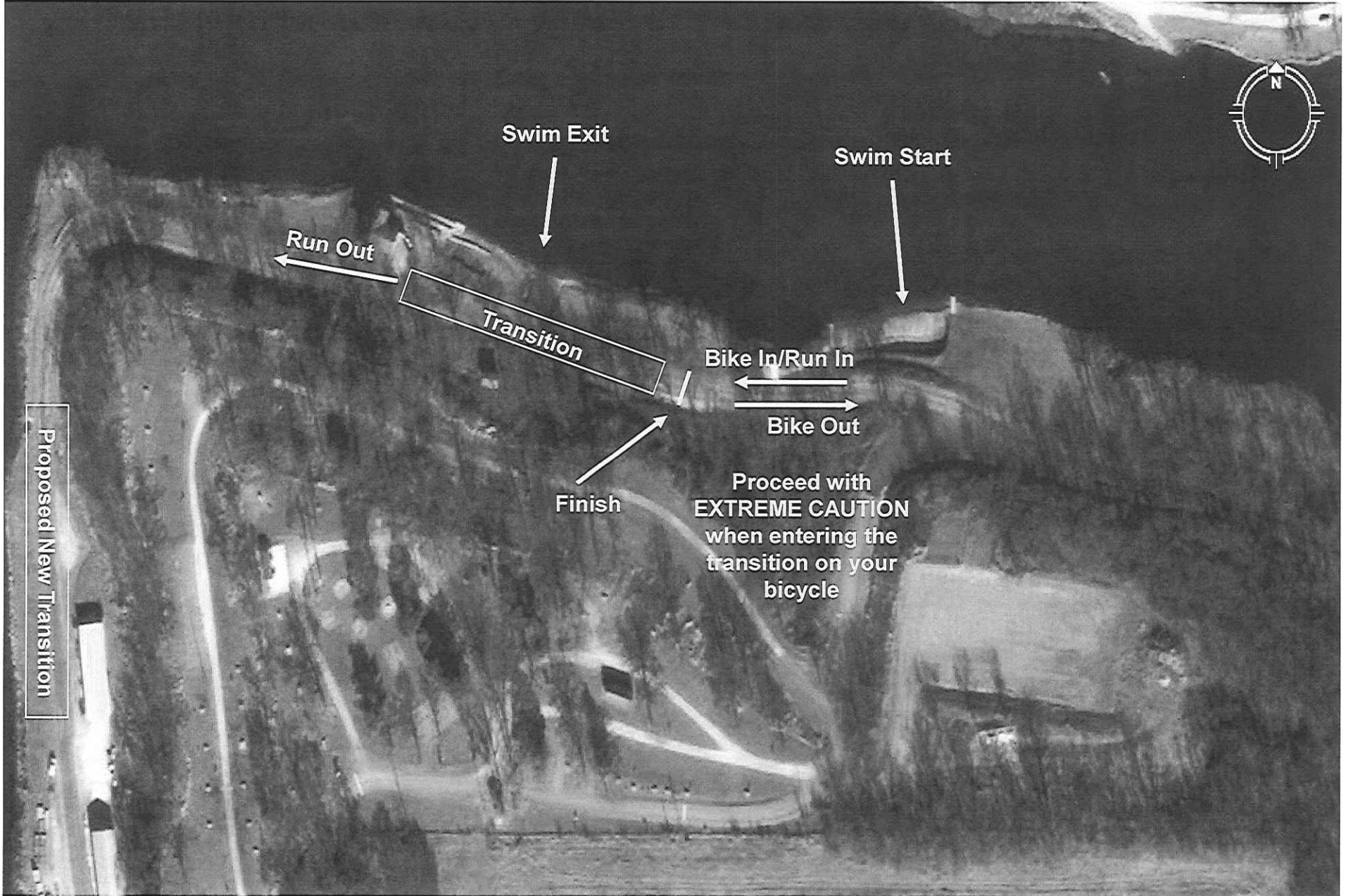
SWIM: 1.5 KILOMETERS • BIKE: 40 KILOMETERS • RUN: 5.96 MILES

WWW.MIDWESTMAYHEMTRIATHLON.COM

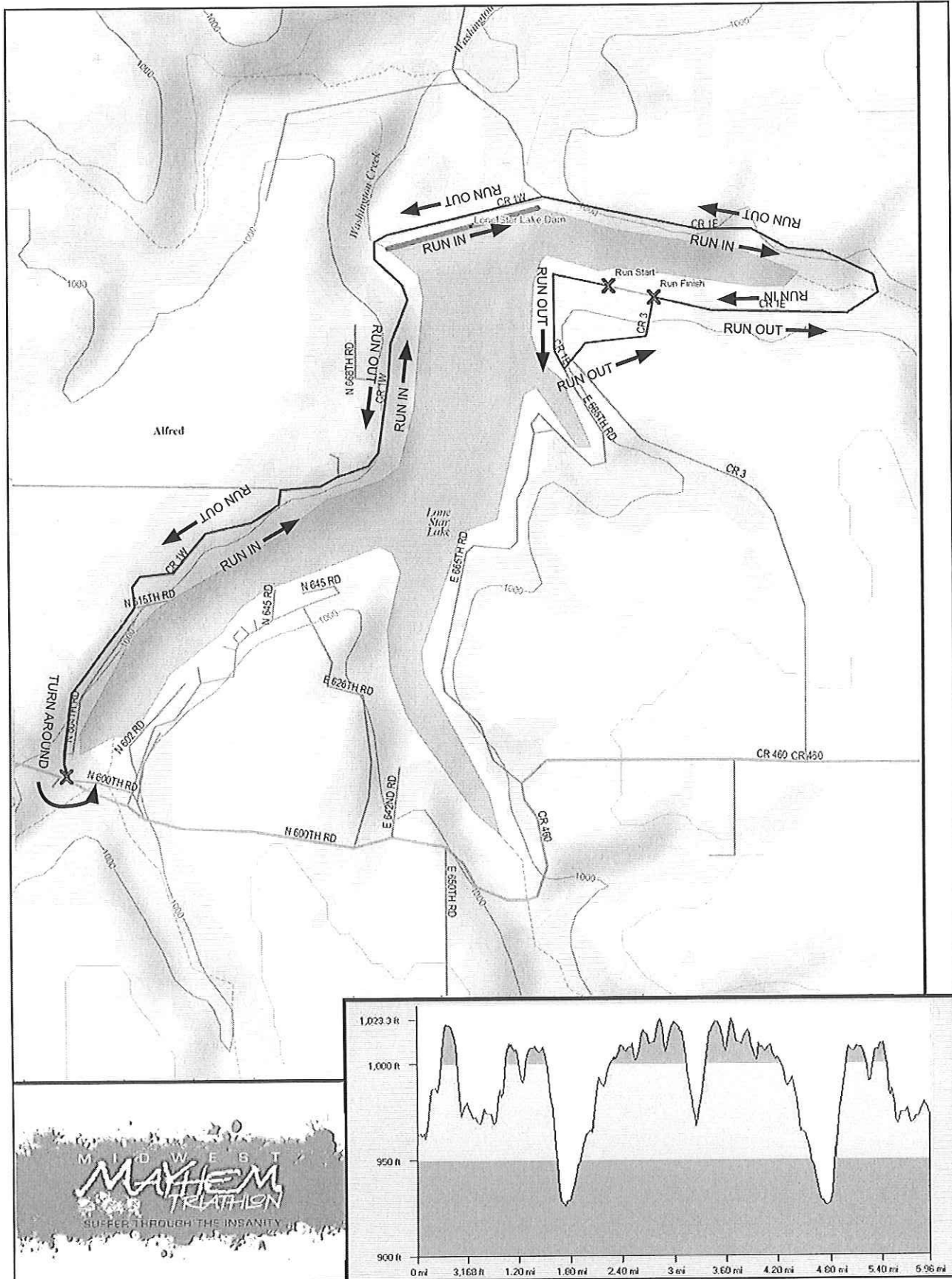


COURSES SUBJECT TO CHANGE WITHOUT NOTICE

Midwest Mayhem Transition

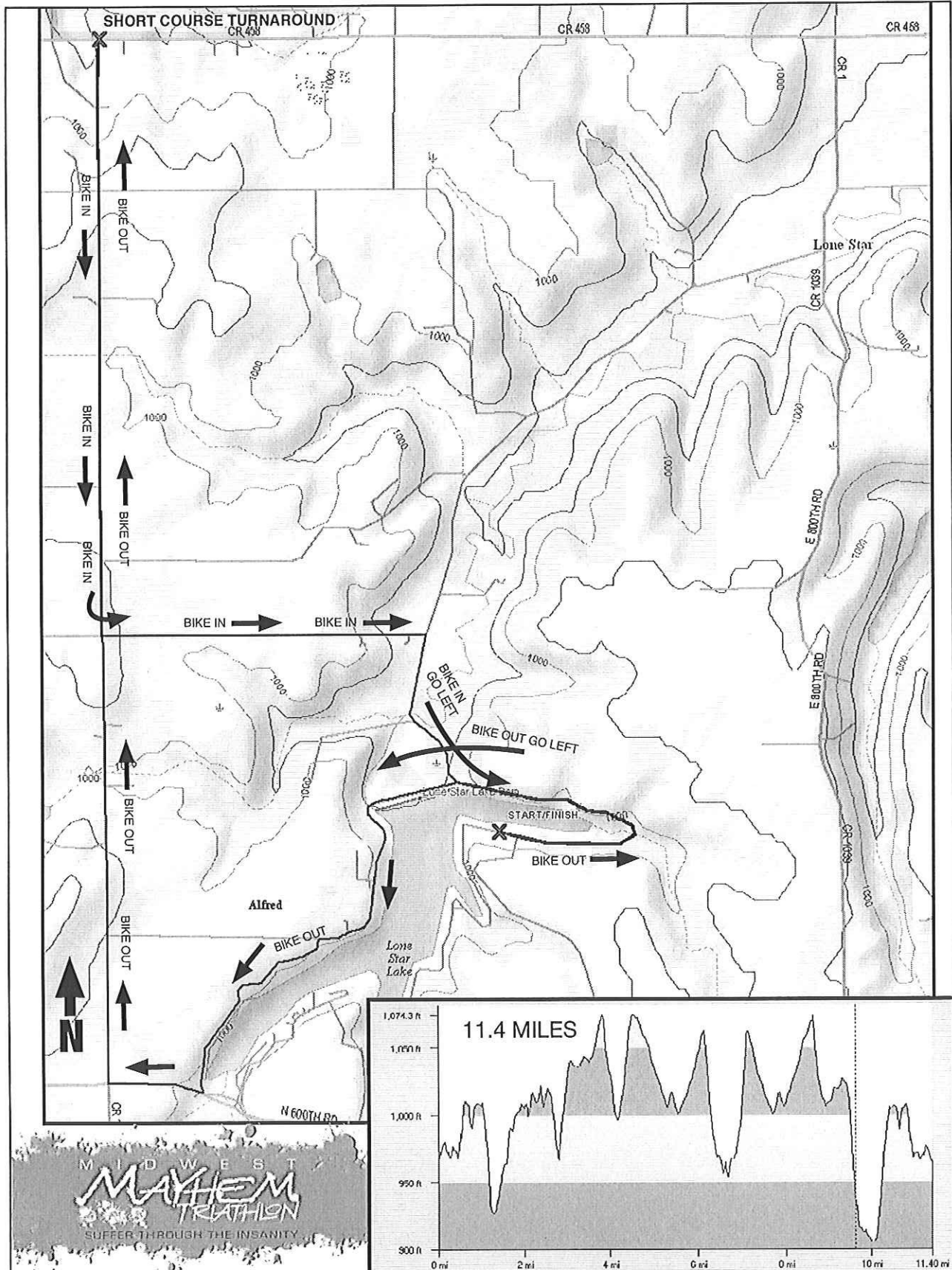


TRIATHLON LONG COURSE RUN MAP



SWIM: 1.5 KILOMETERS • BIKE: 40 KILOMETERS • RUN: 5.96 MILES
 WWW.MIDWESTMAYHEMTRIATHLON.COM • COURSES SUBJECT TO CHANGE WITHOUT NOTICE

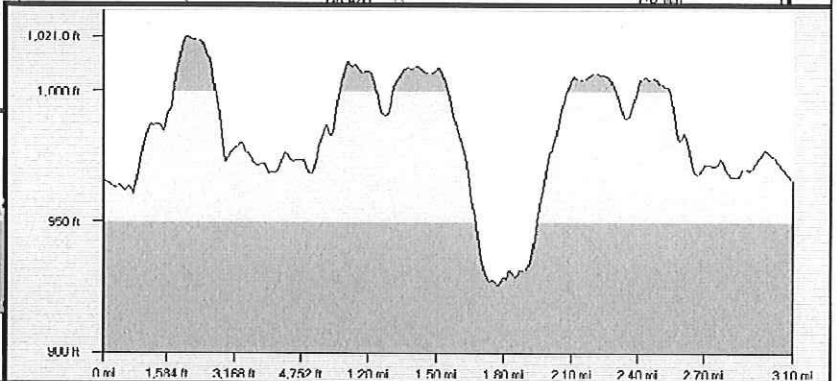
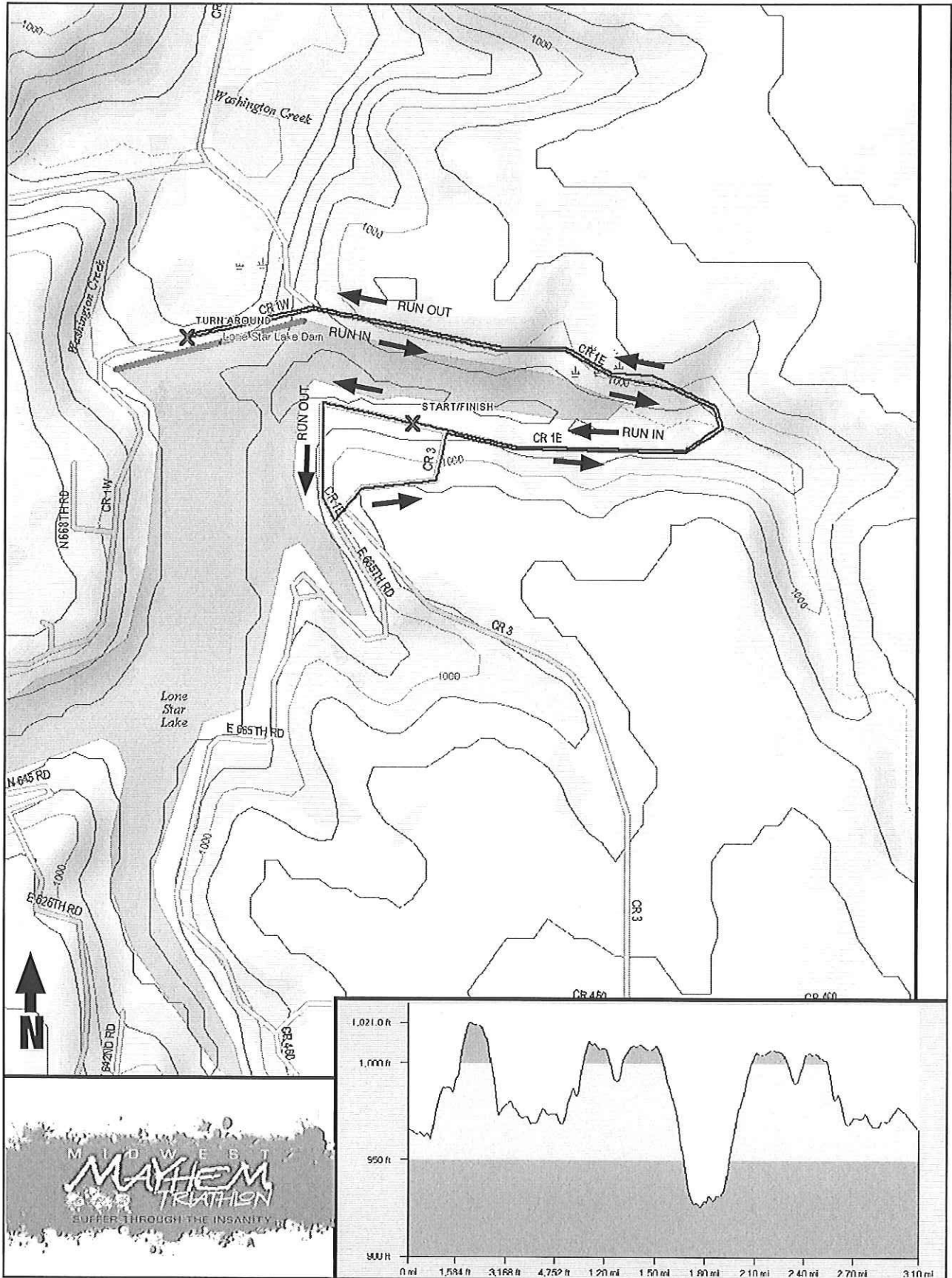
TRIATHLON SHORT COURSE BIKE MAP



SWIM: 500 METERS • BIKE: 11.4 MILES • RUN: 3.1 MILES

WWW.MIDWESTMAYHEMTRIATHLON.COM • COURSES SUBJECT TO CHANGE WITHOUT NOTICE

TRIATHLON SHORT COURSE RUN MAP



SWIM: 500 METERS • BIKE: 11.4 MILES • RUN: 3.1 MILES

WWW.MIDWESTMAYHEMTRIATHLON.COM • COURSES SUBJECT TO CHANGE WITHOUT NOTICE

MEMORANDUM

To : Board of County Commissioners

From : Keith A. Browning, P.E., Director of Public Works/County Engineer

Date : May 17, 2010

Re : Receive 2009 County Engineer's Annual Report

K.S.A. 68-540 requires the County Engineer to make a written report annually to the Board of County Commissioners of work accomplished and funds expended, and to submit the report to KDOT. K.S.A. 68-541 requires the report to be submitted on forms developed by KDOT. A copy of the report has been submitted to KDOT.

The 2009 County Engineer's Annual Report is attached. A copy of KDOT's instructions for completing the report is also provided as an aid in understanding what is included in the report.

Information on county costs for labor, equipment, and materials was obtained from employee timesheets as well as from contracted work. Information on township costs was taken from township road budgets.

Action Required: Receive the 2009 County Engineer's Annual Report and discuss, as appropriate.

County Engineer's / Road Supervisor's Annual Report

County DOUGLAS

Year 2009

General Information

- 1) Type of Road System (CU, CT, or CR) CT
- 2) Annual Road and Bridge Operating Budget \$ 5,641,000.00
- 3) Number of Road and Bridge Employees 45

- 4) Miles of County Maintained Roads

Concrete	Asphalt	Gravel	Earth	Total
0.5	173.11	34.35	0.0	207.96

- 5) Maintenance (Reporting Year) - Miles

Chip Seals	Overlays	Recycle
33.8	5.8	0

- 6) Construction (Reporting Year)

Paved Road Miles	Gravel Road Miles	Bridges No.	Culverts No.
3.0	0	1	6

Annual County Maintenance Costs

- 7) Asphalt / Concrete Road Maintenance \$ 3,357,945.14
- 8) Gravel / Earth Road Maintenance \$ 472,832.57
- 9) Bridge Maintenance \$ 767,560.67
- 10) **Total Maintenance Costs** (total of lines 7,8 & 9) \$ 4,598,338.38

Annual County Construction Costs

11) Road Construction	\$ <u>2,160,254.74</u>
12) Bridge Construction/Rehabilitated	\$ <u>318,144.31</u>
13) Culvert Construction (larger than 25 s.f. opening)	\$ <u>416,542.04</u>
14) Total Construction Costs (Total of lines 11,12 & 13)	\$ <u>2,894,941.09</u>

Total Annual County Costs

15) Total Maintenance Costs (from line 10)	\$ <u>4,598,338.38</u>
16) Total Construction Costs (from line 14)	\$ <u>2,894,941.09</u>
17) Overhead and Administration (if not included above)	\$ <u>1,994,560.34</u>
18) Total County Costs (Total of lines 15,16 & 17)	\$ <u>9,487,839.81</u>

Annual Township Maintenance and Construction Costs

(For County-Township Road System Only)

19) Total Miles of Township Maintained Roads	<u>578</u> mi.
Concrete Roads	<u>0</u> mi.
Asphalt Roads	<u>62</u> mi.
Gravel Roads	<u>494</u> mi.
Earth Roads	<u>22</u> mi.
20) Cost for Township Road Maintenance	\$ <u>3,736,625.91</u>
21) Cost for Township Road Construction	\$ <u>489,720.00</u>
Miles of Township Road Construction	<u>5</u> mi.
22) Total Township Costs (Total of lines 20&21)	\$ <u>4,226,345.91</u>

TOWNSHIP DATA

County DOUGLAS Year 2009

Township	Miles					Budget			Const. Miles
	Conc.	Asphalt	Gravel	Earth	Total	Maint.	Const.	Total	
CLINTON			26		26	149,997.30		149,997.30	
EUDORA			67	1	68	283,139.84		283,139.84	
GRANT		3	25	1	29	141,134.63		141,134.63	
KANWAKA			45	1	46	531,575.39		531,575.39	
LECOMPTON			47	1	48	406,766.09		406,766.09	
MARION			79	8	87	334,672.64		334,672.64	
PALMYRA		2	124	4	130	572,186.27		572,186.27	
WAKARUSA		57	9	4	70	865,355.84	489,720.00	1,355,075.84	5
WILLOW SPRINGS		0	72	2	74	451,797.91		451,797.91	
					0			0.00	
					0			0.00	
					0			0.00	
					0			0.00	
					0			0.00	
					0			0.00	
					0			0.00	
					0			0.00	
					0			0.00	
					0			0.00	
					0			0.00	
Totals	0	62	494	22	578	3,736,625.91	489,720.00	4,226,345.91	5

County Engineer's/Road Supervisor's Annual Report Instructions

General Instructions:

- This report is designed to solicit basic information that can be readily obtained in most counties. The data reported on this form is the only information that is required to be submitted to the Kansas Department of Transportation for compliance with K.S.A. 68-540. Counties are encouraged to maintain more detailed records for their own use as they deem appropriate.
- Costs reported on this form should reflect only funds expended for road and bridge maintenance and construction activities from January 1 to December 31 of the past year. Information provided should be only for roads and bridges that are under county and township jurisdiction.
- All costs/expenditures recorded should only be those costs actually paid by the county or township. Do not include any Federal/State matching funds applied toward the cost of projects.
- **Bridge Definition:** For the purpose of this report, a bridge is defined as any structure with an opening twenty (20) feet or longer (measured along centerline of the roadway and between the inside faces of outside walls or abutments), or a low water crossing forty (40) feet or more in length (measured along centerline of the roadway). Bridges should be listed on your bridge inspection report. Any structure with an opening less than twenty (20) feet or a low water crossing less than forty (40) feet in length is considered a culvert.
- **Township Costs:** It is recognized that counties with townships that maintain roads have difficulty obtaining complete reports from the townships. Since townships do little construction and have few paved roads it is acceptable for this report to assume that the township road budget all goes to road maintenance. If the county is aware of a township road construction project that construction cost can be estimated. A spread sheet has been furnished to tabulate township mileage and budgets. This spreadsheet might make it easier to update township numbers in subsequent years.
- We are requesting your help in keeping the state county maps current. Please examine the county map furnished and mark the map as appropriate:
 - Make a red "X" through any bridge that is closed with no plans to replace. We can then show that road as not a through road on the state map.
 - Color in green any road that is shown as gravel and is now paved.
 - Color in red any road that is shown as open, and is not now open to public travel.
- Submit the following items to the Kansas Department of Transportation at the address indicated in the BLP Memo:

Transmittal Cover Letter on County Letterhead (optional)

Attached Cover Sheet

Completed Annual Report Form (pages 1 and 2) (please submit electronically also)

Map of your county marked as described above

Annual Report Instructions

General: A spreadsheet has been provided to speed up the reporting process. The spreadsheet will automatically add the correct lines to give the totals and transfer them forward. To speed tabulation of the data we ask that you submit the annual report spread sheet electronically attached to an email.

Line by Line Instructions:

Fill in the county and reporting year at the top of the form

1. Road System Type: Pick from County Unit (CU), County-Township (CT), County Rural (CR)
2. Road & Bridge Budget: Budget for reporting year, include Road & Bridge Fund, Special Bridge Fund, etc. Expenditures of Special Machinery Fund and bridge bonds should not be included on this line. If the department budget includes some non-road activities such as landfill, county building maintenance, noxious weeds, etc, these non road items should be deducted.
3. Number of road and bridge employees: This is normally the number in the road and bridge department, and includes office staff, supervisors and workers. This number should not include staff that work on non road and bridge items such as the landfill, parks, and noxious weeds.
4. Miles of County Maintained Road: Enter miles of various surfacing types as of the end of the year. Chip seal roads should be included in the Asphalt road mileage. The spreadsheet will compute the total and display it in the total column.
5. Maintenance: Enter the number of miles of asphalt maintenance work in the three categories performed during the year. Chip seal includes micro-surfacing, and recycle includes pavement reconstruction.
6. Construction: Enter the amount of construction work for the listed categories. Definition of construction, bridges and culverts is explained elsewhere in the instructions. Culverts for this item are those with a waterway opening of 25 s.f. or larger (larger than a 66" pipe).
7. Cost of Asphalt/Concrete Road Maintenance. This should include all maintenance costs except for bridge maintenance. Do not include construction.
8. Cost for Gravel/Earth Maintenance. This should include all maintenance costs except for bridge maintenance. Do not include construction.
9. Cost for Bridge Maintenance: This should include costs for maintenance performed on bridges listed on your bridge inspection report.
10. Total Maintenance Costs is the total of lines 7, 8 & 9. If using the spread sheet it should automatically total.
11. Cost for Road Construction: This should include all project related costs, except overhead not charged to specific activities or projects. Generally construction is for projects that improve the profile, cross section or horizontal alignment of a road, or improve the surface type from gravel to paved. See examples in the next section on Pages 4 and 5.
12. Cost for Bridge Construction/Rehabilitation: This should include all project related costs except overhead for bridge replacement and major rehabilitation projects. Rehabilitation projects are only those projects that are intended to raise the sufficiency rating above 80, and should be based on an engineered plan. Include just local costs, do not include federal aid funds.
13. Cost for Culvert Construction: This includes costs for new construction for boxes and culverts larger than 25 s.f. of waterway opening (greater than 66" dia. Pipe) and smaller than bridge size. For a culvert that is replaced by a bridge list that project cost under bridge construction.
14. Total Construction Cost is the total of lines 11, 12, & 13. If using the spread sheet it should total automatically.
15. Total Maintenance Cost is carried forward from line 10. If using the spread sheet it should carry forward automatically.

16. Total Construction Cost is carried forward from line 14. If using the spread sheet it should carry forward automatically.
17. Overhead and Administration costs are entered on this line. Overhead and administration are generally costs not directly charged out to maintenance or construction. See examples in the next section for typical overhead and administrative costs.
18. Total County Costs is the total of lines 15, 16 & 17. If using the spread sheet this should be automatically totaled.

This completes the report for County Unit and County Rural road system counties. The remainder of the form is for County-Township Road System Counties only.

Note: It is recommended to use the Township Form page of the spreadsheet. As you list the information for the townships the figures will automatically be carried forward to the appropriate lines of the Annual Report Form.

19. Total Miles of Township Maintained Road. Enter miles of various surfacing types as of the end of the year. Chip seal roads should be included in the Asphalt road mileage.
20. Cost of Township Road Maintenance: Unless you are aware of township road construction this number will be the total of the townships published budgets.
21. Cost of Township Road Construction: Townships do little road construction, and may not have adequate cost figures. An estimate of road construction cost is adequate for this report if better figures are not available. Also list the number of miles of township road constructed using the same definition as used for county road construction.
22. Total Township Costs is a total of lines 20 & 21. If using the spread sheet this should be automatically totaled.

Examples of Maintenance, Construction and Overhead/Administrative Activities

The following are representative examples of the types of work activities that may be defined as maintenance, construction and overhead as they relate to categories of costs itemized in the report. All categories should include costs for labor, equipment, materials, and contracted work utilized to complete these activities. Please note that the definition for construction has changed substantially from previous years, and will include fewer projects than in the past.

- **Definitions** In general terms, the definitions of maintenance and construction are as follows:

Maintenance: Activities or operations that are intended to maintain and preserve the condition of an existing facility, extend the useful life, and slow down future deterioration.

Road Construction: Road construction is construction of a new road at a new location, or a major upgrade of surfacing type, horizontal alignment, cross section, or vertical alignment of an existing road.

Maintenance Examples:

Road Maintenance:

Maintenance chip seals, crack filling, asphalt overlays, milling asphalt surfaces, recycling, reconstruction of a deteriorated asphalt pavement, pothole patching, repair and maintenance of driveways, pavement marking, and road sweeping. Snow and ice removal, sign installation and maintenance, guard rail installation and repair. Repair and maintenance of shoulders and ditches to restore original grades and lines including reseeding and erosion control. Vegetation management; including tree and brush removal, trimming, chipping, spraying of weeds and mowing. On gravel and dirt roads blading, adding surface material, scarifying surfaces, milling rock ledges, and applying dust control. Repair and maintenance of all culverts, and replacement of culverts less than 25 s.f. (66" dia. pipe or smaller).

Bridge Maintenance (Structures 20' in length or more) and shown on your bridge report:

Repair of concrete, wood or steel decks, piers, abutments, stringers, caps, piles, beams, seats, trusses, girders, sills, wing walls, connectors, and hub guards. Excavation and backfilling required to repair approaches. Cleaning, clearing trees and brush, removing drift, realigning channels. Stabilizing banks, placing rip-rap, repairing scours. Cleaning decks. Handrail repair or replacement. Sandblasting and painting. Repair of low water crossings. Hauling, cutting, welding, fabricating, assembling, installing or placing materials. Replacing stone masonry, tuck pointing, repairing scours, grouting concrete surfaces, or replacing concrete slabs.

Culvert Maintenance :

Culvert maintenance includes the same items as bridge maintenance, but for the purposes of the annual report are included in the classification of road maintenance. Counties may want to capture the culvert maintenance costs for their own purposes.

Construction Examples:

Paved Road Construction :

Road construction is construction of a new road at a new location, or a major upgrade of surfacing type, horizontal alignment, cross section, or vertical alignment of an existing road. Examples of upgrades that are paved road construction: 1. Paving of a gravel road. 2. Adding shoulders to a paved road that did not have shoulders. 3. Complete reconstruction including modification of cross section, vertical alignments and perhaps horizontal alignment. In most cases road construction projects require engineered plans and additional right of way. Major projects that are **not** considered paved road construction include: overlays, surface recycling, reconstructing an existing asphalt surface. Road work for approach grading for a bridge or culvert project is included in the cost of the bridge or culvert project.

Gravel Road Construction :

Road construction is construction of a new road at a new location, or a major upgrade of surfacing type, horizontal alignment, cross section, or vertical alignment of an existing road. Examples of upgrades that are gravel road construction: 1. Regrading and surfacing of a dirt road. 2. Complete reconstruction of an existing rock road including pulling ditches, installing new entrance and crossroad culverts and then re-rocking the road. Gravel road construction may not require engineered plans and additional right of way, but should result in basically a new road. Road work costs for approach grading for a bridge or culvert project should be included in the cost of the bridge or culvert project.

Bridge Construction/Rehabilitation (Structures 20' in length or more):

Bridge construction is replacement of an existing bridge, constructing a new bridge on a new road, or replacing a culvert with a bridge size structure. Bridge rehabilitation is also included in this category. Rehabilitation projects are only those projects that are intended to raise the sufficiency rating above 80, and should be based on an engineered plan. Bridge repairs that do not raise the sufficiency rating above 80 are considered bridge maintenance. Normally approach grading and surfacing are included in the bridge construction cost unless the bridge project is part of a larger road construction project.

Culvert Construction :

Culvert Construction includes costs for new construction and replacement of boxes and culverts larger than 25 s.f. of waterway opening (larger than 66" dia. pipe) and smaller than bridge size. For a culvert that is replaced by a bridge list that project cost under bridge construction. On major road construction projects culvert construction cost can be included in the cost of the road project.

Examples of Construction Items:

Construction costs for roads, bridges and culverts should include all construction related costs that are not included in department overhead and administration. Following are examples of costs that are normally charged to a project and shown as construction costs.

- Right of way costs such as land cost, damages to remainder, temporary easements, appraisals, negotiation fees, and fence replacement.
- Pre construction items such as utility relocations and design engineering.
- Construction items such as mobilization, construction signing, site preparation, clearing, structure removal, approach grading and filling, structure construction, paving, surfacing, guardrail, and permanent signing, seeding and mulching.
- Construction engineering items such as inspection, and preparing as-built plans.
- Miscellaneous maintenance costs due to the project such as checking construction signing, and barricades, and detour maintenance.

Overhead and Administration

Overhead and administrative costs are those miscellaneous costs not charged directly to construction projects or maintenance activities. When the cost for a work type shown below is significant and can be tied to a construction project, it should be included as part of that project's costs, rather than shown as overhead. Depending on the county's cost accounting setup some maintenance activities listed below will be charged directly to a specific maintenance activity and will not be overhead. For instance in the category-Snow & Ice Control, these activities could be charged directly to a work activity such as snow and ice control and rolled up to road maintenance, or charged to overhead and administration. The decision on how to handle miscellaneous activities will be based on the level of detail collected and reported in the cost accounting system, as well as the significance of the expense related to the cost of tracking small items.

Examples

Safety & Training: Training meetings, orientations, schools or seminars. Safety clothing such as gloves, boots, safety glasses, rainwear, hard-hats and protective clothing.

Administration, Supervision & Leave: Wages for secretaries, clerical staff and certain supervisors. Temporary clerical services, data processing, legal counsel, purchasing, bid preparation. Administrative and supervisory vehicle use and personal vehicle reimbursement. All employee leave types such as vacation, sick, holiday, funeral, civil, and military leave. Call back pay and standby pay if not associated with a project or activity.

Human Resources: Employee meetings, retirement or farewell parties, conferences, interviews and job evaluations, approving time cards, leave slips and equipment tickets, timecard pickup, uniform pickup, drug testing, resolving employee problems, reviewing rules and regulations.

Office Expense: Desks, cabinets, calculators, computers, software, office equipment, maintenance contracts, office supplies, books, publications, postage, general supplies, dues, advertisements, and insurance.

Facility maintenance: Building maintenance, utilities, trash, sanitary facilities, internet access, satellite weather service and delivery service. Yard maintenance, such as cleanup, litter patrol, organizing equipment and supplies, disposal of scrap iron, inventory of equipment and supplies, lockup and opening of yard and shop. General maintenance and cleaning of hand tools and equipment.

Miscellaneous Road Activities: Inspection of roads and bridges; checking complaints, sign inspection, traffic counts; surveying, hauling oil for inventory, mail box repair, dead animal removal, trash pickup, spill cleanup, accidents, fabrication of supplies and equipment. Small tool and equipment purchases.

Snow & Ice Control: Hauling, mixing, and stockpiling salt sand, checking weather, dispatching, putting on salt sand spreaders or snow plows, snow and ice inspection.

Fleet Maintenance: Some fleet maintenance costs could be overhead and administration. Generally agencies charge projects and maintenance activities based on hourly rates for equipment. In that case only costs not charged out would be included in Overhead and Administration.