



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
Courthouse Commission Chambers
Tuesday, August 9, 2022, 9:00AM

1. **Call to Order**
2. **Pledge of Allegiance to the American Flag and Prayer**
3. **Welcome and Announcements by Commission Chair**
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 Authorize the County Administrator to sign title to 2005 GMC Sierra (Maintenance #4) with VIN 2GTEK13T851341234 to complete the purchase of a 2022 Ford Maverick which was previously approved.
 - 6.C Authorize the County Administrator to sign title to 2009 Lincoln MKX (Health #38) with VIN 2LMDU68C08BJ39353 to complete the purchase of a 2022 Ford Maverick.
 - 6.D Reno County Fire Administrator truck purchase from Midway Motors for \$46,828.00.
7. **Business Items**
 - 7.A Wildfire Mitigation Grant Discussion
 - 7.B Premium Schedule for 2022-2023 Health Insurance Plan Year
 - 7.C 2023 Budget Discussions
8. **County Administrator Report**
 - 8.A Financial Report
 - 8.B Monthly Department Reports
9. **County Commission Report/Comments**
10. **Executive Session**
 - 10.A Executive Session for Preliminary Discussion of Acquisition of Real Estate for 30 Minutes to include the Commission, County Administrator, County Counselor and Maintenance Director Harlen Depew
 - 10.B Executive Session for Preliminary Discussion of Acquisition of Real Estate for 30 Minutes to include the Commission, County Administrator, County Counselor and Public Works Director Don Brittain
11. **Adjournment**



AGENDA ITEM

AGENDA ITEM #6.B

AGENDA DATE: August 9, 2022

PRESENTED BY: Kyle Berg

AGENDA TOPIC:

Authorize the County Administrator to sign title to 2005 GMC Sierra (Maintenance #4) with VIN 2GTEK13T851341234 to complete the purchase of a 2022 Ford Maverick which was previously approved.

SUMMARY & BACKGROUND OF TOPIC:

At the May 10, 2022 meeting the Commission approved the purchase of a 2022 Ford Maverick to replace a 2005 GMC Sierra for the Maintenance Department. I request the title for the GMC be signed to complete the trade.

ALL OPTIONS:

Sign the title so the vehicle can be traded.

RECOMMENDATION / REQUEST:

Sign the title so vehicle can be traded.

POLICY / FISCAL IMPACT:

None



AGENDA ITEM

AGENDA ITEM #6.C

AGENDA DATE: August 9, 2022

PRESENTED BY: Kyle Berg

AGENDA TOPIC:

Authorize the County Administrator to sign title to 2009 Lincoln MKX (Health #38) with VIN 2LMDU68C08BJ39353 to complete the purchase of a 2022 Ford Maverick.

SUMMARY & BACKGROUND OF TOPIC:

At the May 10, 2022 meeting the Commission approved the purchase of a 2022 Ford Maverick for the Health Department with the trade of a 2009 Lincoln MKX. I am requesting the title for the Lincoln be signed to complete the trade.

ALL OPTIONS:

Sign the title so vehicle can be traded.

RECOMMENDATION / REQUEST:

Sign the title so vehicle can be traded.

POLICY / FISCAL IMPACT:

None



AGENDA ITEM

AGENDA ITEM #6.D

AGENDA DATE: August 9, 2022

PRESENTED BY: Travis Vogt, Reno County Fire Administrator

AGENDA TOPIC:

Reno County Fire Administrator truck purchase from Midway Motors for \$46,828.00.

SUMMARY & BACKGROUND OF TOPIC:

With the creation of the County Fire Administrator position, a vehicle was needed for the Administrator to drive. Due to limited vehicles assigned to the Emergency Management Department, the 2010 Chevy 3500 Dually that was purchased with Homeland Security funds was approved by the Homeland Security Advisory Board to be used on a temporary basis until a different vehicle could be purchased for the Fire Administrator. ARPA funding was requested from the BOCC and was granted for this project. Quote requests for a 2023 Ford F-150 Police Responder were sent to Midway Motors, Midwest Ford, and Olathe Ford. Olathe Ford was the only dealership that didn't reply with a quote. Midway Motors quote was \$46,828.00 and Midwest Ford's quote was \$47,077.00.

On June 28, 2022, the Reno County Commission authorized \$70,000 of the ARPA funds to be allocated for the Fire Administrator equipment needs, as a provision of government services under ARPA's Revenue Loss category. The expense will be charged to the ARPA fund, account number 992-9560-601.

ALL OPTIONS:

Approve the purchase of a 2023 Ford F-150 Police Responder from Midway Motors for \$46,828.00

Decline both quotes for the purchase of a 2023 Ford F-150 Police Responder.

RECOMMENDATION / REQUEST:

Purchase one 2023 Ford F-150 Police Responder Supercrew 4x4 Pickup from Midway Motors at the cost of \$46,828.00 for the Reno County Fire Administrator.

POLICY / FISCAL IMPACT:

This purchase will have no negative impact on any budget due to the funds coming from ARPA Funding. Without the ARPA Funding, the cost of the vehicle would have been shared with all of the Rural Fire Districts.



Emergency Management

Reno County
206 W 1st Ave
Hutchinson, KS 67501
620-694-2974

**REQUEST FOR A QUOTE
RENO COUNTY EMERGENCY MANAGEMENT
SPECIFICATIONS FOR
ONE - 2023 FORD F-150 POLICE RESPONDER SUPERCREW
PICKUP 4X4**

The Reno County Emergency Management will accept quotes on this form any time before 10:00am Friday July 29th, 2022 at the Reno County Emergency Management office, 206 West 1st Street, Hutchinson, Ks 67501. The Reno County Emergency Manager or his designee will then open the quotes at 11:00 am on the second floor mezzanine of the Reno County Courthouse. Envelopes shall be marked clearly "ONE 2023 FORD F-150 POLICE RESPONDER SUPERCREW PICKUP 4X4." These specifications are written with the intention of obtaining quotes on like equipment. This equipment shall have new 2023 model equipped standard equipment and meeting or exceeding the following. Special consideration may be granted for vehicles exceeding the minimum safety equipment listed.

**2023 Ford F-150 POLICE RESPONDER SUPERCREW PICKUP
4X4
Pursuit Rated**

Race Red

Engine: 3.5L V6 EcoBoost 4x4 145"WB

Transmission: 10-Speed Auto

**With all standard options
Plus**



Emergency Management

Reno County
 206 W 1st Ave
 Hutchinson, KS 67501
 620-694-2974

Options Required:

<u>Code</u>	<u>Description</u>	<u>Price</u>
	3 – Keys with Fobs	<u>\$ 310⁰⁰</u>
53A	Trailer Tow Package	<u>\$ 1206⁰⁰</u>
595	Fog Lamps	<u>\$ 128⁰⁰</u>
153	Front License Plate Bracket	<u>n/c</u>
54R/59S	Manual Folding Power Glass Side View Mirror w/ Heat, Turn Signal	<u>\$ 277,160 + \$ 590</u> Blis req.
924/57Q	Rear-Window, Fixed Privacy Glassw/Defroster	<u>\$ 91⁰⁰ / \$ 200⁰⁰</u>
76R	Reverse sensing System	<u>n/c</u>
63T	Tailgate Step w/ Tailgate Lift Assist	<u>\$ 392⁰⁰</u>



Emergency Management

Reno County
206 W 1st Ave
Hutchinson, KS 67501
620-694-2974

ALL DEALER BADGING TO BE REMOVED

Include specification sheet with quote. List make, model and all equipment and options.

NOTE: If the foregoing specifications are in conflict or are less than those set forth in the code of safety requirements of the Federal Department of Transportation for new vehicles, then in such instances the Federal Code shall apply.

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

The equipment shall be installed to meet the current Kansas statues regarding size, weight and load of vehicles. The vehicle shall be delivered F.O.B. to Hutchinson, Ks.

Total quote for one unit: \$ 46,828⁰⁰

Make Ford Model: F-150 Police Responder

Guaranteed Delivery Date: 6 to 8 months Company name: Midway Motors - Mepherston

Date 7-27-22

Signature [Handwritten Signature]

Enclose any additional materials or illustrations that would assist in the clarification of your quote specifications.

If your quote is accepted, payment will be made on the county's next regular payment day after delivery and certification that specifications were met.

Date

Travis Vogt, Fire Administrator

CNGP530

VEHICLE ORDER CONFIRMATION

07/26/22 17:39:03

==> Dealer: F53553

2023 F-150

Page: 1 of 2

Order No: 8855 Priority: L2 Ord FIN: QJ830 Order Type: 5B Price Level: 315

Ord PEP: 150A Cust/Flt Name: RENO EMS PO Number:

RETAIL

RETAIL

W1P	F150 POL RESP	\$48875	425	50 STATE EMISS	NC
	145" WHEELBASE		53A	TRAILER TOW PKG	1325
PQ	RACE RED			.TRL BRAKE CONTR	
P	POLICE SEAT		54R	MIR DUAL PWR	305
B	BLACK		57Q	REAR DEFROSTER	220
150A	EQUIP GRP		59S	LED SPOTLIGHTS	175
	.XL SERIES		595	FOG LAMPS	140
	.18" SILVER ALUM		63T	TAILGATE STEP	430
998	3.5L V6 GTDI				
44G	ELEC 10-SPDAUTO			TOTAL BASE AND OPTIONS	54295
	.LT265/70R 18			TOTAL	54295
	.3.31 ELEC LOCK			*THIS IS NOT AN INVOICE*	
	7050# GVWR			* MORE ORDER INFO NEXT PAGE *	
	FLEET SPCL ADJ	NC		F8=Next	
	FRT LICENSE BKT	NC			

F1=Help F2=Return to Order F3/F12=Veh Ord Menu

F4=Submit F5=Add to Library

S006 - MORE DATA IS AVAILABLE.

QC073301

V1DP0040

2,6

CNGP530

VEHICLE ORDER CONFIRMATION

07/26/22 17:39:13

==>

Dealer: F53553

2023 F-150

Page: 2 of 2

Order No: 8855 Priority: L2 Ord FIN: QJ830 Order Type: 5B Price Level: 315

Ord PEP: 150A Cust/Flt Name: RENO EMS PO Number:

RETAIL

RETAIL

67P REMOTE KEYLESS \$340

91B BLIS 590

924 PRIVACY GLASS 100

SP DLR ACCT ADJ

SP FLT ACCT CR

FUEL CHARGE

B4A NET INV FLT OPT NC

DEST AND DELIV 1795

TOTAL BASE AND OPTIONS 54295

TOTAL 54295

THIS IS NOT AN INVOICE

F7=Prev

F1=Help F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit F5=Add to Library

S099 - PRESS F4 TO SUBMIT

QC073301

V1DP0040

2,6

**2023 F-150 POLICE RESPONDER
SUPERCREW® FLEET ONLY
STANDARD EQUIPMENT**

MODEL/SERIES/AVAILABILITY

- 1 Available Pursuit Rated Model
- 3.5L V6 EcoBoost® 4x4 145" WB

MECHANICAL

- Two-Speed Automatic Torque on Demand 4WD with Neutral Towing Capability (Includes 4A mode for Set and Forget)
- Alternator – 240 amp
- Axle, Front – Independent Front Suspension (IFS)
- Brakes – 4-Wheel Disc with ABS
- Class IV Trailer Hitch (incl. Smart Trailer Tow Connector, 4-pin/7-pin wiring, Class IV trailer hitch receiver)
- Electric Parking Brake
- Electronic Ten-Speed Automatic Transmission with Selectable Drive Modes: Normal/Tow-Haul/Snow-Wet/EcoSelect/Sport
- Engine Hour Meter
- Engine Idle-Hour Meter
- Fail-Safe Cooling
- Jack
- SelectShift® Automatic Transmission with Progressive Range Select
- Shock Absorbers, Gas – Heavy-Duty, Front
- Shock Absorbers, Gas – Heavy-Duty, Outboard Mounted, Rear
- Springs, Front – Coil
- Springs, Rear – Leaf, Two-Stage Variable Rate
- Upgraded Stabilizer Bar, Front
- Steering – Power, Rack-and-Pinion

EXTERIOR

- Badges – Tailgate
 - Police Responder
 - EcoBoost Badge
- Bumper and Fascia, Front – Black
- Bumper, Rear – Black
- Cargo Lamp – Integrated with Center High-mounted Stop Lamp (CHMSL)
- Daytime Running Lamps (DRL) (On/Off Cluster Controllable)
- Easy Fuel® Capless Fuel-Filler
- Exhaust – Single Rear
- F-150 Fender Badge
- Fuel Tank – Standard Range 26 Gallon
- Fully Boxed Steel Frame
- Grille – Black Two Bar Style with Black Nostrils and Black Surround
- Handles, Black – Door and Tailgate with Black Bezel
- Hooks – Pickup Box Tie-Down, four (4)
- Hooks – Front Tow 4x4, two (2)
- Mirrors, Sideview – Manual-folding, Power Glass with Black Skull Caps
- Power Tailgate Lock
- Spare Tire Carrier – Rear Under Frame
- Spare Tire/Wheel Lock
- Stone Cuffs, Front & Rear
- Tailgate – removable
- Tires – LT265/70R 18 BSW (AT)
- Trailer Sway Control
- Trailer Towing – 4-pin/7-pin wiring, Class IV trailer hitch receiver
- Wheels – 18" Six-Spoke Silver Aluminum
- Wipers – Intermittent speed

INTERIOR/COMFORT

- 1st Row Power Windows
- 2nd Row Power Windows
- 4" Productivity Screen in Instrument Cluster
- 8" Center-stack Screen Touchscreen w/Audio Controls
- Air Conditioning Registers – Black Vanes with Chrome Knob
- Black Vinyl Floor Covering
- Cruise Control
- Red/White Task Lighting in Overhead Console
- Fade-to-Off Interior Lighting
- Gauges and Meters – Fuel, Oil Pressure, Transmission Temperature and Engine Coolant Temperature Gauges; Speedometer, Odometer and Tachometer
- Grab Handles
 - Front – A-Pillar, Driver and Passenger Side
 - Rear – B-Pillar
- Horn – Dual-Note
- Illuminated Entry
- Manual Air Conditioning, Single Zone
- Outside Temperature Display
- Power Door Locks
- Powerpoint (2) 12V – Front
- Rear Driver-side/Passenger-side Solar Tint
- Rear-window with Fixed Glass and Solar Tint
- Rearview Mirror, Day/Night
- Scuff Plate, Driver and Front-Passenger Doors
- Seat, Front
 - Police-grade heavy-duty cloth 40/blank/40 with reduced bolsters
 - 8-Way power driver/manual passenger
 - Built-in steel intrusion plates in both front-seatbacks
- Seat, Rear – Vinyl, 60/40 flip-up split seat with elongated cushion

INTERIOR/COMFORT (continued)

- Speedometer – Calibrated (includes digital readout)
- Steering Wheel, Black Urethane – Manual Tilt/Telescoping and Manual Locking
- Universal Top Tray – Center of I/P for mounting aftermarket equipment
- Visor, Driver Side; Visor with Mirror, Passenger-Side

SAFETY/SECURITY

- AdvanceTrac® w/RSC® (Roll Stability Control™)
- Airbags
 - Driver and Passenger Front Airbags
 - Driver and Passenger Seat-Mounted Side Airbags
 - Safety Canopy® Side-Curtain Airbags (1st and 2nd row coverage)
- Autolock
- Door Lock Cylinders (Front Driver/Passenger door)
- Halogen Headlamps
- Illuminated Entry
- Rainlamp Wiper Activated Headlamps
- Seat Belts, Active Restraint System (ARS). Three-point Manual Lap/Shoulder Belts with Height Adjusters, Pretensioners & Energy Mgmt Retractors on Outside Front Positions. Includes Autolock Features for Child Seats
- SOS Post-Crash Alert System™
- Simple Fleet Key – (Inner-milled, w/o microchip, easy to replace; 4-keys)
- Tire Pressure Monitoring System (TPMS)

Note: F-150 Police Responder was designed and developed to meet the same federal fuel system crash standards as retail vehicles and other manufacturers' police vehicles. Ford Police Interceptors are the only vehicles on the market designed for the 75 mph rear-impact crash test.

DRIVER ASSIST TECHNOLOGY

- Autolamp – Auto On/Off Headlamps
- Rear View Camera with Dynamic Hitch Assist
- **Reverse Sensing System**
- Pre-Collision Assist with Automatic Emergency Braking (AEB) (Pedestrian Detection, Forward Collision Warning, Dynamic Brake Support)

Note: Includes unique one-touch temporary disable switch for Law Enforcement use.
- Hill Start Assist
- SYNC® 4
 - 8" LCD Capacitive Touchscreen with Swipe Capability
 - Wireless Phone Connection
 - Cloud Connected
 - AppLink® w/ App Catalog
 - 911 Assist®
 - Apple CarPlay® and Android Auto™ Compatibility
 - Digital Owner's Manual
 - Wireless Software Updates Capability

FUNCTIONAL

- AM/FM Stereo – 6 speakers
- Fleet Telematics Modem
 - Allows data to be provided to support Ford Telematics™ and Data Services via optional subscription, including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts. Device enables optional telematics services through Ford or authorized providers via paid subscription. Subscribe at <https://www.commercialsolutions.ford.com> or call 1-833-811-FORD (3673).
- Rear power lug located underneath rear seat to accommodate Police upfitting; One (1) 80 amp battery ground circuit

FX4 OFF-ROAD PACKAGE

- 3.31 Electronic-locking rear-axle
- Hill Descent Control™
- Off-Road tuned front shock absorbers
- Skid plates: fuel tank, transfer case and front differential

WARRANTY

- 3 Year / 36,000 Miles Bumper / Bumper

POWERTRAIN CARE EXTENDED SERVICE PLAN

- 5-Year/100,000-mile Powertrain CARE Extended Service Plan (zero deductible) – Standard

Product Changes and Features Availability

Features, options and package content subject to change. Please check www.fmcdealer.com for the most current information.

★ = New for this model year

07/18/22

**2023 F-150 POLICE RESPONDER
SUPERCREW® FLEET ONLY
EQUIPMENT GROUP**

PROPRIETARY

Series	Option Code	F-150 XL
SuperCrew® 4x4 – 5.5' Box	145"	W1P
3.5L V6 EcoBoost® (★ 120-MPH Top Speed)	998	S
Electronic Ten-Speed Automatic Transmission with Selectable Drive Modes: Normal/Tow-Haul/Snow-Wet/EcoSelect/Sport	44G	S
Equipment Group	Option Code	150A
Free Standing Options		
Trailer Tow Package – Incl. Pro Trailer Backup Assist Note: Ordering the Trailer Tow Package does not include Trailer Tow Mirrors. Trailer Tow Mirrors are a standalone option and must be ordered separately. (Option Code: 54Y/59S)	53A	O
Backup Alarm System	85H	O
Badge Delete • Removes Rear Police Responder Badge	41A	O
Black Platform Running Boards	18B	O
BLIS® – Blind Spot Monitoring System with Cross-traffic Alert	91B	O
Power-Sliding Rear-Window Note: (Req. rear window privacy glass/rear window defroster (924/57Q))	435	O
BoxLink™ (includes four (4) premium locking cleats)	55B	O
Chrome front and rear bumpers (requires 595 Fog Lamps)	17C	O
Daytime Running Lamps (DRL) Note: The non-controllable 942 Daytime Running Lamps (DRL) replace the standard Daytime Running Lamps (DRL) (On/Off Cluster Controllable)	942	O
Engine Block Heater	41H	O
Fog Lamps	595	O
Floor Liner – Tray Style (req. either Interior Upgrade Package (19A) or Color-coordinated Carpet (168))	47R	O
Color-coordinated Carpet w/Carpeted Matching Floor Mats	168	O/P-19A
Front License Plate Bracket (standard in states where required by law, opt. to all others)	153	O
Integrated Trailer Brake Controller	67T	O/P-53A
Interior Upgrade Package • Floor Console without shifter Note: Maintains Column Shifter • Color-coordinated Carpet w/Carpeted Matching Floor Mats • Cloth Seats – Police-Grade, Heavy-Duty Cloth – Front and Rear	19A	O
Manual-folding, Power Glass Sideview Mirrors with Heat, Turn Signal, High-Intensity LED Security Approach Lamps, LED Sideview mirror lights and Black Skull Caps (incl. interior auto-dimming rearview mirror) reg. BLIS (91B) Note: LED sideview mirror lights are not directional police spot lamps	54R/59S/91B	O
Manual-folding, Manually Telescoping, Power Glass Trailer Tow Mirrors with Heat, Turn Signal, High-Intensity LED Security Approach Lamps, LED Sideview mirror lights and Black Skull Caps (Req. 53A Trailer Tow Pkg. and Rear-Window, Fixed Privacy Glass with Defroster 924/57Q) Note: LED sideview mirror lights are not directional police spot lamps	54Y/59S/91B	O
Interior Work Surface (req. Interior Upgrade Package (19A)) • Positional flat work space in the console that provides comfortable support by raising, rotating or sliding forward to either the driver or passenger sides.	50M	O
Police Engine Idle Feature • This feature allows you to leave the engine running and prevents your vehicle from unauthorized use when outside of your vehicle. Allows the key to be removed from ignition while vehicle remains idling.	47P	O
Power Passenger Seat 8-way	61P	O
Rear-Window, Fixed Privacy Glass with Defroster	924/57Q	O
Rear Wheel Arch Liner	96L	O
SYNC® 4 with Enhanced Voice Recognition • 8" LCD Capacitive Touchscreen with Swipe Capability • Ford Digital Assistant • Connected Navigation (w/Free 90-Day Trial)	524/582	O
Tailgate Step (with Tailgate Work Surface; NA w/Stowable Loading Ramps (90R))	63T	O
Remote Keyless-Entry Key Fob (w/o Keypad, less PATS) – (Includes 4-Key Fobs) Note: Available with Keyed Alike. However, key fobs are "not" fobbed alike when ordered with Keyed Alike Note: Includes Perimeter Anti-theft Alarm	67P	O
Keyed-Alike Options (Note: These are inner-milled keys, unique to F-150 Police Responder and not compatible with Police Interceptor Utility)		
Keyed Alike – 1435x	62E	O
Keyed Alike – 1284x	62B	O
Keyed Alike – 0135x	62D	O
Keyed Alike – 0576x	62F	O
Keyed Alike – 1111x	62J	O
Keyed Alike – 1294x	62C	O
Keyed Alike – 0151x	62G	O

★ = New for this model year

I = Included in Equipment Group, S = Standard, O = Optional,
P = Packaged Option, F = Fleet Only Option



Emergency Management

Reno County
206 W 1st Ave
Hutchinson, KS 67501
620-694-2974

**REQUEST FOR A QUOTE
RENO COUNTY EMERGENCY MANAGEMENT
SPECIFICATIONS FOR
ONE - 2023 FORD F-150 POLICE RESPONDER SUPERCREW
PICKUP 4X4**

The Reno County Emergency Management will accept quotes on this form any time before 10:00am Friday July 29th, 2022 at the Reno County Emergency Management office, 206 West 1st Street, Hutchinson, Ks 67501. The Reno County Emergency Manager or his designee will then open the quotes at 11:00 am on the second floor mezzanine of the Reno County Courthouse. Envelopes shall be marked clearly "ONE 2023 FORD F-150 POLICE RESPONDER SUPERCREW PICKUP 4X4." These specifications are written with the intention of obtaining quotes on like equipment. This equipment shall have new 2023 model equipped standard equipment and meeting or exceeding the following. Special consideration may be granted for vehicles exceeding the minimum safety equipment listed.

**2023 Ford F-150 POLICE RESPONDER SUPERCREW PICKUP
4X4
Pursuit Rated
Race Red**

Engine: 3.5L V6 EcoBoost 4x4 145"WB

Transmission: 10-Speed Auto

**With all standard options
Plus**



Emergency Management

Reno County
206 W 1st Ave
Hutchinson, KS 67501
620-694-2974

Options Required:

<u>Code</u>	<u>Description</u>	<u>Price</u>
	3 - Keys with Fobs	<u>included</u>
53A	Trailer Tow Package	<u>_____</u>
595	Fog Lamps	<u>_____</u>
153	Front License Plate Bracket	<u>_____</u>
54R/59S	Manual Folding Power Glass Side View Mirror w/ Heat, Turn Signal	<u>Included</u>
924/57Q	Rear-Window, Fixed Privacy Glassw/Defroster	<u>_____</u>
76R	Reverse sensing System	<u>_____</u>
63T	Tailgate Step w/ Tailgate Lift Assist	<u>_____</u>



Emergency Management

Reno County
206 W 1st Ave
Hutchinson, KS 67501
620-694-2974

ALL DEALER BADGING TO BE REMOVED

Include specification sheet with quote. List make, model and all equipment and options.

NOTE: If the foregoing specifications are in conflict or are less than those set forth in the code of safety requirements of the Federal Department of Transportation for new vehicles, then in such instances the Federal Code shall apply.

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

The equipment shall be installed to meet the current Kansas statues regarding size, weight and load of vehicles. The vehicle shall be delivered F.O.B. to Hutchinson, Ks.

Total quote for one unit: \$ 47,077⁰⁰

Make Ford Model: F-150 Police Responder

Guaranteed Delivery Date: N/A Company name: Midwest Ford

Date 7/27/2022 Signature Tom PPM

Enclose any additional materials or illustrations that would assist in the clarification of your quote specifications.

If your quote is accepted, payment will be made on the county's next regular payment day after delivery and certification that specifications were met.

Date

Travis Vogt, Fire Administrator

RENO COUNTY EMERGENCY MANAGEMENT

2023 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 315



PICTURE IS FOR GENERAL PURPOSE

Client Proposal

Prepared by:

Troy Pfaff

Office: 316-312-0445

Date: 07/27/2022

PRICE \$47,077.00



Rusty Eck Ford | 7310 E Kellogg, Wichita, Kansas, 67207

Office: 316-312-0445



Prepared by: Troy Pfaff
07/27/2022

Rusty Eck Ford | 7310 E Kellogg Wichita Kansas | 67207

2023 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 315

As Configured Vehicle

Code	Description	MSRP
Base Vehicle		
W1P	Base Vehicle Price (W1P)	\$48,875.00
Packages		
150A	Equipment Group 150A Base <i>Includes:</i> - Engine: 3.5L V6 EcoBoost 120-MPH top speed. - Transmission: Electronic 10-Speed Automatic Includes selectable drive modes: normal/tow-haul/snow-wet/EcoSelect/sport and SelectShift automatic with progressive range select. - Electronic Locking w/3.31 Axle Ratio - GVWR: 7,050 lbs Payload Package - Tires: LT265/70R18 BSW A/T - Wheels: 18" 6-Spoke Silver Aluminum - Cloth 40/Blank/40 Front-Seats Includes reduced bolsters, 8-way power driver/manual passenger, center-section deleted. (Restraint control module cover provided) and vinyl rear bench. - Radio: AM/FM Stereo w/6 Speakers - SYNC 4 Includes 8" LCD capacitive touchscreen with swipe capability, wireless phone connection, cloud connected, AppLink with App Catalog, 911 assist, Apple CarPlay and Android Auto compatibility, digital owners manual and wireless software updates capability.	N/C
Powertrain		
998	Engine: 3.5L V6 EcoBoost <i>120-MPH top speed.</i>	Included
44G	Transmission: Electronic 10-Speed Automatic <i>Includes selectable drive modes: normal/tow-haul/snow-wet/EcoSelect/sport and SelectShift automatic with progressive range select.</i>	Included
XL3	Electronic Locking w/3.31 Axle Ratio	Included
STDGV	GVWR: 7,050 lbs Payload Package	Included
Wheels & Tires		
STDTR	Tires: LT265/70R18 BSW A/T	Included
64H	Wheels: 18" 6-Spoke Silver Aluminum	Included
Seats & Seat Trim		
P	Cloth 40/Blank/40 Front-Seats	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Troy Pfaff
07/27/2022

Rusty Eck Ford | 7310 E Kellogg Wichita Kansas | 67207

2023 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 315

As Configured Vehicle (cont'd)

Code	Description	MSRP
	<i>Includes reduced bolsters, 8-way power driver/manual passenger, center-section deleted. (Restraint control module cover provided) and vinyl rear bench.</i>	
Other Options		
145WB	145" Wheelbase	STD
PAINT	Monotone Paint Application	STD
STDRD	Radio: AM/FM Stereo w/6 Speakers <i>Includes:</i> <i>- SYNC 4</i> <i>Includes 8" LCD capacitive touchscreen with swipe capability, wireless phone connection, cloud connected, AppLink with App Catalog, 911 assist, Apple CarPlay and Android Auto compatibility, digital owners manual and wireless software updates capability.</i>	Included
53A	Trailer Tow Package Ordering the Trailer Tow Package does not include Trailer Tow Mirrors. Trailer Tow Mirrors are a standalone option and must be ordered separately. (Option Code: 54Y/59S). <i>Towing capability up to 11,200 lbs.</i> <i>Includes:</i> <i>- Class IV Trailer Hitch Receiver</i> <i>Includes 4-pin/7-pin wiring harness and smart trailer tow connector (includes BLIS with trailer tow coverage where BLIS available).</i> <i>- Integrated Trailer Brake Controller</i> <i>- Auxiliary Transmission Oil Cooler</i> <i>- Engine Oil Cooler</i> <i>- Pro Trailer Backup Assist</i> <i>- Tailgate LED</i>	\$1,325.00
91B	Blind Spot Monitoring System w/Cross Traffic Alert <i>BLIS.</i>	\$590.00
595	Fog Lamps	\$140.00
153	Front License Plate Bracket <i>Standard in states where required by law, optional to all others.</i>	N/C
67T	Integrated Trailer Brake Controller	Included
54R	Power Glass Heated Sideview Mirrors <i>Includes manual folding, turn signal and black skull caps.</i> <i>Includes:</i> <i>- Interior Auto-Dimming Rearview Mirror</i>	\$305.00
59S	High-Intensity LED Security Approach Lamps	\$175.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Troy Pfaff

07/27/2022

Rusty Eck Ford | 7310 E Kellogg Wichita Kansas | 67207

2023 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 315

As Configured Vehicle (cont'd)

Code	Description	MSRP
	<i>Includes LED sideview mirror lights. NOTE: LED sideview mirror lights are not directional police spot lamps.</i>	
924	Rear Window Fixed Privacy Glass	\$100.00
57Q	Rear Window Defroster	\$220.00
63T	Tailgate Step w/Tailgate Work Surface	\$430.00
Interior Color		
PB_02	Black w/Cloth 40/Blank/40 Front-Seats	N/C
Exterior Color		
PQ_01	Race Red	N/C
SUBTOTAL		\$52,160.00
Destination Charge		\$1,795.00
TOTAL		\$53,955.00

PRICE \$47,077.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Troy Pfaff

07/27/2022

Rusty Eck Ford | 7310 E Kellogg Wichita Kansas | 67207

2023 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 315

Selected Equip & Specs

Dimensions

- Exterior length: 231.7"
- Exterior height: 77.2"
- Front track: 67.6"
- Turning radius: 23.9'
- Front legroom: 43.9"
- Front headroom: 40.8"
- Front hiproom: 62.5"
- Front shoulder room: 66.7"
- Passenger volume: 131.9cu.ft.
- Maximum cargo volume: 50.9cu.ft.
- Exterior width: 79.9"
- Wheelbase: 145.0"
- Rear track: 67.6"
- Min ground clearance: 9.4"
- Rear legroom: 43.6"
- Rear headroom: 40.4"
- Rear hiproom: 62.6"
- Rear shoulder room: 66.0"
- Cargo volume seats folded: 50.9cu.ft.
- Box length: 67.1"

Powertrain

- EcoBoost 400hp 3.5L DOHC 24 valve twin turbo V-6 engine with variable valve control, port/direct injection
- LEV3-ULEV70
- Automatic full-time
- Fuel Economy Highway: 23 mpg
- Recommended fuel : regular unleaded
- 10 speed automatic transmission with overdrive
- Fuel Economy City: 17 mpg
- Capless fuel filler

Suspension/Handling

- Front independent double wishbone suspension with HD anti-roll bar, HD shocks
- Off-road ride Suspension
- Front and rear 18 x 8.5 silver aluminum wheels
- Rear rigid axle leaf spring suspension with HD shocks
- Speed-sensing electric power-assist rack-pinion Steering
- LT265/70SR18 CBSW AT front and rear tires

Body Exterior

- 4 doors
- Conventional right rear passenger
- * **Turn signal indicator in mirrors**
- Black bumpers
- * **Retractable rear step**
- * **Easy lift tailgate**
- Box style: regular
- Front and rear 18 x 8.5 wheels
- Conventional left rear passenger
- * **Driver and passenger power remote heated, manual folding door mirrors with turn signal indicator**
- Black door mirrors
- * **Class IV trailer hitch with with brake controller and trailer sway control**
- Bed-rail protectors
- Trailer harness
- Clearcoat paint
- 2 front tow hook(s)

Convenience

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Troy Pfaff

07/27/2022

Rusty Eck Ford | 7310 E Kellogg Wichita Kansas | 67207

2023 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 315

Selected Equip & Specs (cont'd)

- Manual air conditioning with air filter
- Power windows
- Driver and passenger 1-touch down
- Manual tilt steering wheel
- * **Day-night rearview mirror with auto-dimming**
- SYNC 4 911 Assist emergency SOS
- 2 1st row LCD monitors
- Passenger visor mirror
- Rear door bins
- Cruise control with steering wheel controls
- Driver and passenger 1-touch up
- Power door locks with 2 stage unlock and illuminated entry
- Manual telescopic steering wheel
- Fleet Telematics Modem internet access
- Wireless phone connectivity
- Front and rear cupholders
- Driver and passenger door bins

Seats and Trim

- Seating capacity of 5
- 8-way power driver seat adjustment
- Power height adjustable driver seat
- 60-40 folding rear split-bench seat
- Front 40-40 bucket seats
- Power 2-way driver lumbar support
- 4-way passenger seat adjustment
- Cloth seat upholstery

Entertainment Features

- AM/FM stereo radio with radio data system
- Steering wheel mounted radio controls
- Streaming audio
- SYNC 4 external memory control
- 6 speakers
- Fixed antenna

Lighting, Visibility and Instrumentation

- Halogen aero-composite headlights
- Auto on/off headlights
- * **LED brakelights**
- * **Rear window defroster**
- Tachometer
- Oil pressure gauge
- Outside temperature display
- Low tire pressure warning
- Reverse Sensing System parking sensors
- * **Ford Co-Pilot360 - BLIS with Trailer Tow Coverage blind spot**
- Delay-off headlights
- * **Front fog lights**
- Variable intermittent front windshield wipers
- * **Deep tinted windows**
- Voltmeter
- Compass
- Camera(s) - rear
- * **Trip computer**
- Trip odometer

Safety and Security

- 4-wheel ABS brakes
- Electric parking brake
- AdvanceTrac w/Roll Stability Control Electronic stability control
- Brake assist with hill descent control with hill hold control
- 4-wheel disc brakes
- ABS and driveline traction control

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Troy Pfaff
07/27/2022

Rusty Eck Ford | 7310 E Kellogg Wichita Kansas | 67207

2023 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 315

Selected Equip & Specs (cont'd)

- Dual front impact airbag supplemental restraint system
- Safety Canopy System curtain 1st and 2nd row overhead airbag supplemental restraint system
- Power door locks with 2 stage unlock
- Manually adjustable front head restraints
- * **Ford Co-Pilot360 - BLIS with Trailer Tow Coverage blind spot**
- Dual seat mounted side impact airbag supplemental restraint system
- Airbag supplemental restraint system occupancy sensor
- With stolen vehicle tracking system
- 3 manually adjustable rear head restraints
- Ford Co-Pilot360 - Pre-Collision Assist with Automatic Emergency Braking (AEB) Feature

Dimensions

General Weights

* Curb	5,068 lbs.	GVWR	7,050 lbs.
Payload	2,030 lbs.		

Front Weights

Front GAWR	3,450 lbs.	* Front curb weight	2,931 lbs.
Front axle capacity	3,750 lbs.	Front spring rating	3,750 lbs.
Front tire/wheel capacity	4,200 lbs.		

Rear Weights

Rear GAWR	3,800 lbs.	* Rear curb weight	2,137 lbs.
Rear axle capacity	4,800 lbs.	Rear spring rating	4,800 lbs.
Rear tire/wheel capacity	4,800 lbs.		

Trailer Type

Type	Regular	Harness	Yes
Class	IV	Hitch	Yes
* Brake controller	Yes	Trailer sway control	Yes

General Trailering

* 5th-wheel towing capacity	10600 lbs.	* Gooseneck towing capacity	10600 lbs.
* Towing capacity	11200 lbs.	* GCWR	16800 lbs.

Fuel Tank type

Capacity	25.99 gal.	Capless fuel filler	Yes
----------------	------------	---------------------------	-----

Off Road

Min ground clearance	9 "	Load floor height	35 "
----------------------------	-----	-------------------------	------

Exterior cargo

Length	67.1 "	Minimum width	50.6 "
Volume	52.8 cu.ft.	Pickup box depth	21.4 "
Maximum width	65.2 "	Tailgate width	60.3 "

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Troy Pfaff
07/27/2022

Rusty Eck Ford | 7310 E Kellogg Wichita Kansas | 67207

2023 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 315

Selected Equip & Specs (cont'd)

Interior cargo

Cargo volume seats folded 50.9 cu.ft. Maximum cargo volume 50.9 cu.ft.

Powertrain

Engine Type

Brand	EcoBoost	Block material	Aluminum
Cylinders	V-6	Head material	Aluminum
Ignition	Spark	Injection	Port/direct injection
Liters	3.5L	Orientation	Longitudinal
Recommended fuel	Regular unleaded	Valves per cylinder	4
Valvetrain	DOHC	Variable valve control	Yes
Forced induction	Twin turbo		

Engine Spec

Bore	3.64"	Compression ratio	10.5:1
Displacement	213 cu.in.	Stroke	3.41"

Engine Power

SAEJ1349 AUG2004 compliant	Yes	Output	400 HP @ 6,000 RPM
Torque	500 ft.-lb @ 3,100 RPM		

Alternator

Type	HD	Amps	240
------------	----	------------	-----

Battery

Amp hours	80	Cold cranking amps	800
Run down protection	Yes		

Engine Extras

* Oil cooler **Yes**

Transmission

Electronic control	Yes	Lock-up	Yes
Overdrive	Yes	Speed	10
Type	Automatic		

Transmission Gear Ratios

1st	4.696	2nd	2.985
3rd	2.146	4th	1.769
5th	1.52	6th	1.275
7th	1	8th	0.854
9th	0.689	10th	0.636
Reverse Gear ratios	4.866		

Transmission Extras

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Troy Pfaff
07/27/2022

Rusty Eck Ford | 7310 E Kellogg Wichita Kansas | 67207

2023 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 315

Selected Equip & Specs (cont'd)

Driver selectable mode	Yes	Sequential shift control	SelectShift
*Oil cooler	Regular duty		

Drive Type

4wd type	Automatic full-time	Type	Four-wheel
----------	---------------------	------	------------

Drive Feature

Traction control	ABS and driveline	Locking hub control	Auto
Transfer case shift	Electronic	Rear locking differential	Driver selectable

Drive Axle

Ratio	3.31
-------	------

Exhaust

Material	Stainless steel	System type	Single
----------	-----------------	-------------	--------

Emissions

CARB	LEV3-ULEV70	EPA	Tier 3 Bin 70
------	-------------	-----	---------------

Fuel Economy

City	17 mpg	Highway	23 mpg
Fuel type	Gasoline	Combined	19 mpg

Green Values

Energy Impact Score (Barrels per year)	17.3	Carbon FP / Tailpipe and upstream total GHG (CO2, tons per year)	9.3
--	------	--	-----

Driveability

Brakes

ABS	4-wheel	ABS channels	4
Type	4-wheel disc	Vented discs	Front and rear
Electric parking brake	Yes		

Brake Assistance

Brake assist	Yes	Hill descent control	Yes
Hill hold control	Yes		

Suspension Control

Ride	Off-road	Electronic stability control	Stability control with anti-roll
------	----------	------------------------------	----------------------------------

Front Suspension

Independence	Independent	Type	Double wishbone
Anti-roll bar	HD		

Front Spring

Type	Coil	Grade	Regular
------	------	-------	---------

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Troy Pfaff

07/27/2022

Rusty Eck Ford | 7310 E Kellogg Wichita Kansas | 67207

2023 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 315

Selected Equip & Specs (cont'd)

Front Shocks

Type..... HD

Rear Suspension

Independence..... Rigid axle Type..... Leaf

Rear Spring

Type..... Leaf Grade..... Regular

Rear Shocks

Type..... HD

Steering

Speed-sensing..... Yes Activation..... Electric power-assist

Type..... Rack-pinion

Steering Specs

of wheels..... 2

Exterior

Front Wheels

Diameter..... 18" Width..... 8.50"

Rear Wheels

Diameter..... 18" Width..... 8.50"

Spare Wheels

Wheel material..... Steel

Front and Rear Wheels

Appearance..... Silver Material..... Aluminum

Front Tires

Aspect..... 70 Diameter..... 18"

Sidewalls..... BSW Speed..... S

Tread..... AT Type..... LT

Width..... 265mm LT load rating..... C

Rear Tires

Aspect..... 70 Diameter..... 18"

Sidewalls..... BSW Speed..... S

Tread..... AT Type..... LT

Width..... 265mm LT load rating..... C

Spare Tire

Mount..... Underbody w/crankdown Type..... Full-size

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Troy Pfaff
07/27/2022

Rusty Eck Ford | 7310 E Kellogg Wichita Kansas | 67207

2023 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 315

Selected Equip & Specs (cont'd)

Wheels

Front track	67.6"	Rear track	67.6"
Turning radius	23.9'	Wheelbase	145.0"

Body Features

* Front license plate bracket	Yes	Skid plate(s)	3
Body material	Aluminum	Side impact beams	Yes
Active grille shutters	Yes	Front tow hook(s)	2

Body Doors

Door count	4	Left rear passenger	Conventional
Right rear passenger	Conventional	Rear cargo	Tailgate

Pickup

Box style	Regular	* Retractable rear step	Yes
Bed-rail protectors	Yes	* Easy lift tailgate	Yes

Exterior Dimensions

Length	231.7"	Body width	79.9"
Body height	77.2"	Frame section modulus	5.7cu.in.
Frame yield strength (psi)	49300.0	Front bumper to Front axle	37.6"

Safety

Airbags

Driver front-impact	Yes	Driver side-impact	Seat mounted
Occupancy sensor	Yes	Overhead	Safety Canopy System curtain 1st and 2nd row
Passenger front-impact	Yes	Passenger side-impact	Seat mounted

Seatbelt

Rear centre 3 point	Yes	Height adjustable	Front
Pre-tensioners	Front	Pre-tensioners (#)	2

Seating

Passenger Capacity

Capacity	5
----------------	---

Front Seats

Split	40-40	Type	Bucket
-------------	-------	------------	--------

Driver Seat

Fore/aft	Power	Height adjustable	Power
Reclining	Power	Way direction control	8
Lumbar support	Power 2-way	Cushion tilt	Power

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Troy Pfaff
07/27/2022

Rusty Eck Ford | 7310 E Kellogg Wichita Kansas | 67207

2023 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 315

Selected Equip & Specs (cont'd)

Passenger seat

Fore/aft Manual Reclining Manual
Way direction control 4

Front Head Restraint

Control Manual Type Adjustable

Rear Seats

Descriptor Split-bench Facing Front
Folding 60-40 Folding position Fold-up cushion
Type Fixed

Rear Head Restraints

Control Manual Type Adjustable
Number 3

Front Seat Trim

Material Cloth Back material Cloth

Rear Seat Trim Group

Material Vinyl Back material Carpet

Convenience

AC And Heat Type

Air conditioning Manual Air filter Yes
Underseat ducts Yes

Audio System

Radio AM/FM stereo Radio data system Yes
Radio grade Regular Seek-scan Yes
External memory control SYNC 4

Audio Speakers

Speaker type Regular Speakers 6

Audio Controls

Speed sensitive volume Yes Steering wheel controls Yes
Voice activation Yes Streaming audio Bluetooth yes

Audio Antenna

Type Fixed

LCD Monitors

1st row 2 Primary monitor size (inches) 8

Cruise Control

Cruise control With steering wheel controls

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Troy Pfaff
07/27/2022

Rusty Eck Ford | 7310 E Kellogg Wichita Kansas | 67207

2023 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 315

Selected Equip & Specs (cont'd)

Convenience Features

12V DC power outlet 2
Wireless phone connectivity SYNC 4
Smart device integration Mirroring

Emergency SOS SYNC 4 911 Assist
Internet access Fleet Telematics Modem

Door Lock Activation

Type Power with 2 stage unlock

Auto locking Yes

Door Lock Type

Rear child safety Manual

Tailgate/rear door lock Included with power door locks

Instrumentation Type

Appearance Analog

Instrumentation Gauges

Tachometer Yes
Engine/motor temperature Yes
* **Inclinometer** **Yes**
Engine hour meter Yes

Oil pressure Yes
Voltmeter Yes
Transmission fluid temp Yes

Instrumentation Warnings

Oil pressure Yes
Battery Yes
Key Yes
* **Lighting malfunction** **Yes**
Service interval Yes
Low tire pressure Tire specific

Engine temperature Yes
Lights on Yes
Low fuel Yes
Door ajar Yes
Brake fluid Yes

Instrumentation Displays

Clock In-radio display
Exterior temp Yes
Redundant digital speedometer Yes

Compass Yes
* **Systems monitor** **Yes**
Camera(s) - rear Yes

Instrumentation Feature

* **Trip computer** **Yes**
Parking sensors Rear
Forward collision Mitigation
Pedestrian detection Prevention

Trip odometer Yes
* **Blind spot** **Warning**
* **Rear collision** **Warning**

Steering Wheel Type

Material Urethane
Telescoping Manual

Tilting Manual

Front Side Windows

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Troy Pfaff

07/27/2022

Rusty Eck Ford | 7310 E Kellogg Wichita Kansas | 67207

2023 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 315

Selected Equip & Specs (cont'd)

Window 1st row activation Power

Windows Rear Side

2nd row activation Power

Window Features

1-touch down Driver and passenger

1-touch up Driver and passenger

* Tinted Deep

Front Windshield

Wiper Variable intermittent

Rear Windshield

* Defroster Yes

Window Fixed

Interior

Passenger Visor

Mirror Yes

Rear View Mirror

Day-night Yes

* Auto-dimming Yes

Headliner

Coverage Full

Material Cloth

Floor Trim

Coverage Full

Covering Vinyl/rubber

Trim Feature

Gear shifter material Urethane

Cabback insulator Yes

Interior accents Chrome

Lighting

Dome light type Fade

Illuminated entry Yes

Variable IP lighting Yes

Overhead Console Storage

Storage Yes

Type Mini

Storage

Driver door bin Yes

Front Beverage holder(s) Yes

Glove box Yes

Passenger door bin Yes

Rear yes Yes

Instrument panel Bin

Dashboard Yes

Interior concealed storage Yes

Rear door bins Yes

Legroom

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Troy Pfaff

07/27/2022

Rusty Eck Ford | 7310 E Kellogg Wichita Kansas | 67207

2023 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 315

Selected Equip & Specs (cont'd)

Front	43.9"	Rear	43.6"
<i>Headroom</i>			
Front	40.8"	Rear	40.4"
<i>Hip Room</i>			
Front	62.5"	Rear	62.6"
<i>Shoulder Room</i>			
Front	66.7"	Rear	66.0"
<i>Interior Volume</i>			
Passenger volume	131.9 cu.ft.		

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Troy Pfaff

07/27/2022

Rusty Eck Ford | 7310 E Kellogg Wichita Kansas | 67207

2023 F-150 Police Responder 4x4 5.5' box 145" WB XL (W1P)

Price Level: 315

Warranty

Standard Warranty

Basic

Distance 36,000 miles Months 36 months

Powertrain

Distance 100,000 miles Months 60 months

Corrosion Perforation

Distance Unlimited miles Months 60 months

Roadside Assistance

Distance 60,000 miles Months 60 months

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



AGENDA ITEM

AGENDA ITEM #7.A

AGENDA DATE: August 9, 2022

PRESENTED BY: Adam Weishaar, Emergency Management Director

AGENDA TOPIC:
Wildfire Mitigation Grant Discussion

SUMMARY & BACKGROUND OF TOPIC:

In May, the Board of County Commissioners approved Emergency Management to submit a letter of intent to the Kansas Division of Emergency Management (KDEM) for wildfire mitigation funding. The letter of intent was required before the total funding amount was known or the application period was open. The letter of intent was submitted and is attached.

Since submitting the letter of intent, KDEM has opened the application period. From the Fire Mitigation Assistance Grant (FMAG) from the Cottonwood Complex Fire (FM-5425), there are \$786,522 available for mitigation. There is a \$262,184 (25%) local cost share required to qualify for these funds.

In addition to the funding available in FM-5425, with our letter of intent, if we will exhaust the available funding, KDEM will also allow us to apply for mitigation funding for this project from disasters DR-4504 and DR-4640. These funds require an approximate 10% local match.

Total funding is as follows:

FM-5425 (75/25% Cost Share), Fed= \$786,552, Local Share=\$262,184, Total= \$1,048,736

DR-4504 (90/10% Cost Share), Fed= \$229,000, Local Share= \$25,467, Total= \$254,666

DR-4640 (90/10% Cost Share), Fed= \$323,190, Local Share= \$35,910, Total=\$359,100

Total Federal Share= \$1,328,742

Total Local Share= \$323,561

Cumulative Total= \$1,652,303

These funds can be used for land clearing around the most populated high risk areas of Reno County.

ALL OPTIONS:

Approve Emergency Management to apply for grant funding for \$1,652,303 with a local \$323,561 cost share.

Approve Emergency Management to apply for a portion of the available \$1,652,303 with an up to 25% cost share.

Do not approve the grant application.

POLICY / FISCAL IMPACT:

This is not a budgeted item.



Emergency Management

Reno County
206 W 1st Ave
Hutchinson, KS 67501
620-694-2974

May 31, 2022

State of Kansas Hazard Mitigation Officer
Kansas Division of Emergency Management
2800 SW Topeka Blvd.
Topeka, Kansas 66612

Subject: Kansas Cottonwood Fire Complex FM-5425 Fire Management Assistance Grant (FMAG) to mitigate threat of future wildfires.

This is a letter of intent for Reno County, Kansas to apply for the Hazard Mitigation Assistance Grant Program provided by the Kansas Division of Emergency Management. This request is due to the Reno County wildfire (Cottonwood Complex) on March 5, 2022, when dry conditions, and high winds caused a devastating wildfire in the Northeastern portion of the county. This fire destroyed 145 structures, approximately 12,000 acres of land, and claimed the life of one of our citizens.

Most of our cities are surrounded by trees, and overgrown areas that accumulate dead trees and limbs. To protect the residents of Reno County, the fire fuels in the high-risk areas need to be substantially decreased or eliminated. The only effective way to decrease the risk to the residents is through mechanical removal of the trees and brush.

Reno County has a working group for the Mitigation and Coordination of Wildfires who meet monthly. That group consists of the Kansas Forest Service, USDA Rangeland Management Specialist, Reno County Agriculture Extension Agent, County Planner, Hutchinson Fire Department, and Reno County Emergency Management. One of their recommendations is to help individual property owners with funding to create defensible space through fuel mitigation. This would allow the residents who own smaller parcels of land to contract with someone to mitigate the fuel load on their property.

While it would be challenging to calculate the exact cost, local contractors charge anywhere from \$95-\$115 per hour to cut down and trees and brush. Based upon the amount of vegetation that needs to be removed, Reno County would not be able to start this process without your assistance. The focus of this project would be those areas identified to be moderate or high-risk by the Kansas Forest Service. The Kansas Forest Service has recently created new maps. County staff has spent time driving those areas to ensure the maps are accurate. Once the trees and brush are removed, it would protect homes, our citizens, and first responders from future catastrophic fires.



Emergency Management

Reno County
206 W 1st Ave
Hutchinson, KS 67501
620-694-2974

Attached is a Community Wildfire Assessment report that was completed in 2009. The areas identified in this study have not been addressed, making them even more hazardous. All of the moderate and high-risk areas of Reno County would benefit from mechanical removal of trees and brush.

Also attached are several excerpts from the 2019 Kansas Region G Hazard Mitigation Plan that was adopted by the Reno County Board of County Commissioners.

We look forward to the assistance in mitigating the threat to our community. Please contact me if you need any additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Adam Weishaar".

Adam Weishaar
Director



Appendix C: Wildfire Assessment

Community Wildfire Hazard Assessment Report
Reno County, Kansas
Jason Hartman, Fire Prevention Specialist
Kansas Forest Service
January 16, 2009

Community Wildfire Hazard Assessment Report
Reno County, Kansas
Jason Hartman, Fire Prevention Specialist
Kansas Forest Service
January 16, 2009

Objective

To provide base information on the status of Wildland Urban Interface issues that may have an impact on the safety of persons and/or property in Reno County Kansas. The Wildland Urban Interface (WUI) is any location where a fire can spread from vegetation (wildland) fuels to man-made (urban) fuels.

Methods

County wide boundaries of the WUI were downloaded from the USGS website GeoMac (www.geomac.gov), and other sources. This baseline data was then confirmed with a survey conducted by the Kansas Forest Service, with input from personnel with Hutchinson Fire Department and Reno County Fire Districts. During the survey areas both within and outside of the GeoMac WUI boundaries were inspected for any occurrence of threatening fuel types and/or fuel loads in close proximity to structures.

Findings

For the most part the GeoMac boundaries were fairly close to identifying those areas in the county that are the concentrations of population and therefore the most at risk for a wildfire causing structural or personal damage. **There very well may be additional areas and/or individual structures that are at risk, this survey and report is a preliminary step and does not assume to have found all areas in the county that may be at risk.** Of the twenty-six Reno County communities surveyed, ten communities were given a low hazard rating, seven communities a moderate, and nine communities a high rating. See attached map #1 and map #2. It is worth noting that the twenty-six communities surveyed for this report are not all of the areas in Reno County that may be at risk of WUI damaging fire in Reno County. Any resident and, especially those in the Northeast corner of the county could be at risk from WUI fire. This report will now look at each of these areas in more detail, beginning with the low hazard rating communities and moving thru to the high hazard rating.

Low Hazard Rating Communities:

South Hutchinson and the developed areas nearby are given a low hazard rating. Urbanization and maintenance of defensible space makes it appear unlikely that an intense WUI fire would pose much threat in these communities. Defensible

space is an area of at least 30' extending in all directions from a structure that is maintained to stop and/or reduce fire spread to the structure. Defensible space is discussed more in the "Treatment of Structural Ignitability" section later in this report.

Although the community of Buhler is near the Northeast part of Reno County that was mentioned in the introductory part of this report, an area of many high hazard communities, Buhler is given a low hazard rating. Fuel loads look to be less in this area and defensible space more evident than in nearby high hazard areas.

Haven is given a low hazard rating largely due to lesser amount of fuels in the surrounding wildlands.

The community of Pretty Prairie is given a low rating for reasons similar to Haven. However, it is worth note that if surrounding fuel loads gain in intensity then a problem could be created. If a fuel build-up allowed intense fire to spread into the community, then any of the many eastern red cedar wind rows in close proximity to structures could cause structure ignitions.

Turon is another community with overall a low hazard rating because of not a lot of intense wildland fire fuels in the nearby surroundings or near structures. There is an area of Hardwood timber on the south end of the town of Turon that could be a threat if a large amount of dead and down limbs, trees, etc accumulates over time.

An overall low rating is given to Sylvia. The only note for this community is some possible intermix hazards. Intermix WUI is areas of wildland fire fuel within a community such as green space, parks, and undeveloped lots. If these areas are not carefully maintained they can quickly spread fire to nearby structures.

A few areas of more concentrated fuel loads were observed near the community of Abbyville, but no areas large enough to need mitigation so a low hazard rating is given.

Partridge is another low hazard rating community. There did not seem to be any intermix hazards or paths for wildfire to follow to structures.

The community in and around the town of Yoder is given a low hazard rating. The open lands surrounding developed areas don't appear to have large or intense fuel loads, however if these fuel loads did exist, this area could be considered in moderate to high danger due to several structures not having defensible space clearances maintained.

The community called Willowbrook itself is a low hazard rating with well maintained defensible space. Several structures in the area could benefit from

defensible space maintenance, because there is a sufficient fuel load in this area's wildlands to carry an intense enough wildfire to cause significant WUI damage.

Moderate Hazard Rating Communities:

Medora is given a moderate hazard rating for a somewhat unique set of circumstances. The many groves of hardwood timber in the area pose a threat in a couple ways. Several of these look to have an understory of grass and/or eastern red cedar that could carry intense fire through them. Fires in hardwood stands also are a threat of rekindle fires several hours to days later.

Pony Acres community has a moderate hazard rating. The loop layout of the community protects many of the structures from a WUI fire. Those on the interior of the loop have a buffer from the surrounding wildland fire fuels. The structures on the exterior of the loop should look at defensible space measures in order to increase their safety.

The small community of Castleton would benefit from some mitigation of Hardwood timber and eastern red cedar fuels around the structures of this community. The amount and proximity of these fuels currently give this community a moderate hazard rating.

Langdon has a moderate hazard rating because of a greater amount of Hardwood timber fuels in close proximity to structures than other communities surveyed. While not as volatile as tall grass or eastern red cedar fuels, hardwood timber stands can and do pose a threat to structures, especially in drought conditions.

A moderate rating is given to Plevna, defensible space within the community looked fairly well maintained. There is a concern of narrow fuel breaks between the community and the surrounding wildland fuels.

In most years the communities of Nickerson and Arlington should not have abnormal cause for concern. In years of extreme drought the concentrations of fuels in the timbered areas of these communities will be capable of carrying intense fires through the dead and down hardwood fuels that is mixed in with eastern red cedars and grass in and around these communities. This concern is one to look into addressing with fuel mitigation, but since it will be a fairly rare occurrence the overall rating for these communities is moderate.

High Hazard Rating Communities: The High risk rating given to these Reno County communities is mainly due to heavier concentrations of tall grass and evergreen (cedar) timber fuels and lots with little to no defensive clearance. All of these factors could very easily contribute to a structure ignition from a wildfire in the area. Efforts should be taken to keep large concentrations of eastern red cedar from becoming established in these areas. These areas could

benefit from collaborative wildland/urban interface protection planning in the form of a program such as FIREWISE Communities USA

The first community in the high hazard rating is a development east of Kent Road, South of 4th street with Mackenzie Way being one of the main entrances to the community. The western half of this community looks more of a moderate hazard area with defensible space and less of a fuel load. However, the eastern half has heavier concentrations of tall grass and evergreen (cedar) timber fuels and lots with little to no defensible space clearance.

Although possibly not a named community the developments along 4th street between Obee and Mayfield roads are worth mentioning. Many of the lots in this area had heavy fuel loads, insufficient defensible space and no break in fuel continuity between the structures and the surrounding grass, and cedar fuels.

One of the many high hazard communities along 30th street east of Hutchinson is Sand Dunes Drive. A high concentration of mainly tall grass fuels in close proximity to structures is the main concern for the structures in this community.

Prairie Dunes Country Club has many lots that have sufficient defensible space there is a concern with the green space between lots. If the build-up of more volatile fuels such as eastern red cedar is not mitigated then the intensity of fire in this community will be a threat to structures.

The Woodlands community has a high hazard rating mainly for fuel loading. The lots in this community look to have some defensible space and fire resistant construction. There is a concern with the large amount of timber fuels of many species, since the community is built in an area that was once a tree nursery. Along with the usual concern of structures being in close proximity to timber fuels is that in the Woodlands there looks to be a concerning amount of the trees dead and dying increasing the potential fire intensity. Mitigation of these dead and dying trees would greatly increase wildfire safety in this community.

The high hazard rating for the Muirfield (30th and Inverness) community is for small lot sizes with narrow green spaces packed with tall grass and/or volatile tree species fuel in between structures. This situation places many structures at risk from a fire following these narrow “fingers” of fuels through the community to that structures that are in close proximity and causing ignition. Adding to the concern is the amount of structures with wood roofing materials. These roofing materials can cause a structure ignition after only being exposed to small wind carried embers from a nearby wildfire.

As with many larger communities the incorporated areas of Hutchinson itself should have sufficient breaks in fuel continuity that spread of wildfire from vegetation to urban fuels is unlikely and therefore a low hazard rating. However, the areas immediately surrounding town were observed to have several residences

and other structures that are in close proximity to heavy concentrations of hazardous wildland fire fuel loads. A more concentrated parcel level hazard assessment would have great benefit in these areas.

The communities of Blue Spruce and Rolling Hills (Monroe and 69th) have high hazard rating mainly for large concentrations of volatile fuels in close proximity to structures and little break in the continuity of the fuels between the wildland and the community. This area also has more of a rolling hills topography than previously mentioned areas. Topography is a concern because wildfire spread is greatly increased in speed and intensity when moving uphill.

Highlands Golf Club is of great concern in this survey. As just mentioned topography comes into play in this community compounding the dangers that the structures in this community already face from large amount of volatile fuels in the surrounding wildlands with little break in continuity before reaching structures. *A more concentrated parcel level assessment will be needed to most accurately address the dangerous fuel loads, of tall grasses, eastern red cedar, hardwood timber, defensible space needs, and vulnerable building construction hazards of this community.*

Prioritized Fuel Reduction:

The following are some steps that can be taken by all communities in Reno County to increase wildfire safety.

- 1) Reduce concentrations of dead and down timber in areas where past storm damage has led to a buildup of this type of wildfire fuel.
- 2) Thin concentrations of flammable eastern red cedars to a level where fire could not travel from one tree to another as a dangerous crown fire.
- 3) In areas with eastern red cedar and other flammable vegetation prune the branches at least twice the height of the surrounding grasses so that a grass fire will not carry into the canopy of the trees.
- 4) Maintain grasses to less than 4" height within 100ft of structures.
- 5) Maintain an area of 30ft cleared of volatile vegetation around structures.

Treatment of Structural Ignitability:

Regardless of the hazard rating of the surrounding area, any rural home is at risk from wildfire. For this reason the following protective recommendations should be passed onto homeowners living in the WUI.

Individual home protection can be made easier by breaking it down into Defensible Space Zones:

Zone 1 – Extends 30 feet from the edge of the home or any attached structure such as a deck or patio. This zone requires the most maintenance and the least amount of flammable material. Only a few scattered trees/bushes and no tall grasses should be in this zone. This is a zone of short green lawn and as little flammable debris as possible.

Zone 2 – Extends 75 feet beyond the edge of Zone 1. This zone contains more vegetation and flammable materials, but still needs regular maintenance activities to reduce fuel load and risk.

Zone 3 – Extends from the edge of Zone 2 to the property boundary. This zone includes the natural surroundings of your home. The vegetation closest to your home in this zone should still receive an annual “clean-up” such as mowing, pruning, removing dead vegetation, and thinning overcrowded trees and shrubs.

Note: Fire moves faster and burns more intensely uphill. Defensible space zones that are down slope from your home need to be extended beyond the above recommended distances based on slope steepness.

Additional Defensible Space Practices

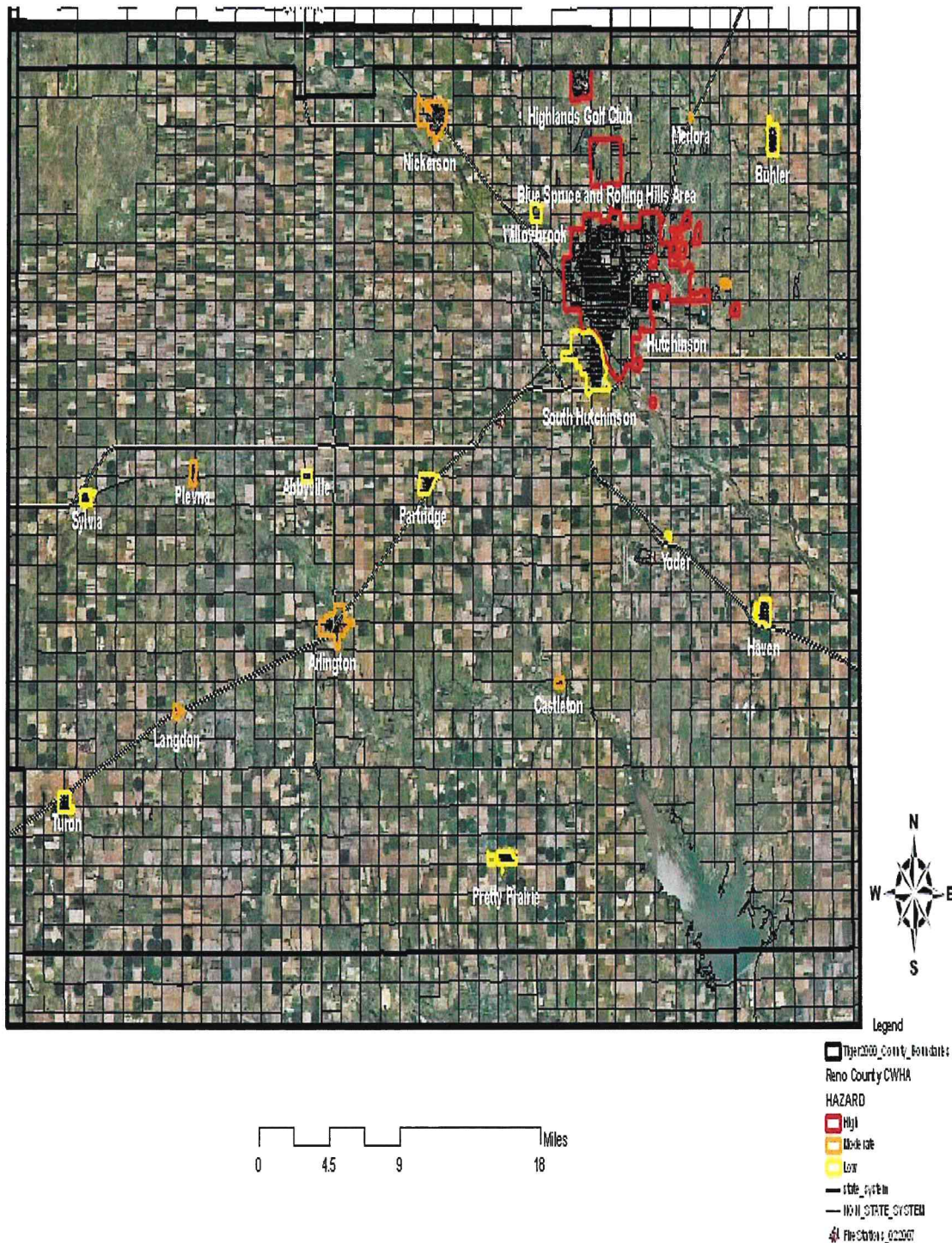
- Fire resistant roofing materials such as metal, tile, or at least Class C shingles prevent your roof from being a source of ignition from the hot embers of a wildfire.
- Windows should be at least double paned. In case of wildfire move flammable materials such as curtains and furniture away from windows. Radiant heat can ignite these materials through windows.
- Stone, brick or other non-flammable siding is safer than wood or vinyl siding.
- Zone 2 should have tree crowns spaced at least 10 feet from each other. All trees in Zones 1 & 2 should be pruned to a height of 3 times the height of surrounding vegetation (usually 6-10 feet), but do not remove more than 1/3 of the live crown.
- Propane tanks, gasoline, and wood piles should be stored 30 feet from home.
- All exterior vents should be covered with a non-flammable wire mesh ½ inch or smaller.
- Remove all dead vegetation from Zones 1 & 2. Especially prune any dead branches that overhang the roof or are within 15 feet of the chimney.
- If your property has no large year-round water source, consider working with neighbors or a home owners association to install one.
- Keep trees pruned and healthy in Zones 1 & 2.
- Maintain power line clearance. Have an arborist assist with existing trees that interfere with power lines. When planting new trees near power lines consider a species that has a mature height less than 25 feet.
- Make sure your address is clearly visible from the road especially in low visibility conditions.

- If you burn trash or use fire for vegetation management, consult local regulations and obtain proper training. Strictly follow all safety precautions!

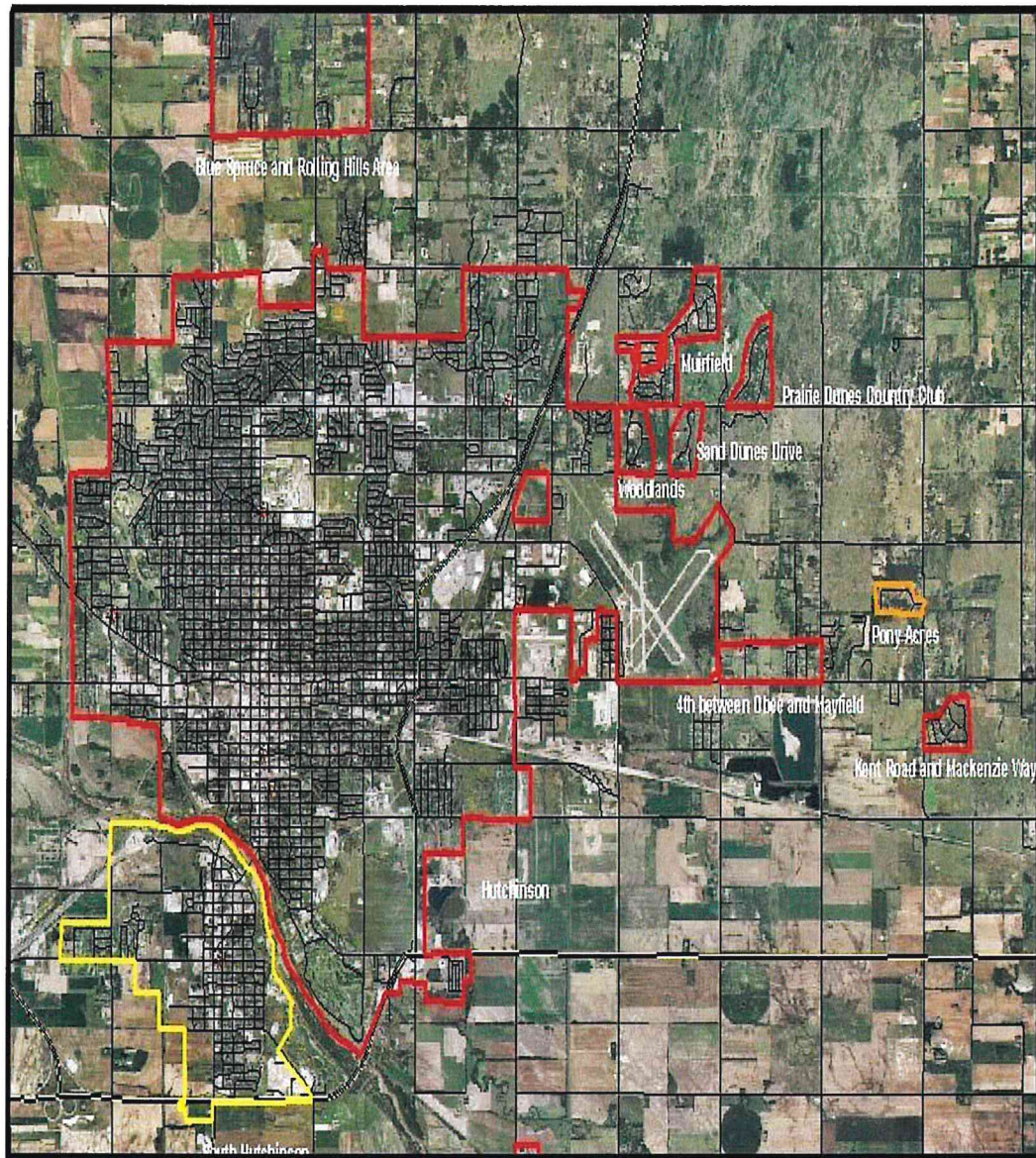
Conclusions

This survey was an initial step and only overview in scope and scale, more detailed assessments might be needed in the future. No community should consider themselves to be immune to the dangers of Wildland Urban Interface, especially as more and more of the urban population moves out onto small rural parcels. The wildland/urban interface issue is not unheard of to citizens of Reno County, in late March, 2006 a lightning strike fire started near 30th St. and Obee Rd. By the time this fire was contained at 6000ac, over 20 structures had been damaged or destroyed, including 3 homes. Even with incidents such as this, Kansas is not thought of as a state with a great Wildland Urban Interface problem, and only proactive actions will keep us that way! The Kansas Forest Service and national programs such as FIREWISE Communities USA have the tools to help you be proactive, contact Jason Hartman, Fire Prevention Specialist at (785) 532-3316 for assistance.

Reno County Wildfire Assessment Findings



Wildfire Assessment – Hutchinson Area



- Legend
- Tiger2000_County_Boundaries
 - Reno County CWAHA
 - HAZARD**
 - High
 - Moderate
 - Low
 - state_system
 - NON_STATE_SYSTEM
 - File Statistics_02/2007

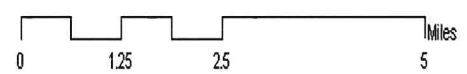




Table 2.2: Kansas Region G Survey Comments, Areas of Concern

Jurisdiction	Comments
Butler County, Leon	The city water source and the condition of the pipelines and water tower are a concern. Not having confidence in the purity of the well water that is sometimes used to supply our city water is a concern. Flooding, loss of power, age of components, and proper management are concerns.
Butler County, Augusta	Better communication when there is a potential for hazardous events.
Butler County, Douglass	Douglass could potentially be cut off if we experience another Halloween level flood.
Butler County, El Dorado	Emergency traffic planning-how would we evacuate in the event of a looming disaster?
Harvey County	They are doing a wonderful job. It takes a lot of work to put all this information together from so many different entities.
Adjacent County	In my opinion, the Region G plan as written is almost useless. A plan that's 532 pages long is not user-friendly, contains too much information and is absolutely unable to be exercised. I realize the need to address lots of information for multiple counties but there has to be a limit on that information or the plan becomes unwieldy and no longer serves its function, i.e. no one is going to use it nor even read it to become conversational in its data.
Marion County	County mud roads to family homes and community members served by our school district.
Reno County	We need to consider wildfire mitigation which could be removal of cedar trees/prescribed burns in the areas that are not maintained. I realize it's private property but in 2017 "private property" took out almost 6000 acres of land, homes, outbuildings, vehicles and put thousands of lives at risk (residents and first responders).
Reno County	Get the community involved. And reach out to groups.
Reno County	Develop a Firewise community
Reno County	There have been a couple of very serious wildfires that spread quickly and changed direction with the wind. There does not appear to be any management of trees and other flammable materials that will feed fires.
Reno County	Wildfires are a big concern. There should be state funding to mitigate these problems
Reno County	transportation for residents and evacuation procedures that the public is aware of
Reno County	The reduction of the western red cedar trees that increase the wildfire hazard.
Reno County, Sylvia township	Unifying with townships in western reno county on emergency services. Give emergency services more help. In 3 towns we have one ambulance service with no working ambulance. Reno county promised to provide a working vehicle and still hasnt. Ems staff out here are great and yet you fo not help provide a vehicle. How can we mitigate any disaster if we can't even have a working ambulance for a volunteer service that works their butts off?
Reno County, Hutchinson	Being with a Long Term Care facility, we along with other health care facilities like Home Health, Hospice, etc., are encouraged to be a part of emergency planning. We were not on that radar much when this plan was first developed in 2014. Including other types of health care like us in the process would be my recommendation.
Reno County, Pretty Prairie	Continue to make dollars available ESPECIALLY to the smaller communities and services.





Table 2.2: Kansas Region G Survey Comments, Areas of Concern

Jurisdiction	Comments
Reno County, South Hutchinson	Nursing home or low income housing evacuations/shelter
Sedgwick County	Failure of Big Ditch at any point during extended rain.
Sedgwick County	Would like your HVA posted where we can all see it
Sedgwick County	Eliminate redundancy in the Plan (remove repetitive information and reduce the number of pages) - people will not read 1000+ pages
Sedgwick County, Haysville	Don't take to long on helping a person or community.
Sedgwick County, Haysville	We really need Dewatering Wells for Salem Township
Sedgwick County, USD 261 - Haysville	Natural disaster as well as anything that could be traveling along I-35 that could impact our town.
Sedgwick County, Salem Township	Groundwater rising into basements in Southern Sedgwick county.
Sedgwick County, Wichita	Need to continue tree trimming such that Ice Events don't cause major power outages.

Question 8: Do you have any mitigation project that you would like to see implemented and what are they?

Table 2.3: Kansas Region G Survey Comments, Requested Projects

Jurisdiction	Comments
Butler County	Ensure whitewater infrastructure (water, sewer, etc.) are up to date and working without work-arounds to keep things going.
Butler County	County road improvement. Creation of ditches along the gravel roads for drainage.
Butler County	County-wide emergency services drill to test the communication system, patient surge + daily emergency response simultaneously.
Butler County, Andover	Developing regional flood and wild fire education & mitigation,
Butler County, Douglass	Many in Douglass still do not know where storm shelters are, nor has there been any town meetings on a disaster plan
Butler County, Leon	Upgrades to water purity measures and water line infrastructure. Upgrades to sewer pipelines, elevations and or pumping mechanisms to the lagoons.
Marion County	Improve county roads to prevent wash out and increase accessibility.
Marion County, Hillsboro	Safe rooms at each of our buildings.
Reno County, Hutchinson	I know you are working on wildfire mitigation and that would be at the top of our list as we experienced some vulnerability to that.
Reno County	The health dept needs a new generator or at least a transfer switch installed to hook up to one of the county generators.
Reno County	Firewise
Reno County	Cut down trees, make mow strips and prevent wildfires. Also, safe rooms in schools





Each planning significance category was assigned a CPRI range, with a higher score indicating greater planning criticality. The following table details planning significance CPRI ranges.

Table 4.2: CPRI Planning Significance Range

Planning Significance	CPRI Range	
	Low CPRI	High CPRI
High	3.0	4.0
Moderate	2.0	2.9
Low	1.0	1.9

The terms high, moderate and low indicate the level of planning significance for each hazard, and do not indicate the potential impact of a hazard occurring. Hazards rated with moderate or high planning significance were more thoroughly investigated and discussed due to the availability of data and historic occurrences, while those with a low planning significance were generally addressed due to lack of available data and historical occurrences. The following table shows the CPRI ratings for Kansas Region G.

Table 4.3: Kansas Region G Natural Hazard CPRI Planning Significance

Hazard	Probability	Magnitude/Severity	Warning Time	Duration	CPRI
Agricultural Infestation	2.0	3.0	1.0	4.0	2.4
Dam and Levee Failure	1.5	2.0	2.5	3.0	2.0
Drought	3.0	2.0	1.0	4.0	2.5
Earthquake	1.5	1.0	4.0	1.0	1.7
Expansive Soils	1.5	1.0	1.0	4.0	1.5
Extreme Temperature	3.0	2.0	1.5	3.5	2.5
Flood	3.5	3.0	3.0	3.0	3.2
Hailstorm	4.0	2.0	3.5	1.0	3.0
Land Subsidence	1.5	1.0	1.0	2.5	1.4
Landslide	1.0	1.0	3.0	1.0	1.3
Lightning	2.0	1.5	3.0	1.0	1.9
Soil Erosion & Dust	2.0	1.5	2.0	3.0	2.0
Tornado	4.0	3.5	4.0	1.5	3.6
Wildfire	3.5	2.0	4.0	3.0	3.1
Windstorm	4.0	2.0	3.5	2.5	3.2
Winter Storm	4.0	2.5	2.5	3.0	3.2

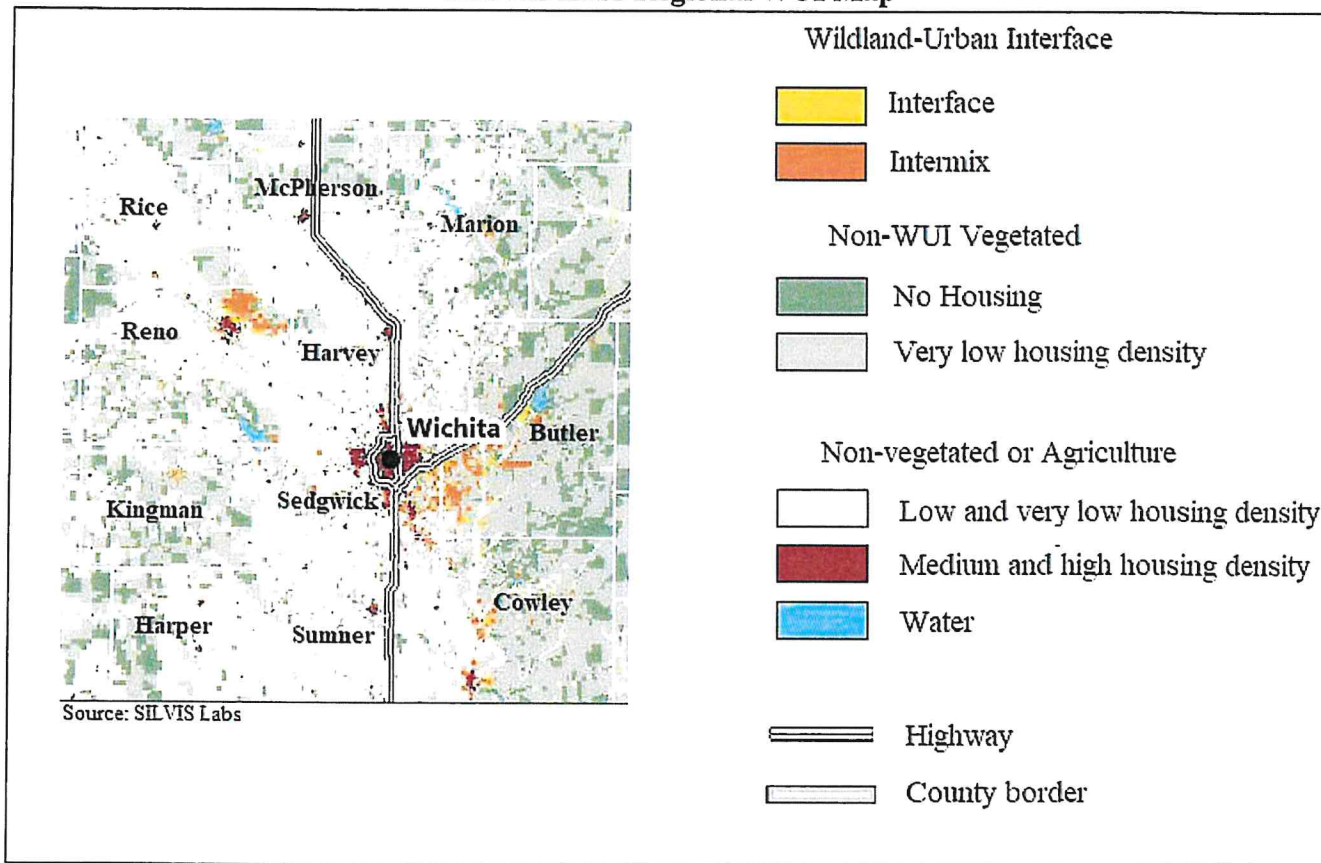
Table 4.4: Kansas Region G Man-Made Hazard CPRI Planning Significance

Hazard	Probability	Magnitude/Severity	Warning Time	Duration	CPRI
Civil Disorder	1.0	2.0	2.0	1.0	1.5
Hazardous Materials Event	2.0	2.0	4.0	2.0	2.3
Major Disease Outbreak	1.5	2.0	1.0	4.0	1.8
Radiological Event	1.0	1.0	4.0	4.0	1.8
Terrorism, Agri-Terrorism	1.0	2.0	3.5	2.0	1.8
Utility / Infrastructure Failure	3.0	2.0	3.5	3.0	2.8



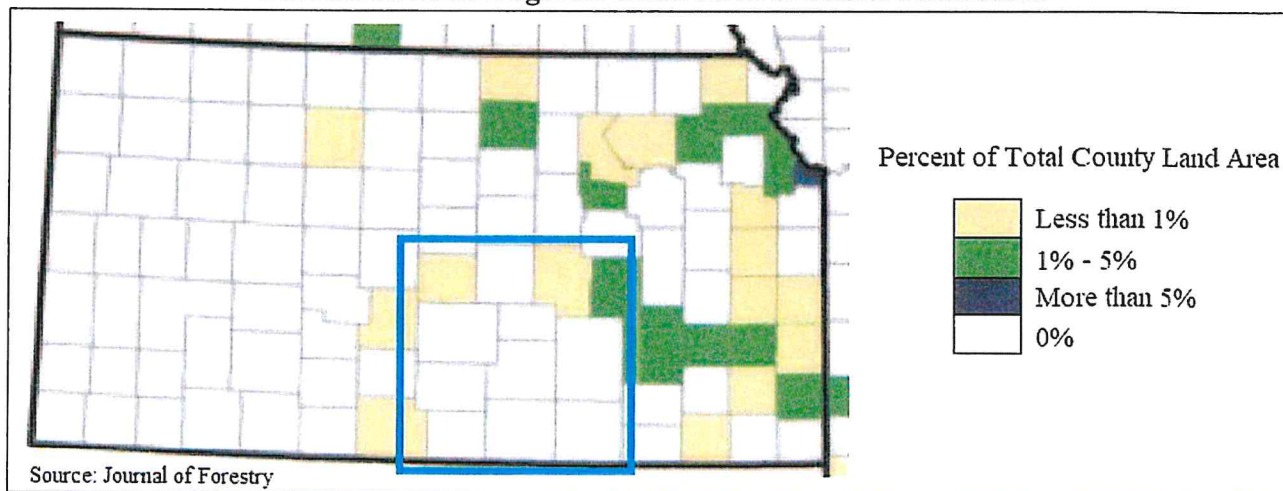


SILVIS Labs Regional WUI Map



The Eastern Redcedar is of concern to Kansas Region G. This invasive evergreen species can take over fence rows and un-planted fields, adding to wildfire fuel and risk. The following 2012 map, from the Journal of Forestry, indicates the percent of the total regional acreage impacted by Eastern Redcedar.

Percent of Total Regional Land Area of Eastern Redcedar





4.20.2 – Previous Occurrences



In the 20-year period from 1999 to present, there have been no Presidential Disaster Declarations for Kansas Region G for wildfires. In the 20-year period from 1999 to present, there has been one Fire Management Assistance Declaration for Kansas Region G for wildfires. The following 20-year information on past declared disasters is presented to provide a historical perspective on wildfire events that have impacted Kansas Region G.

Kansas Highland Hills Fire (FM-5170)

Incident Period: March 04, 2017 - March 15, 2017

Fire Management Assistance Declaration declared on March 05, 2017

FEMA Approved Public Assistance \$1,873,908

The Office of the State of Kansas Fire Marshall’s Office (KSFM) was contacted concerning the size and origin of reported wildfires for the region. The following table lists all recorded wildfires, by county, for the six-year period 2013-2018 (currently available data, with 2013 and 2018 being full data set years).

Table 4.169: Kansas Region G State Fire Marshall Recorded Wildfire Events, 2013-2018

County	Number of Reported Fires	Deaths	Injuries	Buildings Burned	Burned Acres
Butler	398	0	5	6	29,585
Cowley	284	0	2	5	20,351
Harper	14	0	0	0	4,735
Harvey	68	0	0	0	2,609
Kingman	62	1	6	0	3,393
McPherson	78	0	0	0	6,339
Marion	118	0	1	0	6,057
Reno	111	0	3	24	24,543
Rice	15	0	0	0	905
Sedgwick	122	0	5	3	4,086
Sumner	135	0	0	1	5,939

Source: KSFM

Available crop loss data from the USDA Risk Management Agency detailing cause of loss was researched to determine the financial impacts of wildfires on the region’s agricultural base. Crop loss data for the years 2014- 2018 (with 2014 and 2018 being full data years), for the region, indicates nine wildfire related claims on 126 acres for \$7,490.

Table 4.170: USDA Risk Management Agency Cause of Loss Indemnities 2014-2018, Wildfires

County	Number of Reported Claims	Acres Lost	Total Amount of Loss
Butler	0	0	\$0
Cowley	0	0	\$0
Harper	2	71	\$4,079
Harvey	0	0	\$0
Kingman	0	0	\$0
Marion	0	0	\$0
McPherson	0	0	\$0





Table 4.170: USDA Risk Management Agency Cause of Loss Indemnities 2014-2018, Wildfires

County	Number of Reported Claims	Acres Lost	Total Amount of Loss
Reno	0	0	\$0
Rice	2	19	\$1,445
Sedgwick	0	0	\$0
Sumner	5	36	\$1,966

Source: USDA

Additionally, the following local events were reported:

Highlands (Reno County): March 5-7, 2017: A wildfire caused the total evacuation of the town and approximately \$1,000,000 in damages. No deaths or injuries were reported.

4.20.3 – Hazard Probability Analysis

The following table summarizes wildfire probability data for **Butler County**.

Table 4.171: Butler County Wildfire Probability Summary

Data	Recorded Impact
Number of KSFM Reported Events (2009-2018)	398
Average Events per Year	66
Number Deaths or Injuries (2009-2018)	5
Average Number of Yearly Deaths and Injuries (2009-2018)	1
Total Reported Burned Buildings (2009-2018)	6
Average Burned Buildings per Year	1
Total Reported Burned Acres (2009-2018)	29,585
Average Burned Acres per Year	4,931
USDA Farm Service Agency Number of Crop Damage Claims (2014-2018)	0
Average Number of Claims per Year	0
USDA Farm Service Agency Number of Acres Damaged (2014-2018)	0
Average Number of Acres Damaged per Year	0
USDA Farm Service Agency Crop Damage Claims Amount (2014-2018)	\$0
Average Crop Damage per Year	\$0

Source: KSFM and NOAA

Data from the KSFM indicates that Butler County can expect on a yearly basis, relevant to wildfire events:

- 66 events
- One death or injury
- One building burned
- 4,931 acres burned

According to the USDA Risk Management Agency, Butler County can expect on a yearly basis, relevant to wildfire occurrences:

- No insurance claims





Table 4.177: Marion County Wildfire Probability Summary

Data	Recorded Impact
Average Burned Buildings per Year	0
Total Reported Burned Acres (2009-2018)	6,057
Average Burned Acres per Year	1,010
USDA Farm Service Agency Number of Crop Damage Claims (2014-2018)	0
Average Number of Claims per Year	0
USDA Farm Service Agency Number of Acres Damaged (2014-2018)	0
Average Number of Acres Damaged per Year	0
USDA Farm Service Agency Crop Damage Claims Amount (2014-2018)	\$0
Average Crop Damage per Year	\$0

Source: KSFM and NOAA

Data from the KSFM indicates that Marion County can expect on a yearly basis, relevant to wildfire events:

- 20 events
- <1 death or injury
- No buildings burned
- 1,010 acres burned

According to the USDA Risk Management Agency, Marion County can expect on a yearly basis, relevant to wildfire occurrences:

- No insurance claims
- No acres impacted
- \$0 in insurance claims

The following table summarizes wildfire probability data for **Reno County**.



Table 4.178: Reno County Wildfire Probability Summary

Data	Recorded Impact
Number of KSFM Reported Events (2009-2018)	111
Average Events per Year	19
Number Deaths or Injuries (2009-2018)	3
Average Number of Yearly Deaths and Injuries (2009-2018)	<1
Total Reported Burned Buildings (2009-2018)	24
Average Burned Buildings per Year	4
Total Reported Burned Acres (2009-2018)	24,543
Average Burned Acres per Year	4,091
USDA Farm Service Agency Number of Crop Damage Claims (2014-2018)	0
Average Number of Claims per Year	0
USDA Farm Service Agency Number of Acres Damaged (2014-2018)	0
Average Number of Acres Damaged per Year	0
USDA Farm Service Agency Crop Damage Claims Amount (2014-2018)	\$0
Average Crop Damage per Year	\$0

Source: KSFM and NOAA





Table 4.182: Kansas Region G Structural Vulnerability Data for Wildfires, 2009-2018

County	HAZUS Building Valuation	KSFM Structure Damage	Percentage of Building Valuation Damaged
Butler	\$6,664,946,000	\$192,000	0.003%
Cowley	\$3,626,310,000	\$160,000	0.004%
Harper	\$779,563,000	\$0	0.0%
Harvey	\$3,863,763,000	\$0	0.0%
Kingman	\$1,041,969,000	\$0	0.0%
McPherson	\$3,766,723,000	\$0	0.0%
Marion	\$1,538,178,000	\$0	0.0%
Reno	\$7,100,181,000	\$768,000	0.011%
Rice	\$1,198,508,000	\$0	0.0%
Sedgwick	\$56,135,645,000	\$96,000	0.0002%
Sumner	\$2,800,707,000	\$32,000	0.001%

Source: NCEI and HAZUS

Counties with a higher identified population are to be considered to have a potentially greater vulnerability. As such, it is worth highlighting the majority of Kansas Region G counties may have decreased vulnerability to wildfire events due to decreasing populations. The following table indicates the total county population and registered growth over the period 2000 to 2017.

Table 4.183: Kansas Region G Population Vulnerability Data for Wildfires

County	2017 Population	Percent Population Change 2000 to 2017
Butler	66,878	12.4%
Cowley	35,361	-2.6%
Harper	5,590	-14.5%
Harvey	34,544	5.1%
Kingman	7,360	-15.1%
McPherson	28,708	-2.9%
Marion	11,986	-10.3%
Reno	62,510	-3.5%
Rice	9,660	-10.2%
Sedgwick	513,687	13.4%
Sumner	23,159	-10.7%

Source: US Census Bureau

The USDA 2012 Census of Agriculture (the latest available data) provides data on the crop exposure value, the total dollar value of all crops, for each Kansas Region G County. USDA Risk Management Agency crop loss data allows us to quantify the monetary impact of wildfires on the agricultural sector. In general, the higher the percentage loss, the higher the vulnerability the county has to wildfire events.





Table 4.185: Wildfire Consequence Analysis

Subject	Impacts of Wildfire
Continuity of Operations	Temporary relocation may be necessary if government facilities experience damage.
Property, Facilities, and Infrastructure	Delivery of services could be affected if there is any disruption to the roads and/or utilities due to damages sustained.
Environment	Impact will be severe for the immediate area with regards to trees, bushes, animals, and crops. Impact will lessen as distance increases.
Economic Conditions	Impacts to the economy could be moderate in the immediate area.
Public Confidence in the Jurisdiction's Governance	Response and recovery will be in question if not timely and effective. Evacuation orders and shelter availability could be called in to question.





Additionally, problem statements from the public survey are incorporated to provide a community wide view. Problems statements were developed using the following inputs:

- Location
- Identified hazard
- Key point of concern

The following table present community problem statements to be utilized in informing the review, modification and development of hazard mitigation actions.

Table 6.2: Kansas Region H Community Problem Statements

Jurisdiction	Identified Hazard(s)	Problem Statement
Butler County	All Hazards	Ensuring the response of emergency services that are prepared for surge capacity of daily emergencies + to limit the secondary injury and illness due to a natural disaster.
Butler County	Utility/ Infrastructure Failure	Power lines underground
Butler County	All Hazards	Education and training for response teams, both paid and volunteer.
Butler County	Flood	Remove debris from under the bridge on west Towanda street, near Fredrick Drive to facilitate free flow of water through Constant Creek.
Butler County, East of Rose Hill	Flood	In terms of flooding, I would like to see roads addressed. We have only one road into our entire neighborhood, and it floods every heavy, prolonged rain. Even when the water is probably dangerously high, we have no choice but to drive through or be stranded.
Butler County, Leon	Flood, Drought	The city water source and the condition of the pipelines and water tower are a concern. Not having confidence in the purity of the well water that is sometimes used to supply our city water is a concern. Flooding, loss of power, age of components, and proper management are concerns.
Butler County, Augusta	All Hazards	Better communication when there is a potential for hazardous events.
Butler County, Douglass	Flood	Douglass could potentially be cut off if we experience another Halloween level flood.
Butler County, El Dorado	All Hazards	Emergency traffic planning-how would we evacuate in the event of a looming disaster?
Marion County	Flood	County mud roads to family homes and community members served by our school district.
Reno County	Wildfire	We need to consider wildfire mitigation which could be removal of cedar trees/prescribed burns in the areas that are not maintained.
Reno County	All Hazards	Get the community involved. And reach out to groups.





Table 6.2: Kansas Region H Community Problem Statements

Jurisdiction	Identified Hazard(s)	Problem Statement
Reno County	Wildfire	Develop a Firewise community
Reno County	Wildfire	Wildfires are a big concern. There should be state funding to mitigate these problems
Reno County	Wildfire	The reduction of the western red cedar trees that increase the wildfire hazard.
Reno County, South Hutchinson	Wildfire	Nursing home or low-income housing evacuations/shelter
Sedgwick County	Flood	Failure of Big Ditch at any point during extended rain.
Sedgwick County, Haysville	Flood	We really need Dewatering Wells for Salem Township
Sedgwick County, Salem Township	Flood	Groundwater rising into basements in Southern Sedgwick county.
Sedgwick County, Wichita	Utility/ Infrastructure Failure	Need to continue tree trimming such that Ice Events don't cause major power outages.

6.4 – Identification of Goals

44 CFR 201.6 (c)(3)(i) A description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards.

Through thorough discussions at stakeholder meetings, the MPC determined that the four previously identified primary hazard mitigation goals remained relevant and applicable. This was because the priorities of Kansas Region G in relation to hazard mitigation planning have not changed during the five-year planning cycle. These goals were reviewed through a well-established consideration process, instituted by the MPC during previous plan updates, which consisted of:

- A review of previously identified hazard mitigation goals
- A review of demographic and built environment data
- A review of identified hazards, hazard events, and vulnerabilities
- A review all identified hazard mitigation actions

The following goals represent the Kansas Region G vision for hazard mitigation and disaster resilience.

- **Goal 1:** Reduce or eliminate risk to the people and property of Kansas Region G from the impacts of the identified hazards in this plan.
- **Goal 2:** Strive to protect all vulnerable populations, structures, and critical facilities in Kansas Region G from the impacts of the identified hazards.
- **Goal 3:** Improve public outreach initiatives to include education, awareness and partnerships with all entities in order to enhance understanding of the risk Kansas Region G faces due to the impacts of the identified hazards.





Table 6.10: Butler County and Participating Jurisdictions Mitigation Actions

Action Identification	Description	Hazard Addressed	Responsible Party	Overall Priority	Goal(s) Addressed	Estimated Cost	Potential Funding Source	Proposed Completion Timeframe	Current Status
Butler Co Fire District #1 / Underover Fire Rescue -8	Develop interagency communications strategies using the BU CERT Ham Radio network & local general Aviation interoperability	Wildfire,	Fire Chief, Kansas Forest Service, Township board of Trustees, County & City Public works	Medium	2, 4	\$1000	KFS, Federal WUI grant dollars, FAA, Local Air field operations	Five years	New
Butler County Rural Fire Districts (all Districts)-1	Educational workshops for homeowners' associations and/ or rural communities to provide homeowners with property in the wildland/ urban interface information on steps they can take on their own to defend their property from wildfire.	Wildfire	Fire Chiefs, Kansas Forest Service	Medium	1,2,3	\$500 per workshop	KFS and Federal Grants	Five years	Not started, lack of funding
Fire Districts (all Districts)-2	Implement Wildland Urban Interface (WUI) trainings to increase the general, tactical, and safety knowledge of anyone living in or responding to fires in the WUI.	Wildfire	Fire Chiefs, Kansas Forest Service	Medium	1,2,3	\$30 per student per training	KFS, State, Federal	Five years	Not started, lack of funding
Fire Districts (all Districts)-3	Reduce hazardous fuels in prioritized wildfire risk areas.	Wildfire	Fire Chiefs, Kansas Forest Service	Medium	1,2	\$85.00 an acre for hazardous fuel reduction projects	KFS, Federal WUI grant dollars	Five years	New
Butler County RWDs (all Districts)-1	Acquire backup generators	All Hazards	RWD Directors	Medium	1, 2	\$50,000	HMGF	Five years	Not started, lack of funding
Butler County RWDs (all Districts)-2	Replace water line due to expansive soil. Shifting stream banks caused by floods. Soil movement due to earthquakes. Extend current line encasement	Expansive Soil	RWD Directors	Medium	1,2,3	\$1,000,000	Cash reserves or bond issuance.	Five years	Not started, lack of funding
Watershed Districts #18, #27, #28, #33 -1	Education about watersheds, building above or below the floodplain zone, and the impact on flooding (NFIP)	Flood	Watershed Contracting Officer	High	1,3	\$300 annually	Local, State, Federal, USDA-NRCS	Annually	On going





Table 6.17: Reno County and Participating Jurisdictions Mitigation Actions

Action Identification	Description	Hazard Addressed	Responsible Party	Overall Priority	Goal(s) Addressed	Estimated Cost	Potential Funding Source	Proposed Completion Timeframe	Current Status
eno County-11	Coordinate with Red Cross/ Salvation Army during extreme temperature events	Extreme Temperature	Emergency Management Director/ Director of Public Health	Low	1,2,4	Staff Time	Funding :Local	Within One year	Not started, lack staff
eno County-12	Educate townships on benefits of roadside spraying programs.	Wildfire	County Weed Supervisor, Public Information Officer	Low	1,2,3	Staff Time	Staff Time, HMGP, PDM	Within Three years	Not started, lack staff
eno County-13	Educate livestock owners on bio-security.	Agricultural Infestation	Public Health/ Sheriff	Low	1,2,3	Staff Time	Local, USDA	Within Three years	Not started, lack staff
eno County-14	Continue NFIP compliance to include update FIRM	Flood	Floodplain Manager	Low	1,2,3	Staff Time	Staff Time, FEMA	Repeating	In progress
eno County-15	Put emergency generators in all county fire stations	All Hazards	County Fire District Chiefs	Low	1,2	\$400,000	Local/ HMGP	Within Five years	Not started, lack of funding
eno County 16	Implementation and execution of removing fuel loads (trees, ground and ladder fuels) along major waterways of Reno County.	Flooding, Wild Fire	Reno County Fire Districts, Townships, and Public Works	Low	1,2	\$100/ ac	KS Forest Svc, Federal WUI/ Local/ HMGP	Within Five years	Not started, lack of funding
eno County 17	Install water pumps at county fire stations.	Wildfire, Fire Suppression	Reno County Fire Districts	Low	1,2	\$120,000	Local/ HMGP	Within Five years	Not started, lack of funding
Abbyville-1	Institute a city-wide tree trimming program.	Winter Storm, Windstorm	City Clerk	High	1,2	\$10,000	Local, HMGP	Five years	Not started, lack of funding
Abbyville-2	Purchase back-up generators for water and sewer services. Evaluate power requirements. Rewire electrical service to accommodate switching to the generators. Purchase and install generators	Utility/ Infrastructure Failure	City Clerk	Medium	1,2	\$15,000	Local, HMGP	Five years	In progress, generator purchased for water.
Abbyville-3	Construct community storm shelter(s) for residents.	Tornado, Windstorm	City Council	High	1,2	\$500,000	Local, HMGP	Two years	Not started, lack of funding





Table 6.17: Reno County and Participating Jurisdictions Mitigation Actions

Action Identification	Description	Hazard Addressed	Responsible Party	Overall Priority	Goal(s) Addressed	Estimated Cost	Potential Funding Source	Proposed Completion Timeframe	Current Status
Haven-2	Administer, evaluate, and enforce flood area management zoning regulations (NFIP)	Flood	City Administrator	Medium	1,2	\$50,000	Local, HMGP	Four years	Not started, lack of funding
Haven-3	Purchase emergency power generator for community building shelter.	Utility/ Infrastructure Failure	City Administrator	Medium	1,2	\$25,000	Local, HMGP	Five years	Not started, lack of funding
Haven-4	Conduct underground electrical distribution upgrades.	Tornado, Windstorm, Winter Storm	City Administrator	Medium	1,2	\$1,500,000	Local, HMGP	Four years	Not started, lack of funding
Haven-5	Continue NFIP Compliance to include FIRM Update.	Flood	City Administrator	Medium	1,2,3	Staff Time	Staff Time, FEMA	Repeating	In process
Haven-6	Strengthen floodplain ordinance, as appropriate, following DFIRM development. (NFIP)	Flood	City Administrator	Medium	1,2	Staff Time	Staff Time	Within Five years.	Not started, lack of staff
Haven-7	Electric power upgrade program designed to protect lines by tree trimming and pole replacement.	Utility/ Infrastructure Failure	City Administrator	Medium	1,2	\$350,000	Local, HMGP	Two years	Not started, lack of funding
The Highlands-1	Educate the public on prescribed burns.	Wildfire	Council	High	1,2,3	\$500	Local, HMGP	Repeating	New
he Highlands -2	Provide and/ or require tree trimming/ maintenance training.	Utility/ Infrastructure Failure, Winter Storms, Tornado, Windstorm	Council	Medium	1,2	\$15,000	Local, HMGP	Five years	New
he Highlands -3	Reduce hazardous fuels in prioritized wildfire risk areas. As part of the planning process a wildfire hazard assessment has been conducted to begin to identify those locations that might be in need of some hazard fuel reduction work. In those areas that have been prioritized as posing a threat for wildland/ urban interface fires, fuel reduction will be used to create fuel breaks between the wildland fuels and	Wildfire	Council	Medium	1,2,3	\$500	Local, HMGP	Five years	New





Wildfire Mitigation Grant Opportunities

Overview

Wildfires can kill people, ruin homes and communities and cause environmental damage in forests, grasslands and the wildland urban interface. The destruction caused by wildfires also increases flood risks in burned areas for years. Wildfire risks increase in periods with little rain and high winds and can strike in any month of the year. FEMA's mitigation grant programs seek to reduce wildfire risks to people, the environment, infrastructure and communities.

Available Grant Programs

<p>Hazard Mitigation Grant Program (HMGP) provides funding to state, local, tribal and territorial governments so after a presidentially declared disaster so they can rebuild in a way that reduces or mitigates future disaster losses in their community.</p>	<p>Hazard Mitigation Grant Program Post Fire (HMGP-PF) assistance is available to help communities implement hazard mitigation measures after wildfire disasters.</p>	<p>Building Resilient Infrastructures and Communities (BRIC) grant program funds pre-disaster mitigation activities. BRIC is a new FEMA mitigation program that replaces the Pre-Disaster Mitigation (PDM) program.</p>
---	--	--

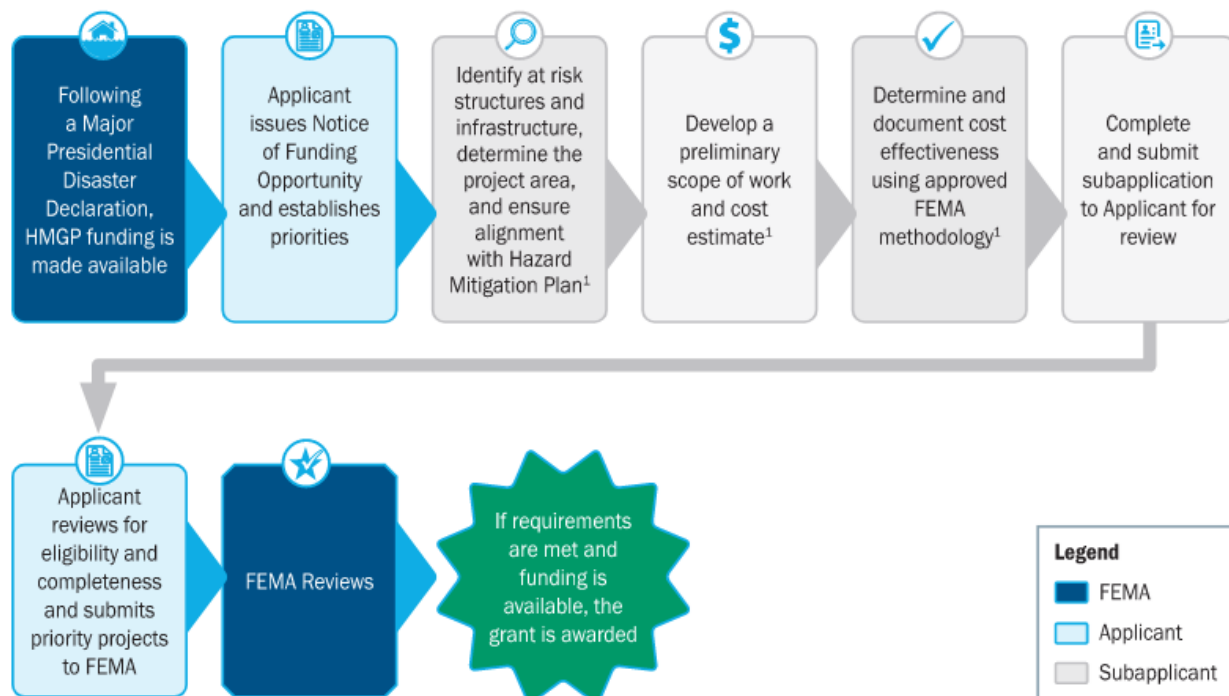
Eligible Wildfire Mitigation Projects

Mitigation Projects	Program			Complexity		
	HMGP	HMGP PF	BRIC	Application	Environmental	Legal
Post-Fire Mitigation Projects						
Erosion Control and Watershed Protection – WF1						
Erosion Control	✓	✓	✓	Low	Low	Low
Slope Stabilization	✓	✓	✓	Low	Medium	Medium
Debris Mitigation and Basins	✓	✓	✓	Medium	Medium	Medium
Culvert Upgrades	✓	✓	✓	Low	Medium	Medium
Infrastructure and Utility Protection	✓	✓	✓	Low	Medium	Medium
Sediment Traps or Check Dams	✓	✓	✓	Low	Medium	Medium
Wildfire Mitigation Projects						
Ignition Resistant Construction Retrofits - Residential – WF2	✓	✓	✓	High	Medium	Medium
Ignition Resistant Construction Retrofits - Infrastructure – WF3	✓	✓	✓	Medium	Medium	Low
Defensible Space – WF4	✓	✓	✓	High	Medium	Medium
Fuels Reduction – General – WF5	✓	✓	✓	Medium	High	High
Including private property	✓	✓	✓	High	High	High
Wildfire and Post Wildfire (flood) Warning systems – WF6	✓	✓		Low	Low	Low
Non-Construction Activities						
Building Code Improvements – WF7	✓	✓	✓	Low	Low	Low
Hazard Mitigation Planning (wildfire) – WF8	✓	✓	✓	Low	Low	Low
Advance Assistance (project dev.) – WF9	✓	✓	✓	Low	Low	Low



Purpose: Application templates have been developed to provide step-by-step instructions for specific project types. This application is intended to be used for wildfire mitigation projects, including creating defensible space, reducing hazardous fuels, implementing ignition-resistant construction, and removing standing burned trees. Wildfire projects are a long-term effort and require multiple steps. **Figure 1** shows the general process flow and decision points from Presidential Disaster Declarations to grant award.

Figure 1: Wildfire Mitigation Project Process Overview



Notes:

(1) These activities may also occur prior to the Disaster Declarations and/or the Notice of Funding Opportunity.

Prior to starting an application, it is recommended that you review the summary of data requirements (**Table 1**) needed to complete the application. Early submission of accurate and complete eligibility and pre-award information will facilitate FEMA’s review process and the release of HMGP funds.

Key Resources:

Wildfire Mitigation Project Application and Instructions

This fillable application form is designed specifically for wildfire mitigation projects, including creating defensible space, reducing hazardous fuels, implementing ignition-resistant construction, and removing standing burned trees. The accompanying instructions provide definitions, explanations, and clarification on the information requested in each section of the application. This step-by-step guidance references additional Job Aids and FEMA resources to help direct you to more detailed information, if needed.



Hazard Mitigation Technical Assistance Review | Job Aid Series, Wildfire Technical Review Supplement T1.5

This Job Aid describes the requirements for the technical review process for HMA-funded wildfire mitigation projects and provides a step-by-step approach to addressing each of the major components of a wildfire mitigation project application.

Hazard Mitigation Assistance EHP Review | Job Aid Series, Wildfire: Information Required for Environmental Review, Supplement E1.5

This Job Aid provides detailed guidance regarding information that should be included in wildfire mitigation project applications, including recommended documentation and supplemental information needed to help FEMA conduct an EHP review. This Job Aid categorizes the components considered within FEMA’s EHP review process, describes the information needed under each component, identifies potential sources of documentation, and provides examples.

Table 1: Summary of Data Requirements

Location and Scope of Work Information	Required Eligibility Data ¹	Required Pre-Award Data ²	Section and Number
Applicant/subapplicant contact information	✓		A
Description of wildfire risk being mitigated, damage history, and need and purpose of wildfire project	✓		B1
Location of proposed project, description of existing conditions, and description of mechanisms to mitigate wildfire risk	✓		B2
Detailed scope of work including tasks and key milestones	✓		B3
Description of vegetation removal and other relevant project components, quantification of the project area	Required for defensible space, hazardous fuels reduction, and removal of standing burned tree projects		B4
For ignition-resistant construction projects: Description of the building envelope modifications proposed	✓		B5
Description of ground-disturbing activities and dimensions of ground disturbance	✓		B6
Map or image (e.g., geographic information system [GIS] file, Google Earth .kmz file) showing the boundaries of the project area and all project components including equipment staging	✓		B7
Number of structures/infrastructure and people protected by mitigation activity	✓		B8
Technical data to support SOW	✓		B9
Representative photos of project area, surrounding area, and of any buildings that would be retrofitted	✓		B10
Maps of wildfire severity and frequency within and near project areas	Required for defensible space, hazardous fuels		B11



Location and Scope of Work Information	Required Eligibility Data ¹	Required Pre-Award Data ²	Section and Number
	reduction, and ignition-resistant construction projects		
Description of alternatives (no action, alternative action, proposed project)	✓		C
Operations and Maintenance Plan		✓	E
Schedule (schedule must be for 3 years or less)	✓		F
Project cost estimate with line items and supporting documentation	✓		G, H
Cost-Effectiveness			
<i>Note: This includes common data requirements to show cost-effectiveness; some projects may require additional documentation of damages to demonstrate a benefit-cost ratio greater than 1.0. The technical job aid provides step-by-step instructions and additional resources.</i>			
BCA narrative	Recommended		J
Project useful life (PUL)	Provide documentation if standard PUL from BCA information tab is not used		
Average burn recurrence interval	✓		
Project effectiveness	✓		
Provide benefit-cost ratio, export of the BCA tool, PDF of the BCA Report, and supporting documentation	✓		
Additional EHP Documentation: Needs vary based on potential impacts considerations			
Inventory of structures/infrastructure to be protected by the project with dates of construction and improvements		✓	D1
Description of public outreach that has occurred		✓	D2
Description of any federal, state, or local agency coordination, and permitting		✓	D3
Provide any environmental and/or cultural studies that have been conducted in the area		✓	D4
Is the project in a known floodplain?			D5
Are there nearby surface waters or wetlands?	If yes, additional documentation and discussion of impacts and potential mitigation measures will be required		D6
What are the soil and topographic conditions in the project area?			D7
Are there known hazardous or contaminated materials at the project site?			D8
Does the project involve the use of imported fill?			D9
List any best management practices that will be used during construction	✓		D10
Other Required Documents			
Fund commitment letters	✓		K
Applicable signed SF-424 forms and Assurances	✓		
Designated authorized agent documentation	✓		

Notes:

- 1- Eligibility: Items that must be included in the grant application to fully evaluate eligibility.
- 2- Pre-Award: Information that FEMA will need to review prior to award.

INSTRUCTIONS

HAZARD MITIGATION GRANT PROGRAM

WILDFIRE MITIGATION PROJECT APPLICATION



This document provides instructions on how to complete the application for a wildfire mitigation project under FEMA's Hazard Mitigation Grant Program (HMGP). This application is intended to be used only for wildfire mitigation projects, including creating defensible space, reducing hazardous fuels, ignition-resistant construction, and removing standing burned trees.

To add information into the form, double-click (gray) areas, or highlight the gray area and begin to type. Some form items have character limits to preserve the form and spacing—users should stay within the character limit when providing input. If additional space is needed, please attach a separate file and include the document name in the text box. Users can move from one gray form entry area to the next via the Tab button on their keyboard.

Additional technical guidance is provided in the attached **Wildfire Technical Review Job Aid Supplement No. T1.5 (Technical Job Aid)** and **Wildfire: Information Required for Environmental Review E1.5 (EHP Job Aid)**, which are referenced throughout these instructions.

A. Applicant/Subapplicant Information

1. **Applicant/Subapplicant Legal Name:** Enter your organization's legal name.
2. **Organizational Unit:** Enter the name of the department or agency within your organization that is pursuing the grant.
3. **Project Title:** Enter the name of the project title. The title should be short but descriptive (e.g., Baker County Hazardous Fuels Reduction Project).
4. **Applicant/Subapplicant Type:** Enter the type of applicant or subapplicant; refer to Hazard Mitigation Assistance (HMA) Guidance (Part III, Sections A and B) for information on *Eligible Applicants and Subapplicants*.
5. **Proposed Project Total Cost:** Enter the total cost of the project in the first field provided. In the fields beneath that, indicate the percentages and dollar amounts of the federal and local share for the project.
6. **Certifications:** Read the statement provided and enter the requested information to certify the applicant/subapplicant reviewed and concurred with the HMGP program requirements.
7. **Mitigation Plan:** Mark the appropriate box—Yes or No. If Yes was marked, provide the specified information for the Local and State/Tribal Mitigation Plan. Refer to HMA Guidance (Part III, Section E.5) for information on hazard mitigation plan requirements.
8. **National Flood Insurance Program (NFIP):** Mark the appropriate box—Yes or No. HMGP mitigation project subapplications for projects sited within the Special Flood Hazard Area (SFHA) are eligible only if the jurisdiction in which the project is located is participating in the NFIP.
9. Enter the **Tax ID Number**, five-digit Federal Information Processing Standards (**FIPS**) code, six-digit **Community ID Number**, and Data Universal Numbering System (**DUNS**) number for the Applicant/Subapplicant.
10. Enter the **U.S. Congressional District** for your jurisdiction, if applicable.
11. Enter the **State Legislative District** for your jurisdiction, if applicable.
12. **Primary Point of Contact:** Enter the contact information for the person coordinating the

INSTRUCTIONS

HAZARD MITIGATION GRANT PROGRAM

WILDFIRE MITIGATION PROJECT APPLICATION



implementation of this grant throughout the application process.

- 13. Alternate Point of Contact:** Enter the contact information for the alternate point of contact who can coordinate the implementation of this grant when the primary point of contact is not available.
- 14. Authorized Applicant/Subapplicant Agent:** Enter the name and contact information for the authorized agent for the organization. The authorized Applicant/Subapplicant agent **MUST** be the chief executive officer, mayor, or person of comparable status who is authorized to sign contracts, authorize funding allocations or payments, etc.

B. Project Narrative and Scope of Work

1. Provide a detailed description of the project purpose and risk being mitigated including previous wildfires, damage history, and the future potential wildfire risk of the project area(s), if available. Describe the need for wildfire mitigation and how the project will reduce the risk of future damage and protect individuals, structures, and/or infrastructure. Please include information on past damages and the federal disaster declaration number, if applicable. See **Step 1 of the Technical Job Aid** for additional guidance.
2. Provide a project narrative clearly describing the existing conditions of the project site, the area and population the project will benefit, the proposed mitigation activity, and the mechanisms to mitigate wildfire risk (i.e., how the proposed project will mitigate the risk). Include the following information for all types of wildfire mitigation projects:
 - Describe the proposed mitigation activity and the method to mitigate wildfire risk (e.g., creating defensible space, reducing hazardous fuels, implementing ignition resistant construction, or removing standing burned trees).
 - Provide the location of the proposed wildfire mitigation project including address or addresses and latitude/longitude (in decimal format to four decimal places) marking the boundary of the project area.
 - Describe the existing conditions in the project area, specifically defining the problem and the extent of the wildfire risk. Describe why the project is needed.
 - Identify the structure(s) and/or infrastructure and population that are at risk and will benefit from the project.

Mitigation projects funded by HMA must be both technically feasible and effective for mitigating the risks of the hazard(s) for which the project was designed. A project's technical feasibility is demonstrated through conformance with accepted engineering practices, established codes and standards, modeling techniques, and/or best practices. Effective mitigation measures funded under HMA provide a long-term or permanent solution to a risk from a natural hazard.

All wildfire mitigation projects must be located in a wildland-urban interface, be adjacent to or intermingled with the built environment, and provide protection to life and the built environment from future wildfires.

3. Provide a detailed scope of work. Clearly explain the proposed mitigation activity, identify the tasks required to complete the proposed activity, and define the tasks to be accomplished in clear, concise, and meaningful terms. The scope of work should include key milestones and coincide with the steps required to implement the mitigation activity. Additionally, provide the

INSTRUCTIONS

HAZARD MITIGATION GRANT PROGRAM

WILDFIRE MITIGATION PROJECT APPLICATION



following:

- For defensible space and ignition-resistant construction projects, provide the design criteria with which the project will comply including the relevant code(s) and standard(s). See **Steps 1 and 5 of the Technical Job Aid** and **Sections 1 and 2 of the EHP Job Aid** for additional guidance.

Defensible Space: FEMA recommends that projects use the design guidance in FEMA P-737 Homebuilder's Guide to Construction in Wildfire Zones, or FEMA P-754 Wildfire Hazard Mitigation Handbook for Public Facilities if the guidance presents a stricter standard.

Ignition-Resistant Construction: FEMA recommends that applicants use FEMA P-737 or FEMA P-754, as appropriate. Ignition-resistant construction projects are required to include a defensible space component as part of the application, or each property owner must have previously created defensible space and agree to maintain it in accordance with the HMA Guidance Addendum Part B.4.2.

4. For projects involving defensible space, hazardous fuels reduction, and removal of standing, burned trees, provide the following information, as applicable (see **Step 1 of the Technical Job Aid** and **Section 1 of the EHP Job Aid**):
 - Describe the type of vegetation that would be removed (e.g., species, sizes, invasive/native), methods of removal (e.g., herbicides, hand tools, mechanical equipment), and from where it will be removed and to where it will be disposed. Describe limits on vegetation removal (e.g., all trees less than 12 inches in diameter, only certain species of plants, limbs up to a certain height from the ground, only burned trees).
 - Quantify the project area where the wildfire mitigation will occur (e.g., 100 acres of fuels reduction) or quantify the area for each type of treatment as it relates to the projected structures (e.g., a 30-foot buffer of defensible space around each identified structure).
 - If your project involves the seeding or planting of vegetation, describe the species and the methods that will be used. Include any techniques that will be used to ensure survival of seeds or plants.
 - If herbicide use is required, identify the proposed types of herbicides and describe whether the herbicides will be used in riparian areas near streams, wetlands, or other waterbodies. Provide an estimate of the distance from the waterbody.
5. For ignition-resistant construction projects, describe the building envelop modifications proposed including the location on the building and the material type and quantity for each element of construction (see **Sections 1 and 2 of the EHP Job Aid**).
6. Describe all activities (both temporary and permanent) that would require ground disturbance. Include the length, width, and depth of the ground disturbance. If the area has been previously disturbed, list the type of disturbance that previously occurred (e.g., pavement, existing underground utility lines, burn scar).
7. Provide a map or image (e.g., geographic information system [GIS] file or Google Earth .kmz file) that clearly shows the boundaries of the project area and on-the-ground elements such as ground disturbance areas, access routes, and equipment staging areas. Identify ownership of the property or properties where the project will take place. If your project area has a complex boundary, a GIS or .kmz file is preferred.
8. Describe how the scope of work reduces the wildfire risk within the project area and surrounding areas. Provide the number of structures/infrastructure and people protected by

INSTRUCTIONS

HAZARD MITIGATION GRANT PROGRAM

WILDFIRE MITIGATION PROJECT APPLICATION



the mitigation activity. Provide supporting documentation for clarification.

9. A complete application should include technical data to support the scope of work for the proposed project, such as drawings, plans, or maps demonstrating wildland urban interface risk, wildfire frequency, wildfire intensity, and vegetation type. Briefly describe the supporting documentation included in the application package. Describe and provide copies of technical data to support the proposed level of protection. For ignition-resistant construction projects, describe any engineering drawings, plans, or analyses included in the project documentation. Specify if signed/stamped design drawings match the project scope and level of protection provided or are conceptual designs to be finalized later. See **Step 2 of the Technical Job Aid** for additional guidance.
10. Provide a few representative photographs of the surrounding area to the north, south, east, and west of the project area (see **Section 2A of the EHP Job Aid**).
11. For defensible space, hazardous fuels reduction, and ignition-resistant construction projects, provide maps about the wildfire severity and frequency within and around the project areas (see **Step 8 of the Technical Job Aid**).

C. Alternatives Considered

Mitigation project alternatives are required as part of application development. Indicate at least three alternatives that were considered in the planning process:

1. No action alternative and its consequences
2. Alternative that was considered but not selected, and why
3. Additional alternative actions considered but not selected (not required)
4. The Proposed Action alternative is the project you are proposing in the application; explain why it is the most practical, effective, and environmentally sound alternative.

See **Step 1 of the Technical Job Aid** and **Step 1 of the EHP Job Aid** for additional guidance.

D. Environmental Planning and Historic Preservation Considerations

Projects potentially could impact nearby physical, cultural (historic and archaeological), biological, and/or social resources. Below are questions about potential impacts the project may have on these resources. Please note that some of these may not be applicable to your project. See the **EHP Job Aid** for more details.

1. Structure/Infrastructure Information:
 - For defensible space, hazardous fuels reduction, and removal of standing, burned tree projects, provide an inventory of the physical addresses of the structures and/or infrastructure to be protected and any adjacent structures, or a general depiction of the location of the structure locations/project area shown as a polygon on a map or GIS file. See **Section 2B of the EHP Job Aid**.
 - For ignition-resistant construction projects, provide the physical address and a description for each structure that will be protected by the ignition-resistant construction project (if applicable), including photographs of all sides and the year it was originally constructed. List the flammable components of each structure and whether the structure is in a designated historic district. If appropriate, attach this list as a separate spreadsheet

INSTRUCTIONS

HAZARD MITIGATION GRANT PROGRAM

WILDFIRE MITIGATION PROJECT APPLICATION



instead of filling out the box. (See **Section 2B of EHP Job Aid.**)

2. Has the public been notified or provided input? If so, provide the dates and method of outreach. If not, describe any planned public engagement activities for the project. (See **Section 3A of EHP Job Aid.**)
3. Describe any agency coordination and permits obtained from federal, state, or local agencies to implement the project. Include copies of any coordination materials, permit applications, or approvals. (See **Section 3B of EHP Job Aid.**)
4. Provide any studies that have been conducted for the project or for projects that were recently built nearby. Studies could include evaluations of cultural resources (e.g., historic, archaeological) or environmental resources (e.g., threatened and endangered species, wetlands, hydrology). (See **Section 3C of EHP Job Aid.**)
5. If the project is in a floodplain, describe the project activities that would occur or be located in the floodplain, if applicable. Show where project activities would overlap with floodplains on a map. (See **Section 3D of EHP Job Aid.**)
6. Describe any surface waters in or near the project area (e.g., ponds, lakes, rivers, streams, wetlands, other waterbodies). Describe any measures that would be used to avoid waterbodies or avoid impacting water (e.g., setbacks, silt fence). Show where project activities will overlap with wetlands or other water bodies on a map. (See **Section 3E of EHP Job Aid.**)
7. Describe the soil and topographic conditions in the project area, including any erosion conditions or post-fire impacts on soils (e.g., burn scars, cleared fire breaks). (See **Section 3F of EHP Job Aid.**)
8. Describe any known hazardous or contaminated materials at the project site including underground tanks. Describe how underground tanks (e.g., fuel, septic) would be removed or decommissioned in place. If the project requires the use of hazardous materials (including herbicides), describe their use and best management practices to minimize environmental exposure. (See **Section 3G of EHP Job Aid.**)
9. Would the project involve the use of imported fill? If yes, describe the type and source of the fill material. (See **Section 3H of EHP Job Aid.**)
10. List any best management practices that would be used during project construction. (See **Section 3J of EHP Job Aid.**)

E. Operations and Maintenance Plan

1. Indicate who (department or position type) will be responsible for maintaining the wildfire mitigation once the project is complete. Describe the maintenance activities and how frequently they will occur.
2. Provide an estimated cost for annual maintenance of the project. Describe how costs were estimated and attach relevant documentation.

F. Estimated Work Schedule

1. Specify the duration of each process component required to complete the project. Although the components' occurrences are not necessarily sequential and activities may be carried out concurrently, the total project timeline cannot exceed the period of performance for HMGP, which is 36 months. See **Step 3 of the Technical Job Aid.**

INSTRUCTIONS

HAZARD MITIGATION GRANT PROGRAM

WILDFIRE MITIGATION PROJECT APPLICATION



G. Budget Estimating

- 1. Costing Methodology:** Indicate which method(s) were used to determine the project costs. Methods could include other projects done in the area of similar scope, an online estimation tool, quotes provided by an outside source, or other means. Include backup documentation for the method(s) used in your application package.

The jurisdiction must ensure that all project costs are reasonable and necessary for the activity according to Title 2 of the Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. See **Step 4 of the Technical Job Aid**.

All costs must be included in the cost estimate, including the non-federal portion and all pre-award costs. Pre-award costs should be labeled as such. Pre-award costs are costs directly related to developing the application or subapplication, which may be funded through HMA when funds are available. For example, pre-award costs may have been incurred to gather EHP data, prepare design plans, or hold workshops or meetings related to developing and submitting HMA applications and subapplications.

- 1. Pre-Award Costs:** If the Subapplicant has or will be incurring eligible pre-award costs, these must be included as separate line items in the project budget and labeled as pre-award costs.

Include all cost categories with quantities, units of measure, cost per unit, and total cost by line item. All costs should be detailed and cannot contain any lump sums. The cost estimate must include a line-item breakdown of costs associated with all elements described in the scope of work and budget narrative. Personnel hours should be detailed by position titles, estimated number of hours to complete the project, and estimated cost per hour for that position including fringe benefits and all other labor cost components.

Populate the table provided in the application or attach additional sheets, as needed, to provide all project costs in the application. Below are suggested tasks/activities:

- Pre-award costs (must have occurred after the declaration date of the relevant disaster)
- Advertisement/bids
- Force Account and/or Contract labor
- Design fees or other engineering services
- EHP compliance
- Permitting
- Surveying/mapping
- Soil testing
- Site preparation
- Materials
- Construction components
- Travel
- Contingency cost (no more than 5 percent of total project cost)
- Material/debris disposal costs
- A cost per structure should be provided for defensible space and ignition-resistant

INSTRUCTIONS

HAZARD MITIGATION GRANT PROGRAM

WILDFIRE MITIGATION PROJECT APPLICATION



construction projects, and a cost per acre should be provided for hazardous fuels reduction projects.

2. **Budget Narrative:** Provide a budget narrative with explanations, justifications, and line item details of the project costs. If needed, indicate in box that the narrative is in an attachment to the application and provide with application submittal.

The budget narrative should explain how costs were derived including any details not provided in the line items. For additional guidance, see **Step 4 of the Technical Job Aid**.

3. Describe the items included in the contingency cost. Contingency cost is often included in the cost estimate; however, it can be no more than 5 percent of the total project costs. Contingency cost should be included as a line item in the budget section of a project application. As with other line items in the budget, the Subapplicant should justify the contingency estimate based on the nature of the proposed project. For more information about contingency cost, see **Part VI.D.3.4 of the HMA Guidance**.

H. Nonfederal Cost Share (25% of Total Project Costs)

List all sources and amounts used to meet the nonfederal cost share, including all in-kind services. In-kind services may not exceed the 25% nonfederal cost share. For each source, indicate the name of the source agency, describe the type of funding, and the amount.

Attach letters of funding commitment for each source.

I. Cost-Effectiveness

Cost-effectiveness for wildfire mitigation projects must be calculated using the FEMA-approved benefit-cost analysis (BCA) software. All inputs for the BCA must be documented unless a FEMA default value is used. The BCA should be developed in accordance with **Step 10 of the Technical Job Aid**. The Technical Job Aid will provide additional guidance for the development the BCA and required supporting documentation required for the benefit-cost analysis. It is recommended that a BCA narrative be provided to describe the methodology, assumptions, and justification for all inputs in the BCA. The following is a checklist of all items in the BCA (at a minimum) that should be justified in the BCA narrative:

1. Project cost
2. Project useful life
3. Annual maintenance cost
4. Average burn recurrence interval
5. Building information
6. Building replacement value for all buildings that will be protected by the project
7. Number of residents within the project area
8. Value of infrastructure that will be protected by the project
9. Value of timber that will be protected by the project
10. Value of fire suppression costs
11. Environmental benefits (if applicable)

INSTRUCTIONS

HAZARD MITIGATION GRANT PROGRAM

WILDFIRE MITIGATION PROJECT APPLICATION



Indicate the project useful life (PUL) for the mitigation project. Provide documentation if the standard PUL from the BCA information tab is not used. The PUL value cannot be higher than the highest acceptable limits as indicated in the PUL table in the BCA Toolkit Help Menu.

Provide the project's benefit-cost ratio. Describe the BCA methodology and list the documents attached to the application that support the BCA. The BCA software can be found at <https://www.fema.gov/benefit-cost-analysis>, including explanations of how to use the tool.

J. Required Documentation Attached

Indicate all attachments to be included with this form. Please also indicate any additional documentation in the box below.

- Technical data.
- Site photos.
- For defensible space, hazardous fuels reduction, and ignition-resistant construction projects: wildland/urban interface risk, wildfire frequency, wildfire intensity, and vegetation type maps within and around the project area.
- Vicinity map, GIS, or Google Earth file with project location and boundaries clearly marked (see **Step 5 of the Technical Job Aid and Section 1 of the EHP Job Aid**).
- Inventory of physical addresses of structures and/or infrastructure to be protected and any adjacent structures on a spreadsheet or map/GIS, if applicable.
- FIRMette with property locations clearly marked. FIRMettes can be accessed in the FEMA Flood Map Service Center (<https://msc.fema.gov/portal/home>).
- Appropriate BCA documentation, including an export of the BCA tool and PDF of the BCA Report (if applicable) and all supporting documentation
- Project drawings, if available.
- Detailed budget with additional budget narrative if box provided is not sufficient.
- Documentation to support annual maintenance costs.
- Schedule.
- Environmental Planning and Historic Preservation documents:
 - Public outreach documentation
 - Obtained permits

INSTRUCTIONS

HAZARD MITIGATION GRANT PROGRAM

WILDFIRE MITIGATION PROJECT APPLICATION



- Documents of coordination with regulatory agencies
- Environmental and historic resource studies
- Maps that include known surface water and vegetation removal locations
- Fund commitment letter, which lists the sources and amounts used in the nonfederal share requirement, including all in-kind services. Fund commitment letters are also required from nonapplicant sources.
- Assurances (112-0-3C or 20-16c, and SF-LLL if applicable)
- Completed SF-424, signed by the authorized representative of the jurisdiction
- Completed SF-424d (Construction Programs) and SF-424c (Budget Information for Construction Programs)
- Designated Authorized Agent documentation designating authority for the signatory to sign contracts, authorize funding allocations or payments, or apply for grant funding that is signed by the ruling body of the applicant
- FEMA Statement of Assurances: Include a signed copy of the FEMA Statement of Assurances. Refer to HMA Guidance Addendum, Section A.6.3 for additional guidance.
- If there will be additional items not listed, please indicate those items in the comment box below this section.

WILDFIRE TECHNICAL REVIEW

PURPOSE: The Disaster Recovery Reform Act (DRRA) Section 1205 states that recipients of hazard mitigation assistance provided under Stafford Act Sections 404 and 203 may use the assistance to conduct activities to help reduce the risk of future damage, hardship, loss, or suffering in any area affected by wildfire. Section 1205 also lists 14 eligible activities that are currently eligible under HMGP and BRIC. This supplement will cover requirements associated with the technical reviews for Hazard Mitigation Assistance (HMA)-funded fuels management and structural protection wildfire mitigation, as highlighted in Section 1205 and HMA Guidance.

All HMA applications must comply with the requirements outlined in the HMA Guidance. According to the guidance, in addition to a general programmatic review, an EHP review and a technical review will be performed by the Federal Emergency Management Agency (FEMA) for each proposed project. The technical review will verify that a project demonstrates feasibility, effectiveness, and cost-effectiveness. The document is intended for technical reviews of applications only. For assistance completing EHP compliance reviews, see the EHP Supplement Job Aids.

Introduction

The following provides a review of the information that should be provided with the subapplication, including recommended documentation, as well as a list of supplementary information to assist FEMA when conducting technical reviews of the project application. This supplement addresses fuels management (including establishing defensible space measures, reducing hazardous fuels, and removing standing burned trees) and structural protection through ignition-resistant construction. An application may include multiple mitigation types although ignition-resistant construction projects are required to include a defensible space component. The assistance of a wildfire expert may be necessary when developing a wildfire mitigation application. Technical resources are identified throughout this supplement to provide clarifying information on specific project application components. The final section provides a comprehensive list of resources identified throughout this supplement.

The project-specific guidance in this supplement does not provide all the information necessary to apply for funding through an HMA program and must be read in conjunction with all other relevant guidance documents.

Summary of Steps

- STEP 1: Provide a Scope of Work (SOW)**
- STEP 2: Provide Structure-Specific Details**
- STEP 3: Provide a Project Schedule**
- STEP 4: Provide a Project Cost Estimate**
- STEP 5: Provide a Project Site Map**
- STEP 6: Provide Property Location Information**
- STEP 7: Provide Structure Photographs**
- STEP 8: Provide Maps to Demonstrate Wildfire Risk**
- STEP 9: Provide Flood Insurance Rate Map**
- STEP 10: Cost-Effectiveness Analysis**
- STEP 11: Environmental and Historic Preservation Considerations**

ADDITIONAL RESOURCES:

- ✓ **Hazard Mitigation Assistance Guidance**
- ✓ **Hazard Mitigation Assistance Guidance Addendum**
- ✓ **Benefit-Cost Analysis Reference Guide and Supplement to the Benefit-Cost Analysis Reference Guide**
- ✓ **Hazard Mitigation Grant Program Post Fire**
- ✓ **Wildfire Mitigation Resources**

DRRA, Section 1205

A list of all resources referenced is provided on the last page of the supplement.

Important Terms

Defensible Space Measures: The creation of perimeters around residential and non-residential buildings and structures through the removal or reduction of flammable vegetation.

Hazardous Fuels Reduction: Vegetation management to reduce hazardous fuels, vegetation thinning, and the reduction of flammable materials to protect life and property beyond defensible space perimeters but proximate to at-risk structures.

Wildland-Urban Interface: That geographical area where structures and other human development meet or intermingle with wildland or vegetative fuels.

Ignition-Resistant Construction: The application of non-combustible building envelope assemblies, the use of ignition-resistant materials, and the use of proper retrofit techniques in new and existing structures.

Removal of Standing Burned Trees: Post wildfire vegetation management to reduce burned trees that pose a residual risk to life and property by serving as fuel for future wildfires.

Technical Review Components

To complete a successful project application, a minimum amount of technical information is required for review. The following is a step-by-step approach addressing the major components of a wildfire project. Data collected in these steps will provide reviewers with the necessary information to determine whether a project is feasible and effective. The data requirements in the following steps should be compiled in an attachment to the project application. If the project impacts multiple structures, this information must be provided for each structure.

STEP 1: Provide a Scope of Work (SOW)

Description: Provide a project narrative identifying the proposed mitigation action and structures to be mitigated, including a description of the proposed activities and a clear explanation of how the project will mitigate risk. The SOW should include key milestones and correspond with the design information, project schedule, and cost estimate.

References: When preparing the SOW, refer to the following:

- HMA Guidance Part IV, Section H: Scoping Narrative: Scope of Work, Schedule, and Cost Estimate
- Addendum to the HMA Guidance, Part B: Wildfire Mitigation
- HMA Application Development
- Bioengineering Wildfire Mitigation Job Aids

Approach: The following items should be included in the SOW; specific details and documentation required to support the narrative will be documented in the subsequent steps:

- Provide a narrative of the wildfire hazard being mitigated, including previous wildfires, damage history, and the future potential wildfire risk of the project area(s).
- Describe the rationale for effectiveness within the project narrative. Eligible wildfire mitigation projects must demonstrate mitigation of the risk from wildfire to residential and non-residential buildings and structures, including public and commercial facilities. Projects must be located in a Wildland-Urban Interface, must be adjacent to or intermingled with the built environment, and must provide protection to life and the built environment from future wildfires.
- Quantify the project area where the wildfire mitigation will occur (i.e., 100-acres of fuels reduction) or quantify the area for each type of treatment as it relates to the projected structures (i.e., a 30-foot buffer of defensible space around each identified structure).
- For standing burned trees removal and hazardous fuels reduction projects, describe the treatment plan or landscaping plan for all vegetation that would be removed or affected by the project. This information must be provided for each site.
- Include a description of the types of vegetation that would be removed, the method of removal (herbicide, hand tools,

□ **STEP 1: Provide a Scope of Work (SOW) (continued)**

bulldozer), and the overall goal of the vegetation removal (decrease vegetation density, remove ladder fuels, create a level and vegetation-free site).

- If vegetation would be planted, include details about the types of vegetation and the method of planting.
- The description must include the distance from the treatment site to protected structures. A standing burned tree removal or hazardous fuels reduction project could protect numerous structures that are within 2 miles of the treatment area, and the risk reduction for the target community or buildings must be demonstrated in the scoping narrative and supporting documentation. Projects in excess of 2 miles from structures are ineligible.
- For **defensible space projects**, describe the treatment plan or landscaping plan for all vegetation that would be removed. In addition, describe any other facilities to be addressed, such as propane tanks, wood decks, or fences, and the method of mitigation. Provide the treatment radius around each structure receiving mitigation.
 - Defensible space projects for residential structures, commercial buildings, public facilities, and infrastructure must be implemented in conformance with local code requirements for defensible space.
 - FEMA recommends that projects use the design guidance in FEMA P-737, Homebuilder’s Guide to Construction in Wildfire Zones, or FEMA P-754, Wildfire Hazard Mitigation Handbook for Public Facilities if the guidance presents a stricter standard.
- For **ignition-resistant construction projects**, provide proposed conceptual designs, project plans, and specifications.
 - FEMA recommends that applicants use FEMA P-737 or FEMA P-754, as appropriate.
- Ignition-resistant construction projects are required to include a defensible space component as part of the application, or each property owner must have previously created defensible space and agrees to maintain it in accordance with HMA Guidance Addendum, Part B.4.2.
- Describe how the project conforms to current codes and best practices. FEMA urges the community or any entity implementing wildfire mitigation to use the materials and technologies that are in accordance with International Wildland-Urban Interface Code (IWUIC), FEMA U.S. Fire Administration, and the National Fire Protection Association (NFPA) Firewise recommendations, whenever applicable.
- Describe the equipment that will be used for the project. Include the likely maximum use of this equipment on at least an annual basis. If available, include details about known or planned restrictions to the construction equipment such as seasonal or daily restrictions.
- Describe all potential construction debris, including vegetation, which could be generated by the project. Provide details on the method of disposal of vegetation (such as grazing, chipping or mulching, or hauling to an off-site location; FEMA regulations do not permit on-site burning) and construction debris, including potential locations and the legal status of disposal sites (whether the site is a licensed landfill).
- Mitigation project alternatives are required as part of application development. Document at least two alternatives that were considered as part of the planning or design phase. Indicate which alternative is the preferred mitigation project and discuss why it is the most practical, effective, and environmentally sound alternative. One alternative is often considered the “no-action alternative” and reflects conditions expected to exist if a mitigation project is not completed. This is a key step to ensure an efficient EHP review process. For additional guidance, see the EHP Review Supplements.
- Provide an operations and maintenance plan meeting the requirements of the HMA Guidance Addendum, Part B.5 or a statement acknowledging that a final operations and maintenance plan will be submitted before project closeout.

□ STEP 2: Provide Structure-Specific Details

Description: It is necessary to demonstrate that a project is feasible and effective at reducing risk. As part of this demonstration, provide detailed information about each structure in the project.

Approach: Provide the following information about the existing structure(s). If the project is protecting multiple structures, this information must be provided, with supporting documentation, for each.

- For hazardous fuels reduction, standing burned tree removal, provide a list of the structures and infrastructure to be protected within the two-mile radius of the treatment area. Indicate the property type (e.g., residential, police station, hospital, water treatment plant).
- For defensible space projects, provide a list of the structures and infrastructure to be protected and indicate the property type.
- For ignition-resistant construction projects, in addition to the structure type, provide the following information about each structure:
 - Year structure was built
 - Describe the structure type (e.g., elementary school, government building)
 - Describe the construction type (e.g., wood framed, masonry/brick, concrete, or steel)
 - Structure information, including the size of the structure and number of stories
 - Describe the foundation (as shown in **Figure 1**)

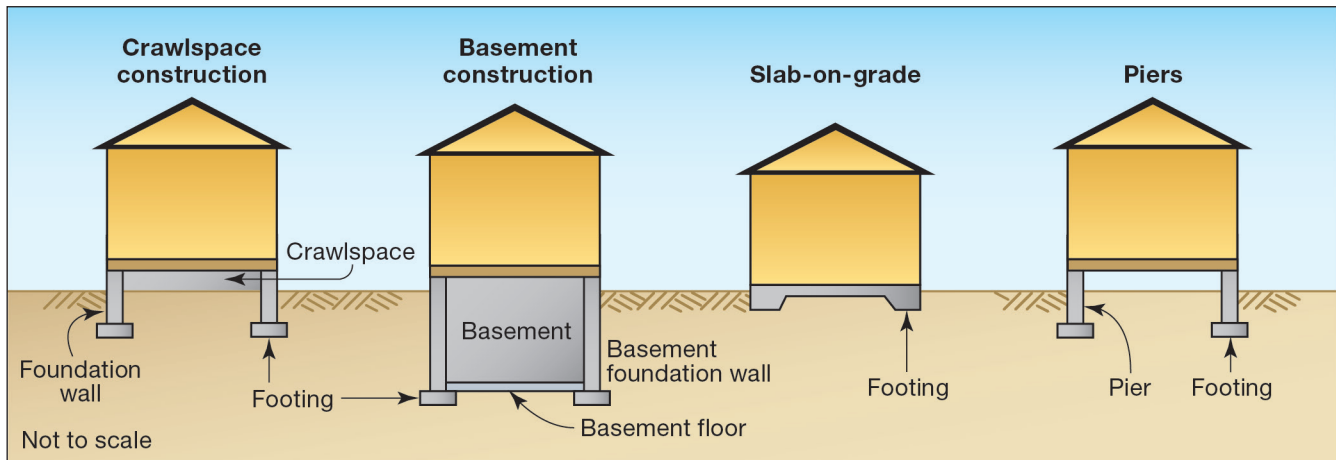


Figure 1: The four foundation types represented in this figure are crawl space construction, basement construction, slab-on-grade, and piers.

□ STEP 2: Provide Structure-Specific Details *(continued)*

Potential Sources: This information can often be found from publicly available websites such as a tax assessor website, as shown in **Figure 2**. Some cities and counties have parcel databases with this information. Alternatively, online mapping programs with measuring features and high-quality aerial photos may be used to estimate the size of the building.

Pineville, TX: Residential Property Record Card

[\[Back to Search Results \]](#) [\[Start a New Search \]](#) [\[Help with Printing \]](#)

Search for Properties

Parcel ID: Name: Street Name:

Parcel ID	Card	Map-Block-Lot	Location	Zoning	State Class	Acres
1234-5678	1		23 River St	LA307	101 - n/1	0.106

Owner Information
23 River St
Pineville, TX 12345

Deed Information
Book/Page: 9953/16
Sale Date: 2009/09/01

Dwelling Information

Living Units: 1
Style: Conventional
Story Heights: 1.5
Exterior Wall: Alum/Vinyl
Attic Living: None **Basement:** Part
Year Built: 1900
Ground Floor Area: 518
Unfinished BSMT Area: 0
FIN BMST Living: n/a

Property Picture
[No Picture Available]

Figure 2: An example of a Residential Property Card, showing a 518-square foot, one-story residential building built in 1900, that can be used for documentation of the structure's details

□ STEP 3: Provide a Project Schedule

Description: Include a detailed project schedule for all tasks identified in the project cost estimate and SOW. The schedule identifies major milestones with start and end dates for each activity. Project schedules must show completion of all activities (including construction period) within the period of performance (POP) allowed by the relevant HMA program. Sufficient detail must be provided so FEMA can determine whether the proposed activities can be accomplished within the POP.

References: HMA Guidance Part VI, Section D.4: Program Period of Performance and Part IV, Section H: Scoping Narrative: Scope of Work, Schedule, and Cost Estimate

Approach: Verify that the information in the schedule supports the SOW and aligns with the project cost estimate.

□ STEP 4: Provide a Project Cost Estimate

Description: Include a detailed line item cost estimate for all tasks identified in the project schedule and SOW. All costs included in the application should be reviewed to verify they are necessary, reasonable, and allocable consistent with the provisions of **2 Code of Federal Regulations Part 200**. Include sufficient detail so that FEMA can determine whether costs are reasonable based on proposed activities and level of effort. Costs incurred prior to award may be considered pre-award costs (and eligible for reimbursement) if they are incurred after the date of Presidential Major Disaster Declaration or Fire Management Assistance Grant Declaration (Hazard Mitigation Grant Program) or after the release of the Notice of Funding Opportunity for Flood Mitigation Assistance and Building Resilient Infrastructure and Communities.

References: HMA Guidance Part IV, Section H: Scoping Narrative: Scope of Work, Schedule and Cost Estimate

STEP 4: Provide a Project Cost Estimate *(continued)*

Approach: Applications must include detailed, line item costs in the project cost estimates for each mitigation item provided in the SOW. Well-documented project cost estimates contain quantities, unit costs, and a source for each unit cost. Lump sum cost estimates are not acceptable. The assistance of a licensed engineer, architect, or contractor (wildfire expert) may be required to help develop the project cost. As applicable, provide line item costs using the following recommended line items.

Allowable costs are costs that are necessary and reasonable for the proper and efficient performance and administration of the federal award. They may include but are not limited to:

- Engineering services for design, structural feasibility analysis, and cost estimate preparation
- Project administration and construction management
- Surveying and inspection
- Labor costs
- Management costs
- Permit costs
- List of equipment, including cost for each item
- Debris removal costs (e.g., hauling, chipping)
- List of construction materials, including cost for each item

A cost per structure should be provided for defensible space and ignition-resistant construction projects, and a cost per acre should be provided for standing burned tree removal and hazardous fuels reduction projects.

Potential Sources: Consult the project engineer if necessary and if one was utilized. Additional resources for this information may include a forester assisting in project design and implementation or local fire fighters who oversee fire response for the project area.

It is also important to verify that an annual maintenance cost has been determined using appropriate methods. The annual maintenance cost is necessary to address those costs associated with maintaining the effectiveness of the mitigation measures. Although the costs will not be funded by FEMA, they are required to be included in the benefit-cost analysis (BCA); and requirements are further discussed in **Step 4A**.

STEP 4A: Provide Maintenance Costs

Description: Maintenance costs should reflect the costs associated with mitigation being maintained for the entire project useful life (PUL). Maintenance costs will vary, depending on the following factors: project type, geographic location, climate, and vegetation type. Maintenance for standing burned tree removal projects is not applicable as this mitigation measure eliminates the hazard from the project area.

Potential Sources: Project-specific maintenance costs can be obtained from the project engineer if necessary and if one was utilized. Additional resources for this information may include a forester assisting in project design and implementation or local fire fighters who oversee fire response for the project area.

Example:

Defensible space – Grassland vegetation was mowed, and forested vegetation was removed within a 100-foot radius of the structure. At a minimum, to maintain the project effectiveness, the grassland regrowth must be mowed on a consistent basis (dependent on geographic location and precipitation) throughout the 1-year PUL. The forested regrowth

- must be hand trimmed at least every 3 years throughout the 20-year PUL.

Hazardous fuels reduction – 150 acres of dense forested vegetation was thinned out by pruning the forested canopy. To maintain effectiveness, the forested regrowth must be hand trimmed at least every 3 years throughout the 20-year PUL.

- **Ignition-resistant construction** – Brush was removed within a 100-foot radius of the structure to create the required defensible space, and a fire-resistant roof was put on the structure. At a minimum, to maintain the project effectiveness, the brush regrowth must be trimmed on a consistent basis (dependent on drought conditions) throughout the 4-year PUL. Minimal roof maintenance should be required within the 10-year PUL.

□ STEP 5: Provide a Project Site Map

Description: Provide a map showing the project location. If the project includes multiple structures, show the project boundaries, including staging area (if needed) and topographic information. **Figure 3** provides an example of a project site map.

Approach: Provide a map showing the project location, including structures, map scale, and location information. For any maps provided, verify that a scale bar is shown and the map is labeled to identify the project boundaries.

- Show contour data on the map or provide an additional map with project boundary and contours.
- Defensible space and ignition-resistant construction: Identify the location of each structure to be mitigated on the map. If the project includes multiple houses, show the overall project boundary.
- Standing burned tree removal and hazardous fuels reduction: Identify on the map the boundaries of the project area and the location of the structures proposed to be protected by the project. The distance between the project area and the structures must be demonstrated.

Potential Sources: Official site survey, assessor maps, topographic maps obtained from the project engineer or planner, and maps created using a web-based service such as Google Maps

Reference: [Supplement to the Benefit-Cost Analysis Reference Guide, Section 5: Available Technology Aids](#)

Example:

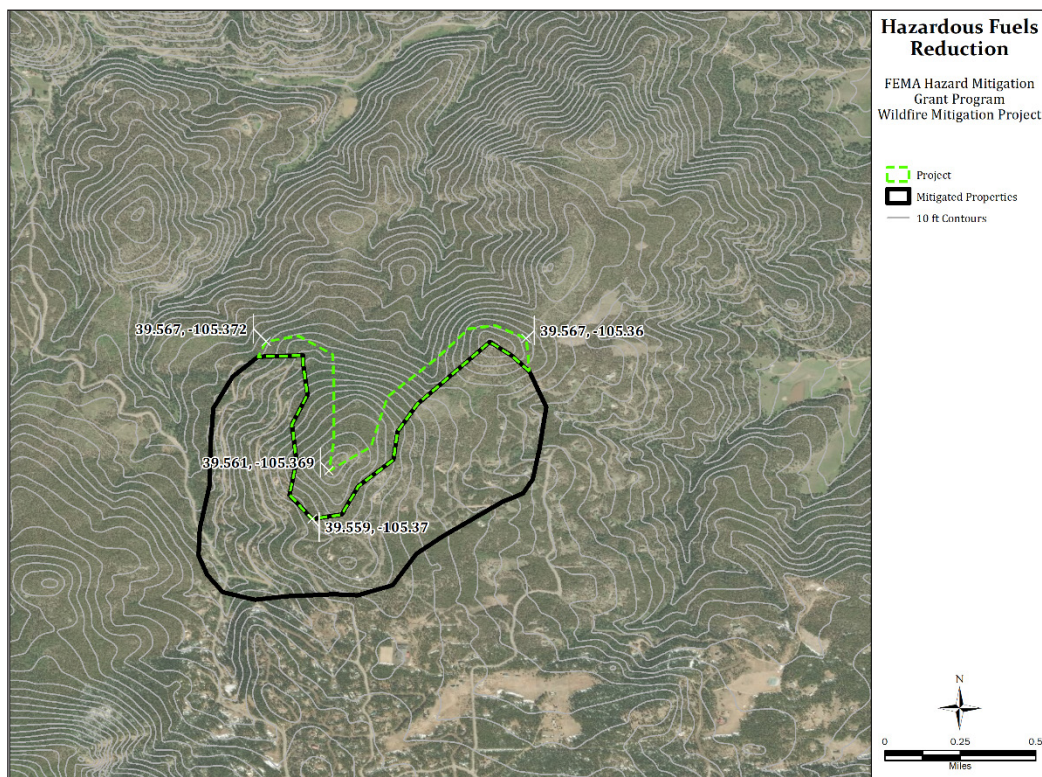


Figure 3: Example of a project site map for a hazardous fuels reduction project. The map clearly identifies the project area, and the structures to be mitigated can be seen in the satellite image. The proposed mitigation will reduce risk to structures within 1 mile south of the project area, which can be determined by comparing the locations of the structures to the project area using the scale bar

STEP 6: Provide Property Location Information: Address and Latitude and Longitude

Description: Provide both the physical address(es) and the latitude and longitude of each structure in the project application. For projects with multiple properties, tables containing all relevant information by property can be helpful.

PROPERTY ADDRESS

Approach: Provide property address(es) of each structure involved in the mitigation project. This includes street name and number; city, county, or parish; state; and zip code. A post office box number is not an acceptable address. If the address provided does not match up with the structure(s) to be mitigated, provide photos or a site map with the structure(s) footprint(s) identified.

Potential Sources: Property owner, local building inspector, tax assessor records, deed to the property, or engineering plans

Example: 123 Desert Road, Winnemucca, Washoe County, NV 89445

LATITUDE AND LONGITUDE

Approach: Provide the latitude and longitude for all corners of the project area so the outline of the treatment area can be determined by the reviewer. The latitude and longitude can be provided in either decimal degrees (e.g., 27.9807, -82.5340) or degrees, minutes, and seconds (27° 58' 50.5" N, 82° 32' 2.4" W).

If your global positioning system (GPS) or mapping application provides degrees, minutes, and seconds, you will need to convert this into decimal degrees to enter it into FEMA GO (BRIC applications only). Free conversion tools are available on the internet.

Potential Sources:

- A GPS device
- Free online map tools or search engines that generate latitude and longitude when an address is supplied

Example:

- **Corner 1:** 40.921259; -117.547607
- **Corner 2:** 40.870508; -117.562102
- **Corner 3:** 40.955265; -117.670441
- **Corner 4:** 40.961791; -117.627031

STEP 7: Provide Structure Photographs

Description: Provide photographs of the structure to be protected by the wildfire mitigation project (for example see **Figure 4**). Provide a descriptive caption explaining what each photo shows, the direction it was taken and side of the structure shown (e.g., “east side of structure, looking west”). Additional recommendations for photos submitted for the project application are as follows:

- **Defensible space and ignition-resistant construction:** Provide photographs of all sides of each structure (show foundation, wall entrances, and roof, as appropriate) and photographs of the surrounding areas from all directions.
- **Standing burned tree removal and hazardous fuels reduction:** Provide photographs of structures and the project area(s) from all directions. If there are numerous structures, take representative photographs of typical structures used to evaluate cost-effectiveness of the project. If there are minimal or no structures, photos of the landscape of the project area should be provided to support the SOW and method of treatment.
- **Standing burned trees removal, hazardous fuels reduction, and defensible space projects:** Provide photographs that are representative of the treatment area showing current vegetation and cover conditions.

Potential Sources: Use a cell phone, tablet, or camera to take clear, good quality photos for inclusion in the application.

Example:



Photo 1
Project area looking north toward protected structure homes.
4/1/2017
Photo shows dead vegetation, overgrowth of grass and trees (fuels)



Photo 2
Typical structure in project area (left side)
4/1/2017

Figure 4. Example of the type of photos and corresponding captions to be included with the application.

□ STEP 8: Provide Maps to Demonstrate Wildfire Risk

Description: According to the Addendum to the HMA Guidance, Part B.3, “property-level rating of wildfire risk for each home or community and the scale used to measure the rating levels (if applicable)” must be included in a wildfire mitigation application.

The term “wildfire risk” has varying definitions, depending on the referenced dataset, as several are available across the nation. One way to accurately fulfill the wildfire risk technical review requirement is to include information and maps about the wildfire severity and wildfire frequency with the project application. The maps should include the following elements:

- **Defensible space and ignition-resistant construction:** All structures within the project area(s) should be highlighted on the map.
- **Standing burned tree removal and hazardous fuels reduction:** Specific treatment polygons should be identified on the map. Maps should also identify the location of the structures proposed to be protected by the project.

Potential Sources: This information can be obtained from the project engineer, the local fire department, local or state forest service office, the [National Fire Protection Association – NFPA 1144: Standard for Reducing Structure Ignition Hazards from Wildland Fire](#), or through [Landfire website](#). Additional resources by state can be found in the resources section of this supplement.

Wildfire Severity

Approach: Provide a map of the wildfire severity within the project area(s), as shown in **Figure 5**. Wildfire severity, also referred to as wildfire intensity, is influenced by fuels, climate, and topography. Identifying the wildfire severity within a project area will demonstrate the potential for dangerous wildfires to occur.

Example:

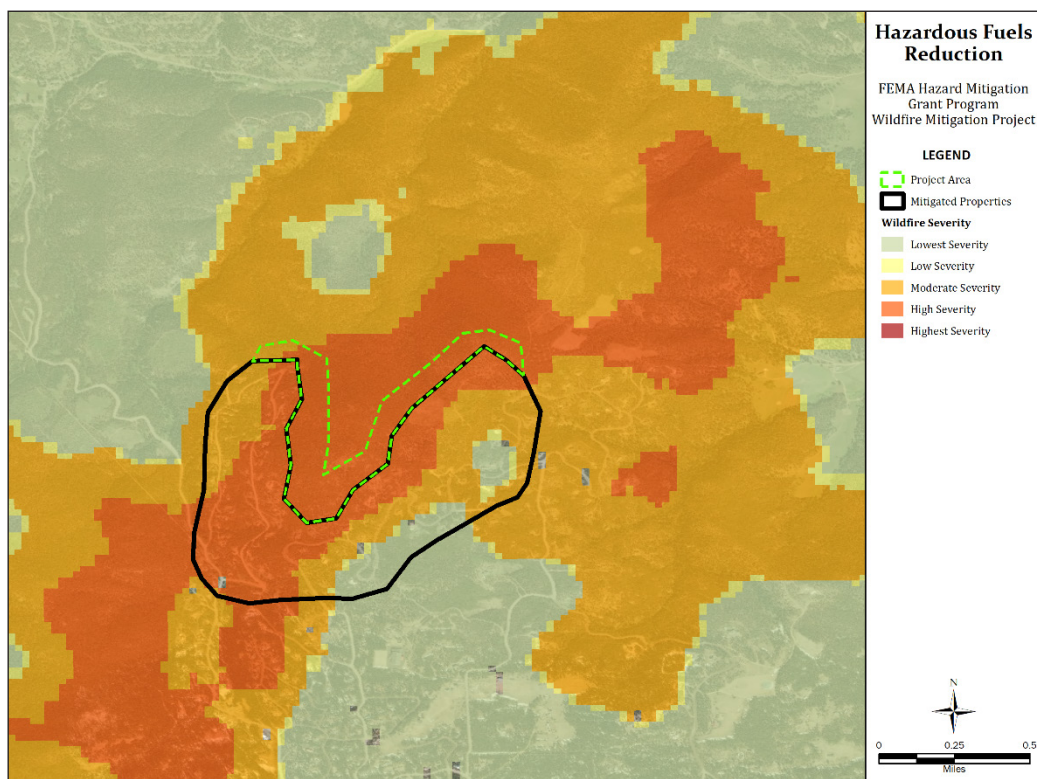


Figure 5. Example of a map demonstrating wildfire severity. The severity of the risk is identified within the specific treatment polygon.

STEP 8: Provide Maps to Demonstrate Wildfire Risk (continued)

Wildfire Frequency

Approach: Provide a map of the wildfire frequency within the project area(s), as shown in **Figure 6**. Wildfire frequency, also referred to as wildfire burn recurrence or wildfire return interval, is determined using historical fire report data. Identifying the wildfire frequency within a project area will demonstrate how often a wildfire is likely to occur.

Example:

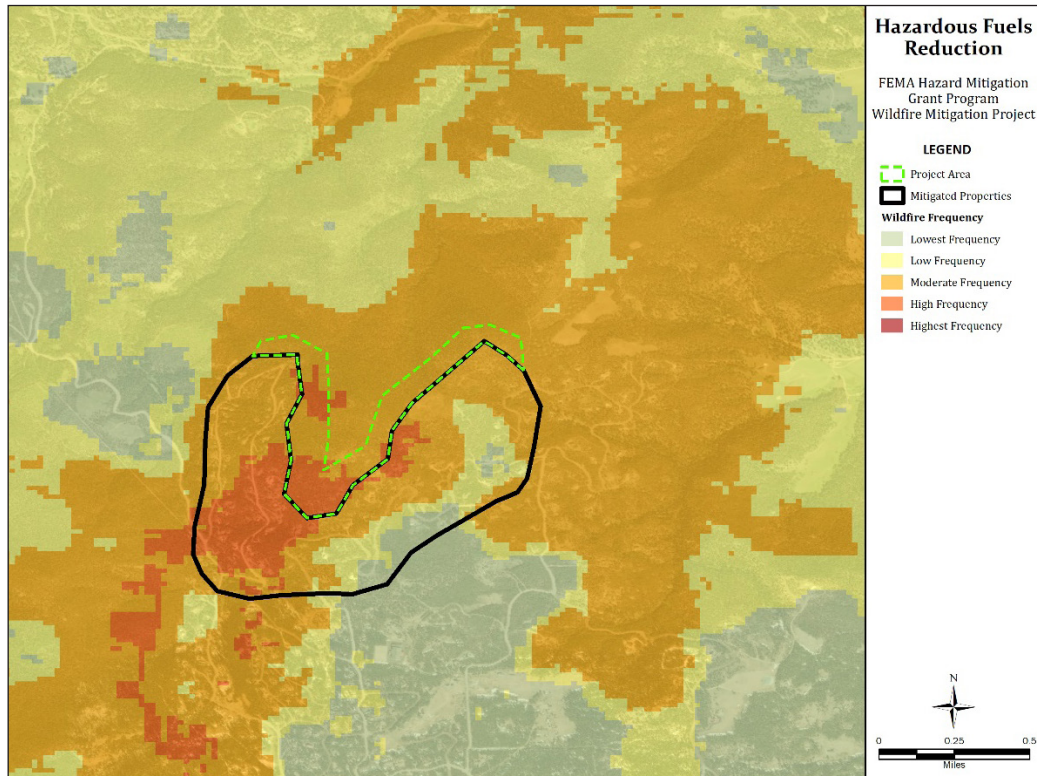


Figure 6. On this example, the wildfire frequency of the project area is identified within the specific treatment polygon.

STEP 8: Provide Maps to Demonstrate Wildfire Risk (continued)

Wildland-Urban Interface

Approach: Provide maps demonstrating the relationship of the structure(s) to the Wildland-Urban Interface or forested, range, or grassland area, as shown in **Figure 7**.

Example:

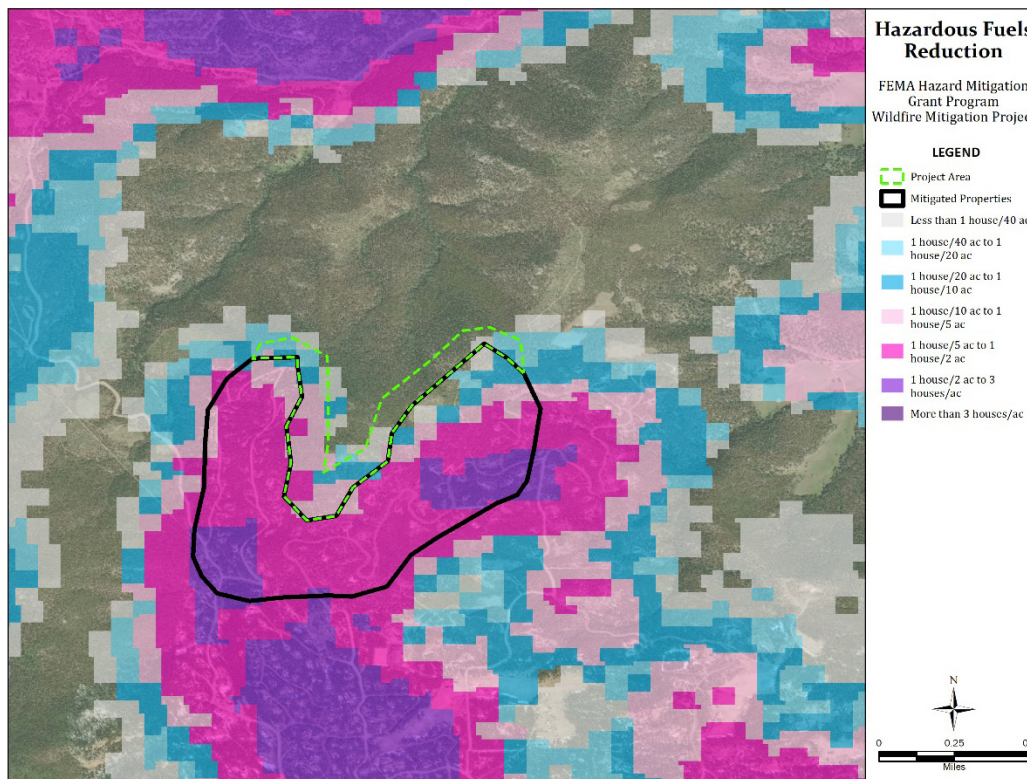


Figure 7. On this example, the relationship of the project area and treatment polygon to the Wildland-Urban Interface is identified.

☐ STEP 9: Provide Flood Insurance Rate Map

Description: Provide a Flood Insurance Rate Map (FIRM) showing project location and demonstrating the flood zone in which the project is located, as shown in **Figure 8**.

Additional Resources:

- FEMA’s How to Find Your FIRM and Make a FIRMette
- FEMA’s Flood Map Service Center

Approach: If a FIRM is available for the project area, provide a copy of the map with the project boundary outlined, to scale, and in the correct location. Include a description of the flood zone in which the existing structure is located and whether the site is in a regulatory floodway, as shown in **Figure 8**.

Example:

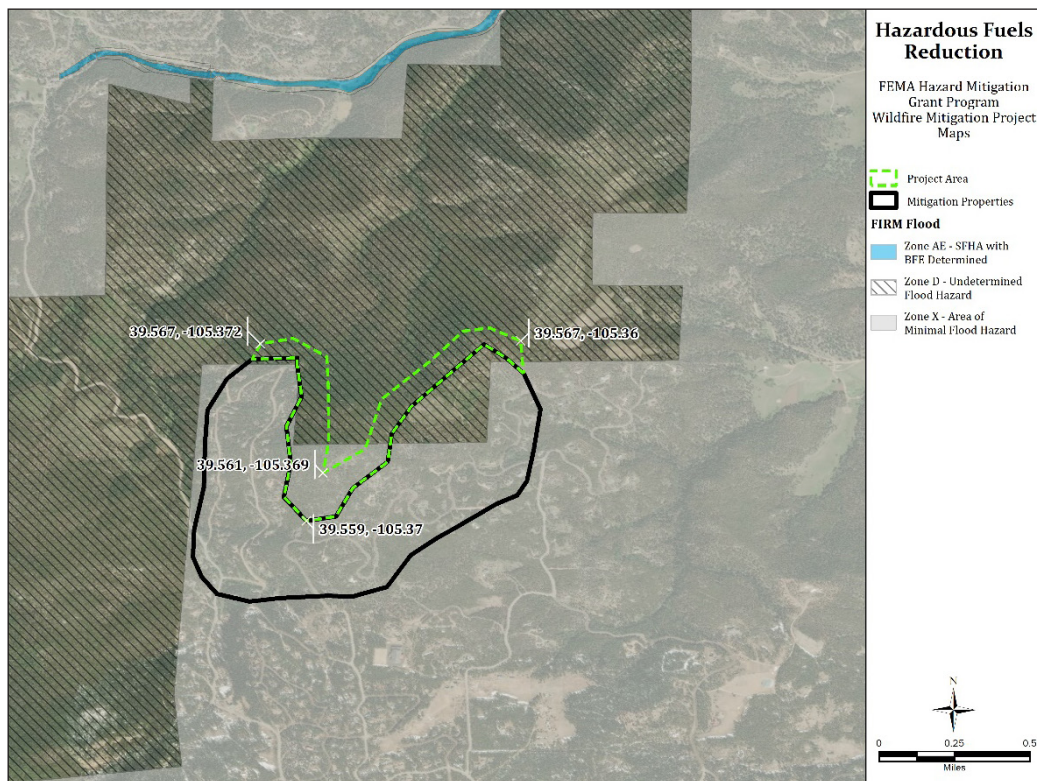


Figure 8. The FIRM demonstrates that the project is located outside of a Special Flood Hazard Area.

□ **STEP 10: Cost-Effectiveness Analysis**

Description: Cost-effectiveness must be demonstrated to obtain FEMA funding. A BCA is a quantitative procedure that assesses the cost-effectiveness of a hazard mitigation measure over the useful life of the project by comparing the potential avoided damages (benefits) associated with the mitigation measure to the cost of a project in current dollars. This section provides guidance on the following:

All BCA inputs must be **justified and documented**. When appropriate FEMA standard values are used, it should be clearly stated.

- **Step 10A:** BCA Tool – Modeled Damages
- **Step 10B:** Additional Benefits for a BCA
- **Step 10C:** Cost-Effectiveness Analysis for Post-Wildfire Mitigation

FEMA will only consider applications that use a FEMA-approved methodology to demonstrate cost-effectiveness. FEMA provides BCA software that allows applicants to calculate a project benefit-cost ratio (BCR). The BCR is a calculation of the project benefits divided by the project costs. Projects for which benefits exceed costs (a BCR of 1.0 or greater) are considered cost-effective. FEMA requires the use of the BCA Tool to verify calculations are consistent with Office of Management and Budget Circular A-94 Guidelines and Discount Rates for Benefit-Cost Analysis of Federal Programs. The BCA must be performed using the most current version of the BCA Tool. Benefits may include avoided damage, loss of function, and displacement. In the case of wildfire mitigation projects, these include:

- Avoided physical damage to structures, contents, and infrastructure
- Avoided displacement costs – the costs required to move and stay in a temporary location while repairs are performed on the structure
- Avoided losses to timber to be sold within proposed project area
- Avoided fire suppression costs for a typical fire event in the project area
- Avoided volunteer labor time that typically supports cleanup and repair work
- Avoided loss of net revenue (for commercial properties)
- Avoided loss of public services (for public properties)
- Added environmental benefits

This supplement only provides a recommended approach to documenting cost-effectiveness. For detailed guidance on using the FEMA BCA Tool, refer to FEMA BCA Reference Guide and FEMA Supplement to the BCA Reference Guide. For additional questions, contact the BC Helpline at bchelpine@dhs.gov or at 1-855-540-6744. If the FEMA BCA Tool is used, provide a .pdf of the BCA report and an export of the BCA as a .zip file.

□ **STEP 10A: BCA Tool – Modeled Damages**

Description: Using modeled damages is suitable when the project does not qualify for using pre-calculated benefits. The Wildfire module within the BCA Tool accounts for both structures and infrastructure at-risk owing to wildfires within the project area. The Wildfire module analyzes proposed mitigation projects using structure-specific data gathered in **Step 2**.

References: FEMA's Benefit-Cost Analysis Reference Guide, Supplement to the Benefit-Cost Analysis Reference Guide, FEMA BCA Tool (including Help Content within the tool)



The FEMA BCA Tool includes embedded Help Content. Click on the information button within the tool to access the Help Content.

Approach: The following describes the essential wildfire data required to estimate avoided physical damages using modeled damages in the BCA Tool. If **Steps 1 through 9** of this supplement are followed and all data gathered, there should be minimal

additional data collection needed to complete the Modeled Damages BCA. To verify the information entered in the BCA software, the following supporting information needs to be provided.

- 1) PUL – The PUL is determined by the type of mitigation project and characteristics of the vegetation, environmental conditions, and materials. The effectiveness of wildfire mitigation is dependent on performing required maintenance on a continuous basis throughout the entire PUL. Depending on the mitigation action type selected, the BCA Tool may automatically estimate the PUL; however, other FEMA-approved values can be found in the BCA Tool Help Content and the BCA Reference Guide. For standing burned tree removal project the project **PUL of XX** should be used.
- 2) Project cost – Refer to **Step 4**.
- 3) Annual maintenance cost associated with maintaining the effectiveness of the wildfire mitigation – Refer to **Step 4A**.
- 4) Average burn recurrence interval – Used to calculate the potential losses over the PUL in the BCA. There are two methods for determining the average burn recurrence interval for a project area:
 - a. **FEMA standard value:** The FEMA BCA Tool will generate a burn recurrence interval when creating a new structure within the tool. Once the zip code of the project location is entered, a new wildfire project can be created within the BCA Tool using information from the structure being protected (**Figures 9 and 10**). A FEMA standard average burn recurrence interval default value is calculated in years using the structure information.
 - b. **User defined:** An average burn recurrence interval may be available from a credible source such as a state forestry agency. Documentation must be provided, and the value must be provided in terms of years. Potential sources include state forestry agencies, local fire protection districts, and the [Landfire website](#).

Figure 9: The Project Configuration window accessed through the BCA Tool where the latitude and longitude for the wildfire mitigation project is entered. For the BCA Tool, using the centroid of the project area is acceptable to determine the wildfire recurrence interval.

Figure 10: FEMA BCA Tool-generated hazard properties for wildfire projects.

STEP 10A: BCA Tool – Modeled Damages *(continued)*

- 5) Structural information – Refer to **Step 2**.
 - a. Provide the number of buildings protected by the project.
- 6) Provide the total building replacement value (BRV) for all buildings protected by the project. The BRV should be determined for each structure based on the use and construction type.
 - a. The BRV should be based on the cost per square foot to replace the building with a functionally equivalent building, which is determined using current costs of labor and materials. The BRV is not the same as the current market value of the building, the default value of \$100 per square feet can be used without further documentation.
 - b. The BRV can be documented with a letter from a construction or contracting firm or local building inspector, reputable construction estimation data (e.g., RSMeans), or a photocopy of pages from a standard cost reference manual. If tax records are used, the source must be an assessor.
 - c. For projects that protect a large number of buildings, a spreadsheet can be developed and used as documentation as long as supporting documentation is provided for sample buildings to demonstrate how the values were determined.
- 7) Provide the number of residents within the mitigated project area. The BCA Tool will use this information to automatically estimate the avoided injuries, casualties, and displacements costs.
 - a. Estimate number of residents based on residential properties determined to be protected by the project. Federal per diem rates used to calculate displacement in the BCA Tool can be adjusted based on location-specific values.
 - b. Data can be collected from current residents or estimated from local census data.

STEP 10B: Additional Benefits for a BCA

Description: There are a number of benefits that could be counted for a wildfire project. Any or all of the benefits can be used to demonstrate that a project is cost-effective or, in other words, has a BCR greater than 1.0. It is recommended that an initial BCA be run based on information about the structures and number of residents protected by the project. If the BCR is not greater than 1.0, data can be collected and additional benefits analyzed as needed.

Approach: If possible, provide any or all of the following information, with supporting documentation:

- 1) Estimate the value of infrastructure that would be protected by the proposed project.
- 2) Estimate the value of timber protected by the project that could be sold.
- 3) Estimate the value of fire suppression costs for one typical fire event within the proposed project area.
- 4) Environmental benefits refer to projects that provide ecosystem benefits that enhance or improve natural environmental or floodplain functions. Vegetation management projects that: (1) enhance/restore/improve the natural environmental, (2) are at least one contiguous acre, and (3) do not involve chemical treatment.

Potential Sources: Values may be provided by local utility or fire protection agencies.

STEP 10C: Cost-Effectiveness Analysis for Post-Wildfire Mitigation

Description: Wildfires can increase secondary hazards and leave areas prone to floods, erosion, and mudflows for many years. To streamline the implementation of mitigation actions in wildfire-impacted areas and reduce the risk from related hazards such as floods and landslides, FEMA has provided pre-calculated benefits for post-wildfire mitigation measures such as soil stabilization, flood diversion, and reforestation. If the project cost is under \$5,250 per acre, the project is determined to be cost-effective and no further BCA is required. These pre-calculated benefits are based on the risk reduction and ecosystem service benefits that are provided by forest and other vegetation, with primary emphasis on the reduced flood risk these systems provide.

References: Hazard Mitigation Grant Program Post Fire and Benefit-Cost Analysis Tools for Drought, Ecosystem Services, and Post-Wildfire Mitigation for Hazard Mitigation Assistance

Approach: To use the post-wildfire pre-calculated benefits, the applicant would multiply the number of acres being mitigated by the total benefits per acre (\$5,200). Post-wildfire mitigation projects that demonstrate they are cost-effective using the pre-calculated benefits do not need to submit a separate BCR. If the pre-calculated benefits are not enough to cover the mitigation activity, the applicant would have to utilize the BCA Toolkit to perform the BCA.

Example: A project is to provide ground cover, soil stabilization, and replanting for 1,000 acres after the project area was impacted by wildfire. The project benefits can be estimated as \$5,250,000 ($1,000 \times \$5,250$). By using the pre-calculated benefits, the application does not require any further BCR calculations to prove cost-effectiveness.

STEP 11: Environmental and Historic Preservation Considerations

Description: Environmental and, particularly, historic preservation compliance will need to be considered as part of the application process for wildfire mitigation. The assistance of a licensed professional engineer, architect, or contractor may be required to help obtain the necessary information about EHP compliance. Refer to the EHP Supplement Job Aids - Supplement No. E1.5.

 Resources

Below is a comprehensive list of resources identified throughout this supplement. Not all of these resources are necessary for every wildfire mitigation project but are provided to ease identification of source material.

PROGRAM AUTHORITIES

- [The Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, 42, U.S.C. 4001 et seq.](#)
- [44 Code of Federal Regulation, Part 206, Subpart N](#)
- [2 Code of Federal Regulations, Part 200](#)

PROGRAM GUIDANCE

- FEMA Hazard Mitigation Assistance Guidance (and Hazard Mitigation Assistance Guidance Addendum)
- Benefit-Cost Analysis Reference Guide and Supplement to the Benefit-Cost Analysis Reference Guide

TECHNICAL GUIDANCE AND STANDARDS

- The [NFPA Firewise](#) program provides resources for communities and property owners to use in the creation of defensible space and in making building modifications.
- FEMA Bioengineering Wildfire Mitigation Job Aids
- FEMA Hazard Mitigation Grant Program Post Fire
- FEMA P-737: Homebuilders Guide to Construction in Wildfire Zones
- FEMA P-754: Wildfire Hazard Mitigation Handbook for Public Facilities
- [International Wildland-Urban Interface Code \(IWUIC\) 2018 \(or most recent version\)](#)
- [Landfire Program](#)
- [NFPA 703: Standard for Fire-Retardant Treated Wood and Fire-Retardant Coatings for Building Materials](#)
- [NFPA 914: Code for Fire Protection of Historic Structures](#)
- [NFPA 1141: Standard for Fire Protection Infrastructure for Land Development in Suburban and Rural Areas](#)
- [NFPA 1144: Standard for Reducing Structure Ignition Hazards from Wildland Fire](#)

California

- [CAL FIRE – Ready for Wildfire](#)
- [California Wildfires Statewide Recovery Resources](#)
- [California Office of Emergency Services – Fire & Rescue](#)
- [Prevent Wildfire CA](#)

Colorado

- [Colorado State Forest Service \(CSFS\) Wildfire Publications](#)
- [Colorado Wildfire Risk Assessment Portal](#)
- [Ready Colorado: Wildfire Preparedness Page](#)

Montana

- [Montana Department of Natural Resources and Conservation: Fire Protection](#)
- [Let's Mitigate Montana](#)

North Dakota

- [North Dakota Forest Service \(NDFS\): Wildfire Resources](#)
- [NDFS: Identifying Resources and Options to Mitigate the Risk of Wildland Fires in North Dakota](#)

South Dakota

- [South Dakota Department of Agriculture: Wildland Fire Prevention Information](#)

Utah

- [Utah Wildfire Info](#)

Wyoming

- [Living with Wildfire in Wyoming](#) – guide produced by the University of Wyoming

ADDITIONAL TOOLS AND RESOURCES

- FEMA's How to Find Your FIRM and Make A FIRMette
- FEMA's Map Service Center
- FEMA Benefit-Cost Analysis (BCA) Tool
- Cost Estimating Principles for Hazard Mitigation Assistance Applications
- FEMA's National Flood Hazard Layer
- FEMA's Disaster Recovery Reform Act, Section 1205 Additional Wildfire and Wind Implementation under Hazard Mitigation Assistance Programs
- FEMA Wildfire Mitigation Toolkits and Resources
- FEMA Wildfire Mitigation Tools and Resources: I am a Homebuilder, Developer or HOA HMA
- Application Development Scope of Work Examples
- HMA Application Development Engineering Case Studies
- EHP Review Supplements
- FEMA Hazard Mitigation Assistance Job Aids

Wildfire: INFORMATION REQUIRED FOR ENVIRONMENTAL REVIEW



PURPOSE

The purpose of this Job Aid is to help communities applying for Hazard Mitigation Assistance (HMA) grants for wildfire hazard mitigation projects understand and provide the documentation needed for the Federal Emergency Management (FEMA) to carry out an **Environmental Planning and Historic Preservation (EHP)** review of a project. It is required by law that all projects funded with HMA grants comply with EHP laws, regulations, and Executive Orders (EOs). During the EHP review process, FEMA evaluates the potential impacts of the project on the human and natural environment. FEMA begins the EHP review process when the project application is submitted. It is your responsibility as the subapplicant to provide documentation that accurately describes the project, its purpose and location, existing

environmental conditions in the project area, potential project impacts, best management practices (BMPs), different alternatives considered for the project, and mitigation strategies to address environmental impacts of the project. FEMA will assess the potential impacts of the project. The applicant must wait to start work on the project until the EHP review has been completed by FEMA.

FEMA will also conduct a technical review to verify your project’s technical feasibility and cost-effectiveness. Refer to the [Technical Review Job Aids](#).

1 Table of Contents

- What is the EHP Review?2
- What Information is Required for the EHP Review of Wildfire Mitigation Projects?.....2
 - 1: Scope of Work2
 - 2: Project Area and Structure Information5
 - 3: Potential Impacts on People, the Environment, and Cultural Resources7
- What Happens Next?.....11
- Scope of Work Checklist.....12

2

What is the EHP review?

During the EHP review, FEMA assesses the potential impacts of your project on nearby physical, cultural (historic and archaeological), biological, and social resources. The National Environmental Policy Act (NEPA) requires FEMA and other federal agencies to assess the environmental impacts of proposed federal actions prior to making decisions. FEMA must also ensure your project is compliant with various federal laws and presidential EOs, such as the Clean Water Act (CWA), the Endangered Species Act, (ESA), the National Historic Preservation Act, (NHPA), EO 11988 on floodplains, and EO 11990 on wetlands. The EHP review may include consultation with other federal and state agencies, which may add time to the review process.

Projects with less potential for impacts may be covered by a Categorical Exclusion (CATEX) under NEPA. Complex projects may need more extensive review through the preparation of an Environmental Assessment (EA) or an Environmental Impact Statement (EIS). For your project, FEMA will prepare or provide support for the development of the NEPA-required documentation, and you can help by providing the information requested discussed in this Job Aid.

FEMA has predetermined that projects complying with certain criteria do not have significant environmental impacts and may be covered by a CATEX for NEPA compliance. Some fuels reduction and defensible space projects will meet the criteria for CATEX N11 *Federal Assistance for Wildfire Hazard Mitigation Actions* or N12 *Federal Assistance for Planting of Indigenous Vegetation*. CATEX N11 covers actions conducted on areas totaling less than 100 acres that (1) involve the creation of defensible space or hazardous fuel(s) reduction within 100 feet of at-risk structures and (2) include the selective removal of vegetation less than 12 inches in diameter through thinning, pruning, limbing, sawing, or brush cutting. CATEX N12 covers the planting of indigenous vegetation. If your project meets the criteria of either CATEX, the environmental review may be less intensive. Ignition resistant construction projects may be covered by CATEX N7 for upgrades to existing facilities.

3

What Information is Required for the EHP Review of Wildfire Mitigation Projects?

This section outlines information that should be included in your application so that FEMA can review your project for EHP compliance. FEMA HMA program staff will conduct a review to make sure the project complies with HMA program eligibility. For each item, there is an explanation as to why it is needed, where you can find this information, and an example of how the information should be provided to FEMA. Each piece of information requested is needed to develop a comprehensive project description to be included with your application.

For post-fire soil stabilization projects, please consult Supplement No. E1.9: Soil Stabilization – Information Required for Environmental Review.

1 SCOPE OF WORK**1A: What are you proposing to do?**

For projects that include hazardous fuels reduction, creation of defensible space, and removal of standing burned trees:

- What type of vegetation would be removed (e.g., species, sizes, invasive/native) and where would it be removed from?
- What methods would you use to remove vegetation (e.g., herbicides, hand tools, mechanical equipment)?
- Describe any limits on vegetation removal (e.g., all trees less than 12 inches at diameter breast height would be removed, only burned trees would be removed, all limbs up to 10 feet above the ground would be removed).

- How and where would the removed vegetation be disposed (e.g., burned on-site, chipped and mulched on-site and at other applicant properties, removed off-site to landfill or compost facility)?
- If burning is proposed, identify any state or local permits required.
- If your project involves the seeding or planting of vegetation, describe the species and the methods that would be used (e.g., by hand, with machinery, broadcast seeding, aerial application).
- Describe any techniques that would be used to ensure survival of seeds or plants (e.g., mulch, irrigation, protective fencing).
- If herbicide use is required, identify the types of herbicides you propose to use and describe whether the herbicides would be used in riparian areas near streams, wetlands, or other waterbodies. Provide an estimate of the distance from the waterbody.
- Provide photos of current vegetation conditions in the project area.

For ignition-resistant construction projects:

- Describe the structural modifications proposed (e.g., roof, eave, overhang, soffit, exterior wall, vent, gutter, downspout, window, or door modifications). See Section 2 for required structural information.

For all wildfire mitigation projects:

- If the project would disturb the ground for any reason (e.g., clearing a staging area), describe the activities (both temporary and permanent) that would require ground disturbance and show the locations on a map or plan view; include the length, width, and depth of the ground disturbance.
- Describe the existing condition of the ground surface (e.g., pavement, landscape shrubs and trees, previously undisturbed soils with vegetation) that would be disturbed.

Why It's Needed:

Wildfire mitigation projects are intended to decrease the risk of damage or loss of life from wildfires by reducing the risk of wildfire spread, by creating defensible areas from which fire suppression activities may occur, or by retrofitting structures with ignition-resistant materials. Post-fire mitigation projects are intended to reduce damage from post-fire effects such as erosion and landslides and reduce post-fire hazards by stabilizing soils or removing standing burned trees. A complete project description is essential for FEMA to understand how the project may impact human, environmental, or cultural resources. Changes in vegetation (through removal and/or planting) may impact habitat, species, surface water, groundwater, floodplains, or visual aesthetics. The methods used to manage vegetation may increase erosion and sedimentation, impact species, or affect human communities. Ground disturbance could affect archaeological resources, soils, or utilities. FEMA will use this information to evaluate impacts and it may affect the complexity of the EHP review.

Potential Sources:

Site observations, maps, past similar projects, project planners, construction contractors, engineers, advice from fire management professionals, and fire mitigation reports from agencies.

EXAMPLE:

The proposed project would provide defensible space of 30 to 100 feet around 20 residential structures and reduce hazardous fuel(s) in the adjacent 100-acre county open space through the removal of (1) trees less than 12 inches diameter at breast height, (2) trees affected by drought or insect infestation, and (3) underbrush. Cut vegetation would be placed in small piles (approximately 6 × 6 × 6 feet) by hand for burning. Stumps would be left in place, except where dozers are used to clear brush. No herbicides would be used. In the open-space area, native, fire-resistant trees would be planted where vegetation was removed and the remaining tree spacing exceeds 16 feet.

EXAMPLE (cont.):

A list of potential native species is included with this application. Each property would be accessed from existing roads and driveways. Vehicles would access the vegetation-management areas using public roads. Work crews would carry equipment and access off-road (undisturbed) areas by foot.



1B: How would the project area be accessed and where would the staging areas be located?

- Describe how the project area would be accessed. Show the boundaries of the access routes or points on a map or plan view of the project area and describe the surface type (e.g., asphalt, dirt, gravel).
- If any new access routes would need to be created for the work to be completed, show where the routes would be located on a map or plan view of the project area.
- Describe where materials and equipment would be stored and staged during construction. Show the boundaries of the staging areas on a map or plan view of the project area and describe the surface type (e.g., asphalt, dirt, gravel).
- If the creation of new access routes or staging areas would require ground disturbance or vegetation removal, describe the extent of the ground disturbance (see Item 1A) and vegetation removal (see Item 3H).
- Describe the vehicles and equipment that would be used to implement the project.
- Describe any local restrictions on equipment use (e.g., seasonal or daily restrictions, work hours, local noise ordinances).

Why It's Needed:

Construction of the project may require a new access point or leveling a staging area for construction. FEMA will evaluate the potential for impacts from activities that disturb the ground or remove vegetation. Some types of equipment may have impacts related to erosion, noise, air pollution, or accidental releases of fuel and lubricants. Vehicle and equipment use may cause ground disturbance that could impact archaeological resources.

Potential Sources:

Project planners, construction contractors, and engineers.

EXAMPLE:

Bulldozers, graders, and tracked equipment would be used to create new access roads for tree removal. Culverts would be installed where access roads cross drainages. Standing burnt trees would be cut with hand tools, such as chain saws, or with feller-bunchers and grapple-saws. Vehicles would access the project area on existing gravel roads. A staging area for mechanical equipment would be created in an upland area and a few shrubs would need to be removed.

1C: What are alternatives to the project?

- Describe what would happen if the project is not implemented.
- If any other alternatives were developed, describe how they would have achieved the same goal and explain why those options were dismissed. If the public (including groups and agencies) provided input on the alternative(s), include the feedback you received.

Why It's Needed:

FEMA may need to compare the impacts of the project with the impacts of alternatives (including any alternatives that were dismissed).

Potential Sources:

Project planners, public outreach meetings, board meeting notes, and preliminary designs.

EXAMPLE:

Three alternatives were considered in the course of the project development: (1) no action, (2) fuels reduction (proposed project), and (3) prescribed burning. Alternative 3—prescribed burning—was dismissed because it is less effective in areas with heavy fuel loads, such as dense underbrush, because these loads increase the risk of escaped fire. If the fuels-reduction project is not implemented (the no-action alternative), the risk of wildfire spread would remain high and threaten approximately 100 residential structures in the community. The fuels-reduction project was selected because it addressed the wildfire risks to identified at-risk structures and can be implemented at a reasonable cost and in a reasonable time frame.

1D: What is the project schedule?

- Provide a schedule that includes construction, operation, and maintenance activities, including the months or seasons when work would occur.

Why It's Needed:

FEMA will use information on the timing and duration of different activities to evaluate the significance of impacts on people and the environment.

Potential Sources:

Project engineer.

EXAMPLE:

Ignition-resistant construction work is expected to take approximately 3 weeks, including 1 week to construct the rock wall, 1 week to construct the new deck, and 1 week to conduct fuels management, including pruning, trimming, and planting of native plants within 30 feet of the structure. All work would occur outside of the fire season. See the attached project schedule (GANNT chart) for additional details.

2 PROJECT AREA AND STRUCTURE INFORMATION

2A: Where is the proposed project and/or affected structures and infrastructure located?

- Provide the geographic coordinates (latitude/longitude) and the physical site address of the project area, if available.
- Provide a geographic information system (GIS), computer-aided design (CAD), Google Earth files (kmz), or map or image that clearly shows the boundaries of the project area. If your project area has a complex boundary, a GIS or kmz file is preferred. The information provided should show the boundaries of all temporary and permanent project activities including staging areas, access routes, vegetation removal, and the affected structure(s).
- Provide an estimate of the area of ground disturbance in acres or square feet.
- Provide a few representative photographs of the surrounding area to the north, south, east, and west of the project area.
- For ignition-resistant construction projects, provide engineering drawings, if available.

Why It's Needed:

FEMA needs the project location information to evaluate existing conditions in the project area and potential project impacts.

Potential Sources:

Municipal GIS or CAD data or Google Earth files developed for the project design; local building inspectors; tax assessor records; property deeds; engineering plans. The geographic coordinates of your project area can be obtained using software such as GIS or [Google Earth](#), websites such [Google Maps](#), [Bing Maps](#) or [latlong.net](#), smartphone mapping apps, or with a Global Positioning System device.

EXAMPLE:

The project area encompasses 70 acres within Klamath County Park in Klamath County, Oregon. The general physical address for the park is 1000 Lakeshore Boulevard, Klamath Falls, OR 97601. The center of the project area is at latitude/longitude: 42.6952767, -121.6142133. The map and GIS shapefile included with the application show the project area boundary, treatment area boundaries, access routes, equipment staging locations, and structure locations/footprints.

2B: Describe the structures in the project area.

For hazardous fuels reduction, defensible space, and removal of standing burned tree projects, provide:

- An inventory of the physical addresses of structures to be protected and any adjacent structures; or a general depiction of the location of the structure locations/project area shown as a polygon on a map or GIS shapefile.

For ignition-resistant construction projects, provide:

- Provide a description of the structure(s) that would be protected by the ignition-resistant construction project (if applicable), including photographs of all sides and the year they were originally constructed.
- A description of a structure(s) flammable components and materials that are to be replaced (e.g. wood shake roofs).
- Describe any prior improvements or additions that have been made to the structure(s) to be altered (e.g., new windows, change in roofing material from original construction), changes to the original location (i.e., relocation) of the structure(s), or other changes to the original design of the structure(s).
- If the structure(s) is designated as historic or is in a designated historic district, provide information on the known historic property/district, as applicable.

Why It's Needed:

FEMA will use the date of construction to screen whether affected structures might be historic and to help determine the effect the project may have on historic properties. Structures that are 45 years or older at the time of application may be eligible for listing in the National Register of Historic Places. Older structures may require additional EHP review. Photographs of the structure(s) may allow FEMA to make a determination without needing to visit the site. Actions that change the character or setting of structures and buildings may also change the cultural value of a building. This could have a negative impact on structures, buildings, sites, objects, or historic districts that may be eligible for listing or be listed in the National Register of Historic Places.

Potential Sources:

Tax assessor data (provide the URL for the tax assessor if possible) and GIS-based tax assessor database.

EXAMPLE:

The hazardous fuels reduction project would protect 50 structures that are located within 2 miles of the treatment areas. These structures include 35 residences, 10 commercial buildings, 1 hospital, 2 schools/daycare facilities, and 2 public buildings. Two of the residences were built in 1920, which makes them over 45 years old. See attached property inventory with the year constructed for each structure based on the county's tax assessor database. Photos of the structures are attached.

3 POTENTIAL IMPACTS ON PEOPLE, THE ENVIRONMENT, AND CULTURAL RESOURCES

3A: Has the public been notified or provided input?

- Explain any controversy that exists or could exist related to the project.
- Describe any existing or planned public engagement activities for the project.

Why It's Needed:

If there is or could be controversy around a project, FEMA may need to use a higher level of NEPA documentation. Public input can help identify potential impacts on environmental and cultural resources or low-income and minority communities. You may also be involved in the publication of public notices, in accordance with FEMA procedures.

Potential Sources:

Notices in the local newspapers, public outreach meetings, website postings, and project planners.

EXAMPLE:

The project area is located within a census block group that is considered low-income. Residents have expressed concerns about the amount of vegetation being cleared near the local park. A public notice describing the proposed project and public engagement process was circulated in the Humboldt County Herald newspaper on March 2, 2020. A copy of the notice is included with the application materials.

3B: Did you coordinate with or consult regulatory agencies?

- Describe any agency coordination and permits you obtained from federal, state, or local agencies to implement the project. Provide copies of any coordination materials, permit applications, or approvals.

Why It's Needed:

If you have already coordinated with an agency, then FEMA may be able to avoid duplication of effort. FEMA may also coordinate with state or federal agencies that have issued permits and approvals to confirm findings, identify best management practices (BMPs), or determine mitigation measures for project impacts. Many agencies, including U.S. Army Corps of Engineers, offer a pre-application process where you can learn more about the permits and conditions that may be required for your project.

Potential Sources:

Project planners.

EXAMPLE:

In December 2019, the County Parks Department obtained a nationwide permit from the U.S. Army Corps of Engineers (USACE) and a state wetland fill permit from the respective state's environmental agency for impacts on 0.4 acres of wetlands. See the attached permit application, permit approvals, and related correspondence.

3C: Were environmental or cultural studies conducted?

- If any environmental or cultural studies were completed either for this project or for other projects in the same area, by local, state, or federal entities, please provide copies. Studies could include evaluations of cultural resources (e.g., historic, archeological) or environmental resources (e.g., threatened and endangered species, wetlands, hydrology, geotechnical).

Why It's Needed:

FEMA may use the findings during the EHP review to avoid duplicating efforts.

Potential Sources:

Project contractor or engineer, EHP studies required by state law or local ordinances, and environmental studies completed within or near the project area.

EXAMPLE:

For a prior project along the State Route 60 corridor that passes through the project area, the County Department of Transportation conducted a biological survey for the threatened California red-legged frog, as well as an architectural and archaeological survey. The reports from those studies are attached. Those prior studies overlap with the current project area and cover about half of the project area. In addition, in anticipation of this project, the county conducted a wetland delineation to locate wetlands within the entire project area. The wetland delineation report is attached.

3D: Would your project encroach on floodplains?

- Describe the project activities in the floodplain, if applicable.

Why It's Needed:

FEMA needs to understand whether your proposed project will physically impact a floodplain or whether the project could be impacted by flooding during and after construction pursuant to EO 11988 – Floodplain Management. If the project has the potential to impact floodplains, you may be involved in the publication of public notices required by FEMA procedures.

Potential Sources:

Local floodplain agency/administrator, history of flooding/flood claims, and the [FEMA Flood Map Service Center](#).

EXAMPLE:

Based on a review of FIRM Map #06087C0357F effective 9/27/2017, a 2-acre portion of the project area is in Flood Zone AE (100-year floodplain). The project would be limited to vegetation management activities in the floodplain and would not involve the placement of fill in those areas.

3E: Are there surface waters or wetlands in the project area?

- Describe any surface waters in or near the project area (e.g., ponds, lakes, rivers, streams, wetlands, other waterbodies).
- Describe any measures that would be taken to avoid waterbodies or avoid impacting water (e.g., setbacks, cofferdams, silt fence).
- If a delineation of surface waters (including wetlands) was completed for the project area, please provide a copy of the report.
- Provide any permits or applications that were developed related to project impacts on surface waters.

Why It's Needed:

FEMA needs to evaluate existing conditions and potential project impacts on water resources regulated by the CWA, the Coastal Zone Management Act, and EO 11990 – Protection of Wetlands. If the project has the potential to impact wetlands, you may be involved in the publication of public notices required by FEMA procedures. Temporary construction measures, such as silt fencing, and their manner of placement, may cause ground disturbance and could affect archaeological resources or waters of the U.S.

Potential Sources:

CWA permits and approvals, wetland delineations of the site, and [National Wetlands Inventory Wetlands \(NWI\) Mapper](#).

EXAMPLE:

Three freshwater wetlands were identified in the project area through a review of NWI Mapper and a wetland delineation completed in October 2019. All vegetation management activities would be set back from the edge of the wetlands by 100 feet. No vegetation clearing or herbicide use would occur within the 100-foot setback.

3F. What are the soil and topographic conditions in the project area?

- Describe any erosion conditions in the project area or post-fire impacts on soils (e.g., burn scars, cleared fire breaks).
- Are there any restrictions related to slope where the project activities would occur (e.g., bulldozers would only be used on gentle slopes)?

Why It's Needed:

After a wildfire, soil conditions may harden or become more prone to erosion, thus preventing the regrowth of vegetation. This information helps FEMA understand whether BMPs to prevent erosion are needed to comply with the CWA

Potential Sources:

Site visits, [Natural Resources Conservation Service \(NRCS\) Web Soil Survey](#), and [U.S. Geological Survey](#).

EXAMPLE:

The topography of the project area is rugged and mountainous with steep canyons, but project activities would be limited to relatively flat terraces above the canyon. Project area soils were burned during the 2017 wildfire, greatly damaging the soils and resulting in substantial erosion following rain events. Below the burn scar, the underlying soils have a high potential for erosion, based on a review of NRCS Web Soil Survey information.

3G: Would your project have an impact on hazardous or contaminated materials?

- Describe any known hazardous or contaminated materials that may be present in the project area or that are needed to implement the project.
- If your project would use any hazardous materials, describe the BMPs that would be used to minimize exposure of people and the environment to those materials and how the materials would be discarded.

Why It's Needed:

The presence, management, use, or generation of hazardous materials can impact the natural and human environment. FEMA needs to evaluate potential project impacts from (or use of) hazardous and contaminated materials regulated by federal and state law including the Comprehensive Environmental Response, Compensation, and Liability Act and the Resource Conservation and Recovery Act. Any site that has or has had recorded hazardous waste issues will require a Clean Site Certification prior to grant approval.

Potential Sources:

Environmental site assessments, site visits, state environmental agencies/databases, and [EPA Envirofacts](#).

EXAMPLE:

Vegetation management would involve spot-spraying of herbicides, including glyphosate and clethodim, in areas where invasive species have spread. Herbicides would be applied per label instructions, transporting only the quantities of herbicide needed for work in a given day to the project site, not applying herbicides when precipitation is likely in the next 48 hours or when wind speeds exceed 10 mph, and having a trained applicator apply all herbicides. Fueling and parking of equipment would not occur within 150 feet of streams and a spill prevention plan would address any potential effects from spills during construction.

3H: Would your project use imported fill?

- If your project involves the use of fill, describe the type and source of the fill material.

Why It's Needed:

FEMA needs to confirm that the fill used is free from contaminants and is in compliance with federal and state hazardous and contaminated materials laws. FEMA also needs to evaluate the source of fill for potential effects to historic properties. If a borrow site is being used, it's also important to ensure that the area is not archaeologically sensitive.

Potential Sources:

Project planner or engineer, and similar completed projects.
Project planner or engineer, landscape architects, and similar completed project

EXAMPLE:

Trees and their root balls would be removed to create defensible space around the residences. The voids (where the root balls were) would be backfilled with a mixture of existing soil and clean fill obtained from a commercial source.

3I: What Best Management Practices (BMPs) would the project use?

- List all BMPs to be implemented, as part of the project, to reduce potential impacts.

Why It's Needed:

Most projects require BMPs to limit noise, dust, and erosion while the project is being implemented. FEMA needs to document BMPs that will be used to ensure the project's environmental impacts will be avoided and minimized, where possible, in compliance with federal and state environmental laws.

Potential Sources:

Project engineers; BMP guidance provided by federal, state, or local environmental agencies; and BMPs specified in permit approvals issued by federal, state, or local agencies.

EXAMPLE:

The city would implement the following BMPs during project implementation:

Air Quality/Smoke Management: All burning would comply with Oregon Department of Forestry's burn requirements and would only be conducted with a burn permit. Contractors would keep all vehicle and mechanical equipment running times to a minimum and all engines would be properly maintained.

Water Resources: The off-road equipment would use rubber tires to reduce potential erosion and sedimentation into streams and wetlands. Cut vegetation would be mulched and spread on-site for temporary erosion control to prevent soil from reaching waterways.

Water Quality: To reduce erosion and sedimentation impacts, vegetation removal would not occur within 150 feet of streams or wetlands. The riparian zone buffers would conform with state requirements.

Hazardous Materials: Equipment and vehicles would be inspected daily for fuel and fluid leaks. Any spills or leaks would promptly be contained and cleaned up and the equipment would be repaired. A spill prevention plan would be developed for hazardous materials to be used during project implementation. Storage and handling of hazardous and toxic materials would occur at least 150 feet from streams and waterbodies.

Noise: No project activities would occur between the hours of 10:00 pm to 7:00 am, in compliance with the county's noise ordinance.

4 What Happens Next?

The EHP review process occurs throughout the life cycle of the HMA project and has three specific steps where different aspects of the review process occur. The three steps are detailed below.

- Pre-Award:** This is the information- and documentation-gathering stage of the EHP grant review process. Following the directions provided in this Job Aid will help you create a comprehensive application that includes all foreseeable required information needed for the EHP review. Providing this information as quickly and as accurately as possible will help expedite the next steps and reduce the need for FEMA to request additional information. The need for additional information may significantly impact the length of time for the EHP review by up to 60 days, if not more, for every request for information sent.
- Formal EHP Review:** Once the required information and documentation is gathered, FEMA will review the project to ensure it is compliant with all EHP-related laws, EOs, and regulations. The level of EHP review necessary for a particular project will depend on the type of project, its complexity, and the potential impacts

it may have on the human and natural environment. Less complex projects with no potential impacts may undergo a short EHP review, while more complex projects with several potential impacts may take longer to review and may require consultation with other federal/state agencies, and/or the creation of an EA or EIS. At the end of this process, a Record of Environmental Consideration (REC) will be completed, itemizing the project conditions that will be included with your award packet. These conditions could include measures such as reaching out to other federal agencies for potential permits, ensuring proper documentation is followed during waste disposal, and stopping work if a sensitive historic resource is discovered. You will want to carefully review all the conditions in your award packet during project implementation to remain compliant with the grant.

- Closeout:** Once the project is complete, the applicant (State/Tribe) will request project closeout from FEMA. FEMA will begin closing out the project, and during this time, will follow up on all the conditions stipulated in the REC. If any condition required you to document activities or outcomes, FEMA will request that documentation during closeout. If FEMA discovers that any of the conditions were not met, the project could be found noncompliant and FEMA may seek to recover the grant money.

If deviations from the proposed scope of work result in design changes, the need for additional ground disturbance, additional removal of vegetation, or result in any other unanticipated changes to the physical environment, you must contact FEMA, and a re-evaluation under NEPA and other applicable environmental laws would be conducted.

ADDITIONAL RESOURCES:

- [Supplemental Job Aid No. T1.5– Wildfire Technical Review](#)
- [FEMA's Office of Environmental and Historic Preservation](#) – Home page of FEMA's EHP office
- [HMA EHP At-a-Glance Guide](#) – Provides a general overview of EHP review considerations
- [FEMA Directive 108-1](#) – Legal document that directs how FEMA EHP reviews projects
- [DHS Instruction Manual 023-01-001-01, Rev 01](#) – Appendix A lists CATEXS

5

Scope of Work Checklist

Below is a summary checklist of all the questions from the previous three sections. Use this checklist to help you as you complete your information packet.

1 SCOPE OF WORK

For all wildfire mitigation projects:

- If the project would disturb the ground for any reason (e.g., clearing a staging area), describe the activities (both temporary and permanent) that would require ground disturbance and show the locations on a map or plan view; include the length, width, and depth of the ground disturbance.
- Describe the existing condition of the ground surface (e.g., pavement, landscape shrubs and trees, previously undisturbed soils with vegetation) that would be disturbed.
- Describe how the project area would be accessed. Show the boundaries of the access routes or points on a map or plan view of the project area and describe the surface type (e.g., asphalt, dirt, gravel).

- If any new access routes would need to be created for the work to be completed, show where the routes would be located on a map or plan view of the project area.
- Describe where materials and equipment would be stored and staged during construction. Show the boundaries of the staging areas on a map or plan view of the project area and describe the surface type (e.g., asphalt, dirt, gravel).
- If the creation of new access routes or staging areas would require ground disturbance or vegetation removal, describe the extent of the ground disturbance (see Item 1A) and vegetation removal (see Item 3H).
- Describe the vehicles and equipment that would be used to implement the project.
- Describe any local restrictions on equipment use (e.g., seasonal or daily restrictions, work hours, local noise ordinances).
- Describe what would happen if the project is not implemented.
- If any other alternatives were developed, describe how they would have achieved the same goal and explain why those options were dismissed. If the public (including groups and agencies) provided input on the alternative(s), include the feedback you received.
- Provide a schedule that includes construction, operation, and maintenance activities, including the months or seasons when work would occur.

For hazardous fuels reduction, defensible space, and removal of standing burned tree projects:

- What type of vegetation would be removed (e.g., species, sizes, invasive/native) and where would it be removed from?
- What methods would you use to remove vegetation (e.g., herbicides, hand tools, mechanical equipment)?
- Describe any limits on vegetation removal (e.g., all trees less than 12 inches at diameter breast height would be removed, only burned trees would be removed, all limbs up to 10 feet above the ground would be removed).
- How and where would the removed vegetation be disposed (e.g., burned on-site, chipped and mulched on-site and at other applicant properties, removed off-site to landfill or compost facility)?
- If burning is proposed, identify any state or local permits required.
- If your project involves the seeding or planting of vegetation, describe the species and the methods that would be used (e.g., by hand, with machinery, broadcast seeding, aerial application).
- Describe any techniques that would be used to ensure survival of seeds or plants (e.g., mulch, irrigation, protective fencing).
- If herbicide use is required, identify the types of herbicides you propose to use and describe whether the herbicides would be used in riparian areas near streams, wetlands, or other waterbodies. Provide an estimate of the distance from the waterbody.
- Provide photos of current vegetation conditions in the project area.

For ignition-resistant construction projects:

- Describe the structural modifications proposed (e.g., roof, eave, overhang, soffit, exterior wall, vent, gutter, downspout, window, or door modifications). See Section 2 for required structural information.

2 PROJECT AREA AND STRUCTURE INFORMATION

For all wildfire mitigation projects:

- Provide the geographic coordinates (latitude/longitude) and the physical site address of the project area, if available.
- Provide a geographic information system (GIS), computer-aided design (CAD), Google Earth files (kmz), or map or image that clearly shows the boundaries of the project area. If your project area has a complex boundary, a GIS or kmz file is preferred. The information provided should show the boundaries of all temporary and permanent project activities including staging areas, access routes, vegetation removal, and the affected structure(s).
- Provide an estimate of the area of ground disturbance in acres or square feet.
- Provide a few representative photographs of the surrounding area to the north, south, east, and west of the project area.

For hazardous fuels reduction, defensible space, and removal of standing burned tree projects:

- An inventory of the physical addresses of structures to be protected and any adjacent structures; or a general depiction of the location of the structure locations/project area shown as a polygon on a map or GIS shapefile.

For ignition-resistant construction projects:

- Provide engineering drawings, if available.
- Provide a description of the structure(s) that would be protected by the ignition-resistant construction project (if applicable), including photographs of all sides and the year they were originally constructed.
- A description of a structure(s) flammable components and materials that are to be replaced (e.g. wood shake roofs).
- Describe any prior improvements or additions that have been made to the structure(s) to be altered (e.g., new windows, change in roofing material from original construction), changes to the original location (i.e., relocation) of the structure(s), or other changes to the original design of the structure(s).
- If the structure(s) is designated as historic or is in a designated historic district, provide information on the known historic property/district, as applicable.

3 POTENTIAL IMPACTS ON PEOPLE, THE ENVIRONMENT, AND CULTURAL RESOURCES

- Explain any controversy that exists or could exist related to the project.
- Describe any existing or planned public engagement activities for the project.
- Describe any agency coordination and permits you obtained from federal, state, or local agencies to implement the project. Provide copies of any coordination materials, permit applications, or approvals.
- If any environmental or cultural studies were completed either for the project or for other projects in the same area by local, state, or federal entities, please provide copies. Studies could include evaluations of cultural resources (e.g., historic, archaeological) or environmental resources (e.g., threatened and endangered species, wetlands, hydrology).
- Describe the project activities in the floodplain, if applicable.

3 POTENTIAL IMPACTS ON PEOPLE, THE ENVIRONMENT, AND CULTURAL RESOURCES (cont.)

- Describe any surface waters or wetlands in or near the project area (e.g., ponds, lakes, rivers, streams, wetlands, other waterbodies).
- Describe any measures that would be taken to avoid waterbodies or to avoid impacting water (e.g., setbacks, cofferdams, silt fence).
- If a delineation of surface waters (including wetlands) was completed for the project area, please provide a copy of the report.
- Provide any permits or applications that were developed related to project impacts on surface waters.
- Describe any erosion conditions in the project area or post-fire impacts on soils (e.g., burn scars, cleared fire breaks).
- Are there any restrictions related to slope where the project activities would occur (e.g., bulldozers would only be used on gentle slopes)?
- Describe any known hazardous or contaminated materials that may be present in the project area or that are needed to implement the project (e.g., herbicides).
- If your project would use any hazardous materials, such as herbicides, describe the best management practices (BMPs) that would be used to minimize exposure of people and the environment to those materials and how the materials would be discarded.
- If your project involves the use of fill, describe the type and source of the fill material.
- List all BMPs to be implemented, as part of the project, to reduce potential impacts.

KANSAS HAZARD MITIGATION GRANT PROGRAM WILDFIRE MITIGATION PROJECT APPLICATION



A. Applicant/Sub-recipient Information

1. **Applicant/Sub-recipient Legal Name:** Enter Legal Name Here
2. **Organizational Unit:** Department/Agency
3. **Project Title:** Enter Project Title Here
4. **Applicant/Sub-recipient Type:** Local Government State Government
 Private Nonprofit Other: Enter Type Here
(attach copy of Form 501c3)
 Territory/Commonwealth
 Federally Recognized Tribal Government
5. **Proposed Project Total Cost:** \$
Federal Share (%): \$ **Local Share (%):** \$

6. Certifications:

The undersigned assures fulfillment of all requirements of the Hazard Mitigation Grant Program, as contained in the program guidelines, and affirms that all information contained herein is true and correct to the best of my knowledge. The governing body of the applicant duly authorized the document and hereby applies for the assistance documented in this application. The applicant recognizes that the project may proceed ONLY AFTER FEMA APPROVAL is granted.

*Typed Name of Authorized
Representative/Applicant Agent*

Title

Phone Number

Signature of Authorized Representative/Applicant Agent

Date Signed

7. Does your community or Tribe have a current FEMA approved hazard mitigation plan?

Yes No

Title of the Plan: Name of Plan Document

Adoption date: 01/01/2001

Location of proposed project in mitigation plan strategies: Page 0 Section

KANSAS HAZARD MITIGATION GRANT PROGRAM WILDFIRE MITIGATION PROJECT APPLICATION



Does the project align with the State Hazard Mitigation Plan? Yes Page 0 Section

8. Does the community participate in the National Flood Insurance Program (NFIP)?
Yes No

9. Tax ID Number: XXX-XX-XXXX FIPS Code (5 digits): #####
Community ID Number (6 digits): ##### Unique Entity ID: #####

10. U.S. Congressional District:

11. State Legislative District:

12. Primary Point of Contact

If the project is awarded, person responsible for coordinating the implementation of this grant throughout the application process.

First Name: Last Name:

Title:

Address Line 1:

Address Line 2:

City: State: Zip:

Office Phone: 888-888-8888 Mobile Phone: 888-888-8888

Fax Number: 888-888-8888

Email Address:

13. Alternate Point of Contact

First Name: Last Name:

Title:

Address Line 1:

Address Line 2:

City: State: Zip:

Office Phone: 888-888-8888 Mobile Phone: 888-888-8888

Fax Number: 888-888-8888

Email Address:

14. Authorized Applicant/Sub-recipient Agent

KANSAS HAZARD MITIGATION GRANT PROGRAM WILDFIRE MITIGATION PROJECT APPLICATION



MUST be the chief executive officer, mayor, or person of comparable status who is authorized to sign contracts, authorize funding allocations or payments, etc.

First Name:

Last Name:

Title:

Address Line 1:

Address Line 2:

City:

State:

Zip:

Office Phone: 888-888-8888 Mobile Phone: 888-888-8888

Fax Number: 888-888-8888

Email Address:

B. Project Narrative and Scope of Work

- 1. Provide a project narrative:** Include a clear description of the project purpose, wildfire risk being mitigated, and past wildfire events that have affected the properties proposed for mitigation. Include any information on past damages and the federal disaster declaration number, if applicable.

Describe project purpose and wildfire risk to be mitigated.

KANSAS HAZARD MITIGATION GRANT PROGRAM WILDFIRE MITIGATION PROJECT APPLICATION



2. Provide the location of the proposed project and describe the existing conditions of the project site, the area and population the project will benefit, the proposed mitigation activity, and the mechanisms to mitigate wildfire risk.

Describe in detail

3. Provide a detailed scope of work.

Describe the proposed activity and tasks in detail.

KANSAS HAZARD MITIGATION GRANT PROGRAM WILDFIRE MITIGATION PROJECT APPLICATION



4. For projects involving creating defensible space, reducing hazardous fuels, and removing standing burned trees: Describe vegetation removal in detail, quantify the project area, and describe other relevant project components in detail.

Describe in detail

5. For ignition-resistant construction projects: Describe, in detail, the building envelope modifications proposed.

Describe in detail

6. Describe all activities (both temporary and permanent) that would require ground disturbance and include the length, width, and depth of the ground disturbance. Describe any previous ground disturbance.

Describe in detail

KANSAS HAZARD MITIGATION GRANT PROGRAM WILDFIRE MITIGATION PROJECT APPLICATION



7. Provide a map or image (e.g., geographic information system [GIS] file or Google Earth .kmz file) that clearly shows the boundaries of the project area and all project components.

Describe in detail

8. Describe how the scope of work reduces the wildfire risk within the project area and surrounding areas.

9. Describe in detail. Provide supporting documentation as necessary.

10. Provide technical data to support the scope of work.

11. Provide a few representative photographs of vegetative and topographic conditions of the project area and surrounding area.

12. For defensible space, hazardous fuels reduction, and ignition-resistant construction projects: Provide maps indicating the wildfire severity and wildfire frequency within and around the project area.



C. Alternatives Considered

Include details for one *no action alternative and consequences* and at least one *alternative action*.
Include a description of why the selected project was chosen.

Selected project; explain why it was the best alternative.

Alternative action considered but not selected, and why

Additional alternative actions, if applicable



Selected project; explain why it was the best alternative.

D. Environmental Planning and Historic Preservation Considerations

- 1.** For projects involving defensible space, hazardous fuels reduction, and removing standing burned trees: On a separate spreadsheet, provide an inventory of the physical addresses of structures and/or infrastructure to be protected and any adjacent structures, or provide locations on a map or via geographical information system (GIS).

For ignition-resistant construction projects: Provide addresses (or coordinates) and descriptions of the structures that would be protected by the project (if applicable), including photographs of all sides of each structure and the year they were originally constructed. List the flammable components of the structures and whether they are located in a designated historic district. If appropriate, attach this list as a separate spreadsheet instead of filling out the box below.

Structures
Ex., 1234 Front Street; Constructed In 1999; Not In Historic District; Project Will Replace Wood Shake Roof

KANSAS HAZARD MITIGATION GRANT PROGRAM WILDFIRE MITIGATION PROJECT APPLICATION



- 2.** Has the public been notified or provided input? If so, provide dates and method of outreach. If not, describe any planned public engagement activities for the project.

Explain

- 3.** Describe any agency coordination and permits obtained for the project. Provide copies as attachments.

Explain. If not applicable, type N/A.

- 4.** Describe any studies that have been conducted for the project. Provide copies of these if applicable.

Explain. If not applicable, type N/A.

KANSAS HAZARD MITIGATION GRANT PROGRAM WILDFIRE MITIGATION PROJECT APPLICATION



- 5.** Describe the project activities in the floodplain, if applicable.

Explain. If not applicable, type N/A.

- 6.** Describe any surface waters in or near the project area (e.g., ponds, lakes, rivers, streams, wetlands, other waterbodies). Describe any measures that would be used to avoid waterbodies or avoid impacting water (e.g., setbacks, silt fence).

Explain. If not applicable, type N/A.

- 7.** What are the soil and topographic conditions in the project area? Describe any erosion conditions in the project area or postfire impacts on soils (e.g., burn scars, cleared fire breaks)

Explain. If not applicable, type N/A.

- 8.** Describe any known hazardous or contaminated materials at the project site including underground tanks. Describe how underground tanks (e.g., fuel, septic) would be removed or decommissioned in place. If the project requires the use of hazardous materials (including herbicides), describe their use and best management practices to minimize environmental exposure.

Explain. If not applicable, type N/A.

KANSAS HAZARD MITIGATION GRANT PROGRAM WILDFIRE MITIGATION PROJECT APPLICATION



9. Does your project involve the use of imported fill? YES NO

If yes, describe the type and source of the fill material. If no, fill in N/A.

Explain. If not applicable, type N/A.

10. List any best management practices that would be used during project construction.

Explain

E. Operations and Maintenance Plan

1. Who will be responsible for maintaining the wildfire mitigation once the project is complete?
Describe the maintenance activities and how frequently they will occur.

Describe maintenance activities, who will perform them and how pften maintance activities occur.

KANSAS HAZARD MITIGATION GRANT PROGRAM WILDFIRE MITIGATION PROJECT APPLICATION



2. The jurisdiction will be responsible for maintaining the wildfire mitigation project estimated at \$ _____ per year for the entire useful life of the project. Describe how costs were estimated.

Describe how cost estimates were estimated.

F. Estimated Work Schedule

Enter the estimated duration for each listed activity. Although the activities listed may not necessarily be sequential, the total grant timeline cannot exceed 36 months.

Task/Activity	Start Month	End Month	Timeline
			time unit
			time unit
			time unit
			time unit
			time unit
			time unit
			time unit
			time unit
			time unit
			time unit
Total timeline (must not exceed 36 months):			time unit
Task/Activity	Start Month	End Month	Timeline



G. Budget Estimating

1. Costing Methodology

The method(s) used to estimate project costs is (provide backup documentation for the method(s) used):

- Estimates were obtained from construction contractors or similar vendors.
- Historical data from previous projects/activities were used with an inflation factor as needed.
- Public works personnel or other qualified staff from local jurisdiction provided estimates based on professional expertise or field experience.
- RS Means, Marshall & Swift, or other national cost estimator service.
- Other (explain in the box).

Enter explanations here, as needed (10-12 lines of text will fit in box, 1500 character limit).

KANSAS HAZARD MITIGATION GRANT PROGRAM WILDFIRE MITIGATION PROJECT APPLICATION



1. Cost Estimate

Jurisdiction must ensure that all project costs are reasonable and necessary for the activity according to Title 2 of the Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

List the costs included in this project, including any pre-award items, in the justification box below. Management costs (administrative fees and project management fees), according to Section 1215 of the Disaster Recovery Reform Act, should be provided as separate line items on the Subrecipient Management Costs attachment to this application.

Line Item	Unit Quantity	Unit Measure	Unit Cost	Lite-Item Cost
DESCRIBE				\$
DESCRIBE				\$
DESCRIBE				\$
DESCRIBE				\$
DESCRIBE				\$
DESCRIBE				\$
DESCRIBE				\$
DESCRIBE				\$
DESCRIBE				\$
Total Project Cost				\$
Federal Share (%)				\$
Nonfederal Share (%)				\$

2. Budget Narrative

Provide a budget narrative with explanations, justifications, and line-item details of the project costs included in the table above. Attach an additional sheet if necessary.

Define cost line items, provide information of how they were estimated, and disclose any assumptions to justify the values used.

KANSAS HAZARD MITIGATION GRANT PROGRAM WILDFIRE MITIGATION PROJECT APPLICATION



3. Describe the items included in the contingency cost, if applicable:

Enter explanations

H. Nonfederal Funding Share (25% of Total Project Costs)

List all sources and amounts used in the nonfederal cost share, including all in-kind services. In-kind services may not exceed the 25% nonfederal share. Attach letters of funding commitment for each source.

Source	Name of Source Agency	Type of Funding	Amount	Commitment Letter Attached
Describe	Describe	Describe	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Describe	Describe	Describe	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Describe	Describe	Describe	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No

I. Cost Effectiveness

Cost effectiveness for this project must be calculated using FEMA-approved benefit-cost analysis (BCA) software. The benefit-cost ratio was determined to be: _____.

A PDF of the BCA report and an export of the BCA (e.g., .xlsx, .txt) is included with this application as required documentation. Describe the BCA methodology, assumptions, and justifications for all inputs. Refer to the instructions for what is required.

Describe the BCA methodology and list the documents attached to the application that support the BCA.



J. Required Documentation Attached

- Technical data. For ignition-resistant construction projects, engineering studies (if available).
- Photos of project site (see **Step 6 of the Technical Job Aid** and **Section 2A of the EHP Job Aid**).
- For defensible space, hazardous fuels reduction, and ignition-resistant construction projects: wildland/urban interface risk, wildfire frequency, wildfire intensity, and vegetation type maps within and around the project area.
- Vicinity map, GIS, or Google Earth file with project location and boundaries clearly marked (see **Step 5 of the Technical Job Aid** and **Section 1 of the EHP Job Aid**).
- For projects involving defensible space, hazardous fuels reduction, and removing standing burned trees: inventory of physical addresses of structures and/or infrastructure to be protected and any adjacent structures on a spreadsheet or map/GIS.
- FIRMette with project location and project footprint clearly marked.
- BCA export and report.
- BCA narrative (recommended).
- Project drawings (if available).
- Detailed budget with budget narrative and documentation to support all costs, including:
 -) Estimates or quotes from construction contractors and similar vendors
 -) Historical data from previous projects/activities
 -) Estimates from public works personnel or personnel with experience on similar projects
 -) Copies of information from national cost estimating services or guides
- Documentation to support annual maintenance costs, including an assurance letter from the signature authority that indicates annual maintenance costs, what position or department will be responsible for maintenance, and how often it will be performed.
- Schedule.
- Environmental Planning and Historic Preservation documents:
 -) Public outreach documentation
 -) Obtained permits
 -) Documents of coordination with regulatory agencies
 -) Environmental and historic resource studies
 -) Maps that include known surface water and vegetation removal locations
 -) Other Documents: Describe

KANSAS HAZARD MITIGATION GRANT PROGRAM WILDFIRE MITIGATION PROJECT APPLICATION



- Fund commitment letter(s) that list(s) the sources and amounts used in the non-federal cost share requirement, including all in-kind services.
 - Assurances (112-0-3C or 20-16C, and SF-LLL).
 - SF-424 (Application for Federal Assistance).
 - SF-424d (Construction Programs).
 - SF-424c (Budget Information for Construction Programs).
 - Designated authorized agent documentation: the designating authority for the signatory to sign contracts, authorize funding allocations or payments, or apply for grant funding that is signed by the ruling body of the applicant.
- FEMA Statement of Assurances

Provide additional relevant information or explanation as needed.

Enter explanations, justifications, and details here, as needed (15-17 lines of text, 1800 character limit)

KANSAS HAZARD MITIGATION GRANT PROGRAM WILDFIRE MITIGATION PROJECT APPLICATION



K. Sub-Recipient Management Costs

Sub-recipients may receive up to 5% of the total project cost for indirect and direct administrative costs and other administrative expense associated with this project. These costs are provided over and above the project cost for this mitigation activity/measure and are reimbursed at 100% federal funds. Sub-recipients may elect NOT to request management cost funds. Eligible activities include,

-) Application development
-) Managing awards (e.g., quarterly reporting, reimbursement request, close-out, project oversight)
-) Purchase of equipment/supplies, travel and per diem, for the administration of the project
-) Salaries and other expenses directly related to the above activities

Sub-recipient management costs cannot exceed 5% of the final project cost, therefore, the final management cost reimbursement may not be made until final project costs have been determined; partial reimbursements may be requested as necessary. Management costs are not eligible for projects that are deemed in-eligible or are terminated. Reimbursement of management costs will be made to KDEM using the Request for Funds form and must be accompanied with documentation such as, time sheets, force account records, invoices, etc., that supports eligible expenses.

Management Cost Reporting: Sub-recipients must report their administrative expenses quarterly along with the quarterly project progress report.

Is the sub-recipient requesting Management Costs? Yes, No

Management Cost Estimate: *(if Yes selected above)*

<u>Category</u>	<u>Qty/Hrs.</u>	<u>Cost Per</u>	<u>Total</u>
Application Development	_____	_____	_____
Project Reporting	_____	_____	_____
Reimbursement Requests	_____	_____	_____
Force Account	_____	_____	_____
Travel & Per Diem	_____	_____	_____
Supplies	_____	_____	_____
Equipment	_____	_____	_____
Other	_____	_____	_____
		Total Requested:	_____

Justification *(please provide an explanation for each category used):*

**KANSAS HAZARD MITIGATION GRANT PROGRAM
WILDFIRE MITIGATION PROJECT APPLICATION**





AGENDA ITEM

AGENDA ITEM #7.B

AGENDA DATE: August 9, 2022

PRESENTED BY: Helen Foster

AGENDA TOPIC:
Premium Schedule for 2022-2023 Health Insurance Plan Year

SUMMARY & BACKGROUND OF TOPIC:

For the 2021-2022 year, the Board agreed to the recommendation to reduce premiums by 3% because of the savings we would have with our new benefit plans. This year it is suggested to keep the premiums the same as last year due to the healthy funding of the self-insurance fund. Currently, employees are funding 15.63% of the premiums collected for the Health and Dental plans. With all the recent pressures due to inflation and the additional reimbursements from RX rebates, grants, and additional premiums collected, administration feels that we would be in a good position to fund the plan for the 2022-2023 plan year by leaving premiums flat.

ALL OPTIONS:

- 1) Approve recommendation for the premium schedule presented

- 2) Deny recommendation for the premium schedule presented with suggestions.

RECOMMENDATION / REQUEST:

Approve the recommendation to keep premiums at the same level as the 2021-2022 Plan Year

POLICY / FISCAL IMPACT:

Annually budgeted in the Self-Insurance Fund

Current Rates

Recommending No Change

PPO		BRONZE County		BRONZE Employee	
Level of Coverage	Monthly Premium 2022	County Monthly @ BRONZE	Employee Bi-Monthly BRONZE	Employee Monthly @ BRONZE	Employee Bi-Monthly BRONZE
Employee	\$ 700.00	\$489.00	\$ 244.50	\$211.00	\$ 105.50
Employee/Children	\$ 1,341.00	\$944.00	\$ 472.00	\$397.00	\$ 198.50
Employee/Spouse	\$ 1,371.00	\$968.00	\$ 484.00	\$403.00	\$ 201.50
Employee/Family	\$ 2,009.00	\$1,440.00	\$ 720.00	\$569.00	\$ 284.50

HDHP		BRONZE - County		BRONZE Employee	
Level of Coverage	Monthly Premium 2022	County Monthly @ BRONZE	Employee Bi-Monthly BRONZE	Employee Monthly @ BRONZE	Employee Bi-Monthly BRONZE
Employee	\$ 623.00	\$510.00	\$ 255.00	\$113.00	\$ 56.50
Employee/Children	\$ 1,178.00	\$962.00	\$ 481.00	\$216.00	\$ 108.00
Employee/Spouse	\$ 1,204.00	\$985.00	\$ 492.50	\$219.00	\$ 109.50
Employee/Family	\$ 1,802.00	\$1,505.00	\$ 752.50	\$297.00	\$ 148.50

	Current
Total Employee Contributions	\$ 680,520.00
Total County Contributions	\$ 3,673,080.00
Total Health Collected from Employee and County	\$ 4,353,600.00
Total Contributions Employee and County - Health and Dental	\$ 4,593,360.00

(This does not include tobacco surcharge, grant reimbursements, Part-Time surcharge, RX rebates, or Retiree Premiums)

Dental Premiums - NO CHANGE

DENTAL	2021-2022 Premium	22-23 Proposed	COUNTY CONTRIBUTIONS		EMPLOYEE CONTRIBUTIONS		
			22-23 County Monthly	22-23 County Bi-Monthly	22-23 EE Premium	22-23 Employee Monthly	22-23 Employee Bi-Monthly
Employee	\$ 39.00	\$ 39.00	\$ 33.00	\$ 16.50	6.00	\$ 6.00	\$ 3.00
Employee/Children	\$ 87.00	\$ 87.00	\$ 75.00	\$ 37.50	12.00	\$ 12.00	\$ 6.00
Employee/Spouse	\$ 81.00	\$ 81.00	\$ 65.00	\$ 32.50	16.00	\$ 16.00	\$ 8.00
Employee/Family	\$ 129.00	\$ 129.00	\$ 103.00	\$ 51.50	26.00	\$ 26.00	\$ 13.00
	314		\$ 239,760.00			\$ 53,280	
						TOTAL ER & EE DENTAL	\$ 293,040



AGENDA ITEM

AGENDA ITEM #7.C

AGENDA DATE: August 9, 2022

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:
2023 Budget Discussions

SUMMARY & BACKGROUND OF TOPIC:

The 2023 budget has been discussed during the past couple of commission meetings. At the July 26th meeting the commission was requested a spreadsheet (matrix) to be sent to the commissioners with some of the of possible cuts, along with a range and my recommendations. The intent of receiving this spreadsheet was for the commission to individually review the spreadsheet come to today's meeting prepared to discuss and debate possible cuts to the 2023 proposed budget. Attached is a pdf of the spreadsheet sent to each commissioner 2 weeks ago.

Category	Range/Explanation	Randy's Recommended Max (Subject to change)	Daniel Friesen	Ron Sellers	Ron Hirst
Capital Improvement Program Fund Budget (Building & Fixed Equipment line item) has \$500,000 for courthouse façade anchoring.	\$0-\$500,000	\$200,000			
Special Equipment Fund Budget has \$334,000 for replacement vehicles in the following categories Sheriff - \$143,000 Jail (S.O.) - \$33,000 Maintenance - \$28,000 Emergency Management - \$40,000 Appraiser - \$26,000 Health Dept. - \$28,000 Youth Shelter - \$36,000	\$0-\$334,000	\$36,000			
Outside Agency Requests (increases) Hutch Chamber/Economic Development - \$34,000 County Fair - \$2,000 StartUp Hutch - \$10,000 Extension Council - \$20,000 Conservation District - \$2,500 Emergency Communication - \$95,325 Museum - \$12,950	\$0-\$180,392	\$50,000			
General Fund - Courthouse Improvements \$1,000,000 budgeted This is to help cover additional building/courthouse expenses not available in the reserve fund. Depends on our space needs evaluation later this year. Build up or cash for future building needs.	\$0-\$500,000	\$200,000			
General Fund Cash Balance - Increase Sales Tax Revenue estimates 2021 actuals were \$5,154,011. 2022 budget estimates are \$4,500,000. 2023 current budget estimates are \$4,250,000. The numbers are lower than actual as a precaution of possible sales tax declines with the economy and possible recession. July amount went down.	\$0-\$750,000 based on 1 or 2 year modifications	\$200,000			
Employee Benefits Fund Cash Balance It is recommended to keep this cash balance healthy in case of health insurance needs. There is \$1.8 million budgeted for cash carryover out of a \$9.2 million budget.	\$0-\$200,000	\$50,000			
Total	\$0-\$2,464,392	\$736,000	\$0	\$0	\$0
Cutting the maximum will significantly decrease some cash carryovers and defer capital costs.					



RENO COUNTY
Administration
206 West First Ave.
Hutchinson, KS 67501-5245
620-694-2929
Fax: 620-694-2928

To: County Commission
From: Randy Partington
Date: July 26, 2022
RE: **2023 County Budget**

Reno County began working on the 2023 requests in February, beginning with their capital requests, followed by operating requests. Direction at the time for departments was to keep the budget requests as flat as possible. During this time, human resources and administration worked on the personnel budgeting piece. Personnel budgets for each department have two separate line items depicted as 1% for Cost-of-Living Adjustment (COLA) and 2.5% for Pay for Performance (PFP). Every 1% of salary increase in the 2023 budget equals \$181,354. The COLA does not fully cover current inflation rates but is an amount that will also increase all of the pay ranges by the same percent. The overall budget for tax levied funds is \$51,962,982, compared with \$47,878,719 in 2022. The mill levy rate for the first presented budget is 39.475, compared with 39.498 for 2022.

Attached is the summary sheet for the county budget. The first is an expenditure summary by department and fund that indicates the amount spent during previous years, along with the recommended budget. The other summary is the budget hearing notice summary page from the county's State of Kansas budget form. Below is a quick explanation of each summary.

The expenditure summary by department and fund lists the operating departments and funds for Reno County. Included are actual expenditures for 2020 and 2021, followed by the 2022 budget and 2023 recommended amounts. Below is a quick explanation of the spreadsheet.

- Shown on the right side of the spreadsheet are columns that highlight the expenditure difference by fund and the ad valorem amount change for each fund in 2023.
- Highlighted in orange are the percent of overall expenditure increases and percent increase in ad valorem taxes.
 - The expenditures requested raised by 8.5%, while the ad valorem taxes would raise by 5.4%.
 - The estimated assessed valuation increased by 5.5%, resulting in the recommended mill levy rate decreasing by .06%.
- The recommended maximum budget for the commission has a small decrease in the mill levy and is over the Revenue Neutral Rate (RNR).

The state budget form summary sheet lists past expenditures and tax rates by fund. At the bottom of the page, the form lists the assessed valuation amounts and total taxes levied for 2021 budget and 2022 budget. The 2023 budget information for expenditures is based on the recommended/requested budget. The 2023 budget book was provided to the commission at the last meeting. Below is a link to the budget book.

<https://www.renogov.org/DocumentCenter/View/10301/2023-BUDGET-BOOK?bidId=>

At the July 19, 2022, commission meeting, it was requested to place on the agenda the budget document for further discussions. The 2023 budget information provided here has not changed since last week.

2023 Expenditure Summary by Department/Fund

Fund	Department	2020 Actual	2021 Actual	2022 Budget	2023 Recommended	Difference	Ad Valorem Change
General	Commission	\$56,617	\$60,726	\$60,100	\$60,850	\$750	
General	Clerk	\$233,277	\$253,873	\$306,956	\$315,977	\$9,021	
General	Elections	\$431,648	\$242,329	\$388,914	\$388,878	-\$36	
General	Treasurer	\$202,409	\$221,975	\$277,697	\$280,663	\$2,966	
General	District Attorney	\$1,151,075	\$1,127,768	\$1,307,903	\$1,363,854	\$55,951	
General	Register of Deeds	\$140,632	\$145,573	\$171,296	\$175,868	\$4,572	
General	Sheriff	\$3,308,920	\$3,366,484	\$4,044,244	\$4,224,371	\$180,127	
General	Jail	\$3,224,771	\$3,205,965	\$3,477,757	\$3,638,209	\$160,452	
General	Administration	\$382,190	\$501,804	\$534,126	\$560,484	\$26,358	
General	District Court	\$537,344	\$531,425	\$612,740	\$616,140	\$3,400	
General	Courthouse General	\$6,105,397	\$8,079,582	\$7,130,884	\$12,809,978	\$5,679,094	
General	Maintenance	\$815,253	\$713,830	\$1,046,892	\$1,051,482	\$4,590	
General	Planning & Zoning	\$73,048	\$71,236	\$102,355	\$107,364	\$5,009	
General	Emergency Management	\$102,391	\$190,935	\$355,288	\$388,166	\$32,878	
General	Human Resources	\$256,504	\$230,466	\$258,899	\$259,683	\$784	
General	Appraiser	\$602,718	\$614,978	\$773,773	\$772,147	-\$1,626	
General	Information Technology	\$660,396	\$630,384	\$811,291	\$975,860	\$164,569	
General	Auto Center	\$141,893	\$147,267	\$194,726	\$200,483	\$5,757	
General	Total	\$18,426,483	\$20,336,600	\$21,855,841	\$22,640,457	\$784,616	\$2,919,305
Public Health	Health Department	\$3,006,565	\$3,644,980	\$3,243,843	\$3,875,395	\$631,552	-\$336,253
Bond & Interest		\$479,165	\$375,441	\$1,695,463	\$1,899,701	\$204,238	-\$135,651
Road & Bridge	Public Works	\$5,874,182	\$6,509,951	\$6,752,359	\$7,175,225	\$422,866	\$950,880
Special Road	Public Works	\$190,306	\$3,521	\$755,000	\$791,465	\$36,465	-\$90,096
Special Bridge	Public Works	\$291,526	\$1,541,950	\$2,750,000	\$2,750,000	\$0	-\$1,147,781
Noxious Weeds	Public Works	\$109,331	\$115,114	\$139,752	\$151,021	\$11,269	\$6,594
Aging	Aging & RCAT	\$1,768,783	\$1,898,368	\$2,408,263	\$2,563,058	\$154,795	-\$87,754
Employee Benefits		\$7,879,545	\$7,977,690	\$9,146,436	\$11,009,321	\$1,862,885	-\$1,109,273
TECH Center	Allocation	\$510,000	\$510,000	\$510,000	\$510,000	\$0	\$1,336
Mental Health	Allocation	\$430,500	\$452,025	\$452,025	\$452,025	\$0	\$1,322
Museum	Allocation	\$185,000	\$185,000	\$185,000	\$197,950	\$12,950	\$12,590
Capital Improvements	Overall County	\$823,000	\$636,569	\$796,000	\$857,000	\$61,000	-\$28,922
Special Equipment	Overall County	\$294,768	\$872,587	\$432,580	\$965,759	\$533,179	\$245,335
Total for Tax Levied Departments/Funds		\$37,262,589	\$41,414,816	\$47,878,719	\$51,962,982	\$4,084,263	\$1,201,632
					Percent Increase	8.5%	5.4%
Youth Services	Shelter & Detention	\$1,830,764	\$1,710,478	\$2,008,223	\$2,482,214	\$473,991	
Solid Waste	Landfill	\$3,870,653	\$4,439,803	\$6,858,920	\$10,245,008	\$3,386,088	
Special Parks	Allocation	\$9,500	\$10,269	\$13,165	\$10,000	-\$3,165	
Special Alcohol	Allocation	\$11,218	\$10,000	\$10,000	\$10,000	\$0	

Mill Levy Decrease
-0.023
-0.06%

Tax Levied Funds

General Fund Highlighted - \$5,550,000 in cash carryover not included

DRAFT
2023
COUNTY
BUDGET

7-19-2022

CERTIFICATE

To the Clerk of Reno County, State of Kansas

We, the undersigned officers of **Reno County** certify that: (1) the hearing mentioned in the attached publication was held; and (2) after the Budget Hearing this budget was duly approved and adopted as the maximum expenditure for the various funds for the year 2023; and (3) the Amount(s) of 2022 Ad Valorem Tax are within statutory limitations.

DRAFT
7-19-22

Table of Contents:

		2023 Adopted Budget			
		Page No.	Budget Authority for Expenditures	Amount of 2022 Ad Valorem Tax	Final Tax Rate (County Clerk's Use Only)
Allocation of Vehicle Taxes		2			
Schedule of Transfers		3			
Statement of Indebtedness		4			
Statement of Lease-Purchases		5			
Fund	K.S.A.				
General	79-1946	7	28,190,457	12,546,753	
Bond & Interest	10-113	8	1,899,701	850,868	
Road & Bridge	68-5,101	9	7,175,225	4,900,823	
Special Road Fund	68-559a	10	791,465		
Special Bridge	68-1135	11	2,750,000	163,030	
Elderly	12-1680	12	2,563,058	180,464	
Public Health	65-204	13	3,875,395	590,608	
Noxious Weed	2-1318	14	151,021	117,774	
Employee Benefits	12-16, 102	15	11,009,321	5,171,661	
TECH Center	19-4004	16	510,000	457,920	
Mental Health	19-4004	17	452,025	407,129	
Museum	19-2651	18	197,950	179,542	
Capital Improvement Prgm	19-120	19	857,000	513,838	
Special Equipment Fund	19-119	20	965,759	593,452	
Solid Waste		21	10,245,008		
Youth Services		22	2,482,214		
Solid Waste Postclosure		23	6,462,913		
Special Parks & Recreation		23	27,256		
Special Alcohol & Drug		24	49,236		
Noxious Weed Capital Outlay		24	99,776		
Health Capital Outlay		25	433,480		
Internal Services Fund		25	590,846		
Non-Budgeted Funds-A		26			
Non-Budgeted Funds-B		27			
Non-Budgeted Funds-C		28			
Non-Budgeted Funds-D		29			
Totals		xxxxxx	81,779,106	26,673,863	
Combined Rate and Budget Hearing		1b	Revenue Neutral Rate 37.468		County Clerk's Use Only
Neighborhood Revitalization		6			Nov 1, 2022 Total Assessed Valuation

Attest: _____ 2022

County Clerk

Governing Body

NOTICE OF HEARING TO EXCEED REVENUE NEUTRAL RATE AND BUDGET HEARING

The governing body of **Reno County**

will meet on August 30, 2022 during their regularly scheduled meeting which begins at 9:00 AM in the Reno County Annex Conference Room at 125 W. 1st Ave., Hutchinson, for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax and Revenue Neutral Rate. Detailed budget information is available at the Reno County Clerk's Office and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2023 Expenditures and Amount of 2022 Ad Valorem Tax establish the maximum limits of the 2023 budget.

Estimated Tax Rate is subject to change depending on the final assessed valuation.

DRAFT

7-19-22

FUND	Prior Year Actual for 2021		Current Year Estimate for 2022		Proposed Budget Year for 2023		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2022 Ad Valorem Tax	Proposed Estimated Tax Rate*
General	20,336,600	16.417	21,855,841	15.027	28,190,457	12,546,753	18.568
Bond & Interest	375,441	0.469	1,695,463	1.624	1,899,701	850,868	1.259
Road & Bridge	6,509,951	7.455	6,752,359	6.164	7,175,225	4,900,823	7.253
Special Road Fund	3,521	1.013	755,000	0.140	791,465		
Special Bridge	1,541,950	1.365	2,750,000	1.791	2,750,000	163,030	0.241
Elderly	1,898,368	0.381	2,408,263	0.418	2,563,058	180,464	0.267
Public Health	3,041,042	1.759	3,243,843	1.362	3,875,395	590,608	0.874
Noxious Weed	115,114	0.100	139,752	0.173	151,021	117,774	0.174
Employee Benefits	7,977,690	9.691	9,146,436	9.804	11,009,321	5,171,661	7.654
TECH Center	510,000	0.757	510,000	0.712	510,000	457,920	0.678
Mental Health	452,025	0.675	452,025	0.633	452,025	407,129	0.603
Museum	185,000	0.274	185,000	0.260	197,950	179,542	0.266
Capital Improvement Prgm	636,569	0.920	796,000	0.847	857,000	513,838	0.760
Special Equipment Fund	872,587	0.323	432,580	0.543	965,759	593,452	0.878
Solid Waste	4,439,803		6,858,920		10,245,008		
Youth Services	1,710,478		2,008,223		2,482,214		
Solid Waste Postclosure	622,860		355,000		6,462,913		
Special Parks & Recreation	10,269		13,165		27,256		
Special Alcohol & Drug	10,000		10,000		49,236		
Noxious Weed Capital Outlay					99,776		
Health Capital Outlay	5,000				433,480		
Internal Services Fund	522,914		678,000		590,846		
Non-Budgeted Funds-A	2,798,730						
Non-Budgeted Funds-B	2,798,730						
Non-Budgeted Funds-C	1,273,481						
Non-Budgeted Funds-D	6,144,095						
Totals	64,792,218	41.599	61,045,870	39.498	81,779,106	26,673,863	39.475
<i>Revenue Neutral Rate **</i>							37.468

Less: Transfers	10,654,352	8,014,054	6,798,290
Net Expenditure	54,137,866	53,031,816	74,980,816
Total Tax Levied	25,601,671	25,309,526	xxxxxxxxxxxxxxxx
Assessed Valuation	615,466,687	640,606,568	675,720,222
Outstanding Indebtedness,			
January 1,	2020	2021	2022
G.O. Bonds	5,260,000	4,875,000	16,315,000
Revenue Bonds	0	0	0
Other	6,417,225	6,279,225	0
Lease Pur. Princ.	998,709	566,286	127,856
Total	12,675,934	11,720,511	16,442,856

*Tax rates are expressed in mills

**Revenue Neutral Rate as defined by KSA 79-2988

DRAFT 7-19-22**Allocation of MV, RV, 16/20M, Commercial Vehicle, and Watercraft Tax Estimates**

Budgeted Funds for 2022	Ad Valorem Levy Tax Year 2021	Allocation for Year 2023				
		MVT	RVT	16/20M Veh	Comm Veh	Watercraft
General	9,627,448	891,926	14,491	11,058	41,518	0
Bond & Interest	1,040,769	96,421	1,567	1,196	4,488	0
Road & Bridge	3,949,943	365,939	5,946	4,538	17,034	0
Special Road Fund	90,096	8,347	136	104	389	0
Special Bridge	1,147,781	106,335	1,728	1,319	4,950	0
Elderly	268,218	24,849	404	308	1,157	0
Public Health	872,937	80,872	1,314	1,003	3,765	0
Noxious Weed	111,180	10,300	167	128	479	0
Employee Benefits	6,280,934	581,891	9,455	7,216	27,087	0
TECH Center	456,584	42,300	687	525	1,969	0
Mental Health	405,807	37,596	611	466	1,750	0
Museum	166,952	15,467	251	192	720	0
Capital Improvement Prgm	542,760	50,284	817	624	2,341	0
Special Equipment Fund	348,117	32,251	524	400	1,501	0
TOTAL	25,309,526	2,344,778	38,098	29,077	109,148	0

County Treas Motor Vehicle Estimate 2,344,778County Treas Recreational Vehicle Estimate 38,098County Treas 16/20M Vehicle Estimate 29,077County Treas Commercial Vehicle Tax Estimate 109,148County Treas Watercraft Tax Estimate 0Motor Vehicle Factor 0.09264Recreational Vehicle Factor 0.0015116/20M Vehicle Factor 0.00115Commercial Vehicle Factor 0.00431Watercraft Factor 0.00000

Reno County

DRAFT
7-19-22

Schedule of Transfers

Expenditure Fund Transferred From:	Receipt Fund Transferred To:	Actual Amount for 2021	Current Amount for 2022	Proposed Amount for 2023	Transfers Authorized by Statute
Motor Vehicle Special	General	57,987	74,010	25,000	8-145
General	Economic Development Reserve	350,000	0	0	19-4101
General	Youth Services	504,279	649,315	400,000	BOCC
General	Elderly	352,000	352,000	437,340	BOCC
General	Community Corrections	0	90,000	75,000	BOCC
General	County Equipment Reserve	154,000	0	0	19-119
General	CIP Reserve Fund	2,500,000	0	0	19-120
Capital Improvement Fund	Bond & Interest	0	359,875	0	
Capital Improvement Fund	CIP Reserve Fund	175,000	0	0	19-120
Bond Cost Issuance Fund	Bond & Interest	970	0	0	BOCC
Bridge Improvement Fund	Bond & Interest	0	374,000	0	
Landfill Improvement Fund	Bond & Interest	0	112,000	0	
Special Equipment	County Equipment Reserve	601,000	0	0	19-119
Employee Benefit	Self-Insurance Fund	4,350,380	5,050,904	4,800,000	12-2615
Road & Bridge	Special Highway Improv.	425,000	300,000	400,000	68-590
Public Health	Health Capital Outlay	60,000	0	0	BOCC
Noxious Weed	Weed Capital Outlay	0	0	10,000	2-1318
Solid Waste General Fund	Solid Waste Postclosure	1,023,736	400,000	400,000	65-3410
Solid Waste General Fund	Bond & Interest	0	251,950	250,950	
Register of Deeds Technology Fund	County Tech Equip & Services	100,000			28-115a
	Total	10,654,352	8,014,054	6,798,290	
	Adjustments*				
	Adjusted Totals	10,654,352	8,014,054	6,798,290	

DRAFT
7-19-22

STATEMENT OF INDEBTEDNESS

Type of Debt	Date of Issue	Date of Retirement	Interest Rate %	Amount Issue	Beginning Amount Outstanding Jan 1, 2022	Date Due		Amount Due 2022		Amount Due 2023	
						Interest	Principal	Interest	Principal	Interest	Principal
General Obligation:											
<i>Paid by Special Assessments:</i>											
Prairie Dunes / Linksland Series 2015	9/10/2015	9/1/2035	3.125-3.75	260,000	200,000	Mar/Sep	Sep	7,025	10,000	6,713	10,000
<i>Subtotal: Paid by Special Assessments</i>					<i>200,000</i>			<i>7,025</i>	<i>10,000</i>	<i>6,713</i>	<i>10,000</i>
<i>Paid by County:</i>											
Refunding GO Series 2012	12/19/2012	9/1/2028	2.00-3.00	5,925,000	2,070,000	Mar/Sep	Sep	46,788	275,000	38,538	250,000
GO Series 2021 (Refunding, Improv CH, SW & Bridges)	2/25/2021	9/1/2036	3.00-4.00	12,080,000	11,950,000	Mar/Sep	Sep	425,550	930,000	388,350	1,055,000
<i>Subtotal: Paid by County</i>					<i>14,020,000</i>			<i>472,338</i>	<i>1,205,000</i>	<i>426,888</i>	<i>1,305,000</i>
<i>Paid by Fire Districts:</i>											
Fire District No. 9 Series 2007A	11/15/2007	6/1/2023	3.45-4.00	740,000	125,000	Jun/Dec	Jun	3,800	60,000	1,300	65,000
Fire District Jt No. 2 Rn-Hv Series 2019	6/18/2019	9/1/2034	3.32	240,000	215,000	Mar/Sep	Sep	7,138	15,000	6,640	15,000
<i>Subtotal: Paid by Fire Districts</i>					<i>340,000</i>			<i>10,938</i>	<i>75,000</i>	<i>7,940</i>	<i>80,000</i>
<i>Paid by Sewer Districts:</i>											
Sewer District 3-10 Series 2017A	9/28/2017	9/1/2037	3.75	550,000	470,000	Mar/Sep	Sep	17,625	20,000	16,875	25,000
Sewer District 8 Series 2018	12/20/2018	9/1/2039	3.00-4.00	1,350,000	1,285,000	Mar/Sep	Sep	49,250	50,000	47,750	55,000
<i>Subtotal: Paid by Sewer Districts</i>					<i>1,755,000</i>			<i>66,875</i>	<i>70,000</i>	<i>64,625</i>	<i>80,000</i>
Total G.O. Bonds					16,315,000			557,176	1,360,000	506,166	1,475,000
Revenue Bonds:											
None											
Other:											
None											
Total Indebtedness					16,315,000			557,176	1,360,000	506,166	1,475,000

Reno County

DRAFT

7-19-22

STATEMENT OF CONDITIONAL LEASE-PURCHASE AND CERTIFICATE OF PARTICIPATION*

Items Purchased	Contract Date	Term of Contract (Months)	Interest Rate %	Total Amount Financed (Beginning Principal)	Principal Balance On Jan 1, 2022	Payments Due 2022	Payments Due 2023
LEASE PURCHASES:							
SPECIAL DISTRICTS:							
Reno/Kingman Jt 1 Fire Dist. Truck Purchase	5/21/2019	48	3.5	82,545	42,856	22,560	22,560
TOTAL: LEASE PURCHASES					42,856	22,560	22,560
CAPITAL LEASES:							
Public Bldg Commission Refunding Series 2014	3/26/2014	108	4	2,470,000	85,000	87,125	0
TOTAL: CAPITAL LEASES					85,000	87,125	0
Totals					127,856	109,685	22,560

DRAFT
7-19-22 2023 Neighborhood Revitalization Rebate

Budgeted Funds for 2023	2022 Ad Valorem before Rebate**	2022 Mil Rate before Rebate	Estimate 2023 NR Rebate
General	12,462,062	18.443	82,225
Bond & Interest	845,124	1.251	5,576
Road & Bridge	4,867,742	7.204	32,118
Special Road Fund	0		0
Special Bridge	161,930	0.240	1,068
Elderly	179,246	0.265	1,183
Public Health	586,621	0.868	3,871
Noxious Weed	116,979	0.173	772
Employee Benefits	5,136,752	7.602	33,892
TECH Center	454,829	0.673	3,001
Mental Health	404,381	0.598	2,668
Museum	178,330	0.264	1,177
Capital Improvement Prgm	510,370	0.755	3,367
Special Equipment Fund	589,446	0.872	3,889
TOTAL	26,493,812	39.208	174,807

2022 July 1 Valuation: 675,720,222

Valuation Factor: 675,720.222

Neighborhood Revitalization Subj to Rebate: 4,458,422

Neighborhood Revitalization factor: 4,458.422

2023

Reno County

DRAFT**FUND PAGE FOR FUNDS WITH A TAX LEVY 7-19-22**

Adopted Budget General	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	13,829,554	13,199,895	8,774,125
Receipts:			
Ad Valorem Tax	9,787,794	9,627,448	XXXXXXXXXXXXXXXXXXXX
Delinquent Tax	382,931		
Motor Vehicle Tax	1,079,871	1,048,983	891,926
Recreational Vehicle Tax	17,334	15,101	14,491
16/20M Vehicle Tax	11,054	12,083	11,058
Commercial Vehicle Tax	47,275	46,065	41,518
Neighborhood Revitalization Rebate	-78,940	-76,850	-82,225
In Lieu of Taxes	20,126		
Mineral Production Tax	14,348	10,000	10,000
Local Sales Tax	5,154,011	4,500,000	4,250,000
Federal Land Entitlement	42,060	35,000	35,000
Private Club Liquor Tax	18,151	10,269	18,000
Interest	878,249	333,000	306,000
Licenses, Permits, and Fees	1,189,260	742,862	716,750
Reimbursements	1,031,744	1,047,100	980,500
State & Federal Grants	16,493		12,000
Reimbursements from CRF Fund	27,308		
Expenses Offset by CRF Reimbursement	-27,308		
Transfer from Motor Vehicle Special	57,987	74,010	25,000
Miscellaneous	37,193	5,000	5,000
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	19,706,941	17,430,071	7,235,018
Resources Available:	33,536,495	30,629,966	16,009,143

Reno County

DRAFT

FUND PAGE - GENERAL

Adopted Budget **7-19-22**
General

	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Resources Available:	33,536,495	30,629,966	16,009,143
Expenditures:			
County Commission	60,726	60,100	60,850
County Clerk	253,873	306,956	315,977
County Treasurer	221,975	277,697	280,663
District Attorney	1,127,768	1,307,903	1,363,854
Register of Deeds	145,573	171,296	175,868
Sheriff	3,366,484	4,044,244	4,224,371
County Administration	501,804	534,126	560,484
Unified Courts	531,425	612,740	616,140
Courthouse General	6,804,024	5,639,569	1,776,749
County General	1,275,558	1,491,315	11,033,229
Maintenance	713,830	1,046,892	1,051,482
Planning & Zoning	71,236	102,355	107,364
Emergency Management	190,935	355,288	388,166
Sheriff - Jail	3,205,965	3,477,757	3,638,209
Human Resources	230,466	258,899	259,683
Appraiser	614,978	773,773	772,147
Election	242,329	388,914	388,878
Information Technology	630,384	811,291	975,860
Auto Center	147,267	194,726	200,483
Subtotal	20,336,600	21,855,841	28,190,457
Cash Forward (2023 column)			
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	20,336,600	21,855,841	28,190,457
Unencumbered Cash Balance Dec 31	13,199,895	8,774,125	XXXXXXXXXXXXXXXXXXXX
2021/2022/2023 Budget Authority Amount:	26,425,652	27,512,543	28,190,457
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	28,190,457
		Tax Required	12,181,314
Delinquent Comp Rate:	3.0%		365,439
Amount of 2022 Ad Valorem Tax			12,546,753

Reno County

DRAFT 7-19-22**FUND PAGE - GENERAL DETAIL**

Adopted Budget

General Fund - Detail Expenditures

	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Expenditures:			
County Commission			
Salaries	54,276	54,000	54,000
Contractual	4,078	5,100	4,350
Commodities	2,372	1,000	2,500
Total	60,726	60,100	60,850
County Clerk			
Salaries	245,684	274,646	284,207
Contractual	5,879	27,710	27,170
Commodities	2,310	4,600	4,600
Other Expenses - COVID 19 Response	50		
CRF-Other Expenses Reimbursed	-50		
Total	253,873	306,956	315,977
County Treasurer			
Salaries	164,441	201,897	208,938
Contractual	31,291	43,650	40,275
Commodities	25,963	32,150	31,450
Capital Outlay	280		
Total	221,975	277,697	280,663
District Attorney			
Salaries	1,021,472	1,118,003	1,190,954
Contractual	68,085	123,900	123,900
Commodities	38,211	40,000	49,000
Capital Outlay		26,000	
Total	1,127,768	1,307,903	1,363,854
Register of Deeds			
Salaries	134,824	155,246	160,663
Contractual	6,945	9,750	9,455
Commodities	3,804	6,300	5,750
Capital Outlay			
Total	145,573	171,296	175,868
Sheriff			
Salaries	2,621,086	3,144,374	3,298,628
Contractual	282,310	356,615	382,938
Commodities	262,687	282,175	455,123
Capital Outlay	200,401	261,080	85,682
Miscellaneous Expenses			2,000
Total	3,366,484	4,044,244	4,224,371
Total - Page 7b	5,176,399	6,168,196	6,421,583

Reno County

2023

DRAFT 7-19-22**FUND PAGE - GENERAL**

Adopted Budget General Fund - Detail Expend	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Expenditures:			
County Administration			
Salaries	453,131	400,026	414,994
Contractual	54,735	130,100	142,490
Commodities	2,295	4,000	3,000
Other Expenses - COVID 19 Response	150		
CRF-Other Expenses Reimbursed	-8,507		
Total	501,804	534,126	560,484
Unified Courts			
Contractual	482,816	557,640	561,040
Commodities	48,609	55,100	55,100
Other Expenses - COVID 19 Response	251		
CRF-Other Expenses Reimbursed	-251		
Expenses Paid by OJA Federal Grant			
Total	531,425	612,740	616,140
Courthouse General			
Salaries	73,609	84,781	87,749
CRF-County Wages Reimbursed			
Contractual	1,312,762	1,406,500	687,000
Series 2021 Bond Principal	125,000		
Series 2021 Bond Interest	43,994		
Commodities	315	1,000	2,000
Courthouse Improvements	19,278	1,049,054	1,000,000
Miscellaneous Expense	1,993	15,000	
Appropriations - Outside Agencies	570,500	559,500	
Ambulance Services	1,384,244	1,702,676	
Emergency Communications	563,673	801,058	
Economic Development Projects	50,000		
Commission Discretionary	4,656	20,000	
Transfer to Co Equipment Reserve Fund	154,000		
Transfer to CIP Reserve Fund	2,500,000		
Transfer to Community Corrections			
Capital Outlay			
Total	6,804,024	5,639,569	1,776,749
Total - Page 7c	7,837,253	6,786,435	2,953,373

Reno County

DRAFT 7-19-22**FUND PAGE - GENERAL**

Adopted Budget General Fund - Detail Expend	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Expenditures:			
County General			
Contractual	17,425		790,000
Commodities			1,000
Appropriations - Outside Agencies			628,000
Ambulance Services			1,816,889
Emergency Communications			900,000
Commission Discretionary			20,000
Economic Development Projects		400,000	400,000
Transfer to Youth Services Fund	504,279	649,315	400,000
Transfer to Elderly Fund	352,000	352,000	437,340
Transfer to Economic Development Reser	350,000		
Transfer to Community Corrections		90,000	75,000
Miscellaneous Expense	51,854		15,000
Capital Outlay			5,550,000
Total	1,275,558	1,491,315	11,033,229
Maintenance			
Salaries	576,462	857,620	887,421
Contractual	60,056	84,611	86,110
Commodities	57,312	74,661	77,951
Capital Outlay	20,000	30,000	0
Total	713,830	1,046,892	1,051,482
Planning & Zoning			
Salaries	60,891	85,955	88,964
Contractual	10,243	15,700	17,700
Commodities	102	700	700
Total	71,236	102,355	107,364
Emergency Management			
Salaries	131,705	295,063	305,391
Contractual	21,584	39,375	47,575
Commodities	17,017	20,850	35,200
Capital Outlay	6,683	0	
Other Expenses - COVID 19 Response	32,446		
CRF-Other Expenses Reimbursed	-18,500		
Total	190,935	355,288	388,166
Total - Page 7d	2,251,559	2,995,850	12,580,241

Reno County

FUND PAGE - GENERAL DRAFT 7-19-22

Adopted Budget General Fund - Detail Expend	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Expenditures:			
Sheriff - Jail			
Salaries	2,088,486	2,351,311	2,502,889
Contractual	918,056	883,846	920,320
Commodities	183,286	204,000	215,000
Capital Outlay	15,702	38,600	0
Other Expenses - COVID 19 Response	435		
Transfer to Co Equipment Reserve Fund			
Total	3,205,965	3,477,757	3,638,209
Human Resources			
Salaries	181,983	184,349	190,733
Contractual	42,200	56,050	52,950
Commodities	6,283	18,500	16,000
Total	230,466	258,899	259,683
Appraiser			
Salaries	525,342	653,473	676,347
Contractual	64,244	71,300	71,300
Commodities	16,892	24,000	24,500
Capital Outlay	8,500	25,000	
Total	614,978	773,773	772,147
Election			
Salaries	107,099	126,043	130,107
Contractual	125,466	232,700	181,810
Commodities	8,389	18,800	18,800
Capital Outlay	1,375		
Transfer of Funds		11,371	58,161
Total	242,329	388,914	388,878
Information Technology			
Salaries	353,894	502,866	548,285
Contractual	262,664	297,425	418,075
Commodities	3,664	11,000	9,500
Capital Outlay	10,162		
Total	630,384	811,291	975,860
Auto Center			
Salaries	125,443	164,466	170,223
Contractual	13,584	14,755	14,880
Commodities	7,678	15,505	15,380
Capital Outlay	562		
Total	147,267	194,726	200,483
Total - Page 7e	5,071,389	5,905,360	6,235,260

Reno County

2023

FUND PAGE - GENERAL DRAFT 7-19-22

Adopted Budget General Fund - Detail Expend	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Total - Page 7b	5,176,399	6,168,196	6,421,583
Total - Page 7c	7,837,253	6,786,435	2,953,373
Total - Page 7d	2,251,559	2,995,850	12,580,241
Total - Page 7e	5,071,389	5,905,360	6,235,260
Total Detail Expenditures**	20,336,600	21,855,841	28,190,457

** Note: The Total Detail Expenditures amount should agree to the General Subtotal amounts.

Reno County

DRAFT 7-19-22

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget Bond & Interest	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	142,252	150,560	672,256
Receipts:			
Ad Valorem Tax	279,620	1,040,769	xxxxxxxxxxxxxxxxxxxx
Delinquent Tax	16,377		
Motor Vehicle Tax	32,042	29,937	96,421
Recreational Vehicle Tax	514	431	1,567
16/20M Vehicle Tax	351	345	1,196
Commercial Vehicle Tax	1,406	1,315	4,488
Neighborhood Revitalization Rebate	-2,255	-8,308	-5,576
In Lieu of Tax (IRB)	575		
Special Assessments	54,149	54,845	52,314
Transfer from Solid Waste	0	251,950	250,950
Transfer from Bridge Improvements		374,000	
Transfer from Landfill Improvements		112,000	
Transfer from Capital Improvement Fund	0	359,875	0
Transfer from Bond Cost Issuance Fund	970	0	0
Miscellaneous			
Does miscellaneous exceed 10% of Total Receipts			
Total Receipts	383,749	2,217,159	401,360
Resources Available:	526,001	2,367,719	1,073,616
Expenditures:			
Bond Principal	270,000	1,205,000	1,305,000
Bond Interest	56,055	472,338	426,888
Specials - Bond Principal	10,000	10,000	10,000
Specials - Bond Interest	8,869	7,025	6,713
Temporary Note Principal	29,225		
Temporary Note Interest	292		
Commission & Postage		100	100
Cash Basis Reserve (2023 column)			150,000
Miscellaneous	1,000	1,000	1,000
Does miscellaneous exceed 10% of Total Expendit			
Total Expenditures	375,441	1,695,463	1,899,701
Unencumbered Cash Balance Dec 31	150,560	672,256	xxxxxxxxxxxxxxxxxxxx
2021/2022/2023 Budget Authority Amount	529,756	1,844,463	1,899,701
Non-Appropriated Balance			
Total Expenditure/Non-Appr Balance			1,899,701
Tax Required			826,085
Delinquent Comp Rate:		3.0%	24,783
Amount of 2022 Ad Valorem Tax			850,868

DRAFT 7-19-22

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget Road & Bridge	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	1,039,662	1,322,614	519,367
Receipts:			
Ad Valorem Tax	4,444,893	3,949,943	xxxxxxxxxxxxxxxxxxxxxx
Delinquent Tax	156,674		
Motor Vehicle Tax	412,996	476,354	365,939
Recreational Vehicle Tax	6,627	6,859	5,946
16/20M Vehicle Tax	4,436	5,488	4,538
Commercial Vehicle Tax	18,111	20,919	17,034
Neighborhood Revitalization Rebate	-35,847	-31,530	-32,118
In Lieu of Tax	9,139	8,248	
Special City & County Highway	1,721,406	1,512,831	1,536,438
Reimbursements	44,481		
Reimbursements Resulting in Qualifying Budget Credit	-32,643		
Insurance Proceeds	852		
State & Federal Grants	4,243		
Sale of Equipment	31,050		
Miscellaneous	6,485		
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	6,792,903	5,949,112	1,897,777
Resources Available:	7,832,565	7,271,726	2,417,144
Expenditures:			
Salaries	1,924,719	2,251,809	2,327,125
CRF-County Wages Reimbursed			
Contractual Services	194,081	311,550	299,600
Commodities	3,483,667	3,339,000	3,682,000
Capital Outlay	515,127	550,000	466,500
Qualifying Budget Credits from Reimbursements	-32,643		
Transfer to Special Highway Improvement	425,000	300,000	400,000
Cash Forward (2023 column)			
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	6,509,951	6,752,359	7,175,225
Unencumbered Cash Balance Dec 31	1,322,614	519,367	xxxxxxxxxxxxxxxxxxxxxx
2021/2022/2023 Budget Authority Amount:	6,516,799	6,754,072	7,175,225
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	7,175,225
		Tax Required	4,758,081
Delinquent Comp Rate:		3.0%	142,742
		Amount of 2022 Ad Valorem Tax	4,900,823

BUDGET NOTE: See 2021 Audit Report Schedule 2-2 for Adjustment for Qualifying Budget Credits:
 Reimbursement from other county for bridge build costs = \$13,925
 Reimbursement from K-14 Highway Fund for road maintenance = \$18,718

Reno County

DRAFT 7-19-22

2023

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget Special Road Fund	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	681,589	1,378,895	782,489
Receipts:			
Ad Valorem Tax	603,948	90,096	xxxxxxxxxxxxxxxxxxx
Delinquent Tax	24,479		
Motor Vehicle Tax	67,731	64,699	8,347
Recreational Vehicle Tax	1,087	932	136
16/20 M Vehicle Tax	721	745	104
Commercial Vehicle Tax	2,969	2,841	389
Neighborhood Revitalization Rebate	-4,871	-719	0
In Lieu of Tax	1,242		
KDOT Federal Exchange			
State & Federal Grants	3,521		
Miscellaneous			
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	700,827	158,594	8,976
Resources Available:	1,382,416	1,537,489	791,465
Expenditures:			
Road Construction	3,521		
Capital Outlay		755,000	755,000
Cash Forward (2023 column)			36,465
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	3,521	755,000	791,465
Unencumbered Cash Balance Dec 31	1,378,895	782,489	xxxxxxxxxxxxxxxxxxx
2021/2022/2023 Budget Authority Amount	755,000	768,500	791,465
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	791,465
		Tax Required	0
	Delinquent Comp Rate:	3.0%	0
	Amount of 2022 Ad Valorem Tax		0

Reno County

DRAFT 7-19-22

2023

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget Special Bridge	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	2,807,432	2,591,002	2,178,454
Receipts:			
Ad Valorem Tax	813,685	1,147,781	xxxxxxxxxxxxxxxxxxx
Delinquent Tax	44,959		
Motor Vehicle Tax	133,751	87,196	106,335
Recreational Vehicle Tax	2,146	1,255	1,728
16/20 M Vehicle Tax	1,443	1,005	1,319
Commercial Vehicle Tax	5,866	3,829	4,950
Neighborhood Revitalization Rebate	-6,564	-9,162	-1,068
In Lieu of Tax	1,673		
KDOT FFE	328,561	347,000	300,000
State 19042 ARL BR 26.24 Reimbursement		200,000	
State 19032 ARL BR 17.55 Reimbursement		558,548	
Reimbursements			
Miscellaneous			
Does miscellaneous exceed 10% of Total			
Total Receipts	1,325,520	2,337,452	413,264
Resources Available:	4,132,952	4,928,454	2,591,718
Expenditures:			
Bridge Construction	1,541,950	2,750,000	2,750,000
Capital Outlay			
Cash Forward (2023 column)			
Miscellaneous			
Does miscellaneous exceed 10% of Total			
Total Expenditures	1,541,950	2,750,000	2,750,000
Unencumbered Cash Balance Dec 31	2,591,002	2,178,454	xxxxxxxxxxxxxxxxxxx
2021/2022/2023 Budget Authority Amount	2,750,000	3,425,000	2,750,000
Non-Appropriated Balance			
Total Expenditure/Non-Appr Balance			2,750,000
Tax Required			158,282
Delinquent Comp Rate: 3.0%			4,748
Amount of 2022 Ad Valorem Tax			163,030

DRAFT 7-19-22

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget	Prior Year	Current Year	Proposed Budget
Elderly	Actual for 2021	Estimate for 2022	Year for 2023
Unencumbered Cash Balance Jan 1	716,005	853,435	489,751
Receipts:			
Ad Valorem Tax	227,161	268,218	xxxxxxxxxxxxxxxxxx
Delinquent Tax	9,168		
Motor Vehicle Tax	22,139	24,364	24,849
Recreational Vehicle Tax	354	351	404
16/20 M Vehicle Tax	372	281	308
Commercial Vehicle Tax	991	1,070	1,157
Neighborhood Revitalization Rebate	-1,832	-2,141	-1,183
In Lieu of Tax	467		
Licenses, Permits & Fees		150	100
Reimbursements	15,362	6,050	6,125
Sale of Used Equipment		15,000	30,000
Elderly - Transportation Reimbursement	151,000	151,000	170,076
Transportation Fares	36,871	57,000	57,000
SCKAA Grant	54,899	12,030	11,070
Other State & Federal Grants		179,662	185,104
Federal Grant for Transit Operations	1,166,605	737,338	737,007
KDOT Grant for Transit Operations		242,206	238,742
Prior Year Encumbrance Cancellation	241		
Reimbursements from CRF Fund	11		
Expenses Offset by CRF Reimbursement	-11		
Transfer from General Fund - grant matching fun	352,000	352,000	437,340
Miscellaneous			
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	2,035,798	2,044,579	1,898,099
Resources Available:	2,751,803	2,898,014	2,387,850

DRAFT 7-19-22

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget	Prior Year	Current Year	Proposed Budget
Elderly	Actual for 2021	Estimate for 2022	Year for 2023
Resources Available:	2,751,803	2,898,014	2,387,850
Expenditures:			
Services for Elderly:			
Salaries	169,402	206,336	213,513
CRF-County Wages Reimbursed			
Contractual Services	361,448	364,450	389,051
Commodities	2,535	7,400	6,400
Capital Outlay			
Other Expenses - COVID 19 Response			
CRF-Other Expenses Reimbursed	-11		
Miscellaneous		425	425
Public Transportation:			
Salaries	959,060	1,084,927	1,142,227
Contractual Services	136,840	201,575	205,400
Commodities	144,694	279,750	279,750
Capital Outlay	124,400	263,400	266,292
Cash Forward (2023 column)			60,000
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	1,898,368	2,408,263	2,563,058
Unencumbered Cash Balance Dec 31	853,435	489,751	xxxxxxxxxxxxxxxxxxx
2021/2022/2023 Budget Authority Amount:	2,270,408	2,525,479	2,563,058
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	2,563,058
		Tax Required	175,208
	Delinquent Comp Rate: 3.0%		5,256
	Amount of 2022 Ad Valorem Tax		180,464

Reno County

DRAFT 7-19-22

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget

Public Health

	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	1,105,802	1,126,323	1,401,406
Receipts:			
Ad Valorem Tax	1,048,720	872,937	xxxxxxxxxxxxxxxxxxxxx
Delinquent Tax	40,071		
Motor Vehicle Tax	113,258	112,387	80,872
Recreational Vehicle Tax	1,819	1,618	1,314
16/20 M Vehicle Tax	1,071	1,295	1,003
Commercial Vehicle Tax	4,945	4,935	3,765
Neighborhood Revitalization Rebate	-8,458	-6,968	-3,871
In Lieu of Tax	2,156		
Licenses, Permits & Fees	2,624	8,000	10,500
Reimbursements	536,649	651,000	566,000
COVID Vacc Reimb from Ins & Medicare	461,374		
Donations			500
State & Federal Grants	1,057,320	864,000	1,032,000
Federal COVID Grants	142,564	456,863	
Federal RROE Grant		354,859	
Local Grants			203,500
Other Grants	261,388	198,000	5,000
Reimbursement from CRF Fund	86,190		
Reimb Resulting in Qualifying Budget Credits (see below)	-603,938		
Expenses Offset by CRF Reimbursements	-86,190		
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	3,061,563	3,518,926	1,900,583
Resources Available:	4,167,365	4,645,249	3,301,989
Expenditures:			
Salaries	2,564,163	2,421,343	2,625,375
CRF-County Wages Reimbursed	-85,890		
Contractual Services	808,948	568,100	648,870
Commodities	234,329	254,400	249,150
Capital Outlay	63,731		
CRF-Other Expenses Reimbursed	-301		
Transfer to Capital Outlay Fund	60,000		
Qualifying Budg Credits-Covid- see below	-603,938		
Cash Forward (2023 column)			352,000
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	3,041,042	3,243,843	3,875,395
Unencumbered Cash Balance Dec 31	1,126,323	1,401,406	xxxxxxxxxxxxxxxxxxxxx
2021/2022/2023 Budget Authority Amount:	3,298,244	3,374,642	3,875,395
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	3,875,395
		Tax Required	573,406
Delinquent Comp Rate:	3.0%		17,202
Amount of 2022 Ad Valorem Tax			590,608

BUDGET NOTE: See 2021 Audit Report Schedule 2-7 for Adjustment for Qualifying Budget Credits: COVID SPARK Grants (Federal) = \$142,564 and COVID Vaccinations Reimbursement from Medicare & Insurance = \$461,374 for a total of \$603,938. Then add Reimbursements from CRF fund total \$86,190 for total budget credits \$690,128

DRAFT 7-19-22

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget Noxious Weed	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	55,202	25,024	14,375
Receipts:			
Ad Valorem Tax	59,631	111,180	XXXXXXXXXXXXXXXXXXXX
Delinquent Tax	1,742		
Motor Vehicle Tax	3,174	6,365	10,300
Recreational Vehicle Tax	51	92	167
16/20 M Vehicle Tax	54	73	128
Commercial Vehicle Tax	142	280	479
Neighborhood Revitalization Rebate	-481	-887	-772
Local Sales Tax	123		
In Lieu of Tax			
Sale of Chemical, Labor & Equipment	20,500	12,000	12,000
Reimbursements			
Reimbursements from CRF Fund			
Expenses Offset by CRF Reimbursement			
Miscellaneous			
Does miscellaneous exceed 10% of Total Re			
Total Receipts	84,936	129,103	22,302
Resources Available:	140,138	154,127	36,677
Expenditures:			
Salaries	79,649	82,952	85,221
CRF-County Wages Reimbursed			
Contractual Services	2,457	5,400	4,650
Commodities	33,008	51,400	51,150
Transfer to Noxious Weed Capital Outlay			10,000
Cash Forward (2023 column)			
Miscellaneous			
Does miscellaneous exceed 10% of Total Ex			
Total Expenditures	115,114	139,752	151,021
Unencumbered Cash Balance Dec 31	25,024	14,375	XXXXXXXXXXXXXXXXXXXX
2021/2022/2023 Budget Authority Amou	129,868	152,150	151,021
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	151,021
		Tax Required	114,344
Delinquent Comp Rate:	3.0%		3,430
Amount of 2022 Ad Valorem Tax			117,774

Reno County

2023

DRAFT 7-19-22

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget Employee Benefits	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	4,780,960	5,021,710	4,082,534
Receipts:			
Ad Valorem Tax	5,777,590	6,280,934	xxxxxxxxxxxxxxxxxxxx
Delinquent Tax	259,061		
Motor Vehicle Tax	704,439	619,221	581,891
Recreational Vehicle Tax	11,298	8,916	9,455
16/20 M Vehicle Tax	8,323	7,134	7,216
Commercial Vehicle Tax	31,004	27,192	27,087
Neighborhood Revitalization Rebate	-46,599	-50,137	-33,892
In Lieu of Tax	11,880		
Refunds & Reimbursements	1,461,444	1,314,000	1,314,000
Reimbursements from CRF Fund	36,564		
Expenses Offset by CRF Reimbursemen	-36,564		
Miscellaneous			
Does miscellaneous exceed 10% of Total Re			
Total Receipts	8,218,440	8,207,260	1,905,757
Resources Available:	12,999,400	13,228,970	5,988,291
Expenditures:			
Social Security	1,310,970	1,552,563	1,600,000
K.P.E.R.S.	1,386,013	1,551,294	1,650,000
K.P. & F.	594,872	600,000	815,000
Unemployment Tax	17,070	25,295	22,000
Workers' Compensation Insurance	213,386	289,380	245,321
Other Insurance	1,407	3,000	3,000
Tuition Reimbursement	2,000	5,000	5,000
Other Reimbursement	137	4,000	4,000
Contractual Services	56,118		
Capital Outlay		0	0
Wellness Program/Consultant	81,901	65,000	65,000
Risk Management Fund Transfer	4,350,380	5,050,904	4,800,000
Transfer to Other Funds - Salary Study			
CRF County PR Tax Benefits Reimburse	-36,564		
Cash Forward (2023 column)			1,800,000
Miscellaneous			
Does miscellaneous exceed 10% of Total Ex			
Total Expenditures	7,977,690	9,146,436	11,009,321
Unencumbered Cash Balance Dec 31	5,021,710	4,082,534	xxxxxxxxxxxxxxxxxxxx
2021/2022/2023 Budget Authority Amo	11,312,000	11,046,436	11,009,321
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	11,009,321
		Tax Required	5,021,030
Delinquent Comp Rate:	3.0%		150,631
	Amount of 2022 Ad Valorem Tax		5,171,661

Reno County

2023

DRAFT 7-19-22

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget TECH Center	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	15,859	28,286	22,937
Receipts:			
Ad Valorem Tax	451,321	456,584	xxxxxxxxxxxxxxxxxxxxxx
Delinquent Tax	19,116		
Motor Vehicle Tax	51,036	48,336	42,300
Recreational Vehicle Tax	819	696	687
16/20 M Vehicle Tax	601	557	525
Commercial Vehicle Tax	2,246	2,123	1,969
Neighborhood Revitalization Rebate	-3,640	-3,645	-3,001
In Lieu of Tax	928		
Miscellaneous			
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	522,427	504,651	42,480
Resources Available:	538,286	532,937	65,417
Expenditures:			
Appropriations - T.E.C.H.	510,000	510,000	510,000
Cash Forward (2023 column)			
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	510,000	510,000	510,000
Unencumbered Cash Balance Dec 31	28,286	22,937	xxxxxxxxxxxxxxxxxxxxxx
2021/2022/2023 Budget Authority Amount:	510,000	510,000	510,000
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	510,000
		Tax Required	444,583
Delinquent Comp Rate:	3.0%		13,337
	Amount of 2022 Ad Valorem Tax		457,920

Reno County

2023

FUND PAGE FOR FUNDS WITH A TAX LEVY DRAFT 7-19-22

Adopted Budget	Prior Year	Current Year	Proposed Budget
Mental Health	Actual for 2021	Estimate for 2022	Year for 2023
Unencumbered Cash Balance Jan 1	11,791	22,327	18,999
Receipts:			
Ad Valorem Tax	402,438	405,807	XXXXXXXXXXXXXXXXXXXX
Delinquent Tax	16,046		
Motor Vehicle Tax	43,416	43,118	37,596
Recreational Vehicle Tax	697	621	611
16/20 M Vehicle Tax	477	497	466
Commercial Vehicle Tax	1,906	1,893	1,750
Neighborhood Revitalization Rebate	-3,246	-3,239	-2,668
In Lieu of Tax	827		
Miscellaneous			
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	462,561	448,697	37,755
Resources Available:	474,352	471,024	56,754
Expenditures:			
Appropriations - Mental Health	452,025	452,025	452,025
Cash Forward (2023 column)			
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	452,025	452,025	452,025
Unencumbered Cash Balance Dec 31	22,327	18,999	XXXXXXXXXXXXXXXXXXXX
2021/2022/2023 Budget Authority Amount:	452,025	452,025	452,025
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	452,025
		Tax Required	395,271
Delinquent Comp Rate:	3.0%		11,858
	Amount of 2022 Ad Valorem Tax		407,129

Reno County

2023

DRAFT 7-19-22

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget Museum	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	4,720	8,872	8,184
Receipts:			
Ad Valorem Tax	163,356	166,952	xxxxxxxxxxxxxxxxxxxxxx
Delinquent Tax	6,625		
Motor Vehicle Tax	18,838	17,473	15,467
Recreational Vehicle Tax	302	252	251
16/20 M Vehicle Tax	189	201	192
Commercial Vehicle Tax	824	767	720
Neighborhood Revitalization Rebate	-1,318	-1,333	-1,177
In Lieu of Tax	336		
Miscellaneous			
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	189,152	184,312	15,453
Resources Available:	193,872	193,184	23,637
Expenditures:			
Appropriations - Museum	185,000	185,000	197,950
Capital Outlay			
Cash Forward (2023 column)			
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	185,000	185,000	197,950
Unencumbered Cash Balance Dec 31	8,872	8,184	xxxxxxxxxxxxxxxxxxxxxx
2021/2022/2023 Budget Authority Amount:	185,000	185,000	197,950
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	197,950
		Tax Required	174,313
	Delinquent Comp Rate: 3.0%		5,229
	Amount of 2022 Ad Valorem Tax		179,542

Reno County

2023

DRAFT 7-19-22

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget Capital Improvement Prgm	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	476,206	502,098	307,429
Receipts:			
Ad Valorem Tax	548,433	542,760	xxxxxxxxxxxxxxxxxxxxxx
Delinquent Tax	27,376		
Motor Vehicle Tax	84,086	58,798	50,284
Recreational Vehicle Tax	1,350	847	817
16/20 M Vehicle Tax	835	677	624
Commercial Vehicle Tax	3,677	2,582	2,341
Neighborhood Revitalization Rebate	-4,424	-4,333	-3,367
In Lieu of Tax	1,128		
Miscellaneous			
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	662,461	601,331	50,699
Resources Available:	1,138,667	1,103,429	358,128
Expenditures:			
Capital Outlay		150,000	
Building Maintenance & Improvements	48,447	199,000	757,000
Capital Lease - Public Works Bldg - 2007/2014	413,122	87,125	
Transfer to Bond & Interest		359,875	
Transfer to CIP Reserve Fund	175,000		
Cash Forward (2023 column)			100,000
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	636,569	796,000	857,000
Unencumbered Cash Balance Dec 31	502,098	307,429	xxxxxxxxxxxxxxxxxxxxxx
2021/2022/2023 Budget Authority Amount:	1,062,000	896,000	857,000
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	857,000
		Tax Required	498,872
Delinquent Comp Rate:	3.0%		14,966
	Amount of 2022 Ad Valorem Tax		513,838

Reno County

DRAFT 7-19-22

2023

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget Special Equipment Fund	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	684,313	163,395	228,517
Receipts:			
Ad Valorem Tax	192,572	348,117	XXXXXXXXXXXXXXXXXXXX
Delinquent Tax	7,505		
Motor Vehicle Tax	21,069	20,635	32,251
Recreational Vehicle Tax	339	297	524
16/20 M Vehicle Tax	141	238	400
Commercial Vehicle Tax	911	906	1,501
Neighborhood Revitalization Rebate	-1,553	-2,779	-3,889
In Lieu of Tax	396		
Reimbursements - New World/Civic Plus	130,289	130,288	130,288
Miscellaneous			
Does miscellaneous exceed 10% of Total Receipts			
Total Receipts	351,669	497,702	161,075
Resources Available:	1,035,982	661,097	389,592
Expenditures:			
Information Services	97,868	258,580	
New World Software Maintenance - LEC	173,719	174,000	
Contractual Services			319,800
Commodities			
Capital Improvement & Outlay			495,959
Transfer to Co Equipment Reserve Fund	601,000		
Cash Forward (2023 column)			150,000
Miscellaneous			
Does miscellaneous exceed 10% of Total Expenditure			
Total Expenditures	872,587	432,580	965,759
Unencumbered Cash Balance Dec 31	163,395	228,517	XXXXXXXXXXXXXXXXXXXX
2021/2022/2023 Budget Authority Amount:	1,005,500	532,580	965,759
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	965,759
		Tax Required	576,167
	Delinquent Comp Rate: 3.0%		17,285
	Amount of 2022 Ad Valorem Tax		593,452

Reno County

DRAFT 7-19-22

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget Solid Waste	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	5,716,921	6,838,928	5,095,008
Receipts:			
User Fees	4,048,821	4,125,000	4,125,000
Tipping Fees from Other Counties	1,023,737	865,000	865,000
Special Waste Fees	79,736	100,000	100,000
Rent	11,939	5,000	5,000
Reimbursements	119,827	20,000	55,000
Insurance Proceeds Reimbursement	261,867		
Cancellation Prior Year Encumbrance	15,883		
Reimbursements from CRF Fund			
Expenses Offset by CRF Reimbursement			
Miscellaneous			
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	5,561,810	5,115,000	5,150,000
Resources Available:	11,278,731	11,953,928	10,245,008
Expenditures:			
Salaries	1,268,460	1,623,020	1,683,838
CRF-County Wages Reimbursed			
Contractual Services	784,397	1,199,450	1,216,950
Contr Srvcs Equip Repairs (Insurance Filed)	275,588		
Commodities	353,463	574,500	609,500
Capital Improvements	681,449	2,810,000	2,050,000
Other Expenses - COVID 19 Response	36		
CRF-Other Expenses Reimbursed			
Series 2021 Bond Interest	52,674		
Transfer to Bond & Interest		251,950	250,950
Transfer to Solid Waste Postclosure	1,023,736	400,000	400,000
Salary Compression			
Salary Pool			
Cash Forward (2023 column)			4,033,770
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	4,439,803	6,858,920	10,245,008
Unencumbered Cash Balance Dec 31	6,838,928	5,095,008	0
2021/2022/2023 Budget Authority Amount:	8,737,830	11,072,832	10,245,008

Reno County

FUND PAGE FOR FUNDS WITH NO TAX LEVY DRAFT 7-19-22

Adopted Budget	Prior Year	Current Year	Proposed Budget
Youth Services	Actual for 2021	Estimate for 2022	Year for 2023
Unencumbered Cash Balance Jan 1	607,578	809,307	752,619
Receipts:			
Youth Shelter:			
Misc. Reimbursements	189	1,500	1,500
RES Per Diem Reimbursements	874,755	849,720	849,720
RES Misc. Reimbursements	143	1,500	1,500
Misc. Contributions	1,950	500	500
Employee Misc. Reimbursements	18		
Reimbursement by CRF Fund	50		
Expenses Offset by CRF Reimbursement	-50		
Detention Center:			
RES Per Diem Reimbursements	516,510	438,000	465,375
RES Misc. Reimbursements	2,363	4,000	4,000
Reimbursement by CRF Fund	50		
Expenses Offset by CRF Reimbursement	-50		
Transfer from General Fund	504,279	649,315	400,000
Grants:			
State Grant Misc. Refunds	12,000	7,000	7,000
Miscellaneous			
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	1,912,207	1,951,535	1,729,595
Resources Available:	2,519,785	2,760,842	2,482,214
Expenditures:			
Youth Shelter:			
Salaries	717,754	762,324	787,257
Contractual Services	38,388	53,425	56,205
Commodities	13,891	30,250	27,050
Miscellaneous	1,150		
Reimbursement - Youth Shelter Food Srvc	40,550	63,041	63,041
Other Expenses - COVID 19 Response	50		
CRF-Other Expenses Reimbursed	-50		
Detention Center:			
Salaries	793,451	936,342	966,652
Contractual Services	34,076	47,550	51,340
Commodities	12,167	25,250	28,450
Capital Outlay	14,246	20,000	
Reimbursement - Youth Shelter Food Srvc	40,550	63,041	63,041
Other Expenses - COVID 19 Response	50		
CRF-Other Expenses Reimbursed	-50		
Grants:			
Contractual Services	3,865	6,200	6,200
Commodities	390	800	800
Cash Forward (2023 column)			432,178
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	1,710,478	2,008,223	2,482,214
Unencumbered Cash Balance Dec 31	809,307	752,619	0
2021/2022/2023 Budget Authority Amount:	2,112,731	2,195,025	2,482,214

Reno County

DRAFT 7-19-22**FUND PAGE FOR FUNDS WITH NO TAX LEVY**

Adopted Budget Solid Waste Postclosure	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	5,617,037	6,017,913	6,062,913
Receipts:			
Transfer from Solid Waste	1,023,736	400,000	400,000
Miscellaneous			
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	1,023,736	400,000	400,000
Resources Available:	6,640,773	6,417,913	6,462,913
Expenditures:			
Contractual Services	622,860	355,000	330,000
Postclosure Costs			
Temporary Note			
Cash Forward (2023 column)			6,132,913
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	622,860	355,000	6,462,913
Unencumbered Cash Balance Dec 31	6,017,913	6,062,913	0
2021/2022/2023 Budget Authority Amount:	5,800,782	6,062,037	6,462,913

Adopted Budget Special Parks & Recreation	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	409	8,291	8,291
Receipts:			
Private Club Liquor Tax	18,151	13,165	18,965
Miscellaneous			
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	18,151	13,165	18,965
Resources Available:	18,560	21,456	27,256
Expenditures:			
Contractual Services	10,269	13,165	10,000
Cash Forward (2023 column)			17,256
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	10,269	13,165	27,256
Unencumbered Cash Balance Dec 31	8,291	8,291	0
2021/2022/2023 Budget Authority Amount:	10,408	13,574	27,256

Reno County

2023

DRAFT 7-19-22**FUND PAGE FOR FUNDS WITH NO TAX LEVY**

Adopted Budget Special Alcohol & Drug	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	17,147	27,106	30,271
Receipts:			
Private Club Liquor Tax	19,959	13,165	18,965
Miscellaneous			
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	19,959	13,165	18,965
Resources Available:	37,106	40,271	49,236
Expenditures:			
Contractual Services	10,000	10,000	10,000
Cash Forward (2023 column)			39,236
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	10,000	10,000	49,236
Unencumbered Cash Balance Dec 31	27,106	30,271	0
2021/2022/2023 Budget Authority Amount:	27,386	30,581	49,236

Adopted Budget Noxious Weed Capital Outlay	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	89,776	89,776	89,776
Receipts:			
Transfer from Noxious Weed Fund	0	0	10,000
Miscellaneous			
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	0	0	10,000
Resources Available:	89,776	89,776	99,776
Expenditures:			
Capital Outlay			
Cash Forward (2023 column)			99,776
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	0	0	99,776
Unencumbered Cash Balance Dec 31	89,776	89,776	0
2021/2022/2023 Budget Authority Amount:	109,776	108,568	99,776

Reno County

DRAFT 7-19-22

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget	Prior Year	Current Year	Proposed Budget
Health Capital Outlay	Actual for 2021	Estimate for 2022	Year for 2023
Unencumbered Cash Balance Jan 1	378,480	433,480	433,480
Receipts:			
Transfer from Public Health Fund	60,000	0	0
Sale of Equipment			
State & Federal Grants		0	
Miscellaneous			
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	60,000	0	0
Resources Available:	438,480	433,480	433,480
Expenditures:			
Capital Outlay	5,000	0	25,000
Cash Forward (2023 column)			408,480
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	5,000	0	433,480
Unencumbered Cash Balance Dec 31	433,480	433,480	0
2021/2022/2023 Budget Authority Amount:	336,041	570,980	433,480

Adopted Budget	Prior Year	Current Year	Proposed Budget
Internal Services Fund	Actual for 2021	Estimate for 2022	Year for 2023
Unencumbered Cash Balance Jan 1	79,822	75,846	75,846
Receipts:			
Maintenance - Purchased Services	233,505	250,000	240,000
Law Enforcement Center Reimbursements	17,479		
Auto Center Services	267,954	428,000	275,000
Miscellaneous			
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	518,938	678,000	515,000
Resources Available:	598,760	753,846	590,846
Expenditures:			
General Supplies	255,558	250,000	260,000
Parts, Tires, and Other Supplies	70,504	108,000	75,000
Fuel and Oil	196,852	320,000	255,846
Cash Forward (2023 column)			
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	522,914	678,000	590,846
Unencumbered Cash Balance Dec 31	75,846	75,846	0
2021/2022/2023 Budget Authority Amount:	749,568	757,822	590,846

Reno County

DRAFT 7-19-22

NON-BUDGETED FUNDS (A)

(Only the actual budget year for 2021 is reported)

Non-Budgeted Funds-A

Fund Number:	005	012	032	033	034	035	036	037	038	039	040	
Fund Name:	Motor Vehicle Special	Capital Project-Courthouse	K-14 Highway Fund	Special Highway Improv.	Community Corrections	Comm. Corr JISP Juvenile	Comm Corr Juv Grant Ben Payout	Juvenile - Prevention Programs	Juv. Grant Benefit Payroll Fund	Comm. Corr. Juv. Case Mgr	Juv Justice Reinvestment Fund	
Unencumbered												Total
Cash Balance Jan 1	57,988	-2,205,087	3,025,591	778,130	166,930	11,854	2,000	0	45,730	3,323	4	1,886,463
Receipts:												
Interest		46										
State Payments & Grants				45,527	928,241	249,884		30,004		62,174	79,992	
Fees	510,043											
Reimbursements	29	724,167			8,022							
Motor Veh Reg	20,896											
From G.O. Bonds		2,350,950										
Reimbursements from CRF Fund	50											
Expenses Offset by CRF Reimbursement	-50											
Miscellaneous				2,356	25,041							
Transfer from Other Funds				425,000								
Total Receipts	530,968	3,075,163	0	472,883	961,304	249,884	0	30,004	0	62,174	79,992	5,462,372
Resources Available:	588,956	870,076	3,025,591	1,251,013	1,128,234	261,738	2,000	30,004	45,730	65,497	79,996	7,348,835
Expenditures:												
Salaries and Benefits	408,638				756,287	243,095			8,999	60,773		
Contractual Services	29,591		18,717		163,687	15,313		30,004		3,918	79,992	
Commodities	6,273				40,061	452				232		
Capital Outlay	12,457	862,254										
Other Expenses - COVID 19 Response	50											
CRF-Other Expenses Reimbursed	-50											
Transfer to Other Funds	57,987											
Total Expenditures	514,946	862,254	18,717	0	960,035	258,860	0	30,004	8,999	64,923	79,992	2,798,730
Cash Balance Dec 31	74,010	7,822	3,006,874	1,251,013	168,199	2,878	2,000	0	36,731	574	4	4,550,105
												4,550,105

Reno County

NON-BUDGETED FUNDS (B)

DRAFT 7-19-22

(Only the actual budget year for 2021 is reported)

Non-Budgeted Funds-B

Fund Number:	042	043	044	046	050	051	052	053	055	056	058	060	
Fund Name:	Jail Commissary Proceeds	Comm. Corr. Juv. Reimb. Fund	Comm. Corr. Substance Abuse	Emergency Mgmt Citizens Corp	District Atty Traffic Diversions	Clerk Technology	DA Drug Endangered Children	Treasurer Technology	Register of Deeds Technology	County Tech. Equip & Services	Bridge Improvements 2019 Fund	Drug Court	
Unencumbered													Total
Cash Balance Jan 1	213,127	41,176	51,446	16,293	184	50,668	1,119	71,368	299,137	83,047	-1,058,691	72,099	-159,027
Receipts:													
Fees						24,031		24,032	96,126				
Reimbursements			70										130
Interest											118		
GO Bonds Proceeds											7,796,875		
Cancellation of Prior Year Encumbrance											4,170		
Miscellaneous	98,711												39,405
Transfer from Other Funds										100,000			
Total Receipts	98,711	0	70	0	0	24,031	0	24,032	96,126	100,000	7,801,163	39,535	8,183,668
Resources Available:	311,838	41,176	51,516	16,293	184	74,699	1,119	95,400	395,263	183,047	6,742,472	111,634	8,024,641
Expenditures:													
Salaries and Benefits	42,449												
Contractual Services						12,296			11,967				26,364
Commodities		46											5,033
Capital Outlay								4,800	740		4,267,201		
Other Expenses - COVID 19 Response										423			
Transfer to Other Funds									100,000				
Bond Principal											6,250,000		
Bond Interest											170,772		
Encumbrance Expenses											-4,219,891		
Miscellaneous	21,411				184					57,365			
Total Expenditures	63,860	46	0	0	184	12,296	0	4,800	112,707	57,788	6,468,082	31,397	6,751,160
Cash Balance Dec 31	247,978	41,130	51,516	16,293	0	62,403	1,119	90,600	282,556	125,259	274,390	80,237	1,273,481
													1,273,481

Reno County

DRAFT 7-19-22

NON-BUDGETED FUNDS (C)

(Only the actual budget year for 2021 is reported)

Non-Budgeted Funds-C

Fund Number:	063	064	080	089	097	099	199	861	862	863	864	865	
Fund Name:	Juvenile Intake & Assessment	Youth Shelter Food	Economic Development Reserve Fund	Field Corr Office Special Rental	County Equipment Reserve Fund	CIP Reserve Fund	Landfill Improvement Fund	Court Electronic Fees	Prosecuting Atty Training Fund	Alcohol & Drug Safety	D.A.R.E.	Law Enforcement Drug Unit	
Unencumbered													Total
Cash Balance Jan 1	26,446	17,282	0	363,172	325,000	1,430,000	0	193,804	9,001	9,325	5,110	36,302	2,415,442
Receipts:													
State Payments & Grants	247,543	34,940											
Taxes													8,592
Reimbursements		82,812											
Interest							74						
GO Bond Proceeds							3,315,318						
Rent				97,917									
Transfer from Other Funds			350,000		755,000	2,675,000							
Miscellaneous								51,947					1,250
Total Receipts	247,543	117,752	350,000	97,917	755,000	2,675,000	3,315,392	51,947	6,925	0	0	9,842	7,627,318
Resources Available:	273,989	135,034	350,000	461,089	1,080,000	4,105,000	3,315,392	245,751	15,926	9,325	5,110	46,144	10,042,760
Expenditures:													
Salaries and Benefits	216,484	51,107											
Contractual Services	13,622	441		32,866				10,158	8,858				32,561
Adjust Contractual to Cash Basis for Agency Fund	0	-59											
Commodities	2,023	75,093		692									
Adjust Commodities to Cash Basis for Agency Fund	-144	1,495											
Capital Outlay					251,005	104,612	3,097,851						
Total Expenditures	231,985	128,077	0	33,558	251,005	104,612	3,097,851	10,158	8,858	0	0	32,561	3,898,665
Cash Balance Dec 31	42,004	6,957	350,000	427,531	828,995	4,000,388	217,541	235,593	7,068	9,325	5,110	13,583	6,144,095
													6,144,095

Reno County

DRAFT 7-19-22

NON-BUDGETED FUNDS (D)
(Only the actual budget year for 2021 is reported)

Non-Budgeted Funds-D

Fund Number:	866	867	870	871	873	874	877	878	879	880	973	992	993	
Fund Name:	Spec. Prosecutor Drug Trust	Self Insurance Fund	Prosecutor Admin. Fees	Judicial Dist Juv Incentive Fund	Domestic Violence Program	Sheriff's Grant Fund	Sheriff's Conceal Carry	Sheriff's Offender Registration	Juv Immediate Intervent. Prgrm	Sheriff Trust Fund - Forfeitures	CDBG-CV Grant Fund	American Rescue Plan Act (ARPA)	Coronavirus Relief Fund (CRF)	
Unencumbered														Total
Cash Balance Jan 1	24,462	3,389,419	830	1,750	3,220	-23,148	49,135	32,590	12,645	0	0	0	327,452	3,818,355
Receipts:														
State & Federal Grants				500		52,863					14,067	6,021,193		
Reimbursements		1,259,471			300									
Interest		18,899										72	11	
Forfeiture Proceeds	6,591													
Fees, Donations			114			66,260	4,615	33,780	50					
Reimbursements from CRF Fund														
Transfer from Other Funds		4,350,380												
Total Receipts	6,591	5,628,750	114	500	300	119,123	4,615	33,780	50	0	14,067	6,021,265	11	11,829,166
Resources Available:	31,053	9,018,169	944	2,250	3,520	95,975	53,750	66,370	12,695	0	14,067	6,021,265	327,463	15,647,521
Expenditures:														
Salaries & Benefits		5,253,570						30,899						
Contractual Services											14,067		1,360	
Commodities						67,742	879	8,366						
Capital Outlay														
Miscellaneous	10,584		395											
Adjust Misc. to Cash Basis for Agency Fund						1,000		283						
Expenses Pd by COVID 19 Grants													326,103	
CRF-Other Expenses Reimbursed		-24,023												
Total Expenditures	10,584	5,229,547	395	0	0	68,742	879	39,548	0	0	14,067	0	327,463	5,691,225
Cash Balance Dec 31	20,469	3,788,622	549	2,250	3,520	27,233	52,871	26,822	12,695	0	0	6,021,265	0	9,956,296
														9,956,296



AGENDA ITEM

AGENDA ITEM #8.A

AGENDA DATE: August 9, 2022

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:
Financial Report

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 07/31/22

	Amended Budget	Amt Received / Expended	% Recd / Used
001 General Fund			
00 Dept			
Revenue			
Interest	333,000.00	439,062.26	132%
Taxes	14,978,099.00	12,663,081.62	85%
Licenses, Permits, and Fees	240,250.00	181,244.21	75%
Reimbursements	818,500.00	505,183.18	62%
Other	0.00	2,605.01	
Transfers In from Other Funds	25,000.00	74,010.00	296%
Cash Balance Forward (Budgeted Resource)	10,649,892.00	0.00	0%
Revenue Total	27,044,741.00	13,865,186.28	51%
Expenses			
Other Expense & Reimbursements	0.00	(4,303.89)	
Expenses Total	0.00	(4,303.89)	
01 County Commission			
Expenses			
Personnel Services	54,000.00	31,153.50	58%
Contractual Services	5,100.00	1,237.60	24%
Commodities	1,000.00	251.22	25%
Expenses Total	60,100.00	32,642.32	54%
02 County Clerk			
Revenue			
Reimbursements	20,000.00	104.44	1%
Revenue Total	20,000.00	104.44	1%
Expenses			
Personnel Services	274,646.00	156,456.26	57%
Contractual Services	27,710.00	21,362.32	77%
Commodities	4,600.00	708.24	15%
Expenses Total	306,956.00	178,526.82	58%

2022 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
03 County Treasurer			
Revenue			
Reimbursements	0.00	259.18	
Revenue Total	0.00	259.18	
Expenses			
Personnel Services	201,897.00	104,027.78	52%
Contractual Services	43,650.00	10,049.38	23%
Commodities	32,150.00	2,521.63	8%
Expenses Total	277,697.00	116,598.79	42%
04 District Attorney			
Revenue			
Licenses, Permits, and Fees	80,000.00	96,344.10	120%
Revenue Total	80,000.00	96,344.10	120%
Expenses			
Personnel Services	1,118,003.00	626,899.90	56%
Contractual Services	123,900.00	33,134.60	27%
Commodities	40,000.00	22,673.96	57%
Capital Improvement & Outlay	26,000.00	0.00	0%
Expenses Total	1,307,903.00	682,708.46	52%
05 Register of Deeds			
Revenue			
Licenses, Permits, and Fees	375,000.00	293,673.00	78%
Revenue Total	375,000.00	293,673.00	78%
Expenses			
Personnel Services	155,246.00	85,654.12	55%
Contractual Services	9,750.00	4,501.66	46%
Commodities	6,300.00	2,845.21	45%
Capital Improvement & Outlay	0.00	1,655.28	
Expenses Total	171,296.00	94,656.27	55%

2022 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
06 Sheriff			
Revenue			
Licenses, Permits, and Fees	47,612.00	17,130.00	36%
Reimbursements	16,100.00	6,415.98	40%
Grant Revenues	12,000.00	8,935.57	74%
Revenue Total	75,712.00	32,481.55	43%
Expenses			
Personnel Services	3,144,374.00	1,687,310.52	54%
Contractual Services	356,615.00	230,112.39	65%
Commodities	282,175.00	177,190.47	63%
Capital Improvement & Outlay	259,080.00	166,387.86	64%
Other Expense & Reimbursements	2,000.00	663.46	33%
Expenses Total	4,044,244.00	2,261,664.70	56%
07 Administration			
Expenses			
Personnel Services	400,026.00	235,503.69	59%
Contractual Services	130,100.00	48,562.22	37%
Commodities	4,000.00	1,774.37	44%
Expenses Total	534,126.00	285,840.28	54%
08 Unified Courts			
Revenue			
Reimbursements	10,000.00	1,270.00	13%
Revenue Total	10,000.00	1,270.00	13%
Expenses			
Contractual Services	557,640.00	296,053.12	53%
Commodities	55,100.00	16,596.87	30%
Expenses Total	612,740.00	312,649.99	51%

2022 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
09 Courthouse General			
Revenue			
Reimbursements	11,000.00	10,714.33	97%
Revenue Total	11,000.00	10,714.33	97%
Expenses			
Personnel Services	84,781.00	51,540.70	61%
Contractual Services	755,000.00	382,720.83	51%
Commodities	0.00	0.00	
Capital Improvement & Outlay	1,049,054.00	0.00	0%
Other Expense & Reimbursements	15,000.00	2,728.40	18%
Outside Agencies Appropriation	0.00	349,200.00	
Ambulance Services	0.00	4,255.77	
Emergency Communications	0.00	281,226.99	
Economic Development Projects	0.00	0.00	
Transfers Out to Other Funds	0.00	0.00	
Commission Discretionary	0.00	0.00	
Reserve for Cash Carryover & Contingencies	0.00	0.00	
Expenses Total	1,903,835.00	1,071,672.69	56%
10 County General			
Expenses			
Contractual Services	651,500.00	561,261.27	86%
Commodities	1,000.00	6,483.67	648%
Other Expense & Reimbursements	0.00	-20.69	
Outside Agencies Appropriation	559,500.00	127,500.00	23%
Ambulance Services	1,702,676.00	477,954.57	28%
Emergency Communications	801,058.00	0.00	0%
Economic Development Projects	400,000.00	0.00	0%
Transfers Out to Other Funds	1,091,315.00	32,985.62	3%
Commission Discretionary	20,000.00	7,500.00	38%
Reserve for Cash Carryover & Contingencies	5,656,702.00	0.00	0%
Expenses Total	10,883,751.00	1,213,664.44	11%
11 Maintenance			
Revenue			
Reimbursements	30,000.00	20,955.91	70%
Revenue Total	30,000.00	20,955.91	70%
Expenses			
Personnel Services	857,620.00	396,368.59	46%
Contractual Services	84,611.00	64,178.90	76%
Commodities	74,661.00	30,462.43	41%
Capital Improvement & Outlay	30,000.00	0.00	0%
Expenses Total	1,046,892.00	491,009.92	47%

2022 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
12 Planning Zoning Utilities			
Expenses			
Personnel Services	85,955.00	46,804.99	54%
Contractual Services	15,700.00	4,233.25	27%
Commodities	700.00	129.26	18%
Expenses Total	102,355.00	51,167.50	50%
13 Emergency Management			
Revenue			
Reimbursements	0.00	134.78	
Revenue Total	0.00	134.78	
Expenses			
Personnel Services	295,063.00	143,261.61	49%
Contractual Services	39,375.00	20,244.68	51%
Commodities	20,850.00	15,855.38	76%
Other Expense & Reimbursements	0.00	1,774.94	
Expenses Total	355,288.00	181,136.61	51%
14 Jail			
Revenue			
Reimbursements	90,000.00	39,678.88	44%
Other	5,000.00	280.00	6%
Revenue Total	95,000.00	39,958.88	42%
Expenses			
Personnel Services	2,351,311.00	1,427,387.18	61%
Contractual Services	883,846.00	495,146.53	56%
Commodities	204,000.00	110,139.16	54%
Capital Improvement & Outlay	38,600.00	0.00	0%
Expenses Total	3,477,757.00	2,032,672.87	58%
15 Human Resources			
Expenses			
Personnel Services	184,349.00	105,100.75	57%
Contractual Services	56,050.00	25,790.79	46%
Commodities	18,500.00	2,814.65	15%
Expenses Total	258,899.00	133,706.19	52%

2022 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
16 Appraiser			
Revenue			
Reimbursements	3,000.00	2,154.00	72%
Revenue Total	3,000.00	2,154.00	72%
Expenses			
Personnel Services	653,473.00	330,596.59	51%
Contractual Services	71,300.00	24,033.66	34%
Commodities	24,000.00	5,318.85	22%
Capital Improvement & Outlay	25,000.00	0.00	0%
Expenses Total	773,773.00	359,949.10	47%
17 Election			
Revenue			
Reimbursements	500.00	534.09	107%
Revenue Total	500.00	534.09	107%
Expenses			
Personnel Services	126,043.00	67,372.71	53%
Contractual Services	232,700.00	88,913.93	38%
Commodities	18,800.00	5,515.64	29%
Transfers Out to Other Funds	11,371.00	0.00	0%
Expenses Total	388,914.00	161,802.28	42%
18 Information Technology			
Revenue			
Reimbursements	28,000.00	17,311.89	62%
Revenue Total	28,000.00	17,311.89	62%
Expenses			
Personnel Services	502,866.00	269,374.16	54%
Contractual Services	297,425.00	287,252.72	97%
Commodities	11,000.00	7,546.70	69%
Expenses Total	811,291.00	564,173.58	70%
24 Auto Center			
Revenue			
Reimbursements	20,000.00	16,807.74	84%
Revenue Total	20,000.00	16,807.74	84%
Expenses			
Personnel Services	164,466.00	91,023.22	55%
Contractual Services	14,755.00	9,513.20	64%
Commodities	15,505.00	7,312.78	47%
Expenses Total	194,726.00	107,849.20	55%

2022 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
--	----------------	----------------------------	------------------

REVENUE TOTALS	27,792,953.00	14,397,890.17	
EXPENSE TOTALS	27,512,543.00	10,329,788.12	
Fund 001 General Fund	280,410.00	4,068,102.05	

Beginning Fund Balance: 14,428,910.17

Ending Fund Balance: 18,497,012.22

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
002 Dept of Aging				
Revenue				
Taxes	292,143.00	261,673.83	90%	
Licenses, Permits, and Fees	150.00	0.00	0%	
Reimbursements	6,050.00	3,731.39	62%	
Other	223,000.00	23,470.50	11%	
Grant Revenues	1,171,236.00	563,277.48	48%	
Transfers In from Other Funds	352,000.00	0.00	0%	
Cash Balance Forward (Budgeted Resource)	488,712.00	0.00	0%	
Revenue Total	2,533,291.00	852,153.20	34%	
Expenses				
Personnel Services	1,321,263.00	645,076.10	49%	
Contractual Services	566,025.00	219,221.90	39%	
Commodities	287,150.00	91,703.96	32%	
Capital Improvement & Outlay	263,400.00	749.46	0%	
Other Expense & Reimbursements	425.00	0.00	0%	
Reserve for Cash Carryover & Contingencies	87,216.00	0.00	0%	
Expenses Total	2,525,479.00	956,751.42	38%	
	REVENUE TOTALS	2,533,291.00	852,153.20	34%
	EXPENSE TOTALS	2,525,479.00	956,751.42	38%
Fund 002-Dept of Aging Totals	7,812.00	(104,598.22)		
	Beginning Fund Balance:	1,021,247.94		
	Ending Fund Balance:	916,649.72		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
003 Health				
Revenue				
Taxes	986,204.00	869,506.08	88%	
Licenses, Permits, and Fees	8,000.00	735.27	9%	
Reimbursements	651,000.00	404,930.70	62%	
Other	0.00	485.00		
Grant Revenues	1,062,000.00	1,490,805.08	140%	
Cash Balance Forward (Budgeted Resource)	692,863.00	0.00	0%	
Revenue Total	3,400,067.00	2,766,462.13	81%	
Expenses				
Personnel Services	2,421,343.00	1,262,109.52	52%	
Contractual Services	568,100.00	363,724.42	64%	
Commodities	254,400.00	85,378.54	34%	
Capital Improvement & Outlay	0.00	970.00		
Other Expense & Reimbursements	0.00	0.00		
Reserve for Cash Carryover & Contingencies	130,799.00	0.00	0%	
Expenses Total	3,374,642.00	1,712,182.48	51%	
	REVENUE TOTALS	3,400,067.00	2,766,462.13	81%
	EXPENSE TOTALS	3,374,642.00	1,712,182.48	51%
Fund 003-Health Totals	25,425.00	1,054,279.65		
	Beginning Fund Balance:	1,264,033.90		
	Ending Fund Balance:	2,318,313.55		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
004 Noxious Weed				
Revenue				
Taxes	117,103.00	106,216.14	91%	
Other	12,000.00	21,883.48	182%	
Cash Balance Forward (Budgeted Resource)	26,285.00	0.00	0%	
Revenue Total	155,388.00	128,099.62	82%	
Expenses				
Personnel Services	82,952.00	46,974.66	57%	
Contractual Services	5,400.00	1,191.15	22%	
Commodities	51,400.00	45,005.36	88%	
Other Expense & Reimbursements	0.00	0.00		
Transfers Out to Other Funds	10,000.00	0.00	0%	
Reserve for Cash Carryover & Contingencies	2,398.00	0.00	0%	
Expenses Total	152,150.00	93,171.17	61%	
	REVENUE TOTALS	155,388.00	128,099.62	82%
	EXPENSE TOTALS	152,150.00	93,171.17	61%
	Fund 004-Nox Weed Totals	3,238.00	34,928.45	
	Beginning Fund Balance:	28,030.79		
	Ending Fund Balance:	62,959.24		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
006 Special Bridge Fund				
Revenue				
Taxes	1,231,904.00	1,115,912.25	91%	
Cash Balance Forward (Budgeted Resource)	2,226,527.00	0.00	0%	
Prior Year Cancelled Encumbrances (KMAAG)	0.00	4,526.13		
Revenue Total	3,458,431.00	1,120,438.38	32%	
Expenses				
Contractual Services	2,400,000.00	1,813,816.36	76%	
Commodities	350,000.00	0.00		
Other Expense & Reimbursements	0.00	(1,067,289.73)		
Reserve for Cash Carryover & Contingencies	675,000.00	0.00	0%	
Expenses Total	3,425,000.00	746,526.63	22%	
	REVENUE TOTALS	3,458,431.00	1,120,438.38	32%
	EXPENSE TOTALS	3,425,000.00	746,526.63	22%
	Fund 006-Sp Bridge Totals	33,431.00	373,911.75	
	Beginning Fund Balance:	3,952,204.32		
	Ending Fund Balance:	4,326,116.07		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
007 Public Works				
Revenue				
Taxes	4,428,033.00	3,914,505.30	88%	
Reimbursements	0.00	4,385.03		
Other	1,427,625.00	775,075.12	54%	
Cash Balance Forward (Budgeted Resource)	1,013,461.00	0.00	0%	
Revenue Total	6,869,119.00	4,693,965.45	68%	
Expenses				
Personnel Services	2,251,809.00	1,173,412.38	52%	
Contractual Services	311,550.00	140,025.60	45%	
Commodities	3,339,000.00	1,289,897.81	39%	
Capital Improvement & Outlay	550,000.00	280,975.96	51%	
Other Expense & Reimbursements	0.00	0.00		
Transfers Out to Other Funds	300,000.00	0.00	0%	
Reserve for Cash Carryover & Contingencies	1,713.00	0.00	0%	
Expenses Total	6,754,072.00	2,884,311.75	43%	
	REVENUE TOTALS	6,869,119.00	4,693,965.45	68%
	EXPENSE TOTALS	6,754,072.00	2,884,311.75	43%
	Fund 007-Public Works	115,047.00	1,809,653.70	
	Beginning Fund Balance:	1,607,443.99		
	Ending Fund Balance:	3,417,097.69		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
008 Solid Waste				
Revenue				
Licenses, Permits, and Fees	5,090,000.00	4,692,555.06	92%	
Reimbursements	20,000.00	80,954.47	405%	
Other	5,000.00	17,015.23	340%	
Cash Balance Forward (Budgeted Resource)	5,957,832.00	0.00	0%	
Revenue Total	11,072,832.00	4,790,524.76	43%	
Expenses				
Personnel Services	1,623,020.00	771,080.19	48%	
Contractual Services	1,199,450.00	460,202.21	38%	
Commodities	574,500.00	263,606.98	46%	
Capital Improvement & Outlay	2,810,000.00	394,785.80	14%	
Other Expense & Reimbursements	0.00	0.00		
Transfers Out to Other Funds	651,950.00	251,950.00	39%	
Reserve for Cash Carryover & Contingencies	4,213,912.00	0.00	0%	
Expenses Total	11,072,832.00	2,141,625.18	19%	
	REVENUE TOTALS	11,072,832.00	4,790,524.76	43%
	EXPENSE TOTALS	11,072,832.00	2,141,625.18	19%
	Fund 008-Solid Waste	0.00	2,648,899.58	
	Beginning Fund Balance:	7,217,794.01		
	Ending Fund Balance:	9,866,693.59		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
009 Youth Shelter				
Revenue				
Reimbursements	1,302,220.00	819,807.88	63%	
Transfers In from Other Funds	649,315.00	0.00	0%	
Grant Revenues	0.00	27,742.47		
Cash Balance Forward (Budgeted Resource)	243,490.00	0.00	0%	
Revenue Total	2,195,025.00	847,550.35	39%	
Expenses				
Personnel Services	1,698,666.00	905,893.19	53%	
Contractual Services	107,175.00	43,447.04	41%	
Commodities	56,300.00	15,246.33	27%	
Capital Improvement & Outlay	20,000.00	179.98	1%	
Other Expense & Reimbursements	126,082.00	55,111.31	44%	
Reserve for Cash Carryover & Contingencies	186,802.00	0.00	0%	
Expenses Total	2,195,025.00	1,019,877.85	46%	
	REVENUE TOTALS	2,195,025.00	847,550.35	39%
	EXPENSE TOTALS	2,195,025.00	1,019,877.85	46%
	Fund 009-Youth Services	0.00	(172,327.50)	
	Beginning Fund Balance:	875,998.14		
	Ending Fund Balance:	703,670.64		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
013 Solid Waste Reserve				
Revenue				
Transfers In from Other Funds	400,000.00	0.00	0%	
Cash Balance Forward (Budgeted Resource)	5,662,037.00	0.00	0%	
Revenue Total	6,062,037.00	0.00	0%	
Expenses				
Contractual Services	355,000.00	112,721.88	32%	
Capital Improvement & Outlay	5,707,037.00	0.00	0%	
Expenses Total	6,062,037.00	112,721.88	2%	
	REVENUE TOTALS	6,062,037.00	0.00	0%
	EXPENSE TOTALS	6,062,037.00	112,721.88	2%
	Fund 013-Solid Waste Reserve	0.00	(112,721.88)	
	Beginning Fund Balance:	6,498,694.76		
	Ending Fund Balance:	6,385,972.88		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
015 Employee Benefits				
Revenue				
Taxes	6,893,260.00	6,169,914.39	90%	
Reimbursements	1,350,000.00	706,656.02	52%	
Cash Balance Forward (Budgeted Resource)	2,986,116.00	0.00	0%	
Revenue Total	11,229,376.00	6,876,570.41	61%	
Expenses				
Personnel Services	4,086,532.00	2,268,614.14	56%	
Contractual Services	5,000.00	1,099.20	22%	
Capital Improvement & Outlay	100,000.00	0.00	0%	
Other Expense & Reimbursements	4,000.00	16,061.03	402%	
Transfers Out to Other Funds	5,050,904.00	2,249,692.00	45%	
Reserve for Cash Carryover & Contingencies	1,800,000.00	0.00	0%	
Expenses Total	11,046,436.00	4,535,466.37	41%	
	REVENUE TOTALS	11,229,376.00	6,876,570.41	61%
	EXPENSE TOTALS	11,046,436.00	4,535,466.37	41%
	Fund 015-Employee Benefits	182,940.00	2,341,104.04	
	Beginning Fund Balance:	5,042,345.42		
	Ending Fund Balance:	7,383,449.46		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
017 Training & Evaluation Center				
Revenue				
Taxes	504,651.00	449,565.30	89%	
Cash Balance Forward (Budgeted Resource)	18,648.00	0.00	0%	
Revenue Total	523,299.00	449,565.30	86%	
Expenses				
Contractual Services	510,000.00	473,000.00	93%	
Expenses Total	510,000.00	473,000.00	93%	
	REVENUE TOTALS	523,299.00	449,565.30	86%
	EXPENSE TOTALS	510,000.00	473,000.00	93%
	Fund 017-Training & Evaluation Center	13,299.00	(23,434.70)	
	Beginning Fund Balance:	28,285.66		
	Ending Fund Balance:	4,850.96		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
018 Mental Health				
Revenue				
Taxes	448,697.00	399,544.45	89%	
Cash Balance Forward (Budgeted Resource)	15,148.00	0.00	0%	
Revenue Total	463,845.00	399,544.45	86%	
Expenses				
Contractual Services	452,025.00	420,025.00	93%	
Expenses Total	452,025.00	420,025.00	93%	
	REVENUE TOTALS	463,845.00	399,544.45	86%
	EXPENSE TOTALS	452,025.00	420,025.00	93%
	Fund 018-Mental Health	11,820.00	(20,480.55)	
	Beginning Fund Balance:	22,327.06		
	Ending Fund Balance:	1,846.51		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
029 Special Park & Recreation				
Revenue				
Taxes	13,165.00	8,309.85	63%	
Cash Balance Forward (Budgeted Resource)	409.00	0.00	0%	
Revenue Total	13,574.00	8,309.85	61%	
Expenses				
Contractual Services	13,165.00	13,165.00	100%	
Reserve for Cash Carryover & Contingencies	409.00	0.00	0%	
Expenses Total	13,574.00	13,165.00	97%	
	REVENUE TOTALS	13,574.00	8,309.85	61%
	EXPENSE TOTALS	13,574.00	13,165.00	97%
	Fund 029 Special Park & Recreation	0.00	(4,855.15)	
	Beginning Fund Balance:	8,291.42		
	Ending Fund Balance:	3,436.27		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
030 Special Alcohol & Drug				
Revenue				
Taxes	13,165.00	9,288.64	71%	
Cash Balance Forward (Budgeted Resource)	17,416.00	0.00	0%	
Revenue Total	30,581.00	9,288.64	30%	
Expenses				
Contractual Services	10,000.00	10,000.00	100%	
Reserve for Cash Carryover & Contingencies	20,581.00	0.00	0%	
Expenses Total	30,581.00	10,000.00	33%	
	REVENUE TOTALS	30,581.00	9,288.64	30%
	EXPENSE TOTALS	30,581.00	10,000.00	33%
Fund 030 Special Alcohol & Drug	0.00	(711.36)		
	Beginning Fund Balance:	27,106.46		
	Ending Fund Balance:	26,395.10		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
083 County Bond & Interest				
Revenue				
Taxes	1,064,489.00	984,812.31	93%	
Other	54,845.00	53,221.35	97%	
Transfers In from Other Funds	611,825.00	611,825.00	100%	
Cash Balance Forward (Budgeted Resource)	143,618.00	0.00	0%	
Revenue Total	1,874,777.00	1,649,858.66	88%	
Expenses				
Contractual Services	1,694,463.00	239,681.25	14%	
Reserve for Cash Carryover & Contingencies	150,000.00	0.00	0%	
Expenses Total	1,844,463.00	239,681.25	13%	
	REVENUE TOTALS	1,874,777.00	1,649,858.66	88%
	EXPENSE TOTALS	1,844,463.00	239,681.25	13%
Fund 083 County Bond & Interest	30,314.00	1,410,177.41		
	Beginning Fund Balance:	150,560.06		
	Ending Fund Balance:	1,560,737.47		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used
085 Noxious Weed/Capital Outlay			
Revenue			
Transfers In from Other Funds	10,000.00	0.00	0%
Cash Balance Forward (Budgeted Resource)	98,568.00	0.00	0%
Revenue Total	108,568.00	0.00	0%
Expenses			
Capital Improvement & Outlay	108,568.00	0.00	0%
Expenses Total	108,568.00	0.00	0%
	REVENUE TOTALS	108,568.00	0.00
	EXPENSE TOTALS	108,568.00	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	Amended Budget	Amt Received / Expended	% Rec'd / Used
086 Health/Capital Outlay			
Revenue			
Grant Revenues	220,000.00	0.00	0%
Cash Balance Forward (Budgeted Resource)	350,980.00	0.00	0%
Revenue Total	570,980.00	0.00	0%
Expenses			
Capital Improvement & Outlay	255,000.00	46,667.00	18%
Reserve for Cash Carryover & Contingencies	315,980.00	0.00	0%
Expenses Total	570,980.00	46,667.00	8%
	REVENUE TOTALS	570,980.00	0.00
	EXPENSE TOTALS	570,980.00	46,667.00
Fund 086 Health Capital Outlay	0.00	(46,667.00)	
	Beginning Fund Balance:	433,479.84	
	Ending Fund Balance:	386,812.84	

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
087 Historical Museum				
Revenue				
Taxes	184,312.00	164,064.00	89%	
Cash Balance Forward (Budgeted Resource)	5,551.00	0.00	0%	
Revenue Total	189,863.00	164,064.00	86%	
Expenses				
Contractual Services	185,000.00	170,000.00	92%	
Expenses Total	185,000.00	170,000.00	92%	
	REVENUE TOTALS	189,863.00	164,064.00	86%
	EXPENSE TOTALS	185,000.00	170,000.00	92%
	Fund 087 Historical Museum	4,863.00	(5,936.00)	
	Beginning Fund Balance:	8,871.93		
	Ending Fund Balance:	2,935.93		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
093 Special Equipment Fund				
Revenue				
Taxes	367,414.00	334,275.46	91%	
Reimbursements	130,288.00	91,202.02	70%	
Other	0.00	1,118.27		
Cash Balance Forward (Budgeted Resource)	45,017.00	0.00	0%	
Revenue Total	542,719.00	426,595.75	79%	
Expenses				
Capital Improvement & Outlay	432,580.00	208,866.00	48%	
Reserve for Cash Carryover & Contingencies	100,000.00	0.00	0%	
Contractual Services	0.00	107,046.70		
Transfers Out to Other Funds	0.00	9,489.00		
Expenses Total	532,580.00	325,401.70	61%	
	REVENUE TOTALS	542,719.00	426,595.75	79%
	EXPENSE TOTALS	532,580.00	325,401.70	61%
	Fund 093 Special Equipment Fund	10,139.00	101,194.05	
	Beginning Fund Balance:	188,808.27		
	Ending Fund Balance:	290,002.32		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used
094 Special Road Fund			
Revenue			
Taxes	158,594.00	116,867.43	74%
Grant Revenues	0.00	0.00	
Cash Balance Forward (Budgeted Resource)	612,530.00	0.00	0%
Revenue Total	771,124.00	116,867.43	15%
Expenses			
Commodities	0.00	48,542.24	
Contractual Services	0.00	8,316.00	
Capital Improvement & Outlay	755,000.00	0.00	0%
Reserve for Cash Carryover & Contingencies	13,500.00	0.00	0%
Expenses Total	768,500.00	56,858.24	7%
REVENUE TOTALS	771,124.00	116,867.43	15%
EXPENSE TOTALS	768,500.00	56,858.24	7%
Fund 094 Special Road Fund	2,624.00	60,009.19	
Beginning Fund Balance:		1,378,894.67	
Ending Fund Balance:		1,438,903.86	

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used
098 Capital Improvement Program			
Revenue			
Taxes	601,331.00	536,840.07	89%
Reimbursements	0.00	9,691.36	
Cash Balance Forward (Budgeted Resource)	310,478.00	0.00	0%
Revenue Total	911,809.00	546,531.43	60%
Expenses			
Capital Improvement & Outlay	436,125.00	8,451.21	2%
Transfers Out to Other Funds	359,875.00	359,875.00	100%
Reserve for Cash Carryover & Contingencies	100,000.00	0.00	0%
Expenses Total	896,000.00	368,326.21	41%
REVENUE TOTALS	911,809.00	546,531.43	60%
EXPENSE TOTALS	896,000.00	368,326.21	41%
Fund 098 Capital Improvement Program	15,809.00	178,205.22	
Beginning Fund Balance:		502,097.87	
Ending Fund Balance:		680,303.09	

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
180 Internal Services				
Revenue				
Reimbursements	678,000.00	329,427.11	49%	
Cash Balance Forward (Budgeted Resource)	79,822.00	0.00	0%	
Revenue Total	757,822.00	329,427.11	43%	
Expenses				
Commodities	678,000.00	336,049.02	50%	
Reserve for Cash Carryover & Contingencies	79,822.00	0.00	0%	
Expenses Total	757,822.00	336,049.02	44%	
	REVENUE TOTALS	757,822.00	329,427.11	43%
	EXPENSE TOTALS	757,822.00	336,049.02	44%
Fund 180 Internal Services	0.00	(6,621.91)		
	Beginning Fund Balance:	114,909.27		
	Ending Fund Balance:	108,287.36		



AGENDA ITEM

AGENDA ITEM #8.B

AGENDA DATE: August 9, 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, Communications, Community Corrections, 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 July 2022

Submitted by

Barbara Lilyhorn

Director- Department of Aging and Public Transportation

Staff

Four full time Fixed Route Rcat driver positions are open. Two Drivers were hired this month – one person has completed training and has been driving a route – the other was hired July 27 so is not driving yet. An additional position is pending on pre-hire screenings. There has been an increase in applicants this month. The vacancies created 160 service hours weekly to be covered either by pulling drivers from Paratransit service and reducing the number of trips available and/or Overtime. New service hours began July 1, and the demand response service has been well received by the public.

Four staff members tested positive for COVID, and each spent 5 or more days away from work and wearing masks for five additional days after returning. This compounded the impact of having position vacancies.

Budget

The Department of Aging has spent 39% and the Department of Public Transportation has spent 37% of the Department budgets respectively – a composite total of 37% of the entire 002 expenditure budget as of 7/27/2022. Composite revenue is 31%.

Public Transportation Operations

The FY 2023 49-5311 grant cycle began on July 1. As chairman of Central Kansas Coordinated Transit Council I received and signed the Agreements for Operating funds and to Administer a Coordinated Transit District from KDOT. All grant funds for each member of the CKCTC are channeled through and distributed by the CKCTC Administrator.

Aging Operations

The 2022 Senior Farmers Market Nutrition Program voucher distribution concluded this month. Reno County received and distributed 245 vouchers. We had originally received 225 but were issued an additional 20 because we had a wait list.

The Bi-monthly meeting for the Reno County Council on Aging met however a quorum was not present.



RENO COUNTY
125 West First Ave.
Hutchinson, Kansas 67501
(620) 694-2915
Fax: (620) 694-2987

Re: Monthly report for beginning of August 2022

To: Randy Partington, County Administrator

Staffing changes or issues

The County Appraiser's office is short a Commercial Field Appraiser and a Residential Field Appraiser position at this time. We have only received one application in the last three weeks.

Financial summary

As of the end of July, the Appraiser will have spent approximately 47% 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

- Staff is working on data entry for changes in ownership that occurred after the recent valuation date.
- Staff has begun working on valuation for tax year 2023.

Residential Department

- Staff is reviewing and validating sales as they come in.
- Staff is doing field visits, on-site hearings, and interior inspections as needed.
- Staff is working through 17% review as mandated by statute.
- Data entry for tax year 2023 will continue until valuation begins sometime in November.
- Ag surveys were sent out in the middle of July and are being processed as they come in.

Commercial Department

- Staff is reviewing and validating sales as they come in.
- Staff is doing field visits, on-site hearings, and interior inspections as needed.
- Staff has completed 17% review as mandated by statute.
- Data entry for tax year 2023 will continue until valuation begins.



120 W. Avenue B, Hutchinson, KS 67501
620-694-2585
Fax: 620-694-2767

Budget YTD Summary

As of July 28, 2022, we are at 55% of our overall budget of \$154,645. The internal services fund (fuel and parts) stands at 44% out of the budget of \$428,000.

Projects/Issues

We have received the four Interceptor SUV's that were ordered at the first of the year and Ron Brubaker has been busy upfitting them. Unfortunately, the first unit put out only lasted a little over 600 miles before it blew the engine. It is currently at the dealership for warranty repairs. Still no word on when the F150 for the Sheriff's Department will be in. We did receive word that we should be getting vehicles for Maintenance and the Health Department next month and vehicles for the District Attorney and Appraiser the first of September.

The WEX fuel bill for June, 2022 was \$25,889. The bill for June, 2021 was \$15,968. Fuel prices are slowly dropping so we hope this continues.



**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 July

We currently have 41,462 registered voters in Reno County, with 1,832 new registrations just in 2022. As of July 20th, we have mailed out 1,615 ballots with 385 returned so far and 916 have advance voted in our office.

In the Clerk's Office, we have received the notices from taxing entities to exceed and not exceed their RNR. Out of the 81 taxing entities that we are the home county, 41 are exceeding, 31 are not and I didn't hear back from 9 entities. Everyone in Reno County will get a notice of estimated taxes and those should go out in the mail by the first week of August.

By the end of July, 49% of the year-to-date budget in the Clerk's Office and 39% in the Election's Office was used with the majority of that for payroll.

Donna Patton



COMMUNITY CORRECTIONS

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

County Commission Report

July 2022

Staffing

There is currently one position posted for a stand-by female transporter. This person assists with transporting female clients to inpatient treatment facilities across the region.

Projects/Concerns

The Reno County Courts assigned 278 people to Community Corrections in fiscal year 2022, which ended June 30. Out of the 278 people, 129, or 47% were presumptive prison based on the sentencing guidelines. Sixty-eight percent, or 189 people, were assigned for a drug offense. We also accepted 39 courtesy transfers from other jurisdictions. We had 209 clients discharged from supervision with 141 people, or 67.5%, not being sent to prison. Sixty-eight people were revoked to prison and 85% of these had absconded from supervision. Fifty-four percent of the revoked population had engaged in new criminal activity resulting in a felony or misdemeanor charge.

The Office of Judicial Administration is now allowing Community Corrections staff to electronically file court documents. This will allow us to take another step closer to going paperless. Officers are just getting started and learning this process.

The assessment quality assurance and the text message appointment and communication projects are moving along. Officers will be starting group and individual coaching in August for the quality assurance project. Training for the Uptrust text messaging system is also scheduled for August.

Financial

July is the start of a new State fiscal year so work is being done to close out FY'22 and start FY'23. Community Corrections received a grant increase of \$139,680 for adult supervision and \$53,220 for juvenile supervision. The Department of Corrections is not allowing agencies to add staff with this increase. However, based on recommended caseload sizes we need nearly four more full time officers.

We used all the adult and juvenile supervision State grant funds in FY'22. Between being very frugal and the addition funding for personnel in the fourth quarter we used less than \$33,000 of the \$90,000 in County assistance for 2022.

Communications Monthly Report- July 2022

The main initiatives for the month included 150th Celebration Planning and various Health Department Education campaigns

Press Releases: Childcare Orientation, Arlington Bridge Opening Media Invite

Graphic Design: Childcare graphic, Rural Water District Town Hall poster, 2x banners for 150th, magnets with Reno County Phone Numbers, RNR Hutch News

Website:

- General updates for all departments daily, RNR information, Election results spotlight, 4 news flashes

Videos/Audio/Photos: Arlington Bridge Opening, Jenna advanced voting

Social Media:

- Facebook Reno Co.: 3,557 followers (+29), 29 posts
 - Top Post: CDC Vaccine Schedule (7.25.22)
 - 2768 reach, 168 engagement, 348 clicks, 7 shares, 16 reactions, 8 comments
- Twitter: 852 followers (+7), 20 tweets
 - Top post: Advanced Voting Video (7.18.22)
 - 629 impressions, 30 engagements, 3 retweets
- YouTube: 224 subscribers (+5) 1 videos
 - Top video: Reno County Commission Video (7.26.22)
 - 17 views
- LinkedIn: 50 followers (+1) 1 job, 1 post
- Other posts: Paid ad for Childcare Orientation class, COVID boosters, early voting x 3, BOCC reminders, ribbon cutting bridge, real estate taxes, voter registration, Scott blvd. closing, hot weather, holiday closing, Rural water district town hall, public hearing RNR

Committee Meetings: 150th Committee, Leadership

Other: Historical Photo Courthouse Project

Issues/Concerns: Last Day July 29, thank you Commissioners!

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

July 2022 BOCC Update

Staffing Changes or Issues: As of July 31, 2022, the Reno County District Attorney's Office employs 20 people; seven attorney/prosecutors: one investigator/coroner assistant; one part-time assistant coroner; one office manager; one victim/witness coordinator; one diversion coordinator; and eight office legal staff. We are fully staffed.

Hayley Engelland continues to serve as an unpaid intern in our office. Hayley will be a Senior at the University of Kansas this fall, and she intends to go to law school for the 2023-24 school year. Hopefully, her experience in our office will lead her to a career in public service as a prosecutor. Her last day with the office will be August 5.

There was one graduation from Drug Court in the month of July, 2022.

Budget Summary: FY2022 expenditures to date are at 52% of budget.

Projects-Issues-Challenges-Concerns: My office is pleased that the Commissioners have agreed to remodel the fifth floor of the courthouse. I remain in planning mode regarding what projects/programs I may attempt to initiate in fiscal year 2024.

The maintenance staff is painting my office as I prepare this report (July 28). I hope to have my office back to a state of professionalism by August 5.

I have submitted a revenue neutral budget to the Commission for 2023.

I am in the planning stage for my budget requests for 2024. The Kansas legislature passed HB 2026 in 2021 that allows my office to enter into a memorandum of understanding with Community Corrections that would allow them to supervise first time drug possession defendants on diversion. I have been wary of implementing a program that would divert drug felonies, but I now believe it would be a viable vehicle to satisfy my goals of getting people proper substance abuse treatment, holding them accountable for further use of drugs or other violations of the law, saving the County money, and giving first time offenders the chance to avoid a felony drug conviction. We will be looking at the viability of such a program over the

next few months and I will be asking for a study session with the Commission when the time is appropriate. The target date for the implementation of the program would be January 1, 2024.

I would also like to find a way to work a mental health aspect into the expanded diversion program. The legislature has not taken the same action with these cases as they have with first-time drug offenders, but I have asked our local legislators to consider taking similar action. Without legislative action, costs for that program would likely need to be borne by the Commission. Again, we are just now in the planning phases of this initiative.



Thomas R. Stanton



Emergency Management

Reno County
206 W 1st Ave
Hutchinson, KS 67501
620-694-2974

Staffing changes or issues (if any)

There are no staffing changes to report.

Budget YTD summary

At the end of May, Emergency Management has used 51% of its year-to-date budget. 135% of the fuel budget has already been used for 2022.

Projects/Issues/Challenges/Concerns

Activities:

- Met with Red Cross and discussed shelters in Reno County
- Participated in a drill at the Hutchinson Regional Medical Center
- Provided a preparedness presentation to Washington Heights
- Ethan Ketchum was appointed to Assistant Chief of Fire District 6 (Sylvia)
- The Fire Coordination and Mitigation Working Group continues to meet the first Wednesday of every month. The burn resolution and permitting process will be completed and presented to the Commission before the end of the year.
- Participated in State Strategic Planning as it relates to Homeland Security Grant Funding.
- In August we will complete the rewrite County's Emergency Operation Plan (EOP) in the required new format. This will be sent to the emergency support functions for review. This plan will be presented to the Commission before the end of the year.
- Sent a Letter of Intent to the Kansas Division of Emergency Management as approved by the BOCC to explore options for wildfire mitigation grant funding. The application period is now open, and we will be presenting to the Commission on August 9th.