



## REGULAR SESSION

Ron Sellers  
District 1  
Vice-Chair

Ron Hirst  
District 2  
Member

Daniel P. Friesen  
District 3  
Chair

**Courthouse**  
206 W. 1st Avenue  
Hutchinson, KS 67501

### A G E N D A

**Annex Conference Room**

**125 W. 1st Avenue**

**Hutchinson, KS 67501**

**Tuesday, April 12, 2022, 9:00 AM**

1. **Call to Order**
2. **Pledge of Allegiance to the American Flag and Prayer**
3. **Welcome and Announcements by Commission Chair**
  - 3.A Child Abuse Prevention Month Proclamation
  - 3.B Week of the Young Child Proclamation
  - 3.C Law Enforcement Memorial Week Proclamation
4. **Public Comment on Items not on the Agenda**

*Please come forward to the podium, state your name and address and limit your remarks to not more than 5 minutes per item.*
5. **Determine Additions or Revisions to the Agenda**
6. **Consent Agenda**
  - 6.A Vouchers (bills or payments owed by the county or related taxing units).
  - 6.B Change orders for #2022-180 thru 183, 190 thru 192, 194 thru 196, 229
  - 6.C Destroy Past Election Material
  - 6.D Community Corrections Department of Corrections Juvenile Reinvestment Grant Application for \$80,000.
  - 6.E Approve Reno/Kingman Joint Fire District 1 (Pretty Prairie) to purchase a new 2021 Ram 1500 from Allen Samuels and outfit that vehicle for a total cost not to exceed \$40,000.
  - 6.F Public Works purchase of a 2022 Cab and Chassis with Bed from Rush Truck Centers, Park City, Kansas, for a cost of \$146,021.26.
  - 6.G Kansas Department of Transportation- Bureau of Local Projects FFY 2024 HRRR (High Risk Rural Roads) Signing Project
  - 6.H Planning Case #2021-15 - A resolution approving a request for a conditional use permit for Jesse Keim to establish a manufacturing facility to construct kitchen cabinets and other wood products at 11203 S. Obee Road.
  - 6.I Planning Case #2022-01 A resolution approving a request by Jason and Christy West to rezone approximately 20.69 acres of land from R-1 - Rural Residential District to AG - Agricultural District at 303 N. Mayfield Road.
  - 6.J Planning Case #2022-02 - A request by Mark Yackley (Applicant: Ben Maser) to rezone approximately 0.20 acres of land from R-1 - Rural Residential District to AG

- Agricultural District for the purpose of selling the area of land to Mr. Maser. The property is located on the east side of N. Willison Road, approximately 1,700 feet north of the intersection of N. Willison Road and E. 30th Avenue. The property address is 3602 N. Willison Road.

6.K Health Department's Cash Drawer Resolution.

**7. Budget Presentations**

7.A Reno County Extension Office 2023 Budget Request

7.B Reno County Drug Court 2023 Budget Request

7.C Reno County 4-H Fair 2023 Budget Request

7.D Economic Development 2023 Budget Request

**8. Business Items**

8.A Community Corrections Adult Supervision and Behavioral Health Department of Corrections Grant Application for \$933,262.31 for FY'23.

8.B Approval of the SFY2023 Kansas Department of Corrections Juvenile Services Comprehensive Plan Grant application and proposed budgets for graduated sanctions and prevention programs

8.C Sheriff Annual Update

**9. County Administrator Report**

9.A Financial Report (YTD)

9.B Monthly Department Reports

**10. County Commission Report/Comments**

**11. Adjournment**



## **AGENDA ITEM**

## **AGENDA ITEM #3.A**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Kansas Children's Service League - Erica Laudick

**AGENDA TOPIC:**  
Child Abuse Prevention Month Proclamation

**RECOMMENDATION / REQUEST:**  
Proclaim April 2022 as Child Abuse Prevention Month

# PROCLAMATION

**WHEREAS**, children are key to the state’s future success, prosperity and quality of life and, while children are our most valuable resource, they are also our most vulnerable; and

**WHEREAS**, children have a right to be safe and to be provided an opportunity to thrive, learn and grow; and

**WHEREAS**, child abuse and neglect can be prevented by supporting and strengthening Kansas’ families, thus preventing the far-reaching effects of maltreatment, providing the opportunity for children to develop healthy, trusting family bonds; and consequently, building the foundations of communities; and

**WHEREAS**, we must come together as partners so that the voices of our children are heard by all and we are as a community extending a helping hand to children and families in need; and

**WHEREAS**, by providing a safe and nurturing environment for our children, free of violence, abuse and neglect, we can ensure that Kansas’ children will grow to their full potential as the next generation of leaders, helping to secure the future of this state and nation; and

**WHEREAS**, child abuse and neglect can be reduced by making sure each family has the support they need to raise their children in a healthy environment.

**NOW THEREFORE**, we the Board of County Commissioners of Reno County, Kansas do hereby proclaim the month of April 2022 to be

## “CHILD ABUSE PREVENTION MONTH”

and call upon all citizens, community agencies, religious organizations, medical facilities, and businesses to increase their participation in our efforts to prevent child abuse, thereby strengthening the communities in which we live.

**IN WITNESS WHEREOF**, we have hereunto set our hands and cause the seal of Reno County, Kansas, to be affixed this 12th day of April 2022.

### BOARD OF RENO COUNTY COMMISSIONERS:

\_\_\_\_\_  
Daniel P. Friesen, Chairperson

\_\_\_\_\_  
Ron Sellers, Member

\_\_\_\_\_  
Ron Hirst, Member

ATTEST:

\_\_\_\_\_  
Donna Patton, Reno County Clerk



## **AGENDA ITEM**

## **AGENDA ITEM #3.B**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Kansas Children's Service League - Erica Laudick

**AGENDA TOPIC:**  
Week of the Young Child Proclamation

**RECOMMENDATION / REQUEST:**  
Proclaim the week of April 18-22, 2022 as Week of the Young Child.

# PROCLAMATION

**WHEREAS**, the Early Childhood Council and other local organizations, in conjunction with the National Association for the Education of Young Children, are celebrating the Week of the Young Child, April 18-22, 2022; and

**WHEREAS**, these organizations are working to improve early learning opportunities, which are crucial to the growth and development of young children, and to building better futures for everyone in Reno County; and

**WHEREAS**, all young children and their families across the country and in Reno County deserve access to high-quality early education and care; and

**WHEREAS**, in recognizing and supporting the people, programs and policies that are committed to high-quality early childhood education as the right choice for kids.

**NOW, THEREFORE, We, the Board of County Commissioners of Reno County, Kansas**, do hereby proclaim the week of April 18<sup>th</sup> – 22<sup>nd</sup>, 2022, as

## “Week of the Young Child”

and encourage all citizens to work to make a good investment in early childhood in Reno County.

**IN WITNESS WHEREOF, WE HEREUNTO SET OUR HANDS AND CAUSE THE** seal of Reno County, Kansas to be affixed this 12th day of April 2022.

BOARD OF RENO COUNTY COMMISSIONERS:

\_\_\_\_\_  
Daniel P. Friesen, Chairman

\_\_\_\_\_  
Ron Sellers, Member

\_\_\_\_\_  
Ron Hirst, Member

ATTEST:

\_\_\_\_\_  
Donna Patton, Reno County Clerk



## AGENDA ITEM

## **AGENDA ITEM #3.C**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Captain Levi Blumanhourst

**AGENDA TOPIC:**  
Law Enforcement Memorial Week Proclamation

**SUMMARY & BACKGROUND OF TOPIC:**

In 1962 President John Kennedy designated May 15th as Peace Officers' Memorial Day and the week in which it falls as National Police Week. It is the request of the Sheriff's Office to have this week recognized as Police Week in Reno County. In 2021 175 Officers were killed in the line of duty with another 426 dying due to Covid 19. As of the writing of this agenda request 91 Officers have died this year.

On May 13th the Sheriff's Office will be hosting our annual Observance of National Peace Officers' Memorial Day in front of the Law Enforcement Center starting at 11:00. The speaker this year will be Retired Lieutenant Colonel Alan Stoecklein of the Kansas Highway Patrol.

**RECOMMENDATION / REQUEST:**

Dedicate the week of May 15th-21st as "Police Week" and May 15th as Peace Officers' Memorial Day

**POLICY / FISCAL IMPACT:**

None

# PROCLAMATION

## National Police Week

May 15<sup>th</sup> – 21<sup>st</sup>, 2022

**WHEREAS**, the Congress and President of the United States have designated May 15th as Peace Officers' Memorial Day, and the week in which May 15th falls as National Police Week; and

**WHEREAS**, from the beginning of this Nation, law enforcement officers have played an important role in safeguarding the rights and freedoms which are guaranteed by the Constitution and in protecting the lives and property of our citizens; and

**WHEREAS**, through constant application of new procedures and techniques, such officers are becoming more efficient in their enforcement of our laws; and

**WHEREAS**, it is important that our people know and understand the problems, duties, and responsibilities of their police departments and the necessity for cooperating with them in maintaining law and order; and

**WHEREAS**, since the first recorded death in 1791, more than 24,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty, including 175 officers in 2021 alone, with 426 more due to covid in 2021 for a total of 601; and

**WHEREAS**, it is fitting and proper that we express our gratitude for the dedicated service and courageous deeds of law enforcement officers and for the contributions they have made to the security and well-being of all our people.

**NOW, THEREFORE**, we the Board of County Commissioners call upon all citizens of Reno County, Kansas and all patriotic, civil and educational organizations to observe the week of May 15th-21st as "Police Week". Please join us in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens, and do hereby proclaim the week of May 15th-21st, 2022 as

### "Police Week"

**FURTHERMORE**, we call upon all citizens of Reno County, Kansas to observe May 15<sup>th</sup>, 2022 as Peace Officers Memorial Day to honor those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.

**IN WITNESS WHEREOF**, we have hereunto set our hands and caused the seal of Reno County to be affixed on this 12th day of April 2022.

#### BOARD OF RENO COUNTY COMMISSIONERS:

\_\_\_\_\_  
Daniel P. Friesen, Chairperson

\_\_\_\_\_  
Ron Sellers, Member

\_\_\_\_\_  
Ron Hirst, Member

ATTEST:

\_\_\_\_\_  
Donna Patton, Reno County Clerk





## AGENDA ITEM

## **AGENDA ITEM #6.B**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:**

**AGENDA TOPIC:**

Change orders for #2022-180 thru 183, 190 thru 192, 194 thru 196, 229

**SUMMARY & BACKGROUND OF TOPIC:**

N/A

**ALL OPTIONS:**

Approval by the Board of Commissioners

Deny by the Board of Commissioners

**RECOMMENDATION / REQUEST:**

Commission to approve

**POLICY / FISCAL IMPACT:**

N/A

Tax Year: 2021

TAX ROLL CORRECTION - PERSONAL PROPERTY
AAELT013

Printed by / Date Time
jenna.fager 3/17/2022 9:24:25AM

TaxPayer ROSE00150
ROSE, DAWN MICHELLE
12 N MAPLE ST APT A
HUTCHINSON, KS 67501-7176

System Control # 2022000180
User Control # 2022000180
Cama # 126-13-0-10-24-010-00-0-
Tax Unit 5 HUTCHINSON CITY / USD 308
Property Location 12 N MAPLE ST - HUTCHINSON, KS 67501

Tax Year 2021
Doc # 200836368384
Quick Ref. 16909

APPRAISER SECTION (Value) Feb 28 2022 3:57PM Shayna Johnson Approved

Appraised Prior To Correction:

Value Penalty %
328 0.00

Appraised After Correction:

Value Penalty %
146 0.00

Net Change
-182

Non-Watercraft Assessed Prior To Correction:

Value Penalty Total
98 0 98

Non-Watercraft Assessed After Correction:

Value Penalty Total
44 0 44

-54

Watercraft Only Assessed Prior To Correction:

0 0 0

Watercraft Only Assessed After To Correction:

0 0 0

0

Exempt Value: 0

Exempt Value: 0

0

Comment: PER THE POLICE REPORT MADE 1996 HONDA ELITE VIN#3H1AF1607TD701180 WAS STOLEN 7/17/2021 CASE#2021-20011; PRC

CLERK SECTION (Tax) Mar 17 2022 9:24AM Jenna Fager Order to Pri

Tax Prior To Correction:

Levy 170.874000 Gen Tax 16.76
SB41 \$ 0.00
Exempt Tax Dollars 16.76

Tax After Correction:

Levy Gen Tax 7.52
SB41 \$ 0.00
Exempt Tax Dollars 7.52

Net Change
-9.24
0.00
-9.24

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value -54
Mill Levy 170.874000
Net Change in Levied Tax Dollars -9.24
Net Change in Exempt Tax Dollars 0.00
Net Change in Total Tax Dollars -9.24
Refund Amount 0.00

Type of Correction Abate
Correction Code CL
Tax Statement # 205628

Comments PER THE POLICE REPORT MADE 1996 HONDA ELITE VIN#3H1AF1607TD701180 WAS STOLEN 7/17/2021 CASE#2021-20011; PRORATE FOR 2021

Comment:

By order of the Board of County Commissioners (RENO COUNTY), Kansas. (Date)

Approved by Commission:

Attest by County Clerk:

Tax Year: 2021

TAX ROLL CORRECTION - PERSONAL PROPERTY
AAELT013

Printed by / Date Time
jenna.fager 3/17/2022 9:24:38AM

TaxPayer URBA00029

System Control # 2022000181

Tax Year 2021

URBANEK, CHAD A

User Control # 2022000181

Doc # 200836366836

812 GENE ST
HUTCHINSON, KS 67501-2713

Cama # 133-08-0-30-03-011-00-0-

Quick Ref. R24097

Tax Unit 5 HUTCHINSON CITY / USD 308

Property Location 812 GENE ST - HUTCHINSON, KS 67501

APPRAISER SECTION (Value)

Mar 1 2022 2:40PM Shavna Johnson Approved

Appraised Prior To Correction:

Appraised After Correction:

Value Penalty %
1,098 50.00

Value Penalty %
0 50.00

Net Change
-1,098

Non-Watercraft Assessed Prior To Correction:

Non-Watercraft Assessed After Correction:

Value Penalty Total
0 0 0

Value Penalty Total
0 0 0

0

Watercraft Only Assessed Prior To Correction:
75 38 113

Watercraft Only Assessed After To Correction:
0 0 0

-113

Exempt Value: 0

Exempt Value: 0

0

Comment: PER KDWP 1984 GLASTRON BOAT VIN#GLAC4182M84F WAS REGISTERED UNDER BRANDON STRAWN 3/3/2020 IN HARVEY C

CLERK SECTION (Tax)

Mar 17 2022 9:24AM Jenna Fager Order to Pri

Tax Prior To Correction:

Tax After Correction:

Levy 170.874000 Gen Tax 18.18
WC Levy 0.160807 SB41 \$ 0.00
Exempt Tax Dollars 18.18

Levy Gen Tax 0.00
WC Levy 0.160807 SB41 \$ 0.00
Exempt Tax Dollars 0.00

Net Change
-18.18
0.00
-18.18

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value -113
Mill Levy 170.874000
Watercraft Levy 0.160807
Net Change in Levied Tax Dollars -18.18
Net Change in Exempt Tax Dollars 0.00
Net Change in Total Tax Dollars -18.18
Refund Amount 0.00

Type of Correction Abate
Correction Code CL
Tax Statement # 203379

Comments PER KDWP 1984 GLASTRON BOAT VIN#GLAC4182M84F WAS REGISTERED UNDER BRANDON STRAWN 3/3/2020 IN HARVEY CO.; REMOVE FOR 2021

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas.

(Date)

Approved by Commission:

Attest by County Clerk:

**TAX ROLL CORRECTION - OIL**  
AAELT012

Tax Year:  
2021

Printed by / Date Time  
jenna.fager 3/17/2022 9:26:18AM

TaxPayer MINO00044  
MINOR, CAROLYN D  
MINOR, MELVIN G  
1338 NE 10TH ST  
STAFFORD, KS 67578-9329

System Control # 2022000182  
County Control # 2022000182  
CAMA # 213-06-0-00-003-00-0-0  
TU 248 SYLVIA TOWNSHIP / USD 310  
Quick Ref.

Tax Year 2021  
Lease # Q78193  
ZENITH WATERFLOOD UNIT 23  
Interest 0.00000000  
Interest Type RI

APPRaiser SECTION (Value) Mar 2 2022 7:28AM Shayna Johnson Approved

Assessed Prior To Correction:

Assessed After Correction:

Penalty %			Penalty %			Net Change
Value	Penalty	Total	Value	Penalty	Total	
271	0	271	0	0	0	-271

Comment: SOLD MINERAL RIGHTS W/ SURFACE RIGHTS IN 2019. CORRECTED TO CORRECT OWNER - ROBERT HORNBAKER

CLERK SECTION (Tax) Mar 17 2022 9:26AM Jenna Fager Order to Print

Tax Prior To Correction:

Tax After Correction:

Levy	Gen Tax	Levy	Gen Tax	Net Change
168.66500	45.72	168.66500	0.00	-45.72

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value	-271	Type of Correction	<u>Abate</u>
Applicable Mill Levy	168.66500	Correction Code	<u>CL</u>
Net Change in Total Tax Dollars	-45.72	Tax Statement #	<u>502701</u>
Refund Amount	0.00	Comments	<u>SOLD MINERAL RIGHTS W/ SURFACE RIGHTS IN 2019. CORRECTED TO CORRECT OWNER - ROBERT HORNBAKER</u>

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. \_\_\_\_\_ (Date)

Approved by Commission: \_\_\_\_\_

Attest by County Clerk: \_\_\_\_\_

**TAX ROLL CORRECTION - OIL**  
AAELT012

Tax Year:  
2021

Printed by / Date Time  
jenna.fager 3/17/2022 9:26:30AM

TaxPayer HORN00215  
HORNBAKER, ROBERT H

System Control # 2022000183  
County Control # 2022000183  
CAMA # 213-06-0-00-00-003-00-0-0  
TU 248 SYLVIA TOWNSHIP / USD 310  
Quick Ref.

Tax Year 2021

Lease # 078193  
ZENITH WATERFLOOD UNIT 23

3801 FARHILLS DR  
CHAMPAIGN, IL 61822-9304

Interest 0.00202420

Interest Type RI

APPRAISER SECTION (Value) Mar 2 2022 7:28AM Shayna Johnson Approved

Assessed Prior To Correction:

Assessed After Correction:

Assessed Prior To Correction:			Assessed After Correction:			Net Change
Value	Penalty	Total	Value	Penalty	Total	
	Penalty % 0.00			Penalty % 0.00		
0	0	0	271	0	271	271

Comment: PURCHASED MINERAL RIGHTS W/ SURFACE RIGHTS IN 2019; CORRECTED FROM PREVIOUS OWNER - CAROLYN D MINOR

CLERK SECTION (Tax) Mar 17 2022 9:26AM Jenna Fager Order to Print

Tax Prior To Correction:

Tax After Correction:

Tax Prior To Correction:			Tax After Correction:			Net Change
Levy	Gen Tax	Total	Levy	Gen Tax	Total	
0.00000	0.00		168.66500	45.72		45.72

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value	<u>271</u>	Type of Correction	<u>Add</u>
Applicable Mill Levy	<u>168.66500</u>	Correction Code	<u>CL</u>
Net Change in Total Tax Dollars	<u>45.72</u>	Tax Statement #	
Refund Amount	<u>0.00</u>	Comments	<u>PURCHASED MINERAL RIGHTS W/ SURFACE RIGHTS IN 2019; CORRECTED FROM PREVIOUS OWNER - CAROLYN D MINOR</u>

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. \_\_\_\_\_ (Date)

Approved by Commission: \_\_\_\_\_

Attest by County Clerk: \_\_\_\_\_

Tax Year: 2019

TAX ROLL CORRECTION - TRUCKS AAELT017

Printed by / Date Time jenna.fager 3/17/2022 9:23:19AM

TaxPayer BOYE00031

System Control # 2022000190

Tax Year 2019

User Control # 2022000190

BOYER, BENJAMIN LUKE

TU 5 HUTCHINSON CITY / USD 308

Doc # 200836365739

Quick Ref.

908 E 5TH AVE HUTCHINSON, KS 67501-7041

Truck Year 2000 Truck VIN 1FTWW33F6YEB61932 Description FORD F350

APPRAISER SECTION (Value) Mar 11 2022 10:07AM Shayna Johnson Approved

Appraised Prior To Correction:

Appraised After Correction:

Table with 5 columns: Value, Total, Value, Total, Net Change. Values: 1,231, 1,231, 0, 0, -1,231

Assessed Prior To Correction:

Assessed After Correction:

Table with 6 columns: Value, Penalty, Total, Value, Penalty, Total, Net Change. Values: 246, 123, 369, 0, 0, 0, -369

Comment: MOVED TO TEXAS IN 2018 AFTER DIVORCE AND TRUCK WENT WITH HIM.

CLERK SECTION (Tax) Mar 17 2022 9:23AM Jenna Fager Order to Print

Tax Prior To Correction:

Tax After Correction:

Table with 6 columns: MV Levy, Gen Tax, MV Levy, Gen Tax, Net Change. Values: 0.144816, 53.44, 0.144816, 0.00, -53.44

Comment:

TREASURER SECTION (Summary)

Summary table with 4 columns: Description, Amount, Type of Correction, Code/ID. Rows: Net Change in Assessed Value (-369), Applicable Motor Vehicle Levy (0.144816), Net Change in Total Tax Dollars (-53.44), Tax Statement # (300069)

Refund Amount 0.00 Comments MOVED TO TEXAS IN 2018 AFTER DIVORCE AND TRUCK WENT WITH HIM.

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. (Date)

Approved by Commission:

Attest by County Clerk:

Tax Year:  
2020

TAX ROLL CORRECTION - TRUCKS  
AAELT017

Printed by / Date Time  
jenna.fager 3/17/2022 9:23:38AM

TaxPayer BOYE00031

System Control # 2022000191

Tax Year 2020

User Control # 2022000191

BOYER, BENJAMIN LUKE

TU 5 HUTCHINSON CITY / USD 308

Doc # 200836365739

Quick Ref.

908 E 5TH AVE  
HUTCHINSON, KS 67501-7041

Truck Year 2000  
Truck VIN 1FTWW33F6YEB61932  
Description FORD F350

APPRAISER SECTION (Value) Mar 11 2022 10:07AM Shayna Johnson Approved

Appraised Prior To Correction:

Appraised After Correction:

Value	Total	Value	Total	Net Change
<u>1,047</u>	<u>1,047</u>	<u>0</u>	<u>0</u>	<u>-1,047</u>

Assessed Prior To Correction:

Assessed After Correction:

Value	Penalty	Total	Value	Penalty	Total	Net Change
<u>209</u>	<u>104</u>	<u>313</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>-313</u>

Comment: MOVED TO TEXAS IN 2018 AFTER DIVORCE AND TRUCK WENT WITH HIM.

CLERK SECTION (Tax) Mar 17 2022 9:23AM Jenna Fager Order to Print

Tax Prior To Correction:

Tax After Correction:

MV Levy	Gen Tax	Net Change
<u>0.143756</u>	<u>45.08</u>	<u>-45.08</u>

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value	<u>-313</u>	Type of Correction	<u>Abate</u>
Applicable Motor Vehicle Levy	<u>0.143756</u>	Correction Code	<u>CL</u>
Net Change in Total Tax Dollars	<u>-45.08</u>	Tax Statement #	<u>300065</u>

Refund Amount 0.00 Comments MOVED TO TEXAS IN 2018 AFTER DIVORCE AND TRUCK WENT WITH HIM.

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. \_\_\_\_\_ (Date)  
(Per K.S.A. 79-1475, 79-1701, 79-1701a, and 79-1702)

Approved by Commission: \_\_\_\_\_

Attest by County Clerk: \_\_\_\_\_

Tax Year:  
2021

TAX ROLL CORRECTION - TRUCKS  
AAELT017

Printed by / Date Time  
jenna.fager 3/17/2022 9:23:59AM

TaxPayer BOYE00031

System Control # 2022000192

Tax Year 2021

User Control # 2022000192

BOYER, BENJAMIN LUKE

TU 5 HUTCHINSON CITY / USD 308

Doc # 200836365739

Quick Ref.

908 E 5TH AVE  
HUTCHINSON, KS 67501-7041

Truck Year 2000  
Truck VIN 1FTWW33F6YEB61932  
Description FORD F350

APPRAISER SECTION (Value) Mar 11 2022 10:07AM Shayna Johnson Approved

Appraised Prior To Correction:

Appraised After Correction:

Value	Total	Value	Total	Net Change
<u>890</u>	<u>890</u>	<u>0</u>	<u>0</u>	<u>-890</u>

Assessed Prior To Correction:

Assessed After Correction:

Value	Penalty	Total	Value	Penalty	Total	Net Change
<u>178</u>	<u>89</u>	<u>267</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>-267</u>

Comment: MOVED TO TEXAS IN 2018 AFTER DIVORCE AND TRUCK WENT WITH HIM.

CLERK SECTION (Tax) Mar 17 2022 9:23AM Jenna Fager Order to Print

Tax Prior To Correction:

Tax After Correction:

MV Levy	Gen Tax	Net Change
<u>0.142378</u>	<u>38.02</u>	<u>-38.02</u>

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value	<u>-267</u>	Type of Correction	<u>Abate</u>
Applicable Motor Vehicle Levy	<u>0.142378</u>	Correction Code	<u>CL</u>
Net Change in Total Tax Dollars	<u>-38.02</u>	Tax Statement #	<u>300065</u>

Refund Amount 0.00 Comments MOVED TO TEXAS IN 2018 AFTER DIVORCE AND TRUCK WENT WITH HIM.

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. \_\_\_\_\_ (Date)

Approved by Commission: \_\_\_\_\_

Attest by County Clerk: \_\_\_\_\_



Tax Year: 2019

TAX ROLL CORRECTION - PERSONAL PROPERTY
AAELT013

Printed by / Date Time
jenna.fager 3/17/2022 9:25:12AM

TaxPayer MYRI00005
MYRICK, DENNIS L
MYRICK, ROXANNA R
1803 WESBROOK DR
HUTCHINSON, KS 67502

System Control # 2022000194
User Control # 2022000194
Cama # 029-31-0-20-08-032-00-0-
Tax Unit 9 HUTCHINSON CITY / USD 313
Property Location 705 E 39TH AVE - HUTCHINSON, KS 67502

Tax Year 2019
Doc # 200836366654
Quick Ref. R3104

Check Payable to: MYRICK, DENNIS L

APPRAISER SECTION (Value) Mar 11 2022 3:19PM Shayna Johnson Approved

Appraised Prior To Correction:

Value Penalty %
3,760 50.00

Non-Watercraft Assessed Prior To Correction:

Value Penalty Total
1,128 564 1,692

Watercraft Only Assessed Prior To Correction:

0 0 0

Exempt Value: 0

Comment: 2009 PUMA RECREATIONAL VEHICLE VIN#4X4TPUD2X9P021917 SHOULD NOT BE ON PP AS IT IS BEING TAGGED EVERY YEAR

Appraised After Correction:

Value Penalty %
0 50.00

Non-Watercraft Assessed After Correction:

Value Penalty Total
0 0 0

Watercraft Only Assessed After To Correction:

0 0 0

Exempt Value: 0

Net Change

-3,760

-1,692

0

0

CLERK SECTION (Tax) Mar 17 2022 9:25AM Jenna Fager Order to Pri

Tax Prior To Correction:

Levy 175.012000 Gen Tax 296.14
SB41 \$ 0.00
Exempt Tax Dollars 296.14

Comment:

Tax After Correction:

Levy Gen Tax 0.00
SB41 \$ 0.00
Exempt Tax Dollars 0.00

Net Change

-296.14

0.00

-296.14

TREASURER SECTION (Summary)

Net Change in Assessed Value -1,692 Type of Correction Abate
Mill Levy 175.012000 Correction Code CL
Tax Statement # 205483
Net Change in Levied Tax Dollars -296.14
Net Change in Exempt Tax Dollars 0.00 Comments 2009 PUMA RECREATIONAL VEHICLE VIN#4X4TPUD2X9P021917 SHOULD NOT BE ON PP AS IT IS BEING TAGGED EVERY YEAR.
Net Change in Total Tax Dollars -296.14
Refund Amount 296.14

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. (Date)

Approved by Commission:

Attest by County Clerk:

Tax Year: 2020

TAX ROLL CORRECTION - PERSONAL PROPERTY
AAELT013

Printed by / Date Time
jenna.fager 3/17/2022 9:25:37AM

TaxPayer MYRI00005
MYRICK, DENNIS L
MYRICK, ROXANNA R
1803 WESBROOK DR
HUTCHINSON, KS 67502

System Control # 2022000195
User Control # 2022000195
Cama # 029-31-0-20-08-032-00-0-
Tax Unit 9 HUTCHINSON CITY / USD 313
Property Location 705 E 39TH AVE - HUTCHINSON, KS 67502

Tax Year 2020
Doc # 200836366654
Quick Ref. R3104

Check Payable to: MYRICK, DENNIS L

APPRAISER SECTION (Value) Mar 11 2022 3:19PM Shayna Johnson Approved

Appraised Prior To Correction:

Value Penalty %
3,645 0.00

Non-Watercraft Assessed Prior To Correction:

Value Penalty Total
1,094 0 1,094

Watercraft Only Assessed Prior To Correction:

0 0 0

Exempt Value: 0

Comment: 2009 PUMA RECREATIONAL VEHICLE VIN#4X4TPUD2X9P021917 SHOULD NOT BE ON PP AS IT IS BEING TAGGED EVERY YEAR

Appraised After Correction:

Value Penalty %
0 0.00

Non-Watercraft Assessed After Correction:

Value Penalty Total
0 0 0

Watercraft Only Assessed After To Correction:

0 0 0

Exempt Value: 0

Net Change
-3,645

-1,094

0

0

CLERK SECTION (Tax) Mar 17 2022 9:25AM Jenna Fager Order to Pri

Tax Prior To Correction:

Levy 174.336000 Gen Tax 190.72
SB41 \$ 0.00
Exempt Tax Dollars 190.72

Comment:

Tax After Correction:

Levy Gen Tax 0.00
SB41 \$ 0.00
Exempt Tax Dollars 0.00

Net Change

-190.72

0.00

-190.72

TREASURER SECTION (Summary)

Net Change in Assessed Value -1.094
Mill Levy 174.336000
Net Change in Levied Tax Dollars -190.72
Net Change in Exempt Tax Dollars 0.00
Net Change in Total Tax Dollars -190.72
Refund Amount 190.72

Comment:

Type of Correction Abate
Correction Code CL
Tax Statement # 203027

Comments 2009 PUMA RECREATIONAL VEHICLE VIN#4X4TPUD2X9P021917 SHOULD NOT BE ON PP AS IT IS BEING TAGGED EVERY YEAR.

By order of the Board of County Commissioners of RENO COUNTY, Kansas. (Date)

Approved by Commission:

Attest by County Clerk:

Tax Year: 2021

TAX ROLL CORRECTION - PERSONAL PROPERTY
AAELT013

Printed by / Date Time
jenna.fager 3/17/2022 9:26:02AM

TaxPayer MYRI00005
MYRICK, DENNIS L
MYRICK, ROXANNA R
1803 WESBROOK DR
HUTCHINSON, KS 67502

System Control # 2022000196
User Control # 2022000196
Cama # 029-31-0-20-08-032-00-0-
Tax Unit 9 HUTCHINSON CITY / USD 313
Property Location 705 E 39TH AVE - HUTCHINSON, KS 67502

Tax Year 2021
Doc # 200836366654
Quick Ref. R3104

Check Payable to: MYRICK, DENNIS L

APPRAISER SECTION (Value) Mar 11 2022 3:19PM Shavna Johnson Approved

Appraised Prior To Correction:

Value Penalty %
3,536 0.00

Appraised After Correction:

Value Penalty %
0 0.00

Net Change
-3,536

Non-Watercraft Assessed Prior To Correction:

Value Penalty Total
1,061 0 1,061

Non-Watercraft Assessed After Correction:

Value Penalty Total
0 0 0

-1,061

Watercraft Only Assessed Prior To Correction:

0 0 0

Watercraft Only Assessed After To Correction:

0 0 0

0

Exempt Value: 0

Exempt Value: 0

0

Comment: 2009 PUMA RECREATIONAL VEHICLE VIN#4X4TPUD2X9P021917 SHOULD NOT BE ON PP AS IT IS BEING TAGGED EVERY YEAF

CLERK SECTION (Tax) Mar 17 2022 9:26AM Jenna Fager Order to Pri

Tax Prior To Correction:

Levy 172.864000 Gen Tax 183.42
SB41 \$ 0.00
Exempt Tax Dollars 183.42

Tax After Correction:

Levy Gen Tax 0.00
SB41 \$ 0.00
Exempt Tax Dollars 0.00

Net Change
-183.42
0.00
-183.42

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value -1.061
Mill Levy 172.864000
Net Change in Levied Tax Dollars -183.42
Net Change in Exempt Tax Dollars 0.00
Net Change in Total Tax Dollars -183.42
Refund Amount 183.42

Type of Correction Abate
Correction Code CL
Tax Statement # 204670

Comments 2009 PUMA RECREATIONAL VEHICLE VIN#4X4TPUD2X9P021917 SHOULD NOT BE ON PP AS IT IS BEING TAGGED EVERY YEAR.

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas.

Approved by Commission:

Attest by County Clerk:

(Date)

Tax Year: 2021

TAX ROLL CORRECTION - PERSONAL PROPERTY AAELT013

Printed by / Date Time jenna.fager 3/30/2022 8:21:06AM

TaxPayer PENN00161

System Control # 2022000229

Tax Year 2021

PENNER, CLIFFORD D

User Control # 2022000229

Doc # 200836364098

3121 ROYER WEST DR NEWTON, KS 67114-8640

Cama # 029-31-0-30-18-004-00-0-

Quick Ref. 3422

Tax Unit 5 HUTCHINSON CITY / USD 308

Property Location 13 CHEROKEE LN - HUTCHINSON, KS 67502

APPRAISER SECTION (Value)

Mar 29 2022 3:24PM Shayna Johnson Approved

Appraised Prior To Correction:

Appraised After Correction:

Value 5,133 Penalty % 50.00

Value 4,073 Penalty % 50.00

Net Change -1,060

Non-Watercraft Assessed Prior To Correction:

Non-Watercraft Assessed After Correction:

Value 1,540 Penalty 770 Total 2,310

Value 1,222 Penalty 611 Total 1,833

Net Change -477

Watercraft Only Assessed Prior To Correction:

Watercraft Only Assessed After To Correction:

Value 0 Penalty 0 Total 0

Value 0 Penalty 0 Total 0

Net Change 0

Exempt Value: 0

Exempt Value: 0

Net Change 0

Comment: 2013 CARRY-ON TRLR VIN#4YMUL1215DT021805 WAS STOLEN IN SEPTEMBER 2019. REMOVING TAXES FOR THIS TRLR FOR :

CLERK SECTION (Tax)

Mar 30 2022 8:21AM Jenna Fager Order to Pri

Tax Prior To Correction:

Tax After Correction:

Levy 170.874000 Gen Tax 394.74 SB41 \$ 0.00 Exempt Tax Dollars 394.74

Levy Gen Tax 313.22 SB41 \$ 0.00 Exempt Tax Dollars 313.22

Net Change -81.52 0.00 -81.52

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value -477

Type of Correction Abate

Mill Levy 170.874000

Correction Code CL

Tax Statement # 201845

Net Change in Levied Tax Dollars -81.52

Net Change in Exempt Tax Dollars 0.00

Comments 2013 CARRY-ON TRLR VIN#4YMUL1215DT021805 WAS STOLEN IN SEPTEMBER 2019. REMOVING TAXES FOR THIS TRLR FOR 2021.

Net Change in Total Tax Dollars -81.52

Refund Amount 0.00

Comment:

By order of the Board of County Commissioners (RENO COUNTY), Kansas.

(Per K.S.A. 79-1475, 79-1701, 79-1701a, and 79-1702)

(Date)

Approved by Commission:

Attest by County Clerk:



## AGENDA ITEM

## AGENDA ITEM #6.C

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Jenna Fager, Deputy County Clerk

**AGENDA TOPIC:**  
Destroy Past Election Material

**SUMMARY & BACKGROUND OF TOPIC:**

Requesting approval to destroy election materials from past elections at Sonoco. We recommend Brooke Koehn and Alisha Johnson to be the electors present to serve as witness for this process. The Materials to be destroyed are from the 2019 City/School Election.

**ALL OPTIONS:**

Take election materials to the landfill to be destroyed.

**RECOMMENDATION / REQUEST:**

Approval

**POLICY / FISCAL IMPACT:**

No county fiscal impact.



## AGENDA ITEM

## **AGENDA ITEM #6.D**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Randy Regehr

**AGENDA TOPIC:**

Community Corrections Department of Corrections Juvenile Reinvestment Grant Application for \$80,000.

**SUMMARY & BACKGROUND OF TOPIC:**

The Department of Corrections Juvenile Reinvestment grant pays for substance use disorder outpatient treatment services through the Substance Abuse Center of Kansas in Hutchinson. Youth assigned by the Courts to Court Services or Community Corrections access these services free of charge to their families. This is the year two grant budget in a three-year grant cycle. There is not a requirement for a local match.

**ALL OPTIONS:**

Grant submission approval is recommended.

**RECOMMENDATION / REQUEST:**

Approve submission of the year two of three grant budget request.

**POLICY / FISCAL IMPACT:**

Community Corrections will receive \$80,000 to contract for treatment services for youth.

FY 2023  
**BUDGET SUMMARY FY23 Reinvestment Grants**  
**Reno County Community Corrections**

<b>Total Reinvestment Grant:</b>
\$ 80,000.00

		Reinvestment Grant	Total
<b>1</b>	<b>PERSONNEL</b>		
	<b>Non-Admin PERSONNEL</b>		
	Salary	\$ -	\$ -
	Benefits	\$ -	\$ -
	<b>TOTAL PERSONNEL:</b>	<b>\$ -</b>	<b>\$ -</b>
<b>2</b>	<b>AGENCY OPERATIONS</b>		
2A	Travel	\$ -	\$ -
2B	Training	\$ -	\$ -
2C	Communications	\$ -	\$ -
2E	Supplies	\$ -	\$ -
2F	Facility	\$ -	\$ -
2G	Contractual	\$ 80,000.00	\$ 80,000.00
	<b>TOTAL AGENCY OPERATIONS:</b>	<b>\$ 80,000.00</b>	<b>\$ 80,000.00</b>
<b>3</b>	<b>CLIENT SERVICES</b>		
	Drug Testing Supplies	\$ -	\$ -
	Drug Testing Services	\$ -	\$ -
	Substance Abuse Evaluations	\$ -	\$ -
	Substance Abuse Treatment	\$ -	\$ -
	Mental Health Evaluations	\$ -	\$ -
	Mental Health Treatment	\$ -	\$ -
	Sex Offender Evaluations	\$ -	\$ -
	Sex Offender Treatment	\$ -	\$ -
	Academic Education Services	\$ -	\$ -
	Vocational Education Services	\$ -	\$ -
	Transportation Assistance (client transportation and/or bus tickets, etc.)	\$ -	\$ -
	Housing Assistance	\$ -	\$ -
	Subsistence	\$ -	\$ -
	Cognitive Skills	\$ -	\$ -
	Client Incentives	\$ -	\$ -
	Electronic Monitoring Services	\$ -	\$ -
	Surveillance Services	\$ -	\$ -
	Clothing, Food and General Needs Assistance	\$ -	\$ -
	Counseling (Group or Individual, ie social skills, anger management, etc.)	\$ -	\$ -
	0	\$ -	\$ -
	0	\$ -	\$ -
	0	\$ -	\$ -
	0	\$ -	\$ -
	<b>Total Client Services</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Non-Personnel:</b>	<b>\$ 80,000.00</b>	<b>\$ 80,000.00</b>
	<b>Total Budget per grant:</b>	<b>\$ 80,000.00</b>	<b>\$ 80,000.00</b>



## AGENDA ITEM

## **AGENDA ITEM #6.E**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:**

**AGENDA TOPIC:**

Approve Reno/Kingman Joint Fire District 1 (Pretty Prairie) to purchase a new 2021 Ram 1500 from Allen Samuels and outfit that vehicle for a total cost not to exceed \$40,000.

**SUMMARY & BACKGROUND OF TOPIC:**

Reno/Kingman Joint Fire District 1 (JT1) currently has a 2002 Chevrolet Tahoe that was purchased used from the Hutchinson Fire Department. This vehicle has been in service for several years and currently has approximately 189,000 miles on it, and has several areas where the metal has been rusted through. Recently, there have been several mechanical issues. They recently replaced the driver's side CV joints at a cost of \$500, they will need to do the passenger side soon. Other issues include new tires, brake issues, warning lights, and the dash has completely stopped working. If we do not take action on purchasing a new vehicle, the mechanical issues need to be addressed. The cost to repair the vehicle will far exceed its value. The Tahoe's trade in value is currently \$1,500.

On their capital improvement plan, JT1 had a brush truck scheduled for 2022 and this command vehicle replacement in 2025. Due to the mechanical condition of the command vehicle, it needs to be replaced immediately. The brush truck is still in good mechanical condition. If approved to replace the command vehicle, the brush truck replacement will be moved until 2025.

JT1 Chief Rick Graber checked with the local dealerships and was only able to find one vehicle that would meet the required specifications that would qualify for the government discount on a new vehicle. The Emergency Management Office called the local dealerships and was able to confirm this is the only vehicle locally that would qualify. If this vehicle is not purchased, the cost will be higher to purchase a used vehicle or a 2022.

JT1 currently has approximately \$200,000 in their special equipment fund to pay for this purchase.

**ALL OPTIONS:**

Approve the purchase of a new 2021 Ram 1500 and trade in the 2002 Tahoe.  
Deny the purchase and fix the 2002 Tahoe.

**RECOMMENDATION / REQUEST:**

Approve

**POLICY / FISCAL IMPACT:**

There will be no short or long term impacts.





## AGENDA ITEM

## **AGENDA ITEM #6.F**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Don Brittain, Public Works Director

**AGENDA TOPIC:**

Public Works purchase of a 2022 Cab and Chassis with Bed from Rush Truck Centers, Park City, Kansas, for a cost of \$146,021.26.

**SUMMARY & BACKGROUND OF TOPIC:**

The 2022 Cab and Chassis with Bed will be replacing a 2008 Ford 2T F-650 4x6 Truck with Autocrane 4004H Plus 4" Auger that will be sold on PurpleWave at a later date.

**ALL OPTIONS:**

1. Approve the bid from Rush Truck Centers, Park City, Kansas, in the amount of \$146,021.26.
2. Deny the purchase.

**RECOMMENDATION / REQUEST:**

Award the bid for a 2022 Cab and Chassis with Bed to Rush Truck Centers, Park City, Kansas.

**POLICY / FISCAL IMPACT:**

Budgeted for 2022 per CIP. Public Works Fund 007 Operational Equipment per Equipment Plan.

**CAB AND CHASSIS WITH BED (Quantity 1)**  
**Receive Bids by 9:00 a.m., Thursday, March 31, 2022**  
**Award Bid at next available Commission meeting.**

	<b>Truck Center Companies</b>	<b>Doonan Truck &amp; Equipment</b>	<b>Rush Truck Centers</b>	<b>Wichita Kenworth</b>
	2955 South West Street Wichita, KS 67217 316-945-5600 Mike Grade <a href="mailto:mgrady@kansastruck.com">mgrady@kansastruck.com</a>	11118 West Hwy 54 Wichita, KS 67277 316-722-6034 Rick McGrew <a href="mailto:rick_mcgrew@doonantruck.com">rick_mcgrew@doonantruck.com</a>	5549 North Chuzy Drive Park City, KS 67219-2317 316-262-8413 Tony Ternes <a href="mailto:ternesa@rushenterprises.com">ternesa@rushenterprises.com</a>	5115 North Broadway Street Wichita, KS 67219 316-247-7300 Galen E. <a href="mailto:galene@wichtakenworth.com">galene@wichtakenworth.com</a>
<b>Year</b>	-	-	2022	2023 Model in 2022
<b>Make</b>	-	-	International	Kenworth
<b>Model</b>	-	-	MV 607	T-280
<b>Warranty</b>	-	-	2 Year Basic / 3 Year Engine	1 Year Chassis / 2 Year Engine
<b>Bid Price</b>	-	-	\$146,021.26	\$185,268.00
<b>Total Trade In Allowance</b>	-	-	\$0.00	\$0.00
<b>Each Unit Price</b>	-	-	-	-
<b>Total Price</b>	-	-	\$146,021.26	\$185,268.00

Bid Tab Notes:

---



---



---

DEPARTMENT HEAD:



RENO COUNTY PUBLIC WORKS

BID REQUEST FOR: ONE (1) CAB AND CHASSIS WITH BED

PLEASE PLACE BIDS IN A SEALED ENVELOPE CLEARLY MARKED:  
"Cab and Chassis with Bed"

RETURN BID TO:  
RENO COUNTY PUBLIC WORKS  
ATTN: DAVID SERVISS  
600 SCOTT BLVD  
SOUTH HUTCHINSON, KS 67505  
ON OR BEFORE: Thursday, March 31, 2022 @ 9:00 a.m.

These specifications are written with the intention of obtaining bids on like equipment. This equipment shall consist of a new current model each equipped with or exceeding the accompanying specification.

Reno County reserves the right to waive minor technicalities under this specification, and to reject any or all bids, and to accept the bid which, in its opinion, is in the best interest of Reno County.

The equipment shall meet the current Kansas Statute regarding size, weight, and load of vehicles. The equipment shall be delivered F.O.B. to the Reno County Public Works Facility at: 600 Scott Blvd. South Hutchinson, Kansas.

If your bid is accepted, payment will be made on the County's next regular payment date after delivery and certification that specifications were met. Questions regarding this bid may be directed to David Serviss, Public Works Superintendent at 620-694-2976.

Cash Price: \$ 146,021.26  
Standard Warranty(s) if additional cost: \$ \_\_\_\_\_  
Total Cash Price \$ 146,021.26

NOTE: Please submit standard warranty with bid and list any additional warranties below:

ATTACHED - CHASSIS  
CUMMINS ENGINE WARRANTY 3 YEAR UNLIMITED MILES  
Delivery Date: SECOND QUARTER 2023  
Company Name: RUSH TRUCK CENTER  
Company Representatives Email Address: TERNESA@RUSH ENTERPRISES.COM  
Company Representatives Printed Name: TONY TERNES  
Signature: Tony Ternes Date: 3/28/2022

**RENO COUNTY PUBLIC WORKS  
BID SPECIFICATION  
One (1) - Cab and Chassis with Bed**

Make: INTERNATIONAL  
Model: MV607  
Year: 2022

On the line to the left please, write whether the bid meets or exceeds the corresponding specification.

**FRAME**

- A. MEET Cab and Chassis with Bed.
- B. MEET GVWR 25,000 lb. minimum
- C. MEET Cab to Axle 108 in. minimum
- D. MEET Tow hooks on front

**FRONT AXLE**

- A. EXCEED 8500 lb. rating minimum
- B. MEET Power steering.
- C. MEET Front suspension leaf springs & shocks

**REAR AXLE**

- A. EXCEED 13,500 lb. rating minimum
- B. MEET Heavy-duty leaf springs with shocks

**ENGINE**

- A. MEET Inline 6 cyl. Diesel minimum.
- B. MEET Radiator - maximum cooling as recommended by engine mfg.
- C. MEET Alternator 125 amp. minimum.
- D. MEET Engine oil cooler
- E. MEET 260 HP minimum ~~560~~
- F. NO 700 Ft. Lb. torque minimum 600 lb FT
- G. MEET Clutch fan as recommended by engine mfg.
- H. MEET Heavy duty dry type air cleaner
- I. EXCEED Batteries to be 12 volt maintenance free, 600 CCA (min)

**TRANSMISSION**

- A. MEET Heavy duty Allison 6 speed automatic
- B. NONE H.D. transmission oil cooler
- C. MEET P.T.O. To Operate Crane and Auger

## TIRES/WHEELS

- A. MEET Front & rear tires to be 14 ply steel belted radials minimum
- B. MEET 7 - 1 piece wheels
- C. MEET Highway type tread on front
- D. MEET Traction type tread on rear

## FUEL TANK

- A. MEET 50 gal fuel capacity min.

## Brakes

- A. MEET Full Air Dual Circuit S Cam drum w/ 4 channel anti lock brake system
- B. MEET Automatic slack adjusters
- C. MEET Air controlled parking brake

## Bed

- A. MEET Bed must be 14ft 6in length minimum
- B. MEET Bed must be built to accommodate a 16 ft long telescoping 2 T crane
- C. MEET Bed must have mount(s) to cradle crane/Auger securely when not in use
- D. MEET Bed needs to have non slip step(s) that is accessible from ground to climb into the bed

## Crane

- A. MEET 4,000 lb. lift (max) 16,000 ft-lb capacity
- B. MEET Crane must reach 16 ft. out on curbside of bed minimum
- C. MEET Electric or Hydraulic Hoist
- D. MEET Hydraulic Power Boom Elevation
- E. MEET 80 ft. of 5/16" 9,800 lbs. single line break strength cable
- F. MEET -5 to 75 degree boom elevation
- G. MEET Non tipping swiveling travel block with latch
- H. MEET 360 degree continuous hydraulic power rotation
- I. MEET Crane must have remote to operate
- J. MEET Crane can have auger attached

## Auger

- A. MEET Auger needs to be hydraulic operated
- B. MEET Auger needs to be 42" long minimum and have single flight auger to drill a 6" hole
- C. MEET Auger must operate on 5-10 GPI minimum and 1500 to 3000 psi minimum
- D. MEET Auger must have bolt on tip(point)

## HYDRAULIC'S

- A. MEET Must meet specs to Operate Crane, Downriggers, and Auger required by the manufacturer(s)
- B. MEET Must have full hydraulic outriggers installed for the crane
- C. MEET Auger may or may not be attached to crane if attached it must have hose reel for hydraulic lines
- D. MEET Must be able to operate Crane, Auger, and, Outriggers individually
- E. MEET Must have reservoir size required by manufacturer(s)

## MISCELLANEOUS EQUIPMENT

- A. MEET Standard factory vinyl interior with rubber floor covering.
- B. MEET Drivers seat must be air suspension
- C. MEET Heater with defroster.
- D. MEET Factory installed air conditioning.
- E. MEET Cruise control.
- F. MEET AM/FM radio, factory installed.
- G. MEET Tinted glass all windows.
- H. MEET Windshield wipers with intermittent feature and washers.
- I. MEET Heavy duty cab insulation.
- J. MEET Factory installed air conditioning.
- K. MEET Interior cab lighting.
- L. MEET All standard factory equipment as recommended by mfg.
- M. MEET Below eye level type mirrors 6 x 9 in. minimum to clear 96 in. wide load.  $7\frac{1}{2} \times 7$
- N. MEET Tinted glass all windows.
- O. MEET Windshield wipers with intermittent feature and washers.
- P. MEET Heavy duty cab insulation.
- Q. MEET Exterior paint color to be white.



Signature: Reno County Public Works Superintendent

3-9-2022

Date:



## AGENDA ITEM

## **AGENDA ITEM #6.G**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Don Brittain, Public Works Director

**AGENDA TOPIC:**

Kansas Department of Transportation- Bureau of Local Projects FFY 2024 HRRR (High Risk Rural Roads) Signing Project

**SUMMARY & BACKGROUND OF TOPIC:**

Upgrade signing on all major and minor collectors West of Highway 14 in Reno County. The County maintains all of their signs and all existing signs are believed to be in good condition. This project will review all of the signs in the County to insure that it meets MUTCD (Manual for Uniform Traffic Control Devices) standards. Existing signs will be relocated based on current standards and any required signs will be installed. It is believed that there are signs required by the MUTCD that may not be in place and signs that are in place that should be removed. Project benefit, improve safety of the traveling public

**ALL OPTIONS:**

Do not Approve  
Return to Staff

**RECOMMENDATION / REQUEST:**

Approve and Sign

**POLICY / FISCAL IMPACT:**

Project Cost Estimate \$561,000.00  
This Project is 100% funded by KDOT.  
Project to be let in July, 2024

**PROJECT PROGRAMMING REQUEST**

<input checked="" type="checkbox"/> New Project		<input type="checkbox"/> Amend Existing Project		<b>Date:</b> _____	
<b>Program Year:</b> 2024		<b>Funding Program:</b>		HRRR (High Risk Rural Roads)	
<b>KDOT District</b>		<b>MPO</b>		<b>MPO TIP #</b>	
5		N/A			
<b>County</b>	<b>City</b>	<b>Route / Corridor</b>	<b>Functional Classification</b>		
Reno	Hutchinson	Various	5 = Major Collector		
<b>Project Sponsor / Lead Agency</b>					
Reno County					
<b>Project Mgr / Contact</b>		<b>Phone</b>		<b>E-mail Address</b>	
Don Brittain		620-694-2976		don.brittain@renogov.org	
<b>Project Title</b>					
Permanent Signing west of K-14					
<b>Project Length:</b> 317.000 miles		<b>Desired Letting Date:</b>		July, 2024	
<b>Letting Type:</b> <input checked="" type="checkbox"/> KDOT <input type="checkbox"/> LPA <input type="checkbox"/> Force Account					
<b>Location, Project Limits, Description, Scope of Work</b>					
Upgrade signing on all major and minor collectors west of Hwy 14 in Reno County.					
<b>Purpose and Need</b>					
The county maintains all of their signs and all existing signs are believed to be in good condition. This project will review all of the signs in the county to ensure that it meets MUTCD standards. Existing signs will be relocated based on current standards and any required signs will be installed. It is believed that there are signs required by the MUTCD that may not be in place and signs that are in place that should be removed.					
<b>Project Benefits</b>					
Improve safety of the traveling public.					
<b>RR within 1/2 mile?</b>	<b>RR Company Name</b>	<b>No. of Tracks</b>	<b>Existing Crossing Protection</b>		
Yes	BNSF	6	Flashing Lights and Gates		
Yes	K&O	2	Flashing Lights and Gates		

In accordance with the Bureau of Local Projects (BLP) Memo 99-11, dated December 16, 1999, we are required, under the Comprehensive Transportation Program (CTP), to collect and record total costs of all work phases of projects. This includes local agency federal-aid and state-aid projects that include any non-participating, pre-construction local agency costs for preliminary engineering (plan design), rights of way and utility adjustments. Please show your estimate of the cost for all work phases below:

<b>Project Cost Estimate</b>				
	<i>Participating</i>	<i>Non-Participating</i>	<i>Total</i>	
PE (Design)	\$ 79,000.00	\$ -	\$ 79,000.00	
Utilities	\$ -	\$ -	\$ -	
ROW	\$ -	\$ -	\$ -	
CE (Inspection)	\$ 133,000.00	\$ -	\$ 133,000.00	
<b>Construction Total</b>	<b>\$ 349,000.00</b>	<b>\$ -</b>	<b>\$ 349,000.00</b>	
Construction	\$ 349,000.00	\$ -	\$ 349,000.00	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
<b>Project Totals</b>	<b>\$ 561,000.00</b>	<b>\$ -</b>	<b>\$ 561,000.00</b>	



**PROJECT PROGRAMMING REQUEST**

---


BE IT RESOLVED: That sufficient funds from Reno County

are now, or will be available and are hereby pledged to the Secretary in the amount and at the time required for the supplementing of federal funds available for the completion of this project. Prior to Federal Authorization, any project expenditures made by the LPA are ineligible for federal funding and remain the responsibility of the LPA. Upon cancellation of the project by the LPA, the LPA shall reimburse the Secretary within thirty (30) days after receipt of statement of cost incurred by the Secretary prior to cancellation.

Please sign below in accordance with your local policy.

Recommended for Approval:

Appropriate Local Officials



Public Works Director

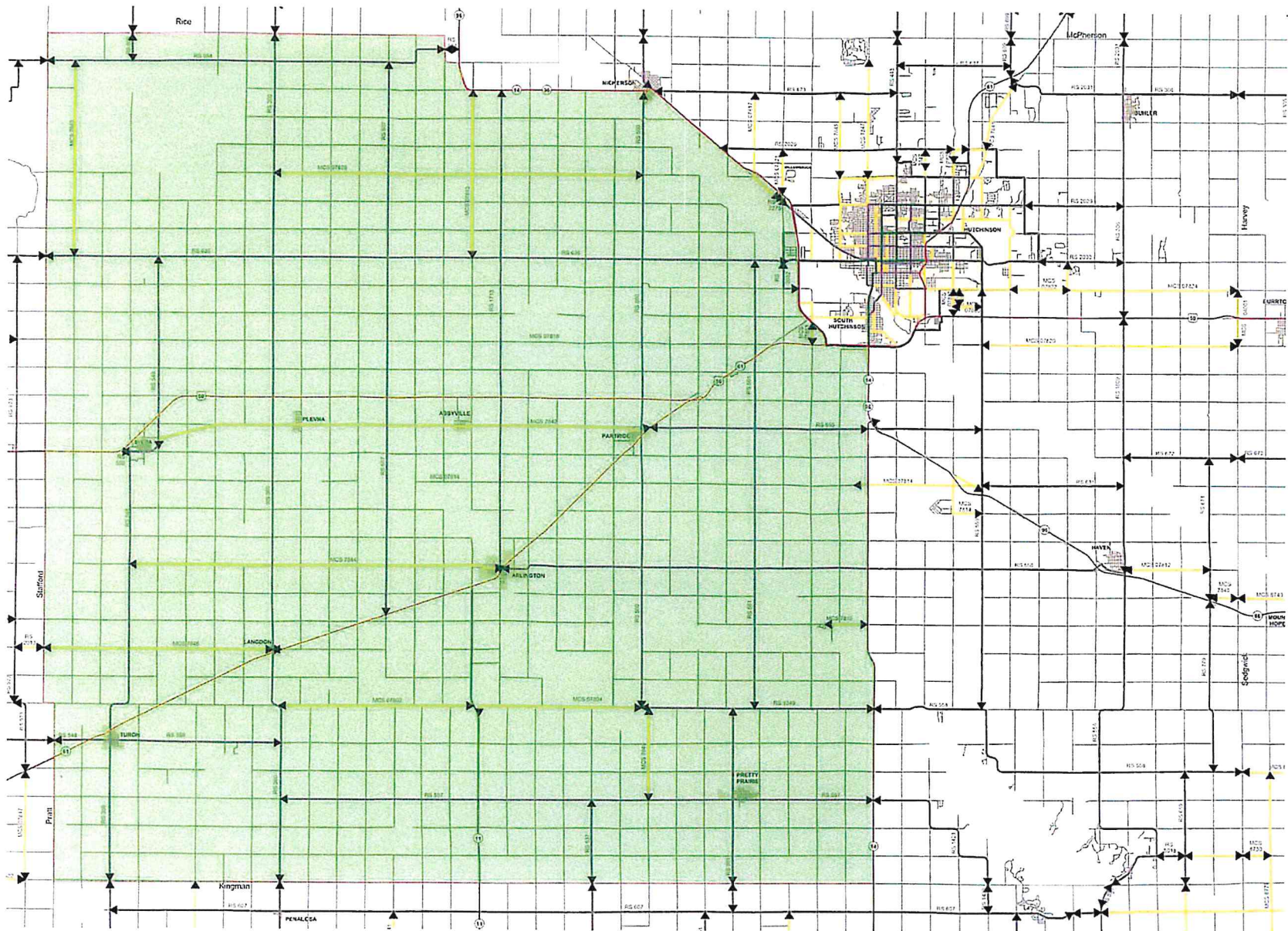
Commission Chairman

ATTEST:

Commissioner

County Clerk

Commissioner



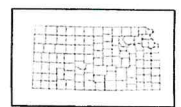
# Reno County



## Major and Minor Collectors west of Hwy 14

- FUNCTIONAL CLASSIFICATION**  
**5 - 10 YEAR FUTURE**
- Interstate
  - Other Freeway/Expressway
  - Other Principal Arterial
  - Minor Arterial
  - Major Collector
  - Minor Collector
  - Local Road
  - City Limits
  - Urban Boundaries

COUNTY APPROVAL 11-18-14  
 F.H.W.A. APPROVAL 12-17-14



Functional Classification  
 Map of  
 Reno County 78

KANSAS  
 PREPARED BY THE  
 KANSAS DEPARTMENT OF TRANSPORTATION  
 BUREAU OF TRANSPORTATION PLANNING  
 IN COOPERATION WITH THE  
 U. S. DEPARTMENT OF TRANSPORTATION  
 FEDERAL HIGHWAY ADMINISTRATION



## AGENDA ITEM

## **AGENDA ITEM #6.H**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Mark Vonachen - County Planner II

**AGENDA TOPIC:**

Planning Case #2021-15 - A resolution approving a request for a conditional use permit for Jesse Keim to establish a manufacturing facility to construct kitchen cabinets and other wood products at 11203 S. Obee Road.

**SUMMARY & BACKGROUND OF TOPIC:**

The Planning Commission recommended approval of this request by a 6-0 vote on February 17, 2022.

The County Commissioners approved of this request by a 3-0 vote on March 22, 2022.

This resolution journalizes the County Commissioners' decision.

**ALL OPTIONS:**

Approval of the resolution as submitted.

Deny the resolution.

Return to staff the resolution with requested changes.

**RECOMMENDATION / REQUEST:**

Approval of the resolution.

**POLICY / FISCAL IMPACT:**

None

**RESOLUTION 2022-**

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT  
FOR THE ESTABLISHMENT OF A MANUFACTURING FACILITY ON A  
PARCEL LOCATED IN THE NORTHEAST QUARTER OF SECTION 34,  
TOWNSHIP 24 SOUTH, RANGE 5 WEST OF THE 6<sup>TH</sup> P.M. IN RENO COUNTY,  
KANSAS**

WHEREAS, Jesse Keim applied for a Conditional Use Permit to establish a manufacturing facility to construct cabinets and other wood products upon a defined parcel of land more particularly described as follows:

Two tracts located in the NE ¼ of the NE ¼ of Section 34 of T24S, R5W of the 6<sup>th</sup> PM., in Reno County, Kansas as more fully described on that trustee's deeds filed in Book 662 on page 300 of the Office of the Reno County Register of Deeds on March 26, 2018 which is incorporated herein by reference as if more fully set out; and in Book 663 on page 243 of the Office of Reno County Register of Deeds on May 14, 2018 which is incorporated herein by reference as if more fully set out.

WHEREAS, said parcel is currently zoned AG – Agricultural District for agricultural use in accordance with the Reno County Zoning Regulations; and a manufacturing facility to construct cabinets and other wood products is permitted in the AG Zoning District with a Conditional Use Permit; and

WHEREAS, the Reno County Planning Commission conducted a public hearing on the Application on February 17, 2022, following satisfaction of all notice requirements for such hearing as required by K.S.A. 12-757; and

WHEREAS, at the public hearing all interested parties in attendance were provided an opportunity to be heard; and the Reno County Planner presented a written report for the Conditional Use Permit dated February 10, 2022 which report, under the heading “FACTORS”, included a discussion and applications to be considered when making land use decisions pursuant to Golden v. City of Overland Park, 224 Kan. 591. Additionally,

the Reno County Planner presented a staff recommendation in support of the Application;  
and

WHEREAS, the Reno County Planning Commission adopted and recommended approval of the Conditional Use Permit with conditions based upon the Reno County Planner's analysis of the "FACTORS" to be considered pursuant to Golden and other factors as outlined in the Reno County Zoning Regulations numbered one through seven inclusive; and

WHEREAS, the Reno County Planning Commission also recommended granting a waiver from the off-street loading space requirement pursuant to Article 20-104(2) of the Zoning Regulations; and,

WHEREAS, on March 22, 2022, the Reno County Commission at its regular public meeting received a Summary Report dated February 28, 2022, of the proceedings before the Reno County Planning Commission and the Planning Commission's recommendation of approval of the Conditional Use Permit with special conditions and a waiver of the off-street loading space requirement; and

WHEREAS, upon conclusion of the Board's deliberations, Commissioner Hirst moved to approve the Planning Commission's recommendation for approval of the Conditional Use Permit along with all of the special conditions and the waiver recommended by the Planning Commission. In support of his motion, Commissioner Hirst cited "FACTORS" numbered one through seven inclusive found in the analysis presented within the Reno County Planner's Summary Report. Commissioner Sellers seconded the motion. The motion was approved by unanimous vote.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY, KANSAS, that the above and foregoing

findings are adopted as the decision of this Board. The aforesaid Conditional Use Permit Application made by Jesse Keim is approved subject to all of the aforementioned special conditions.

BE IT FURTHER RESOLVED that this resolution be effective from and after its publication in the official county newspaper.

APPROVED AND ADOPTED in regular session this 12<sup>th</sup> day of April 2022.

BOARD OF COUNTY COMMISSIONERS  
OF RENO COUNTY, KANSAS

---

Daniel P. Friesen, Chairman

---

Ron Sellers, Member

---

Ron Hirst, Member

ATTEST:

---

Donna Patton, County Clerk



## AGENDA ITEM

## **AGENDA ITEM #6.I**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Mark Vonachen - County Planner II

**AGENDA TOPIC:**

Planning Case #2022-01 A resolution approving a request by Jason and Christy West to rezone approximately 20.69 acres of land from R-1 - Rural Residential District to AG - Agricultural District at 303 N. Mayfield Road.

**SUMMARY & BACKGROUND OF TOPIC:**

The Planning Commission recommended approval of this request by a 6-0 vote on February 17, 2022.

The County Commissioners approved of this request by a 3-0 vote on March 22, 2022.

This resolution journalizes the County Commissioners' decision.

**ALL OPTIONS:**

Approval of the resolution as submitted.

Deny the resolution.

Return to staff the resolution with requested changes.

**RECOMMENDATION / REQUEST:**

Approval of the resolution.

**POLICY / FISCAL IMPACT:**

None

**RESOLUTION 2022-**

**A RESOLUTION APPROVING A ZONING AMENDMENT REQUEST FROM R-1 RURAL RESIDENTIAL DISTRICT TO AG – AGRICULTURAL DISTRICT FOR THE PURPOSE OF JOINING TWO PARCELS OF LAND TO CREATE ONE PARCEL OF LAND IN EXCESS OF 40 ACRES IN THE NORTHEAST QUARTER OF SECTION 14, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE 6<sup>TH</sup> P.M. IN RENO COUNTY, KANSAS**

WHEREAS, Jason and Christy West applied for a Zoning Amendment to join one parcel of land with an adjacent parcel of land upon a defined parcel of land more particularly described as follows:

A tract located in the NE ¼ of Section 14, T23S, R5W of the 6<sup>th</sup> PM., in Reno County, Kansas as more fully described on that trustee’s deed filed in Book 607 on page 492 of the Office of Reno County Register of Deeds on October 22, 2009 which is incorporated herein by reference as if more fully set out.

WHEREAS, said parcel is currently zoned R-1 – Rural Residential District for residential use in accordance with the Reno County Zoning Regulations; and the adjacent parcel is greater than the minimum parcel size of 40 acres for a parcel zoned AG – Agricultural District; and the owner petitioned to add said parcel to a portion of this adjacent parcel to create one parcel greater than 40 acres; and

WHEREAS, the Reno County Planning Commission conducted a public hearing on the Application on February 17, 2022, following satisfaction of all notice requirements for such hearing as required by K.S.A. 12-757; and

WHEREAS, at the public hearing all interested parties in attendance were provided an opportunity to be heard; and the Reno County Planner presented a written report for the Zoning Amendment dated February 10, 2022 which report, included a discussion and application under the heading “FACTORS”, to be considered when



applying land use decisions pursuant to Golden v. City of Overland Park, 224 Kan. 591; and a staff recommendation in support of the Application; and

WHEREAS, the Reno County Planning Commission adopted and recommended approval of the Zoning Amendment based upon the Reno County Planner's analysis of the "FACTORS" to be considered pursuant to Golden and other factors as outlined in the Reno County Zoning Regulations numbered one through ten inclusive; and

WHEREAS, on March 22, 2022, the Reno County Commission at its regular public meeting received a Summary Report dated February 22, 2022, of the proceedings before the Reno County Planning Commission and the Planning Commission's recommendation of approval of the Zoning Amendment; and

WHEREAS, upon conclusion of the Board's deliberations, Commissioner Hirst moved to approve the Planning Commission's recommendation for approval of the Zoning Amendment. In support of his motion, Commissioner Hirst cited "FACTORS" numbered one through ten inclusive found in the analysis presented within the Reno County Planner's Summary Report. Commissioner Sellers seconded the motion. The motion was approved by unanimous vote.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY, KANSAS, that the above and foregoing findings are adopted as the decision of this Board. The aforesaid Zoning Amendment requested by Jason and Christy West is approved.

BE IT FURTHER RESOLVED that this resolution be effective from and after its publication in the official county newspaper.

APPROVED AND ADOPTED in regular session this 12<sup>th</sup> day of April 2022.

BOARD OF COUNTY COMMISSIONERS  
OF RENO COUNTY, KANSAS

---

Daniel P. Friesen, Chairman

---

Ron Sellers, Member

---

Ron Hirst, Member

ATTEST:

---

Donna Patton, County Clerk



## AGENDA ITEM

## **AGENDA ITEM #6.J**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Mark Vonachen - County Planner II

**AGENDA TOPIC:**

Planning Case #2022-02 - A request by Mark Yackley (Applicant: Ben Maser) to rezone approximately 0.20 acres of land from R-1 - Rural Residential District to AG - Agricultural District for the purpose of selling the area of land to Mr. Maser. The property is located on the east side of N. Willison Road, approximately 1,700 feet north of the intersection of N. Willison Road and E. 30th Avenue. The property address is 3602 N. Willison Road.

**SUMMARY & BACKGROUND OF TOPIC:**

The owner requests to rezone the area of land to the agricultural zoning district so the land may be sold to Mr. Maser. Mr. Maser's property is currently zoned AG - Agricultural District and he wants to purchase this land from Mr. Yackley and have all of his property under one zoning district.

If the rezone is approved and the land purchased, this will provide enough road frontage for Mr. Maser to submit an agricultural lot split application to Planning staff. Currently Mr. Maser does not have enough road frontage to comply with the zoning regulation requirements. An approved agricultural lot split will parcel off Mr. Maser's existing single-family dwelling into a separate taxing parcel and permit Mr. Maser to apply for a zoning permit to construct a new single-family dwelling on the remainder of his property.

Staff recommends approval of the request to rezone the legal description from R-1 to AG.

The Planning Commission conducted a public hearing on March 17, 2022. At the conclusion of the public hearing the Planning Commission recommended approval of the request by a 5-0 vote based on the nine factors listed in the staff report.

The County Commissioners may not attach conditions of approval to a rezone request.

**ALL OPTIONS:**

The County Commissioners may:

1. Approve of the rezone request as recommended by the Planning Commission.
2. Approve of the rezone request and modify the Factors as recommended by the Planning Commission.
3. Deny the request based on the Factors.

4. Return the request back to the Planning Commission with specific questions to be answered.
5. Table to request for further review.

**RECOMMENDATION / REQUEST:**

Consideration of the Planning Commission recommendation to approve of the rezone request.

**POLICY / FISCAL IMPACT:**

None



**REZONING/CONDITIONAL USE PERMIT APPLICATION**

This is an application for change of zoning classification (rezoning) or for a Conditional Use Permit. The form must be completed and filed at the office of the Zoning Administrator in accordance with directions on the accompanying instruction sheet.

**AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED.**

1. Name of applicant or applicants (owner(s) and/or their agent(s)). All owners of all property requested to be rezoned must be listed in this form.

A. Applicant/Owner

Mailing Address

Phone  Email

B. Agent

Mailing Address

Phone  Email

(Use separate sheet if necessary for names of additional owners/applicants.)

2. The applicant hereby requests

<input checked="" type="checkbox"/>	A change of zoning from <input type="text" value="R-1"/> to <input type="text" value="AG"/> .
<input type="checkbox"/>	A Conditional Use for the following: <input type="text"/>
<input type="text"/>	

3. The property is legally described as (Lot and Block or Metes and Bounds)

A portion of the Southwest Quarter of Section 32, Township 22 South, Range 4 West. See
attached documents.
<input type="text"/>





4. This property address is:

The general location is (use appropriate section):

A. At the  (NW, NE, SW or SE) corner of  (Road) and  (Road) or,

B. On the  (N, S, E, W) side of  (Road) between  (Road) and  (Road).

5. I request this change in zoning for the following reasons (Do not include reference to proposed uses for a rezoning.) Attach a separate sheet if necessary.

I'm needing to rezone this property in order for my neighbor, Ben Maser, to purchase it so he
can proceed with a Lot Split on his property and stay in compliance with
Reno County Regulations.

RECEIVED  
JAN 11 2022  
RENO COUNTY  
PUBLIC WORKS DEPT



6. I (We), the applicant(s), acknowledge receipt of the instruction sheet explaining the method of submitting this application. I (We) realize that this application cannot be processed unless it is completely filled in; is accompanied by an ownership list as required in the instruction sheet; and is accompanied by the appropriate fee.

Mark G. Galtley  
(Owner)

Sam Gaultley  
(Owner)

By Ben Mallen  
Authorized Agent (if any)

By \_\_\_\_\_  
Authorized Agent (if any)

**OFFICE USE ONLY:**

Received by the Zoning Administrator, at 9:30 (A.M.) (P.M.) on this 11<sup>th</sup> day of January, 2022, together with the appropriate fee of \$300.

Mark Vrocker / County Planner II  
Name and Title

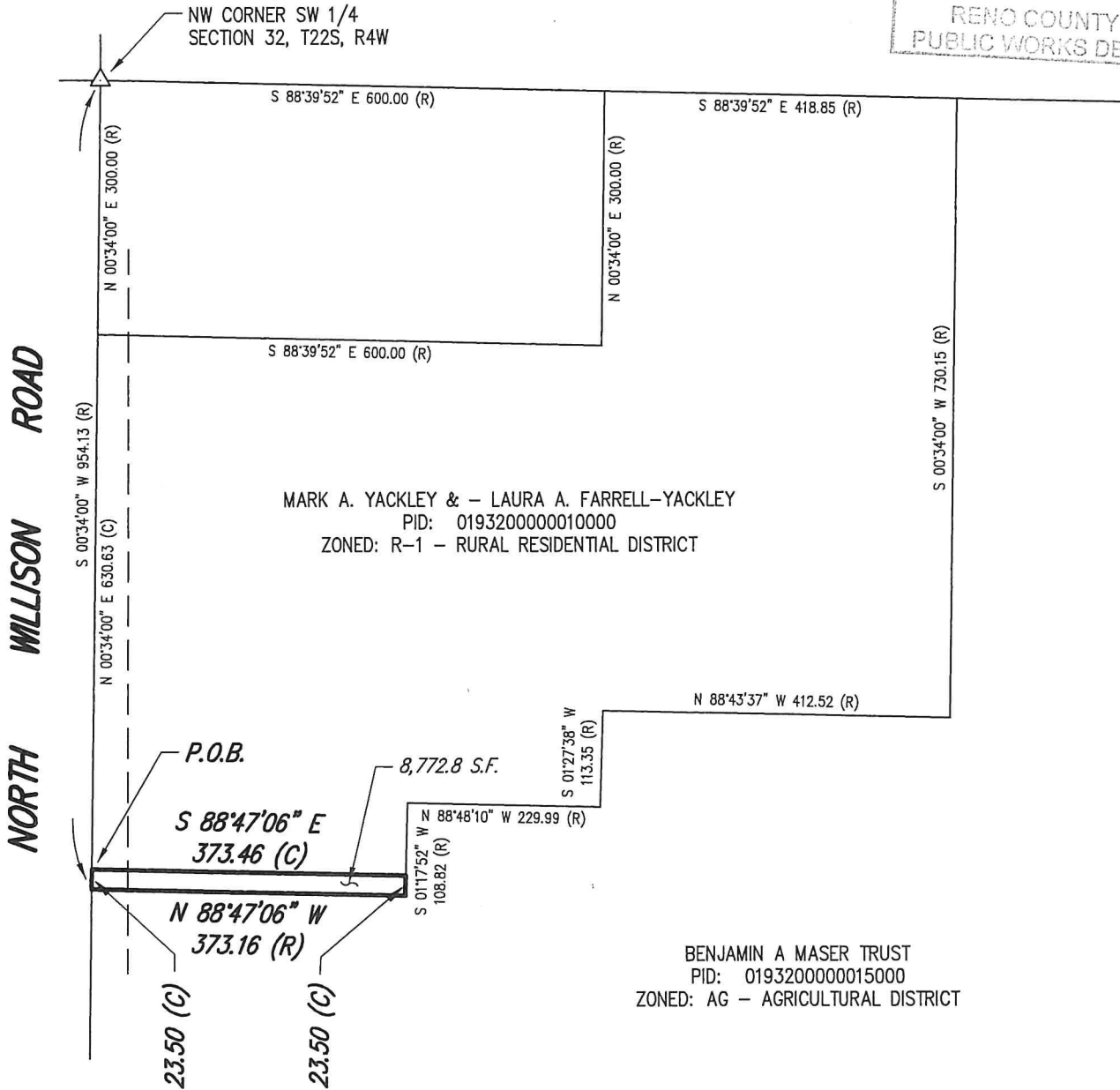
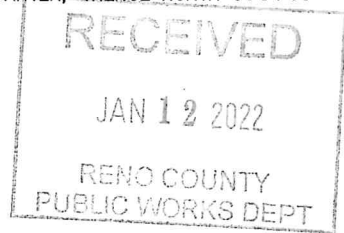


# REZONING CLASSIFICATION CHANGE

**DESCRIPTION:**

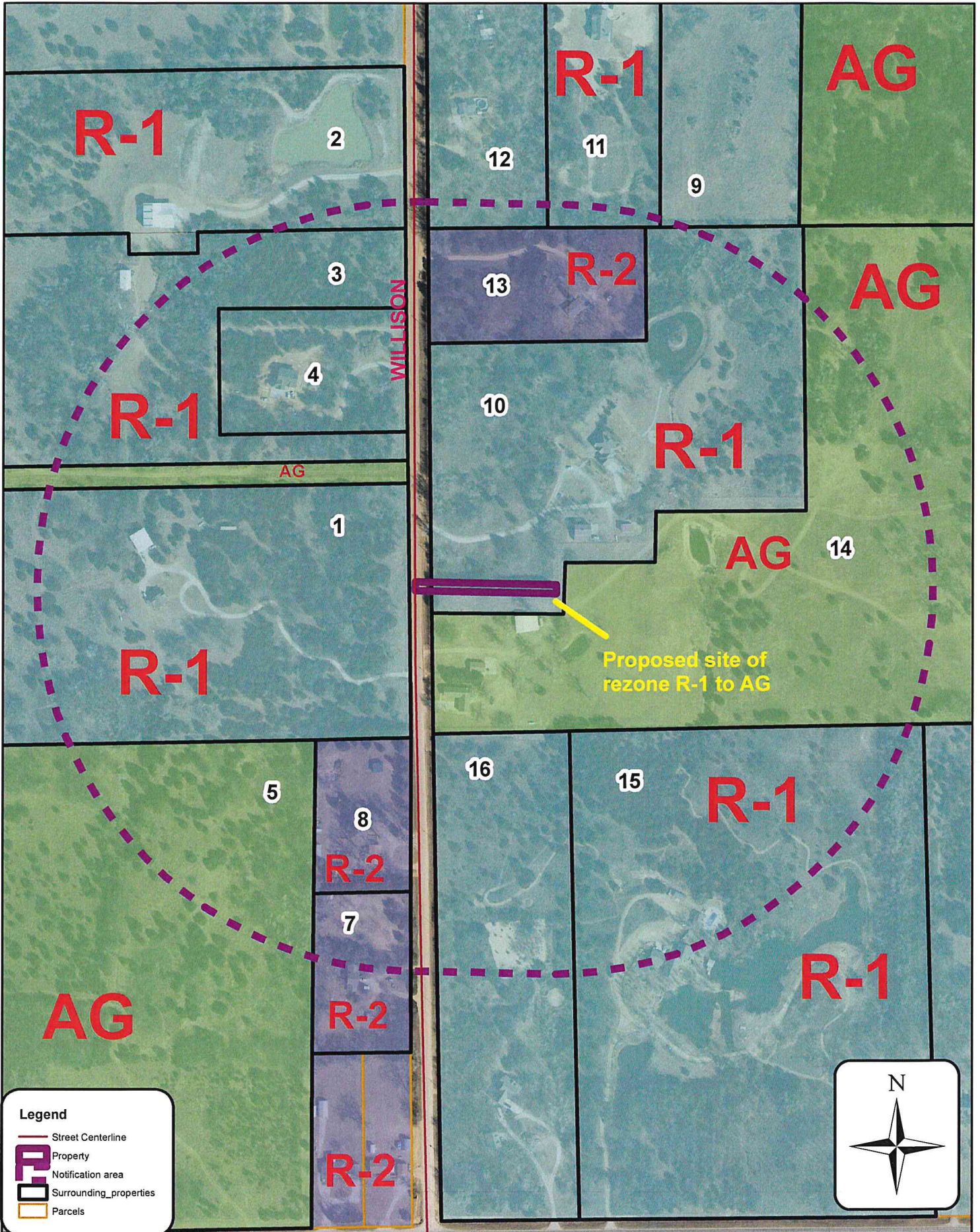
A PORTION OF THE SOUTHWEST QUARTER OF SECTION 32, TOWNSHIP 22 SOUTH, RANGE 4 WEST OF THE 6TH PRINCIPAL MERIDIAN, RENO COUNTY, KANSAS, PREPARED BY LLOYD P. DORZWEILER, PS885 ON NOVEMBER 20, 2021 AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SOUTHWEST QUARTER; THENCE SOUTH 00°34'00" WEST (RECORD) ALONG THE WEST LINE OF SAID SOUTHWEST QUARTER 930.63 FEET FOR THE POINT OF BEGINNING; THENCE SOUTH 88°47'06" EAST 373.46 FEET; THENCE SOUTH 01°17'52" WEST 23.50 FEET; THENCE NORTH 88°47'06" WEST 373.16 FEET TO THE WEST LINE OF SAID SOUTHWEST QUARTER; THENCE NORTH 00°34'00" EAST 23.50 FEET TO THE POINT OF BEGINNING.





Property Ownership/Zoning Map  
Case #2022-02



Mark and Laura Farrell-Yackley  
Property Ownership List  
Case# 2022-02

PO#	PIN	OWNER	OWNER ADDRESS	PROPERTY ADDRESS
1	0193100000004010	OSWALD, NATHAN E & TARA L TRUST	3319 N WILLISON RD BUHLER, KS 67522	3319 N WILLISON RD, Buhler, KS 67522
2	0193100000004050	HUGHES, MATTHEW	3707 N WILLISON RD BUHLER, KS 67522	3707 N WILLISON RD, Buhler, KS 67522
3	0193100000004070	HORTON, BARTON T & AMY C	3519 N WILLISON RD BUHLER, KS 67522	00000 N WILLISON RD, Buhler, KS 67522
4	0193100000004090	HORTON, BARTON T & AMY C	3519 N WILLISON RD BUHLER, KS 67522	3519 N WILLISON RD, Buhler, KS 67522
5	0193100000010000	AJ LEGACY, LLC	2801 N MEADOWLAKE DR HUTCHINSON, KS 67502	00000 E 30TH AVE, Buhler, KS 67522
6	0193100000010040	AJ LEGACY, LLC	2801 N MEADOWLAKE DR HUTCHINSON, KS 67502	00000 N WILLISON RD, Buhler, KS 67522
7	0193100000013000	MILLER, ERIC J & JESSICA P	3115 N WILLISON RD BUHLER, KS 67522	3115 N WILLISON RD, Buhler, KS 67522
8	0193100000014000	ROPP, DANIEL LEE REV TRUST	3217 N WILLISON RD BUHLER, KS 67522-9056	3217 N WILLISON RD, Buhler, KS 67522
9	0193200000005010	STRAND, GARTH B & BROWN, PAMALEE J	8901 E 43RD AVE BUHLER, KS 67522	8901 E 43RD AVE, Buhler, KS 67522
10	0193200000010000	YACKLEY, MARK A & FARRELL- YACKLEY LAURA A	3602 N WILLISON RD BUHLER, KS 67522-9062	3602 N WILLISON RD, Buhler, KS 67522
11	0193200000011000	STUBBS, JOSHUA AARON	3906 N WILLISON RD BUHLER, KS 67522	4004 N WILLISON RD, Buhler, KS 67522
12	0193200000013000	WIRTZ, JEFFREY F & CINDY L	3714 N WILLISON RD BUHLER, KS 67522-9801	3714 N WILLISON RD, Buhler, KS 67522
13	0193200000014000	JOHNSON, AUSTIN LEE	3608 N WILLISON RD BUHLER, KS 67522	3608 N WILLISON RD, Buhler, KS 67522
14	0193200000015000	MASER, BENJAMIN A TRUST	15 E 30TH AVE #STE A HUTCHINSON, KS 67502	3316 N WILLISON RD, Buhler, KS 67522
15	0193200000020000	WESTPHAL, RICHARD K	8810 E 30TH AVE BUHLER, KS 67522-8162	8810 E 30TH AVE, Buhler, KS 67522
16	0193200000021000	WYER, KENNETH W TRUST & KATHY J TRUST	8710 E 30TH AVE BUHLER, KS 67522-8138	8710 E 30TH AVE, Buhler, KS 67522

**Date:** March 30, 2022

**To:** Reno County Board of County Commissioners

**From:** Mark Vonachen, CFM – County Planner II

**Subject:** Case #2022-02 – Mark & Laura Farrell-Yackley (Applicant: Benjamin Maser Trust).  
Legal Description: Approximately 0.20 acres of land located in the SW ¼ - Section 32 – T22S, R4W in Little River Township and further described as part of PIN# 0193200000010000. Complete legal description of rezone area is on file.

**Who:** Owner: Mark & Laura Farrell-Yackley  
3602 N. Willison Road, Buhler, KS 67522

**What:** This is a rezone request from R-1 to AG in order to sell the land to Mr. Maser so he may file an agricultural lot split application. The floodplain designation for the parcel is Zone X which is an area outside of the 500-year floodplain designation and of minimal flood hazard.

**Why:** The owner is requesting a rezone on the above identified land for the purpose of selling the land to Mr. Maser so all land owned by Mr. Maser will be under one zoning district.

*This staff report and recommendation was prepared prior to the public hearing.*

### **BACKGROUND**

The owner requests to rezone the land so his neighbor can purchase the land and file an agricultural lot split application which complies with the zoning and subdivision regulations.

Mr. Yackley's property is zoned R-1 – Rural Residential District. Mr. Maser's property to is south is zoned AG – Agricultural District. Mr. Yackley wishes to sell Mr. Maser .2 acres of his land.

Mr. Maser will use this additional land to file an agricultural lot split application and divide off his house located at 3316 N. Willison Road.

Once the agricultural lot split is approved, Mr. Maser will apply for a zoning permit and construct a new single-family dwelling.

In order to file an agricultural lot split application, all of the land must be zoned AG since an agricultural lot split only applies to parcels zoned AG.

## FACTORS

1. *Whether the change in classification would be consistent with the intent and purpose of these Regulations.*

Article 1-102 lists several purposes of the zoning regulations. The most relevant purposes for this request are listed as follows:

- To promote the health, safety, comfort and general welfare of the citizens of Reno County, Kansas.
- To create a variety of zoning districts sensitive to the peculiarities of the various permitted uses and designed to protect and enhance the values inherent in each zone; while encouraging the redevelopment and revitalization of the cities within the County and discouraging the premature conversion of rural properties to more dense and/or “urban-like” uses.
- To facilitate the adequate provisions of transportation, water, sewage, schools, parks, and other public improvements and services, and to carry out the goals and objectives as set forth in applicable laws of the State of Kansas and the Comprehensive Plan for Reno County, Kansas.
- To inform the public regarding future development in Reno County, Kansas, thereby providing a basis for wise decisions with respect to such development.

In reviewing all purposes listed in Article 1-102, staff concludes the request is consistent with the intent and purpose of the regulations. Rezoning this area to the AG zoning district will be consistent with the rest of land owned by Mr. Maser once he purchases the land from Mr. Yackley.

2. *The character and condition of the surrounding neighborhood and its effect on the proposed change.*

The surrounding neighborhood consists of a mixture of agricultural/wooded land zoned AG and large residential tracts of land zoned R-1. A few smaller residential tracts of land zoned R-2 are located to the south of the area to be rezoned.

Many of the residential tracts of land are between 14 and 20 acres in size.

Rezoning this area to agricultural will align with the zoning district of the land owned by Mr. Maser.

Staff concludes this request is in keeping with the character and condition of the surrounding neighborhood and would not have a detrimental effect on the area if the rezone is approved. Development of Mr. Maser’s parcel into lots smaller than 40 acres will require a rezone to a residential zoning district and the submittal of a subdivision plat. This will permit the County to view how the land will be platted and served by utilities when the area is fully developed.

3. *Whether the proposed amendment is made necessary because of changed or changing conditions in the area affected, and, if so, the nature of such changed or changing conditions.*

Staff concludes the proposed amendment is not necessary because of changing conditions in the area.

This factor is not applicable due to the purpose of the rezone. This area is being purchased so it can be added to another larger parcel in order to establish enough road frontage to submit an agricultural lot split application.

Since the purpose of this rezone is to add the area to another parcel, no determination is provided if the change is necessary due to changing conditions.

4. *The current zoning and uses of nearby properties, and the effect on existing nearby land uses upon such a change in classification.*

All parcels of land greater than 40 acres are zoned agricultural whereas all parcels less than 40 acres are zoned a specific residential zoning district usually based off the acreage.

The majority of the parcels in the surrounding area are used for residential purposes. The larger parcels are used for various agricultural purposes.

This rezone should have no effect on any existing land uses. The parcel is currently used for residential purposes. The purpose of the rezone is to add this area to a large parcel of land owned by Mr. Maser so an agricultural lot split may be submitted. If the area is rezoned to the agricultural zoning district, Mr. Maser could apply for an agricultural lot split and construct another single-family dwelling provided the application complies with the zoning and subdivision regulations. An agricultural lot split requires no public hearing notice and is considered an administrative process. Under the current zoning regulations, dividing the land into more than two parcels will require a public hearing process if that is ever desired.

Staff concludes the rezone should have no effect on existing nearby land uses for the above reasons.

5. *Whether every use that would be permitted on the property as reclassified would be compatible with the uses permitted on other property in the immediate vicinity.*

This factor is not applicable. If the area is rezoned and the legal description is recorded as a separate parcel at the Register of Deeds, the new deeded area does not comply with the minimum acreage requirements and is thus not a buildable parcel. If the area is rezoned, a new legal description must be created which combines this area and the parcel owned by Mr. Maser into one legal description.

6. *The suitability of the applicant's property for the uses to which it has been restricted.*

Currently the area is part of a parcel that contains one single family dwelling. Rezoning to the agricultural zoning district will still permit Mr. Yackley or Mr. Maser the capability of further dividing their parcel. Any other land uses are available to the owner with an approved conditional use regardless if the rezoning is approved.

The current zoning district has not restricted any residential or agricultural land uses. The purpose of this rezone is so the area can be sold to Mr. Maser and added to his parcel of land. Rezoning the subject area will assist Mr. Maser in creating enough road frontage to submit an agricultural lot split application.

Staff concludes the applicant's area of land is not properly zoned in order for Mr. Maser to submit an agricultural lot split application. The property should be rezoned so Mr. Maser can add the area to his parcel and be entirely zoned agricultural.

7. *The length of time the subject property has remained vacant or undeveloped as zoned; provided, the use of land for agricultural purposes shall be considered as viable use of the land and not be considered as allowing the land to be vacant or undeveloped;*

The subject area is currently vacant. Rezoning the land to the agricultural zoning district does not change the potential use the land for non-agricultural purposes. Regardless of the zoning district, a conditional use permit is required for any other type of land use. Rezoning the land to the agricultural district will match the current zoning of the parcel owned by Mr. Maser.

8. *Whether adequate sewer and water facilities, and all other needed public services including transportation, exist or can be provided to serve the uses that would be permitted on the property if it were reclassified.*

There are no public sewer and public water facilities available for this area should the rezone be approved.

No other public services are required at this time regarding the rezone request.

9. *The general amount of vacant land that currently has the same zoning classification proposed for the subject property, particularly in the vicinity of the subject property, and any special circumstances that make a substantial part of such vacant land available or not available for development.*

Since Mr. Yackley's parcel is over three acres and under 40 acres it is zoned R-1. All farmland, grassland, and pastureland parcels that are a quarter-quarter in size or greater are zoned AG.

Parcels zoned R-1 will likely have a single-family dwelling located on it. Larger parcels, for example, greater than 20 acres but less than 39 acres may be zoned residential but are more often used for both agricultural and residential purposes.

Due to the unusual circumstances and relatively small acreage being proposed for rezoning, this factor is not applicable. The purpose of rezoning this .20 acres of land is to just add it to an adjacent parcel owned by Mr. Maser. The purpose of the rezone is not to develop this specific area but to permit Mr. Maser to submit an agricultural lot split application to construct another single-family dwelling on the parcel.

10. *The recommendations of permanent or professional staff.*

See the staff recommendation at the end of this report.

11. *Whether the proposed amendment would be in conformance to and further enhance the implementation of the Comprehensive Plan.*

Determining if the proposed rezone conforms to the Comprehensive Plan proves to be difficult when there is no development proposal with the petition. According to the application, the owner will sell this .20 acres of land to Mr. Maser so he may submit an agricultural lot split application. The .20 acres of land will not be developed. Rezoning the parcel to the agricultural zoning district achieves some of the goals found in Chapter 9 under the sub-category of Land Use. Those specific goals are as follows:

- Ensure that future development occurs in a timely fashion and is adequately served by public roads and other public facilities and services.
- Protect the fiscal position of Reno County by ensuring that future development occurs in a cost-effective manner.
- Minimize land use incompatibilities and ensure that adjacent developments are comparable in density and quality, thereby providing for a smooth transition between land uses.
- Coordinate future development with the physical environment, placing a premium upon developing in harmony with existing natural features.

After review, staff found no direct conflicts with the Comprehensive Plan Goals and Objectives. Therefore, staff concludes this rezone request conforms to the Reno County Comprehensive Plan based on the reasons listed above.

12. *Whether the relative gain to the public health, safety, and general welfare outweighs the hardship imposed upon the applicant by not upgrading the value of the property by such a reclassification; and,*

Staff concludes the relative gain to the public health, safety and general welfare does not outweigh the hardship imposed upon the applicant by not upgrading (rezoning) the value of the property. In coming to this conclusion staff considered several factors.

- There will be no gain to the public as this area of land is not proposed for development. The owner proposes to sell this area to an adjacent property owner.
  - Rezoning this area will permit the owner to sell the land so Mr. Maser can create at least one 40+ acre parcel of land which complies with the agricultural zoning district. Mr. Maser will also submit an agricultural lot split application to sell the existing house.
  - By denying the rezone request, the owner could still sell the area but an agricultural lot split would not be permitted since the entire parcel must be zoned agricultural.
13. *Such other factors as may be relevant from the facts and evidence presented in the application.*

As stated previously, if the rezone is approved for this area and the land sold, Mr. Maser must create a new deed for the parcel he owns. This legal cannot be a separate taxing parcel because it does not comply with the acreage requirements in the zoning regulations.

**STAFF RECOMMENDATION:**

Staff recommends **APPROVAL** of the request to rezone approximately .20 acres of land from R-1 – Rural Residential District to AG – Agricultural Land District based on the following factors:

1. Whether the change in classification would be consistent with the intent and purpose of these Regulations.
2. The character and condition of the surrounding neighborhood and its effect on the proposed change.
3. The current zoning and uses of nearby properties, and the effect on existing nearby land uses upon such a change in classification.
4. The suitability of the applicant's property for the uses to which it has been restricted.
5. The length of time the subject property has remained vacant or undeveloped as zoned; provided, the use of land for agricultural purposes shall be considered as viable use of the land and not be considered as allowing the land to be vacant or undeveloped.
6. Whether adequate sewer and water facilities, and all other needed public services including transportation, exist or can be provided to serve the uses that would be permitted on the property if it were reclassified.
7. The recommendations of permanent or professional staff.
8. Whether the proposed amendment would be in conformance to and further enhance the implementation of the Comprehensive Plan.



9. Such other factors as may be relevant from the facts and evidence presented in the application.

The Planning Commission or County Commissioners may not attach conditions of approval to a rezone request.

Staff sent letters to 14 different property owners. Nobody responded in favor or against the petition.

Written comments are only accepted in the official record. Verbal comments and contacts of staff are not entered into the official record in order to avoid misinterpretations.

The County Commissioners may make a motion to:

1. Approve the rezone request as submitted.
2. Deny the rezone request as submitted.
3. Table the rezone request for further study.
4. Return to staff the rezone request for further information.

The County Commissioners may make a different motion or add/subtract factors as they deem appropriate.

On March 17, 2022, the Planning Commission conducted a public hearing on this petition.

Prior to the opening of the public hearing Commissioner Strand stated he received a property owner notice of this public hearing as he lives within 1,000 feet of the proposed rezone. Commissioner Strand stated he does not believe he has a conflict of interest but to keep the integrity of this Board at the highest level he should recuse himself from the hearing. Commissioner Strand left the room until after the vote.

The applicant, Ben Maser, 3316 N. Willison Road, Buhler, KS 67522 stated he bought his property in 1999 with the purpose of building a home in the back. Staff stated he did not have enough frontage on Willison Road to parcel off the existing house. Rather than requesting an exception from the Board of Zoning Appeals, he hired a registered land surveyor to tell him how much land he needed to be able to parcel off the existing house. The result was he only needed 20 feet. He then approached Mr. & Mrs. Yackley to ask if they were willing to sell him 20 feet. Mr. & Mrs. Yackley are willing to sell the land. This extra land will allow the applicant to do a lot split and build a home on the property.

Commissioner Jorns questioned if Mr. Maser will own the new fence.

Mr. Maser said yes. As part of the agreement with Mr. Yackley, he will install the new fence.

Commissioner Macklin asked if he would own the big trees.

Mr. Maser said yes. All he is really buying from Mr. Yackley are those big trees. However, those trees will give him enough frontage to apply for a lot split. Mr. Maser believes it is easier to buy the land than to request an exception.

Commissioner Shafer questioned if there will be any frontage for the new house in the back.

Mr. Maser said yes.

Commissioner Shafer added that he understands the rezoning will provide enough frontage for the current house and a driveway exit and frontage for the new house.

Vonachen presented the staff report. As a supplement to the staff report Vonachen explained the parcels lines shown on the zoning map are not accurate. The area proposed for rezoning shown on the zoning map is accurate whereas the parcels lines are not survey accurate. The parcel lines need to be adjusted to the north. Doing this will close the gap so there will not be a small sliver of land zoned agriculture between the land zoned residential.

The Planning Commission had no questions for staff.

After the staff report, Chairman Goertzen invited audience members to address the Planning Commission.

Nobody from the audience members present addressed the Planning Commission.

Chairman Goertzen asked the applicant and staff for any rebuttal statements.

Mr. Maser noted the shed with the white roof that is near the new property line will eventually be removed from the property. It is still being used now but when he builds the new house and new shed, the old one will be torn down.

Staff had no rebuttal statements.

Chairman Goertzen closed the public hearing.

The Planning Commission had no further comments or concerns regarding the proposal.

**Commissioner Jorns moved that Case Number 2022-02, the request by Mark Yackley requesting a rezoned from the Reno County Zoning Regulations of .20 acres from R-1 – Rural Residential District to AG – Agricultural District be approved based on the nine factors in the staff report and as heard at this public hearing; seconded by Commissioner Macklin. The motion passed by the following 5-0 vote (Yes: Shafer, Macklin, Jorns, Martin, and Goertzen).**



**Comments**

**Mark & Laura Farrell-Yackley (Applicant: Ben Maser)**

**Case #2022-02**

**RENO COUNTY DEPARTMENTS**

None

**OTHER AGENCIES**

None

**WRITTEN PUBLIC COMMENTS – IN FAVOR OF THE PETITION**

None

**WRITTEN PUBLIC COMMENTS – NEUTRAL ON THE PETITION**

None

**WRITTEN PUBLIC COMMENTS – AGAINST THE PETITION**

None



## AGENDA ITEM

## **AGENDA ITEM #6.K**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Karla Nichols, Director of Public Health

**AGENDA TOPIC:**  
Health Department's Cash Drawer Resolution.

### **SUMMARY & BACKGROUND OF TOPIC:**

The Health Department is asking the Board of County Commissioners to sign the attached Resolution to both update the terminology of the purpose of the cash drawer, and also, the dollar amount in the cash drawer.

### **ALL OPTIONS:**

1. Approved and sign the Health Department's Cash Drawer Resolution.
2. Send the Resolution back to staff for editing.
3. Deny the Health Department Cash Drawer Resolution and continue the current Resolution 2007-33.

### **RECOMMENDATION / REQUEST:**

The Chairman of the Board of County Commissioners to sign the attached Resolution.

### **POLICY / FISCAL IMPACT:**

This updated Resolution will improve a financial process in the Health Department.

**RESOLUTION 2022-\_\_\_\_\_**

WHEREAS K.S.A. 19-101a et seq. authorizes and empowers the Board of County Commissioners to transact all powers of local legislation and administration; and

WHEREAS the Reno County Health Department is required from time to time to make change for payment of services; therefore, the orderly and efficient management of public business requires the maintenance of a cash drawer fund for said purposes.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY, KANSAS, that:

There shall be established a cash drawer fund in the Reno County Health Department in an amount no greater than \$350.00. Said fund is authorized only for the purposes of making change upon payment for health department services. The cash drawer fund shall be managed and administered by the Director of the Department. The cash drawer fund shall be managed and administered by the Director of the Department, who shall at all times maintain an accurate record of the balance by daily workday counts. The Reno County Treasurer is authorized to advance \$350.00 total to the Director of the Health Department for the purposes set out herein, taking into account any previous sums advanced to the Health Department for the same purpose.

Following the initial cash advance, subsequent replenishment of the cash drawer fund shall be by County Voucher.

This Resolution supersedes and revokes any previous Resolution on the subject, including 2007-R-33.

Adopted this 12, day of April, 2022.

BOARD OF COUNTY COMMISSIONERS OF  
RENO COUNTY, KANSAS

\_\_\_\_\_  
Daniel P. Friesen, Chairman

\_\_\_\_\_  
Ron Sellers, Member

\_\_\_\_\_  
Ron Hirst, Member

ATTEST:

\_\_\_\_\_  
Donna Patton  
Reno County Clerk



## AGENDA ITEM

## **AGENDA ITEM #7.A**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Pamela Paulsen

**AGENDA TOPIC:**  
Reno County Extension Office 2023 Budget Request

**RECOMMENDATION / REQUEST:**  
No action required at this time

March 24, 2022

Randy Partington  
Reno County Administrator  
206 W 1<sup>st</sup>  
Hutchinson, KS 67501



**K-State Research and Extension**  
**Reno County**  
2 W 10<sup>th</sup> Ave  
South Hutchinson KS 67505-1331  
620-662-2371  
www.reno.ksu.edu

Dear Mr. Partington,

Please find the Reno County Extension Council 2023 proposed budget enclosed as requested. We are requesting a 5.5% increase in our allocation for a total amount of \$385,000 for 2023.

We have worked to fill our vacant agent positions in 2022 and have hired agents with significant experience in their fields of expertise. We also have worked to bring the salaries of our agents up to par with their peers across the State. In past years our agents were underpaid compared to other agents in Kansas with similar education and experience. We also now have the added expense of paying for required background checks for over 100 volunteers that work with our youth. To try to alleviate some of our expenses, we have cut our spending in other areas. However, our expenses in 2023 will still exceed our revenues by approximately 10%. We are able to pledge funds from this year to our 2023 budget to cover half of those expenses, which is why we are requesting a 5.5% increase for 2023.

I have attached our 2023 budget proposal listing our expected revenues and expenditures. Included in our revenues are Reimbursable Transactions of \$40,000. This is an estimated dollar amount that includes cost recovery items such as registration fees to cover material costs for classes, soil analysis costs, and pass-through funds for programs such as 4-H and Master Gardeners. This also includes funds raised by our staff to cover other material costs for the programs we offer as well as grants and donations received. In 2021, the actual amount for our Reimbursable Transactions was \$26,655.

Also include in our proposal is a table showing our significant revenue sources and a summary of our 2021 program activities.

We really have an excellent group of employees in the Reno County Extension Office with lots of energy and enthusiasm for their work. We very much appreciate the support we receive from yourself and the Reno County Commission in our mission to serve our community members.

Thank you for your time and consideration of our request. Should you have any questions, please feel free to contact me.

**Reno County**

**Kansas State University**  
**Agricultural Experiment**  
**Station and Cooperative**  
**Extension Service.**

K-State, County Extension  
Councils, Extension  
Districts, and U.S.  
Department of Agriculture  
Cooperating.

All educational programs  
and materials are  
available without  
discrimination on the  
basis of race, color,  
religion, national origin,  
sex, age, or disability.

Sincerely,

A handwritten signature in black ink that reads "Pamela G. Paulsen".

Pam Paulsen  
Horticulture Agent and Director  
K-State Research & Extension – Reno County

**BUDGET FOR THE Reno COUNTY EXTENSION COUNCIL**

For the period from January 1, 2023 to December 31, 2023  
 This budget is prepared in accordance with K.S.A. 2-610 as amended.

**RECEIPTS:**

Unencumbered Cash Balance .....	\$15,000
Kansas State University.....	\$58,292
County Appropriation.....	\$385,000
Interest .....	\$0
Other .....	\$0
Sub-Total .....	\$458,292
Nonappropriated Funds (Reimbursable Transactions).....	\$40,000
Capital Outlay Reserve .....	\$60,000
TOTAL RECEIPTS .....	\$558,292

**EXPENDITURES:**

Operational Expenses .....	\$43,292
Salaries and Wages .....	\$340,000
Employee Benefits.....	\$75,000
.....	\$0
.....	\$0
Sub-Total .....	\$458,292
Nonappropriated Funds (Reimbursable Transactions).....	\$40,000
Capital Outlay Reserve .....	\$60,000
TOTAL EXPENDITURES .....	\$558,292

**Proposed** \_\_\_\_\_ **Date** \_\_\_\_\_  
 Representing County Extension Council

**Proposed and Approved \*** \_\_\_\_\_ **Date** \_\_\_\_\_  
 Representing the Director of Extension

**Approved** \_\_\_\_\_ **Date** \_\_\_\_\_  
 Representing Board of County Commissioners

\* The signature of the Director of Extension or the Director's representative constitutes approval of expenditures in accordance with K.S.A. 2-615 and K.S.A. 2-610 as amended.



**Reno County Extension Office  
Revenue Sources**

	<b>*Number of Agents employed</b>	<b>Reno County Allocation</b>	<b>KSRE Budget Allocation</b>	<b>KSRE Budget Allocation per agent</b>	<b>**Additional contributions by KSU not reflected in budget</b>	<b>Donations &amp; Gifts</b>	<b>Cost Recovery &amp; Fundraisers</b>
<b>2021</b>	1.75	\$ 365,000.00	\$ 30,800.00	\$ 17,600.00	\$ 73,425.00	\$ 18,100.00	\$ 26,655.00
<b>2022</b>	4	\$ 365,000.00	\$ 58,292.00	\$ 14,573.00	\$ 138,585.00		
<b>2023</b>	4	\$ 385,000.00	\$ 59,500.00	\$ 14,875.00	\$ 108,000.00		

\* We also employ 2 full time office professional staff and 1 summer intern

**\*\*Additional contributions by KSRE not reflected in budget:**

2022 K-State Research & Extension Direct Contributions not reflected in budget

Benefits	\$	37,455.00	
New Agent Professional Development	\$	15,000.00	
4-H Summer Intern	\$	15,000.00	
<b>Subtotal</b>	<b>\$</b>	<b>67,455.00</b>	

2022 K-State Research & Extension Indirect Contributions not reflected in budget

Regional Office Support	\$	54,505.00	
Technology Support (email, software, othe	\$	9,125.00	
Agent Professional Development	\$	7,500.00	
<b>Subtotal</b>	<b>\$</b>	<b>71,130.00</b>	

2023 KSRE contributions not reflected in the budget are estimated to be the same as 2022 without summer intern and new agent training funds



**K-STATE**  
Research and Extension

Reno  
County

# 2021 Program Summary



### ***About us...***

K-State Research and Extension is a short name for the Kansas Agricultural Experiment Station and Cooperative Extension Service. We are a partnership between Kansas State University and Federal, State and County Government, with offices in every Kansas County. We conduct research through Kansas that is then shared by extension agents and others on our websites and through numerous conferences, workshops, field days, publications, newsletters and more.

### ***Our Mission...***

“We are dedicated to a safe, sustainable, competitive food and fiber system and to strong, healthy communities, families and youth through integrated research, analysis and education.”

### ***Our Vision...***

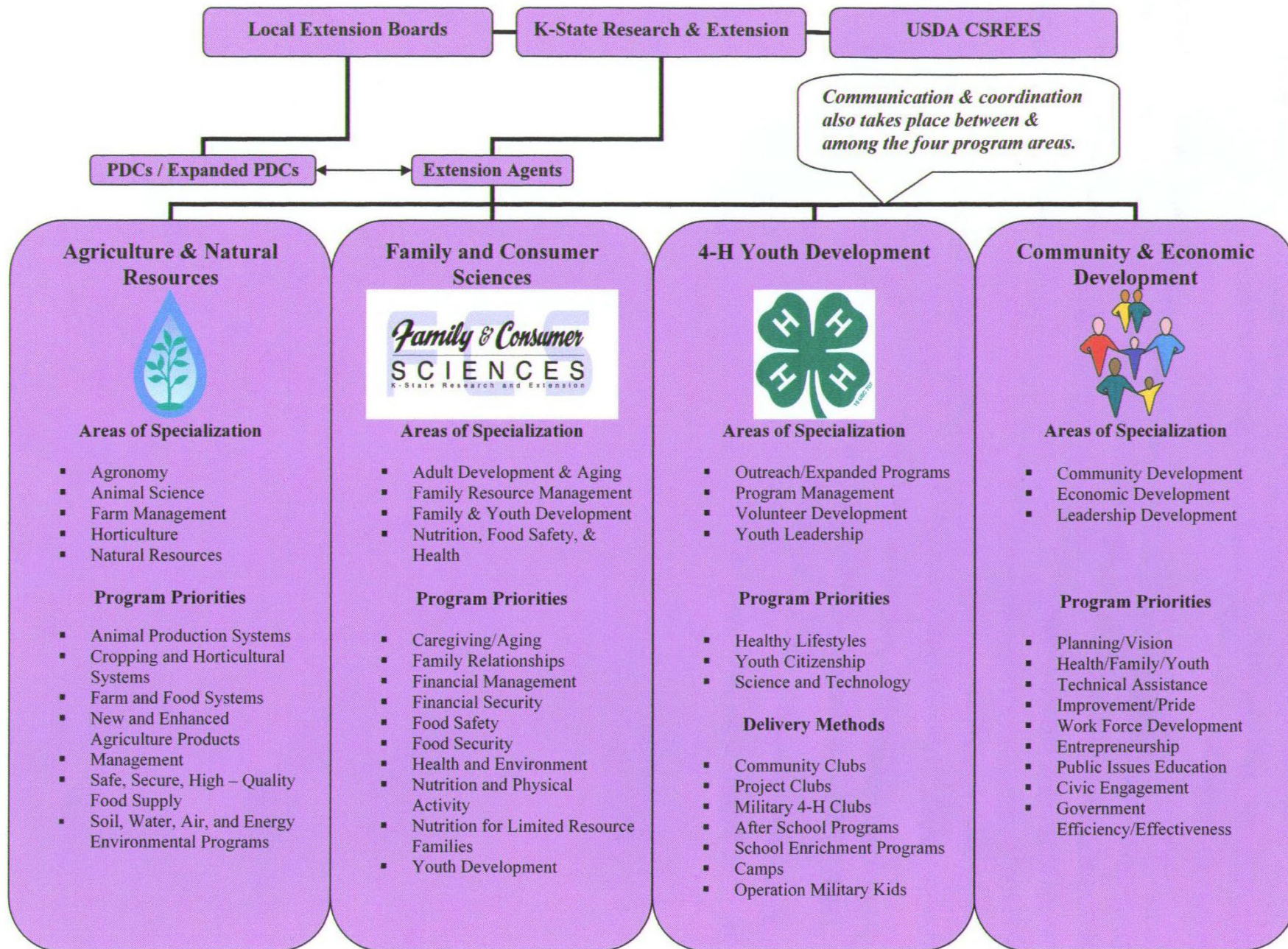
K-State Research and Extension is committed to expanding human capacity by delivering educational programs and technical information that result in improved leadership skills in the areas of communication, group dynamics, conflict resolution, issue analysis and strategic planning that can enhance the economic viability and quality of life in communities.



### **K-State Research and Extension focuses its programs in 12 areas:**

- Healthy Eating and Physical Activity
- Healthy Sustainable Communities
- Positive Child, Youth and Family Development
- Positive Adult Quality of Life
- New and Enhanced Products from Agriculture
- Conservation of Soil, Water and Energy
- Improved Quality of Land, Air and Water
- Efficient and Sustainable Cropping and Horticultural Systems
- Efficient and Sustainable Animal Production Systems
- Farm and Food Systems Management
- Safe, Secure, High-Quality Food Supply
- Enhanced Nutritional Quality of the Food Supply

# County/District Extension Program Organization & Planning Chart



## **2021 Reno County Extension Executive Board**

Chairman: Carl Cohen - Hutchinson  
Vice Chairman: Annie Franz - Hutchinson  
Secretary: Karolyn Kellogg – Hutchinson  
Treasurer: Josh Cohen – Hutchinson  
Lois Boxberger – Arlington  
Ray Bartholomew - Hutchinson  
Sheri Grinstead – Hutchinson  
Peggy Hughes - Hutchinson  
Nathan Shelton - Hutchinson

## **2021 Council Members**

Robert Bacon – Haven  
Cami Roth – Sterling  
Isaac Broekelman – Hutchinson  
Rebecca Crockford – Hutchinson  
Brandon Thompson – Hutchinson  
Debbie Spence – Hutchinson  
Amanda Miller - Hutchinson  
Brooke Koehn - Hutchinson  
Kim Griffith - Hutchinson  
Rebecca Morawitz - Hutchinson  
Kayla Kesinger - Hutchinson  
Kathy Dick - Hutchinson  
Sparkle Faidley - Hutchinson  
Jan Steen - Arlington  
Phil Mathews - Hutchinson

## **2021 Reno County Extension Office Staff**

Pam Paulsen, County Extension Agent – Horticulture  
Marcus Preuninger, County Extension Agent – Agriculture & Natural Resources  
Cindy Gehring, Office Professional/Bookkeeper  
Donna Phillips, Office Professional/4-H Program Assistant  
Katie Graham, Summer Intern

## **Central Regional Director**

Aliesa Woods

## **Associate Director of Extension and Applied Research**

Dr. Gregg Hadley

## **Dean of College of Agriculture and Director of K-State Research and Extension**

Dr. Ernie Minton

# Donna Phillips, 4-H YOUTH DEVELOPMENT Program Assistant

## COMMUNITY CLUBS and PROJECT CLUBS

- ❖ 357 youth participated in 9 organized 4-H Community Clubs and 2 Project Clubs.
- ❖ The HCC Collegiate 4-H club at Hutchinson Community College is going strong under the leadership of Becky Morawitz.
- ❖ Reno County has 8 active Project Clubs including: Citizenship, Shooting Sports, Dog, Horse, Rabbits, Photography, Clothing, and Sheep.
- ❖ 160 dedicated caring volunteers provide a solid foundation for Reno County 4-Hers.

## NATIONAL 4-H WEEK

- ❖ The 4-H Ambassadors sponsored the 4-H window displays contest during National 4-H Week. Eight community clubs participated by placing a promotional display for 4-H in a business or school window for public viewing.
- ❖ 48 Hours of 4-H is the last weekend of National 4-H Week. Several clubs performed community service projects for 48 hours, including collecting items for Project Laundry Love that will be distributed to community members in need. The Reno County 4-H Council also donated a decorated Christmas tree that was auctioned at the Interfaith Housing “Home for the Holidays” fundraiser.



## COUNTY FAIR

- ❖ County Fair is the culmination of all of the hard work of the 4-Hers. This year, 4-H youth and volunteers were able to hold the fair in person with many changes to ensure everyone’s health and safety.
- ❖ Dates for next year’s fair are July 17<sup>th</sup>, 21<sup>st</sup> – 26<sup>th</sup>, 2021.

## CIVIC ENGAGEMENT

- ❖ A major community service undertaking was decided upon by the 4-H Council this year. Cards and gifts will be given to every resident in a retirement/nursing home in Reno County by our 4-Hers. Youth are encouraged to use their 4-H skills to make gifts and cards to help alleviate the isolation felt by the residents due to Covid19 restrictions this year.

## TRACTOR SUPPLY FALL CLOVER CAMPAIGN

- ❖ This serves as a fundraiser for the Leadership/Camping fund for Reno County 4-H but it really is much more. This gives our clubs an opportunity to interact with the public, bringing posters, animals, whatever showcases their 4-H projects. They hand out promotional information about joining 4-H. The 4-Hers and the public really enjoy this and the funds help send kids to leadership activities and camps.

## 4-H Club Day

- ❖ 60 4-Hers gave presentations at Club Day. There were 6 Par Law teams that presented.

## OTHER ACTIVITIES

- ❖ 4-Hers participated in KYLF, CIA, 4-H Lady Cats Day
- ❖ Officer training was provided to club and council members



# Pam Paulsen, Horticulture Agent

## Master Gardeners

Monthly demonstrations at Reno County Farmers' Market

- Garden Readiness
- Tool Care
- Bird Feeding
- Tree Care
- Community Plant Swap

Other Master Volunteer Activities

- Demonstration gardens at HCC at Extension Office
- Y-Tykes Youth Garden at YMCA
- Music in the Garden
- Helping at Reno County and Kansas State Fairs
- Scholarship at Hutchinson Community College

The annual Master Gardener summer garden tour was again cancelled in 2021. Instead, the Master Gardeners hosted a Tree Fest at the HCC Demonstration Garden with information on tree care, tree identification and tree walks on campus. Along with the Tree Fest, they held a garden garage sale.

Garden for Good classes with Master Gardener volunteers were cut short so volunteers put together curriculum for the inmates to lead classes themselves. Inmate gardeners continued to grow vegetables in their garden that were donated to local organizations for community members in need.

The Reno County Extension Master Gardeners received first place in Community Service for the David Gibby Search for Excellence Award at the 2021 International Master Gardener Conference.

## Youth Activities

- Reno County and Kansas State Fairs
- 4-H Photography Action Team
- Home school and school enrichment programs

## Presentations

- Basic Soils, Turfgrass, and Tree Identification, Master Gardener Basic Training
- Fruit, Mushrooms for Garden for Good class members
- Kansas Farmers Market Senior Nutrition Program
- Hands-on Mushroom Growing Class for K-State Consumer Horticulture Class
- Hands-on Mushroom Growing Workshop for Wyandotte County Master Gardeners
- Hands-on Mushroom Growing online class for Dyck Arboretum Mushroom Symposium
- Weed Control in the Garden for Hutchinson Iris Club
- Gardening with Insects, K-State Online Garden Hour
- Ornamental Grass Walk in HCC Demonstration Garden
- Wildflower and Native Plant tours at Maxwell Wildlife Refuge
- Online Morel Mushroom Identification Certification Classes for KS Dept. of Agriculture

## Other Activities

- Received SnapEd mini grant to help start SNAP benefits program at Reno County Farmers' Market
- Hosted SNAP benefits training for Reno County Farmers' Market vendors
- Women Managing the Farm Conference committee
- KS Center for Sustainable Agriculture & Alternative Crops Advisory Committee
- HCC Campus Beautification Committee
- HCC Tree Campus USA Committee
- Mentored HCC Student intern, Macy Hoskinson
- Attended Reno County Fairboard meetings
- Updated office website and facebook pages
- Answered client questions on lawns and gardens
- Attended Horticulture Agent Program Focus Team training
- Attended Kansas Farmers' Market Online Conference
- Attended Kansas Association of County Agriculture Agents Virtual Spring meetings
- Attended KSRE Annual Conference
- Attended International Master Gardener Virtual Conference
- Completed weeklong Certified Interpretive Guide virtual training through National Association of Interpretation



Tree Fest at HCC Demo Garden



Plant Swap at Reno County Farmers' Market

## Marcus Lee Preuninger CEA – A/NR

### May 2021

- Meet stakeholders in the county with Dr. Stu Duncan (retired agronomy specialist), Justin Goodno (Mentor Agent), and Darren Busick
- Went to several wheat and seed plots in the county.
- Started data collection project with Dr. Victor Gomez Leon (Dairy Specialist).
- Onboarding with Jennifer Wilson (Extension Operations Leader).
- Small animal tagging at the Extension Office.
- Attended Cheney Watershed regenerative agriculture plot tour.

### June 2021

- Dairy Heard Improvement Association Annual Meeting.
- Met with Reno County Cattleman's Association board and planed annual meeting
- Onboarding Online Trainings.
- Went to every dairy in Reno County with Dr. Victor Gomez Leon to collect surveys from the dairies, in 2014 Reno County had a 0% response rate. This year we had a 30% response rate.
- Went to Rock Springs Camp, we brought 17 kids
- Scouted wheat fields, found Wheat streak mosaic – visited with the producer about their options.
- Attended Cheney Watershed regenerative agriculture plot tour.
- Secured Beef, Goat, and Hog Judge.

### July 2021

- Met Ron Graber (Cheney Watershed Specialist), Jaymelynn Farney (Associate Professor of Animal Science and Southeast area beef systems specialist) to conduct a video interview with a local beef producer CJ Blew near Pretty Prairie to show his new ranching system of irrigated pasture mixtures of legumes, cold season grasses and warm season grasses.
- KARA School: went to Manhattan for crop scouting tools, learned about cotton management, soybean management, hay management, Integrated Pest Management, herbicide and pesticide management, carbon credits, irrigation and weed identification.
- Visited a farm that was infected with southern corn rust and sprayed fungicide by plane on that day so I could not get a leaf sample to send to the plant pathology lab at Kansas State University
- Went to Barber County to meet with mentor agent Justin Goodno to learn more about KSRE and what it's like to be an agent in Kansas.

### August 2021

- Kansas livestock association field day on the Roth place in reno county. Advertised BQA meeting there.
- Agent field scouting school put on by K-state plant pathology specialist in Great Bend Kansas
- Road around and meet stakeholders with mentor agent from Barber county Justin Goodno
- Met with RCCA to talk about and plan annual meeting

### September 2021

- RCCA Meeting and BQA Training
- Am now a state instructor for YQCA
- Performance appraisal materials
- Co Superintended for 4-H state crops judging
- Livestock PFT meeting in MacPherson

### October 2021

- Annual Conference Virtually
- Start of planning soybean research with Dr. Lancaster (weeds specialist)
- YQCA Instructor Trainings
- DHIA Dairy Days Planning

### Throughout the year

- On Several boards; Reno County Cattlemen's Association, Reno County Dairy Heard Improvement Association, Marketing South Hutch, Reno County Emergency Planning Committee, and the Hutchinson/Reno Chamber of Commerce Ag Committee
- Weekly Crop Reports
- New agent zoom meetings every first Friday of the month
- Extension Updates every third Friday of the month
- Crops update every other Wednesday of the month
- Livestock updates every second Wednesday of the month
- Scouting fields thought the growing season





## **AGENDA ITEM**

## **AGENDA ITEM #7.B**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Libertee Thompson, Reno County Drug Court Coordinator

**AGENDA TOPIC:**  
Reno County Drug Court 2023 Budget Request

**RECOMMENDATION / REQUEST:**  
No action required at this time.



## COMMUNITY CORRECTIONS

115 West 1<sup>st</sup>  
Hutchinson, Ks. 67501  
Phone 620-665-7042  
Fax 620-662-8613

---

March 8, 2022  
Reno County Commission  
2022 Alcohol Tax Fund application

Dear Reno County Commissioners,

**Reno County Drug Court requests alcohol tax funding in the amount of \$10,000.** The Reno County Drug Court is reserved for drug addicted felony offenders who are at the highest risk of reoffending. The program is designed to provide the services needed to address barriers to successful probation completion with the highest amount of accountability through biweekly court hearings. There are an average of 32 participants in drug court at a time. There is no limit to the number of participants that drug court can take but there are eligibility criteria that is followed to get into the program. Last year there were 15 graduates of the program. About 80% stay out of the justice system for at least 5 years. Data is tracked for the 1 year, 5 year and 10-year mark.

Specialty Courts are not a new idea. There are over 3800 in the United States. There are 20 in Kansas. Kansas is one of the last states to get behind this evidence-based resource. However, in 2021 Supreme Court Chief Justice Marla Luckert and the Supreme Court adopted Rule 191 to help spearhead initiatives to promote new specialty courts in Kansas. The Reno County Drug Court has served as a model for numerous new drug courts across the state. Our drug court is well established and known for its adherence to the Best Practices of Drug Courts by the National Association of Drug Court Professionals.

The Reno County Drug Court collaborates with several community agencies in the reduction of drug use and criminal behavior to include: Horizon's Mental Health Center, The Substance Abuse Center of Kansas, Mirror Inc., Reno Alcohol and Drug Services, Prairie Star, the Department of Children and Families, Vocational Rehabilitation, the Reno County Correctional Facility, the Hutchinson Police Department, the Reno County District Attorney's office, Reno County District Court, Oxford House Chapter 13, the Hutchinson Community Foundation, the City of Hutchinson, The Reno County Drug Free Alliance and many other local agencies as needed by participants. Community agencies and businesses are collaborative and generous when working with Reno County Drug Court. Most believe drug misuse and crime is a community problem and drug court offer an innovative alternative from the status quo.

**Reno County Drug Court is requesting \$10,000** in funding for direct program needs and Oxford house rent. Until the State adopts a statewide drug court association, current funding for the program comes from many different sources. Every team member except the defense attorney devotes their time to drug court voluntarily. This is on top of their normal job duties. Expenses for mental health services and substance use disorder treatment services are often paid for through block grants or state funding sources because most participants are not insured. The program will provide help with recovery barriers such as unstable housing, transportation issues, employment issues, budgeting, parenting skills, education, mental health copays, medications, etc.

Oxford house rent costs the program approximately \$8,000 a year. The anticipated budget is expected to increase as covid numbers begin to drop and criminal cases begin to rise again. Recovery barrier expenses vary from year to year. In 2021 it was significantly lower due to a lot of agencies being closed. Historically this cost has been approximately \$2,000. Included with the narrative is a list of income sources and expenditures that are specific to the drug court program.

Sincerely,



Libertee D. Thompson  
ISO II | Reno County Drug Court Coordinator  
libertee.thompson@renogov.org 620-259-8414

## Reno County Community Corrections-Drug Court Program

### FY 23 budgeted Program Income

Source	Amount	Status	Date
City special alcohol tax	\$24,500	Request	4/22
County special alcohol tax	\$10,000	Request	4/22
Kansas Department of Corrections	\$168,155	Request	7/22
Behavioral Health grant	\$12,639	Request	7/22
Fund for Reno County grant	\$10,000	Request	4/22
Program reimbursements	\$800	anticipated	
<b>Total Income</b>	<b>\$226,094</b>		

### FY 23 anticipated Program Expenditures

#### Personnel

Program Coordinator	Full-time, salaried 100% effort + benefits	\$79,693
Intensive Supervision Officer I	Full-time, salaried 50% effort + benefits	\$46,405
Intensive Supervision Officer I	Full-time, hourly 50% at \$26.07x2080 + benefits	<u>\$44,057</u>

**Total Personnel** **\$168,155**

Sweat drug screens \$3,600

Urine drug screens \$1,240

Office Supplies \$600

**Total Supplies** **\$5,440**

**Contracts/Consultants** **\$16,500**

Treatment copays \$500

Medication \$500

Housing \$8,000

Transportation \$500

Education \$200

Incentives \$4,000

**Total Recovery Support** **\$13,700**

Travel \$15,139

Training \$7,160

**Total Training** **\$22,299**

**Total Expenditures** **\$226,094**

Does not include in-kind labor costs of the judge, prosecutor, treatment professionals and other staff.



## AGENDA ITEM

## **AGENDA ITEM #7.C**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Meghan Miller, Treasurer

**AGENDA TOPIC:**  
Reno County 4-H Fair 2023 Budget Request

**RECOMMENDATION / REQUEST:**  
No action is needed at this time

**Reno County Fair Association**  
**2023**  
**Funding Request**

## **Reno County Fair Association Mission Statement**

To provide educational opportunities for Reno County youth and their families, to showcase projects, skills, have fun and interact with each other.

## **Reno County Fair Association Goals**

The Reno County Fair Association, through its Board of Directors, established four long-term goals in 2017. They are:

1. Grow the Fair
2. Utilize better buildings
3. Increase funding avenues
4. Increase participation to fair activities from out-of-county residents.

## **Fair Association**

As stated above, the Reno County Fair Association has established four goals to increase Reno County Fair Involvement by the community. This would include both 1) participation in the events and contests and 2) attendance at the fair to include county as well as out of county residents. By accomplishing these goals it is expected that the Fair will become a community event that is recognized at the same level as other events in Reno County.

## **Who Participates**

The Reno County Fair currently provides an avenue for nearly 400 Reno County 4-H/FFA youth and their families to exhibit their projects. There are over 35 projects that these youth can enroll in and exhibit at the Reno County Fair. Projects range from photography, electrical, public speaking, livestock, and leadership. In the last five years, the Fair has expanded its Open Class categories. The Dog Show includes a Kennel Club competition. Other Open Class categories include horticulture, clothing, baking, fine arts, and a contest equivalent to the current State Fair contest for Open Class entries (i.e. duct tape, scarecrows).

Scouts (Scouts/Girl Scouts) are also given the opportunity to participate in the Reno County Fair, providing additional youth with a platform to showcase their hard work and talents.

### **Utilizing Better Buildings**

Each year, the Reno County Fair has worked to utilize more suitable buildings for our needs at the Kansas State Fair grounds. In 2009, the static displays were moved to the Pride of Kansas building from the Oz building. In 2022, the static displays will move to the Meadowlark Building to allow for more open class exhibits. The Prairie Pavilion is now used for all beef activities. The Dog Show utilizes the Sunflower North Building. The Horse Show uses the Horse Arena. The Fashion Revue takes place in the Stringer Fine Arts building at HCC.

### **Increased Funding Avenues**

This year, fundraising letters were distributed to the community and fair board members visited several businesses to solicit funds. The Reno County Fair Association has decided to concentrate their efforts into corporate sponsorships rather than fundraising activities.

### **Increase Participation To Activities From Out Of County Residents**

In 2017, the Reno County Fair Association hosted a Ranch Rodeo. The event was free to the public and was well attended by residents of Reno County and individuals from outside of Reno County. Teams who competed in the Ranch Rodeo consisted of members from communities in Reno County and surrounding counties. In 2019, the Reno County Fair Association hosted a family fun night Sunday evening, offering a meal, kids pedal pull, and inflatables all free to the public. In 2021, live music was incorporated in to Family Fun Night to encourage more community participation.



## **2023 Funding Request**

The Reno County Fair Association is submitting a request for the 2023 Fiscal year of \$20,000. These funds will help the Fair Board continue to provide a great County Fair Experience for Reno County.

# Proposed Budget for the Reno County Fair Association

2023

## Income

Appropriations	\$	20,000.00	
Sponsors/Fundraising	\$	10,990.00	
Livestock Sale Committee	\$	110,000.00	
Camping Fees	\$	1,900.00	
Ranch Rodeo	\$	3,500.00	
Vendors	\$	500.00	
Dog Show	\$	750.00	\$ 147,640.00

## Expenses

Printing	\$	250.00	
Fair Premiums	\$	3,200.00	
Open Class Premiums and Awards	\$	1,000.00	
Livestock Sale Committee	\$	109,000.00	
Rent + A/C	\$	11,000.00	
Advertising	\$	2,000.00	
Insurance	\$	1,040.00	
Judges	\$	5,000.00	
Camping Fees	\$	1,900.00	
Licenses/Fees/Dues	\$	150.00	
Office Supplies/Postage/Box Rental	\$	225.00	
Challenge of Champions	\$	600.00	
Photo Wall	\$	150.00	
Inflatables	\$	1,100.00	
Special Awards/Recognition	\$	150.00	
Ribbons/Plaques	\$	3,000.00	
Annual meeting Notice	\$	25.00	
Family Fun Night Costs	\$	500.00	
Pedal Pull	\$	500.00	
Concert	\$	2,000.00	
Ranch Rodeo	\$	1,500.00	
Security	\$	500.00	
UTV Rental	\$	500.00	
Movie Screen/Projector Rental	\$	100.00	
Sound System	\$	200.00	
Cleaning of Buildings/Restrooms	\$	300.00	
Website Fees and Maintenance	\$	350.00	
Dance	\$	200.00	
Dog Show Supplies	\$	100.00	
Water/Ice for Events	\$	100.00	
Vet Services	\$	1,000.00	
Storage for Supplies	\$	2,000.00	

\$ 147,640.00

## RENO COUNTY FAIR ASSOCIATION 2021 INCOME-EXPENSE

	Income	Sponsor	Expense	Net Gain/Loss
County Assessment	\$ 16,500.00			\$ 16,500.00
Sponsorships- General Fund		\$ 7,580.00		\$ 7,580.00
Advertising			\$ 100.00	\$ (100.00)
Annual Meeting Notice			\$ 14.73	\$ (14.73)
Assets (Display Racks)			0	\$ -
BBQ	\$ -	\$ -	\$ -	\$ -
Campers	\$ 1,900.00		\$ 1,900.00	\$ -
Dance			\$ 163.26	\$ (163.26)
Dog Show	\$ 630.00		\$ -	\$ 630.00
Fairground Rental			\$ 10,749.00	\$ (10,749.00)
Fees (KS Fairs and Festivals)			\$ 50.00	\$ (50.00)
Family Fun Night		\$ 160.00	\$ 371.21	\$ (211.21)
Herdsmanship			\$ 360.00	\$ (360.00)
Ice/Water			\$ 20.37	\$ (20.37)
Inflatables			\$ -	\$ -
Insurance			\$ 1,036.00	\$ (1,036.00)
Judges			\$ 4,428.20	\$ (4,428.20)
Judges' Meals			\$ 360.30	\$ (360.30)
Kansas Filing Fee			\$ 40.00	\$ (40.00)
Livestock Sale Committee	1966.05	500		\$ 2,466.05
Meals				\$ -
OC Awards				\$ -
Ag Challenge of Champions		\$ 300.00	\$ 600.00	\$ (300.00)
Foods		\$ -	\$ 305.00	\$ (305.00)
Salsa			\$ -	\$ -
Arts & Crafts			\$ 75.00	\$ (75.00)
Photography			\$ 25.00	\$ (25.00)
Fiber Arts		\$ -	\$ 50.00	\$ (50.00)
Horticulture*		\$ 70.00	\$ 70.00	\$ -
Building Creations		\$ -	\$ 40.00	\$ (40.00)
Leadership Challenge		\$ 300.00	\$ 300.00	\$ -
Market Wheat Show			\$ 100.00	\$ (100.00)
Office Expense			\$ 394.84	\$ (394.84)
Pedal Pull/Prizes			\$ 496.00	\$ (496.00)
Premiums			\$ 2,982.50	\$ (2,982.50)
Printing-Fairbooks			\$ -	\$ -
Ranch Rodeo	\$ 5,590.00		\$ 4,841.40	\$ 748.60
Sponsor Recognition			\$ 90.00	\$ (90.00)
Sound System	\$ -		\$ 195.00	\$ (195.00)
Website/Domain Name			\$ 324.00	\$ (324.00)
Vendor Booths (1)	\$ 350.00			\$ 350.00
TOTAL	\$ 26,936.05	\$ 8,910.00	\$ 30,481.81	\$ 5,364.24

\*Money doesn't go through fairboard

RENO COUNTY FAIR ASSOCIATION  
2017-21 INCOME-EXPENSE COMPARISON

	2021	2020	2019	2018	2017
	NET GAIN/LOSS	NET GAIN/LOSS	NET GAIN/LOSS	NET GAIN/LOSS	NET GAIN/LOSS
County Assessment	\$ 16,500.00	\$ 16,500.00	\$ 12,500.00	\$ 10,000.00	\$ 10,000.00
Advertising	\$ (100.00)	\$ -	\$ (75.77)	\$ (263.64)	
Assets (Display Racks)				\$ (357.01)	\$ (580.35)
Awards Luncheon					
BBQ	\$ -	\$ -	\$ 717.34	\$ 1,571.08	\$ 2,440.20
Beef Prizes					
Campers	\$ -			\$ 525.00	\$ 75.00
Dance	\$ (163.26)	\$ (21.94)	\$ (186.00)	\$ 9.50	\$ 72.00
Dog Show	\$ 630.00	\$ 342.09	\$ 598.57	\$ 520.55	\$ 684.69
Fairground Rental	\$ (10,749.00)	\$ (10,570.00)	\$ (9,819.20)	\$ (6,542.50)	
Fees	\$ (50.00)	\$ (50.00)	\$ (50.00)	\$ (50.00)	\$ (50.00)
Family Fun Night	\$ (211.21)				
Gun Raffle	\$ -	\$ -	\$ 2,320.00		
Herdsmanship	\$ (360.00)	\$ (250.00)	\$ (250.00)	\$ (250.00)	\$ (140.00)
Ice/Water	\$ (20.37)	\$ (14.00)	\$ (140.00)	\$ (100.00)	\$ (222.25)
Inflatables	-	\$ (1,100.00)	\$ (1,045.00)	\$ (1,000.00)	\$ (225.00)
Insurance	\$ (1,036.00)	\$ (1,014.00)	\$ (943.00)	\$ (948.00)	\$ (903.00)
Judges	\$ (4,428.20)	\$ (3,224.47)	\$ (4,860.00)	\$ (4,215.88)	\$ (4,332.45)
Judges' Meals	\$ (360.30)	\$ (248.00)	\$ (252.50)	\$ (55.00)	\$ (123.25)
Livestock Sale Committee	\$ 2,466.05	\$ 1,589.96	\$ 1,677.75	\$ 1,187.83	\$ 867.67
Meals	-	\$ (70.32)	\$ (29.31)	\$ (81.42)	\$ (49.46)
Miscellaneous Supplies/Decorations					
OC Awards					
Ag Challenge of Champions	\$ (300.00)	\$ (310.00)	\$ (450.00)	\$ (300.00)	
Foods	\$ (305.00)	\$ (390.00)	\$ (220.00)	\$ (400.00)	\$ (85.00)
Salsa	\$ -	\$ -	\$ (50.00)		\$ (50.00)
Arts & Crafts	\$ (50.00)	\$ (40.00)	\$ (50.00)	\$ (50.00)	\$ (40.00)
Photography	\$ (25.00)	\$ (50.00)	\$ (50.00)	\$ (50.00)	\$ (50.00)
Fiber Arts	\$ (50.00)	\$ (50.00)	\$ (50.00)	\$ (50.00)	\$ (50.00)
Horticulture*					
County Fair Themed Contests	\$ (25.00)			\$ (50.00)	\$ (40.00)
Leadership Challenge	-				
Building Creations	\$ (40.00)				
Market Wheat Show	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ 390.00	\$ 400.00
Office Expense	\$ (394.84)	\$ (208.49)	\$ (197.22)	\$ (202.69)	\$ (123.77)
Other (KS filing fee, annual mtg notice)	\$ (54.73)	\$ (54.73)	\$ (54.51)		
Other Sponsors	\$ 7,580.00	\$ 7,440.00	\$ 5,410.00	\$ 5,850.00	
Pedal Pull/Prizes	\$ (496.00)	\$ -	\$ (496.00)	\$ (496.00)	\$ 379.27
Premiums	\$ (2,982.50)	\$ (2,606.00)	\$ (3,387.50)	\$ (3,461.50)	\$ (3,724.50)
Printing-Fairbooks				\$ (823.48)	\$ (640.94)
Ranch Rodeo	\$ 748.60	\$ -	\$ 1,982.00	\$ 1,923.00	\$ 1,500.00
Ranch Rodeo Concessions				\$ 341.13	
Reimbursement Storage Unit					
Security Fair					
Sound System	\$ (195.00)				
Sponsor Recognition	\$ (90.00)	\$ (100.30)	\$ (144.00)	\$ (251.76)	\$ (443.75)
T-Shirts					\$ 8.60
Website	\$ (324.00)	\$ (324.00)	\$ (343.00)		
Vendor Booths (1)	\$ 350.00	\$ 300.00	\$ 100.00	\$ 300.00	\$ 150.00
TOTAL	\$ 5,364.24	\$ 5,375.80	\$ 2,062.65	\$ 2,619.21	\$ 4,703.71

\*Money doesn't go through fairboard

**Reno County Fair Association**  
**Balance Sheet**  
**October 13, 2021**

ASSETS

Commerce Bank-Checking

\$ 34,407.44

TOTAL ASSETS

\$ 34,407.44

LIABILITIES\*

TOTAL LIABILITIES

EQUITY

Equity

\$ 29,043.20

Net Gain (Loss)

\$ 5,364.24

TOTAL LIABILITIES & EQUITY

\$ 34,407.44



## AGENDA ITEM

## **AGENDA ITEM #7.D**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Debra Teufel, President/CEO

**AGENDA TOPIC:**  
Economic Development 2023 Budget Request

**RECOMMENDATION / REQUEST:**  
No action is needed at this time

March 25, 2022

Mr. Randy Partington  
Reno County Administration  
206 West First Avenue  
Hutchinson, KS 67501

Dear Mr. Partington and members of the Reno County Board of Commissioners –

Thank you for the opportunity to submit this funding request for the 2023 fiscal year. The Hutchinson / Reno County Chamber of Commerce is grateful for Reno County’s longstanding partnership for our various economic development initiatives, specifically your annual funding allocation for the Greater Hutch Economic Development Partnership, and the Market Hutch program, both aimed at serving to grow the local economy through new business growth, business retention and expansion, workforce development and community promotion to encourage commerce across Reno County. In 2023, we would like to request your consideration to continued support for both of these programs, in addition to providing matching funds for the Growth Inc budget in relation to site development costs which were discussed at the earlier ARPA work session.

We are requesting funding from Reno County for FY2023 in the amount of \$84,000, in addition to the ARPA request of \$1.2 million to support the land development efforts. Additional support for the above programs currently come from local private sector contributions under the fundraising from the Reno Rising campaign, as well as support from the City of Hutchinson and South Hutchinson. The five year Reno Rising campaign is still underway but is expected to raise approximately \$300,000 per year in private sector contributions for our economic development programs.

We respectfully submit the following request for funding from the sources outlined below along with related matching funds:

I) List of Significant Revenue Sources:	FY 2022	FY2023
<b>Greater Hutch</b>		
City of Hutchinson	\$ 95,000	\$ 100,000
Reno County	\$ 36,000	\$ 50,000
City of South Hutch		\$ 10,000
Private Sector Pledges	\$ 300,000	\$ 300,000
<b>Growth Inc.</b>		
City of Hutchinson	\$ 20,000	\$ 20,000
Reno County	\$ 0	\$ 20,000
South Hutchinson	\$ 0	\$ 10,000
<b>Market Hutch</b>		
City of Hutchinson	\$ 95,000	\$ 95,000
Reno County	\$ 14,000	\$ 14,000

**connect. grow. play.**





2) List of Specific Programs:

Oversight of funding is carried out by the boards of the Economic Development Advisory Council, of which Reno County has appointed representation. Oversight of the Market Hutch funding is determined by an appointed committee of Market Hutch members. Growth Inc is governed by a 4 member board including three member of the Chamber Board of Directors and the President of the Chamber. Their detailed budget programs follow in the attached budget detail.

3) Purpose of Program & Community Need:

**Greater Hutch**

The goals established for the Greater Hutch Economic Development Partnership, Hutch Rising investors, and the Economic Development Advisory Council are based on four primary areas of activity:

- 1) Business Retention and Expansion
- 2) Promotion and Business Recruitment
- 3) Workforce Development Programs
- 4) Expanded Community Capacity Building

As a result of recent expansions and new investment projects, over 400 primary jobs have been created in Reno County, and have earned the area's ranking as the top micropolitan city in Kansas by Site Selection magazine in Marcy 2022, a distinction that places us in the top 27 micropolitan communities in the US.

We have launched new initiatives this year to address those workforce challenges, by not only continuing our internship program, industry visitation and job portal efforts, but by launching the first ever Reno County Signing Day in cooperation with HCTEA & HCC and provided funding for the FAST Track apprenticeship programs in collaboration with the Hutchinson Career & Technical Education Academy and Hutchinson Community College to continue to assist in developing a pipeline of talent. According to local businesses, these workforce initiatives are the single most important issue on the mind of businesses who are having a difficult time finding qualified workers for skilled positions.

Emphasis has continued on promotion of the real estate assets across the county through promotion of existing shovel ready sites and buildings through our website at GreaterHutch.com, at virtual trade shows and site selectors visits, and through our partnerships with Team Kansas, the Greater Wichita Partnership, Site Location Partnership, trade publication advertising. This has led to a significant increase in new prospect activity in the recruitment pipeline, and matchmaking of local companies who have continued to repurpose existing buildings for new business growth.

With fewer vacant sites and buildings, we have worked hard to partner with developers to create new industrial spec buildings and have recently announced Salt City Investments new 56,000 sq.ft. spec building going into the Kansas Enterprise Industrial Park. Another project is negotiating on parcel 3&4 in the park. A portion of Greater Hutch funding is also allocated to partner organizations to address community capacity building efforts and special projects across the county, including Hutch Rec Healthy Neighborhood Initiative \$20,000, shared funding for a workforce coordinator housed at the Boys & Girls Clubs of Hutchinson for \$10,000 and recently, partnership in rural broadband infrastructure through a grant of \$30,000 to Ideatek, and partnerships which promote entrepreneurship through the RCEEP.

**Growth Inc.**

With limited industrial site offerings, Greater Hutch in cooperation with our development arm Growth Inc is negotiating on a new industrial site for future large industrial recruitment efforts. We would appreciate Reno County's

**connect. grow. play.**



consideration of matching funds for the operational work of Growth Inc to match the funds currently allocated by the City of Hutchinson toward this effort in the amount of \$20,000 per year to allow us to conduct site due diligence, environmental studies and survey work in preparation for this development.

**Market Hutchinson:**

Market Hutchinson operates under the direction of an appointed independent oversight committee that focuses efforts on advertising our unique assets that will encourage new out-of-county spending in our market, which translates into increasing the sales tax collections. In 2022, Market Hutch has entered into a revamped Strategy Development with BowerComm which will result in development of new brand positioning, a communications plan and campaign concept for the next three years. The scope of this contract is \$14,000 for the discovery phase and will lead to new recommendations by Q2 2022. Through your support of Market Hutch funding, collectively with City of Hutchinson support, Reno County communities, retail businesses and attractions are promoted through a statewide and regional multi-media approach including a strong focus on social media, radio, broadcast TV, digital display ad promotion online, pay per click campaigns to reach more leisure travelers, billboard advertising and some print media to reach an audience to attract new visitors to Reno County events, venues, and businesses.

Market Hutch funding also allows us to stretch local marketing dollars with businesses farther by offering a Cooperative Marketing program with participation by over 30 businesses across Reno County, allowing their dollars to have the scale of a larger media purchasing power, giving local businesses an economical way to promote themselves to the regional market, predominantly through broadcast TV media & billboard advertising.

All of these activities would not be possible without the collective funding from all funding partners including Reno County. We are thankful and grateful for that support which helps us do all of this and more. We continue to work daily on making Reno County a positive location for business growth, by promotion of our location, helping existing businesses through an annual business retention and expansion effort, promotion and attraction of new business, continued development of new workforce programs to prepare the workforce required for local business, and advocacy to create a positive business climate for economic growth.

We believe economic development including all aspects of not only Greater Hutch programing, but those other aspects of entrepreneur development and quality of life investments in housing, childcare, entrepreneurial activity in Startup Hutch and Hutch Rec, should also continue to be important investments in the whole ecosystem and we appreciate the investment made by the Reno County Board of Commissioners towards those efforts. Thank you for recognizing the important role you play by investing in programs that work every day to address our economic challenges and endeavor to grow Reno County's economy.

I look forward to the opportunity to meet with you on April 12<sup>th</sup> to address questions and provide an update at your budget session later this month.

Sincerely,



Debra Teufel  
President/CEO  
Hutchinson/Reno County Chamber of Commerce

**connect. grow. play.**





## AGENDA ITEM

## **AGENDA ITEM #8.A**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Randy Regehr

**AGENDA TOPIC:**

Community Corrections Adult Supervision and Behavioral Health Department of Corrections Grant Application for \$933,262.31 for FY'23.

**SUMMARY & BACKGROUND OF TOPIC:**

This Department of Corrections grant pays for the supervision of adults assigned by the Court to Community Corrections. It also pays for behavioral health services for this population.

**ALL OPTIONS:**

Approval of grant submission is recommended.

**RECOMMENDATION / REQUEST:**

Grant submission approval.

**POLICY / FISCAL IMPACT:**

The projected grant allocation is \$933,262.31 for fiscal year 2023.



## COMMUNITY CORRECTIONS

115 West 1<sup>st</sup>  
Hutchinson, Ks 67501  
Phone 620-665-7042  
Fax 620-662-8613

---

### Comprehensive Plan Grant Application Summary Kansas Department of Corrections FY'23

Reno County is applying for \$766,264.95 for adult supervision and \$166,997.36 for behavioral health services. These are the same amounts as we received for this current fiscal year. The grant money is from State General Fund and allocated through the Kansas Department of Corrections.

#### Agency Outcomes:

The agency's success rate for FY'21 was 74.1%, just below the State's goal of 75%. There are four primary factors related to revocations to prison: Clients absconding from supervision, clients being charged with or convicted of new crimes, clients who were presumptive prison at sentencing, and clients who ask to serve their underlying prison term or agree to go to prison as part of a plea agreement on a new case.

Forty-five percent (89 out of 197) of all discharged clients had a period of absconding and out of these they averaged absconding two times. Eighty percent (41 out of 51) of the revoked population absconded, they averaged absconding 2.3 times and were gone an average of 132 days. Out of the clients revoked for a new felony offense 91% (21) of the level one clients, 71% (5) of the level two clients, and 84% (31) of those without an LSIR had absconded. Looking at those revoked for condition violations 67% (4) of the levels one clients and 75% (6) of those without an LSIR had absconded. The people who are absconding are mostly higher risk or were never assess due to their non-reporting behavior. Absconding is often a repeat behavior even after being reinstated to supervision.

The majority of people revoked to prison engaged in criminal behavior which resulted in new criminal charges. Seventy-three percent (37) of those who were revoked had new felony charges and 12% (6) had new misdemeanor charges. This leaves only 16% (8) being revoked for condition violations alone.

Sixty-seven percent (34) of the revoked population was presumptive prison at sentencing. Thirty-seven percent (34) of the presumptive prison population were revoked compared to only 16% (17) of the people who were not presumptive prison. The presumptive prison people are more likely to be revoked due to a new crime as well. Twenty-nine percent (26) of the presumptive prison people were revoked due to a new felony charge compared to only 10% (11) on the non-presumptive prison people. This presumptive prison population typically have a lengthy criminal history or multiple serious current charges so it's not surprising they continue to engage in illegal activity.

Forty-five percent (23 out of 51) of the revoked population asked to serve their underlying sentence at the time of revocation. Out of this subset, 87% (20) agreed to serve their sentence as part of a plea agreement on a new criminal conviction and 22, or 96%, had a new felony charge. Sixty-one percent (14) of those who asked to serve their sentence had been to prison before, three had



## COMMUNITY CORRECTIONS

115 West 1<sup>st</sup>  
Hutchinson, Ks. 67501  
Phone 620-665-7042  
Fax 620-662-8613

---

completed a JRI prison sanction and one person had completed both the 120- and 180-day prison sanction. To some degree, returning to prison was easier or more appealing than continuing supervision. Forty-three percent (10) of the people who asked to serve their sentence had been on supervision with Community Corrections before and had been revoked.

### Agency Goals:

Organizational culture within the agency needs to continue to grow and advance towards fully embracing evidence-based practices. Training and coaching have been used for several years to improve officers' skills at interacting with clients. Growth is occurring, but it is slow at times. Understanding that culture eats strategy for breakfast we recognize we need to expand our efforts and change tactics. To improve the agency culture, we want to develop values and a vision statement for the agency. This will need to be done in partnership with staff to get their input and buy-in.

The agency could also improve its efficiency by working towards going paperless. With changes in technology, there are more options for making this change and it is becoming less expensive. For much of the staff this is a significant mindset shift and not just a technical change. Moving towards electronic documents and signatures, storage of documents, and using laptops to testify will take time. Some of this work is currently being piloted with a couple officers before expanding it to other staff.

Since absconding is such a pervasive problem, and often tied to revocation, we want to explore electronic appointment reminders for clients. This project will likely require doing a pilot project as well which will focus on the Drug Court clients before expanding to all high-risk clients. No-show rates are not currently tracked due to the change to Athena, but in FY'20 officers averaged documenting nine no shows per month. This doesn't include all the rescheduled appointments.

The agency will continue to work to improve the client success rate back above 75%. While we don't have control over the high-risk clients assigned to supervision, we can change how we interact with this population. It is critical officers have the skills and abilities to on-board clients, assess them, target the high-risk criminogenic needs, and refer them to appropriate resources. Officers also need the tools and technology to better communicate with clients to reduce unnecessary technical violations.

We will focus our efforts and resources on moderate to high-risk clients based on the risk and needs assessments. In FY'21, 67% (34 out of 51) of revoked clients were level one on the LSIR. Only one client was level three, and eight (16%) clients were level two and eight did not have an assessment. No level four, low-risk clients were revoked in Reno County. There were thirteen level one clients who had four or more revocation hearing before being sent to prison. It is important officers complete the WRNA or LS/CMI assessment early in supervision to determine who to focus on and then what areas need to be of focus. The reasons the moderate to high-risk population is being targeted is because they're the ones most likely to be revoked to prison, most likely to commit new crimes, and because this is the most efficient use of State resources.



# COMMUNITY CORRECTIONS

115 West 1<sup>st</sup>  
Hutchinson, Ks 67501  
Phone 620-665-7042  
Fax 620-662-8613

People with a history of absconding from supervision need to become a more targeted group to focus on as well. As stated in the Agency Outcomes section, absconding from supervision is a widespread problem which often results in a revocation or unsuccessful termination.

Community Corrections focuses on reducing the number of people being revoked to prison and protecting the community. To do this, we need to keep clients engaged in services and supervision and work to reduce high-risk, crime causing factors in their lives. The greatest gains can be achieved by focusing on the target population of the moderate to high-risk clients.

### Behavioral Health Grant:

The behavioral health portion of the grant helps the agency provide needed services to clients to help them be successful. Fifty seven percent is used for contractual services, 14% for transitional client housing, 26% for agency personnel, and the rest to other client services. The contractual services include care coordination through Horizons and peer mentoring, care coordination, and recovery specialist services through the Substance Abuse Center of Kansas, SACK. Agency personnel money pays for one tenth of five officers' salaries who facilitate in-house groups. Transitional housing is primarily for Oxford Houses but can also be used for short-term hotel stays for people not allowed in the homeless shelter due to their criminal history. We are also asking for \$5,800 to pay for substance abuse assessments and mental health treatment copays and medications.

### Budget Summary:

#### Adult Supervision

Salary & Benefits	\$661,416.06
Travel	\$3,030.00
Training	\$5,400.00
Operations	\$28,081.20
Communication	\$2,000.00
Equipment	\$29,937.69
Supplies	\$29,500.00
Client Services	\$6,900.00
Total	\$766,264.95

#### Behavioral Health

Salary & Benefits	\$42,694.72
Contractual	\$95,000.00
Client Services	\$29,302.64
Total	\$166,997.36



## **Reno County Community Corrections**

Prepared by Reno County Community Corrections  
for Kansas Department of Corrections FY2023 Adult Comprehensive Plan Grant

**Primary Contact: Randy Regehr**

## Opportunity Details

### Opportunity Information

Title

FY2023 Adult Comprehensive Plan Grant

Description

Pursuant to KSA 75-5291 and KSA 75-52,112, the Kansas Department of Corrections is seeking applications for funding the development, implementation, operation, and improvement of community correctional services that address the criminogenic and behavioral health needs of adult felony offenders. Funding obtained under this award will serve to support local community corrections agencies in increasing public safety, reducing the risk of probationers on community corrections supervision, and increasing the percentage of probationers successfully completing community corrections supervision.

Awarding Agency Name

Kansas Department of Corrections

Agency Contact Name

Marie McNeal

Agency Contact Phone

785-230-6932

Agency Contact Email

marie.mcneal@ks.gov

Funding Opportunity Number

A-FY2023-CP

Public Link

<https://www.gotomygrants.com/Public/Opportunities/Details/18fdb6fb-a1ab-4328-86eb-25eb62c63466>

### Funding Information

Funding Sources

State

Funding Source Description

Funds for this opportunity are appropriated by the Kansas State Legislature and distributed by the Kansas Department of Corrections.

Funding Restrictions

These funds may not be co-mingled with funds from other state or federal agencies or local funds. Refer to the KDOC Financial Rules, Guidelines and Reporting Instructions for other funding restrictions.

### Award Information

Award Period

07/01/2022 - 06/30/2023

Matching Requirement

No

### Submission Information

Submission Window



02/21/2022 8:00 AM - 04/29/2022 5:00 PM

#### Submission Timeline Type

One Time

#### Other Submission Requirements

To facilitate the review process, it is imperative that all funding requests submitted are complete, accurate and include the required signatory approvals. The Board of County Commissioners or Governing Authority for the applicant/administrative county must review and approve the application prior to submission to KDOC. Incomplete applications will not be considered for funding unless or until all deficiencies have been corrected to KDOC's satisfaction.

### Question Submission Information

#### Question Submission Additional Information

For questions or assistance with the requirements of this funding opportunity, the Community Corrections Program Director should contact their assigned KDOC Regional Contact.

#### Attachments

- Kansas Community Corrections Agencies By Region and KDOC Contact 08.02.21

### Technical Assistance Session

#### Technical Assistance Session

Yes

#### Session Date and Time

#### Conference Info / Registration Link

Sessions are scheduled for: February 24, 2022 from 2:00 to 3:30 pm and March 1, 2022 from 9:00 to 10:30 am. Contact Lucy Mills at [Lucy.Mills@ks.gov](mailto:Lucy.Mills@ks.gov) if you did not receive the meeting invites.

### Eligibility Information

#### Eligible Applicants

- County Governments

#### Additional Eligibility Information

Any county or group of cooperating counties operating a community correctional services program is eligible to apply for Community Corrections Act funding. However, pursuant to KSA 75-5296, no county or group of cooperating counties shall be qualified to receive grant funding unless and until the comprehensive plan for such county or group of cooperating counties is approved by the secretary of corrections. Additionally, in order to remain eligible for Community Corrections Act funding, a county or group of cooperating counties shall substantially comply with the operating standards established by the secretary of corrections.

### Award Administration Information

#### State Award Notices

Award notifications will be made on or before July 1, 2022.

Awards will be based on the criteria specified in KSA 75-52,111 and 75-52,112 and will be awarded to the Board of County Commissioners or Governing Authority for the applicant county. If the applicant is a group of cooperating counties then funding will be awarded to the administrative county identified in the group of cooperating counties' Inter-local Agreement.

#### Reporting

Award recipients will be required to complete and submit quarterly financial and outcome reports in accordance with the



following timelines:

Q1 (Jul-Aug-Sep) Due on/before: 10/31/2022

Q2 (Oct-Nov-Dec) Due on/before: 01/31/2023

Q3 (Jan-Feb-Mar) Due on/before: 04/30/2023

Q4 (Apr-May-Jun) Due on/before: 07/31/2023

## **Project Information**

### **Application Information**

Application Name

Reno County Community Corrections

Award Requested

\$933,262.31

Total Award Budget

\$933,262.31

### **Primary Contact Information**

Name

Randy Regehr

Email Address

randy.regehr@renogov.org

Address

115 W. 1st  
Hutchinson, KS 67501

Phone Number

(620) 259-8412

## Project Description

### Agency Profile - Adult

#### Agency Leadership

Director Name

Randy Regehr

Director Address Line 1

115 W. 1st

Director Address Line 2

Director City

Hutchinson

Director State

KS

Director Zip Code

67501

Director Phone Number

6202598412

Director Email Address

randy.regehr@renogov.org

Does your agency have an Executive/Administrative Director

- Yes  
 No

To whom does agency leadership report?

- Board of County Commissioners (BOCC)  
 Governing Board

For multi-county agencies, please provide contact information for the host/administrative county BOCC Chairperson.

BOCC Chairperson Name

Daniel Friesen

BOCC Chairperson Address Line 1

206 W. 1st

BOCC Chairperson Address Line 2

BOCC Chairperson City

Hutchinson

BOCC Chairperson State

Kansas

BOCC Chairperson Zip Code

67501

BOCC Chairperson Phone Number

620-694-2929

BOCC Chairperson Email Address

daniel.friesen@renogov.org

### Agency Locations

Main Office

Main Office Address Line 1

115 W. 1st

Main Office Address Line 2

Main Office City

Hutchinson

Main Office State

KS

Main Office Zip Code

67501

Does your agency operate any satellite offices?

Yes

No

Does your agency operate a residential center?

Yes

No

### Organizational Chart

Attach a copy of your agency's organizational chart. The chart should contain staff names, titles and if duties are split, the % of time spent on each set of duties.

Org Chart FY 23

### Governing/Corrections Advisory Board

Utilize Form-CAB\_MEMBERS to provide a current list of your agency's Governing/Corrections Advisory Board members.

Form-CAB\_MEMBERS.xlsx

Attach a completed copy of Form-CAB\_MEMBERS here.

Form-CAB\_MEMBERS

Is this a joint board with the Juvenile Corrections Advisory Board?

Yes

No

### Host/Administrative County

Does your agency operate as a single or multi-county entity?

Single

Multi-County

Name of the Host/Administrative County

Reno County

Host/Administrative County Financial Officer Contact Information

Host/Administrative County Financial Officer Name

Brenda Kowitz

Host/Administrative County Financial Officer Address Line 1  
125 W. 1st

Host/Administrative County Financial Officer Address Line 2

Host/Administrative County Financial Officer City  
Hutchinson

Host/Administrative County Financial Officer State  
Kansas

Host/Administrative County Financial Officer Zip Code  
67501

Host/Administrative County Financial Officer Phone Number  
620-694-2940

Host/Administrative County Financial Officer Email Address  
brenda.kowitz@renogov.org

### Non-KDOC Funding Information

Pursuant to KSA 75-52,103, does your agency receive assistance from the county or counties within your judicial district?

- Yes  
 No

### Instructions for documenting county assistance.

**Single county agencies:** Include the following items when detailing what assistance is provided to the agency:

- **Type of Assistance (Allocation or In-Kind)**
- **Assistance amount, expressed in whole dollars**
- **Description/purpose of assistance**
- **If contribution has been confirmed by the county or it is a pending request.**

**Multi-county agencies:** In addition to the four bullet points above, include the name of the county.

**Example of documenting county assistance: Allocation - \$20,000 - Rent - Confirmed**

Document the county assistance your agency receives.

Reno County allocated \$90,000 to Community Corrections for calendar year 2022 for the purpose of staff salary and benefits. Reno County also provides in-kind services including information technology, human resources, financial management, building cleaning services, property and auto insurance, and low facility rent.

Has or will your agency request funding from other sources (e.g., federal grants, private foundations grants, etc.) for FY23?

- Yes  
 No

Describe your agency's projected funding requests. Response should include the source and amount of each request.

Reno County allocated \$90,000 to Community Corrections for calendar year 2022 for the purpose of staff salary and benefits. County financial assistance will be requested for calendar year 2023, but the request amount will not be determined until grant allocations are announced. The requested amount will likely be between \$70,000 and \$90,000.

## Programmatic Changes

Has the agency experienced significant changes, either positive or negative, which have directly impacted your program for FY22 (e.g., new, or discontinued program services, staff turnover, policy, or procedure changes, new or discontinued community services, etc.)?

- Yes  
 No

Describe the changes which impacted your program in FY22.

One of the most significant positive changes in the past year has been the lack of turnover in supervision staff. Our two newest officers are nearing their two-year mark with the agency and the last time an ISO left was July 2020. The two newest officers started just as the COVID-19 pandemic was starting so their learning process was significantly slowed. However, they have done a great job getting caught up.

The agency's Substance Abuse Program in-house groups have moved to being gender specific. This change has been positive. The facilitators think it is more effective and the female clients prefer separate groups. The retention rates for both groups are higher so far as well.

Were steps taken to address the changes in FY22?

- Yes  
 No

Since the changes were not addressed in FY22, do you plan to address them in FY23?

- Yes  
 No

Describe why the changes were not addressed in FY22 and the agency does not plan to address them in FY23.

Both of the changes listed above have been positive for the agency so there is no need to address them.

## Agency Outcomes

The following information is provided to assist applicants with completing this section of the application.

- Overall successful completion rate includes those cases closed with a termination reason of Successful, Unsuccessful, Death and Not Sentenced to Community Corrections.
- Successful case closures includes only those cases closed with a Successful termination reason.
- Unsuccessful case closures includes only those cases closed with an Unsuccessful termination reason.
- Overall Revocation Rate includes those cases closed with a termination reason of Revoked-New Felony, Revoked-New Misdemeanor and Revoked-Condition
- Contracted cognitive behavioral programming is defined as programming delivered to probationers by a community-based provider through formal agreement (contract or MOU) with the community supervision agency.

Where applicable, outcomes reported in this section should reflect the official data reported in the FY21 Community Corrections Statistical Summary report.

What was your agency's overall successful completion rate in FY21? Response should be expressed as a percentage. The rate must be entered in decimal format (e.g., 75% is entered as .75).

74.10 %

Describe your overall successful completion rate for FY21.

- Achieved 75% or higher
- Did not meet 75% but achieved a 3% or higher increase from the previous year's overall success rate
- Did not meet 75% or achieve a 3% increase from the previous year's overall success rate

Briefly explain what factors contributed to the agency not meeting at least a 3% increase from the previous year's overall success rate.

There are four primary factors related to revocations to prison: Clients absconding from supervision, clients being charged with or convicted of new crimes, clients who were presumptive prison at sentencing, and clients who ask to serve their underlying prison term or agree to go to prison as part of a plea agreement on a new case. Forty-five percent (89 out of 197) of all discharged clients had a period of absconding and out of these they averaged absconding two times. Eighty percent (41 out of 51) of the revoked population absconded, they averaged absconding 2.3 times and were gone an average of 132 days. Out of the clients revoked for a new felony offense 91% (21) of the level one clients, 71% (5) of the level two clients, and 84% (31) of those without an LSIR had absconded. Looking at those revoked for condition violations 67% (4) of the levels one clients and 75% (6) of those without an LSIR had absconded. The people who are absconding are mostly higher risk or were never assess due to their non-reporting behavior. Absconding is often a repeat behavior even after being reinstated to supervision. The majority of people revoked to prison engaged in criminal behavior which resulted in new criminal charges. Seventy-three percent (37) of those who were revoked had new felony charges and 12% (6) had new misdemeanor charges. This leaves only 16% (8) being revoked for condition violations alone. Sixty-seven percent (34) of the revoked population was presumptive prison at sentencing. Thirty-seven percent (34) of the presumptive prison population were revoked compared to only 16% (17) of the people who were not presumptive prison. The presumptive prison people are more likely to be revoked due to a new crime as well. Twenty-nine percent (26) of the presumptive prison people were revoked due to a new felony charge compared to only 10% (11) on the non-presumptive prison people. This presumptive prison population typically have a lengthy criminal history or multiple serious current charges so it's not surprising they continue to engage in illegal activity. Forty-five percent (23 out of 51) of the revoked population asked to serve their underlying sentence at the time of revocation. Out of this subset, 87% (20) agreed to serve their sentence as part of a plea agreement on a new criminal conviction and 22, or 96%, had a new felony charge. Sixty-one percent (14) of those who asked to serve their sentence had been to prison before, three had completed a JRI prison sanction and one person had completed both the 120- and 180-day prison sanction. To some degree, returning to prison was easier or more appealing than continuing supervision. Forty-three percent (10) of the people who asked to serve their sentence had been on supervision with Community Corrections before and had been revoked.

What was your agency's successful case closures rate in FY21? Response should be expressed as a percentage. The rate must be entered in decimal format (e.g., 75% is entered as .75).

64.30 %



What was your agency's unsuccessful case closures rate in FY21? Response should be expressed as a percentage. The rate must be entered in decimal format (e.g., 75% is entered as .75).

9.70 %

Which case closure rate was higher, successful or unsuccessful?

- Successful Case Closure Rate
- Unsuccessful Case Closure Rate

What were the most prominent drivers of unsuccessful case closures in FY21?

There are a variety of reasons for cases to be closed as unsuccessful. Primarily this occurs at the time of a revocation hearing when the courts deem it unnecessary to send someone to prison, but continued supervision is no longer appropriate. Sometimes the person has already served all or most of their underlying prison sentence and sometimes a sanction is imposed and then the person terminated. Most often these people more closely reflect the revoked population than the successful population. Eighty-four percent of these were males, compared to 16% females. Overall, the females had a higher true success rate than the males, 84% of the females were successful compared to 55% of the males.

Twenty-six percent of the unsuccessful were presumptive prison. Sixty-three percent had at least one period of absconding and out of those who had absconded they averaged absconding 2.25 times. Absconding is a common factor in revocations to prison as well. Five had been ordered to serve a JRI prison sanction and four of these were ordered to do a prison sanction and then the case would be terminated. Five people had three revocations before being closed out as unsuccessful and one person had six revocations. There were six people unsuccessfully discharged at their first revocation hearing. Out of these one had already completed their underlying sentence, one was deported, and others were primarily due to their age or physical or mental health.

Will you seek to reduce the number of unsuccessful closures in FY23 and if so, describe how. Response should consider the prominent drivers you identified in the previous question.

Supervision staff will continue to reduce unsuccessful closures by addressing their high-risk crime causing factors as well as other areas which could contribute to an unsuccessful closure. In some cases an unsuccessful closure is the appropriate outcome, such as when a person is deported or has served most of their underlying sentence. Officers will link clients with the needed resources such as mental health treatment to assist them in receiving the services they need. Officers will continue to receive training to improve how they build rapport and interact with clients to reduce absconding behavior.

What was your agency's overall revocation rate for FY21? Response should be expressed as a percentage. The rate must be entered in decimal format (e.g., 75% is entered as .75).

25.90 %

What was your agency's rate for revoked-new felony closures in FY21? Response should be expressed as a percentage. The rate must be entered in decimal format (e.g., 75% is entered as .75).

18.90 %

What was your agency's rate for revoked-new misdemeanor closures in FY21? Response should be expressed as a percentage. The rate must be entered in decimal format (e.g., 75% is entered as .75).

3.10 %

What was your agency's rate for revoked-condition closures in FY21? Response should be expressed as a percentage. The rate must be entered in decimal format (e.g., 75% is entered as .75).

4.10 %

Did the agency offer in-house or contracted GROUP cognitive behavioral programming in FY21? This question does not address INDIVIDUAL CBI programming.

- Yes
- No

Utilize Form-CBI\_OUTCOMES to report cognitive behavioral GROUP program outcomes for FY21.

Form-CBI\_OUTCOMES.xlsx

Attach a completed of Form-CBI\_OUTCOMES here.

Form-CBI\_OUTCOMES

To date, how many of the individuals who successfully completed cognitive behavioral GROUP programming remain on supervision?

16

To date, how many of the individuals who successfully completed cognitive behavioral GROUP programming successfully terminated probation?

5

To date, how many of the individuals who successfully completed cognitive behavioral GROUP programming have had their probation revoked?

1

## Agency Plan

### Organizational Needs

This section is available to applicants who desire to address critical needs that impact the entire agency. Examples might include plans to relocate office space, a need for additional space to deliver more on-site services or an agency-wide training initiative that would provide a means for staff/caseload specialization.

Does your agency have any organizational needs, excluding staffing levels or wages, that need to be addressed in FY23?

- Yes  
 No

Will these organizational needs be addressed in FY23?

- Yes  
 No

Describe the organizational needs and the agency's plan to address these in FY23.

Organizational culture within the agency needs to continue to grow and advance towards fully embracing evidence-based practices. Training and coaching have been used for several years to improve officers' skills at interacting with clients. Growth is occurring, but it is slow at times. Understanding that culture eats strategy for breakfast we recognize we need to expand our efforts and change tactics. To improve the agency culture, we want to develop values and a vision statement for the agency. This will need to be done in partnership with staff to get their input and buy-in. The agency could also improve its efficiency by working towards going paperless. With changes in technology, there are more options for making this change and it is becoming less expensive. For much of the staff this is a significant mindset shift and not just a technical change. Moving towards electronic documents and signatures, storage of documents, and using laptops to testify will take time. Some of this work is currently being piloted with a couple officers before expanding it to other staff.

Since absconding is such a pervasive problem, and often tied to revocation, we want to explore electronic appointment reminders for clients. This project will likely require doing a pilot project as well which will focus on the Drug Court clients before expanding to all high-risk clients. No-show rates are not currently tracked due to the change to Athena, but in FY20 officers averaged documenting nine no shows per month. This doesn't include all the rescheduled appointments.

The agency will continue to work to improve the client success rate back above 75%. While we don't have control over the high-risk clients assigned to supervision, we can change how we interact with this population. It is critical officers have the skills and abilities to on-board clients, assess them, target the high-risk criminogenic needs, and refer them to appropriate resources. Officers also need the tools and technology to better communicate with clients to reduce unnecessary technical violations.

### Supervision

Utilize this section to describe how the agency will address its target population and any gaps or barriers that have been identified for FY23.

Describe your agency's target population for FY23. The response must include why the target population was selected.

We will focus our efforts and resources on moderate to high-risk clients based on the risk and needs assessments. In FY21, 67% (34 out of 51) of revoked clients were level one on the LSIR. Only one client was level three, and eight (16%) clients were level two and eight did not have an assessment. No level four, low-risk clients were revoked in Reno County. There were thirteen level one clients who had four or more revocation hearing before being sent to prison. It is important officers complete the WRNA or LS/CMI assessment early in supervision to determine who to focus on and then what areas need to be of focus. The reasons the moderate to high-risk population is being targeted is because they're the ones most likely to be revoked to prison, most likely to commit new crimes, and because this is the most efficient use of State resources.

People with a history of absconding from supervision need to become a more targeted group to focus on as well. As stated in the Agency Outcomes section, absconding from supervision is a widespread problem which often results in a revocation or unsuccessful termination.

Community Corrections focuses on reducing the number of people being revoked to prison and protecting the community. To do this, we need to keep clients engaged in services and supervision and work to reduce high-risk, crime causing factors in their lives. The greatest gains can be achieved by focusing on the target population of the moderate to high-risk clients.

Does your plan include referrals to community-based services?

- Yes

No

Which of the following risk/need areas can be addressed through referrals to community-based services? (Check all that apply)

- Education
- Employment
- Family/Marital
- Companions
- Alcohol/Drug Problems
- Procriminal Attitude/Orientation
- Antisocial Pattern

For each risk/need area that can be addressed through community-based referrals, describe the target population including risk level.

The education and employment domains can be addressed by community providers for all risk levels. While officers can refer any level of client to these services they need to determine if these are proximal or distal goals. Officers need to focus first on responsibility needs and criminogenic needs before moving on to maintenance needs such as education and employment.

Substance use disorder and mental health treatment on the other hand are usually the first referrals officers address in supervision. Often, people who need these services the most will score higher on risk and needs assessments than those with less severe issues. All clients with identified substance misuse or mental illness will be referred for services, no matter their risk-level. However, the higher risk will be targeted for more, and more intense levels of care.

Does your plan include referrals to programs facilitated in-house or by contracted providers? If a contracted provider is utilized, a formal agreement (MOU or Contract) must exist between the entities.

- Yes
- No

Utilize Form-PROGRAMS to provide program details.

Form-PROGRAMS.xlsx

Attach a completed copy of Form-PROGRAMS here.

Form-PROGRAMS

Are you proposing any new programs for FY23?

- Yes
- No

Does your plan include individual CBI programming (e.g., EPICS tools, Carey Guides, etc.)? (Work done one-on-one during office contacts)

- Yes
- No

Does your plan include utilization of a behavior response grid?

- Yes
- No

Attach a copy of the agency's behavior response grid here.

Sanctions and Incentives Grid

Does your plan include staff trainings, excluding those required by KDOC?

- Yes
- No

Does your agency plan to utilize any assessments or screeners beyond those required by KDOC?

- Yes
- No

Does the agency plan to utilize any methods/strategies that have not already been identified?

- Yes



No

## Behavioral Health Services

### Behavioral Health Services Funding - Purpose and Allowable Use of Funds

The Kansas Department of Corrections anticipates the state legislature will allocate \$3,000,000.00 to develop or enhance behavioral health services statewide in Fiscal Year 2023. Any community corrections agency is eligible to apply for this funding however, utilization of these funds is limited to the attached list of eligible positions and services.

Review Form-BHEligibility for a list of positions and services which may be applied for under behavioral health services funding.

Form-BHEligibility.pdf

Did your agency receive behavioral health funding in FY22?

- Yes  
 No

Enter the amount of funding received in FY22.

\$166,997.36

Is your agency applying for behavioral health services funding in FY23?

- Yes  
 No

Is your agency applying for program provider FTE's?

- Yes  
 No

How many program provider FTE's are being applied for?

0.50

How will these program provider FTE's help the agency in achieving its FY23 overall success rate goal?

The .5 FTE program provider is made up of four officers who facilitate classes using the Substance Abuse Program curriculum and one who co-facilitates Batterers Intervention Program group. The SAP groups are gender specific so there are two closed groups going throughout the year. Staff have found the SAP groups very helpful for clients and success rates have improved since becoming gender specific. The BIP group is facilitated by DOC staff and co-facilitated by a Community Corrections officer. We use DOC's batterers intervention questionnaire at intake, so more people are referred than just those who are court ordered. The BIP group focuses on increasing community safety by changing client thinking and behavior.

Using officers to facilitate these groups is not only an efficient use of resources it is also great training for officers. Officers who have facilitated the curriculum several times are much more proficient at using the tools taught in class in individual office appointments. Not only are they teaching the skills in the group setting they are also teaching skills one on one with clients.

Is your agency applying for peer support specialist FTE's?

- Yes  
 No

Is your agency applying for recovery coach/peer mentor FTE's?

- Yes  
 No

How many recovery coach/peer mentor FTE's are being applied for?

0.50

How will these recovery coach/peer mentor FTE's help the agency in achieving its FY23 overall success rate goal?

Peer mentoring has been a very beneficial program for clients who misuse substances. The mentors fill a gap in the treatment continuum in a structured way and with more accountability beyond an AA/NA sponsor. These people meet

with clients with more flexibility and can provide a different perspective since they are also in recovery. Clients can often go to SACK and meet with one of the mentors without scheduling an appointment which provides greater flexibility and availability than a counselor. Since mentors are paid less than a licensed counselor it is more efficient as well.

Is your agency applying for recovery specialist FTE's ?

- Yes  
 No

How many recovery specialist FTE's are being applied for?

0.50

How will these recovery specialist FTE's help the agency in achieving it's FY23 overall success rate goal?

Paying for part of a licensed addictions counselor speeds clients' access to services and reduces wait times. Prior to partnering with SACK to increase service availability wait times for outpatient services could be over two months. By providing these services quickly after a problem has been identified results in reduced technical violations, absconding, and clients getting new cases, all of which increase revocations.

Is the agency applying for care coordinator FTE's?

- Yes  
 No

How many care coordinator FTE's are being applied for?

1.00

How will these care coordinator FTE's help the agency in achieving it's FY23 overall success rate goal?

For FY'22 Reno County utilized these funds to contract for a full-time coordinator at Horizons Mental Health Center. For FY'23 we want to divide the funds between Horizons and the Substance Abuse Center of Kansas. This year, SACK started a new program focused on assisting dual-diagnosis clients. These services not only assist with access to SUD and mental health services but also assist with a person obtaining disability benefits and other social assistance. In the past several months the SACK Care Coordinator has actively worked with nearly twenty Community Corrections clients. As more dual diagnosis clients are getting assigned to supervision the need for these services has been growing. While we are still supportive of the work through Horizons we believe splitting the money may have a greater impact on revocations.

Is your agency applying for client assistance (voucher) funds?

- Yes  
 No

How will the use of client assistance (voucher) funds help the agency in achieving its FY23 overall success rate goal?

Housing is the primary need for voucher funds, and more specifically, sober housing. We are requesting \$23,500 for housing for FY'23. Most of this money goes towards temporary assistance for clients to live in an Oxford house. These sober living options have been a very successful option for many clients. Housing funds are also used for temporary housing for people who can't live in the homeless shelter or an Oxford house due to their current or prior convictions. Substance abuse evaluations are another primary need for voucher funds. Many of our clients can't afford an assessment because they're in jail, unemployed, or they just can't afford it. Removing the barrier of the cost of the assessment speeds entry into services reducing their drug use and technical violations.

We're also requesting voucher funds for mental health medications and copays. Staff continue to see the need to assist clients with mental health treatment. Often, cost is the primary barrier to people receiving and continuing services. The courts don't want to send people with severe mental illness to prison or place them in jail so they're placing them on supervision. Officers have the difficult task of helping these people gain and maintain services but without assistance people often stop engaging in treatment. People going to inpatient SUD treatment often will not be accepted if they do not have their mental health medications. People going from jail to treatment need assistance paying for these medications. For a small investment in these services much higher costs can be avoided by getting people the help they need.

## Monitoring and Evaluation

Who will be responsible for monitoring and evaluating the implementation, operation, and effectiveness of the agency's FY23 plan?

The agency director will be the primary person responsible for initiating, monitoring, and evaluating the agency's plan. Supervisory staff will assist in these efforts as well.

How often will evaluations of the implementation, operation, and effectiveness of the agency's FY23 plan occur?

The agency's success rate will be tracked as case terminations occur throughout the year. Officers give closed files to the director who reviews them and then documents the closure type in an excel spreadsheet. The data will be reviewed for trends or potential concerns. Officers and supervisory staff will also keep the director informed of any concerns they are seeing related to the agency's success rate.

Implementation of an electronic appointment reminder program will be monitored throughout the year. This will include discussions about how the system is working both during formal staff meetings and informal discussions with staff. Ideally, the program chosen will provide some data that can be reviewed as well. Any problems which arise will be addressed internally or through the program provider.

The director will be responsible for planning and scheduling meetings with staff to develop values and a vision statement for the agency. Minimally, progress will be reviewed each quarter, but the amount of time spent focused on this will depend on where we are in the process.

Reducing the use and reliance on paper documents will primarily be done by the officers with progress being monitored by the director and ISO II's. Continued evaluation will need to take place with officers providing feedback as to what is working well and where problems are arising. As the plan is spread beyond the pilot project to all officers, issues will be discussed in the weekly staff meetings.

How will the outcome of these evaluations be documented and distributed to stakeholders?

Internal stakeholders, such as agency staff, will have greater access to information on the progress of meeting agency goals. Officers will be primary players in using electronic reminders, reducing paper use, and developing the values and vision statement. These internal stakeholders also typically pay attention to their own client success rates. The agency's overall success rate has not been discussed with staff much over the past few years because it shouldn't be a factor in how officers work with clients.

The Advisory Board receives updates four times a year through formal meetings and also through receiving quarterly reports. Advisory Board members more closely connected to agency operations will also receive informal updates through day-to-day interactions.

The director meets with the County Manager and submits a written report to the Board of County Commissioners each month. The director also presents at a Commission meeting a couple times a year, or as needed.

If corrective action is required as a result of those evaluations, please describe the process for ensuring that it is addressed/responded to.

The director can receive feedback on agency operations from the County Manager, Advisory or Commission Board members, agency staff, or DOC staff. Concerns would typically be discussed with the ISO II supervisors so the matter could be addressed. Depending on the problem, the supervisory staff would be involved in making a plan and carrying it out. Responding to the problem will either be done verbally or in writing directly to the reporting party. Concerns about a specific client are usually addressed by the supervising officer or an ISO II.



## Goals and Objectives

### Mandatory Goal

Form-CP\_QRTLY\_REPORTS has been pre-loaded with the following mandatory goal: **Achieve or maintain a success rate of 75% or higher; or improve last fiscal year's success rate by at least 3%. This goal may not be modified by the applicant.**

Form-CP\_QRTLY\_REPORTS has space for four (4) additional goals. If you wish to include more goals, please email a copy of the form to your program consultant and advise how many additional goal fields you will need. They will be able to add the fields and return the form to you for completion and submission with the application.

Utilize Form-CP\_QRTLY\_REPORTS to create the goals, objectives and action steps necessary to implement and evaluate the agency's FY23 plan.

Form-CP\_QRTLY\_RPTS\_ADULT.xlsx

Attach a completed copy of Form-CP\_QRTLY\_RPTS\_ADULT here.

Form-CP\_QRTLY\_RPTS\_ADULT

## **Collaborative Partnerships**

Collaboration is a mutually beneficial and well-defined relationship entered into by two organizations to achieve common goals. The relationship includes a commitment to: a definition of mutual relationships and goals; a jointly developed structure and shared responsibility; mutual authority and accountability for success; and the sharing of resources and rewards. (The Wilder Foundation (Griffith, 2000))

Partnerships established to achieve common goals through shared responsibility will help to ensure that every dollar the State distributes to local communities will bring to fruition outcomes that demonstrate support of public safety, and data that shows a reduction of risk within the supervision agency's target population.

Utilize Form-COLL\_PARTNERS to provide a list of existing collaborative partnerships

Form-COLL\_PARTNERS.xlsx

Attach completed Form-COLL\_PARTNERS here.

Form-COLL\_PARTNERS

## **Funding Considerations**

Complete Form-FUND\_COND\_ADULT to provide the statutorily required funding considerations for your agency.

Form-FUND\_COND\_ADULT.xlsx

Attach a copy of the completed Form-FUND\_COND\_ADULT here.

Form-FUND\_COND\_ADULT

## Agency Fees

### Current Fiscal Year Fees

Does your agency currently assess client fees?

- Yes
- No

Does your agency assess a supervision fee?

- Yes
- No

What is the amount of the supervision fee?

\$20.00

How often is the supervision fee assessed?

- One Time
- Weekly
- Monthly
- Per Court Case
- Other

Does your agency assess a courtesy transfer fee

- Yes
- No

What is the amount of the courtesy transfer fee?

\$20.00

How often is the courtesy transfer fee assessed?

- One Time (any number of cases transferred)
- Per Court Case Transferred
- Other

Since Other was selected for courtesy transfer fee frequency, please describe.

\$20 per month based on assignment term at time of admission.

Does your agency assess a fee for drug screenings?

- Yes
- No

Does your agency assess a fee for drug screening confirmations?

- Yes
- No

What is the amount of the fee for drug screening confirmations?

\$20.00

How often is the fee assessed for drug screening confirmations?

- One Time
- Weekly
- Monthly
- Per Confirmation
- Only if Confirmation Result is Positive
- Other

Does your agency assess a fee for electronic monitoring devices?

- Yes
- No

Does your agency assess a fee for alcohol monitoring devices?

Does your agency assess a fee for alcohol monitoring devices?

- Yes
- No

Does your agency assess any fees not already identified?

- Yes
- No

**Fiscal Year 2023 Fees**

Did your agency assess fees in FY22?

- Yes
- No

Will your agency assess the same fees in FY23?

- Yes
- No



## **Agency Personnel**

Utilize Form-PERSONNEL to provide employee specific information. This form should include all employees (adult and juvenile) whose wages are paid, (solely or in part) from state grant funds.

Form-PERSONNEL.xlsx

Attach a completed copy of Form-PERSONNEL here.

Form-PERSONNEL

## Budget Instructions

FAILURE TO ADHERE TO ALL BUDGET INSTRUCTIONS WILL RESULT IN APPLICATIONS BEING RETURNED FOR CORRECTIVE ACTION. THIS MAY DELAY FINAL AWARD DECISIONS, NOTIFICATIONS AND PAYMENTS.

### General Information

**Agencies may only budget for FY23 expenditures that are state funded.**

**Budgeting for pre-paid future year expenditures is not allowed.**

**If budgeting for equipment or vehicles, the following figures outline the maximum amount KDOC will grant for the purchase of the specified item. If purchase price exceeds these cost caps, the difference between the cost cap and the purchase price must be paid from a non-KDOC funding source.**

- Desktop Computer (CPU Replacement): \$800.00
- Laptop Computer: \$1,300.00
- Monitor (22" flat panel): \$165.00
- Minivan or SUV: \$23,500.00
- Vehicle (mid-size car): \$18,800.00
- Vehicle (compact car): 16,500.00

### Budget Categories and Line Items

#### Budget Categories:

- Categories are pre-defined in Amplifund.
- No additional categories may be created by the applicant.

#### Budget Line Items:

- Applicants will enter line items, including the line item descriptor into the budget template in Amplifund.
- Applicants are required to utilize the pre-defined line item descriptors provided in the document attached below (Form-BUDGET\_CAT\_AND\_LINE\_ITEMS).
- If additional line item descriptors are needed, agencies may create those when entering their budget. These will be reviewed upon receipt of the application and if questions arise, the applicant will be contacted for clarification.
- Applicant must provide comments regarding how cost was determined in the "Narrative" box for each line item entered.

The attached document provides the Budget Categories, Line Item Descriptors and Glossary. Please review it prior to creating your budget.

Form-BUDGET\_CAT\_AND\_LINE\_ITEMS.xlsx

### Payout Funds

#### Payout Funds Line Item(s):

**Costs should only be budgeted for these line items if local policy allows for existence of such a fund. If you wish to budget this as a line item in FY23, you must submit documentation of local policy, approval of the BOCC or Governing Authority and rationale for determining the amount budgeted.**

Is your agency budgeting for payout funds?

- Yes  
 No

Upload required documentation of payout fund policy, approval and rationale here.

POL4-05\_Benefit Payout Fund

### **Unallowable Costs**

**Applicants may not budget for the following costs with state grant funds.**

- **Entertainment Costs:** Costs of entertainment including amusement, diversion, and social activities and any costs directly associated with such costs (i.e. tickets to shows or sporting events, meals, lodging, rentals, transportation, and gratuities).
- **Independent Audit Costs:** KDOC will not pay for the cost of independent audit work. These costs are the responsibility of the local entity.
- **Lobbying:** Grantee may not use KDOC funds for any activities aimed at influencing decisions regarding grants, contracts, cooperative agreements, etc.
- **Late Fees/Interest Charges:** Grantee cannot use KDOC funds to pay late fees, interest charges, or finance charges.
- **Food Purchases:** Food purchases are unallowable for employees unless approved by county policy.
- **Salary and Wage Costs:** Grantee may not fund bonuses or other financial incentives outside of a position's normal salary costs with KDOC grant funds. Grantees must demonstrate salaries for all positions are consistent with similar county-funded positions.
- **State general funds shall not be used in the purchasing of firearms/weapons, accessories or related trainings for employees or contract staff.**

### **Supplanting**

The use of KDOC funds to replace non-KDOC funds appropriated for the same purpose is prohibited. The use of KDOC funds to offset a reduction in non-KDOC funding is acceptable; however, the grantee will be required to supply documentation demonstrating the reduction in non-KDOC funds occurred for reasons other than the receipt, or expected receipt, of KDOC funds. Potential supplanting will be the subject of application review, as well as pre-award review, post-award monitoring, and audit.

### **Sign Here**

The individual responsible for creating the budget is the individual who should enter their name below.

By entering my name below, I declare that I have reviewed the budget instructions provided by KDOC and have adhered to these instructions as I developed my budget as part of the application process.

Randy Regehr



## **Signatory Approval**

Utilize Form-SIG\_APPRVL\_ADULT to obtain the required grant application signatory approvals.

Form-SIG\_APPRVL\_ADULT.docx

Attach the signed copy of Form-SIG\_APPRVL\_ADULT here. Be sure to attach all pages of the form, including the additional signature BOCC signature pages if they are applicable for your agency.

## Budget

### Proposed Budget Summary

#### Expense Budget

	Grant Funded	Total Budgeted
<b>A-AISP Agency Operations</b>		
AISP Copier Maintenance	\$1,800.00	\$1,800.00
AISP Membership Dues	\$600.00	\$600.00
AISP Rent	\$23,821.20	\$23,821.20
AISP Shredding	\$50.00	\$50.00
AISP Vehicle Insurance	\$310.00	\$310.00
AISP Vehicle Maintenance	\$1,500.00	\$1,500.00
<b>Subtotal</b>	<b>\$28,081.20</b>	<b>\$28,081.20</b>
<b>A-AISP Client Services</b>		
AISP Client Incentives	\$1,000.00	\$1,000.00
AISP Drug Testing Services	\$5,000.00	\$5,000.00
AISP Subsistence Assistance	\$50.00	\$50.00
AISP Transportation Assistance	\$650.00	\$650.00
AISP Vocational Education Services	\$200.00	\$200.00
<b>Subtotal</b>	<b>\$6,900.00</b>	<b>\$6,900.00</b>
<b>A-AISP Communication</b>		
AISP Internet Services	\$2,000.00	\$2,000.00
<b>Subtotal</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>
<b>A-AISP Equipment</b>		
AISP Computers	\$9,600.00	\$9,600.00
AISP Office Furniture	\$1,800.00	\$1,800.00
AISP Vehicles	\$18,537.69	\$18,537.69
<b>Subtotal</b>	<b>\$29,937.69</b>	<b>\$29,937.69</b>
<b>A-AISP Salary &amp; Benefits</b>		
AISP Admin Benefits	\$29,604.23	\$29,604.23
AISP Admin Salary	\$83,004.05	\$83,004.05
AISP Longevity Bonus	\$2,000.00	\$2,000.00
AISP Non-Admin Benefits	\$176,209.10	\$176,209.10
AISP Non-Admin Salary	\$370,598.68	\$370,598.68



	Grant Funded	Total Budgeted
<b>Subtotal</b>	<b>\$661,416.06</b>	<b>\$661,416.06</b>
<b>A-AISP Supplies</b>		
AISP Drug Testing Supplies	\$24,000.00	\$24,000.00
AISP Office Supplies	\$5,000.00	\$5,000.00
AISP Postage	\$500.00	\$500.00
<b>Subtotal</b>	<b>\$29,500.00</b>	<b>\$29,500.00</b>
<b>A-AISP Training</b>		
AISP Fuel	\$250.00	\$250.00
AISP Hotel	\$3,750.00	\$3,750.00
AISP Meals	\$1,000.00	\$1,000.00
AISP Registration	\$400.00	\$400.00
<b>Subtotal</b>	<b>\$5,400.00</b>	<b>\$5,400.00</b>
<b>A-AISP Travel</b>		
AISP Fuel	\$3,000.00	\$3,000.00
AISP K-TAG/Tolls	\$30.00	\$30.00
<b>Subtotal</b>	<b>\$3,030.00</b>	<b>\$3,030.00</b>
<b>A-BH Client Services</b>		
BH MH Medication	\$1,000.00	\$1,000.00
BH MH Treatment/Groups	\$300.00	\$300.00
BH SUD Evaluations	\$4,500.00	\$4,500.00
BH Transitional Housing Assistance	\$23,502.64	\$23,502.64
<b>Subtotal</b>	<b>\$29,302.64</b>	<b>\$29,302.64</b>
<b>A-BH Contractual</b>		
BH Care Coordinator Salary	\$50,000.00	\$50,000.00
BH Recovery Coach/Peer Mentor Salary	\$20,000.00	\$20,000.00
BH Recovery Specialist Salary	\$25,000.00	\$25,000.00
<b>Subtotal</b>	<b>\$95,000.00</b>	<b>\$95,000.00</b>
<b>A-BH Salary &amp; Benefits</b>		
BH Program Provider Benefits	\$14,055.22	\$14,055.22
BH Program Provider Salary	\$28,639.50	\$28,639.50
<b>Subtotal</b>	<b>\$42,694.72</b>	<b>\$42,694.72</b>
<b>Total Proposed Cost</b>	<b>\$933,262.31</b>	<b>\$933,262.31</b>

**Revenue Budget**

	Grant Funded	Total Budgeted
<b>Grant Funding</b>		
Award Requested	\$933,262.31	\$933,262.31
<b>Subtotal</b>	<b>\$933,262.31</b>	<b>\$933,262.31</b>
<hr/>		
<b>Total Proposed Revenue</b>	<b>\$933,262.31</b>	<b>\$933,262.31</b>

**Proposed Budget Detail**

See attached spreadsheet.

**Proposed Budget Narrative**

**A-AISP Agency Operations**

**AISP Vehicle Maintenance**

Vehicle maintenance

**AISP Vehicle Insurance**

Auto insurance

**AISP Rent**

Rent

**AISP Shredding**

Shredding

**AISP Copier Maintenance**

Copier fees

**AISP Membership Dues**

KCCA dues

**A-AISP Client Services**

**AISP Client Incentives**

SAP group incentives

**AISP Drug Testing Services**

Drug test confirmations

### **AISP Transportation Assistance**

Public transportation passes and treatment transportation assistance

### **AISP Vocational Education Services**

GED testing fees, DL fees, birth certificate fees

### **AISP Subsistence Assistance**

Food/clothing assistance

### **A-AISP Communication**

#### **AISP Internet Services**

Internet/phones

### **A-AISP Equipment**

#### **AISP Vehicles**

Replace 2014 Chevy Malibu

#### **AISP Office Furniture**

Replacement furniture

#### **AISP Computers**

Laptop computer replacement

### **A-AISP Salary & Benefits**

#### **AISP Admin Salary**

Admin Salaries

#### **AISP Admin Benefits**

Admin Benefits

#### **AISP Non-Admin Salary**

Non-Admin Salaries

#### **AISP Non-Admin Benefits**

Non-Admin Benefits

#### **AISP Longevity Bonus**

Adult Longevity

### **A-AISP Supplies**

### **AISP Drug Testing Supplies**

Drug testing supplies

### **AISP Office Supplies**

Office supplies

### **AISP Postage**

Postage

### **A-AISP Training**

#### **AISP Hotel**

Hotels for training

#### **AISP Meals**

Meals while at training

#### **AISP Fuel**

Training travel

#### **AISP Registration**

Training Registration

### **A-AISP Travel**

#### **AISP Fuel**

Fuel

#### **AISP K-TAG/Tolls**

Tolls and parking costs

### **A-BH Client Services**

#### **BH Transitional Housing Assistance**

Oxford house rent and some hotel stays for people restricted from the homeless shelter.

#### **BH MH Medication**

Mental health medications

#### **BH MH Treatment/Groups**

Therapy co-pays

#### **BH SUD Evaluations**

60 evaluations at \$75 each.

### **A-BH Contractual**

#### **BH Care Coordinator Salary**

\$25,000 to Horizons Mental Health Center for mental health care coordination and \$25,000 for the Substance Abuse center of Kansas for dual-diagnosis care coordination.

#### **BH Recovery Coach/Peer Mentor Salary**

SUD peer mentoring through SACK.

#### **BH Recovery Specialist Salary**

Licensed Addictions Counselor through SACK.

### **A-BH Salary & Benefits**

#### **BH Program Provider Salary**

.5 FTE's

#### **BH Program Provider Benefits**

.5 FTE Benefits



## AGENDA ITEM

## **AGENDA ITEM #8.B**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Jessica Susee, Juvenile Intake & Assessment Supervisor

**AGENDA TOPIC:**

Approval of the SFY2023 Kansas Department of Corrections Juvenile Services Comprehensive Plan Grant application and proposed budgets for graduated sanctions and prevention programs

**SUMMARY & BACKGROUND OF TOPIC:**

The Kansas Department of Corrections Juvenile Services Comprehensive Grant funds the required juvenile Graduated Sanctions programs and Prevention programs for each Judicial District. Our Judicial District was given a planning allocation of \$613,021.00 to fund Graduated Sanctions, \$41,914.02 to fund Delinquency Prevention programs, and \$163,40.53 to fund JCAB programs.

Graduated Sanctions programs include Community Corrections Juvenile Intensive Supervision Probation, Community Corrections Juvenile Case Management, and Youth Services Juvenile Intake & Assessment. Additionally, \$500 is allocated to Court Services for client incentives associated with the Immediate Intervention Program. Prevention funds are provided to Rise Up Reno Prevention Network to fund the School-Based Mentoring program in our community. Our Judicial District currently does not fund any JCAB programs. New this year to the grant application is the addition of program goals and objectives, which are provided along with budget requests for each program.

Graduated Sanctions Budget Summary - \$613,021.00

- Community Corrections Juvenile Intensive Supervision Probation: \$258,358.15
- Community Corrections Case Management: \$69,678.55
- Youth Services Juvenile Intake & Assessment: \$284,484.30
- Court Services Immediate Intervention Program: \$500.00

Prevention Budget - \$41,914.02

- Rise Up Reno Prevention Network School-Based Mentoring: \$41,914.02

**ALL OPTIONS:**

Approve or deny the grant application and proposed budgets

**RECOMMENDATION / REQUEST:**

Approve the grant application and proposed program budgets



**POLICY / FISCAL IMPACT:**

The BOCC is responsible for approval of the grant prior to submission of the grant and oversight of the grant.

There is no fiscal impact to the County for this grant application or these budgeted funds. There are no matching funds required. Funds awarded from KDOC will allow continued operation of the local Graduated Sanctions and Prevention programs in our community. This will benefit the youth and families of Reno County.



# COMMUNITY CORRECTIONS

115 West 1<sup>st</sup>  
Hutchinson, Ks 67501  
Phone 620-665-7042  
Fax 620-662-8613

## Juvenile Intensive Supervision and Case Management

### Agency Goals:

Organizational culture within the agency needs to continue to grow and advance towards fully embracing evidence-based practices. Training and coaching have been used for several years to improve officers’ skills at interacting with clients. Growth is occurring, but it is slow at times. We need to expand our efforts and change tactics. To improve the agency culture, we want to develop values and a vision statement for the agency. This will need to be done in partnership with staff to get their input and buy-in.

The agency could also improve its efficiency by working towards going paperless. With changes in technology, there are more options for making this change and it is becoming less expensive. For much of the staff this is a significant mindset shift and not just a technical change. Moving towards electronic documents and signatures, storage of documents, and using laptops to testify will take time. Some of this work is currently being piloted with a couple officers before expanding it to other staff.

### Grant Funding:

A total of \$328,036.70 is being requested for Community Corrections. The grant budget summaries are below. The Community Corrections Advisory Committee and the Kansas Community Corrections Association have been actively advocating for increased funding for agencies, specifically for personnel across the State. The Governor included in her budget recommendation an increase of \$2.6 million for the last quarter of FY’22 and an increase of \$8.4 million for FY’23. Both the House and Senate have included this in their budgets at this point. It is unclear how much additional funding will come to Reno County, but it is expected amended budgets will be required.

JISP		Case Management	
Salary & Benefits	\$235,528.51	Salary & Benefits	\$58,882.13
Travel	\$155.00	Travel	\$155.00
Training	\$650.00	Training	\$250.00
Operations	\$13,539.64	Operations	\$3,776.16
Communication	\$1,160.00	Communication	\$290.00
Equipment	\$5,300.00	Equipment	\$5,300.00
Supplies	\$1,150.00	Supplies	\$495.26
Client Services	\$400.00	Client Services	\$400.00
Contractual	\$475.00	Contractual	\$130.00
<b>Total</b>	<b>\$258,358.15</b>	<b>Total</b>	<b>\$69,678.55</b>



## **COMMUNITY CORRECTIONS**

115 West 1<sup>st</sup>  
Hutchinson, Ks. 67501  
Phone 620-665-7042  
Fax 620-662-8613

---

### Juvenile Justice Reinvestment Grant

This is year two of a three-year grant cycle, so the only grant requirement is a budget and signed grant conditions. The reinvestment grant uses money the Department of Corrections saved from closing out-of-home placements to reinvest in communities to provide services to youth on supervision. The grant pays for contractual substance use disorder services through the Substance Abuse Center of Kansas. Youth on supervision with Court Services or Community Corrections can receive services under this contract. Those services include assessments, individual and group treatment, as well as mentoring services. The total grant request is \$80,000.



Juvenile Detention Center  
 Juvenile Intake & Assessment  
 Bob Johnson Youth Shelter

**Reno County Youth Services**  
 219 West Second Ave.  
 Hutchinson, Kansas 67501  
 (620) 694-2500  
 Fax: (620) 694-2504  
 TDD: Kansas Relay Center 1-800-766-3777

## Juvenile Intake & Assessment – FY2023

### Programmatic Changes:

Juvenile Intake & Assessment experienced a high level of turnover during FY22 for standby staff and on-going standby vacancies. We continue to be understaffed at this time for standby staff. The implementation of Athena and lack of a useful Athena-based JIAC report resulted in continued duplication of work, as intake workers have had to continue producing a report for our judicial and collateral partners, as well as completing Athena records for each intake. This has resulted in additional time spent completing each intake.

Vacant positions have continuously been advertised and promoted on the county website and social media. Athena-based report issues have consistently been raised during monthly JIAS TAT meetings and with the KDOC helpdesk. A JIAC report is available in Athena, however, the formatting of data in the report and the report design present printing and distribution challenges.

### Agency Goals:

Because of the high level of turnover during FY21 and FY22, Juvenile Intake & Assessment staff currently possess less experience than the long-term staff of the past. There is a need to continue to learn ways to provide the best assessment and intervention services we can to the youth and families who come through Juvenile Intake and improve our family mediation services. During FY23, all JIAS staff will receive training regarding evidence-based family intervention strategies and learn how to develop family agreements during intakes to assist families. Fortunately, because we have fewer veteran staff, our personnel costs have decreased, and we now have funds available to implement additional programming for youth and parents as well. During FY23, JIAS will begin implementing an evidence-based intervention program for youth and parents in small group settings.

To be as efficient as possible, JIAS staff need to be able to utilize the Athena database to its maximum potential and stop duplicating data entry work. Staff will receive on-going training to become efficient Athena users and will transition to the use of the Athena-based JIAC report for distribution to stakeholders, rather than continuing to produce an agency-designed report. While the quality of the report will be limited by the technical capabilities of the Athena program, the information contained in the report will be more uniform.

### Grant Funding:

A total of \$284,484.30 is being requested for Juvenile Intake & Assessment. JIAS personnel includes one administrator, two full-time staff, and three standby staff.

JIAS	
Salary & Benefits	\$251,784.30
Travel	\$ -
Training	\$ 3,650.00
Operations	\$ 14,550.00
Communication	\$ -
Equipment	\$ 6,500.00
Supplies	\$ 5,500.00
Client Services	\$ 2,500.00
Contractual	\$ -
Total	\$284,484.30



Juvenile Detention Center  
 Juvenile Intake & Assessment  
 Bob Johnson Youth Shelter

**Reno County Youth Services**  
 219 West Second Ave.  
 Hutchinson, Kansas 67501  
 (620) 694-2500  
 Fax: (620) 694-2504  
 TDD: Kansas Relay Center 1-800-766-3777

## Prevention Program: School-Based Mentoring (Rise Up Reno) – FY2023

### Program Description:

Rise Up Reno School Based Mentoring is a primary prevention program aimed at improving school attendance and performance. Any student aged 5-18 enrolled in grades K-12 within Reno County may participate; however, the primary focus is Hutchinson Public Schools. Referrals are provided by parents or guardians, teachers, counselors, principals, or other school staff. Most of the students served are identified as having academic and/or social emotional needs that require additional support from mentors.

Rise Up Reno School Based Mentoring connects students with responsible caring adult or high school volunteers in schools. These volunteers enhance a student’s ability to succeed by providing academic coaching, social skills, career guidance, assistance with projects, or sharing special interests. Read-with-Me volunteers improve the social skills, academic achievement, and attachment to school and community with structured reading tutoring programs. Service-Learning program at Hutchinson High School provides high school students the opportunity to serve as mentors to Hutchinson Elementary students every day during each trimester. Service-Learning students also benefit from the experience and can earn a varsity letter for their part in mentoring through Rise Up Reno. Volunteers meet with a matched mentee a minimum of 30 minutes a week to have lunch or breakfast, work on reading, or social skills. The goal is to be a caring adult that connects with the student to provide a positive mentoring experience. All the Rise Up Reno School Based Mentoring programs are open to accommodating the needs of the students, volunteers and teachers as to what best fits them. Our volunteers also serve entire classrooms of students, working with all the students on individual needs as well as group needs as needed by the classroom teacher. Rise Up Reno School Based Mentors are expected to make the commitment to mentor for the entire school year. The students will remain in the program for their school year as well. Mentors continue meeting with students every year until the student or family doesn’t want a match any longer. Rise Up Reno School Based Mentoring has been a Mentor Kansas Gold Star Program since February 10, 2014.

### Program Goals:

Increase the number of students receiving mentoring services by 20% in 2023. 90% of participating students behavior will improve as reported by school staff, from the beginning of the first trimester to the end of the third trimester. Outcomes will be measured by the Rise Up Reno database and questionnaires that will be sent to school staff including counselors, teachers, and principals at the end of the school year.

Grant Funding: A total of \$ 41,914.02 is being requested for School-Based Mentoring. Rise Up Reno School-Based Mentoring personnel includes one program coordinator whose position is funded 75% by the grant.

Prevention	
Salary & Benefits	\$ 32,714.50
Travel	\$ 806.40
Training	\$ 1,500.00
Operations	\$ 2,000.00
Communication	\$ 360.00
Equipment	\$ -
Supplies	\$ 683.12
Client Services	\$ -
Contractual	\$ 3,850.00
Total	\$ 41,914.02

## FY2023 Juvenile Comprehensive Plan Grant Signatory Approval Form

Community Corrections Agency (Agency): 27<sup>th</sup> Judicial District

My signature below certifies that I did assist in the development, completion, and review of the agency's Comprehensive Plan grant application (Plan). I further certify that:

1. The Plan, including all forms and attachments, complies with the directions provided by the Kansas Department of Corrections (KDOC).
2. The Plan, including all forms and attachments, complies with applicable Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Juvenile Services Operating Standards and the KDOC Financial Rules, Guidelines and Reporting Instructions manual.
3. The Agency is willing to actively plan for implementing the consistent set of statewide policies to help guide the supervision and revocation process of probationers on juvenile community corrections supervision.
4. The Agency will provide timely, complete, and accurate data to the KDOC regarding agency operations and outcomes to include any reports required per Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Juvenile Services Operating Standards, the KDOC Financial Rules, Guidelines and Reporting Instructions manual or special requests from the KDOC.

Furthermore, my signature below certifies that acceptance of state grant funds awarded by the KDOC for the grant period July 1, 2022 through June 30, 2023 indicates that as the "Grantee" I acknowledge and agree to comply with all the conditions outlined below:

1. Expend grant funds for the development, implementation, operation, and improvement of juvenile community correctional services pursuant to K.S.A. 75-7022, et seq., and amendments thereto, KSA 38-2302, et seq., and amendments thereto, KSA 38-1008 et seq., and amendments thereto, as submitted in the Plan and approved by the Secretary of Corrections.
2. Assume the authority and responsibility of funds received through the KDOC and ensure compliance with all applicable Federal and State laws, Regulations, KDOC Juvenile Services Operating Standards, policies and procedures, and the KDOC Financial Rules, Guidelines and Reporting Instructions manual. Any and all costs associated with non-compliance under this section shall be the responsibility of the Grantee (i.e., Host/Administrative County).
3. Obtain advance approval in writing by the Deputy Secretary of KDOC Juvenile and Adult Community Based Services for all out of state travel and training. All requests for approval of out of state travel and training will be submitted at least two weeks prior to scheduling or obligation of grant funds. Any and all costs associated with non-compliance under this section shall be the responsibility of the Grantee (i.e., Host/Administrative County).
4. Acknowledge this grant may be terminated by either party upon a minimum of ninety (90) days written notice to the other party. Upon termination, the unexpended balance of funding distributed to Grantee shall be returned to KDOC within thirty (30) days.
5. Acknowledge that if, in the judgment of the Secretary of the Department of Corrections, sufficient funds are not appropriated to fully continue the terms of this agreement, KDOC may reduce the amount of the grant award.
6. Follow all applicable state and federal laws related to confidentiality of information in regard to juvenile offenders. This provision is not intended to hinder the sharing of information where necessary to effect delivery of services when undertaken in compliance with applicable laws.
7. Neither assume nor accept any liability for the actions or failures to act, either professionally or otherwise, of KDOC, its employees and/or its contractual agents.
8. Not consider employees or agents of the Grantee as agents or employees of KDOC. Grantee accepts full responsibility for payment of unemployment insurance, workers compensation and social security, as well as all income tax deductions and any other taxes or payroll deductions required by law for its employees engaged in work authorized by this Grant.
9. Not hold KDOC and the State of Kansas, and their employees, officials, or agents, liable for any damages or costs arising from the cancellation, voiding, denial or withholding of funds to Grantee.

FY2023 Juvenile Comprehensive Plan Grant  
Signatory Approval Form

10. Submit problems or issues regarding the terms of this grant in writing to the Deputy Secretary of Juvenile and Adult Community Based Services for final review and resolution.
11. If any provision of this grant violates any statute or rule of law of the State of Kansas, it is considered modified to conform to that statute or rule of law.
12. Provide each child under its responsibility for placement and care with the protections found in Section 471 of Title IV-E of the Social Security Act and Kansas' Title IV-E Plan and perform candidate for foster care determinations in accordance with Section 471(a)(15) of the Social Security Act. In connection with the performance of services under this Agreement, GRANTEE also agrees to comply with the provisions of the Civil Rights Act of 1964, as amended (78 Stat. 252), Section 504 of the Rehabilitation Act of 1973, Public Law 93-112, as amended, the Regulations of the U. S. Department of Health and Human Services issued pursuant to these Acts, the provisions of Executive Order 11246, Equal Employment Opportunity, dated September 24, 1965, the provisions of the Americans with Disabilities Act of 1990, Public Law 101-336 and the Health Insurance Portability & Accountability Act of 1996; in that compliance shall include, but is not limited to, disclosing only that information that is authorized by law, authorized by the juvenile offender or his parent or legal guardian, setting a time limit on the authorization and disclosure, taking safeguards to prevent use or disclosure of the records, keeping an accounting of all requests for records and documenting its efforts to either protect or release relevant records; there shall be no discrimination against any employee who is employed in the performance of this Agreement, or against any applicant for such employment, because of age, color, national origin, ancestry, race, religion, creed, disability, sex or marital status. This provision shall include, but not be limited to the following: employment, promotion, demotion, or transfer; recruitment or advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. Grantee agrees that no qualified handicapped person shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity of the Grantee. grantee further agrees to insert similar provisions in all sub-contracts for services allowed and authorized under this Agreement under any program or activity.

Agency Director

Printed Name:	
Title:	
Signature:	
Date:	

Governing/Corrections Advisory Board Chairperson

Printed Name:	Kathleen Carter
Title:	Juvenile Corrections Advisory Board Chairperson
Signature:	
Date:	

Board of County Commission Chairperson (Host/Administrative County)\*

Printed Name:	Daniel Friesen
Title:	Board of County Commission Chairperson
Signature:	
Date:	

FY2023 Juvenile Comprehensive Plan Grant  
Signatory Approval Form

Host/Administrative County Financial Officer

Printed Name:	Brenda Kowitz
Title:	Treasurer
Signature:	
Date:	

\*Multi-county agencies shall obtain the signature of the County Commission Chairperson of EACH county, unless either of the following is true:

- ✓ The counties have entered into an Inter-local Agreement that specifically states that the host/administrative county commission chairperson can sign for all counties. If so, only the signature of the host county commission chairperson is necessary.
- ✓ The counties have entered into an Inter-local Agreement that bestows the counties' governing authority onto the community corrections advisory board. If so, no county commission chairperson signature is required.

Please use the following page if additional County Commission Chairperson signatures are required for your agency.



FY2023 Juvenile Comprehensive Plan Grant  
Signatory Approval Form

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	



## **AGENDA ITEM**

## **AGENDA ITEM #8.C**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Sheriff Darrian Campbell

**AGENDA TOPIC:**  
Sheriff Annual Update

**RECOMMENDATION / REQUEST:**  
No action needed



**Sheriff:** Darrian Campbell  
**Undersheriff:** Shawn McHaley

**RENO COUNTY**  
Sheriff's Office  
206 West First Ave.  
Hutchinson, Kansas 67501-5298  
(620) 694-2735 Office (620) 694-2702 fax  
TDD: Kansas Relay Center 1-800-766-3777

---

## Commissioner Update 04/12/2022

**The Reno County Sheriff's Office Mission is to ensure the highest level of public safety while protecting the rights and dignity of those we serve through community partnerships and unbiased enforcement of the law.**

### **Staffing:**

The Reno County Sheriff's Office is staffed at 100 personnel: 84 full time sworn Deputies, 12 civilian support staff and 4 part-time Offender registry personnel. The administration of the Sheriff's Office consists of myself, Undersheriff Shawn McHaley, Captain of the Detective Division Steve Lutz, Captain of the Patrol Division Levi Blumanhourst, and Captain of the Jail Division Shawn McClay.

The Sheriff's Office continues to fill positions as they become available. Currently in the jail we are down four deputies. Deputy David Dozier will retire at the end of the month, which will create another vacancy. There are currently three vacant positions in the patrol division and one vacant position in investigations. The pay study has brought the Sheriff Office in line to compete with other agencies in the region and has netted us many good applicants so far. Thank you.

### **Correctional Facility:**

Moving forward we conducted a reorganization of the jail staffing structure. We have promoted five corporals and one lieutenant. These deputies were selected by processes set in policy and selected based on their potential and leadership. Implementation of the rank of corporal will allow the span of control the sergeant was placed in to be more flexible and keeps a supervisor on duty when the sergeant is at a class or sick. The Lieutenant will absorb some of the duties of the captain along with duties delegated to them. That deputy will also oversee our recruiting program. They will plan to attend job fairs, public events, and partnerships with local colleges to exploit the Sheriffs Office and recruit talent into the agency.

Currently there are no restrictions on persons coming into the facility to conduct programs. Mike Hill Jr, facility program director, has reached out to ensure our partnerships within the community are aware of our status and currently facilitating the programs within the facility. The work release program has been reinstated within the facility. We are currently in the process of making it seamless and waiting for the courts to approve persons to be allowed into the program.

### **Patrol Division:**

In the past year the Reno County Sheriff's Patrol has continued to excel and prosper through the adversity of the world. As was the case with most any field of work most of our Deputies were positive with

Covid or had family members who were positive which caused us staffing issues. Throughout this our Deputies commitment to the Sheriff's Office and the people of Reno County has not faltered.

Within the last year we have started to notice more problems with our Ford Explorers and F-150 Patrol Vehicles. We have been working diligently with Automotive to try and keep our Patrol units up and running but service at Ford has slowed this process down considerably. The vehicles that were ordered in January were affected by supply shortages, but we are expecting to receive our 2022 Ford Police Interceptor Hybrid SUV's in early May, the 2022 Ford F-150 Police Responder will likely be October or November from what we were last told by the dealer.

The Patrol Division will be gaining a Deputy towards the end of April 2022 when he graduates from the Kansas Law Enforcement Training Center (KLETC) and will then start our 14-week Field Training Officer, "FTO" program. We have high expectations of each Deputy who goes through the FTO program to make sure they can safely complete the duties of a Patrol Deputy. Currently we are going through a testing process to select our next Patrol Deputies from the Reno County Correctional Facility. Once selected they will either attend KLETC or if they are already a certified Law Enforcement Officer, they will go straight into the FTO Program.

The Kansas Commission on Peace Officers Standards and Training "KS-CPOST" requires that each certified Deputy receive a minimum of 40 hours of continuing education each year. While several of these hours are completed with in-house training, we are constantly urging Deputies to find a training that interests them and will make our agency better. So far this year we have had Deputies attend a Law Enforcement Leadership Academy (ongoing through the entire calendar year), SWAT Command and Team Leader Training, forensic evidence, and peer counseling. In the coming months Deputies will be attending training conferences within the state, attend specialized drone training out of state and we will be hosting training for the investigation of suicides and in-custody death investigations. Our agency is only as good as the Deputies serving and we expect them to be at the top of their field.

Starting in early April Deputies will begin conducting DUI Saturation Patrol and Check lanes where they are solely focused on finding and arresting drivers who are over the legal limit for alcohol or are driving impaired by other substances. This is part of a Kansas Department of Transportation Grant which helps us to receive equipment for our Deputies. The saturation patrol and check lanes are a team effort with the Kansas Highway Patrol and depending on the location other agencies assist with them as well.

The Patrol Division spent the early months of 2022 helping the Hutchinson Fire Department with fire mitigation in hopes of minimizing the threat of wildfires in our County. We helped by blocking roads while firefighters burned the ditches along some of the most vulnerable fire areas so that if a fire starts, they have a defendable fire stop. Unfortunately, despite all these efforts there have been three major fires so far in 2022 with the most recent, the Cottonwood Complex Fire, causing a fatality and several homes destroyed. The Sheriff's Office is committed to helping to reduce the threat of these fires and assisting all our Fire Departments when possible.

### **Investigations:**

There are four Detectives assigned to each of the four Patrol Shifts which keeps the Detectives busy at different times. The difference in assigned cases for follow-up is noticeable based on the shift assigned. Although the crime may have been performed on the night shift, they are either not discovered or reported until the day shift comes to work after 6:00 AM. Property crimes continue to lead the caseload for the regular detectives. Anything from Criminal Damage to Property and Thefts up to Burglaries have been occurring out in the rural areas and small towns. When the Detectives identify a pattern, they try to connect them if possible but in a lot of instances there is no connection known. It appears that financial crimes such as Identity Theft and Theft by Deception (opening accounts in someone else's name) are our leading Property Crimes currently. Detectives have been working on several Thefts from mailboxes in the northeastern part on the county.

We are still working diligently on our Double Homicide from August with reviewing of evidence, additional search warrants and other investigative methods that are ongoing up to trial.

Detectives perform the Background investigations on all new hires and have conducted approximately 12 since the first of the year. This is done in addition to their normal investigations.

Two Detectives have recently received equipment to better suit the downloading of Cellular devices for investigative purposes. These are used in major cases such as Child Porn cases, Solicitation of a Child cases and several Drug crimes. These two Detectives are also slated to attend advanced certification courses in mid-May that works in cooperation with this equipment. This will greatly enhance our investigations division with a certificate in forensics to support and improve the agencies capabilities in collection of evidence from electronic devices.

In the Offender Registration Office, we continue to have 2 compliance Deputies and 4 Part-time Clerks working in this office. This team keeps track of 509 Registered Offenders residing within Reno County. They follow up and identify if these offenders remain within compliance of their court ordered identifier. If offenders are identified as non-compliant these two deputies will investigate and send a case up to the District Attorney's office for prosecution.

The Criminal Interdiction Unit (Formally called Drug Enforcement Unit, DEU) has been very active in the war on drugs. Recently the unit completed another large case involving Drug Distribution with several players and several locations. The unit has created partnerships which allows them to cooperate and worked jointly with the Sedgwick County Sheriff's Office and the South Hutchinson Police Department. The case is still under investigation so not much can be said but there is potential for large asset forfeiture, arrests and a large number of drugs was seized. This is one of two "RICO" cases we have done. RICO stands for Racketeer Influenced and Corrupt Organizations and since 1970 the RICO Act has been working to combat organized crime in the United States. In the previous case, we worked in cooperation with several more agencies and had numerous seizures and 8 arrests. Of those 8 all but one has plead to charges decided by the Reno County District Attorney's Office.

Since the first of this year the unit has seized approximately 11 lbs. Methamphetamine, 9 lbs. Marijuana and approximately 8,000 THC Cartridge's (used in vape pens) numerous assets utilized by the suspects or identified as proceeds from sales or facilitate sales of narcotics with a potential street value of \$750,000. On March 9<sup>th</sup>, 2022 at the Kansas Narcotic Officer Association banquet, the Reno County Criminal Interdiction Unit was awarded narcotics Unit of the year for 2021. The nomination was made by the Sedgwick County Sheriff's Office Narcotics Unit.

This concludes my report.

Darrian L. Campbell  
Reno County Sheriff



## **AGENDA ITEM**

## **AGENDA ITEM #9.A**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Randy Partington, County Administrator

**AGENDA TOPIC:**  
Financial Report (YTD)

**SUMMARY & BACKGROUND OF TOPIC:**

Attached is a report to keep the commission informed of the county's financial status.

**ALL OPTIONS:**

Non action agenda item

**RECOMMENDATION / REQUEST:**

Discussion only

**POLICY / FISCAL IMPACT:**

None

# 2022 YTD BUDGET REPORT

As of 3/31/2022

Department	Adopted Budget	Actual Amount	% Rec'd / Used
<b>001 General Fund</b>			
<b>00 Dept</b>			
Revenue			
Interest	333,000.00	143,988.91	43.24%
Taxes	14,978,099.00	7,309,821.53	48.80%
Licenses, Permits, and Fees	240,250.00	69,072.16	28.75%
Reimbursements	818,500.00	456,019.08	55.71%
Other	10,649,892.00	2,523.72	0.02%
Transfers In from Other Funds	25,000.00	0.00	0.00%
<b>Revenue Total</b>	<b>27,044,741.00</b>	<b>7,981,425.40</b>	<b>29.51%</b>
Expenses			
Other Expense & Reimbursements	0.00	(163.77)	
<b>Expenses Total</b>	<b>0.00</b>	<b>(163.77)</b>	
<b>01 County Commission</b>			
Expenses			
Personal Services	54,000.00	12,461.40	23.08%
Contractual Services	5,100.00	178.05	3.49%
Commodities	1,000.00	65.79	6.58%
<b>Expenses Total</b>	<b>60,100.00</b>	<b>12,705.24</b>	<b>21.14%</b>
<b>02 County Clerk</b>			
Revenue			
Reimbursements	20,000.00	0.00	0.00%
<b>Revenue Total</b>	<b>20,000.00</b>	<b>0.00</b>	<b>0.00%</b>
Expenses			
Personal Services	242,248.00	60,713.63	25.06%
Contractual Services	27,710.00	1,402.63	5.06%
Commodities	4,600.00	497.53	10.82%
<b>Expenses Total</b>	<b>274,558.00</b>	<b>62,613.79</b>	<b>22.81%</b>
<b>03 County Treasurer</b>			
Revenue			
Reimbursements	0.00	191.18	
<b>Revenue Total</b>	<b>0.00</b>	<b>191.18</b>	
Expenses			
Personal Services	196,100.00	40,731.34	20.77%
Contractual Services	43,650.00	4,591.78	10.52%
Commodities	32,150.00	861.39	2.68%
<b>Expenses Total</b>	<b>271,900.00</b>	<b>46,184.51</b>	<b>16.99%</b>

## 2022 YTD BUDGET REPORT

Department	Adopted Budget	Actual Amount	% Rec'd / Used
<b>04 District Attorney</b>			
Revenue			
Licenses, Permits, and Fees	80,000.00	36,317.00	45.40%
<b>Revenue Total</b>	<b>80,000.00</b>	<b>36,317.00</b>	<b>45.40%</b>
Expenses			
Personal Services	1,008,286.00	245,987.39	24.40%
Contractual Services	123,900.00	10,771.56	8.69%
Commodities	40,000.00	11,653.12	29.13%
Capital Improvement & Outlay	26,000.00	0.00	0.00%
<b>Expenses Total</b>	<b>1,198,186.00</b>	<b>268,412.07</b>	<b>22.40%</b>
<b>05 Register of Deeds</b>			
Revenue			
Licenses, Permits, and Fees	375,000.00	125,388.00	33.44%
<b>Revenue Total</b>	<b>375,000.00</b>	<b>125,388.00</b>	<b>33.44%</b>
Expenses			
Personal Services	147,314.00	33,022.59	22.42%
Contractual Services	9,750.00	2,263.07	23.21%
Commodities	6,300.00	1,088.94	17.28%
<b>Expenses Total</b>	<b>163,364.00</b>	<b>36,374.60</b>	<b>22.27%</b>
<b>06 Sheriff</b>			
Revenue			
Licenses, Permits, and Fees	47,612.00	6,995.00	14.69%
Reimbursements	16,100.00	1,576.57	9.79%
Grant Revenues	12,000.00	0.00	0.00%
<b>Revenue Total</b>	<b>75,712.00</b>	<b>8,571.57</b>	<b>11.32%</b>
Expenses			
Personal Services	2,652,112.00	646,836.27	24.39%
Contractual Services	356,615.00	149,266.01	41.86%
Commodities	282,175.00	72,431.42	29.28%
Capital Improvement & Outlay	259,080.00	16,649.50	6.43%
Other Expense & Reimbursements	2,000.00	309.98	15.50%
<b>Expenses Total</b>	<b>3,551,982.00</b>	<b>885,493.18</b>	<b>25.22%</b>
<b>07 Administration</b>			
Expenses			
Personal Services	443,248.00	96,796.08	21.84%
Contractual Services	46,100.00	17,368.53	37.68%
Commodities	4,000.00	80.91	2.02%
<b>Expenses Total</b>	<b>493,348.00</b>	<b>114,245.52</b>	<b>23.16%</b>



## 2022 YTD BUDGET REPORT

Department	Adopted Budget	Actual Amount	% Rec'd / Used
<b>08 Unified Courts</b>			
Revenue			
Reimbursements	10,000.00	320.00	3.20%
<b>Revenue Total</b>	<b>10,000.00</b>	<b>320.00</b>	<b>3.20%</b>
Expenses			
Contractual Services	557,640.00	109,050.77	19.56%
Commodities	55,100.00	5,787.56	10.50%
<b>Expenses Total</b>	<b>612,740.00</b>	<b>114,838.33</b>	<b>18.74%</b>
<b>09 Courthouse General</b>			
Revenue			
Reimbursements	11,000.00	7,103.80	64.58%
<b>Revenue Total</b>	<b>11,000.00</b>	<b>7,103.80</b>	<b>64.58%</b>
Expenses			
Personal Services	71,272.00	19,405.15	27.23%
Contractual Services	1,406,500.00	682,128.00	48.50%
Commodities	1,000.00	0.00	0.00%
Capital Improvement & Outlay	1,049,054.00	0.00	0.00%
Other Expense & Reimbursements	574,432.00	66.17	0.01%
Outside Agencies Appropriation	559,500.00	254,700.00	45.52%
Ambulance Services	1,702,676.00	180,677.96	10.61%
Emergency Communications	801,058.00	135,512.10	16.92%
Economic Development Projects	400,000.00	0.00	
Transfers Out to Other Funds	1,091,315.00	0.00	0.00%
Commission Discretionary	20,000.00	0.00	0.00%
Reserve for Cash Carryover & Contingencies	6,500,000.00	0.00	0.00%
<b>Expenses Total</b>	<b>14,176,807.00</b>	<b>1,272,489.38</b>	<b>9.96%</b>
<b>10 County General</b>			
Expenses			
Contractual Services	0.00	0.00	
Other Expense & Reimbursements	0.00	0.03	
Economic Development Projects	0.00	0.00	0.00%
Transfers Out to Other Funds	0.00	0.00	0.00%
<b>Expenses Total</b>	<b>0.00</b>	<b>0.03</b>	<b>0.00%</b>

## 2022 YTD BUDGET REPORT

Department	Adopted Budget	Actual Amount	% Rec'd / Used
<b>11 Maintenance</b>			
Revenue			
Reimbursements	30,000.00	7,372.89	24.58%
<b>Revenue Total</b>	<b>30,000.00</b>	<b>7,372.89</b>	<b>24.58%</b>
Expenses			
Personal Services	765,801.00	153,628.84	20.06%
Contractual Services	84,611.00	28,260.04	37.56%
Commodities	74,661.00	6,550.42	8.77%
Capital Improvement & Outlay	30,000.00	0.00	0.00%
<b>Expenses Total</b>	<b>955,073.00</b>	<b>188,439.30</b>	<b>20.10%</b>
<b>12 Planning Zoning Utilities</b>			
Expenses			
Personal Services	60,611.00	17,051.31	28.13%
Contractual Services	15,700.00	2,351.37	14.98%
Commodities	700.00	66.00	9.43%
<b>Expenses Total</b>	<b>77,011.00</b>	<b>19,468.68</b>	<b>25.28%</b>
<b>13 Emergency Management</b>			
Revenue			
Reimbursements	0.00	0.00	
<b>Revenue Total</b>	<b>0.00</b>	<b>0.00</b>	
Expenses			
Personal Services	144,973.00	42,145.89	29.07%
Contractual Services	39,375.00	10,458.07	26.56%
Commodities	20,850.00	2,073.46	9.94%
Other Expense & Reimbursements	91,517.00	591.66	0.65%
<b>Expenses Total</b>	<b>296,715.00</b>	<b>55,269.08</b>	<b>18.63%</b>
<b>14 Jail</b>			
Revenue			
Reimbursements	90,000.00	5,423.47	6.03%
Other	5,000.00	0.00	0.00%
<b>Revenue Total</b>	<b>95,000.00</b>	<b>5,423.47</b>	<b>5.71%</b>
Expenses			
Personal Services	2,078,090.00	546,085.89	26.28%
Contractual Services	883,846.00	169,500.32	20.04%
Commodities	204,000.00	41,810.50	20.50%
Capital Improvement & Outlay	38,600.00	0.00	0.00%
<b>Expenses Total</b>	<b>3,204,536.00</b>	<b>757,396.71</b>	<b>23.87%</b>

## 2022 YTD BUDGET REPORT

Department	Adopted Budget	Actual Amount	% Rec'd / Used
<b>15 Human Resources</b>			
Expenses			
Personal Services	186,183.00	41,932.78	22.52%
Contractual Services	56,050.00	8,236.44	14.69%
Commodities	18,500.00	1,054.20	5.70%
<b>Expenses Total</b>	<b>260,733.00</b>	<b>51,223.42</b>	<b>19.65%</b>
<b>16 Appraiser</b>			
Revenue			
Reimbursements	3,000.00	1,157.00	38.57%
<b>Revenue Total</b>	<b>3,000.00</b>	<b>1,157.00</b>	<b>38.57%</b>
Expenses			
Personal Services	579,008.00	126,962.29	21.93%
Contractual Services	71,300.00	9,990.13	14.01%
Commodities	24,000.00	1,558.44	6.49%
Capital Improvement & Outlay	25,000.00	0.00	0.00%
<b>Expenses Total</b>	<b>699,308.00</b>	<b>138,510.86</b>	<b>19.81%</b>
<b>17 Election</b>			
Revenue			
Reimbursements	500.00	0.00	0.00%
<b>Revenue Total</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00%</b>
Expenses			
Personal Services	116,538.00	25,164.17	21.59%
Contractual Services	232,700.00	77,918.23	33.48%
Commodities	18,800.00	229.90	1.22%
Transfers Out to Other Funds	11,371.00	0.00	0.00%
<b>Expenses Total</b>	<b>379,409.00</b>	<b>103,312.30</b>	<b>27.23%</b>
<b>18 Information Technology</b>			
Revenue			
Reimbursements	28,000.00	9,464.99	33.80%
<b>Revenue Total</b>	<b>28,000.00</b>	<b>9,464.99</b>	<b>33.80%</b>
Expenses			
Personal Services	373,703.00	95,874.43	25.66%
Contractual Services	297,425.00	252,769.52	84.99%
Commodities	11,000.00	2,895.71	26.32%
<b>Expenses Total</b>	<b>682,128.00</b>	<b>351,539.66</b>	<b>51.54%</b>

## 2022 YTD BUDGET REPORT

Department	Adopted Budget	Actual Amount	% Rec'd / Used
<b>24 Auto Center</b>			
Revenue			
Reimbursements	20,000.00	4,909.50	24.55%
<b>Revenue Total</b>	<b>20,000.00</b>	<b>4,909.50</b>	<b>24.55%</b>
Expenses			
Personal Services	124,385.00	34,037.84	27.36%
Contractual Services	14,755.00	4,381.90	29.70%
Commodities	15,505.00	928.09	5.99%
<b>Expenses Total</b>	<b>154,645.00</b>	<b>39,347.83</b>	<b>25.44%</b>
REVENUE TOTALS	27,792,953.00	8,187,644.80	29.46%
EXPENSE TOTALS	27,512,543.00	4,517,700.72	16.42%
Fund 001 General Fund	280,410.00	3,669,944.08	
	Beginning Fund Balance:	14,428,910.17	
	Ending Fund Balance:	18,098,854.25	

Fund	Adopted Budget	Actual Amount	% Rec'd / Used
<b>002 Dept of Aging</b>			
<b>Revenue</b>			
Taxes	292,143.00	163,728.92	56.04%
Licenses, Permits, and Fees	150.00	(135.00)	-90.00%
Reimbursements	6,050.00	875.81	14.48%
Other	711,712.00	10,181.00	1.43%
Grant Revenues	1,171,236.00	271,956.81	23.22%
Transfers In from Other Funds	352,000.00	0.00	0.00%
<b>Revenue Total</b>	<b>2,533,291.00</b>	<b>446,607.54</b>	<b>17.63%</b>
<b>Expenses</b>			
Personal Services	1,155,923.00	242,619.52	20.99%
Contractual Services	566,025.00	106,828.96	18.87%
Commodities	287,150.00	33,398.53	11.63%
Capital Improvement & Outlay	263,400.00	749.46	0.28%
Other Expense & Reimbursements	52,981.00	0.00	0.00%
Reserve for Cash Carryover & Contingencies	200,000.00	0.00	0.00%
<b>Expenses Total</b>	<b>2,525,479.00</b>	<b>383,596.47</b>	<b>15.19%</b>
Fund 002-Dept of Aging Totals	0.00	0.00	
REVENUE TOTALS	2,533,291.00	446,607.54	17.63%
EXPENSE TOTALS	2,525,479.00	383,596.47	15.19%
Fund 002-Dept of Aging Totals	7,812.00	63,011.07	
Beginning Fund Balance:		1,021,247.94	
Ending Fund Balance:		1,084,259.01	

Fund	Adopted Budget	Actual Amount	% Rec'd / Used
<b>003 Health</b>			
<b>Revenue</b>			
Taxes	986,204.00	539,411.36	54.70%
Licenses, Permits, and Fees	8,000.00	0.00	0.00%
Reimbursements	20,000.00	2,176.62	10.88%
Other	1,508,863.00	214,119.75	14.19%
Grant Revenues	877,000.00	596,288.76	67.99%
<b>Revenue Total</b>	<b>3,400,067.00</b>	<b>1,351,996.49</b>	<b>39.76%</b>
<b>Expenses</b>			
Personal Services	2,412,402.00	478,338.56	19.83%
Contractual Services	568,100.00	45,798.09	8.06%
Commodities	254,400.00	12,132.56	4.77%
Capital Improvement & Outlay	0.00	1,558.00	
Other Expense & Reimbursements	139,740.00	0.00	0.00%
<b>Expenses Total</b>	<b>3,374,642.00</b>	<b>537,827.21</b>	<b>15.94%</b>
REVENUE TOTALS	3,400,067.00	1,351,996.49	39.76%
EXPENSE TOTALS	3,374,642.00	537,827.21	15.94%
Fund 003-Health Totals	25,425.00	814,169.28	
Beginning Fund Balance:		1,369,690.37	
Ending Fund Balance:		2,183,859.65	

Fund	Adopted Budget	Actual Amount	% Rec'd / Used	
<b>004 Noxious Weed</b>				
<b>Revenue</b>				
Taxes	117,103.00	66,987.45	57.20%	
Other	38,285.00	1,186.15	3.10%	
<b>Revenue Total</b>	<b>155,388.00</b>	<b>68,173.60</b>	<b>43.87%</b>	
<b>Expenses</b>				
Personal Services	80,518.00	18,764.26	23.30%	
Contractual Services	5,400.00	654.51	12.12%	
Commodities	51,400.00	30,718.79	61.35%	
Transfers Out to Other Funds	10,000.00	0.00	0.00%	
Other Expense & Reimbursements	4,832.00	0.00	0.00%	
<b>Expenses Total</b>	<b>152,150.00</b>	<b>50,137.56</b>	<b>33.49%</b>	
	REVENUE TOTALS	155,388.00	68,173.60	43.87%
	EXPENSE TOTALS	152,150.00	50,137.56	32.95%
Fund 004-Nox Weed Totals	3,238.00	18,036.04		
	Beginning Fund Balance:	28,030.79		
	Ending Fund Balance:	46,066.83		

Fund	Adopted Budget	Actual Amount	% Rec'd / Used	
<b>006 Special Bridge Fund</b>				
<b>Revenue</b>				
Taxes	1,231,904.00	701,136.40	56.91%	
Other	2,226,527.00	0.00	0.00%	
<b>Revenue Total</b>	<b>3,458,431.00</b>	<b>701,136.40</b>	<b>20.27%</b>	
<b>Expenses</b>				
Contractual Services	2,400,000.00	549,712.57	23.83%	
Commodities	350,000.00	0.00	0.00%	
Reserve for Cash Carryover & Contingencies	675,000.00	0.00	0.00%	
<b>Expenses Total</b>	<b>3,425,000.00</b>	<b>549,712.57</b>	<b>16.70%</b>	
	REVENUE TOTALS	3,458,431.00	701,136.40	20.27%
	EXPENSE TOTALS	3,425,000.00	549,712.57	16.05%
Fund 006-Sp Bridge Totals	33,431.00	151,423.83		
	Beginning Fund Balance:	3,952,204.32		
	Ending Fund Balance:	4,103,628.15		

Fund	Adopted Budget	Amt Received / Expended	% Rec'd / Used	
<b>007 Public Works</b>				
<b>Revenue</b>				
Taxes	4,428,033.00	2,432,461.60	54.93%	
Reimbursements	0.00	1,460.99		
Other	2,441,086.00	379,983.26	15.57%	
<b>Revenue Total</b>	<b>6,869,119.00</b>	<b>2,813,905.85</b>	<b>40.96%</b>	
<b>Expenses</b>				
Personal Services	2,125,964.00	448,329.63	21.09%	
Contractual Services	311,550.00	86,574.79	28.11%	
Commodities	3,339,000.00	87,688.32	4.17%	
Capital Improvement & Outlay	550,000.00	0.00	0.00%	
Transfers Out to Other Funds	300,000.00	0.00	0.00%	
Other Expense & Reimbursements	127,558.00	0.00	0.00%	
<b>Expenses Total</b>	<b>6,754,072.00</b>	<b>622,592.74</b>	<b>9.99%</b>	
	REVENUE TOTALS	6,869,119.00	2,813,905.85	40.96%
	EXPENSE TOTALS	6,754,072.00	622,592.74	9.22%
	Fund 007-Public Works	115,047.00	2,191,313.11	
	Beginning Fund Balance:	1,607,443.99		
	Ending Fund Balance:	3,798,757.10		

Fund	Adopted Budget	Actual Amount	% Rec'd / Used	
<b>008 Solid Waste</b>				
<b>Revenue</b>				
Reimbursements	20,000.00	33,380.45	166.90%	
Other	11,052,832.00	3,004,321.52	27.18%	
<b>Revenue Total</b>	<b>11,072,832.00</b>	<b>3,037,701.97</b>	<b>27.43%</b>	
<b>Expenses</b>				
Personal Services	1,517,925.00	308,150.08	20.30%	
Contractual Services	1,199,450.00	115,059.75	11.60%	
Commodities	574,500.00	90,044.70	21.01%	
Capital Improvement & Outlay	2,810,000.00	56,526.79	2.39%	
Other Expense & Reimbursements	60,622.00	0.00	0.00%	
Transfers Out to Other Funds	651,950.00	0.00	0.00%	
Reserve for Cash Carryover & Contingencies	4,258,385.00	0.00	0.00%	
<b>Expenses Total</b>	<b>11,072,832.00</b>	<b>569,781.32</b>	<b>5.74%</b>	
	REVENUE TOTALS	11,072,832.00	3,037,701.97	27.43%
	EXPENSE TOTALS	11,072,832.00	569,781.32	5.15%
	Fund 008-Solid Waste	0.00	2,467,920.65	
	Beginning Fund Balance:	7,217,794.01		
	Ending Fund Balance:	9,685,714.66		

Fund	Adopted Budget	Actual Amount	% Rec'd / Used	
<b>009 Youth Shelter</b>				
<b>Revenue</b>				
Reimbursements	1,302,220.00	333,791.12	25.63%	
Other	243,490.00	0.00	0.00%	
Transfers In from Other Funds	649,315.00	0.00	0.00%	
<b>Revenue Total</b>	<b>2,195,025.00</b>	<b>333,791.12</b>	<b>15.21%</b>	
<b>Expenses</b>				
Personal Services	1,641,978.00	355,292.60	21.64%	
Contractual Services	107,175.00	19,214.12	17.93%	
Commodities	56,300.00	6,581.01	11.69%	
Capital Improvement & Outlay	20,000.00	0.00	0.00%	
Other Expense & Reimbursements	224,600.00	16,857.33	7.51%	
Reserve for Cash Carryover & Contingencies	144,972.00	0.00	0.00%	
<b>Expenses Total</b>	<b>2,195,025.00</b>	<b>397,945.06</b>	<b>18.13%</b>	
	REVENUE TOTALS	2,195,025.00	333,791.12	15.21%
	EXPENSE TOTALS	2,195,025.00	397,945.06	18.13%
Fund 009-Youth Services	0.00	(64,153.94)		
	Beginning Fund Balance:	875,998.14		
	Ending Fund Balance:	811,844.20		

Fund	Adopted Budget	Actual Amount	% Rec'd / Used	
<b>013 Solid Waste Reserve</b>				
<b>Revenue</b>				
Other	5,662,037.00	0.00	0.00%	
Transfers In from Other Funds	400,000.00	0.00	0.00%	
<b>Revenue Total</b>	<b>6,062,037.00</b>	<b>0.00</b>	<b>0.00%</b>	
<b>Expenses</b>				
Contractual Services	355,000.00	16,486.95	4.64%	
Capital Improvement & Outlay	5,707,037.00	0.00	0.00%	
<b>Expenses Total</b>	<b>6,062,037.00</b>	<b>16,486.95</b>	<b>0.27%</b>	
	REVENUE TOTALS	6,062,037.00	0.00	0.00%
	EXPENSE TOTALS	6,062,037.00	16,486.95	0.27%
Fund 013-Solid Waste Reserve	0.00	(16,486.95)		
	Beginning Fund Balance:	6,498,694.76		
	Ending Fund Balance:	6,482,207.81		



Fund	Adopted Budget	Actual Amount	% Rec'd / Used	
<b>015 Employee Benefits</b>				
<b>Revenue</b>				
Taxes	6,893,260.00	3,854,723.37	55.92%	
Reimbursements	1,350,000.00	281,590.81	20.86%	
Other	2,986,116.00	0.00	0.00%	
<b>Revenue Total</b>	<b>11,229,376.00</b>	<b>4,136,314.18</b>	<b>36.83%</b>	
<b>Expenses</b>				
Personal Services	4,086,532.00	987,094.10	24.15%	
Contractual Services	5,000.00	840.00	16.80%	
Capital Improvement & Outlay	100,000.00	0.00	0.00%	
Other Expense & Reimbursements	4,000.00	0.00	0.00%	
Transfers Out to Other Funds	5,050,904.00	962,177.00	19.05%	
Reserve for Cash Carryover & Contingencies	1,800,000.00	0.00	0.00%	
<b>Expenses Total</b>	<b>11,046,436.00</b>	<b>1,950,111.10</b>	<b>17.65%</b>	
	REVENUE TOTALS	11,229,376.00	4,136,314.18	36.83%
	EXPENSE TOTALS	11,046,436.00	1,950,111.10	17.65%
Fund 015-Employee Benefits	182,940.00	2,186,203.08		
	Beginning Fund Balance:	5,042,116.51		
	Ending Fund Balance:	7,228,319.59		

Fund	Adopted Budget	Actual Amount	% Rec'd / Used	
<b>017 Training &amp; Evaluation Center</b>				
<b>Revenue</b>				
Taxes	504,651.00	280,358.43	55.55%	
Other	18,648.00	0.00	0.00%	
<b>Revenue Total</b>	<b>523,299.00</b>	<b>280,358.43</b>	<b>53.58%</b>	
<b>Expenses</b>				
Contractual Services	510,000.00	290,000.00	56.86%	
<b>Expenses Total</b>	<b>510,000.00</b>	<b>290,000.00</b>	<b>56.86%</b>	
	REVENUE TOTALS	523,299.00	280,358.43	53.58%
	EXPENSE TOTALS	510,000.00	290,000.00	56.86%
Fund 017-Training & Evaluation Center	13,299.00	(9,641.57)		
	Beginning Fund Balance:	28,285.66		
	Ending Fund Balance:	18,644.09		

Fund	Adopted Budget	Actual Amount	% Rec'd / Used	
<b>018 Mental Health</b>				
<b>Revenue</b>				
Taxes	448,697.00	249,141.96	55.53%	
Other	15,148.00	0.00	0.00%	
<b>Revenue Total</b>	<b>463,845.00</b>	<b>249,141.96</b>	<b>53.71%</b>	
<b>Expenses</b>				
Contractual Services	452,025.00	255,025.00	56.42%	
<b>Expenses Total</b>	<b>452,025.00</b>	<b>255,025.00</b>	<b>56.42%</b>	
	REVENUE TOTALS	463,845.00	249,141.96	53.71%
	EXPENSE TOTALS	452,025.00	255,025.00	56.42%
Fund 018-Mental Health	11,820.00	(5,883.04)		
	Beginning Fund Balance:	22,327.06		
	Ending Fund Balance:	16,444.02		

Fund	Adopted Budget	Actual Amount	% Rec'd / Used	
<b>029 Special Park &amp; Recreation</b>				
<b>Revenue</b>				
Taxes	13,165.00	5,381.91	40.88%	
Other	409.00	0.00	0.00%	
<b>Revenue Total</b>	<b>13,574.00</b>	<b>5,381.91</b>	<b>39.65%</b>	
<b>Expenses</b>				
Contractual Services	13,165.00	8,165.00	62.02%	
Reserve for Cash Carryover & Contingencies	409.00	0.00	0.00%	
<b>Expenses Total</b>	<b>13,574.00</b>	<b>8,165.00</b>	<b>60.15%</b>	
	REVENUE TOTALS	13,574.00	5,381.91	39.65%
	EXPENSE TOTALS	13,574.00	8,165.00	60.15%
Fund 029 Special Park & Recreation	0.00	(2,783.09)		
	Beginning Fund Balance:	8,291.42		
	Ending Fund Balance:	5,508.33		

Fund	Adopted Budget	Actual Amount	% Rec'd / Used	
<b>030 Special Alcohol &amp; Drug</b>				
<b>Revenue</b>				
Taxes	13,165.00	5,978.56	45.41%	
Other	17,416.00	0.00	0.00%	
<b>Revenue Total</b>	<b>30,581.00</b>	<b>5,978.56</b>	<b>19.55%</b>	
<b>Expenses</b>				
Contractual Services	10,000.00	10,000.00	100.00%	
Reserve for Cash Carryover & Contingencies	20,581.00	0.00	0.00%	
<b>Expenses Total</b>	<b>30,581.00</b>	<b>10,000.00</b>	<b>32.70%</b>	
	REVENUE TOTALS	30,581.00	5,978.56	19.55%
	EXPENSE TOTALS	30,581.00	10,000.00	32.70%
Fund 030 Special Alcohol & Drug	0.00	(4,021.44)		
	Beginning Fund Balance:	27,106.46		
	Ending Fund Balance:	23,085.02		

Fund	Adopted Budget	Actual Amount	% Rec'd / Used	
<b>083 County Bond &amp; Interest</b>				
<b>Revenue</b>				
Taxes	1,064,489.00	626,047.39	58.81%	
Other	198,463.00	39,252.01	19.78%	
Transfers In from Other Funds	611,825.00	0.00	0.00%	
<b>Revenue Total</b>	<b>1,874,777.00</b>	<b>665,299.40</b>	<b>35.49%</b>	
<b>Expenses</b>				
Contractual Services	1,694,463.00	239,681.25	14.14%	
Reserve for Cash Carryover & Contingencies	150,000.00	0.00	0.00%	
<b>Expenses Total</b>	<b>1,844,463.00</b>	<b>239,681.25</b>	<b>12.99%</b>	
	REVENUE TOTALS	1,874,777.00	665,299.40	35.49%
	EXPENSE TOTALS	1,844,463.00	239,681.25	12.99%
Fund 083 County Bond & Interest	30,314.00	425,618.15		
	Beginning Fund Balance:	150,560.06		
	Ending Fund Balance:	576,178.21		

Fund	Adopted Budget	Actual Amount	% Rec'd / Used	
<b>085 Noxious Weed/Capital Outlay</b>				
<b>Revenue</b>				
Other	98,568.00	0.00	0.00%	
Transfers In from Other Funds	10,000.00	0.00	0.00%	
<b>Revenue Total</b>	<b>108,568.00</b>	<b>0.00</b>	<b>0.00%</b>	
<b>Expenses</b>				
Capital Improvement & Outlay	108,568.00	0.00	0.00%	
<b>Expenses Total</b>	<b>108,568.00</b>	<b>0.00</b>	<b>0.00%</b>	
	REVENUE TOTALS	108,568.00	0.00	0.00%
	EXPENSE TOTALS	108,568.00	0.00	0.00%
Fund 085 Noxious Weed Capital Outlay	0.00	0.00		
	Beginning Fund Balance:	89,776.58		
	Ending Fund Balance:	89,776.58		

Fund	Adopted Budget	Actual Amount	% Rec'd / Used	
<b>086 Health/Capital Outlay</b>				
<b>Revenue</b>				
Other	350,980.00	0.00	0.00%	
Grant Revenues	220,000.00	0.00	0.00%	
<b>Revenue Total</b>	<b>570,980.00</b>	<b>0.00</b>	<b>0.00%</b>	
<b>Expenses</b>				
Capital Improvement & Outlay	255,000.00	6,531.00	2.56%	
Reserve for Cash Carryover & Contingencies	315,980.00	0.00	0.00%	
<b>Expenses Total</b>	<b>570,980.00</b>	<b>6,531.00</b>	<b>1.14%</b>	
	REVENUE TOTALS	570,980.00	0.00	0.00%
	EXPENSE TOTALS	570,980.00	6,531.00	1.14%
Fund 086 Health Capital Outlay	0.00	(6,531.00)		
	Beginning Fund Balance:	328,052.28		
	Ending Fund Balance:	321,521.28		

Fund	Adopted Budget	Actual Amount	% Rec'd / Used	
<b>087 Historical Museum</b>				
<b>Revenue</b>				
Taxes	184,312.00	102,346.08	55.53%	
Other	5,551.00	0.00	0.00%	
<b>Revenue Total</b>	<b>189,863.00</b>	<b>102,346.08</b>	<b>53.91%</b>	
<b>Expenses</b>				
Contractual Services	185,000.00	100,000.00	54.05%	
<b>Expenses Total</b>	<b>185,000.00</b>	<b>100,000.00</b>	<b>54.05%</b>	
	REVENUE TOTALS	189,863.00	102,346.08	53.91%
	EXPENSE TOTALS	185,000.00	100,000.00	54.05%
Fund 087 Historical Museum	4,863.00	2,346.08		
	Beginning Fund Balance:	8,871.93		
	Ending Fund Balance:	11,218.01		

Fund	Adopted Budget	Actual Amount	% Rec'd / Used	
<b>093 Special Equipment Fund</b>				
<b>Revenue</b>				
Taxes	367,414.00	210,820.52	57.38%	
Reimbursements	130,288.00	0.00	0.00%	
Other	45,017.00	0.00	0.00%	
<b>Revenue Total</b>	<b>542,719.00</b>	<b>210,820.52</b>	<b>38.85%</b>	
<b>Expenses</b>				
Capital Improvement & Outlay	432,580.00	192,280.48	44.45%	
Reserve for Cash Carryover & Contingencies	100,000.00	0.00	0.00%	
<b>Expenses Total</b>	<b>532,580.00</b>	<b>192,280.48</b>	<b>36.10%</b>	
	REVENUE TOTALS	542,719.00	210,820.52	38.85%
	EXPENSE TOTALS	532,580.00	192,280.48	36.10%
Fund 093 Special Equipment Fund	10,139.00	18,540.04		
	Beginning Fund	188,808.27		
	Ending Fund Balance:	207,348.31		

Fund	Adopted Budget	Actual Amount	% Rec'd / Used
<b>094 Special Road Fund</b>			
<b>Revenue</b>			
Taxes	158,594.00	64,930.73	40.94%
Other	612,530.00	0.00	0.00%
Grant Revenues	0.00	276,970.86	
<b>Revenue Total</b>	<b>771,124.00</b>	<b>341,901.59</b>	<b>44.34%</b>
<b>Expenses</b>			
Capital Improvement & Outlay	755,000.00	0.00	0.00%
Reserve for Cash Carryover & Contingencies	13,500.00	0.00	0.00%
<b>Expenses Total</b>	<b>768,500.00</b>	<b>0.00</b>	<b>0.00%</b>
	REVENUE TOTALS	771,124.00	341,901.59 44.34%
	EXPENSE TOTALS	768,500.00	0.00 0.00%
Fund 094 Special Road Fund	2,624.00	341,901.59	
	Beginning Fund Balance:	1,378,894.67	
	Ending Fund Balance:	1,720,796.26	

Fund	Adopted Budget	Actual Amount	% Rec'd / Used
<b>098 Capital Improvement Program</b>			
<b>Revenue</b>			
Taxes	601,331.00	334,766.11	55.67%
Other	310,478.00	0.00	0.00%
Reimbursements	0.00	9,691.36	
<b>Revenue Total</b>	<b>911,809.00</b>	<b>344,457.47</b>	<b>37.78%</b>
<b>Expenses</b>			
Capital Improvement & Outlay	436,125.00	1,062.50	0.24%
Reserve for Cash Carryover & Contingencies	100,000.00	0.00	0.00%
Transfers Out to Other Funds	359,875.00	0.00	0.00%
<b>Expenses Total</b>	<b>896,000.00</b>	<b>1,062.50</b>	<b>0.12%</b>
	REVENUE TOTALS	911,809.00	344,457.47 37.78%
	EXPENSE TOTALS	896,000.00	1,062.50 0.12%
Fund 098 Capital Improvement Program	15,809.00	343,394.97	
	Beginning Fund Balance:	502,097.87	
	Ending Fund Balance:	845,492.84	

Fund	Adopted Budget	Actual Amount	% Rec'd / Used	
<b>180 Internal Services</b>				
<b>Revenue</b>				
Reimbursements	678,000.00	107,131.86	15.80%	
Other	79,822.00	0.00	0.00%	
<b>Revenue Total</b>	<b>757,822.00</b>	<b>107,131.86</b>	<b>0.14</b>	
<b>Expenses</b>				
Commodities	678,000.00	101,785.92	0.15	
Reserve for Cash Carryover & Contingencies	79,822.00	0.00	0.00%	
<b>Expenses Total</b>	<b>757,822.00</b>	<b>101,785.92</b>	<b>0.13</b>	
	REVENUE TOTALS	757,822.00	107,131.86	14.14%
	EXPENSE TOTALS	757,822.00	101,785.92	13.43%
Fund 180 Internal Services	0.00	5,345.94		
	Beginning Fund Balance:	114,909.27		
	Ending Fund Balance:	120,255.21		



## AGENDA ITEM

## **AGENDA ITEM #9.B**

**AGENDA DATE:** April 12, 2022

**PRESENTED BY:** Randy Partington, County Administrator

**AGENDA TOPIC:**  
Monthly Department Reports

**SUMMARY & BACKGROUND OF TOPIC:**

Every month, departments have been asked to provide an update on the previous month's major activities. The reports are intended to keep the county commission informed about the appointed and elected departments. Attached are reports for Aging-Public Transport, Appraiser, Automotive, County Clerk, Community Corrections, Communications, District Attorney, and Emergency Management.

**ALL OPTIONS:**

n/a

**RECOMMENDATION / REQUEST:**

Discussion Only

**POLICY / FISCAL IMPACT:**

n/a





120 W. Avenue B, Hutchinson, KS 67501

(620)694-2911 Fax: (620)694-2767

### **Monthly Report for March 2022**

**Submitted by**

**Barbara Lilyhorn**

**Director- Department of Aging and Public Transportation**

#### **Staff**

Two full time Fixed Route Rcat driver positions are currently open. One new driver was recently hired, and another person was offered a driver's position but failed the pre-employment testing. There have been very few qualified applicants. As a result, two full time positions or 80 hours weekly must be covered. This is being managed by either pulling drivers from Paratransit service which reduces the number of trips available or through Overtime.

#### **Budget**

The Department of Aging has spent 12% and the Department of Public Transportation has spent 17% of the Department budgets respectively – a composite total of 15% of the entire 002 expenditure budget as of 3/22/2022. Composite revenue is 14%.

#### **Operations**

Rcat began implementing new Fixed Routes on February 28<sup>th</sup>. Overall, the routes have been well received by passengers.

At the request of the Director of Emergency Management, on 3/6/2022, Rcat provided bus transportation for elected officials and stakeholders as they toured the destruction caused by the Cottonwood Complex wildfire.

The Department of Aging & Public Transportation participated in the MARC event hosted by the United Way/VOAD to provide resources for those affected by the Cottonwood Complex fire. We reached 25 people with information about Document Replacement, Recovery of personal items from fire debris, Department of Aging Resource guide booklets and information about Rcat.

In response to the number of people affected and vehicles destroyed in the Cottonwood Complex, Rcat requested KDOT approve the expansion of demand response service to include the city proper of both Hutchinson and South Hutchinson. This service was previously available only to citizens of the county outside the city limits. KDOT approved the request, and the service is now available to pick up passengers from any address with a passable drive anywhere in the county. Rides are first come first served and may be scheduled in advance with same day service if space is available



120 W. Avenue B, Hutchinson, KS 67501

(620)694-2911 Fax: (620)694-2767

The Bi-monthly meeting of the Reno County Public Transportation Commission was held on 3/9/2022. Emerging needs of the community were discussed as there has been an uptick in the number of requests for transportation of individuals who are frail and have limited motor control. As community health issues widen and the population grows older this will likely increase the need for safe accessible transportation.

The Federal Mask Mandate was extended for all public transportation conveyances until 4/18/2-22

The Department of Aging participated in the Reno County 3<sup>rd</sup> Thursday event on 3/17/2022 and distributed resource guides and Medicare information as well as fielding questions from the public. The Department of Aging plans to participate in the Family Health Fair at the Kansas State Fairgrounds on 3/27/2022. Information about Rcat and safe driving for Seniors will also be distributed

The bi-monthly meeting of the Reno County Council on Aging met on 3/15/2022. The major focus of the meeting was the review of Elderly Mill Levy funding requests from Senior Centers and local agencies. The resulting recommendations will be included in the 2023 Departmental budget. Discussion regarding the grant proposal for a Concierge After Care position was held and the submitted proposal sent to members.



**RENO COUNTY**  
125 West First Ave.  
Hutchinson, Kansas 67501  
(620) 694-2915  
Fax: (620) 694-2987

---

RE: Monthly report ending March 2022

Dear Randy Partington, County Administrator:

**Staffing changes or issues**

The County Appraiser's office is short a Commercial Field Appraiser position at this time.

**Financial summary**

- ) As of March, the Appraiser's office will have spent approximately 20% of the year-to-date budget, with the majority of it being payroll. The remaining expenses were primarily regular/seasonal monthly expenses.

**Projects/Issues/Challenges/Concerns**

Personal Property

- ) Personal property staff is adding and removing personal property items as calls and documents come in.
- ) Renditions are being worked as they come in.
- ) Values are being placed on added items.

Residential Department

- ) Change of value notices went out March 1<sup>st</sup>.
- ) Residential staff is holding informal hearings. Deadline to file is March 31<sup>st</sup>.
- ) Residential staff is doing field visits, on site hearings and interior inspections as needed.
- ) Residential staff is working through permits in their time away from hearings.

## Commercial Department

- ) Change of value notices went out March 1<sup>st</sup>.
- ) Commercial staff is holding informal hearings. Deadline to file is March 31<sup>st</sup>.
- ) Commercial staff is doing on site hearing inspections as needed.
- ) Commercial staff is working on 17% in their time away from hearings.



120 W. Avenue B, Hutchinson, KS 67501  
 620-694-2585  
 Fax: 620-694-2767

**Budget YTD Summary**

As of March 22, 2022 we are at 25% of our overall budget of \$154,645. The internal services fund (fuel and parts) stands at 12% out of the total of \$428,000.

**Projects/Issues**

Currently we have 7 vehicles on order, and we are hoping production picks up from the manufacturers, so they are received in a timely manner. As of now we are looking at anywhere from 4 to 8 months delivery time.

One challenge we have now is getting a replacement vehicle for maintenance. We transferred a 2017 F150 to maintenance the last part of 2021 to replace a 2005 GMC truck that was needing extensive repairs and they now have a 1998 Chevrolet Venture van that is needing repairs in excess of its trade value.

Ron Brubaker is currently installing lights on Emergency Managements homeland security truck for temporary use by the new fire administrator until a vehicle is purchased for that position.

Fuel prices continue to be a concern. Below is a chart from 2021 fuel purchases.

**2021 FUEL REPORT (FUEL CARD USERS)**

DEPARTMENT	GALLONS USED	AVERAGE PRICE PER GALLON
APPRAISER	3322.69	\$ 2.53
AUTOMOTIVE	125.774	\$ 2.52
COMMUNITY CORRECTIONS	909.384	\$ 2.67
COURT SERVICES	117.386	\$ 2.74
DEPT. OF AGING	162.422	\$ 2.61
DISTRICT ATTORNEY	526.068	\$ 2.56
EMERGENCY MANAGEMENT	1532.11	\$ 2.61
HEALTH DEPARTMENT	3215.03	\$ 2.57
MAINTENANCE	2421.99	\$ 2.64



120 W. Avenue B, Hutchinson, KS 67501  
620-694-2585  
Fax: 620-694-2767

SHERIFF	63856.3	\$ 2.54
YOUTH SHELTER	885.211	\$ 2.53
<b>TOTAL</b>	<b>77074.353 GALLONS</b>	<b>2.592 AVG.</b>

So far this month our fuel costs have been averaging \$3.40 per gallon so we will be looking at quite an increase over last year.

## Communications Monthly Report- March 2022

The main initiatives for the month included Wildfire Communications (as PIO and media management), a multitude of Health Department Initiatives (Community Health Assessment, Childcare Licensing Class, Walk with Ease, Take Down Tobacco, COVID calculator and updates, and Public Health Week), and recruitment efforts.

**Press Releases:** Wage Study, Health Department Discontinuing COVID Dashboard, Landfill Burnt Debris, Landfill High Wind Policy, VOAD, Overdoses, Take Down Tobacco, Childcare Orientation Class, Walk with Ease, Second Booster Doses

### Graphic Design:

- Tablecloths for Sheriff and HR, job opening fliers for Third Thursday, Childcare class, Car Seat program in English and Spanish, Property tax relief, newspaper ad Walk With Ease + social

### Website:

- General updates for all departments daily, 11 news flashes, added Childcare Orientation Page, updated Appraiser page information, updated election information, new landfill wind policy page, update commission expansion page, property tax abatement online form

### Videos/Audio/Photos:

- Wildfire photos/video, Governor visit, wildfire press conferences x 2, Sheriff SRT training, Quad county photos, Commission meeting photos, MARC participation

**Social Media:** (was also added to Sheriff's Facebook page, and HEAL Reno County Facebook page as a contributor)

- Facebook Reno Co.: 3,402 followers (+391), 65 posts (more than double the usual)
  - Top Post: Governor Kelly Tours Wildfire Area (3.7.22)
    - 28,534 reach, 29,152 impressions, 1,940 clicks, 66 shares, 805 reactions, 39 comments
- Twitter: 836 followers (+15), 42 tweets (more than double the usual)
  - Top post: CHA survey reminder (3.28.22)
    - 1,148 impressions, 48 engagements, 17 likes, 2 retweets
- YouTube: 213 subscribers (+16) 9 videos
  - Top video: Cottonwood Complex Fire Press Conference (3.6.22)
    - 1,995 views
- LinkedIn: 43 followers (+5) 2 jobs added
- Instagram: 5 followers (+1) 1 post
- Other posts: Childcare provider class, booster doses, commission expansion, Commission meetings, Job openings, Quad-county, landfill high-wind, Tobacco cessation, Overdoses, free car seats, tax abatement, cottonwood fire updates, MARC, VOAD

**Committee Meetings:** Market Hutch, VOAD, Pathways/Heal Reno County, Leadership Group

**Other Items:** Quad County Meeting Planning, Jail Tour, Commission Agendas- notices, running media for meetings, Third Thursday booth

**Upcoming:** Public Health Week, April 7 Job Fair, Third Thursday, CHA volunteer training video, recruitment videos

**Issues/Concerns:** None



# COMMUNITY CORRECTIONS

115 West 1<sup>st</sup>  
Hutchinson, Ks. 67501  
Phone 620-665-7042  
Fax 620-662-8613

---

County Commission Report

March 2022

## Staffing

There have been no staffing changes in March and there are no current vacancies.

## Projects/Concerns

Early in March we had Brighthouse do a presentation for staff. Brighthouse is the area sexual assault and domestic violence support provider. They explained the services they can provide to our clients and others in the community. Horizons Mental Health Center is scheduled to attend our staff meeting on March 23 to talk about one of their specialized services. We've also used a recent staff meeting to train staff on the interstate compact of clients. Only a few staff are trained to complete interstate compacts so we wanted to provide the rest of the staff some formal training on who qualifies and how it works. We also reviewed changes which take effect April 1.

We continue to make training a priority for staff. Nearly all of this training is being done in-house to avoid the costs of registration, travel, and lodging. We have split up the officers for some of this training. Our more senior officers have completed free leadership training through the Kansas Leadership Center in recent years. With this group we're focusing on leadership and growing and improving the agency. With our newer staff we're reinforcing fundamentals and deepening their understanding of our philosophy. We want them to not only understand how to do their job effectively, but also why we work with clients the way we do.

## Financial

We continue to watch the legislature move through the budget process. The full Senate has passed its budget bill and the full House is debating their budget bill this week. As long as nothing changes, the additional Community Corrections funding will be included. The House and the Senate will still debate differences, but at this point, as long as they both support our additional funding we should receive it. The primary focus for us is an additional \$2.6 million in this current fiscal year and an additional \$8.4 million for next fiscal year for Community Corrections statewide. Reno County's portion of this, if passed, is yet unknown. A secondary budget issue is the restoration of \$21 million to the Juvenile Evidence Based Programs Fund. This money was taken last year due to State budget issued but will hopefully be restored.





**Donna Patton**  
**County Clerk**

**RENO COUNTY**  
125 West 1st Ave.  
Hutchinson, Kansas 67501  
(620) 694-2934  
Fax: (620) 694-2534  
TDD: Kansas Relay Center 1-800-766-3777

---

## Clerk/Election Monthly Report for March

The Election's Office still hasn't received any filings for the two new Commission seats. We have had a few ask, but no filings yet. There is a possibility of 3 constitutional amendments for the August Primary, so that ballot could be large. The Legislature is also trying to pass a bill that would require a watermark on each ballot that is printed. Our vendor has indicated that since the watermark paper is so expensive, this could cost 5 or 6 times more to print the ballots that we order and print in house.

The Reno County Election's Office is working with Milestone Clubhouse to do a voter registration drive and voting machine demonstration on April 21<sup>st</sup>. The drive will then move to Main Street for Third Thursday from 6pm- 8pm.

In the Clerk's Office, we don't currently have anything extra going on, just the normal business items.

By the end of March, 23% of the year-to-date budget in the Clerk's Office was used with the majority of that for payroll and 27% in the Election's Office. Elections includes payroll and our user fees for our Election Software and the maintenance payments on our Election Equipment.

Donna Patton

**DISTRICT ATTORNEY**  
Thomas R. Stanton

**DEPUTY DISTRICT ATTORNEY**  
Andrew R. Davidson

**SENIOR ASSISTANT  
DISTRICT ATTORNEY**  
Kimberly A. Rodebaugh

**ASSISTANT DISTRICT ATTORNEYS**  
Jennifer L. Harper  
Sierra M. Logan  
Brian Koch  
Jamie L. Karasek

**OFFICE OF THE  
RENO COUNTY  
DISTRICT ATTORNEY**

The 27th Judicial District of Kansas  
206 West First Avenue, 5th Floor  
Hutchinson, KS 67501-5245

TELEPHONE: (620) 694-2715  
FAX: (620) 694-2711

**Victim-Witness Service**  
(620) 694-2773

Investigator Daniel Nowlan  
(620) 694-2765

## MARCH 2022 BOCC UPDATE

April 1, 2022

**Staffing changes or issues:** As of April 1, 2022, the Reno County District Attorney's Office employs 19 people; seven attorneys/prosecutors; one investigator/coroner assistant; one part-time assistant coroner; one office manager; one victim/witness coordinator; one diversion coordinator and seven office legal staff. We are currently seeking to fill a receptionist's position but are not having much success. The salary for the position starts at \$12.95 per hour, and our salary structure will not allow us to pay more than \$14.50 per hour. This is not a competitive salary when trying to hire a receptionist / data entry clerk in a legal office.

There were zero graduations from Drug Court in the month of March.

**Budget Summary:** FY2022 expenditures to date are at 22% of budget.

**Projects-Issues-Challenges-Concerns:** I appreciate the progress being made toward remodeling the Fifth floor to meet the needs of the District Attorney's Office. I have met with Harlen to discuss improvements that need to be made to the offices. I had a leak in my office which maintenance determined was a result of a blocked drainage pipe. Maintenance worked to dry out my office and get rid of the blockage, which I appreciate. I have continuing concerns over ceiling leaks throughout my offices. My office is now leaking every time we have rain. My furniture has been pushed to the east side of my office. I am currently unable to present a professional environment in which to conduct business as the Reno County District Attorney.

Another continuing concern I have is the quality of the air in my offices because of the mold and mildew that appears to be present as a result of the water leaks over the years. The ionizer I purchased for the office helps, the staff reports an improvement in the air quality. More needs to be done to remediate the issues in the diversion office on the Fifth floor.



---

Thomas R. Stanton  
Reno County District Attorney



Emergency Management

Reno County  
206 W 1<sup>st</sup> Ave  
Hutchinson, KS 67501  
620-694-2974

---

### **Staffing changes or issues (if any)**

The Rural Fire Administrator position was filled, starting on the 28<sup>th</sup> of March.

### **Budget YTD summary**

At the end of February, Emergency Management has used 19% of its year-to-date budget.

### **Projects/Issues/Challenges/Concerns**

Most of the month of March has revolved around large fires. The long hours and increased workload has been straining on the small staff.

#### Cottonwood Complex update:

Since the fire has been extinguished, Emergency Management has been aggressively tracking all expenditures to work towards the Fire Management Assistance grant individual threshold of \$239,437. Eligible costs include emergency protective measures and firefighting activities. Examples include equipment, supplies, food, labor, travel and per diem, temporary repairs caused by firefighting activities (roadways), etc. This is a very long, cumbersome process that we will be working on for the next several months.

We are now into recovery. This means that we are working with the Voluntary Organization Active in Disasters (VOAD) and assisting each fire victim. We often meet after hours with the VOAD and victims of the wildfire.

These large fires have also shown a need for an adequate size Emergency Operations Center (EOC) with hard wired equipment and GIS/map printing capabilities.

The burn ban seems to have been successful as we did not have any fires on 3/29/2022 with the high winds and dry conditions. Several counties in Kansas had large fires those days.

The local disaster declaration is set to expire on April 1, 2022 at 12:01am. We do not plan to ask for an extension at this time.

#### COVID-19 update:

The state EOC has gone into an "Enhanced Steady State." For us, this means that we no longer have multiple conference calls with the state. The conference calls from the state will become more sporadic as information is needing to be sent. The state will still be available and monitoring all situations. The community's request for personal protective equipment has also significantly decreased. We are filling approximately 1 small PPE request each week.



Emergency Management

Reno County  
206 W 1<sup>st</sup> Ave  
Hutchinson, KS 67501  
620-694-2974

---

Other Activities:

- ) As discussed at the study session with the BOCC, we will be conducting regular meetings with the Fire Coordination and Mitigation working group.
- ) Met with three local businesses to discuss emergency planning, event planning, and shelter locations.
- ) Completed the budgeting and capital improvement plans with the districts for fiscal year 2023.
- ) Interviewed and hired the Fire Administrator. Travis Vogt started his new role on the 28<sup>th</sup> of March. He has hit the ground running and has been very busy. I would like to formally introduce him to the BOCC once he has settled into his role.