

BOARD OF COUNTY COMMISSIONERS

OPERATION AND MISSION

Pursuant to the Constitution and laws of the State of Kansas, the legislative and policy-making powers of County Government are vested in the Board of County Commissioners (BOCC), which ensures the general health, safety, and welfare of the public. The BOCC has exclusive power to enact, amend, and repeal county legislation; to apportion and levy taxes, make appropriations, and to adopt budgets; and to make appointments to certain offices, boards, and commissions.

The BOCC includes six commissioners each of whom are respectively elected from six contiguous and equally populated districts and a chairman elected at-large from a seventh district comprised of the total population and geographic boundary of the county. The BOCC meets in regular session on Thursday each week. Each member has one vote, and a simple majority is sufficient to enact local legislation in the absence of higher voting requirements.

The department includes offices of Chief Counsel, Clerk of the Board, and Audit Services.

INTERACTION AND ADJACENCIES

- County Manager
- Community Affairs
- Budget and Financial Planning
- Legal Services
- Records and Tax Administration
- Archives
- Cafeteria
- General Public

FACTORS INFLUENCING CHANGE

- Evolving and changing role of the Chairman and Commissioners under the Home Rule Charter; for example the creation of task forces and advisory committees, participation in regional and national organizations, and other factors
- Board initiatives and support requirements may affect growth and change in this department more than factors in County growth and development.



SPECIAL NEEDS

- Board Hearing Room, including audio, video, multi-media and recording components
- Requirements for maintaining official records of the BOCC (vault)
- Storage space
- Conferencing spaces
- Large Event Space

CURRENT CONDITIONS

This department is currently located in the County Administration Building in Olathe. Current space is inadequate.



JOHNSON COUNTY STRATEGIC FACILITIES MASTER PLAN

SPACE NEEDS ASSESSMENT: Board of Co Commissioners

Current Space: Sq. Ft.

Current Space:		Sq. Ft.		2008 Needs			2013 Needs			2018 Needs			2023 Needs			
Spaces	Applied Design Standard		Net Unit Sq.Ft.	Gross Factor	No.	Total Net Sq.Ft.	Total Dept. Gross Sq.Ft.	No.	Total Net Sq.Ft.	Total Dept. Gross Sq.Ft.	No.	Total Net Sq.Ft.	Total Dept. Gross Sq.Ft.	No.	Total Net Sq.Ft.	Total Dept. Gross Sq.Ft.
	Room Std.	Description														
Administration Building																
SPT SPACE																
Kitchenette - 1 @ 64	BRK-001	Break -Coffee Bar 48 SF	48	1.35	1	48	65	1	48	65	1	48	65	1	48	65
Small Conference Room - 6 person	CNF-006	6 Pers Conf Room 150 SF	150	1.35	2	300	405	2	300	405	2	300	405	2	300	405
Conference - 12 person	CNF-012	12 Pers Conf Room 300 SF	300	1.35	1	300	405	1	300	405	1	300	405	1	300	405
Conference Room - 14 person	CNF-014	14 Pers Conf Room 350 SF	350	1.35	1	350	473	1	350	473	1	350	473	1	350	473
Chief Counsel Secure Files - 1 @ 50	FILVRT-004	File Space 48 SF	48	1.35	1	48	65	1	48	65	1	48	65	1	48	65
Auditor Files - 1 @ 50	FILVRT-004	File Space 48 SF	48	1.35	1	48	65	1	48	65	1	48	65	1	48	65
File Storage Area - 1 @ 160	FILVRT-016	File Space 192 SF	192	1.00	1	192	192	1	192	192	1	192	192	1	192	192
Hearing Room - 1 @ 2200	MP-120	Multi Purpose Rm 2400 SF	2400	1.10	1	2,400	2,640	1	2,640	2,904	1	2,640	2,904	1	2,640	2,904
Hearing Room Control Room 150 SF	ELEQ00150	Tech Equip Room 150 SF	150	1.35	1	150	203	1	150	203	1	150	203	1	150	203
Reception - 1 @ 200	REC-0006	Reception Area 180 SF	180	1.35	1	180	243	1	180	243	1	180	243	1	180	243
Executive Queing Area - 1 @ 250	REC-0008	Reception Area 240 SF	240	1.35	1	240	324	1	240	324	1	240	324	1	240	324
Staff toilets - 1 @ 168	RSTRM0180	Restroom 180 SF	180	1.35	2	360	486	2	360	486	2	360	486	2	360	486
Vault 1@ 200	ST-VLT0200	Storage - Vault Medium	200	1.35	1	200	270	1	200	270	1	200	270	1	200	270
Coat Closet - 1 @ 25	STOR00020	Storage Room 20 SF	20	1.35	1	20	27	1	20	27	1	20	27	1	20	27
Counsel Small Work/ Storage Area - 1 @ 50	STOR00050	Storage Room 50 SF	50	1.35	1	50	68	1	50	68	1	50	68	1	50	68
Small Work/ Storage Area - 1 @ 50	STOR00050	Storage Room 50 SF	50	1.35	1	50	68	1	50	68	1	50	68	1	50	68
Large Work/ Storage Room - 1 @ 136	STOR00100	Storage Room 100 SF	100	1.35	1	100	135	1	100	135	1	100	135	1	100	135
Auditor Small Work/ Storage Area - 1 @ 75	STOR00100	Storage Room 100 SF	100	1.35	1	100	135	1	100	135	1	100	135	1	100	135
Storage	STOR00200	Storage Room 200 SF	200	1.35	1	200	270	1	200	270	1	200	270	1	200	270
File Layout Area - 1 @ 36	WKCP00040	Work/Copy/Eq Area 40 SF	40	1.35	1	40	54	1	40	54	1	40	54	1	40	54
TOTAL:					22	5,376	6,590	22	5,616	6,854	22	5,616	6,854	22	5,616	6,854
STAFF - Administration																
2088.Clerk of BOCC.(Variance)	POFC0120	Private Office 120 SF	120	1.35	1	120	162	1	120	162	1	120	162	1	120	162
5482 District Aide. Grade 16 (Variance)	WS02	WS Typ. 02 64 SF	64	1.40	7	446	625	7	446	625	7	446	625	9	574	803
6230.Executive Assistant. Grade 17	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	1	90	126	1	90	126	1	90	126
5576 Deputy Clerk (Variance)	WS03	WS Typ. 03 90 SF	90	1.40	3	270	378	3	270	378	3	270	378	3	270	378
2106 Chief Deputy Clerk/Administrative Manager.	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	1	90	126	1	90	126	1	90	126
6352.Administrative Secretaries Grade 15	WS03	WS Typ. 03 90 SF	90	1.40	2	180	252	2	180	252	2	180	252	2	180	252
TOTAL:					15	1,196	1,669	15	1,196	1,669	15	1,196	1,669	17	1,324	1,847
STAFF - Chair & Commission																
9100.Chair of the Board of County Commissioners	POFC0240	Private Office 240 SF	240	1.35	1	240	324	1	240	324	1	240	324	1	240	324
9100.Commissioner, 1st Dist. Grade 99	POFC0240	Private Office 240 SF	240	1.35	1	240	324	1	240	324	1	240	324	1	240	324
9100.Commissioner, 2nd Dist. Grade 99	POFC0240	Private Office 240 SF	240	1.35	1	240	324	1	240	324	1	240	324	1	240	324
9100.Commissioner, 3rd Dist. Grade 99	POFC0240	Private Office 240 SF	240	1.35	1	240	324	1	240	324	1	240	324	1	240	324
9100.Commissioner, 4th Dist. Grade 99	POFC0240	Private Office 240 SF	240	1.35	1	240	324	1	240	324	1	240	324	1	240	324

JOHNSON COUNTY STRATEGIC FACILITIES MASTER PLAN

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Current Space: Sq. Ft.

Spaces	Applied Design Standard		Net Unit Sq.Ft.	Gross Factor	2008 Needs			2013 Needs			2018 Needs			2023 Needs		
	Room Std.	Description			No.	Total Net Sq.Ft.	Total Dept. Gross Sq.Ft.	No.	Total Net Sq.Ft.	Total Dept. Gross Sq.Ft.	No.	Total Net Sq.Ft.	Total Dept. Gross Sq.Ft.	No.	Total Net Sq.Ft.	Total Dept. Gross Sq.Ft.
9100.Commissioner, 5th Dist. Grade 99	POFC0240	Private Office 240 SF	240	1.35	1	240	324	1	240	324	1	240	324	1	240	324
9100.Commissioner, 6th District. Grade 99	POFC0240	Private Office 240 SF	240	1.35	1	240	324	1	240	324	1	240	324	1	240	324
		<i>TOTAL:</i>			7	1,680	2,268	7	1,680	2,268	7	1,680	2,268	7	1,680	2,268
STAFF - Chief Legal Counsel																
1020.Chief Counsel. Grade 26	POFC0240	Private Office 240 SF	240	1.35	1	240	324	1	240	324	1	240	324	1	240	324
6230 Asst to Counsel	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	1	90	126	1	90	126	1	90	126
Sr Management Analyst (Title TBD)	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	1	90	126	1	90	126	1	90	126
		<i>TOTAL:</i>			3	420	576	3	420	576	3	420	576	3	420	576
STAFF - Internal Audit																
2052.County Auditor III, Grade 21	POFC0180	Private Office 180 SF	180	1.35	1	180	243	1	180	243	1	180	243	1	180	243
Deputy County Auditor. Grade 18	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	1	90	126	1	90	126	1	90	126
2050.Auditor I. Grade 16	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	2	180	252	2	180	252	2	180	252
.Auditor II. Grade 17	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	2	180	252	2	180	252	2	180	252
2051.Senior Auditor. Grade 18	WS03	WS Typ. 03 90 SF	90	1.40	1	90	126	2	180	252	2	180	252	2	180	252
		<i>TOTAL:</i>			5	540	747	8	810	1,125	8	810	1,125	8	810	1,125
		<i>BUILDING TOTALS:</i>				9,212	11,850		9,722	12,492		9,722	12,492		9,850	12,671
Contingency Space Allowance (1% per year)										625			1,249			1,901
TOTAL REQUIRED						9,212	11,850		9,722	13,117		9,722	13,741		9,850	14,571