



Jackson County Health Department

August 19-26 2020

COVID-19 Data

**More in depth data can be found on the [JACOHD dashboard](#).

JACOHD

- Total Positive Cases- 5,014
- Total Hospitalizations- unavailable
- Total Deaths- 75
- Presumed Recoveries-1,550
- Individuals tested– 58,465

Totals This Week:

- Cases-303
- Hospitalizations-unavailable
- Deaths-6

KC Region

- Total Cases- 31,029
- Total Deaths- 462

Current Outbreaks

**Outbreaks are considered concluded after two incubation periods (28 days) since the onset date of the last confirmed case, and are thus removed from the list.

The Groves

51 cases

Independence Manor

80 cases

Hidden Lake Care Center

30 cases

Life Care Center of Grandview

104 cases

Cedarhurst of Blue Springs

10 cases

John Knox Village Care Center

20 cases

Shelterwood

11 cases

Villages of Jackson Creek

58 cases

JACOHD/TMC Sponsored Testing

Ongoing weekly widespread testing at outbreak facilities

August 27, 2020 10:00-2:00pm

10020 E 66th Terrace, Raytown, MO 64133

September 1, 2020 10:00-2:00pm

2217 High Grove Rd., Grandview, MO 64030

September 2, 2020 10:00-2:00pm

3720 N Buckner Tarsney Rd., Buckner, MO 64016

Thursday 3, 2020 10:00-2:00pm

210 SW Pryor Rd., Lee's Summit, MO 64081

Symptomatic Testing

- Call 816-404-CARE

PPE Supply

The PPE burn rate exceeds the supply rate

Testing Supply

Varies. The health department's priority for testing is being given to those with symptoms and to outbreak facilities. Current resources (supplies and staff) to conduct testing are minimal.

JCDC Testing

JACOHD has procured 1,000 test kits from DHSS for widespread testing at the JCDC. Testing conducted during the week of 6.29-7.3. Three positives were identified. Future testing is to be determined.

Weekly Regional Coordination Meetings

Health Care Coalition Steering Committee Meeting, Public Health Risk Communication Coordination Meeting, Hospitals & Public Health Meeting, Communicable Disease COVID-19 Update Meeting, Missouri Center for Public Health Excellence Meeting, Public Health Coordination Meeting, Public Health Directors Meeting, Multi Agency Coordination Resource Section Support Meeting, Community Organizations Active in Disaster Meeting

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

AN ORDINANCE appropriating \$1,500,000.00 from the undesignated fund balance of the 2020 CARES Act Fund to support an eviction prevention program and authorizing the County Executive to execute a Cooperative Agreement with the United Way of Greater Kansas City for this program, in connection with the fight against the ongoing Coronavirus/COVID-19 pandemic, at a cost to the County not to exceed \$1,500,000.00.

ORDINANCE NO. 5391, August 24, 2020

INTRODUCED BY Theresa Cass Galvin, County Legislator

WHEREAS, U.S. President Donald J. Trump, Missouri Governor Mike Parson, and County Executive Frank White, Jr., have all declared, in one form or another, the ongoing Coronavirus/COVID-19 pandemic to be a public health emergency; and,

WHEREAS, the County, through its various efforts, plays a significant role in the public health of its citizens and employees; and,

WHEREAS, an appropriate response by the County to this emergency will require significant expenditures from the County CARES Act Fund, which consists of monies provided by the U.S. Treasury for this purpose; and,

WHEREAS, with the \$1,500,000.00 funding provided by this Ordinance, the United Way of Greater Kansas City (UWGKC) will provide support to residential tenants within Jackson County who are facing eviction as a result of the pandemic, as further outlined in UWGKC's attached funding proposal; and,

WHEREAS, the funding provided by this Ordinance will allow UWGKC to leverage additional private community and other governmental support for a total program cost of \$2,200,000.00; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
CARES Act Fund 040-9999	32810- Undesignated Fund Balance	\$1,500,000	
United Way of Greater KC 040-5027	56790- Other Contractual Services		\$1,500,000

and,

BE IT FURTHER ORDAINED that the County Executive be and hereby is authorized to execute a Cooperative Agreement with UWGKC, in a form to be approved by the County Counselor; and,

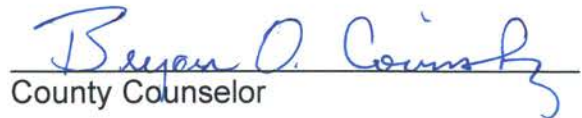
BE IT FURTHER RESOLVED that the Director of the Department of Finance and Purchasing be and hereby is authorized to make all payments, including final payment on the agreement.

Effective Date: This ordinance shall be effective immediately upon its signature by the County Executive.

APPROVED AS TO FORM:



Chief Deputy County Counselor



County Counselor

I hereby certify that the attached ordinance, Ordinance No. 5391 introduced on August 24, 2020, was duly passed on _____, 2020 by the Jackson County Legislature. The votes thereon were as follows:

Yeas _____

Nays _____

Abstaining _____

Absent _____

This Ordinance is hereby transmitted to the County Executive for his signature.

Date

Mary Jo Spino, Clerk of Legislature

I hereby approve the attached Ordinance No. 5391.

Date

Frank White, Jr., County Executive

Funds sufficient for this appropriation are available from the source indicated below.

ACCOUNT NUMBER: 040 9999 32810
ACCOUNT TITLE: CARES Act Fund
Undesignated Fund Balance
NOT TO EXCEED: \$1,500,000.00

There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 040 5027 56790
ACCOUNT TITLE: CARES Act Fund
United Way of Greater Kansas City
Other Contractual Services
NOT TO EXCEED: \$1,500,000.00

8/27/2020
Date


Chief Administrative Officer

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

REVISED - August 31, 2020

Completed by County Counselor's Office:

~~Res~~/Ord No.: 5391

Sponsor(s): Theresa Cass Galvin

Date: August 24, 2020

<p>SUBJECT</p>	<p>Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Appropriating \$1,500,000 in CARES Act funding to support a Jackson County eviction and foreclosure prevention program through the United Way of Greater Kansas City and authorizing the County Executive to enter into a cooperative agreement with the United Way for the use of these funds.</p>												
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$1,500,000</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$1,500,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$1,500,000</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance</td> <td>FROM ACCT: \$1,500,000</td> </tr> <tr> <td>TO: CARES Act Fund 040-5027-56790-United Way of Greater KC-Other Contractual Services</td> <td>TO ACCT: \$1,500,000</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Estimated Use:</p> <p>Prior Year Budget (if applicable): N/A Prior Year Actual Amount Spent (if applicable): N/A</p>	Amount authorized by this legislation this fiscal year:	\$1,500,000	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$1,500,000	Amount budgeted for this item * (including transfers):	\$1,500,000	Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	FROM ACCT: \$1,500,000	TO: CARES Act Fund 040-5027-56790-United Way of Greater KC-Other Contractual Services	TO ACCT: \$1,500,000
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TO: CARES Act Fund 040-5027-56790-United Way of Greater KC-Other Contractual Services	TO ACCT: \$1,500,000												
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): Prior resolutions and (date):</p>												
<p>CONTACT INFORMATION</p>	<p>RLA drafted by Troy Schulte, County Administrator at 881-1079</p>												
<p>REQUEST SUMMARY</p>	<p>This ordinance appropriates \$1,500,000 in CARES Act funding to provide support for a Jackson County eviction and foreclosure prevention program that will be administered the United Way of Greater Kansas City and several other regional partners. This program will also leverage another \$700,000 in private and philanthropic support for a total program effort of \$2.2 million in Jackson County. A copy of the proposal is attached to this RLA.</p>												
<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>												
<p>COMPLIANCE</p>	<p><input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals N/A <input type="checkbox"/> VBE Goals</p>												
<p>ATTACHMENTS</p>	<p>United Way proposal is attached.</p>												

REVIEW	Department Director:	<i>[Signature]</i>	Date: 8/27/20
	Finance (Budget Approval): <i>If applicable</i>	APPROVED By Mark Lang at 3:49 pm, Aug 25, 2020	Date:
	Division Manager: Chief Administrative Officer:	<i>[Signature]</i>	Date: 8/27/2020
	County Counselor's Office:	<i>Bryan Combs</i>	Date: 8/27/20

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____.
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
040-9999-32810	CARES Act Fund, Undesignated Fund Balance	\$1,500,000

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

**JACKSON COUNTY EVICTION PREVENTION COLLABORATIVE
A PROPOSAL FOR PREVENTION OF COVID-19 RELATED EVCITIONS AND FORECLOSURES**

Evictions in Jackson County: A Looming Crisis

An eviction crisis caused by the economic fallout of COVID-19 is looming in Jackson County and throughout the metro. Jackson County has 51,730 “cost-burdened” low- and moderate-income renter households—meaning they spend more than 30% of their monthly income on housing. This challenge is exacerbated by the fact that 40% of households in Missouri live with liquid-asset poverty, meaning they do not have the ability to weather a financial crisis, such as the sudden unemployment or lost wages brought on by the pandemic. (Cost-burdened figures for the County’s largest municipalities are featured in the table below.) Many of these households have been impacted by lost income from the economic impacts of COVID-19, whether through sudden unemployment, reduced work hours, illness, or unexpected childcare costs due to school closures.

With the COVID-19 eviction moratorium in Jackson County now lifted, advocates for low- and moderate-income households are expecting eviction court filings to affect far greater than 10,000 households in Jackson County over the next 12 months.

In response, the Greater Kansas City Coalition to End Homelessness and area service providers belonging to the MO-604 HUD Continuum of Care have launched the Kansas City

Partnership for Economic Relief. The aim of the partnership is to assist households financially impacted by the COVID-19 pandemic remain resilient, stable, and financially self-sufficient, using a strategic and regional approach. Members of the partnership recognize the whole community has been impacted by the pandemic and that households who have never sought emergency cash assistance in the past are now being challenged to do so, while households who were at-risk prior to the pandemic have become increasingly vulnerable in its wake. The capacity of the existing network of emergency assistance programs is not sufficient to address this crisis and must be bolstered through the deployment of additional resources.

The Partnership has joined forces with Mid America Regional Council, United Way and area nonprofit legal assistance organizations to launch an eviction prevention initiative, the purpose of which is to intervene on behalf of more than 2,000 metro area households (including at least

COST-BURDENED RENTER HOUSEHOLDS IN JACKSON COUNTY, MO		
<i>(Municipalities with greater than 3,000 people)</i>		
	# of Renters paying >30%	% of Renters paying >30%
Blue Springs, MO	2,084	38.5%
Buckner, MO	136	40.0%
Greenwood, MO	62	28.4%
Grain Valley, MO	663	38.8%
Grandview, MO	2,086	45.0%
Independence, MO	7,816	45.6%
Kansas City, MO	40,947	46.6%
Lee’s Summit, MO	3,760	47.2%
Oak Grove, MO	493	49.0%
Raytown, MO	1,891	46.4%
Sugar Creek, MO	286	67.7%
TOTAL	51,730	47.1%

U.S. Census Bureau: American Community Survey 2018 Five Year Avg.

1,200 in Jackson County) through legal help, financial assistance and case management services.

Foreclosures Are Compounding the Housing Crisis

In addition to the crisis of eviction facing thousands of renters, for low-income homeowners, the rise in Coronavirus-caused unemployment is leading to a *foreclosure crisis*. The home mortgage delinquency rate, historically 1-2%, is now over 8% and climbing—the highest rate since the Great Recession decimated Jackson County a decade ago.

Foreclosures are brutal. They upend families, forcing children to change neighborhoods and schools, and leave some homeless, with vacant and abandoned homes in their wake. These disruptions affect the overall economy. Since the legal turmoil surrounding foreclosures can take years to resolve, the economic recovery is held back for everyone.

A Collaborative Approach to Addressing the Crisis

The focus of this proposal is to address the looming eviction crisis brought on by COVID-19 to deploy critically needed financial, legal and social services through a collaborative response of 8 Jackson County organizations and a broader network of collaborating partners. The collective work of these organizations will prevent evictions of thousands of area households by targeting resources to households facing legal action at the circuit court because lost income resulting from COVID-19 has caused them to fall behind on rent payments. By leveraging federal funds available through the CARES Act, coupled with local philanthropic support, the initiative will substantially mitigate the entry of new households into our local homelessness response system.

This collaborative initiative is conceived as an extension of the community’s existing social service safety net that supports families experiencing housing instability on a daily basis. A network of emergency assistance programs providing food assistance, rent and utility assistance, prescription assistance, as well as case management support, plays a vital role in serving the community’s low-income households. These programs are generally not able to provide the level of financial assistance needed to prevent an eviction once it has been filed with the court. Typical assistance amounts are \$500 to \$800. But when an eviction is filed in Jackson County, the typical amount owed is between \$1,500 and \$3,000. To help the families facing eviction during the COVID-19 crisis, this collaborative initiative proposes the creation of a special assistance fund that will enhance the existing financial assistance programs and couple them with the legal assistance and “housing navigator” services provided by specially trained case managers.

Collaborating Partners:
Mid America Regional Council
Greater Kansas City Coalition to End Homelessness and its member organizations
United Way of Greater Kansas City and Kansas City 211
Heartland Center for Jobs and Freedom

Legal Aid of Western Missouri
University of Missouri Kansas City Law School
Community Services League
Metro Lutheran Ministry

Without this intervention, households facing eviction would find it virtually impossible to qualify for a lease in a new rental property for years to come, leaving many homeless or “doubled-up” with friends and family, requiring many to turn to the County’s homeless services providers. This housing instability would make returning to work difficult and have negative impacts on the health and mental health of affected household members and result in poor academic outcomes for the children in those families.

This effort is needed in part because the existing network of rent assistance and legal aid programs is not designed to serve households who have made it to the point of eviction due to multiple months’ worth of unpaid rent. Most rent assistance programs are typically unable to offer the amount of financial assistance required to prevent the eviction in these cases, and legal aid programs are best suited to serve households where factors beyond unpaid rent are at play. By bringing together the services of the legal assistance providers with those of social service providers—and creating a vehicle for rapid and substantial financial help—this unique collaborative approach will rescue more than 1,200 Jackson County households from the harmful consequences of eviction.

Funding from the County’s CARES Act allocation, coupled with substantial resources from the philanthropic sector, would support a collaborative response to the COVID-19 related eviction crisis. The table below provides an overview of the proposed financing and use of funds as part of this initiative.

Jackson County has two community organizations experienced in assisting residential tenants facing eviction: Legal Aid of Western Missouri and the Heartland Center for Jobs and Freedom. These organizations frequently partner with University of Missouri-Kansas City School of Law to involve law students in this work as clerks and as student attorneys licensed under the court’s student–practice rules. Once a tenant has an eviction on their record, securing new housing becomes extremely difficult. The trauma, physical health and education and employment impacts of eviction are well-documented. Stable housing is an important goal to rebuilding and growing the region’s economy and helping families in immediate need.

Additional funding for these three organizations will allow them to respond to the increasing demand for housing court services, stabilize housing for hundreds of households and avoid costly evictions.

The collaborative partners in this initiative are also seeking support from the Kansas City Regional COVID-19 Response and Recovery Fund and will pair the private funds obtained through that source with any public funds received from Jackson County and other metro area counties. CARES Act funding will be spent first in order to comply with Federal requirements

pertaining to the timing of the use of the funds. Organizers of the collaborative will seek \$700,000 to assist Jackson County residents and expect to have a decision on this request by early August. In addition to leveraging philanthropic resources, this proposal also envisions strategically leveraging other Federal funding streams such as Emergency Solutions Grant and Emergency Food and Shelter Program funds, to maximize the number of households served through this initiative. There are several million dollars available in the community over the next 12 months for rent assistance. While most of those resources will be used for homeless prevention among households that have not yet had an eviction filed against them, it is expected that several hundred thousand dollars could be leveraged to assist households facing legal action and assisted through this initiative.

Proposed Jackson County Eviction Prevention Initiative Budget Overview	
Revenue	
Jackson County CARES Act Funding - Proposed	\$1,500,000
Philanthropic Sources – Proposed (foundations, corporations, United Way)	\$400,000
Federal Funding Leverage (estimated from ESG, EFSP, etc.)	\$300,000
TOTAL:	\$2,200,000
Expenses	
Eviction Prevention Assistance	\$1,553,500
Legal Assistance	\$454,500
Case Management & Coordination	\$125,000
Expanded 211 call center capacity to assist with screening	\$10,000
Fund Administration at 3.5%	\$57,000
TOTAL:	\$2,200,000

Resources obtained through this proposal will create the infrastructure needed to deploy additional support from the private sector, enabling the prevention of hundreds—even thousands—more evictions than envisioned in this proposal.

Expanded Capacity for Preventing Evictions During the COVID-19 Crisis

The purpose of this proposal is to leverage CARES Act funding to add staff capacity to the collaborating partner organizations, including attorneys, case managers, and a legal services coordinator; to provide financial assistance to prevent eviction and preserve housing (or obtain new housing when needed); and to connect affected households to the social services they need. CARES Act funding will be invested across the collaborating organizations in this initiative to:

- (1) Increase the capacity of the Heartland Center for Jobs and Freedom by funding 1 and ½ full-time equivalent defense attorney capacity to represent tenants facing eviction in court. This support will complement a recent commitment of funds to pay for one dedicated housing-focused attorney at the Heartland Center and two dedicated housing-focused attorneys at Legal Aid of Western Missouri. (LAWMO is not seeking funds as a

part of this proposal, but Jackson County housing clients of LAWMO *will* benefit from the eviction prevention financial assistance proposed under this plan.)

- (2) Expand the self-help eviction defense program operated by the Heartland Center for Jobs and Freedom so that all tenants appearing in court on eviction matters throughout Jackson County have access to free legal advice. This will be achieved in part through the addition of one full-time equivalent coordinator who will train and support volunteers, law students and case managers in the use of legal self-help tools designed to prevent eviction.
- (3) Leverage resources of the UMKC School of Law to expand service to tenants through the deployment of a) 4 Truman fellows, recent graduates and licensed attorneys who would each work at least 10 hours per week, b) UMKC law students serving tenants facing eviction and c) a $\frac{3}{4}$ FTE supervising attorney who would both supervise the cases take by the fellow attorneys and law students, as well as take on an average of one case per week.
- (4) Establish an eviction prevention fund administered by United Way of Greater Kansas City to enable efficient payment of past due rent to landlords who are suing tenants for eviction and, on a limited basis, assist households in finding new housing options when remaining in their current housing is infeasible. These funds will allow the legal service organizations to negotiate binding settlement agreements with landlords' attorneys based on the payment of rent (usually discounted) or to otherwise secure the dismissal of the eviction case, keeping tenants housed and keeping their records clean. The fund would operate independently of the legal service organizations, but the legal service organizations would act as intermediaries between the tenant, landlord, and United Way providing rent payment.

The central fund for rental payments will make it more efficient for legal service programs to refer tenants for quick response to settle cases. United Way will rapidly issue checks and deliver them to the appropriate destination, whether to the Kansas City or Independence courthouses or office of the landlord who brought the case.

While the primary purpose of the fund is to assist households facing eviction—and who have had a claim filed against them by a landlord—other cases, where a claim has not yet been filed but is imminent will also be considered within the scope of the fund.

- (5) Leverage the expertise of the HUD-funded homeless Continuum of Care organizations through the deployment of two case managers offering “housing navigator” services and connections to other social services, based on the households' unique needs.

These housing case managers will be hosted at two leading social service organizations—Metro Lutheran Ministry, (serving Kansas City) and Community Services League (serving Eastern Jackson County) and coordinated under the leadership of the Greater Kansas City Coalition to End Homelessness. The housing navigators will help participants access social

services, mental health services, and offer problem-solving support aimed at ensuring continuing housing stability after their case is settled. In some cases, this may mean helping a tenant who has avoided a judgment find a new, more appropriate housing situation.

Expanded Capacity for Home Foreclosure Prevention

Legal Aid of Western Missouri will provide foreclosure prevention and loan modification legal services for low-income and vulnerable individuals in Jackson County.

Support in the amount of \$130,000 in CARES Act funding will help those at risk of becoming homeless due to the coronavirus stay in their homes by assisting with foreclosure prevention and defense, loan modifications and bankruptcy protection.

Legal Aid has expanded its efforts to defend *tenants* facing eviction as the crisis has unfolded—partly funded by the City of Kansas City—but Legal Aid has not had the resources to make a similar effort with low-income *homeowners* facing foreclosure.

Saving the homes of low income, elderly and disabled homeowners from foreclosure is a Legal Aid priority. Through litigation in state and federal courts, Legal Aid challenges deficiencies in the foreclosure process and frequently stops foreclosure sales or sets aside legally invalid sales.

Legal Aid also negotiates directly with loan servicers to pursue loss mitigation options, including loan modifications to reduce interest rates and payments.

Legal Aid is the only nonprofit agency in Jackson County that provides free legal assistance to homeowners who are facing the loss of their homes as a result of foreclosures.

Occasionally, foreclosures are unavoidable; in these cases, Legal Aid provides legal advice to clients that often includes explanation of the foreclosure process, guidance on how to secure long-term housing after foreclosure, and advice about potential tax and other consequences of foreclosure. If Legal Aid does not represent these clients, in all likelihood, no one else will.

Legal Aid attempts to provide representation to every low-income client who has a viable legal basis for stopping the foreclosure on their home. Without the professional assistance Legal Aid provides, these clients and their families would likely become homeless. While a homeless shelter might provide housing for an individual for a few days or weeks, the work that Legal Aid does secures housing for our clients for months and, in many cases, years to come, giving Jackson County homeowners an opportunity to weather this coronavirus crisis.

An important aspect of this initiative is rooted in the reality that, for many households facing an eviction, a positive outcome often includes the need to relocate to new housing. This is often because housing conditions are substandard, the housing costs are excessive and a smaller or more energy-efficient housing unit is called for, or because the landlord-tenant relationship is deteriorated beyond repair. In these cases, extensive support from a housing navigator is

essential as the client must find new housing and/or deal with social service needs that impact the participants ability to be a successful tenant. In these instances, two things are paramount: keep the eviction-related judgement off the participant’s record and receiving the case management supports necessary to a successful transition.

Jackson County Eviction Prevention Initiative – Projected Case Capacity	
Below are estimates on the caseload that will be assisted through this collaborative eviction prevention initiative. The cases may vary from these projections based on complexity and cost of paying down past-due rent.	
UMKC Fellows	175
UMKC Supervising Attorney	32
UMKC Legal Clinic	104
Existing Heartland Ctr. Attorney	150
New Heartland Ctr. Attorney (1.5 FTE)	225
Existing Legal Aid of Western Missouri Staff Attorneys	300
New Heartland Ctr. Coordinator	208
TOTAL EVICTION CASES:	1,275

A Note About the Timeframe of this Initiative

This initiative is envisioned as a 12-month-long effort, as the economic effects of the COVID-19 are anticipated to extend well beyond the peak of the crisis. The staffing and budget for the initiative were built around this one-year timeframe. However, the collaborative partners understand that there are timeline restrictions on the use of CARES Act funding and that funds may need to be expended by December 31, 2020. The timeline for the deployment of the CARES Act funding can be accelerated to accommodate this timeline, both in terms of staffing costs and financial assistance. In addition, because this plan anticipates substantial philanthropic support, use of private funding can be delayed until after CARES Act funds have been expended, the lengthen the duration of the effort.

If this proposal is awarded funding, the collaborative partners will seek guidance from the leadership of Jackson County on this issue.

Conclusion

The goal of this collaborative effort is to be strategic in the use of all funds allocated to anti-eviction anti-homelessness foreclosure prevention activities, to maximize the impact of those programs, to deliver services swiftly and efficiently as possible, and to remove unnecessary barriers to access and to minimize duplication of effort across the system. Providing tenants

with access to legal counsel keeps tenants housed. When funding for rental assistance is married with legal representation and supported by social services, when needed, the positive impact of legal assistance is even greater.

For more information on this collaborative proposal, please contact Jim MacDonald, Chief Community Investment Officer, United Way of Greater Kansas City at 816-559-4659 or jim.macdonald@uwgkc.org.

Proposed Budget for Use of Jackson County CARES Act			
Funding for Eviction and Foreclosure Prevention			
Initiative			
\$1,500,000 proposed in CARES Act funds; \$400,000 request of COVID-19 Response Fund is pending. (An additional estimated \$300,000 in other federal funds will be leveraged in serving households helped by this initiative.)			
Item	Jackson County	Private Funds	Description
Legal Services			
Eviction Defense Attorney at Heartland Center for Jobs and Justice	81,000		Full time Eviction Defense Attorney at \$65,000 competitive salary to ensure diverse and well-qualified applicant pool. Includes 26% benefits and administration.
Staff Attorney, Eviction Defense Support at Heartland Center		42,000	50% Staff Attorney time dedicated to eviction defense support, including support of Eviction Self-Help Program. Includes 26% benefits and administration.
Two staff attorneys at Legal Aid of Western Missouri	130,000		2.0 FTE staff attorneys focused on foreclosure prevention work
Eviction Defense Coordinator at Heartland Center	35,000		Full-time Self-Help Eviction Program Coordinator to administer expanded program and manage volunteers and interns. Includes 26% benefits and administration.
Director of Legal Services at Heartland Center	16,500		25% Director of Legal Services time dedicated to eviction defense support, including training and program oversight of Eviction Self-Help Program. Includes 26% benefits and administration.
Two UMKC post-graduate fellow attorneys		80,000	Four Truman Fellow attorneys - recent graduates working in post-graduate fellowship program working minimum of 320 each.
UMKC Supervising attorney	73,000		Supervising attorney, ¼ FTE, to coordinate and train fellows and law student interns and directly handle one case per week.
Case Management and Housing Navigator Services			
Two housing navigators, necessary technology	100,000		Two FTE contract housing navigators plus necessary technology and supervision. The navigators, in collaboration with legal service providers, will be trained on eviction legal self-help and assist tenants in need to mitigate or prevent eviction, including emergency rental relief.
Fund Administration, Coordination, Planning, Intake and Referral			
Planning, convening and coordination support by Greater Kansas City Coalition to End Homelessness		25,000	Staff time dedicated to planning, convening, coordination of housing navigator and case management services, design and implementation of screening, intake and referral services.
Funds for expanded capacity of 211 call center to assist with screening and intake	12,000		Expanded capacity of United Way 211 hourly call specialists to support screening and intake of eligible households in the eviction prevention services.
Eviction prevention fund to be housed at United Way of Greater Kansas City (UWGKC)	1,000,000	253,000	Emergency rental relief fund to be used for tenants who are at risk of eviction or are facing eviction in the courts. These funds will be used to prevent or halt the eviction process.
Administrative support at 3.5%	52,500		Costs association with administration of the initiative and assistance fund, including, contract management, accounting, audit, documentation management, etc.
TOTAL	1,500,000	400,000	

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION transferring \$[750,000.00] 148,118.00 within the 2020 County Improvement Fund to cover the design costs of three projects to make critical and mandated repairs in the Jackson County parks system as identified by the Missouri Department of Natural Resources.

RESOLUTION NO. 20462, July 20, 2020

INTRODUCED BY Theresa Cass Galvin, County Legislator

WHEREAS, the Parks + Rec Department is in the process of developing design and engineering plans to address three critical projects for facilities that will be permitted through the Missouri Department of Natural Resources (MoDNR); and,

WHEREAS, the total project costs are estimated in an amount not to exceed \$750,000.00; and,

WHEREAS, one project will replace the wastewater treatment facility for the Lake Jacomo campground and boat dock with the construction of a new on-site, self-contained, no-discharge treatment facility meeting current MoDNR regulations; and,

WHEREAS, the second project will repair deteriorated portions of the concrete spillway at Prairie Lee Lake; and,

WHEREAS, the third project will repair deteriorated portions of the concrete spillway at Lake Jacomo; and,

WHEREAS, once design and engineering plans are prepared for each project, contracting for construction services shall be procured following the requirements of chapter 10 of the Jackson County Code, including competitive bidding and/or the use of approved term and supply vendors; and,

WHEREAS; a transfer is now necessary to place the funds required for the design of the projects in the proper spending account; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the following transfer be and hereby is made within the 2020 County Improvement Fund:

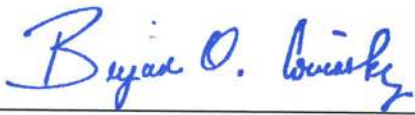
<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
County Improvement Fund Non-Departmental – Cnty Imprvmt 013-5113	56790- Other Contractual Services	[\$750,000] <u>148,118</u>	
Construction Services 013-1608	[58060- Other Improvements] <u>56030- Architectural and Engineering Services</u>		[\$750,000] <u>148,118</u>

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:



Chief Deputy County Counselor



County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 20462 of July 20, 2020, was duly passed on _____, 2020 by the Jackson County Legislature. The votes thereon were as follows:

Yeas _____

Nays _____

Abstaining _____

Absent _____

Date

Mary Jo Spino, Clerk of Legislature

Funds sufficient for this transfer are available from the source indicated below.

ACCOUNT NUMBER: 013 5113 56790
ACCOUNT TITLE: County Improvement Fund
Non-Departmental – Cnty Imprvmnt
Other Contractual Services
NOT TO EXCEED: \$[750,000.00] 148,118.00

8-20-2020

Date



Chief Administrative Officer

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

REVISED - August 31, 2020

Completed by County Counselor's Office:

Res/Ord No.: 20462

Sponsor(s): Theresa Cass Galvin

Date: July 20, 2020

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: Transferring \$148,118 within the County Improvement Fund for the purpose of designing critical and mandated repairs in the Jackson County Parks System as identified by the Missouri Department of Natural Resources.</p>												
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$148,118</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$148,118</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$148,118</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: FROM: County Improvement Fund 013-5113-56790 Non-Departmental-Other Contractual Services</td> <td style="text-align: right; vertical-align: top;">FROM ACCT: \$148,118</td> </tr> <tr> <td>TO: County Improvement Fund 013-1608-56030 Parks Capital Projects – Arch & Engineering Services</td> <td style="text-align: right; vertical-align: top;">TO ACCT: \$148,118</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: _____ Estimated Use: _____</p> <p>Prior Year Budget (if applicable): N/A Prior Year Actual Amount Spent (if applicable): N/A</p>	Amount authorized by this legislation this fiscal year:	\$148,118	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$148,118	Amount budgeted for this item * (including transfers):	\$148,118	Source of funding (name of fund) and account code number: FROM: County Improvement Fund 013-5113-56790 Non-Departmental-Other Contractual Services	FROM ACCT: \$148,118	TO: County Improvement Fund 013-1608-56030 Parks Capital Projects – Arch & Engineering Services	TO ACCT: \$148,118
Amount authorized by this legislation this fiscal year:	\$148,118												
Amount previously authorized this fiscal year:	\$0												
Total amount authorized after this legislative action:	\$148,118												
Amount budgeted for this item * (including transfers):	\$148,118												
Source of funding (name of fund) and account code number: FROM: County Improvement Fund 013-5113-56790 Non-Departmental-Other Contractual Services	FROM ACCT: \$148,118												
TO: County Improvement Fund 013-1608-56030 Parks Capital Projects – Arch & Engineering Services	TO ACCT: \$148,118												
PRIOR LEGISLATION	<p>Prior ordinances and (date): _____ Prior resolutions and (date): _____</p>												
CONTACT INFORMATION	<p>RLA drafted by Troy Schulte, County Administrator at 881-1079</p>												
REQUEST SUMMARY	<p>This resolution transfers \$148,118 in County Improvement Fund contingency funding to the Parks Department to address critical infrastructure needs as the result of recent inspections of Jackson County parks facilities by the Missouri Department of Natural Resources. Three different projects are funded for design by this resolution for a total of \$148,118. Total preliminary estimated costs for the design and construction of the three projects is estimated at a total of \$750,000. Construction costs for these projects will be incorporated into future County Improvement Fund budgets.</p> <p>Project #1 is to replace the wastewater treatment facility for the Lake Jacomo campground and boat dock. Design costs with County term and supply vendor Olsson Associates is estimated at \$65,691.</p> <p>Project #2 is repairs to the concrete spillway at Prairie Lee Park. Project #3 is repairs to the concrete spillway at Lake Jacomo. Design costs for both spillway projects with County term and supply contractor Olsson Associates is estimated at \$82,427.</p>												
CLEARANCE													

	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals N/A <input type="checkbox"/> VBE Goals
ATTACHMENTS	
REVIEW	Department Director: <i>Michele Newman</i> Date: August 20, 2020
	Finance (Budget Approval): <i>If applicable</i> <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-left: 100px;"> APPROVED <small>By Mark Lang at 9:01 am, Aug 27, 2020</small> </div> Date:
	Division Manager: <i>Andy M. Schatts</i> Date: 8/27/20
	County Counselor's Office: <i>Bryan County</i> Date: 8/27/20

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

Work Order
For Jackson County On-Call Geotechnical Engineering
and Professional Testing Services
RFQ No. 11-18, Resolution No. 19858

**Wastewater Treatment Plan (WWTP) Modifications and Wastewater
Collection System Investigation for Jacomo Campground**

Upon execution, this Work Order shall become part of the Professional Services Agreement ("Agreement") between the Jackson County, Missouri ("Client") and Olsson, Inc. ("Olsson") dated June 20, 2018 and extended on July 9, 2020. The terms and conditions of the Agreement shall apply to this Work Order.

WITNESSETH, that in accordance of the mutual covenants herein contained, the Client hereby agrees to employ Olsson to perform engineering services hereinafter outlined.

Scope of Work

See "Scope of Services".

Compensation

See "Exhibits B, C, and D" attached to this Word Order for a breakdown of anticipated labor hours, labor rates, and reimbursable expenses. These exhibits are provided for information purposes only, and do not affect the task order's compensation terms, which are as follows:

For performance of the Scope of Work, Client shall pay Olsson a **time and expense not to exceed fee of \$65,690.75**. Please reference the Professional Service Agreement, and Request for Proposals Scope of Services, dated June 20, 2018, and extended on July 9, 2020, Section 3.0, paragraphs 3.1 and 3.4, and the Schedule of Reimbursable Fees and Rate Exhibits attached hereto.

Olsson is committed to providing quality service to its clients, commensurate with their wants, needs and desired level of risk. If a portion of this proposal does not meet your needs, or if those needs have changed, Olsson stands ready to consider appropriate modifications, subject to the standards of care to which we adhere as professionals. If you have any questions or concerns regarding this scope of work, please call Mike Milius at 816.442.6013 or at mmilius@olsson.com. Olsson looks forward to hearing from you and working with you and the County on this Project.

OLSSON, INC.

By 
Darren Hennen

Title Vice President

By 
Mike Milius, PE

Title Vice President

JACKSON COUNTY, MISSOURI

By _____

Date _____

Title _____

SCOPE OF SERVICES

This exhibit is hereby attached to and made a part of Contract No.11-18 for Professional Services between Jackson County, Missouri ("Client") and Olsson, Inc. ("Olsson") providing for professional services. Olsson's Scope of Services for the Agreement is indicated below.

PROJECT DESCRIPTION AND LOCATION

Project will be located at: Jacomo Campground, Jackson County, Missouri

Project Description: Wastewater Treatment Plant (WWTP) Modifications and Wastewater Collection System Investigation

SCOPE OF SERVICES

Olsson shall provide the following services (Scope of Services) to Client for the Project:

Part A – WWTP Modifications

Olsson shall provide the following services (Scope of Services) to Client for Part A of the Project:

Phase 100 – Survey

Topographic Survey

Olsson shall provide topographic design survey (CAD file only) for the area outlined in red on the attached Exhibit A. Survey shall depict all observed evidence of substantial improvements, vertical relief of existing contours at two (2)-foot intervals, and location of existing features (pavement, buildings, tree mass lines, storm, sanitary sewer structures, pipe sizes, flow lines, and materials). Utility companies will be contacted through Missouri One-Call system and marked utilities will be included on the topographic survey. Horizontal control will be tied to the Missouri State Plane Coordinate System, NAD 1983 West Zone; and vertical control will be referenced to the North American Vertical Datum, NAVD 88. No boundary or easement information will be provided.

Phase 200 – Geotechnical/Soil Investigation

Drilling Services Coordination and General Notes

- Olsson shall contact Missouri One-Call to locate underground utilities. Owner must inform Olsson of location of all private utilities and private utility service connections. Cost of locating private utility lines and private service connections is Owner's responsibility. Olsson is not responsible or liable for damage to private utilities or private service connections.
- All boring locations must be readily accessible. Fees resulting from the use of mud-matting or clearing operations to achieve access to boring locations is Owner's responsibility and not included in this Scope of Services. Field work shall not be performed until access to boring locations is satisfactory to Olsson.

- Drilling and cone penetration testing equipment may cause disturbance to natural surroundings, including but not limited to, soil indentations, concrete cracking, and damage to underground sprinkler systems. Olsson shall not be liable or responsible for site disturbance that may occur as a result of bringing equipment on site. Owner accepts full responsibility for site disturbance.
- Traffic control, site clearing, city and/or state right-of-way occupation permitting, street use permitting, et cetera, may be necessary to complete field exploration. These services shall be provided by Others and are not included in this Scope of Services.

Soil Investigation

If the recommended treatment system includes a wastewater lagoon, Olsson shall provide the following field exploration services:

- Soil test borings with a truck-mounted drill rig to complete two soil test borings to a depth of 20 feet each. Soil borings will be advanced to depths proposed, or to refusal, whichever is shallower. Scope of Services is based on a total drilling footage of 40 linear feet.
- Split spoon and thin-walled samples shall be collected from soil test borings
- Obtain groundwater levels in test borings at the time of drilling and upon completion of drilling operations
- Backfill borings with soil cuttings and patch pavements, as required, after obtaining groundwater level readings

If the recommended treatment system includes a subsurface disposal system, Olsson shall provide the following soil investigation services:

- A minimum of four (4) percolation tests shall be performed within the proposed on-site sewage disposal absorption area OR a minimum of one (1) soil morphology test shall be performed within the proposed on-site sewage disposal area. Olsson will be on-site to observe the tests.
- Documentation of test results shall be provided.

Geotechnical Analysis Services

If the recommended treatment system includes a wastewater lagoon, Olsson shall provide the following geotechnical analysis services:

- Perform unconfined compressive strength, moisture content, and in-place unit weight tests on representative portions of selected Shelby tube samples. Moisture content tests will be performed on all samples. Atterberg limits tests will also be performed on representative samples of typical subsurface conditions encountered across this site.
- Geotechnical engineering report will be prepared under the direction of a registered professional engineer, based on field and laboratory program findings. Report will include a boring location plan, computer-generated boring logs, results of the laboratory testing program, and a description of surface and subsurface conditions encountered at Project site. The report will present Olsson's opinions and recommendations regarding the following items:

- Bedrock depth, as applicable to a new wastewater lagoon
- Permeability of the on-site clay soils in accordance with Missouri Department of Natural Resources (MoDNR) regulations
- Additional requirements if permeability tests are insufficient
- Wastewater lagoon appropriateness for Project site

Phase 300 – Facility Plan

Olsson shall perform the following:

- Complete a facility plan for the WWTP modification at the Jacomo Campground. Facility plan, including:
 - Existing conditions and projections
 - Evaluation of three (3) wastewater treatment alternatives
 - Cost estimate
 - Recommended process
- Complete quality control reviews, prior to each interim report submittal; and quality management procedures throughout design development
- Submit a draft improvement option report to Client for review. Olsson shall respond to comments by Client.
- Submit a draft facility plan to MoDNR for approval. Olsson shall respond to comments by MoDNR. Client is responsible for review fees, if required by MoDNR.
- Submit final facility plan to MoDNR for approval. Olsson shall respond to comments by MoDNR. Client is responsible for review fees.

Phase 400 – Design Services

Olsson shall perform the following design services:

- Coordinate with Client and conduct a design phase kick-off meeting and site visit. Olsson shall provide meeting minutes for Client review and reference
- Complete civil engineering design for recommended treatment alternative of the Project site, as stated in facility plan
- Prepare construction documents. Two (2) design submittals (preliminary and final) will be provided for review and comment by Client
- Prepare required technical specifications and front-end documents for Project
- Prepare an opinion of probable construction cost for preliminary and final design submittals
- Perform quality control reviews, prior for each design submittal
- Meet with Client to discuss Project plan and specification development. Olsson shall attend a total of one (1) meeting to discuss the plans and specifications.

Phase 500 – Permitting Assistance

If required by MoDNR, Olsson shall complete and submit to MoDNR the following:

- *An Application for Construction Permit – Wastewater Treatment Facility*
- A copy of the construction plans and technical specifications, in conformance with MoDNR guidelines
- A Summary of Design

- *A Form B – Application for Operating Permit for Domestic Wastewater (≤100,000 gallons per day)*

Olsson shall respond to comments by MoDNR and shall be responsible for review fees associated with the *Application for Construction Permit – Wastewater Treatment Facility and Form B – Application for Operating Permit for Domestic Wastewater (≤100,000 gallons per day)*.

Part B – Wastewater Collection System Investigation

Olsson shall provide the following services (Scope of Services) to Client for Part B of the Project:

Phase 110 – Existing System Survey / Configuration Map

Survey Services

An on-site meeting is planned at the start of the project to identify the current wastewater collection features.

Olsson shall provide survey for the current wastewater collection system. Survey to include the current visible campsite connections – 12 spots (location and ground elevation), known manholes – 10 spots (location, ground elevations and invert elevations) in the area outlined in red on Exhibit A. Horizontal control will be tied to the Missouri State Plane Coordinate System, NAD 1983 West Zone; and the vertical control will be referenced to the North American Vertical Datum, NAVD 88. No boundary or easement information will be provided. Existing utilities will not be located.

A visual inspection of each manhole will be performed to evaluate flow characteristics through the system.

Existing System Configuration Map

The survey information will be provided to Client in a drawing form for review and comment. One round of comments from Client is planned.

Phase 310 – Collection System Improvement Options Report

Olsson shall perform the following:

- Complete a review of the existing wastewater collection system at the Jacomo Campground. Facility plan, including:
 - Existing conditions and projections
 - Evaluation of three (3) collection system improvement options to address current infiltration issues
 - Cost estimates
 - Recommended improvements
- Complete quality control reviews, prior to each interim report submittal; and quality management procedures throughout design development
- Submit a draft improvement option report to Client for review. Olsson shall respond to comments by Client.

- Attend a meeting to review the draft report with Client to address questions and comments.
- Submit final improvement option report to Client.

EXCLUSIONS

Part A – WWTP Modifications

- Front end specifications and contractual documents
- Construction administration
- Bidding
- Material testing
- Additional meetings

Part B – Wastewater Collection System Investigation

- Collection system improvement design
- Bidding assistance
- Construction administration
- Construction observations services
- Material testing
- Project closeout
- Additional meetings, workshops, and permitting assistance

SCHEDULE

Unless otherwise agreed Olsson expects to perform its services under the agreement as follows:

Part A – WWTP Modifications

Survey, Geotechnical Investigation, and Soils Testing Completion:

Six (6) weeks following receipt of notice to proceed (NTP)

Facility Plan Submittal to Client:

Four (4) weeks following completion of Survey and Geotechnical Investigation

Preliminary Design Submittal to Client:

Four (4) weeks following Facility Plan Submittal approval from MoDNR

Part B – Wastewater Collection System Investigation

Survey / System Configuration Map:

Eight (8) weeks following receipt of NTP

Draft Collection system Improvement Report:

Four (4) weeks following completion of Survey/System Configuration Maps

Should Client request work in addition to the Scope of Services, Olsson shall invoice Client for such additional services (Optional Additional Services) at the standard hourly billing labor rate charged for those employees actually performing the work, plus reimbursable expenses if any. Olsson shall not commence work on Optional Additional Services without Client's prior written approval.

Olsson agrees to provide all of its services in a timely, competent and professional manner, in accordance with applicable standards of care, for projects of similar geographic location, quality and scope.

Attachment A



EXHIBIT B
Schedule of Reimbursable Fees

SUMMARY
ENGINEERING SERVICES

PART A - WASTEWATER TREATMENT PLANT MODIFICATIONS

Phase No.	Task Description	Fee Estimate
100	Survey	\$ 4,447.25
200	Geotechnical/Soil Investigation	\$ 6,107.25
300	Facility Plan	\$ 11,787.25
400	Design Services	\$ 20,894.50
500	Permitting Assistance	\$ 2,780.00
	Subtotal	\$ 46,016.25

PART B - WASTEWATER COLLECTION SYSTEM INVESTIGATION

Phase No.	Task Description	Fee Estimate
110	Existing System Survey/Configuration Map	\$ 7,547.25
310	Collection System Improvement Options Report	\$ 12,127.25
	Subtotal	\$ 19,674.50

TOTAL **\$ 65,690.75**

EXHIBIT B (Continued)
Schedule of Reimbursable Fees

Phase/ Task	Description of Work	LABOR HOURS			EXPENSES			TOTALS				
		Principal	Project Engineer	Administrative Assistant	Travel, mile (Car)	Soil Investigati on/Geote ch.	Part A - Survey	Part B - Survey	Total Man-Days	Total Labor Fee	Total Expense Fee	Total Fee
	PART A - WASTEWATER TREATMENT PLANT MODIFICATIONS	\$230.00	\$145.00	\$70.00	\$0.55	\$5,500.00	\$3,840.00	\$3,000.00	-	\$ -	\$ -	\$ -
	Phase 100 - Survey											
101	Topographic Survey		4.00		50.00		1.00		0.50	\$ 580.00	\$ 3,667.25	\$ 4,447.25
	Phase 200 - Geotechnical/Soil Investigation											
201	Geotechnical/Soil Investigation		4.00		50.00	1.00			0.50	\$ 580.00	\$ 5,527.25	\$ 6,107.25
	Phase 300 - Facility Plan											
301	Facility Plan Development	4.00	40.00	4.00					6.00	\$ 7,000.00	\$ -	\$ 7,000.00
302	Quality Control Reviews	4.00							0.50	\$ 920.00	\$ -	\$ 920.00
303	Draft Facility Plan Submittal		4.00						0.50	\$ 580.00	\$ -	\$ 580.00
304	Respond to Agency Questions/Comments	2.00	4.00						0.75	\$ 1,040.00	\$ -	\$ 1,040.00
305	Final Facility Plan Submittal		4.00	2.00					0.75	\$ 720.00	\$ -	\$ 720.00
306	Meetings with Client (x1)	4.00	4.00		50.00				1.00	\$ 1,500.00	\$ 27.25	\$ 1,527.25
	Phase 400 - Design Services											
401	Civil Design		40.00						6.00	\$ 7,640.00	\$ -	\$ 7,640.00
402	Prepare Plan Sheets	8.00	40.00						5.00	\$ 5,800.00	\$ -	\$ 5,800.00
403	Prepare Specifications		20.00						2.50	\$ 2,900.00	\$ -	\$ 2,900.00
404	Prepare Cost Opinions		4.00						0.50	\$ 580.00	\$ -	\$ 580.00
405	Quality Control Reviews	4.00							0.50	\$ 920.00	\$ -	\$ 920.00
406	Design Meetings with Client (x2)	8.00	8.00		100.00				2.00	\$ 3,000.00	\$ 54.50	\$ 3,054.50
	Phase 500 - Permitting Assistance											
501	Permitting Assistance	2.00	16.00						2.25	\$ 2,780.00	\$ -	\$ 2,780.00
	PART B - WASTEWATER COLLECTION SYSTEM INVESTIGATION											
	Phase 110 - Existing System Survey / Configuration Map											
110	Kick Off Meeting		4.00		50.00			1.00	0.50	\$ 580.00	\$ 27.25	\$ 607.25
111	Survey											
112	System Map	2.00	24.00						3.25	\$ 3,940.00	\$ -	\$ 3,940.00
	Task 310 - Collection System Improvement Options Report											
311	Review of Existing System	2.00	8.00						1.25	\$ 1,620.00	\$ -	\$ 1,620.00
312	Options Development	2.00	24.00						3.25	\$ 3,940.00	\$ -	\$ 3,940.00
313	Cost Estimates	2.00	4.00						0.75	\$ 1,040.00	\$ -	\$ 1,040.00
314	Draft Report	4.00	8.00	4.00					1.75	\$ 1,900.00	\$ -	\$ 1,900.00
315	Meetings with Client (x1)	4.00	4.00	2.00	50.00				1.00	\$ 1,500.00	\$ 27.25	\$ 1,527.25
316	Final Report	4.00	4.00	2.00					1.00	\$ 1,180.00	\$ -	\$ 1,180.00
317	Quality Control Reviews	4.00	4.00						0.50	\$ 920.00	\$ -	\$ 920.00
GRAND TOTAL		56.0	272.0	12.0	350.0	1.0	1.0	1.0	42.50	\$ 53,160.00	\$ 12,550.75	\$ 65,690.75

EXHIBIT C
Schedule of Hourly Rates*

Personnel	Total Hr.	2020 \$ Per Hr.	Total Cost
Principal - WTWW	56	\$ 230.00	\$ 12,880.00
Project Engineer - WTWW	272	\$ 145.00	\$ 39,440.00
Administrative Assistant - WTWW	12	\$ 70.00	\$ 840.00
	340		\$ 53,160.00

Special Services not included in above categories will be provided on a special labor rate schedule. Rates subject to change based upon annual updates to Billing Rates.

EXHIBIT D
Schedule of Reimbursable Expenses

Expenses	Amount		\$ Ea.	Cost
Part A - Wastewater Treatment Plant Modifications				
Travel, Mile (Car)	250	Miles @	0.550	\$137.50
Soil Investigation/Geotech	1	-	\$ 5,500.00	\$5,500.00
Survey	1	-	\$ 3,840.00	\$3,840.00
			Subtotal	\$9,477.50
Part B - Wastewater Collection System Investigation				
Travel, Mile (Car)	100	Miles @	\$ 0.55	\$54.50
Survey	1	-	\$ 3,000.00	\$3,000.00
			Subtotal	\$3,054.50
			Total Expenses	\$12,530.75

Work Order #9
For Jackson County On-Call Geotechnical Engineering
and Professional Testing Services
RFQ No. 11-18, Resolution No. 19858

Spillway Evaluation and Restoration Design for
Lake Jacomo and Prairie Lee Lake
near Blue Springs, MO

Upon execution, this Work Order shall become part of the Professional Services Agreement (Agreement) between the Jackson County Missouri (Client) and Olsson Associates (Olsson) dated June 20, 2018 and extended on July 9, 2020. The terms and conditions of the Agreement shall apply to this Work Order.

WITNESSETH, that in accordance of the mutual covenants herein contained, the Client hereby agrees to employ Olsson to perform engineering services hereinafter outlined.

Scope of Work

See "Exhibit A" attached to this Work Order.

Schedule

Contract Notice-to-Proceed	8/28/2020
Complete Field Inspection	9/18/2020
Submit Inspection Report	10/2/2020
Review Meeting	10/8/2020
Submit Final PS&E (100% unsigned/unsealed)	11/13/2020
Receive Comments	11/27/2020
Submit Final PS&E (100% signed/sealed)	12/18/2020

Compensation

See "Exhibits B, C & D" attached to this Work Order for a breakdown of anticipated labor hours, labor rates, and reimbursable expenses. These exhibits are provided for information purposes only, and do not affect the task order's compensation terms, which are as follows;

For performance of the Scope of Work, Client shall pay Olsson a **Lump Sum Fee of \$82,426.54**. Compensation will be billed at the following intervals: 25% upon submittal of the inspection report, 75% upon submittal of the unsigned/unsealed final PSE and 100% upon submittal of the signed/sealed final PSE.

Olsson is committed to providing quality service to its clients, commensurate with their wants, needs and desired level of risk. If a portion of this proposal does not meet your needs, or if those needs have changed, Olsson stands ready to consider appropriate modifications, subject to the standards of care to which we adhere as professionals. If you have any questions or concerns regarding this scope of work please call Grant Luckenbill at 816.284.9204 or at gluckenbill@olsson.com. We look forward to hearing from you and working with you and your agency on this project.

OLSSON INC.

By Grant Luckenbill ^{8/7/20}
Grant Luckenbill, PE
Title Senior Project Manager

By Reid Catt
Reid Catt, PE
Title Team Leader

Jackson County Missouri

By _____
Title _____

Date _____

EXHIBIT A - SCOPE OF SERVICES

This exhibit is hereby attached to and made a part Professional Services Agreement (Agreement) between the Jackson County Missouri (Client) and Olsson Associates (Olsson) dated June 20, 2018 and extended on July 9, 2020. Olsson's Scope of Services for the Agreement is indicated below.

PROJECT DESCRIPTION AND LOCATION

Project will be located at: Lake Jacomo and Prairie Lee Lake

Project Description: Inspection and Repairs to Ogee Weir and Inclined Spillway

SCOPE OF SERVICES

Services included in this proposal will consist of a field inspection of Lake Jacomo's ogee weir and Prairie Lee Lake's spillway, preparation and submission of the required construction permits with MDNR, and preparation of bid documents for completing structural repairs to the weir and spillway. Olsson will provide performance specifications to establish critical elevations that will be necessary information to the awarded Contractor's temporary dewatering measures for ensuring minimal or no impact to the hydraulic performance of the lakes.

TASK 1: PROJECT MANAGEMENT AND ADMINISTRATION

- Develop and maintain project schedule.
- Coordinate with Client staff and review agencies as needed throughout the project.
- Conduct progress/coordination meeting at conclusion of inspection work.
- Invoicing

TASK 2: SURVEY

- Olsson will utilize an unmanned drone to acquire aerial photogrammetry of each project area. This information will be used to develop a project area base map, delineate limits and confirm elevations of the structures, and establish existing ground contours.

TASK 3: H&H EVALUATION AND PERMITTING

- Complete a desktop review of available dam safety information (hazard class, design elevations etc).
- Obtain FEMA's current effective models for Lake Jacomo and Prairie Lee Lake, evaluate, and determine effects on design storm levels for instituting reasonable temporary dewatering measures required to enable construction of repairs.
- Prepare and submit construction permits to MDNR for the planned repairs on the dam and spillway.
- Prepare and submit a Floodplain Development Permit to the Jackson County Floodplain Administrator documenting a no-rise for permanent construction. Seek approval for a temporary, minor rise in base flood elevations to ensure dewatering efforts can be successfully undertaken in order to complete the repairs.
- Prepare background information and supporting information for a non-notifying 404 permit (NW-3).

TASK 4: FIELD INSPECTIONS, TESTING, AND REPORT

- Olsson will review the existing plans and photographs provided.
- Lake Jacomo
 - Conduct a visual and sounding inspection on the dry-side of the ogee weir and tabulate areas of deterioration that require repair.
 - Conduct a visual and tactile underwater inspection on the wet-side of the ogee weir and tabulate areas of deterioration that require repair. Olsson will utilize one of our senior construction inspection staff members (whom is an experienced diver), and a subconsultant to ensure a safety diver is provided.
 - It is understood from the County that the water is shallow (4-5 feet) deep immediately in front of the ogee weir. Olsson will utilize a boat and/or the diver to assist with probing the bottom of the channel for a distance extending approximately 30 feet in front of the weir over its length. The intent is to obtain a rough underwater surface profile for confirming the shallow depth. This information will be valuable to potential bidders. If the channel depth is beyond means of physical probing (>10 feet), then a bathymetric survey may be recommended (additional service).
 - Olsson will collect eight concrete core samples from the downstream face of the ogee weir. The cores will be utilized for inspecting the apparent quality of the concrete, tested for uniaxial compressive strength, and aid our investigation for predicting the remaining durability of the concrete. This information will be utilized during the design process to also aid in predicting the extent of removals and validate adequacy of repair methods.
- Prairie Lee Lake
 - Utilize a boat in the lower discharge channel to obtain access to the spillway apron. Olsson will then conduct a visual and sounding inspection to all accessible areas of the principle inclined spillway, lower apron, chute walls, and inclined chute slabs. The soundings will be limited to areas only accessible via direct reach from the spillway's apron and step ladder. The focus of this inspection is quantify deteriorated concrete areas for formed and unformed repair areas and obtain adequate information to enable design of repairs to the five (5) vertical construction joints that have separated and began seeping water on the principle inclined spillway.
 - Olsson will collect four concrete core samples from the downstream face of the inclined spillway near dilapidated portions of the construction joints and four concrete core samples from other areas in the spillway apron or retaining walls. The cores will be utilized for inspecting the apparent quality of the concrete, tested for uniaxial compressive strength, and aid our investigation for estimating the remaining durability of the concrete. This information will be utilized during the design process to also aid in predicting the extent of removals and validate adequacy of possible repair methods.
 - It is anticipated that additional inspection holes will be obtained during construction, after the Contractor de-waters the spillway and erects scaffolding for completion of the repairs. Completing these inspection holes will be part of the Contractor's work under the Construction Contract. The Engineer or designated inspection personnel will assist the Client with visually inspecting and probing the sub-grade through these inspection holes. (Assuming ~8 total manhours over two site-visits)

Olsson will prepare an inspection report that summarizes the findings from our field investigations. The physical condition of the ogee weir, chute spillway and material strengths from core samples will be inventoried and documented with photographs from the inspections. The report will include recommendations for repairs and present the estimated construction costs.

TASK 5: DESIGN OF REPAIRS AND PREPARATION OF CONSTRUCTION PLANS & SPECIFICATIONS, ESTIMATES

Olsson will provide structural design and prepare construction plans, technical specifications, and cost estimates for repairs to the ogee weir (Lake Jacomo) and spillway (Prairie Lee Lake). Plan details generated will illustrate the location of each project, approximate access areas, general notes and specifications, the extents of repair areas, extents and method for concrete removals, surface preparation, bonding agents, concrete and reinforcing requirements, and bid item quantities.

- Construction bid documents for Prairie Lee will be setup with a base bid and an add alternate set of work and quantities. The base bid will cover the repair of the principle inclined spillway and the add alternate will cover the repairs to the rest of the chute spillway, upper and lower aprons, chute walls, and inclined slabs.
- It is assumed that the structure will be evaluated and designed utilizing the latest ACI 318 Design Specifications available at the time of commencing the design. Olsson will utilize APWA specifications and draft supplemental Job Special Provisions (included either on the plans or in the technical specifications) to specify the material and installation requirements for completing the repairs.
- Olsson will develop a performance specification for dewatering each work area. The specification will outline the location, elevations, maximum limits (if any), and Contractor's responsibilities under the Contract.

EXCLUSIONS:

Threatened and Endangered Species Evaluations, Parkland Permitting, Easements/RW, Design of Fencing, Design of temporary access roads/ditches/erosion control, Geotechnical Investigation, Global Stability Analyses, Design of temporary shoring, Design of Scaffolding, Structural design of dewatering measures such as cofferdams, Utility Locates, Life Cycle Cost Analyses, Construction Inspection (beyond the limited efforts stated above), Construction Material Testing Services, Shop Drawing Review, and Assistance during construction answering questions and requests for information are not included in this scope of services.

It is understood that should assistance with excluded tasks be desired, they will be addressed at the conclusion of the Design Engineering Services with a supplementary agreement.

ASSUMPTIONS/UNDERSTANDINGS

Under 1 acre of land disturbance will occur such that a SWPPP will not be required.

No hard shot topographic survey will be completed. Aerial imagery from the drone will be used as a background for indicating the approximate location and pathway for contractor's access areas and areas of tree clearing. All access areas required for construction will be confined to Jackson County's property. Structural layouts will be prepared by referring to elements from the photogrammetry, as-built construction drawings, and supplemented with field measurements.

It is assumed that any tree clearing that may be necessary to gain access for the Contractor will be completed during the winter months (outside of the summer roosting season for possibly endangered bats) by either the County or the Contractor. Should this understanding of this element of the work change, then the County will ensure that proper inspection and documentation of potential bat habitat and any environmental permitting that may be necessary to complete the contractor's work will be done by County staff members or by supplemental agreement.

MDNR has indicated that both spillways meet the state's freeboard and capacity requirements so there is no need to prepare a full H&H analysis and report so long as the spillway geometry, elevations and length remain the same. Design of repairs undertaken on this project will conform to these criteria.

Olsson assumes no liability or offers any implied warranty or responsibility associated with the integrity and safe performance of other parts of the structures that are not explicitly identified to be within the scope of this investigation. Based on the information provided by the Client, the repairs to these structures are anticipated to be maintenance-level repairs. As such, the focus of these investigations will be limited and will be based on the underlying assumption that the structures are stable and their overall structural integrity is performing as originally intended.

CLIENT PROVIDED INFORMATION

- Available water and sewer locations, size, and materials, if available.
- Record drawings for structures/as-builts/inspection reports.
- Right of entry to perform field work
- County will be responsible for any fees associated with permits
- County will submit application to Corp for 404 permit (if necessary).
- County Standard Specifications that wish to be included in the technical specifications be made available in electronic format (Word Format preferred)
- County will prepare bid book front end documents and advertise the project.

DELIVERABLES

- Inspection Report and Repair Recommendations/Prelim Cost Estimate
 - Electronic (PDF) deliverable (entire report & appendixes)
 - Three, bound hard copies.
- Final Design (100% unsigned/unsealed) – for client review/approval
 - Electronic (PDF) deliverables (cost estimate, tech specs & plans)
 - Three, bound hard copies of the plans (11" x 17")
- Final Design (100% signed/sealed) – for bid
 - Electronic (PDF) deliverables (cost estimate, specs & plans)
 - Three, bound hard copies of the plans (11" x 17")
 - Word Documents (if available) of technical specs
 - Drawing design files in CAD
 - Hydraulic model(s)

Should Client request work in addition to the Scope of Services, Olsson shall invoice Client for such additional services (Optional Additional Services) at the standard hourly billing labor rate charged for those employees actually performing the work, plus reimbursable expenses if any. Olsson shall not commence work on Optional Additional Services without Client's prior written approval.

Olsson agrees to provide all of its services in a timely, competent and professional manner, in accordance with applicable standards of care, for projects of similar geographic location, quality and scope.

EXHIBIT B
Schedule of Reimbursable Fees

SUMMARY
ENGINEERING SERVICES

Task No.	Task Description	Fee Estimate
1	Project Management & Administration	\$3,696.00
2	Survey	\$6,708.04
3	H&H Evaluation and Permitting	\$9,968.00
4	Field Inspections, Testing and Report	\$22,256.00
5	Design of Repairs & Preparation of PSE	\$33,856.00
-	Reimbursable Expenses	\$5,942.50
	Subtotal	\$82,426.54
	TOTAL	\$82,426.54

EXHIBIT B (Continued)
Schedule of Reimbursable Fees

Task No.	Description of Work Items / Tasks	SenSrEng	Proj Eng	Assis Eng	SrTech	DesignTech	Proj Scien	Technician	Surveyor	Inspector	Survey Tech	Admin	Total Manhours	Total Labor Fee	Total Fee (A+B+C)
1	Project Management & Administration														
	Project Management	8											8	\$1,280	\$1,280.00
	Client and Agency Coordination	8											8	\$1,280	\$1,280.00
	Invoicing											8		\$544	\$544.00
	Review Meetings (1)	2	2										4	\$592	\$592.00
1	Project Management & Administration	18	2	0	0	0	0	0	0	0	0	8	28	\$3,696	\$3,696.00
2	Survey														
	Acquire Field Data with Drone								16				16	\$1,308	\$1,308.04
	Project Base Mapping										60		60	\$5,400	\$5,400.00
2	Survey	0	0	0	0	0	0	0	16	0	60	0	76	\$6,708	\$6,708.04
3	H&H Evaluation and Permitting														
	Desktop Review	2	4										6	\$864	\$864.00
	Obtain Model and Evaluate Dewatering Capabilities	4	40		8								52	\$6,784	\$6,784.00
	Permitting (MDNR/Documentation of NWS)	4				16							20	\$2,320	\$2,320.00
3	H&H Evaluation and Permitting	10	44	0	0	8	16	0	0	0	0	0	78	\$9,968	\$9,968.00
4	Field Inspections, Testing and Report														
	Review existing plan information	2	4										6	\$864	\$864.00
	Labor for Core Sampling, Cataloging and Testing	8	8				16						24	\$2,048	\$2,048.00
	Lake Jacomo - Dry Inspection	8	8										16	\$2,368	\$2,368.00
	Lake Jacomo - Underwater Inspection								16				16	\$1,536	\$1,536.00
	Prairie Lee Lake - Spillway Inspection	16	16										32	\$4,736	\$4,736.00
	Evaluate Condition and preliminarily design repairs	2	8										10	\$1,408	\$1,408.00
	Prepare Cost Estimates for Repairs	2	8	8									18	\$2,088	\$2,088.00
	Prepare Inspection Report & Photo Log	8	4	40		8							60	\$5,928	\$5,928.00
	Construction Visit - Assit with Probing and Evaluation of Spillway	8											8	\$1,280	\$1,280.00
4	Field Inspections, Testing and Report	46	56	48	0	8	0	16	0	16	0	0	190	\$22,256	\$22,256.00
5	Design of Repairs & Preparation of PSE														
	Design Repairs to Ogee Weir	2	16										18	\$2,496	\$2,496.00
	Design Repairs to Construction Joints on Spillway	2	16										18	\$2,496	\$2,496.00
	Prepare and Submit Construction Plans	4	40		40	160							244	\$24,160	\$24,160.00
	Prepare and Submit Technical Specifications	1	8										9	\$1,248	\$1,248.00
	Prepare and Submit JSP for Dewatering	2											2	\$320	\$320.00
	Prepare and Submit Engineer's Cost Estimate	2	8										10	\$1,408	\$1,408.00
	QA/QC Reviews	4	8										12	\$1,728	\$1,728.00
5	Design of Repairs & Preparation of PSE	17	96	0	40	160	0	0	0	0	0	0	313	\$33,856	\$33,856.00
	Total Manhours Project (Olsson)	91	198	48	40	176	16	16	16	16	60	8	685	\$76,484.04	\$76,484.04

EXHIBIT C
Schedule of Hourly Rates

Personnel		Total Hr.	2020 \$ Per Hr.	Total Cost
Senior Structural Engineer	SenStrEng	91	\$160.00	\$14,560
Project Engineer	Proj Eng	198	\$136.00	\$26,928
Assistant Engineer	Assis Eng	48	\$85.00	\$4,080
Senior Technician	SrTech	40	\$100.00	\$4,000
Design Technician	DesignTech	176	\$88.00	\$15,488
Project Scientist	Proj Scien	16	\$105.00	\$1,680
Technician	Technician	16	\$60.00	\$960
Surveyor	Surveyor	16	\$81.75	\$1,308
Inspector	Inspector	16	\$96.00	\$1,536
Survey Cad Tech	Survey Tech	60	\$90.00	\$5,400
Administrative Assistant	Admin	8	\$68.00	\$544
	-			
	-	685		\$76,484

Special Services not included in above categories will be provided on a special labor rate schedule. Rates subject to change based upon annual updates to Billing Rates.

EXHIBIT D
Schedule of Reimbursable Expenses

Expenses	Amount	\$ Ea.		Cost
Design Phase				
Mileage	400	Miles @	0.545	\$218.00
Plotting/Printing	100	Plots @	0.25	\$25.00
Drone	2	Days @	250.00	\$500.00
Coring Equipment	2	Days @	125.00	\$250.00
Compressive Strength Test - Cores	16	Each @	45.00	\$720.00
Boat	2	Days @	50.00	\$100.00
Safety Diver - Subconsultant	1	Lump Sum @	3800.00	\$3,800.00
Diving Equipment (O2, Camera)	1	Each @	250.00	\$250.00
Postage	1	Each @	25.00	\$25.00
			Subtotal	\$5,888.00
Construction Phase				
Mileage	100	Miles @	0.545	\$54.50
			Subtotal	\$54.50
			Total Expenses	\$5,942.50

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

AN ORDINANCE repealing sections 4000., 4001., 4010., and 4051., and Schedule I to chapter 40, Jackson County Code, relating to public health, and enacting, in lieu thereof, five new sections and one new schedule relating to the same subject, with a penalty provision.

ORDINANCE NO. 5393, August 31, 2020

INTRODUCED BY Jeanie Lauer, County Legislator

WHEREAS, in view of the current and ongoing Coronavirus/COVID-19 pandemic, it is appropriate to provide a mechanism for the expedited enforcement of public health orders authorized by Missouri state statute in County Municipal Court, as opposed to associate circuit court where sole jurisdiction lies at present; and,

WHEREAS, the Environmental Health Administrator also recommends minor revisions to bring the County Code provisions regarding swimming pools and other aquatic venues in compliance with the Model Aquatic Code; and,

WHEREAS, it is also appropriate at this time to revise the fees assessed for certain environmental health inspections and other services; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, as follows:

Section A. Enacting Clause.

Sections 4000., 4001., 4010., and 4051., and Schedule I to chapter 40, Jackson County Code, 1984, are hereby repealed and five new sections and one new schedule enacted in lieu thereof, to be known as sections 4000., 4001., 4010., 4051., and 4052. and Schedule I., to read as follows, with existing code sections 4052., 4053., and 4054. to be renumbered accordingly:

4000. Food Service Code Adopted.

The current edition, as amended, of the Missouri Department of Health's rules governing sanitation of food establishments, 19 CSR 20-1.025, and rules governing the sanitation of frozen desserts, 19 CSR 20-1.030, and section 2.0 of the Department of Health guidelines, entitled Food Protection, which together constitute the Missouri Food Code, are hereby adopted by reference and incorporated into this chapter as if fully set forth herein and shall be in full force and effect as the Food Service Sanitation Code of Jackson County, and may be cited as such. Copies of these rules and guidelines shall be filed with the Office of the Clerk of the County Legislature and [director of public works] Environmental Health Administrator.

4001. Application.

This chapter shall apply to all Food Establishments, Temporary Food Establishments, Food Processor/Warehouses, Farmers' Market Vendors, Lodging Establishments, and Aquatic Venues in the unincorporated area of the County. Incorporated cities, towns, and

villages may, by agreement, contract with the County to apply and enforce this chapter. The provisions of this chapter shall govern in the unincorporated County and its cities, towns, and villages under contract to the County. This chapter shall also apply to all Persons within the County outside the corporate limits of the City of Kansas City, MO, for the purpose of the enforcement of the provisions of sections 192.300 and .320, RSMo.

4010. Definitions.

As used in this chapter and in the Missouri Department of Health rules governing sanitation of food establishments, the following words and phrases shall have indicated meanings, unless the context clearly indicates otherwise. In the event of a discrepancy between a definition contained in the Missouri Department of Health rules and a definition contained in this section, the definition contained in this section shall prevail.

Aquatic Venue. Includes Swimming Pools, Wading Pools, Aquatic Play Features, Spray Grounds, Spas, Hot-Tubs, and Whirlpool Baths.

Category I Aquatic Venue. Includes Swimming Pools, Wading Pools, Spas, Hot-Tubs, Whirlpool Baths, and Aquatic Play Features owned and/or operated by a municipality, other political subdivision, or any other Chapter 40 -2- 03/18/2020 government agency, that are available for use by the general public.

Category II Aquatic Venue. Includes Swimming Pools, Wading Pools, Spas, Hot-Tubs, Whirlpool Baths, and Aquatic Play Features operated by an entity such as a hotel, motel, rental apartment, athletic club, hospital, rehabilitation center, fraternal or social organization, retirement center, camp, school, home association (including, without limitation, a subdivision, town home, planned unit development, or condominium association), country club, day care center, health spa and any other similar facility not specifically included in Category I or Category II, that is offering use to members, patrons, residents, and guests of such establishment.

Category III Aquatic Venue. Includes Spray Grounds owned and/or operated by a municipality, political subdivision, any other government agency, hotel, motel, rental apartment, athletic club, hospital, rehabilitation center, fraternal or social organization, retirement center, camp, school, home association (including, without limitation, subdivision, town home, planned unit development, or condominium association), country club, day care center, health spa, and any other similar facility not specifically included in this listing, that is offering use to the general public, members, patrons, residents, and guests of such establishment. (Ord. 5008, Eff. 09/05/2017)

Aquatic Play Feature. Any feature that provides patron play and recreational activity. Aquatic Play Feature includes, but is not limited to: water slides, lazy river

rides, water course rides, water activity pools, interactive water features, water fountains that permit bathing, and wave pools. A Spray Ground shall not be considered an Aquatic Play Feature.

Blood Incident. The spill of any human blood in an Aquatic Venue. In the event of a Blood Incident, a test shall be performed to determine if chlorine is at proper concentration to ensure safety. If the concentration is low, the venue shall remain empty until the concentration is corrected.

Catering Operation. The process of an individual or business with a restaurant-type food permit that conducts food service activities outside of the permitted establishment.

Commissary. A catering establishment, kitchen, or mobile food service base of operations, or any place in which food, containers, or supplies are kept, handled, prepared, packaged, or stored. A commissary must meet all requirements of this chapter.

Contamination Response Plan. A written procedure for handling contamination from formed-stool, diarrheal-stool, vomit, and/or contamination involving blood.

Deep Area. The area of an Aquatic Venue which has, or can have, a water depth of five (5) feet or more.

Department. The Jackson County Department of Public Works, Planning and Environmental Health Division.

Director. The [Director of the] Environmental Health Administrator of Jackson County [Department of Public Works] or designated representative.

Farmers' Market. A designated location used by local farmers and producers primarily for distribution and sale of locally produced agricultural products, or a limited amount of non-agricultural, locally produced products.

Fecal/Vomit Incident. There are two types of Fecal Incidents: formed stool and diarrhea. Diarrhea must be reported. A Vomit Incident occurs when the full contents of the stomach are emptied into the water. This does not include vomiting from swallowing too much water.

Food Establishment.

- a. An operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption such as a restaurant, satellite or central preparation facility, catered feeding location, catering operation if the operation provides food directly to a consumer or to a conveyance used to transport people, market, vending (location) operation if the operation provides potentially hazardous foods, conveyance used to

transport people; institution, or food bank; and that relinquishes possession of food to a consumer directly, or indirectly through a delivery service such as home delivery of grocery orders or restaurant takeout orders, or delivery service that is provided by common carriers.

b. "Food Establishment" includes an element of the operation such as a transportation vehicle or a central preparation facility that supplies a vending location or satellite feeding location unless the vending or feeding location is permitted by the Health Officer, satellite catered feeding location, a vending location or satellite feeding location unless the vending or feeding location is permitted by the Health Officer, and an operation that is conducted in a mobile, stationary, temporary, or permanent facility or location, where consumption is on or off the premises.

c. "Food Establishment" does not include an establishment that offers only Chapter 40 -4- 03/18/2020 prepackaged foods that are not potentially hazardous, a produce stand that only offers whole, uncut fresh fruits and vegetables, a food processing plant, a kitchen in a private home if only food that is not potentially hazardous is prepared for sale or service at a function such as a religious or charitable organization's bake sale, if allowed by law, and if the consumer is informed by a clearly visible placard at the sales or service location that the food is prepared in a kitchen that is not subject to regulation and inspection by the Health Officer, an area where food that is

prepared as specified in subparagraph (c) (iv) of this definition is sold or offered for human consumption, a kitchen in a private home, such as a small family daycare provider or a bed-and-breakfast operation that prepares and offers food to guests, if the home is owner-occupied, the number of available guest bedrooms does not exceed 4, breakfast is the only meal offered, the number of guests served does not exceed 12, and the consumer is informed by statements contained in published advertisements, mailed brochures, and placards posted at the registration area that the food is prepared in a kitchen that is not regulated and inspected by the Health Authority, or a private home that receives catered or home-delivered food.

Food Processor/Warehouse. A commercial operation, such as a food manufacturer, warehouse, processor, or distribution center, that manufactures, packages, labels, or stores food for human consumption and does not provide food directly to the consumer.

Health Officer. The [Director of the] Environmental Health Administrator of Jackson County [Department of Public Works] or designated representative.

Licensed Aquatic Venue Operator. A person who has been formally trained in aquatic operations and safety and has received a license from that training. Licensing can be achieved by receiving certification from Certified Pool Operator,

Aquatic Facility Operator, Association of Pool and Spa Professionals, or other courses with the Health Officer's approval, in aquatic operations and safety. The license must be renewed upon expiration.

Lifeline. A continuous line of rope attached to opposite sides of an Aquatic Venue that divides shallow from deep water and serves as a barrier to prevent nonswimmers from venturing into deep water. The line of rope shall not be less than ¼ inch in diameter, supported by brightly colored buoys, not less than 12 inches apart and tight enough to support the weight of an adult.

Lodging Establishment. Any building, group of buildings, structure, facility, place, or places of business where five (5) or more guest rooms are provided, which is owned, maintained, or operated by any person and which is kept, used, maintained, advertised, or held out to the public for hire, which can be construed to be a hotel, motel, motor hotel, apartment hotel, tourist court, resort, cabins, tourist home, Chapter 40 -5- 03/18/2020 bunkhouse, dormitory, or other similar place by whatever name called, and includes all such accommodations operated for hire as lodging establishments for either transient guests, permanent guests, or for both transient and permanent guests. This definition shall not apply to dormitories and other living or sleeping facilities owned or maintained by public or private schools, colleges, universities, or churches unless made available to the general public and not used exclusively for students and faculty, school sponsored events, baseball camps, conferences, dance camps, equitation camps, football

camps, learned professional society Meetings, music camps, retreats, seminars, soccer camps, swimming camps, track camps, youth leadership conferences, or church-sponsored events.

Mobile Food Unit. A vehicle-mounted food service establishment, designed to be readily movable, that returns to a commissary daily for clean-up and service.

Non-Profit Organization Food Establishment. A Food Establishment operated by a non-profit organization. A non-profit organization shall submit proof of 501(c) exemption form or other tax-exempt letter with its application.

Non-Profit Organization Temporary Food Establishment. A Food Establishment operated by a non-profit organization for a period of no more than fourteen (14) consecutive days in conjunction with a single event or celebration. A non-profit organization shall submit proof of 501(c) exemption form or other tax-exempt letter with its application.

Person. Any individual, firm, partnership, association, corporation, company, municipality, political subdivision, governmental agency, lab, organization or other entity owning or operating an establishment required by this chapter.

Potentially Hazardous Food. Foods that require time and temperature controls to remain safe for human consumption.

Pushcart. A non-self-propelled vehicle limited to serving non-potentially hazardous foods or commissary-wrapped food maintained at proper temperatures, or limited to the preparation and serving of frankfurters.

Seasonal Food Establishment. Any Food Establishment Meeting the requirements of this chapter which operates for a period in excess of fourteen (14) days but not longer than six (6) months.

Shallow Area. The area of an Aquatic Venue which has, or can have, a water depth of less than five (5) feet.

Soft Serve Frozen Dessert Machine. Any machine that dispenses any type of mix or ice cream mix, whipped cream mix, ice cream, milk sherbet, ice milk, fruit ice, or ice sherbet, frozen custard, frozen dietary food, diabetic or dietetic ice cream, diabetic or dietetic ice milk, ice milk mix, frozen malted milk, novelty, or other similar product designated as a frozen dessert by the Health Officer, but only if operated in connection with a Food Establishment, Temporary Food Establishment, or Seasonal Food Establishment.

Spa, Hot-tub, or Whirlpool Bath. A pool designed for relaxation, recreational, or therapeutic use where the user is sitting, reclining, or at rest and the pool is not drained, cleaned, or refilled for each user. A Spa may include, but is not limited to

features such as, hydrojet circulation, hot water, cold water, mineral baths, or air induction bubbles, or any combination thereof.

Spray Feature. A device that creates a spray of water. This includes, but is not limited, to fountains and waterfalls.

Spray Ground. A structure designed to allow for recreational activities with recirculated, filtered, and/or treated water, but having minimal collective water. Water from the interactive fountain-type feature is collected by gravity below grade in a collector tank or sump. The water is filtered, disinfected, and then pumped to the feature spray discharge heads.

Swimming Pool. Any artificial basin of water which has been wholly designed, modified, improved, constructed or installed for the purposes of swimming, diving, recreational activity, rehabilitation, and/or therapeutic exercising, and shall include any and all accessory equipment.

Temporary Food Establishment. Any Food Establishment which operates for a period of no more than fourteen (14) consecutive days in conjunction with a single event or celebration. Temporary food service may be in conjunction with a fair, carnival, circus, public exhibition, or similar gathering

Transition Point. The area of the floor of an Aquatic Venue where an abrupt change in slope occurs between the shallow and deep areas of the Aquatic Venue.

Vending Machine. Any self-service device that, upon insertion of a coin, paper currency, token, card, or key, or by optional manual operation, dispenses unit servings of food in bulk or in packages without the necessity of replenishing the device between each vending operation.

Wading Pool. Any artificial pool of water less than or equal to 24 inches deep and intended for wading purposes.

4051. Aquatic Venue Regulations.

Aquatic Venues shall be licensed and inspected pursuant to this section.

4051.1 Operating Permit.

- a. No Person shall operate any Aquatic Venue unless the facility holds a valid operating permit from the Health Officer for each Aquatic Venue being operated.
- b. All applicants for an operating permit of an Aquatic Venue shall provide proof of the Licensed Aquatic Venue Operator who will supervise that facility.

- c. Each operating permit shall be issued for one year from the date of issuance.
- d. No operating permit shall be transferable.
- e. Each operating permit shall be conspicuously posted at the permitted facility.

4051.2 Plans and Specifications.

- a. No Person shall begin construction, installation or structural renovation of any Aquatic Venue without first having submitted plans to the Health Officer for review.
- b. Plans shall include the following:
 - i. Illustrations showing the Aquatic Venue, bathhouse, and equipment room;
 - ii. Specifications and layout of all treatment equipment;
 - iii. Piping schematic;
 - iv. Layout of chemical storage room;
 - v. Specifications for the water supply and wastewater disposal systems; and
 - vi. Certification by a professional engineer, architect, or other professional.

c. No permit for operation of an Aquatic Venue shall be issued until an inspection of the completed Aquatic Venue is made by the Health Officer and compliance with the requirements of this chapter is satisfied.

d. Existing Aquatic Venues constructed prior to the effective date of this section may continue in use so long as equipment, water quality, safety, supervision, operation, and maintenance can comply with this chapter.

4051.3 Variances.

a. A variance from a requirement of this chapter may be considered and granted by the Health Officer if the variance does not jeopardize public health or safety.

b. Any request for variance must be submitted in writing to the Health Officer.

4051.4 Shower Rooms, Showers, Toilets, and Lavatories

a. Shower facilities are required for all Category I Aquatic Venues. Showers shall be supplied with hot and cold running water from an approved source.

b. The number of showers, toilets, drinking fountains, and lavatories shall comply with applicable building permit requirements.

c. At all Aquatic Venues, if shower rooms are provided, they shall be maintained in good repair, in a clean condition at all times, with sanitary supplies provided, and free from dirt, standing water, mold, and/or algae.

d. If towels are furnished, they shall be thoroughly washed with detergent and water, rinsed, dried, and stored in a clean place.

4051.5 Licensed Aquatic Venue Operators

a. Licensing shall be achieved by successfully completing a Health Officer approved course, examination, and payment of any applicable fees. Any license shall be valid for not more than five (5) years from the date of issuance.

b. Any license may be suspended or revoked by the Health Officer if:

i. The Aquatic Venue that the Licensed Aquatic Venue Operator is supervising is closed by the Health Officer two or more times within a 365-day period; or

ii. The Licensed Aquatic Venue Operator is not readily available, reachable by phone generally within 30 minutes, at the time of Health Officer's inspection.

4051.6 Supervision.

a. Each Aquatic Venue shall be under the supervision of a Licensed Aquatic Venue Operator who shall be responsible for compliance with this chapter. The Licensed Aquatic Venue Operator is not required to be present on site at all times, but shall be readily available during all times the facility is open. The Licensed Aquatic Venue Operator's contact information must be posted in a conspicuous place at the permitted facility. The Licensed Aquatic Venue Operator shall have his/her license readily accessible at the time of inspection. If an Aquatic Venue has a history of violations, the Health Officer may require the Licensed Aquatic Venue Operator be present on site during all times the Aquatic Venue is open.

b. Each Category I Aquatic Venue must provide qualified lifeguards. When qualified lifeguards are used the staffing plan shall include diagrammed zones of patron surveillance for each Aquatic Venue such that:

i. A qualified lifeguard is capable of viewing the entire area of the assigned zone of patron surveillance;

ii. A qualified lifeguard is able to reach the furthest extent of the assigned zone of patron surveillance within 20 seconds;

- iii. The diagram shall identify whether each qualified lifeguard is in an elevated stand, walking, in-water, and/or other approved position;
 - iv. The diagram shall identifying any additional responsibilities for each zone; and
 - v. All areas of each aquatic venue are assigned a zone of patron surveillance.
- c. Each Category II Aquatic Venues is recommended to have lifeguard services but it is not required. If no lifeguard is present, a proper “WARNING – NO LIFEGUARD ON DUTY” signage shall be placed throughout the pool.
- d. The minimum qualifications for a lifeguard shall be satisfactory completion and current certification from a nationally recognized lifeguard training program. Each lifeguard shall have current CPR and First Aid certification.
- e. All lifeguards shall wear distinguishing swimsuits or emblems while on duty.
- f. Each Category I and Category II Aquatic Venue that has a water surface area in excess of 2,000 square feet and a depth of six feet shall provide at least one elevated lifeguard chair or platform. One (1) additional

elevated lifeguard chair or platform shall be provided for each additional 2,000 square feet of water surface area and a depth of six feet.

g. Each Category II Aquatic Venue where lifeguard service is not required or continuously provided, shall display a warning sign stating "WARNING – NO LIFEGUARD ON DUTY" in letters at least four (4) inches high that shall be conspicuously placed at the entrance to the venue.

h. Each Category I and II Aquatic Venue shall have "Pool/ Spa Rules" posted in a conspicuous place, which rules shall include, but not be limited to, the following:

- i. No person with open cuts, sores, lesions, infections, obvious communicable disease, or diarrhea shall use the Swimming Pool;
- ii. Animals are not allowed in or around the Swimming Pool, except that service animals as defined by the Americans with Disabilities Act must be allowed on pool decks and any other places the public is allowed. Service animals are not allowed in the water, on diving boards, on water slides, on floatation rafts, etc;
- iii. Glass containers are not allowed in or around the Swimming Pool;
- iv. Children who are not toilet trained shall wear tight fitting plastic underwear or swim diapers that will prevent leakage;
- v. No diving (at Swimming Pools without an approved diving well configuration);

vi. Children, as defined by the Aquatic Venue, shall be accompanied by an adult; and

vii. The following only apply to Spas, Hot-Tubs and Whirlpool Baths:

(1) Due to high temperature and humidity the spa can be dangerous to your health, so consult your physician before use;

(2) Observe reasonable time limits (no longer than 15 minutes), then leave the water and cool down before returning.

i. Each Category III Aquatic Venue shall display "Spray Ground Rules" posted in a conspicuous place, which rules shall include, but not limited to the following:

i. No person with open cuts, sores, lesions, infections, obvious communicable disease, or diarrhea shall use the Spray Ground;

ii. Animals are not allowed in or around the Spray Ground;

iii. Glass containers are not allowed in or around the Spray Ground;

iv. Children who are not toilet trained shall wear tight fitting plastic underwear or swim diapers that will prevent leakage;

v. Spray features use recirculated water, DO NOT DRINK THE WATER; and

vi. Children shall be accompanied by an adult.

j. Each Category I and Category II Aquatic Venue shall post its maximum design patron load and shall not permit more patrons than indicated. Patron load shall be calculated as follows:

(i) One (1) person per 20 square feet of water surface area for Swimming Pools and Aquatic Play Features;

(ii) One (1) person per 10 square feet of water surface area for Spas, Hot-Tubs, and Whirlpool Baths.

4051.7 Safety Requirements.

a. The following shall be provided at each Category I and Category II Aquatic Venue:

i. A life pole or shepherd's crook 12-feet long or a reach beyond half the distance of the width of the pool;

ii. A ring buoy, Coast Guard approved or equivalent, fitted with a ¼ inch-diameter line attached with a length of 1.5 times the maximum width of the Swimming Pool or 50 feet, whichever is less;

iii. A blanket; and

iv. A first aid kit with the following minimum supplies:

(1) Triangular bandages;

(2) One roll 1-inch tape;

(3) Plain gauze pads, 3" X 3" and 4" X 4";

(4) One roll 2-inch gauze bandage;

(5) One tube or bottle of antiseptic;

- (6) First Aid Book;
- (7) Scissors; and
- (8) Assorted band-aids.

b. All lifesaving equipment shall be mounted in a conspicuous place, readily accessible, and in a condition ready for use, except that the blanket and first aid kit may be kept in a designated place approved by the Health Officer.

c. Each Category I and II Aquatic Venue shall have a readily accessible emergency telephone or other means of emergency communication that is operational and only for emergency use. Directions for use of the emergency telephone shall be clearly posted. Emergency phone numbers along with the venue's address must be prominently posted.

d. All chemicals used in an Aquatic Venue's maintenance shall be stored under conditions where they are only accessible to authorized persons, in a dry, well-ventilated storage room according to manufacturers' instructions.

The following additional requirements shall be observed:

- i. Chemicals shall be stored in their original containers, tightly closed. All chemical containers, drums, boxes, and bags shall be stored at least 6 inches off the floor or in a manor to eliminate contact with standing water. Overhead storage of chemicals is prohibited;

- ii. Incompatible chemicals shall be stored away from each other in specifically identified locations in the chemical storage room;
- iii. "No Smoking" signs shall be posted in the chemical storage room;
- and
- iv. Swimming pool chemicals and test kit reagents shall be stored out of direct sunlight.

e. In each Category I and Category II Aquatic Venue the depth of the water shall be plainly marked at or above the water surface on the vertical wall of the Aquatic Venue, and on the edge of the deck next to the Aquatic Venue. Where depth markers cannot be placed on the vertical walls above the water level, other means shall be used so that markings shall be plainly visible to persons in the Aquatic Venue. Markers shall be at least 4-inch high numbers and of a color contrasting with the background. Depth markers shall be:

- i. Located at the points of maximum and minimum depths;
- ii. On both sides and both ends of the Aquatic Venue;
- iii. Spaced so that the distance between adjacent markers is not greater than 25 feet when measured peripherally; and
- iv. At appropriate points as to denote water depth in diving areas, if the Swimming Pool is designed for diving (Swimming Pools without

an approved diving well configuration shall also have “NO DIVING” included in the posted pool rules).

f. The point of transition [in the slope] with an abrupt change between the deep and the shallow areas shall be identified by a buoyed lifeline that separates the deep area from the shallow area and is located 2-feet toward the shallow end from the point of transition or by a line of contrasting color on the floor and walls of the pool, present at the point of transition.

g. If night swimming is permitted, deck and underwater lighting shall be provided to illuminate all underwater areas so that water clarity requirements will be maintained.

h. Electrical equipment and wiring in or adjacent to any Aquatic Venue shall meet the requirements of the National Electric Code (NEC 70), Article 680 and any additional local requirements.

i. Steps, ladders, stairs, or ramps shall be provided at the shallow and deep ends of the Aquatic Venue. If the Aquatic Venue is over 30 feet wide steps, ladders, stairs, or ramps shall be installed on each side. Ramps shall not exceed a slope of 1:12. Handrails shall be provided for use with all ladders, steps, and stairs. Handrails shall be maintained in sound working condition.

j. All steps, ramps, and diving boards are to be of non-slip construction or be covered with non-slip materials.

k. An Aquatic Venue shall be immediately closed and the swimmers removed from the water when any of the following occurs. Closure resulting from an inspection will require a re-inspection before the Aquatic Venue begins operating again.

i. Failure to meet required disinfectant concentrations;

ii. Failure to meet water clarity requirements;

iii. The grate on the main drain is missing or broken;

iv. Failure to meet lifeguard requirements;

v. A recirculation or filter pump is non-operational;

vi. The water temperature exceeds 104° Fahrenheit;

vii. A Fecal or Vomit Incident (documentation of the incident and measures taken must be documented and submitted to the health officer.);

viii. The presence of an electrical storm at an outdoor venue; or

ix. Readily accessible emergency telephone/communications device is inoperable.

l. Each Aquatic Venue shall be in compliance with all current and any future state and federal regulations. This includes but not limited to the Virginia

Graeme Baker Pool and Spa Safety Act and the Americans with Disabilities Act (ADA).

m. A Licensed Aquatic Venue operator shall notify the Health Officer as soon as possible in the event of a drowning that result in a death or Fecal/Vomit Incident. Each Aquatic Venue shall have and follow an approved *Contamination Response Plan* for dealing with Fecal, Blood, and Vomit contamination. The Aquatic Venue shall document each Fecal, Blood, and Vomit Incident. Documentation of Fecal, Blood, and Vomit Incidents shall be retained for at least one (1) year after the incident.

n. The water supply for each Aquatic Venue shall be from a water source approved by the Health Officer. No piping arrangements shall exist which, under any conditions, will permit sewage or waste water to enter the Aquatic Venue's water system or permit water from an Aquatic Venue to enter the make-up water supply.

o. Because of serious safety considerations, the use of gas chlorine is not recommended and may not be approved. When used, the operation must be in compliance with all state and federal safety requirements.

4051.8 Water Quality of Swimming Pools.

a. The water shall have sufficient clarity at all times so that either a black disc six (6) inches in diameter is readily visible in the deepest portion of the Swimming Pool or the bottom drain at the deepest point is clearly visible.

b. The water shall be free of all scum and floating matter on the surface and dirt and other material on the floor of the Swimming Pool.

c. Disinfection shall be provided by mechanical feeders. The water in all parts of the Swimming Pool shall have a minimum free available chlorine (FAC) content of at least 1.0 ppm, but FAC shall not exceed 10.0 ppm.

- i. Bromine used as a disinfectant shall be maintained at a residual level of not less than 2.0 ppm but shall not exceed 10.0 ppm; and
- ii. Other disinfecting materials or methods must be approved by the Health Officer.

d. If cyanuric acid or chlorinated isocyanurates are used, the concentration of cyanuric acid in the water should be at least 30 ppm to 50 ppm and shall not exceed 1000 ppm and the free available chlorine (FAC) shall be at least 2.0 ppm.

e. The water shall be maintained at a pH of not less than 7.2 and not over 7.8.

f. The total alkalinity [shall be maintained] is recommended to be within the range of 60 ppm to 180 ppm.

g. No harsh or irritating chemical in concentrated form shall be added manually and directly to the water of any Swimming Pool while any person is present in the water. When chemicals are added, use of the Swimming Pool shall cease until such time as the chemical is completely dissolved and is thoroughly diffused throughout the Swimming Pool water.

h. The water in a Swimming Pool shall be continuously recirculated. The circulation system for Swimming Pools shall achieve a turnover rate of six (6) hours or less. The circulation system for any Wading Pool shall achieve a turnover rate of two (2) hours or less. Each Category I and Category II Swimming/Wading Pool shall have a flow meter installed that is capable of measuring from $\frac{1}{2}$ to at least 1-1/2 times the designed flow of the circulation system.

4051.9 Spas, Hot-Tubs, and Whirlpool Baths.

- a. Maximum water depth shall be four (4) feet measured from the water line. The maximum depth of any seat or sitting bench shall be two (2) feet measured from the water line.
- b. The water shall be clear at all times, and free of scum and floating matter on the surface and dirt and other material on the floor.
- c. Water temperature controls shall be provided to prevent the water temperature from exceeding 104° F.
- d. A thermometer shall be available to monitor water temperature.
- e. Each Spa, Hot-Tub, or Whirlpool Bath shall be equipped with a 15-minute timer controlling the hydrotherapy jets and blower operation.
- f. Each Spa, Hot-Tub, or Whirlpool Bath shall be equipped with an emergency shut-off switch to stop all circulation. The shut-off switch shall be visible from the Spa, Hot-Tub, or Whirlpool Bath.
- g. Spray features are prohibited in any Spa, Hot-Tub, or Whirlpool Bath.

h. Disinfection shall be provided by mechanical feeders and water shall have a minimum free available chlorine (FAC) content of 3 ppm but FAC shall not exceed 10 ppm, with a maximum combined chlorine level of 0.5 ppm. For bromine disinfection the minimum total bromine level shall be 4.0 ppm but shall not exceed 10 ppm.

i. Other disinfecting materials or methods must be approved by the Health Officer;

ii. Water shall be maintained at a pH of not less than 7.2 and not over 7.8;

iii. Total alkalinity shall be maintained within the range of 60 to 180 ppm; and

iv. The calcium hardness shall be maintained within the range of 150 to 250 ppm but not exceed 1000 ppm.

i. Water in a Spa, Hot-Tub, or Whirlpool Bath shall be continuously recirculated. The circulation system for any Spa, Hot-Tub, or Whirlpool Bath shall achieve a turnover rate of 30 minutes or less. Each Category I or Category II Spa, Hot-Tub, or Whirlpool Bath shall have a flow meter installed that is capable of measuring from $\frac{1}{2}$ to at least 1-1/2 times the designed flow of the circulation system.

j. Each Spa, Hot-Tub, or Whirlpool Bath shall have posted in a conspicuous place the "Spa Rules" for the facility.

k. Each Spa, Hot-Tub, or Whirlpool Bath not drained weekly shall superchlorinate its water and filtering system to a level of 10 ppm at least once a week.

l. Each Spa, Hot-Tub, or Whirlpool Bath shall be drained and refilled as needed to maintain proper water quality.

m. No harsh or irritating chemical in concentrated form shall be added manually and directly to the water of any Spa, Hot-Tub, or Whirlpool Bath while any person is present in the water. When chemicals are added, use of the Spa, Hot-Tub, or Whirlpool Bath shall cease until such time as the chemical is completely dissolved and is thoroughly diffused throughout the Spa, Hot-Tub, or Whirlpool Bath water.

n. Any Spa, Hot-Tub, or Whirlpool Bath shall be closed immediately and the patrons removed from the water when any of the following health or safety hazards exist. Closure resulting from an inspection will require a re-inspection before the Aquatic Venue begins operating again.

i. Failure to meet required disinfectant concentrations;

- ii. Failure to meet water clarity requirements;
- iii. The grate on the main drain is missing or broken;
- iv. Failure to meet lifeguard requirements;
- v. A recirculation or filter pump is non-operational;
- vi. The spa water temperature exceeds 104° Fahrenheit;
- vii. A Fecal, Blood or Vomit Incident;
- viii. The presence of an electrical storm at an outdoor venue; or
- ix. The readily accessible emergency telephone/communications device is inoperable.

4051.10 Spray Grounds.

- a. Disinfection shall be provided by mechanical feeders and water shall have a minimum free available chlorine (FAC) content of 2 ppm, but FAC shall not exceed 10 ppm.
 - i. Other disinfecting materials or methods must be approved by the Health Officer;
 - ii. The water shall be maintained at a pH of not less than 7.2 and not over 7.8; and
 - iii. The total alkalinity shall be maintained within the range of 60 to 180 ppm.

- b. Each Spray Ground shall have posted in a conspicuous place the "Spray Ground Rules" for the facility.

- c. The water in a Spray Ground shall be continuously circulated, filtered and disinfected.

- d. The spray pad shall be adequately cleaned and flushed daily.

- e. Each Spray Ground shall be closed immediately and the patrons removed from the Spray Ground when any health or safety hazard exists, such as:
 - i. Failure to meet required disinfectant concentrations;
 - ii. The grate on the main drain is missing or broken;
 - iii. A reported fecal, blood or vomit accident;
 - iv. The presence of an electrical storm; (A sign may be posted warning of danger during electrical storms in unattended areas); or
 - v. Readily accessible emergency telephone/communications device is inoperable.

- f. Each Spray Ground shall be fenced to prevent access by animals.

4051.11 Air Circulation for Indoor Aquatic Venues.

Each indoor Aquatic Venue constructed after the effective date of this section shall meet the ventilation standards established by the American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE).

4051.12 Pool and Spa Heaters.

All heaters shall be installed per the American National Standards Institute guidelines: ANSI Standard 2223.1 and comply with all applicable local codes.

4051.13 Operating Records.

- a. Each Category I, II, or III Aquatic Venue shall maintain records showing:
 - i. Disinfectant residuals testing a minimum of two times daily or as often as needed to maintain the water quality as indicated in this section;
 - ii. pH reading testing a minimum of two times daily or as often as needed to maintain the water quality as indicated in the section;
 - iii. Chemicals used during the operation period;
 - iv. Cyanuric acid level testing at least once a week;
 - v. Alkalinity testing at least once a week; and
 - vi. All Fecal, Blood, and Vomit Incidents.

b. Additional records required for each Spa, Hot-Tub, and Whirlpool Bath are:

- i. Dates of superchlorination;
- ii. Temperature reading testing a minimum of every 3 hours of operation;
- iii. Calcium Hardness testing at least once a week; and
- iv. Dates of drain and refill.

c. All records shall be retained for at least one (1) year from date of test.

4051.14 Testing Equipment.

a. The following test equipment shall be maintained at each Swimming Pool, Wading Pool, Spa, Hot-Tub, or Whirlpool Bath:

- i. A DPD chlorine tester or bromide tester, capable of measuring residuals in the range of 0 to 10.0 ppm. When chlorine is used, the test equipment shall be capable of measuring both free available chlorine and total combined chlorine;
- ii. A pH tester capable of measuring pH between 6.8 and 8.2;
- iii. An alkalinity tester capable of measuring the range of 50 to 200 ppm;
- iv. A cyanuric acid test kit (where applicable); and

v. A calcium hardness tester capable of measuring the range of 150 to 500 ppm. (required for each Spa, Hot-Tub, or Whirlpool Bath, recommended for all Aquatic Venues)

4051.15 Fences/Enclosures/Safety Covers.

a. Each Category I, II, or III Aquatic Venue shall be protected by a fence, wall, building, or other enclosure, or any combination thereof which completely encloses the Aquatic Venue area such that all the following conditions are met:

- i. Constructed so as to afford no external handholds or footholds;
- ii. Constructed of durable materials;
- iii. A four (4) foot minimum height is provided entirely around the Aquatic Venue;
- iv. The horizontal space between vertical members of the enclosure shall not exceed four (4) inches;
- v. The height of any opening under the bottom of the enclosure shall not exceed two (2) inches; and
- vi. Where no lifeguards are present, all gates and doors shall be equipped with self-closing and positive self-latching closure mechanisms which shall be located as high as possible and comply with the Americans with Disabilities Act (ADA) requirements.

- b. If a safety cover is used it must meet ASTM standard F1346-91 Standard Performance Specification for Safety Covers and Labeling Requirements for All Covers for Swimming Pools, Spas, and Hot Tubs.

4051.16 Wastewater Disposal.

All wastewater from any Category I, II, or III Aquatic Venue shall be disposed of in a manner which will not create a nuisance and is in accordance with applicable local regulations.

4051.17 General Maintenance.

Each Category I, II, or III Aquatic Venue must be maintained in such a way as not to create a nuisance or public health risk.

4051.18 Inspections.

a. The Health Officer shall conduct such inspections as often as deemed necessary to ensure compliance with all the provisions of this chapter and he/she shall have right of entry at any reasonable time to the Aquatic Venue, its records, and accompanying facilities.

b. Upon investigation or inspection of an Aquatic Venue, the Health Officer determines that conditions exist that warrant the closing of the facility, the Health Officer shall issue a written closing order to the owner or operator of

the Aquatic Venue, noting the violations. A “notice of closure” sign shall be conspicuously placed at the entrance to the facility. It shall be unlawful for any Person to remove a “notice of closure” sign unless authorized to do so by the Health Officer. The owner or operator, thereafter, shall be responsible for prohibiting any Person from using the facility until the violations have been abated. If the Health Officer notes violations, which do not warrant closing the facility, a written notice shall be provided to the owner or operator with reasonable times for compliance. If the noted violations are not abated within the time set forth in the notice, the facility shall then be automatically closed unless the Health Officer, upon good cause, extends the time for compliance.

c. The following violations shall warrant immediate closure by the Health Officer. Closure resulting from an inspection will require a re-inspection before the Aquatic Venue begins operations again.

- i. Any hazardous condition that may create an immediate danger to life, health, or safety;
- ii. Failure of the Aquatic Venue’s equipment or structure that may jeopardize the health or safety of the persons using or operating it;
- iii. Failure to meet required disinfectant concentrations;
- iv. Failure to meet water clarity requirements;
- v. The grate on the main drain is missing or broken;

- vi. Failure to meet lifeguard requirements;
- vii. A Spa's water temperature exceeds 104° Fahrenheit;
- viii. Readily accessible emergency telephone/communications device is inoperable;
- ix. Failure to have all entrances equipped with self-closing and self-latching door/gate;
- x. Lack of required safety equipment;
- xi. Failure to meet the Licensed Aquatic Venue Operator requirement;
- xii. Repeat violations from previous inspection(s); or
- xiii. If an Aquatic Venue has been linked to a recreational water illness outbreak confirmed by a licensed physician.

d. The Health Officer shall conduct a follow-up inspection to insure all violations from the initial investigation(s)/inspection(s) have been abated. Fees shall apply for all follow-up inspections.

e. If violation(s) are corrected at the time of the initial investigation/inspection a follow-up inspection will not be required.

f. Closing orders shall be repealed once all violations that warranted the closing order have been abated and inspected by the Health Officer.

4052. Enforcement of Missouri State Public Health Rules and Regulations.

The Health Officer shall have authority to issue general ordinance summonses to Persons for alleged violations of sections 192.300 and .320, RSMo, and corresponding provisions of the Missouri Code of State Regulations which, upon conviction, are punishable pursuant to section 4054. of this chapter.

SCHEDULE I

FOOD SAFETY AND ENVIRONMENTAL HEALTH

Required Permits and Permit Fees.

Establishments, events, and public engagements that require a permit and inspection are listed in this Schedule I. Annual permit fees shall be charged according to Schedule I.

The [chart] schedule below reflects current service fees [for 2017]. [An] Increases [is to] shall be implemented [every two years] according to the schedule [below].

Permit	[2019] Current	2021	2023
Replacement Fee	\$5	\$5	\$5
Plan Review Fee	\$310	\$315	\$320
Re-inspection Fee	\$105	\$105	\$110
Low Priority Food Establishment permit	\$255	\$255	\$260
Medium Priority Food Establishment Permit	\$460	\$470	\$475
High Priority Food Establishment Permit	\$775	\$785	\$795
Mobile Unit/Push Cart Permit	\$205	\$210	\$215
Non-Profit Food Establishment Permit	\$30	\$30	\$30
School Cafeteria Permit	\$55	\$55	\$55
Seasonal Permit	\$105	\$105	\$105
Soft Serve Dessert Machine Permit	\$55	\$55	\$55
Temporary Food Establishment Permit	\$55	\$55	\$55
Catering Permit	\$385	\$395	\$400
Farmer's Market Vendor Stall Permit	\$30	\$30	\$30
Non-Profit Temporary Food Permit	\$30	\$30	\$30
Lodging Establishment Permit	\$155	\$155	\$160
Food Processor/Warehouse Permit	\$155	\$155	\$160

Aquatic Venue Permit	\$155	\$155	\$160
Vending Machine Permit Fee	\$30	\$30	\$30
Food Permit Late Filing Fee	\$55	\$55	\$55
Temporary Food Permit Late Fee – Application is considered late if submitted less than 48 hours before the event.	\$30	\$30	\$30

Section B. Penalty Provision.

Any person who violates any provision of this Ordinance shall, upon conviction, be subject to punishment pursuant to the provisions of section 4054., Jackson County Code.

Effective Date: This ordinance shall be effective immediately upon its signature by the County Executive.

APPROVED AS TO FORM:



Chief Deputy County Counselor

County Counselor

I hereby certify that the attached ordinance, Ordinance No. 5393 introduced on August 31, 2020, was duly passed on _____, 2020 by the Jackson County Legislature. The votes thereon were as follows:

Yeas _____

Nays _____

Abstaining _____

Absent _____

This Ordinance is hereby transmitted to the County Executive for his signature.

Date

Mary Jo Spino, Clerk of Legislature

I hereby approve the attached Ordinance No. 5393.

Date

Frank White, Jr., County Executive

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

~~Res~~ Ord No.: 5393

Sponsor(s): Jeanie Lauer

Date: August 31, 2020

SUBJECT	<p>Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Updates to chapter 40 to include expedited enforcement of public health orders, 2 minor revisions regarding aquatic venues in compliance with the model aquatic code, and revision of fees.</p>										
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="354 525 1481 724"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td>\$</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input checked="" type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: _____ Estimated Use: _____</p> <p>Prior Year Budget (if applicable): _____ Prior Year Actual Amount Spent (if applicable): _____</p>	Amount authorized by this legislation this fiscal year:	\$	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number:	\$
Amount authorized by this legislation this fiscal year:	\$										
Amount previously authorized this fiscal year:											
Total amount authorized after this legislative action:	\$										
Amount budgeted for this item * (including transfers):	\$										
Source of funding (name of fund) and account code number:	\$										
PRIOR LEGISLATION	<p>Prior ordinances and (date): _____ Prior resolutions and (date): _____</p>										
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Deb Sees, Environmental Health Administrator, 816-847-7070</p>										
REQUEST SUMMARY	<p>Approval to update chapter 40 removing the director of public works and adding the Environmental Health Administrator to expedite enforcement, two small revisions to the aquatic venue code to be in compliance with the model aquatic code, and an update on the fee schedule for 2021 and 2023.</p>										
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										
COMPLIANCE	<p><input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals <input type="checkbox"/> VBE Goals</p>										
ATTACHMENTS	<p>Chapter 40 revisions</p>										
REVIEW	<table border="1" data-bbox="354 1648 1562 1915"> <tr> <td>Department Director: <i>Deb Sees</i></td> <td>Date: 8/25/20</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td> <td>Date:</td> </tr> <tr> <td>Division Manager: <i>N/A</i></td> <td>Date: 8/27/20</td> </tr> <tr> <td>County Counselor's Office: <i>Bryan Covinsky</i></td> <td>Date: 8/27/20</td> </tr> </table>	Department Director: <i>Deb Sees</i>	Date: 8/25/20	Finance (Budget Approval): <i>If applicable</i>	Date:	Division Manager: <i>N/A</i>	Date: 8/27/20	County Counselor's Office: <i>Bryan Covinsky</i>	Date: 8/27/20		
Department Director: <i>Deb Sees</i>	Date: 8/25/20										
Finance (Budget Approval): <i>If applicable</i>	Date:										
Division Manager: <i>N/A</i>	Date: 8/27/20										
County Counselor's Office: <i>Bryan Covinsky</i>	Date: 8/27/20										

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

AN ORDINANCE appropriating \$426,081.00 from the undesignated fund balance of the 2020 CARES Act Fund to provide for health screenings at County facilities and personal protective equipment and pay other costs necessary in connection with the fight against the ongoing Coronavirus/COVID-19 pandemic.

ORDINANCE NO. 5394, August 31, 2020

INTRODUCED BY Theresa Cass Galvin, County Legislator

WHEREAS, U.S. President Donald J. Trump, Missouri Governor Mike Parson, and County Executive Frank White, Jr., have all declared, in one form or another, the ongoing Coronavirus/COVID-19 pandemic to be a public health emergency; and,

WHEREAS, the County, through its various efforts, plays a significant role in the public health of its citizens and employees; and,

WHEREAS, an appropriate response by the County to this emergency will require significant expenditures from the County CARES Act Fund, which consists of monies provided by the U.S. Treasury for this purpose; and,

WHEREAS, the funding from this appropriation will provide health screenings for County associates, allow for the purchase of personal protective equipment, and allow the County to meet other COVID-related costs; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation be and hereby is made:

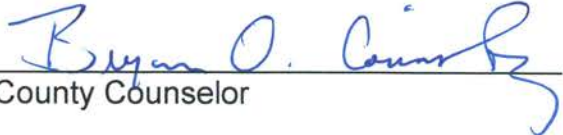
<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
CARES Act Fund 040-9999	32810- Undesignated Fund Balance	\$426,081	
County Executive's Office 040-1001	56060- Medical & Dental Services		\$190,960
040-1001	56661- Software Purchases		\$ 990
040-1001	57160- Food		\$ 660
040-1001	57170- Medical & Dental Supplies		\$232,443
040-1001	57400- Signs, Badges, & Markers		\$ 1,028

Effective Date: This ordinance shall be effective immediately upon its signature by the County Executive.

APPROVED AS TO FORM:



Chief Deputy County Counselor



County Counselor

I hereby certify that the attached ordinance, Ordinance No. 5394 introduced on August 31, 2020, was duly passed on _____, 2020 by the Jackson County Legislature. The votes thereon were as follows:

Yeas _____

Nays _____

Abstaining _____

Absent _____

This Ordinance is hereby transmitted to the County Executive for his signature.

Date

Mary Jo Spino, Clerk of Legislature

I hereby approve the attached Ordinance No. 5394.

Date

Frank White, Jr., County Executive

Funds sufficient for this appropriation are available from the source indicated below.

ACCOUNT NUMBER: 040 9999 32810
ACCOUNT TITLE: CARES Act Fund
Undesignated Fund Balance
NOT TO EXCEED: \$426,081.00

8/27/2020

Date



Chief Administrative Officer

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

~~Res~~ Ord No.: 5394

Sponsor(s): Theresa Cass Galvin

Date: August 31, 2020

<p>SUBJECT</p>	<p>Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Appropriating \$426,081 in CARES Act funding for use by various departments of the County to pay unanticipated COVID-19 costs for PPE, virtual meeting software, and signage, and health screenings at County facilities.</p>												
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$426,081</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$600,000</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$1,026,081</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$426,081</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance</td> <td>FROM ACCT: \$426,081</td> </tr> <tr> <td>TO: CARES Act Fund 040-1001-57170 County Administration – Medical and Dental Supplies 040-1001-56060 County Administration – Medical Services 040-1001-56661 County Administration – Software Purchases 040-1001-57160 County Administration – Food 040-1001-57400 County Administration - Signs Total:</td> <td>TO ACCT: \$232,443 \$190,960 \$990 \$660 \$1,028 <hr/>\$426,081</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: _____ Estimated Use: _____</p> <p>Prior Year Budget (if applicable): N/A Prior Year Actual Amount Spent (if applicable): N/A</p>	Amount authorized by this legislation this fiscal year:	\$426,081	Amount previously authorized this fiscal year:	\$600,000	Total amount authorized after this legislative action:	\$1,026,081	Amount budgeted for this item * (including transfers):	\$426,081	Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	FROM ACCT: \$426,081	TO: CARES Act Fund 040-1001-57170 County Administration – Medical and Dental Supplies 040-1001-56060 County Administration – Medical Services 040-1001-56661 County Administration – Software Purchases 040-1001-57160 County Administration – Food 040-1001-57400 County Administration - Signs Total:	TO ACCT: \$232,443 \$190,960 \$990 \$660 \$1,028 <hr/> \$426,081
Amount authorized by this legislation this fiscal year:	\$426,081												
Amount previously authorized this fiscal year:	\$600,000												
Total amount authorized after this legislative action:	\$1,026,081												
Amount budgeted for this item * (including transfers):	\$426,081												
Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	FROM ACCT: \$426,081												
TO: CARES Act Fund 040-1001-57170 County Administration – Medical and Dental Supplies 040-1001-56060 County Administration – Medical Services 040-1001-56661 County Administration – Software Purchases 040-1001-57160 County Administration – Food 040-1001-57400 County Administration - Signs Total:	TO ACCT: \$232,443 \$190,960 \$990 \$660 \$1,028 <hr/> \$426,081												
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): #5367 + #5333 Prior resolutions and (date):</p>												
<p>CONTACT INFORMATION</p>	<p>RLA drafted by Troy Schulte, County Administrator at 881-1079</p>												
<p>REQUEST SUMMARY</p>	<p>This ordinance appropriates \$426,081 in CARES Act funding to the County Executive for the purchase of various basic needs of the County to address the COVID-19 pandemic. \$233,471 will be allocated for the purchase of additional masks, gloves, hand sanitizer, wet wipes, labels, paper towels, and disinfectant spray for the next five months through December of 2020. Virtual software expense of \$990, directional signage for \$1,028 and food for volunteers of \$660 is included as well. \$190,960 will be used to pay for temporary labor services to handle the daily temperature checks at the Downtown Courthouse, Family Courts, Truman Courthouse, Eastern Jackson County Courthouse, and the Albert Riederer Community Justice building from August through December of 2020. Previous ordinances allocated a total of \$600,000 for County-wide purchases of PPE, health screenings, and computer hardware and software.</p>												
<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A</p>												

	<input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals N/A <input type="checkbox"/> VBE Goals	
ATTACHMENTS	See attached budget summary	
REVIEW	Department Director: <i>Andy M. Shatto</i>	Date: 8/27/20
	Finance (Budget Approval): <i>If applicable</i>	APPROVED By Mark Lang at 9:50 am, Aug 26, 2020
	Division Manager: <i>Chief Administrative Officers</i>	Date: 8/27/2020
	County Counselor's Office: <i>Bryan Covinsky</i>	Date: 8/27/20

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
040-9999-32810	CARES Act Fund, Undesignated Fund Balance	\$426,081

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

	Vendor	Item	Quantity	Unit Price	Shipping	Total
Medical Supplies						
	Guardian	Associate Masks-KN 95	35,000	\$ 1.98	Inclusive	69,300
	Frontline	Associate Masks-KN 95	55,000	\$ 1.98	Inclusive	108,900
	Frontline	3-Ply Masks for Public entering Courthouses	20,000	\$ 0.53	Inclusive	10,600
	Frontline	500 each sm, med, lrg, xlr nitrile gloves	2,000	\$ 0.20	72.95	463
	Frontline	Sanitizer Gel for Standing Dispensers	720	\$ 14.58	341	10,841
	Frontline	Signs for Standing Dispensers	61	\$ 27.50	Included in above	1,678
	Frontline	Anti Bacterial Wet Wipes	63 cartons (2,646 Packets)	\$ 185.00	Inclusive	11,655
	J. Rieger & Co.	Hand Sanitizer				9,000
	Office Product Alliance	White Associate Labels	30 Pckts/5 months	\$ 6.95	Inclusive	1,043
	Office Product Alliance	Colored Labels	20 Pckts/5 months	\$ 4.24	Inclusive	424
	Office Product Alliance	Paper towels	2 cartons	\$ 25.66	Inclusive	52
	Office Product Alliance	Disinfectant Spray	10 boxes for 5 months	\$ 79.07	Inclusive	3,954
	Arrowhead Scientific	3-Ply Masks for Public entering Courthouses	2000	\$ 1.20		2,400
	Arrowhead Scientific	Latex and vinyl gloves				351
	Restaurant Depot	Latex and vinyl gloves				1,555
	Restaurant Depot	3-Ply Masks for Public entering Courthouses				229
					Subtotal:	\$ 232,443
Signage						
	Almar Printing	Signs for COVID-19 Awareness	28	\$ 11.64		326
	Corporate Copy Print	Directional & Informational Signage				702
					Subtotal:	\$ 1,028
Medical Services						
	A-List and AtWork	Temp Agencies-6 Temp Screeners-Regular hours	22 Weeks	\$7,000	N/A	154,000
	A-List and AtWork	Temp Agencies-6 Temp Screeners-Overtime hours	22 Weeks	\$1,680	N/A	36,960
					Subtotal:	\$ 190,960
Volunteer Support						
	Andre's Confiserie Suisse	Food for volunteers				660
					Subtotal:	\$ 660
Virtual Software						
	Lifesize Standard	virtual meeting platform	1	\$ 149.95		150
	Streamyard.com	Virtual meeting software	1	\$ 240.00		240
	Zoom. US	Zoom Access for County	4	\$ 149.90	Inclusive	600
					Subtotal:	\$ 990
					Total:	426,081

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

AN ORDINANCE appropriating \$15,000.00 from the undesignated fund balance of the 2020 CARES Act Fund to provide funds for the City of Lake Lotawana, Missouri, to acquire supplies and equipment, make minor building improvements, and pay public safety overtime and other costs necessary in connection with the fight against the ongoing Coronavirus/COVID-19 pandemic and authorizing the County Executive to execute an Intergovernmental Agreement with the City of Lake Lotawana, Missouri, at an actual cost to the County not to exceed \$15,000.00.

ORDINANCE NO. 5395, August 31, 2020

INTRODUCED BY Theresa Cass Galvin, County Legislator

WHEREAS, U.S. President Donald J. Trump, Missouri Governor Mike Parson, and County Executive Frank White, Jr., have all declared, in one form or another, the ongoing Coronavirus/COVID-19 pandemic to be a public health emergency; and,

WHEREAS, the County, through its various efforts, plays a significant role in the public health of its citizens; and,

WHEREAS, an appropriate response by the County to this emergency will require significant expenditures from the County CARES Act Fund, which consists of monies provided by the U.S. Treasury for this purpose; and,

WHEREAS, with the funding provided by this appropriation, Lake Lotawana will acquire personal protective equipment (PPE) for city staff, make minor building improvements, and pay public safety overtime and other COVID-related costs; and,

WHEREAS, the County Executive recommends this appropriation and the execution of an Intergovernmental Agreement with the City of Lake Lotawana, Missouri, for this purpose, in a form to be approved by the County Counselor; and,

WHEREAS, such Intergovernmental Agreement shall require that Jackson County be indemnified by the City for any shortfall in or misuse of County-provided funds; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
CARES Act Fund 040-9999	32810- Undesignated Fund Balance	\$15,000	
City of Lake Lotawana 040-1545	56070- Intergovernmental Agreements		\$15,000

and,

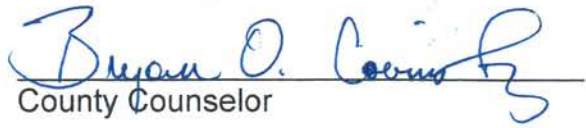
BE IT FURTHER ORDAINED that the County Executive be and hereby is authorized to execute an appropriate Intergovernmental Agreement with the City of Lake Lotawana, in a form to be approved by County Counselor.

Effective Date: This ordinance shall be effective immediately upon its signature by the County Executive.

APPROVED AS TO FORM:



Chief Deputy County Counselor



County Counselor

I hereby certify that the attached ordinance, Ordinance No. 5395 introduced on August 31, 2020, was duly passed on _____, 2020 by the Jackson County Legislature. The votes thereon were as follows:

Yeas _____

Nays _____

Abstaining _____

Absent _____

This Ordinance is hereby transmitted to the County Executive for his signature.

Date

Mary Jo Spino, Clerk of Legislature

I hereby approve the attached Ordinance No. 5395.

Date

Frank White, Jr., County Executive

Funds sufficient for this appropriation are available from the source indicated below.

ACCOUNT NUMBER: 040 9999 32810
ACCOUNT TITLE: CARES Act Fund
Undesignated Fund Balance
NOT TO EXCEED: \$15,000.00

There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 040 1545 56070
ACCOUNT TITLE: CARES Act Fund
City of Lake Lotawana
Intergovernmental Agreements
NOT TO EXCEED: \$15,000.00

8/27/2020
Date


Chief Administrative Officer

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 5395

Sponsor(s): Theresa Cass Galvin

Date: August 31, 2020

<p>SUBJECT</p>	<p>Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Appropriating \$15,000 in CARES Act funding for use by the City of Lake Lotawana, Missouri to reimburse for unanticipated COVID-19 costs and authorizing the County Executive to execute an intergovernmental agreement on the use of those funds.</p>												
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$15,000</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$15,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$15,000</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance</td> <td>FROM ACCT: \$15,000</td> </tr> <tr> <td>TO: CARES Act Fund 040-1545-56070 City of Lake Lotawana – Intergovernmental Agreement</td> <td>TO ACCT: \$15,000</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Estimated Use:</p>	Amount authorized by this legislation this fiscal year:	\$15,000	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$15,000	Amount budgeted for this item * (including transfers):	\$15,000	Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	FROM ACCT: \$15,000	TO: CARES Act Fund 040-1545-56070 City of Lake Lotawana – Intergovernmental Agreement	TO ACCT: \$15,000
Amount authorized by this legislation this fiscal year:	\$15,000												
Amount previously authorized this fiscal year:													
Total amount authorized after this legislative action:	\$15,000												
Amount budgeted for this item * (including transfers):	\$15,000												
Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	FROM ACCT: \$15,000												
TO: CARES Act Fund 040-1545-56070 City of Lake Lotawana – Intergovernmental Agreement	TO ACCT: \$15,000												
	<p>Prior Year Budget (if applicable): N/A Prior Year Actual Amount Spent (if applicable): N/A</p>												
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): Prior resolutions and (date):</p>												
<p>CONTACT INFORMATION</p>	<p>RLA drafted by Troy Schulte, County Administrator at 881-1079</p>												
<p>REQUEST SUMMARY</p>	<p>This ordinance appropriates \$15,000 in CARES Act funding to the City of Lake Lotawana, Missouri for the purpose of providing reimbursement funding for unanticipated COVID-19 costs such as the purchase of personal of protective equipment (PPE), public safety overtime, minor building improvements, and repairs, and other costs deemed reasonable under CARES Act guidelines. It further authorizes the County Executive to enter into an intergovernmental agreement with the City of Lake Lotawana, Missouri as to the use of these CARES Act funds</p>												
<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>												
<p>COMPLIANCE</p>	<p><input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals N/A</p>												

	<input type="checkbox"/> VBE Goals	
ATTACHMENTS		
REVIEW	Department Director: <i>Angie M. Schmitt</i>	Date: 8/27/20
	Finance (Budget Approval): <i>If applicable</i>	Date:
	Division Manager: <i>Chief Administrative Officer</i>	Date: 8/27/2020
	County Counselor's Office: <i>Bryan County</i>	Date: 8/27/20

APPROVED
By Mark Lang at 3:15 pm, Aug 25, 2020

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in ____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- X Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
040-9999-32810	CARES Act Fund, Undesignated Fund Balance	\$15,000

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION authorizing the Jackson County Legislature to hold a closed meeting on Monday, August 31, 2020, for the purpose of conducting confidential communications under section 610.021(17) of the Revised Statutes of Missouri and closing all records prepared for discussion at said meeting.

RESOLUTION NO. 20482 August 31, 2020

INTRODUCED BY Theresa Cass Galvin, County Legislator

WHEREAS, the Jackson County Legislature desires to hold a closed meeting on Monday, August 31, 2020, during the regularly scheduled meeting of the Legislature; and,

WHEREAS, public notice of such closed meeting has been given by inclusion of this Resolution on the published agenda for said meeting; and,

WHEREAS, the purpose of such closed meeting is to conduct and/or review confidential or privileged communications between the Legislature and its auditor, including all auditor work product; and,

WHEREAS, such closed meeting is allowable under section 610.021(17) of the Revised Statutes of Missouri; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the Legislature be and hereby is authorized to hold a closed meeting during the regularly scheduled meeting of the Legislature on Monday, August 31, 2020, pursuant to section 610.021(17), RSMo, and closing all records prepared in connection therewith.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:


Chief Deputy County Counselor


County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 20482 of August 31, 2020, was duly passed on _____, 2020 by the Jackson County Legislature. The votes thereon were as follows:

Yeas _____

Nays _____

Abstaining _____

Absent _____

Date

Mary Jo Spino, Clerk of Legislature

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION awarding a twelve-month term and supply contract for the furnishing of fleet fuel cards for use by various County departments to WEX Bank of Midvale, UT, under the terms and conditions of State of Missouri Contract No. CC160898001, an existing government contract.

RESOLUTION NO. 20483, August 31, 2020

INTRODUCED BY Charlie Franklin, County Legislator

WHEREAS, the County has a continuing need for various departments to be able to purchase fuel when County vehicles are out of the area; and,

WHEREAS, the Director of Finance and Purchasing recommends the award of a twelve-month term and supply contract for the furnishing of fleet fuel cards to enable such purchases for use by various County departments to WEX Bank of Midvale, UT, under the terms and conditions of State of Missouri Contract No. CC160898001, an existing government contract; and,

WHEREAS, the Director recommends award under section 1030.4, Jackson County Code, 1984, for the reason that this will allow the County to take advantage of discounts offered to large entities; and,

WHEREAS, this award is made on an as needed basis and does not obligate Jackson County to pay any specific amount, with availability of funds for specific purchases subject to annual appropriation; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that award be made under the existing government contract as recommended by the Director of Finance and Purchasing and that the Director be, and is hereby, authorized to execute for the County any documents necessary for the accomplishment of the award; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing is authorized to make all payments, including final payment on the contract, to the extent that sufficient appropriations to the using spending agencies are contained in the then current Jackson County budget.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:


Chief Deputy County Counselor


County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 20483 of August 31, 2020, was duly passed on _____, 2020 by the Jackson County Legislature. The votes thereon were as follows:

Yeas _____

Nays _____

Abstaining _____

Absent _____

Date

Mary Jo Spino, Clerk of Legislature

This award is made on an as needed basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriations.

8/27/2020
Date



Chief Administrative Officer

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 20483

Sponsor(s): Charlie Franklin

Date: August 31, 2020

SUBJECT	Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance Project/Title: <u>Awarding a Twelve Month Term and Supply Contract for the furnishing of Fleet Fuel Cards for use by Various County Departments to WEX Bank of Midvale, UT under the terms and conditions of the State of Missouri Contract No. CC160898001, and existing government contract</u>																								
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td style="text-align: right;">N/A</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> OTHER FINANCIAL INFORMATION: <input type="checkbox"/> No budget impact (no fiscal note required) <input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:70%;">Department</th> <th style="width:30%;">Estimated Annual Amount</th> </tr> </thead> <tbody> <tr> <td>Sheriff's Office</td> <td style="text-align: right;">\$30,000</td> </tr> <tr> <td>Public Works</td> <td style="text-align: right;">\$30,000</td> </tr> <tr> <td>Parks + Rec</td> <td style="text-align: right;">\$25,000</td> </tr> <tr> <td>Corrections</td> <td style="text-align: right;">\$10,000</td> </tr> <tr> <td>Jackson County Drug Task Force</td> <td style="text-align: right;">\$42,000</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$137,000</td> </tr> </tbody> </table> <p>Prior Year Budget (if applicable): Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	N/A	Amount previously authorized this fiscal year:	N/A	Total amount authorized after this legislative action:	N/A	Amount budgeted for this item * (including transfers):	N/A	Source of funding (name of fund) and account code number:	N/A	Department	Estimated Annual Amount	Sheriff's Office	\$30,000	Public Works	\$30,000	Parks + Rec	\$25,000	Corrections	\$10,000	Jackson County Drug Task Force	\$42,000	Total	\$137,000
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PRIOR LEGISLATION	Prior ordinances and (date): N/A Prior resolutions and (date): 18708 (February 9, 2015). 19303 (October 31, 2016)																								
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Keith Allen, Senior Buyer, 881-3465																								
REQUEST SUMMARY	<p>The Sheriff's Office, Public Works Department, Parks + Rec and Department of Corrections all require a Term and Supply Contract to purchase fuel on an "as needed" basis when they are out the area and/or away from the County's fueling locations. These departments have been utilizing The State of Missouri competitively bid Term and Supply Contract for Fleet Fuel Cards and would like to use this contract for the Twelve Month Extension authorized by the State of Missouri.</p> <p>Pursuant to Section 1030.4 of the Jackson County Code, the Sheriff's Office, Public Works Department, Parks + Rec Department, Department of Corrections and the Purchasing Department recommend a Twelve Month Term and Supply Contract for the furnishing of Fleet Fuel Cards to WEX Bank of Midvale, UT under the terms and conditions of the State of Missouri Contract No. CC160898001, a competitively bid government contract due to the higher volume discounts offered to larger entities and/or purchasing groups.</p> <p>This award is made on an "as needed" basis and does not obligate Jackson County to pay any specific amount.</p>																								
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)																								

COMPLIANCE MBE Goals
 WBE Goals No goals assigned
 VBE Goals

ATTACHMENTS Copy of the State of Missouri Contract No. CC160898001 and the original contract.

REVIEW Department Director *[Signature]* Date *8/4/20*
 Finance (Budget Approval) *[Signature]* bcrutsinger@jacksongov.org
If applicable
 Division Manager *[Signature]*
 County Counselor's Office: *[Signature]*

Digitally signed by bcrutsinger@jacksongov.org
 DN: cn=bcrutsinger@jacksongov.org
 Reason: Approved
 Date: 2020.08.19 17:36:40 -0500

APPROVED
 By Mark Lang at 8:57 am, Aug 20, 2020
 Date: *8-26-2020*
 Date: *8/27/20*

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget
- Funds for this were encumbered from the _____ Fund in _____
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below

Account Number	Account Title	Amount Not to Exceed

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING

NOTIFICATION OF STATEWIDE CONTRACT

September 5, 2019

CONTRACT TITLE: FUEL CARD w/ RELATED VEHICLE FUEL MANAGEMENT, TRANSACTION, AND PAYMENT SETTLEMENT/PROCESSING SERVICES

CURRENT CONTRACT PERIOD:	July 20, 2016 through July 19, 2021	
RENEWAL INFORMATION:	Original Contract Period:	July 20, 2016 through July 19, 2020
	Renewal Options Available:	0
	Potential Final Expiration:	July 20, 2020 through July 19, 2021
BUYER INFORMATION:	Name: Jennie Rees Phone: (573) 751-6442 Email Address: jennie.rees@oa.mo.gov	

ALL PURCHASES MADE UNDER THIS CONTRACT MUST BE FOR **PUBLIC USE ONLY**.
PURCHASES FOR PERSONAL USE BY PUBLIC EMPLOYEES OR OFFICIALS ARE PROHIBITED.

THE USE OF THIS CONTRACT IS **MANDATORY** FOR ALL STATE AGENCIES.

Local Purchase Authority shall not be used to acquire any other fuel credit card. State agencies are advised that the Office of Administration, Division of Accounting, does not allow state agencies to establish multiple credit card accounts with multiple credit card vendors. In addition, if the state agency has special fueling or vehicle service needs that WEX cannot meet, then the state agency may use local purchasing authority but only after first contacting the State Fleet Manager and the Division of Purchasing.

The entire contract document may be viewed and printed from the Division of Purchasing's **Public Record Search and Retrieval System** located on the Internet at <http://www.oa.mo.gov/purch>.




~ Instructions for use of the contract, specifications, requirements, features are attached ~

CONTRACT NUMBER	SAM II VENDOR NO. / MissouriBUYS SYSTM ID	VENDOR INFORMATION	MBE/ WBE	COOP PROC
CC160898001	8414256160 1 / MB00074278	WEX Bank 7090 South Union Park Center, Suite 350 Midvale, UT 84047 Contact: Denise Baumgart , Account Rep Phone No.: (913) 393-3208 Fax No.: (207) 791-1687 Email: denise.baumgart@wexinc.com	No	Yes

CONTRACT NUMBER	SAM II VENDOR NO. / MissouriBUYS SYSTEM ID	VENDOR INFORMATION	MBE/ WBE	COOP PROC
		Add'l Contact: Courtney Keach, Strategic Account Manager, Service Delivery Phone No.: (207) 523-6810 Toll Free: (800) 761-7181 X: 6810 courtney.keach@wexinc.com		

STATEWIDE CONTRACT HISTORY

The following summarizes actions related to this Notification of Statewide Contract since its initial issuance. Any and all revisions have been incorporated into the attached document.

Contract Period	Issue Date	Summary of Changes
07/20/16 - 7/19/21	12/18/19	<p>Added a copy of the amendment for Telematics to show pricing.</p>    <p>WEX TELEMATICS FACTS AND INFORM</p>
07/20/16 – 7/19/21	09/05/19	Contract amended to add telematics to purchase as needed.
07/20/16-07/19/21	08/20/19	Updated additional contractor contact information to Courtney Keach.
07/20/16-07/19/21	08/07/19	Contract extended through July 19, 2021.
07/20/16-07/19/20	08/02/18	Updated buyer contact information.
07/20/16-07/19/20	10/26/17	Updated buyer contact information.
07/20/16-07/19/20	07/19/16	Initial issuance of new statewide contract. Replaces Contract C115076001.