



REGULAR SESSION

Ron Sellers
District 1
Vice-Chair

Ron Hirst
District 2
Member

Daniel P. Friesen
District 3
Chair

Courthouse
206 W. 1st Avenue
Hutchinson, KS 67501

**Meeting will be
Live-Streamed on
YouTube**

A G E N D A

Courthouse Commission Chambers

Tuesday, July 19, 2022, 9:00AM

1. **Call to Order**
2. **Pledge of Allegiance to the American Flag and Prayer**
3. **Welcome and Announcements by Commission Chair**
 - 3.A Letter of invitation to the Reno County Fair from Adam Lesser, Reno County Extension Agent.
4. **Public Comment on Items not on the Agenda**

Please come forward to the podium, state your name and address and limit your remarks to not more than 5 minutes per item.
5. **Determine Additions or Revisions to the Agenda**
6. **Consent Agenda**
 - 6.A Vouchers (bills or payments owed by the county or related taxing units).
 - 6.B Change in Medical Insurance Third Party Administrator from BML to Allied Benefits
 - 6.C Revised Travel, Meeting and Related Expenses Policy Effective July 19, 2022
 - 6.D Contract between Reno County and PCiRoads for an unexpected emergency repair of the West abutment backwall and expansion device on the 4th Avenue Bridge over the Cow Creek drainage. Contract total is \$218,468.50
 - 6.E Approval to send out Bids for construction of Cell 8 at the Reno County Solid Waste Landfill
7. **Business Items**
 - 7.A Presentation of [2021 Audit Report](#)
 - 7.B Discussion of Façade Anchoring of Courthouse
 - 7.C Building a Culture for High(er) Performance Synopsis and Lessons Learned
 - 7.D [2023 County Budget](#)
 1. Notification to the Reno County Clerk that the 2023 County Budget will exceed the Revenue Neutral Rate (RNR) and set the RNR Public Hearing for August 30, 2022.
 2. Set a Budget Hearing date of August 30, 2022 for the County 2023 Budget.
 - 7.E [2023 Special Districts Budget](#)
 1. Notification to Reno, Harvey and Kingman County Clerks that the Special Districts Budget will exceed the Revenue Neutral Rate (RNR) and set the RNR Public Hearing for August 30, 2022.

2. Set a Budget Hearing date of August 30, 2022 for the Special Districts Budget.

7.F Discussion of Legislative Items

8. Discussion Items

8.A Interfaith Housing Discussion

9. County Administrator Report

9.A Financial Report

9.B Monthly Department Reports

10. County Commission Report/Comments

11. Adjournment



AGENDA ITEM

AGENDA ITEM #3.A

AGENDA DATE: July 19, 2022

PRESENTED BY:

AGENDA TOPIC:

Letter of invitation to the Reno County Fair from Adam Lesser, Reno County Extension Agent.

RECOMMENDATION / REQUEST:

No action is needed

Good morning,

The Reno County 4-H Program would like to extend an invitation to the Reno County Commissioners, their staff, and all other audience members to the 2022 Reno County Fair from Friday, July 22 through Monday, July 25th at the Kansas State Fairgrounds. On behalf of all our members, parents, volunteers, and sponsors, we greatly appreciate the support the Reno County Commissioners have already given to this program and the county fair. Doing so allows us to continue to see the benefits of positive youth development in our community. We would also like to encourage anyone interested to consider showing an open class project at the fair. More information can be found through the Reno County Extension website, or at renocountyfair.com.

Thank you for your time, and we hope to see you at the fair!

Adam Lesser

4-H & Youth Development Extension Agent for Reno County



AGENDA ITEM

AGENDA ITEM #6.B

AGENDA DATE: July 19, 2022

PRESENTED BY: Helen Foster

AGENDA TOPIC:

Change in Medical Insurance Third Party Administrator from BML to Allied Benefits

SUMMARY & BACKGROUND OF TOPIC:

In 2021, Reno County moved to BML as the Third Party Administrator(TPA) of the Reno County Health Plan. BML has had issues that have become a administrative concern. With the guidance of USI, the Benefits Committee, and Human Resources, Reno County would like to move to a new TPA for the health benefits of the Reno County Health Plan. USI presented two companies that would be good choices, it is recommended that we move to Allied Benefits as our new TPA for the Reno County health benefits.

ALL OPTIONS:

1. Continue with BML for the next health plan year 10/01/2022 - 09/30/2023
2. Approve change to Allied Benefits for the next health plan year 10/01/2022 - 09/30/2023
 - Approve Randy Partington to sign Letter of Intent for Allied Benefits and Termination Notice for BML

RECOMMENDATION / REQUEST:

Approve move to Allied Benefits beginning October 1, 2022 and authorize the county administrator to sign Allied Benefits Letter of Intent and BML Contract Termination Notice

POLICY / FISCAL IMPACT:

Moving to Allied would mean that the administrative fixed costs would raise by \$.25 per employee per month for an overall increase of \$975-\$1,000 annually.



RENO COUNTY
206 West First Ave.
Hutchinson, Kansas 67501-5245
PHONE: (620) 694-2982
FAX: (620) 694-2508

July 5, 2022

This year has proved to be very challenging with our change in health insurance. Most aspects of the new coverage have been working as intended and things are going smoothly with the vendors for these strategies and benefits put in place at the beginning of the last plan year. We have worked very hard with BML, our current TPA, to resolve ongoing issues with the administration of our plan, but we continue to have repeat issues. USI has recommended that we move to a new TPA that can better administer our benefits. USI has presented this information to the Benefits Committee and they agree that we do need to move away from BML. We were presented with 2 choices, HPI and Allied, for a new TPA and both were great options, but one will integrate with our current strategies more seamless than the other. I did reach out to other companies using both HPI or Allied and the results of the questionnaire were positive with both companies. It has been with the guidance of USI that the Benefits Committee and Human Resources have voiced an interest in moving to Allied Benefits as the new TPA. This change will not have a negative impact on the employees, but rather an enhanced member experience. Allied has the confidence and resources to facilitate our plan on the administration side and member services efficiently and effectively.

The change to Allied would not change any of our other benefits in place such as Fair Market Health, ProviDr's Care Network, Maxor Pharmacy, AroRX Pharmacy, Payer Matrix and MedWatch. USI is working with our current stop loss provider, ECU, for rates for the 2022-2023 year and may shop the stop loss if there will be a significant increase. This information will be provided at a later date when USI has information to provide to the Board.

I would like to move forward with Allied as our new TPA. Allied is requiring a letter of intent to be signed before we can move forward. They would also need \$2500 as an initial fee. Allied will hold the \$2500 and as long as Reno continues forward, the \$2500 fee will be applied to our claims funding requests.

There is a small increase in the administrative fixed costs for Allied of \$.25 per employee per month. This increase accounts for an increase of \$975 to \$1000 annually. This difference annually accounts for changes in enrollment due to the change in workforce.

Per direction of legal counsel and the administration, it is our intention to give BML notice of the contract termination effective on September 30th, 2022 at the same time that the letter of intent is provided to Allied Benefits.

I am requesting Randy Partington to sign and execute the letter of intent for Allied and the contract termination letter for BML with the approval of the Board.

Helen Foster
HR Director
Reno County



Reno County
Medical/Rx Plan
Third Party Administration (TPA) Fees
October 1, 2023 Renewal Date

TPA Outline	Current	Option 1	Option 2
Third Party Administrator (TPA)	BML	HPI	Allied Benefits
USI Preferred TPA	Preferred	Preferred	Preferred
Network Name	ProviDRs Care	ProviDRs Care	ProviDRs Care
Stop Loss Carrier	ECU	TBD	TBD
Pharmacy Benefit Manager (PBM)	Maxor/AroRx	Maxor/AroRx	Maxor/AroRx
Location	Great Bend, KS	Boston, MA	Chicago, IL
Number of KS Based Clients w/ USI	7	0	9
Number of Insured EE Lives in KS	4,000+	800	2,200
Employer & Employee Portal Access	Yes	Yes	Yes
Mobile Access to EE Portal	Yes	Yes	Yes
Mobile App	Yes	No	No
Separate Telehealth Services Fee	Yes	No	Yes
Member CSR Phone Number	Yes	Yes	Yes
Enhanced Member Concierge Services Available	Yes	Yes	Yes
Assigned Client Service Team	Yes	Yes	Yes
Fair Market Health &/or NexUS Integration	Yes	Yes	Yes
Compliance Support (Limited)	Yes	Yes	Yes
Optional Cost Containment Strategy Services	Yes	Yes	Yes
Reporting & Analytics	Yes	Yes	Yes
Specific Ad Hoc Reporting to Support Auditor & HR Team	Yes	Yes	Yes
Member Education & Supporting Materials	Yes	Yes	Yes
Performance Guarantee (Offered Proactively)	No	Yes	Yes
Manage Dental Eligibility for Delta Dental	Yes	No	Yes



Per Employee Per Month Fees

Medical Administration	\$23.00	\$22.00	\$23.25
COBRA Administration	Included in Above	\$1.00	Included in Above
UR / Case Management	\$2.48	\$3.00	\$2.00
Network Access Fee	\$11.35	\$11.35	\$11.35
Telemedicine w/ Teladoc	\$1.95	\$1.95	\$1.95
Fair Market Health Coordination	\$0.00	\$0.00	\$0.25
ID Card Preparation & Mailing	\$0.00	\$0.00	\$2.50 per mailing
FirstHealth National Wrap Network	% of Savings	% of Savings	% of Savings
Out-of-Network Pricing Negotiation	% of Savings	% of Savings	% of Savings
Case Management	\$128/hour	\$134/hour	\$130/hour

Additional Fees

Set Up Fee	\$0.00	\$0.00	\$0.00
Annual Fee	\$0.00	\$0.00	\$0.00

Total

EE

Total PEPM Fees	323	\$38.78	\$39.30	\$38.80
Total Additional Fees		\$0.00	\$0.00	\$0.00
Annual Total		\$150,311.28	\$152,326.80	\$151,196.30
Change from Current			\$2,015.52	\$885.02
Percentage Change			1.3%	0.6%

Additional fees may apply in the case of change in administrators, move to carrier ASO, fully insured or other termination of a third party.



June 13, 2022

Re: Letter of Intent

This letter confirms the intent of the above referenced entity and Allied Benefit Systems, Inc. ("Allied") to enter into an agreement whereby the entity will retain Allied to provide certain administrative services, which will be detailed in the Administrative Services Agreement ("ASA") between the parties, which will be provided during the implementation process. Because of the startup costs to be incurred by Allied in providing the proposed administrative services, Allied requires an initial fee of \$2,500 within **three days** of receipt of this letter. This fee is non-refundable. However, if an ASA is executed by the parties, Allied will offset this fee against the initial fee detailed in the executed ASA and/or the monthly administrative fees due Allied (excluding monthly fees/premiums owed to third parties, such as PPOs, stop loss carriers, etc.) and will be credited on your initial invoice.

As part of this Letter of Intent, the parties acknowledge and agree to execute an ASA no later than the effective date listed above.

This letter, in and of itself, does not constitute an ASA. All of the terms and conditions of the proposed transaction will be detailed in an ASA, to be agreed and executed by both parties.

Sincerely,

John Kachergius
Vice President of Account Management



ALLIED BENEFIT SYSTEMS, LLC

RENO COUNTY EMPLOYEES

BY: _____

BY: _____

PRINTED: _____

PRINTED: Randy Partington

TITLE: _____

TITLE: County Administrator

DATE: _____

DATE: July 19, 2022

Please send the \$2,500 Letter of Intent fee to Allied electronically.

Wire Instructions:

Bank Name: Citibank
Acct Number: 0800866529
Acct Name: Allied Benefit – ATF2
Location: Chicago, IL
ABA# 271070801

***IMPORTANT NOTICE:** As part of Allied's internal controls, Allied will communicate payment instructions via secure email from Allied's Treasury Services Department. Please note that any changes in Allied's account information will also be communicated via secure email from Allied's Treasury Services Department.*

Do not accept any payment instructions and/or changes in such instructions purportedly from Allied communicated in any other manner. Always confirm wire instructions via a telephone call to a trusted and verified Allied contact. Never rely solely on the contact information provided in the email purportedly communicating the wire instructions from Allied.

Finally, never wire money without confirming the wire instructions are correct.

Finally, as part of this Letter of Intent, Allied requires basic Client demographic details and an outline of the Allied services sold. Please share these client details in the New Client Form beginning on page 3 of this Letter of Intent. You will also find our implementation checklist. Please return the signed Letter of Intent, the fee of \$2,500 and the completed New Client Form. Allied can only begin to build the Client in our system once all three (3) items have been received.



Client Information

Client Legal Name		Requested Effective Date	
Tax ID Number		SPD Plan Year	
Corporate Address	City	State	Zip
Main Phone Number		Main Fax Number	
# of Employees / FTEs	# of Estimated Enrollees	Nature of Business / SIC	

Contact Information

Primary Contact Name		Title	
Phone Number		Email Address	
Additional Contact Name		Title	
Phone Number		Email Address	

Prescription Services

Pharmacy Benefit Manager

RxCare Alliance / CVS Caremark Managed Bundle	Other Specialty Rx Vendor:
--	-------------------------------

Allied Services

Claim Administration								
Medical	Dental	Vision	COBRA	FSA	HRA			
Medical Plan Options								
Plan Name	Plan Type <small>(PPO, QHDHP, ACP, MEC, HealthChoice)</small>	PPO Network	Eprove	Teladoc	ACS Behavioral	ACS Wellness	US Imaging	
COBRA Administration*								
Medical	Dental	Vision	Other	N/A				
*If Allied is administering COBRA for lines of service outside of Allied, please provide COBRA rates from carrier.								
Are any members currently on COBRA?		Yes	No					

Enrollment Information			
Waiting Period (cannot exceed 90 days)		Definition of EE (Hrs / Week)	
		End of Month	
		Date of Term	
Open Enrollment Date Range		Date Allied will receive enrollment data	
Initial Enrollment Method			
Forms		Spreadsheet	Other
Future Eligibility Changes			
Forms	Alliedbenefit.com (EM)	Spreadsheet	834 (subject to fee)
Will location / department breakdown be required?			
Yes - Please provide location names and codes		No	
If yes, will COBRA members be separate by location?		If yes, separate invoices by location?	
Yes	No	Yes	No
Other Covered Members			
Domestic Partners		Retirees	

Other Vendor Information		
Dental PPO Network		
Please list any other vendors where Allied will assist with billing or eligibility? (Additional fees may apply)		

Claim Information			
ERISA		Grandfathered	
Yes	No	Yes	No
Will Allied be receiving accumulator reports from your prior carrier?		Yes	No
If yes, what is the target date for receiving the file?			

Additional Notes



New Business Implementation Checklist

Today, business has many different faces. Allied's goal is to make certain that our professional services align with your organization's individual strategy and culture. We create customized programs to do just that. Working closely with your team, Allied will design a unique, sophisticated solution that satisfies each of your organizational needs with balance and simplicity. Allied is thrilled to be awarded your business and begin the implementation process!

Careful planning is critical to a successful partnership. It is ideal to have sixty (60) days to implement your plan to ensure that plan details, documents, communication materials and ID cards are implemented accurately and timely.

Allied has established this guide to provide you an overview of the implementation process. You will be assigned a dedicated Account Manager who will be your primary day-to-day contact, and who will coordinate implementation. If you have any questions or concerns regarding the timing required to implement your plan, your Account Executive and Account Manager will be happy to discuss options and provide solutions.

Please keep in mind that the ideal timeline to implement a plan is sixty (60) days from the date that Allied receives the executed Letter of Intent and the initial implementation fee of \$2,500.

The following are important items you will need to provide to Allied:

- Letter of Intent and Initial Fee Wire/Check
- New Client Form
- Current SPD's (if applicable)
- Confirmation of Sold Fees, Rates (if applicable) and Plan(s)
- Eligibility Information
- Accumulator Reports (if applicable)

The following are important items that Allied will create and send to you via DocuSign. You will need to review and return these items promptly:

- ACH Release Form
- Administrative Services Agreement (ASA)
- New York Form Signed
- Schedule of Benefits Approval (if applicable)
- Signed Summary Plan Description (SPD)
- COBRA Rates
- Acceptance of Rates and Terms
- Stop Loss Reinsurance Contract (if applicable)



AGENDA ITEM

AGENDA ITEM #6.C

AGENDA DATE: July 19, 2022

PRESENTED BY: Helen Foster

AGENDA TOPIC:

Revised Travel, Meeting and Related Expenses Policy Effective July 19, 2022

SUMMARY & BACKGROUND OF TOPIC:

The Travel, Meeting and Related Expense Policy was adopted on April 3, 2002. In this policy it was stated that the mileage reimbursement rate would be the IRS approved rate for the year and only allowed for a decrease in the rate during the year, but had not accounted for an increase. The revision has changed the language to state that the County would always adopt the IRS rate for mileage reimbursement. It is also clarified that there will not be retroactive reimbursements for employees prior to the County adopting the new IRS rate.

ALL OPTIONS:

- Approve the policy as presented and adopt effective July 19, 2022
- Dismiss revision of the policy and keep current policy that does not account for IRS mileage reimbursement increases during the year
- Make recommendations other than those presented

RECOMMENDATION / REQUEST:

Approve revision of mileage reimbursement rates to allow for changes in reimbursement based on the IRS rates regardless of whether it is a decrease or increase in the middle of the year.

POLICY / FISCAL IMPACT:

Mileage Reimbursements are budgeted within Department budgets. Departments will absorb this expense within their budgets.



SUBJECT: TRAVEL, MEETING, AND RELATED EXPENSE POLICY	
ENABLING RESOLUTION:	PAGES: 4
RESOLUTION DATE: Approved April 3, 2002	
RELATED POLICIES:	REVISED RESOLUTION & DATE: July 19, 2022 – Mileage
	OFFICE PRIMARILY RESPONSIBLE: All

APPROVED BY THE BOARD OF COMMISSIONERS OF RENO COUNTY, KANSAS:

BOARD CHAIRMAN: _____
(DATE)

BOARD MEMBER: _____
(DATE)

BOARD MEMBER: _____
(DATE)

1. PURPOSE

This policy governs reimbursement for authorized travel, meeting, and related expenses for all Reno County employees who travel or attend functions on official county business. It is appropriate that this type of expenditure of public funds be carefully regulated to assure that only authorized expenditures are reimbursed and/or paid by the County.

2. POLICY STATEMENTS

Reno County will reimburse transportation, lodging, food, and other related expenses that pertain to authorized county-related business, for all county employees and certain other employees for whom the County is responsible for such expenses, as provided by this policy. An exception shall be the expenses for a person in the custody of a county employee and for whom the employee must provide such amenities.

In accordance with K.S.A. 75-3203 et seq., non-County employees (city, other county or school district) shall be governed by the payment/reimbursement policy pertinent to their own employment if such policy supercedes the policy of the State of Kansas. If not, then the policies of the State of Kansas shall prevail.

Authorized expenses must be incurred by an employee while on official county business, and such expenses will be reimbursed only upon submittal of the proper receipt or documentation and the necessary approved voucher.

It is the responsibility of all employees to provide an accounting of actual expenses incurred during business travel and to submit all necessary receipts and documentation to the County Clerk for processing as soon as possible. Receipts presented after sixty (60) days, or 30 days after the end of the year, will require a written explanation for the delay. The County Clerk may determine that this delay requires the special approval by the Board of County Commissioners. Based on budgetary concerns, a department director may establish more restrictive standards for that department but in no case shall that standard be less than 20 days.

Regardless of the provisions of this policy, all reimbursements/payments are subject to the approval of vouchers by the Board of County Commissioners and the County Counselor, in accordance with Kansas State Statutes, KSA 19-716.

The general principle involved in this policy is that employees are to be reimbursed for expenses incurred in the performance of their duties. Any attempt by an employee to realize financial gain, over and above legitimate reimbursement for his/her costs as provided in this policy, or to be reimbursed for non-business related activities, shall be considered a misappropriation of public funds and be treated accordingly.

The annual budget, as adopted or modified by the Board of County Commissioners, will control travel within each department. Department directors are responsible for monitoring their budgets, assuring that funds are sufficient before approving expenditures related to this policy. If a line item is not sufficient to support necessary expenditures, the Department Director is responsible for providing evidence of the need to the Board of County Commissioners which has the authority to permit the expenditure.

3. HARDSHIP

As a general rule, Reno County will not advance travel expenses. Employees should not request advance monies except under hardship circumstances, that is, the employee is without adequate cash or credit resources to fund his or her expense.

Hardship will be determined by the employee's Department Director on a case-by-case basis. It is the employee's responsibility to provide proof of hardship upon application for advance funds.

As set forth in Reno County Resolution 88-24 establishing the County Clerk's petty cash fund for payment of advance money to county employees "for the acquisition of goods and services where cash is the only acceptable or expedient means of payment", travel money will be advanced on an emergency basis for the transportation or extradition of prisoners. Cash advances on county credit cards are not authorized, except as may be necessary for the Reno County Sheriff's Department for the extradition of prisoners.

When actual expenses are less than the cash advance, the balance, with applicable receipts and documentation, is due back to the County Clerk within five (5) work days (M-F) after the employee's return.

4. AUTHORIZATION

After the department director authorizes a county employee to attend a meeting, seminar, school or conference, or is otherwise directed to travel on official county business, expenses such as lodging, meals, parking fees, tolls, transportation, telephone, fax, tips, and other justifiable business expenses will be paid or reimbursed at the actual cost, or as otherwise provided herein, as follows:

5. COMMERCIAL LONG DISTANCE TRAVEL

Airline/train/bus fare will be reimbursed and/or paid at the best coach fare or least expensive, practical, available fare. Arrangements for airline travel must consider and provide preference for those airlines which participate in the City of Wichita's "Fair Fares" Campaign begun in 2002. Preference shall mean that the preferred airline's fare is less than or no more than 15% above the fare for a non-preferred airline, assuming that, if it is more, the non-preferred airline lowered its rates because of the "Fair Fares" campaign.

Whenever practical and economical, reservations should be made through local travel agencies or other such sources that agree to submit charges directly to the county for payment upon receipt of invoice.

Employees who charge commercial long distance travel fare to a personal credit card or pay by cash or personal check will be reimbursed upon submission of the required documentation.

6. COMMERCIAL LOCAL TRAVEL

Commercial travel to and from airports, bus or train stations, and around the city where the conference, school, or meeting is held, will be reimbursed at the lowest most reasonable cost. Rental of vehicles requires prior approval by the department director, except Sheriff's officers involved in the extradition of prisoners which only requires Sheriff Department approval.

7. AUTOMOBILE EXPENSES

County Vehicles

When using a county vehicle, employees who incur reasonable out-of-pocket expenses, will be reimbursed for actual expenses. All employees are expected to use the City of Hutchinson fueling station whenever practical.

Private Vehicles

Use of private vehicles will be reimbursed at the mileage reimbursement rate provided below unless a county vehicle is available and the employee chooses to use a private vehicle instead, in which case the mileage rate shall be one-half of the rate provided below, rounded down to the nearest whole cent. Based on budgetary concerns, a department director may override the employee's decision and require the use of a County vehicle.

Employees who are expected to use their own vehicles in the course of their regular workday shall receive the full mileage reimbursement rate for local travel. No reimbursement shall apply to local terminal trips of less than one-half (1/2) mile one way.

The mileage reimbursement rate for mileage (calendar year) shall be the rate recognized by the U.S. Internal Revenue Service as reimbursement at the time of travel but rounded down to the nearest whole cent. If the I.R.S. reduces and/or increases this rate effective on any date of the year, the County's reimbursement rate shall be reduced and/or increased to the new rate on that date, rounded down to the nearest whole cent, in order to assure that employees do not realize income, as defined by the I.R.S. Nothing contained in this paragraph shall be so interpreted as to require that an employee return a portion of a mileage reimbursement to the County or expect an additional reimbursement as the result of a change in the rate prior to the date the County adopts the new rate.

Authorized mileage shall include only those miles necessary to reach one's destination by the shortest, safe route; shall be authorized by the Department Director as necessary to conduct County business; and shall exclude any incidental mileage during the employee's trip which is not required for County business, such as travel to restaurants and gatherings not officially sponsored by a conference. Department Directors are expected to mandate the use of car-pooling whenever practical.

For purposes of mileage reimbursement, mileage shall be determined using the mileage reimbursement chart or the employee's reported mileage, whichever is less. The mileage reimbursement chart shall be that utilized by the State of Kansas and, for out of state travel, the chart or methodology determined by the County Clerk and approved for this purpose by the Board of County Commissioners.

8. MEAL ALLOWANCE

Reno County shall reimburse meal expenses only when incurred in connection with overnight travel. If an employee is not away from home overnight, but still is away during meal periods, any meals purchased are considered personal in nature and not a reimbursable expense. Claims for meal reimbursement expenses must include documentation substantiating the location of the overnight stay and the business purpose for travel.

Meals during authorized travel will be reimbursed only with appropriate receipts at the maximum rate of \$25.00 per meal and a maximum of \$40.00 per day.

Liquor and alcoholic beverages are not reimbursable. Meals purchased in lieu of meals provided by a conference or seminar are not reimbursable.

9. LODGING

Hotel or motel lodging will be paid/reimbursed at the single rate. The maximum reimbursable room rate, for approved seminars being held at specific facilities, will be that rate charged by the host seminar facility. In no case shall reimbursement exceed the actual cost to the employee of his/her own lodging.

Double occupancy will not be paid/ reimbursed unless both occupants are Reno County employees. This shall not prevent employees from sharing expenses with others in order to reduce the cost to the County. Employees who incur expenses for double occupancy which is not reimbursable are responsible for documenting the cost for the single rate.

Lodging and other legitimate expenses will be paid/ reimbursed for two or more consecutive days of travel involving a one-way trip of more than one hundred and ten (110) miles, with the following exceptions:

For seminars or appointments within the same day, the prior evening's lodging will not be paid/reimbursed if the day's meeting or appointment is less than 110 miles from the Reno County Courthouse, as listed on the mileage chart, and commences at or after 9:00 a.m. Further, same day's overnight lodging is not authorized if the day's appointment concluded prior to 6:00 p.m. unless no transportation is available.

For seminars or appointments of two or more consecutive days duration and located 50 or more miles from the Reno County Courthouse, as listed on the mileage chart, overnight expenses will be paid/reimbursed. However, the prior evening's and the evening following shall be governed by the preceding paragraph.

10. ADVANCE PAYMENTS

Whenever possible, registration, seminar, commercial long distance travel, and motel/hotel expenses for authorized county business will be paid directly to the provider. It is the attendee's responsibility to submit the necessary paperwork in a timely fashion to assure that these expenses can be paid directly by the County. If timing is an issue, an employee may pay for the registration and other such expenses and then be reimbursed by the County.

11. REPEAL

The travel policies established by TR Policy 91-04 and TR Policy 98-024 are hereby repealed.

This policy shall be effective as of the date of its adoption.



AGENDA ITEM

AGENDA ITEM #6.D

AGENDA DATE: July 19, 2022

PRESENTED BY: Don Brittain

AGENDA TOPIC:

Contract between Reno County and PCiRoads for an unexpected emergency repair of the West abutment backwall and expansion device on the 4th Avenue Bridge over the Cow Creek drainage. Contract total is \$218,468.50

SUMMARY & BACKGROUND OF TOPIC:

This Contract is for an unexpected emergency repair to the West abutment of the 4th Avenue Bridge over the Cow Creek Drainage. The West abutment backwall is in a state of disrepair with the expansion device broken and the backwall delaminated over it's height.

ALL OPTIONS:

1. Approve and Sign the Contract
2. Send back to Staff for revision
3. Deny the Contract between Reno County and PCiRoads

RECOMMENDATION / REQUEST:

Approve and sign the Contract between Reno County and PCiRoads.

POLICY / FISCAL IMPACT:

This Contract is to be funded out of the Special Road Improvement Fund (094)

CONTRACT

THIS AGREEMENT, made and entered into this 19th day of, July 2022, by and between the Board of County Commissioners of Reno County, Kansas First Party, hereinafter referred to as the "Owner", and PCiRoads Second Party, hereinafter referred to as the "Contractor".

WITNESSETH:

ARTICLE 1. It is mutually agreed, that for and in consideration of the sum of \$218,468.50 to the Contractor by the Owner. The Contractor shall furnish all labor, equipment, accessories, and material (except material salvaged or otherwise furnished as specified) and shall perform all work necessary to construct and complete the 4th Avenue Bridge over the Cow Creek Drainage, Project 2022-06 in a good, substantial, and workmanlike manner, ready to use, and in strict accordance with plans and specifications as approved and on file with the Director of Owner.

ARTICLE 2. It is further agreed, that in consideration of the faithful performance of the work by the Contractor, the Owner shall pay the Contractor the sum or sums due him by reason of said faithful performance to the work, at stated intervals and in the amounts certified by the Director of Owner, in accordance with the provisions of the General Specifications, and as set forth in the Proposal as accepted by Owner.

ARTICLE 3. It is hereby further agreed that, at the completion of the work and its acceptance by the Owner, all sums due the Contractor by reason of his faithful completion of the work, taking into consideration additions to or deductions from the Contract price by reason of alterations or modifications of the original Contract or by reason of "Extra Work" as authorized under the Contract in accordance with the provisions of the General Specifications, will be paid the Contractor by the Owner within thirty (30) days after said completion and acceptance.

ARTICLE 4. It is hereby further agreed that the words "he" or "him" wherever used herein as referring to the Contractor shall be deemed to refer to said Contractor, whether a corporation, partnership, or individual, and this Contract and all covenants and agreements thereof shall be binding upon and for the benefit of the heirs, executors, administrators, successors, and assigns of said Contractor.

ARTICLE 5. It is hereby further agreed that any reference herein to the "Contract" shall include all contract documents as specifically set out in the Information for Bidders and General Specifications and are hereby made a part of this agreement as fully as if set out at length herein.

ARTICLE 6. Owner shall have the right of five (5) days written notice if necessary to require Contractor to suspend the work or any part thereof. Contractor will, however, in such event be entitled to receive full payment for all equipment rental, material delivered, and supervision proportionate to the amount of work completed by him under the Contract, at the prices herein named. Determination of the amount due Contractor in this event will be in the same manner except as to amount, as if the work had been completed. Such final payment shall not include any allowance to Contractor for any anticipated profits that might have accrued from the completion of said work, and Contractor agrees that he will assert no claim for damages against Owner on account thereof.

At any time after Contractor has suspended operations, either in whole or in part, Contractor will resume operations as requested by Owner, and upon receipt of written notice from Owner that Owner desires operations resumed, Contractor shall within ten (10) days resume work upon the Contract and diligently carry on the same.

ARTICLE 7. Contractor assumes all risks of delays occasioned by injunction, lawsuits, or restraining orders and it is distinctly understood that Owner shall be in no manner held responsible for damages or otherwise for delays or suspension of work occasioned by injunction, lawsuits, or restraining orders caused by the default or neglect of Contractor.

ARTICLE 8. Contractor further agrees to hold Owner free and harmless from all loss or damage caused by the neglect of duty or malfeasance of Contractor or their agents or employees in the performance of this Contract.

[THIS AREA OF PAGE LEFT INTENTIONALLY BLANK]

IN WITNESS WHEREOF, the First Party and the Second Party, respectively, have caused this agreement to be duly executed the day and year first herein written, in triplicate, all copies of which to all intents and purposes shall be considered as the original.

OWNER, First Party

BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS



Public Works Director

Chairman, Reno County Commission

Reno County Commissioner

Reno County Commissioner

ATTEST:

Reno County Clerk

SEAL:

CONTRACTOR, Second Party

Title

ATTEST:

Corporate Seal:

**4th Ave Bridge Over the Cow Creek Drainage
PROJECT NO. 2022-06
BID OPENING – Monday, July 11th at 10:00am**

	King Construction 301 N. Lancaster PO Box 849 Hesston KS	L & M Contractors Inc 1405 K-96 Hwy Great Bend, KS 67530	PCi Roads 14123 42 nd St. NE St. Michael, MN 55379
Total Bid	No Bid	\$219,928.50	\$218,468.50 Apparent Low Bid

	Wildcat Concrete Services, Inc 5830 SW Drury Ln. Topeka, KS 66604		
Total Bid	No Bid	\$	\$

Total Bid	\$	\$	\$



AGENDA ITEM

AGENDA ITEM #6.E

AGENDA DATE: July 19, 2022

PRESENTED BY: Megan Davidson, Solid Waste Director

AGENDA TOPIC:

Approval to send out Bids for construction of Cell 8 at the Reno County Solid Waste Landfill

SUMMARY & BACKGROUND OF TOPIC:

The scope of work for this project generally consists of earthwork and composite landfill liner installation for a municipal solid waste landfill cell with an approximate 7 acres disposal area (approx. 10 acres total disturbance area). Earthwork primarily consists of excavating and/or placing compacted fill to achieve subgrade elevations. Construction of the cell 8 landfill liner system includes the following layers from bottom to top: subgrade 1 foot thick low permeability soil liner, geosynthetic clay liner, smooth and textured 60 mil high density polyethylene liner, and 18 inch thick sand protection/drainage layer. The project also includes installing perforated leachate collection piping within granular drainage material enveloped in a non-woven textile, solid leachate cleanout piping with a reinforced- concrete headwall at the terminus, installation of a dual walled temporary sump, piping, electrical, and re-vegetating areas disturbed by construction activities.

ALL OPTIONS:

1. Approve the Project Manual to go out to Bid for Cell 8
2. Send the Project Manual back to staff for changes and revisions
3. Delay the Project for Cell 8 to go out for bid

RECOMMENDATION / REQUEST:

Approval to send out and post the project manual Bid for Cell 8 at the Reno County Solid Waste Landfill.

POLICY / FISCAL IMPACT:

This project has been budgeted for the year 2022.

1 INVITATION TO BID

Reno County is requesting Bids for the construction of the following Project:

RENO COUNTY SOLID WASTE – CELL 8

Bids for the construction of the Project will be received at the Office of the Reno County Solid Waste Director located at Reno County Solid Waste Facility, 4015 West Clark Road, Hutchinson, Kansas (inside the scale house) until **Thursday, August 18, 2022 at 11:00 AM CDT**. At approximately 11:30 AM on said date the Bids will be opened and publicly read at the landfill office for the following project:

Reno County Solid Waste – Cell 8 at the Reno County Solid Waste Landfill near Hutchinson, Kansas. The scope of work for this project generally consists of earthwork and composite landfill liner installation for a municipal solid waste landfill cell with an approximate 7-acre disposal area (approx. 10-acre total disturbance area). Earthwork primarily consists of excavating and/or placing compacted fill to achieve subgrade elevations. Construction of the Cell 8 landfill liner system includes the following layers from bottom to top: subgrade, 1-foot thick low permeability soil liner, geosynthetic clay liner, smooth and textured 60-mil high density polyethylene liner, and 18-inch thick sand protection/drainage layer. The project also includes installing perforated leachate collection piping within granular drainage material enveloped in a non-woven geotextile, solid leachate cleanout piping with a reinforced-concrete headwall at the terminus, installation of a dual-walled temporary sump, piping, electrical, and re-vegetating areas disturbed by construction activities.

Obtaining the Bidding Documents

Information and Bidding Documents for the Project can be found at the following designated website:

<https://projectportal.scsengineers.com/UserWeb/Transfers/PublicTransfers.aspx>

Bidding Documents may be downloaded from the designated website. Prospective Bidders are urged to register with the designated website as a plan holder, even if Bidding Documents are obtained from the Issuing Office or source other than the designated website in either electronic or paper format. The designated website will be updated periodically with addenda, lists of registered plan holders, reports, and other information relevant to submitting a Bid for the Project. All official notifications, addenda, and other Bidding Documents will be offered only through the designated website. Neither Owner nor Engineer will be responsible for Bidding Documents, including addenda, if any, obtained from sources other than the designated website.

Prospective Bidders may obtain or examine printed copies of the Bidding Documents at ARC Document Solutions located at 518 W Douglas, Wichita, Kansas on Monday through Friday between the hours of 8:00 AM and 5:00 PM. Interested bidders will be responsible for any fees associated with printing of the plans.

Pre-bid Conference: A mandatory pre-bid conference for the Project will be held on **Wednesday, August 3, 2022 at 1:00 PM** at the **Reno County Landfill Convenience Center**, 4015 West Clark Road, Hutchinson, KS 67501. Bids will not be accepted from Bidders that do not attend the mandatory pre-bid conference.

Request for Information: Requests for information will be received by email only. Questions will be accepted up to **August 12, 2022 at 5:00 CDT**. Questions submitted after this time will not be addressed. Please direct any questions regarding this Invitation to Bid to slinehan@scsengineers.com.

Instructions to Bidders: For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

This Advertisement is issued by:

Owner: **RENO COUNTY**

By: **Megan Davidson**

Title: **Reno County Solid Waste Director**

Date: **July 20, 2022**

END OF SECTION



AGENDA ITEM

AGENDA ITEM #7.A

AGENDA DATE July 19, 2022

PRESENTED BY Melissa Romme, partner from Adams Brown, LLC and Jami Benyshek, manager from Adams Brown, LLC, via “Zoom” (introduction by County Administrator Randy Partington)

AGENDA TOPIC Presentation of 2021 Audit Report

- Reno County Primary Government Financial Statement with Independent Auditors’ Report for the year ended December 31, 2021 (with required supplementary information and with Schedule of Expenditures of Federal Awards “SEFA”)
- Governance Letter addresses the conduct of the audit, such as whether there were difficulties, disagreements, management representations, whether there were other “findings” (This letter describes no problems or “findings”).

SUMMARY & BACKGROUND OF TOPIC

The annual audit meets requirements of:

- Kansas Statutes such as K.S.A. 75-1122 and 75-1120a(c),
- Various bond issuances and ongoing bond reporting
- Various grant conditions, and federal “Uniform Guidance” as a recipient of federal awards.

Reno County’s basis of accounting is a regulatory basis in accordance with Kansas Municipal Audit and Accounting Guide “KMAAG”. KMAAG is a basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of the state of Kansas.

Reno County provides Adams Brown LLC a signed Management Representation letter for the 2021 audit, acknowledging Reno County responsibility for the financial statement, internal controls, compliance with laws and regulations, etc. The letter is to be signed by County Administrator Partington and Commission Chairman Friesen. (This should be done prior to or during the meeting.) Since the presentation is by Zoom, the signed letter will be emailed to Ms. Romme at Adams Brown, LLC.)

ALL OPTIONS

- Provide to Adams Brown the signed Management Representation Letter and approve the 2021 Audit Report as presented
- No alternative expected

COUNTY ADMINISTRATOR RECOMMENDATION/REQUEST

Provide the signed Management Representation Letter and approve the 2021 Audit Report as presented

POLICY / FISCAL IMPACT

Completion of the audit meets the Kansas Statutory requirements, bond requirements, grant requirements and federal award requirements. Fiscal impact cannot be quantified but is certainly favorable.



AGENDA ITEM

AGENDA ITEM #7.B

AGENDA DATE: July 19, 2022

PRESENTED BY: Harlen Depew, Maintenance Director

AGENDA TOPIC:
Discussion of Façade Anchoring of Courthouse

SUMMARY & BACKGROUND OF TOPIC:

Whereas our reputable local engineer recommends re-anchoring the limestone façade around the tower and; Whereas we have a report from another reputable engineering firm suggesting we do nothing in regards to additional anchoring and; Whereas the value of anchoring to hollow clay tile is questionable and is impractical or inaccessible in some locations and; Whereas there is no guarantee that additional anchoring will prevent future deterioration or damage, we do not believe a full scale anchoring project is justified at this time.

RECOMMENDATION / REQUEST:

We are recommending one of two options:

Option 1. Anchor only the façade only around the 6th floor portion of the concrete tower where the original anchors are presumed to be most deteriorated due to water infiltration over time. If this option is chosen, we recommend bidding out this scope as a separate project to be completed later in 2022 or 2023.

Option 2. Do nothing at this time.



May 6, 2022

Mr. Marcus Devereaux
General Adjuster
Travelers Business Insurance Major Case Unit
P.O. Box 430
Buffalo, New York 14240

Reno County Courthouse

206 W. 1st Avenue, Hutchinson, Kansas
Claim ID: DHR8382
WJE No. 2022.1959.0

Dear Mr. Devereaux:

At your request, Wiss, Janney, Elstner Associates, Inc. (WJE) has performed an investigation related to two change orders provided for earthquake damage repairs at the Reno County Courthouse at 206 W. 1st Avenue in Hutchinson, Kansas. This letter report summarizes the investigation performed and our findings. Referenced photographs are included at the end of the report.

Background

We understand that earthquake damage repairs are in progress at the Reno County Courthouse and that the following change orders were recently submitted by the contractor for the project:

- Change Order 2: Stone Fascia Stabilization, and
- Change Order 3: Dome Slab Replacement.

These change orders, which are provided in Appendix A, have been identified by the building owner as additional work related to ongoing earthquake damage repairs. WJE has been retained to review the change orders, to provide input on the scope of work set forth in the change orders, and to assess the pertinence of the scope of work to conditions resulting from earthquake ground shaking. As a part of our investigation, we performed a site visit to observe existing conditions, reviewed project documents made available to us, and conducted supplemental research.

Prior to WJE's involvement, a separate engineering firm was retained by Travelers to investigate earthquake damage to the Courthouse and opine on the appropriate scope of repairs for that damage. WJE was not involved with that investigation, nor were we involved in the scoping of the ongoing earthquake damage repairs. The focus of our investigation and this report is the two change orders provided.

Site Visit

WJE visited the site on March 31, 2022 to generally observe existing conditions and repair work that was in progress. While on site, we met with Mr. Harlen Depew, Direct of Maintenance and Purchasing with Reno County; Mr. Brent Engelland, structural engineer with Engineering Consultants; Mr. Corey Thomas with Pishny Restoration Services; and Mr. Craig Vogel with Envista Forensics. The following summarizes the information collected during our site visit, including information obtained during our on-site discussions with the representatives noted and our site observations.

On-site Discussion

During our discussions on site, the following information was provided:

- The Reno County Courthouse is a Registered National Historic Landmark (NHL).
- In August 2019, there were two earthquakes that occurred within a few days of each other and both earthquakes damaged the building. The majority of the earthquake damage is believed to have occurred during the first earthquake.
- After the first earthquake, Engineering Consultants (EC) was asked to inspect the building. EC has photos documenting the post-earthquake condition of the building and offered to share those photos with WJE. The earthquake damage was reported to generally include cracking of interior plaster, mortar fragments around the perimeter of the dome interior, and stone cracking around the exterior base of the dome.
- Temporary repairs related to weatherizing the dome were completed in December 2019 by Landmark Architecture, a local architecture firm that was working on the building at that time, and EC. The repairs included caulking mortar joints at the dome.
- In January 2020, another earthquake with a shaking intensity that was stronger than the previous earthquakes occurred. Mr. Depew reviewed the building immediately thereafter, but minimal additional damage was noted; however, more cracking of mortar and plaster were reported. At this time, it is our understanding that scaffolding and/or other means of close-up access to the exterior façade were not yet in place, so these observations of additional damage were made from the ground, adjacent roofs, and other accessible areas.
- When planning began for the earthquake damage repairs, it was decided to have other maintenance and repairs for the building occur at the same time, including weatherization of the exterior facade and window restoration. To separate earthquake damage repairs from other repairs, the project was bid in four phases: 1) weatherization of the exterior façade, 2) dome repairs, 3) interior plaster repairs, and 4) window restoration. The earthquake-related repairs were reported to be limited to Item 2 and Item 3.
- Pishny Restoration Services (Pishny) was awarded contracts for all four repair phases and repairs started approximately one year ago.
- Patching of existing stone units and repair of existing mortar joints were reported as the general means for addressing exterior façade weatherization repairs. WJE asked for copies of any summary

drawings or elevations that would depict the scope of exterior façade work completed, but no documents could be provided because the work is reportedly proceeding without documentation of the individual spall or mortar repairs. Pishny noted that the existing stone cladding has locations of half-moon spalls and patching of those spalls was included in their scope of work. Mr. Depew reported that in roughly 1999 similar repairs to the exterior façade were performed, but no investigation was performed to determine the cause of the stone spalling or cracking at that time.

- During the weatherization repairs, it was noted that the stone cladding for the tower was generally not anchored to the building. EC reported seeing some displaced stones during the repairs, but the number of displaced stones was not provided during our discussion.
- Since the façade repairs started, EC reported that there are not nearly as many stone anchors to the building as would have been expected and sometimes there are no anchors. Based on this finding and other observations, EC recommended anchoring the existing stone units at the tower to the building, which is generally the scope of work provided in Change Order 2.
- EC noted that there are no structural calculations for the new stone anchors proposed in Change Order 2, rather the new anchors were detailed based on engineering judgment.
- For the dome repairs, Pishny started with the repairs at the steps leading up to the dome cap, also referred to as the dome slab. At approximately January 2022, the stone units for the dome cap were removed and the substrate below the stone was exposed. Pishny and EC noted that the substrate was composed of a layer of clay tile remnants and grout on top of a concrete slab. They both reported the exposed concrete slab did not visually appear to be in good condition and there was at least one location where a rivet for the steel truss below was exposed. The deterioration noted was not attributed to earthquake damage but was generally believed to be from long-term exposure to weather. During the site visit it was also noted that the existing dome cap was not waterproofed.
 - EC reported the original structural drawings for the building specified a four-inch thick concrete slab with reinforcing bars at eight inches on center.
 - Pishny reported that the measured concrete slab thickness (as measured by drilling holes in the slab) ranged from two to two-and-a-half inches and that they could provide documentation of the slab measurements they collected to WJE.
 - EC also reported they analyzed the existing concrete slab and that it does not meet current code requirements for strength. No calculations were provided for WJE's review.
 - Based on the items noted above, EC and Pishny recommended that the concrete slab at the dome cap be replaced, which is generally the scope of work provided in Change Order 3.
- The interior plaster repairs were reported to be largely complete and the window restoration, while work in progress, was reported to be unrelated to the earthquake damage repairs. We did not discuss these repairs further during our site visit.
- The authority having jurisdiction over the Reno County Courthouse was reported to be the City of Hutchinson. EC reported that the City of Hutchinson has adopted the 2018 International Building Code (IBC); however, the earthquake damage repairs were designed under the previous version of the IBC. EC noted they analyzed the dome using ASCE 7-10.

Site Observations

The Reno County Courthouse is a five-story building (Figure 1) with a basement that was constructed in 1929-1930. The central portion of the building has a domed tower that rises above adjacent roofs and the tower has a penthouse that is also referred to as the "sixth" floor of the building (Figure 2). During our site visit, the tower was scaffolded on three sides; however, scaffolding at the front of the tower (also referred to as the south elevation) was not accessible during our visit. Scaffolding for the other two sides was accessible during our site visit. There was snow and some wind the day of our site visit, which resulted in some access limitations to the dome roof.

During our site visit, we walked the site with Pishny and Envista Forensics. We generally reviewed the interior conditions at the tower penthouse (i.e., "sixth" floor), east and west exterior elevations for the tower from the adjacent roofs, and the southwest quadrant of the dome cap from the steps leading up to the dome cap. Our site observations are summarized by location.

- **Interior Tower Penthouse.** The tower penthouse or "sixth" floor primarily contains elevator equipment (Figure 3) and is constructed of concrete walls and a steel truss-framing system that supports the dome cap concrete slab above (Figure 4). At the perimeter of the dome there is a series of steps that lead up to the dome cap concrete slab. Close-up access to the underside of the concrete slab was not possible, but the condition of the slab was observable from a ledge at the base of the dome (Figure 5). The concrete slab was generally in good condition with no cracks or spalls visible. Some locations of poor consolidation were noted and Pishny communicated that in those areas there are also wood spacers that are exposed with little to no concrete cover (Figure 6).
- **Exterior East and West Tower Elevations.** At the time of our site visit, it was our understanding that the weatherization repairs for the exterior façade were largely complete. Conditions observed at the east and west tower elevations were largely the same. We noted locations of "half-moon" cracks and cracked mortar joints that had not been repaired (Figure 7 through Figure 10) and locations of "half-moon" patch repairs (Figure 11). We noted one location of a corner stone on the west elevation that was offset from adjacent stones (Figure 12 and Figure 13). While there was a slight separation at the head joint for this offset stone, no large gaps or signs of distress were observed in the adjacent mortar. No other locations of offset or potentially displaced stones were observed or pointed out to us.
- **Exterior Dome Cap Slab.** The dome cap for the tower was largely covered with plastic at the time of our site visit; however, a portion of the southwest quadrant of the dome cap slab was exposed for our review (Figure 14 and Figure 15). The exposed surface was generally uneven (i.e., rough) and appeared to have areas of residual mortar from the setting bed for the stone units that had previously been adhered to the dome cap slab (Figure 16). At one location reinforcing bars for the slab and rivets for the steel truss below were exposed (Figure 17). The exposed steel was generally in good condition. At the corner of the dome cap, we noted that the slab appeared to be composed of two layers of material that were different in color (Figure 18). The color of the top layer was almost white and the bottom layer was a shade of gray that was generally darker than the slab surface that was exposed. No large aggregate was observed in the exposed and weathered surface, only coarser fine aggregate;

the absence of coarse aggregate and the presence of the second layer of darker material suggests that the material at the top layer might be setting bed mortar.

Document Review

A number of project documents were provided to us for review. The documents most relevant to the scope of our investigation are described below:

- **1929 Original Drawings.** The original drawings for the building dated 1929 were reviewed and the following items relevant to the concrete slabs were noted:
 - Concrete floor sections shown on Plate Nos. 3, 4, 5, 6, 7, and 8 of the drawings typically show concrete slabs with a thickness of two-and-a-half inches. The floor systems shown in these sections generally consist of concrete floor joists that are regularly spaced. The general notes on Plate No. 5 indicate that the 2-½ inch thickness excludes the thickness of finish, assumed by WJE to be a non-structural topping slab. The general notes also specify use of 2,000 psi concrete.
 - The structural details for the dome are shown on Plate No. 26 of the drawings and the dome cap is specified to be a four-inch thick slab with reinforcing bars spaced eight inches both ways.
- **EC Earthquake Damage Evaluation Letter.** A letter by EC dated March 9, 2020, regarding their earthquake damage evaluation was reviewed and the following relevant items were noted:
 - On page 2 of the letter, EC noted the following:

“A fortunate occurrence for the review of the facility was the fact that the building was scheduled to have exterior façade work completed in the early fall of 2019 and exterior restoration contractors were in the process of reviewing and documenting the façade of the building in order to prepare their bids. Therefore, just prior to the August earthquakes a detailed series of photographs and data was collected. It was clearly evident immediately after the August events that new cracking in the façade was present.”

We requested a copy of the “detailed series of photographs and data” collected; however, it was reported that the consultant performing that work recently lost data from their servers and these photos were no longer available. WJE is therefore unable to verify the reported new cracking via comparison of post-earthquake conditions with pre-earthquake photographs.
 - On page 2 of the letter, EC noted, “The damage was almost exclusively aesthetic in nature (with the exception of the connection of the steel dome framing which will be discussed in detail below).”
 - On page 3 of the letter, EC recommended, “The connection between the steel dome superstructure and the cast-in-place concrete supporting framing should be reinforced per the January 28, 2020, construction drawings.”
 - On page 3 of the letter EC recommended, “As veneer repairs are made on the facility, we recommend improving the degree of attachment between the stone veneer and the back-up structure behind it. In our opinion, the specific methods and techniques that are chosen to improve this connection is best determined as a team effort involving the building owner, architect, structural engineer, and the exterior restoration contractor.”

- **GLMV Architecture (GLMV) and EC Dome Repair Documents.** The repair documents by GLMV and EC are dated August 31, 2020, and include drawing sheets: S0.0, S0.1, S1.0, S2.0, S2.1, S3.0, S3.1, and A-501, and a “dome overhead view” that was included as an addendum. The following relevant items were noted:
 - The General Structural Notes on Sheet S0.0 specify “design and construction shall be in accordance with provisions of the 2012 Edition of the International Building Code (IBC)”.
 - Six photographs provided on Sheet S3.1 show the steel framing for the dome and the underside of the dome cap slab. While the images are not high-resolution, no cracks, spalls, or other signs of distress are visible at the underside of the dome cap slab and none are annotated thereon or elsewhere in the repair documents, indicating that no conditions that could potentially be attributable to the earthquake have been identified.
 - Architectural details for dome remedial work are provided on Sheet A-501. Detail C1/A-501 include a new continuous weather barrier applied to the surface of the concrete slab and new stainless steel pins anchoring the stone to the slab. These features are not replacements of existing construction that was either damaged by the earthquake or removed for access purposes; rather, the extant dome cap slab construction did not include either a weather barrier or steel pins.
 - The high resolution dome overhead photograph that was included as an addendum appears to have been taken by a drone (Figure 19). While the date of the photo is not provided, it is assumed that the photo was likely taken at some point in 2020, after the recent series of earthquakes had occurred. No cracks, spalls, discoloration, or other signs of distress are identifiable in the photo despite that fine features of the stone units and other elements are readily apparent.
- **Change Order 2: Stone Fascia Stabilization.** Pishny Change Order 2, which is a specific subject of our investigation, is for “stone fascia stabilization” and includes four annotated building elevations, along with a table of costs provided on a separate page. The total change order cost is \$698,401.20 and includes a 4 month project extension. The following relevant items were noted:
 - The change order specifies four repair types: Type A, Type B, Type C, and Type D. Repair types generally vary based on the material of the backup for the stone fascia, e.g. concrete backup versus clay tile backup.
 - The drawings call for installation of two new stainless steel helical ties at every stone unit throughout the portion of the tower that is roughly above the third floor.
- **Change Order 3: Dome Cap Replacement.** Pishny Change Order 3, which is also a specific subject of our investigation, is for replacement of the dome cap slab and stone fascia and includes four sheets of supporting documentation, along with a table of costs provided on a separate page. The total change order cost is \$928,440.80 and includes a 4.5 month project extension. The following relevant items were noted:
 - Hand sketches of the new concrete slab for the dome are shown on pages 3 and 5 of the change order. Sketches show the new concrete slab thickness varies but has a minimum concrete thickness of four inches. The maximum concrete thickness is not specified. Based on the absence of any identified earthquake damage to the dome cap concrete slab, WJE believes the new concrete slab is being specified to address general deterioration or artifacts of the original construction, as opposed to remedying earthquake damage.

- The new concrete slab is specified to have a Xypex waterproofing admixture and epoxy coated reinforcing. These features are not replacements of existing construction that was either damaged by the earthquake or removed for access purposes; rather, the extant dome cap slab construction did not include either waterproofing material or epoxy coated reinforcement. New anchors connecting the new concrete slab to the existing steel trusses below are also shown.
- **Pishny Dome Thickness Measurements.** Pishny forwarded us an email dated January 21, 2022 containing thickness measurements recorded during their exploratory drilling of the dome cap concrete slab. A photograph of the measurements was attached to the email and is included as Figure 20. Pishny reported dome thicknesses of 1-1/2 inches at 6 inches from the perimeter of the dome cap increasing to 3 inches toward the inner portion of the dome cap with a note stating that the "grout" was not included in the measurement and that the thickness was "very hard to determine". The information provided did not describe the methods for exploratory drilling or measuring slab thickness, so the degree to which the reported measurements reflect the actual slab thickness is not assessable by WJE.

Code Review

Following our site visit, EC was able to confirm that the codes adopted by the City of Hutchinson at the time of the three earthquakes in 2019 and 2020 included the 2012 International Building Code (IBC) and the 2012 International Existing Building Code (IEBC), among others. The IEBC is the code specifically addressing repairs for existing buildings and Chapter 12 of the IEBC specifically addresses historic buildings. Within Chapter 12, Section 1202.1 states:

1202.1 General. *Repairs to any portion of an historic building or structure shall be permitted with original or like materials and original methods of construction, subject to the provisions of this chapter. Hazardous materials, such as asbestos and lead-based paint, shall not be used where the code for new construction would not permit their use in buildings of similar occupancy, purpose and location. [Emphasis added.]*

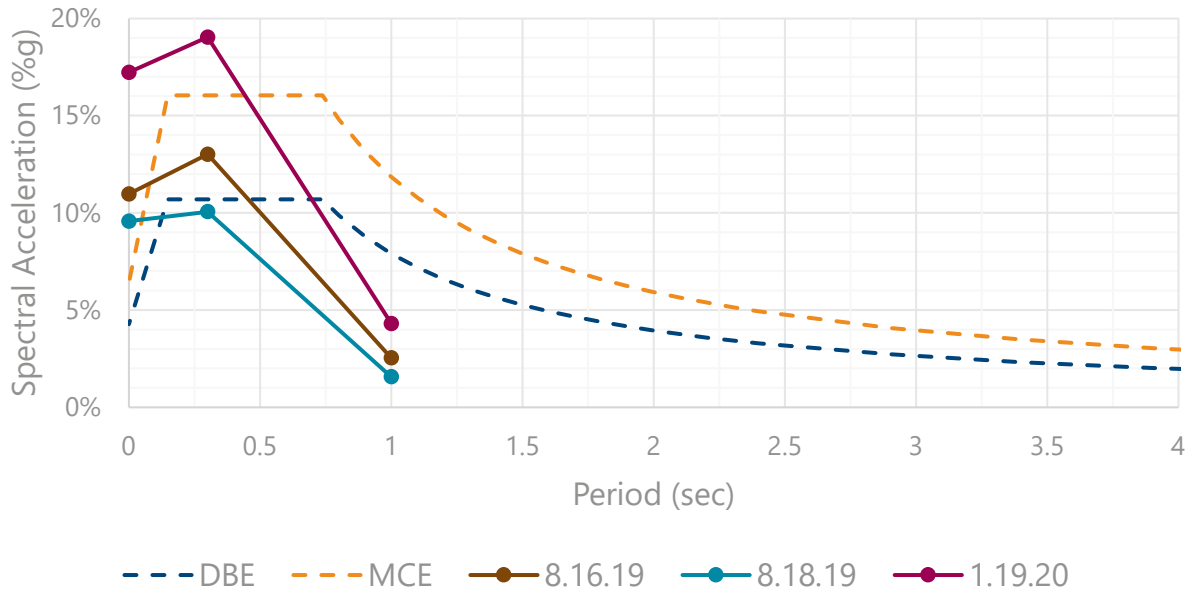
We also note that per the 2012 IEBC, the requirements for repair of earthquake damage to non-historic buildings depends in large part on the degree of structural damage – and specifically the loss of structural capacity -- that a building experienced as a result of the earthquake. If the loss of structural capacity exceeds a quantitatively defined threshold called "Substantial Structural Damage," then certain strengthening of the building may be triggered as part of the code-required repairs. This "Substantial Structural Damage" threshold applies only to the vertical components of the lateral force resisting system for a building. Without exceedance of a "Substantial Structural Damage" threshold, structural repairs to non-historic buildings are also permitted to be made "in-kind". Since no earthquake-caused substantial structural damage to the Reno County Courthouse has occurred, the 2012 IEBC does not require seismic strengthening of any type or of any component or connection.

Seismic Demands

As a part of our investigation, we also researched the intensity of ground shaking that occurred during the three earthquakes in 2019 and 2020 and compared those findings with the code-based earthquake demands outlined in ASCE 7-10, *Minimum Design loads for Buildings and Other Structures*. ASCE 7-10 is the basis for the definition of loads referenced in the 2012 IEBC and also was the standard used by EC in their seismic analysis of the dome. The intensity of ground shaking for the three earthquakes that occurred on August 16, 2019, August 18, 2019, and January 19, 2020 were obtained from the U.S. Geological Survey's (USGS) website located at <https://earthquake.usgs.gov/>. With respect to the requirements for the design of new structures that are set forth in the applicable building code, the earthquakes that affected the subject building in 2019 and 2020 were quite significant, with ground shaking comparable or greater than what would be required to be considered as a basis for modern design.

Below is a chart intended to permit comparison of the three subject earthquakes with the ASCE 7-10 maximum considered earthquake (MCE) and design-based earthquake (DBE). The chart includes data associated with the three earthquakes that affected the Reno County Courthouse in 2019 and 2020. The chart has a vertical axis representing spectral acceleration and a horizontal axis representing building period. The MCE represents an earthquake with a 2 percent probability of exceedance in 50 years or a return period (i.e., average frequency) of 2,475 years -- said in simpler terms, the MCE is the largest earthquake that is required to be considered in the design of new buildings in Hutchinson, KS. The DBE is defined as two-thirds the MCE and is intended to approximate an earthquake with a return period of 475 years. For design of most new buildings, the DBE represents the earthquake that is required for the determination of seismic design forces for a building. The chart below shows that in the period range of interest for the Reno County Courthouse (roughly 0.5 seconds) the August 16, 2019 earthquake was roughly equivalent to the DBE for the site and the January 19, 2020 earthquake was roughly equivalent to the MCE for the site. Effectively then, the January 2020 earthquake can be understood to have imparted loads to the Reno County Courthouse that were significantly greater than the loads that would even have to be accounted for in new design. Since newly designed buildings are only required to protect life safety during a design event, we view the seismic adequacy of the Reno County Courthouse as having been field verified by these earthquakes.

Reno County Courthouse ASCE7-10 Response Spectra



Discussion

The earthquakes that occurred in August 2019 and January 2020 resulted in damage to certain architectural finishes for the building, which we understand have largely been repaired. Not only does the 2012 IEBC permit in-kind repairs for historic buildings as a general matter, but no structural damage exceeding the Substantial Structural Damage triggers in the 2012 IEBC for non-historic buildings was observed or reported to have occurred during the earthquakes; therefore, no code upgrades are triggered that would require seismic strengthening of existing structural systems or existing nonstructural components, including the exterior façade. The applicable code at the time of the earthquakes permits repairs with original or like materials and original methods of construction. In addition to the absence of any code provisions requiring improvement to the seismic resistance of any of the structural or architectural systems or components in the building, we believe that the facts at hand run counter to strengthening any of them. As an example, given that the intensity of the earthquake ground shaking experienced by the building was measurably stronger than the design event for which a new building would have to be designed – and none of the exterior stonework fell -- as a general matter there is no engineering justification for improving the anchorage of the stonework since the three earthquakes have already demonstrated that the existing construction adequately protects life safety in a design or larger event.

Change Order 2

Change Order 2 addresses “stone fascia stabilization” and generally consists of installing new helical ties at each stone unit to anchor the stone to the existing building. Since it has been reported that the existing stone units are generally not anchored to the building, the proposed scope of work in Change Order 2 is

an improvement and not a repair of earthquake damage. This is consistent with the March 9, 2020 letter by EC, in which they recommended “improving the degree of attachment between the stone veneer and the back-up structure behind it.” As noted previously, no code upgrades are triggered by the earthquake damage that occurred; therefore, seismic strengthening or improvement of the means of attachment of the stone and the back-up structure is not required to satisfy any applicable building code provision. In fact, in the March 9, 2020, letter by EC, they did not characterize the addition of anchors as a requirement, but rather as a recommended improvement. We also note that no design criteria or structural calculations or code requirements for the new helical ties were offered by EC.

Change Order 3

Change Order 3 addresses replacement of the existing dome cap concrete slab with a new reinforced concrete slab. We note that no design criteria or structural calculations or building code citations are provided for the new concrete slab. While the existing concrete slab was not reported to have been damaged by the earthquakes, we understand that during the investigation of the dome, the top surface of the existing concrete slab was observed to have deteriorated, and the slab thickness judged to still be competent was reported to be less than what is specified on the original drawings.

Although we understand that the original 1929 drawings specify a four-inch thick concrete slab, it is not known if the existing slab was in fact constructed consistent with the drawings. Further, the code would permit repairs with original or like materials and original methods of construction. Though we agree that a deteriorated setting bed or concrete will need to be removed or otherwise remediated to execute re-setting of the stone units that were removed, alternate technically viable and more practical options to rebuild the thickness of the concrete – should that even be necessary --- exist, for example, via removal of poor quality material coupled with installation of a bonded concrete overlay. At this time, it remains our understanding that no detailed evaluation of the existing concrete slab has yet been completed. To support a more practical option for re-setting the stone units on a thicker slab, we would recommend that further investigation of the extant concrete slab be performed, such as systematic nondestructive testing to more accurately assess the in-place slab thickness and reinforcing layout.

Conclusion

The scope of repairs in Change Order 2 and Change Order 3 are not directly related to earthquake damage that occurred during the August 2019 and January 2020 earthquakes, but are associated with the identification of existing, pre-earthquake conditions as work has progressed. Not only does the 2012 IEBC permit in-kind repairs for historic buildings as a general matter, but no structural damage exceeding the Substantial Structural Damage triggers in the 2012 IEBC for non-historic buildings was observed or reported to have occurred during the earthquakes; therefore, no code upgrades are triggered that would require strengthening of existing structural systems or existing nonstructural components. Change Order 2, the stone fascia anchorage work, is a seismic improvement that is beyond the work that would be required by code. Change Order 3, the dome slab replacement, is work associated with non-earthquake-related deterioration and is a repair that is beyond the scope of in-kind repairs that would be required by code.

Please let us know if you have any questions regarding this letter report or if you would like to discuss our observations and findings further. If additional documents related to the change orders are provided in the future, we would be happy to review them and assess their significance.

Sincerely,

WISS, JANNEY, ELSTNER ASSOCIATES, INC.



Terrence F. Paret
Senior Principal



Michael W. Lee, PE
Principal



Kari Klaoe
Senior Associate

Figures



Figure 1. South elevation of the Reno County Courthouse.

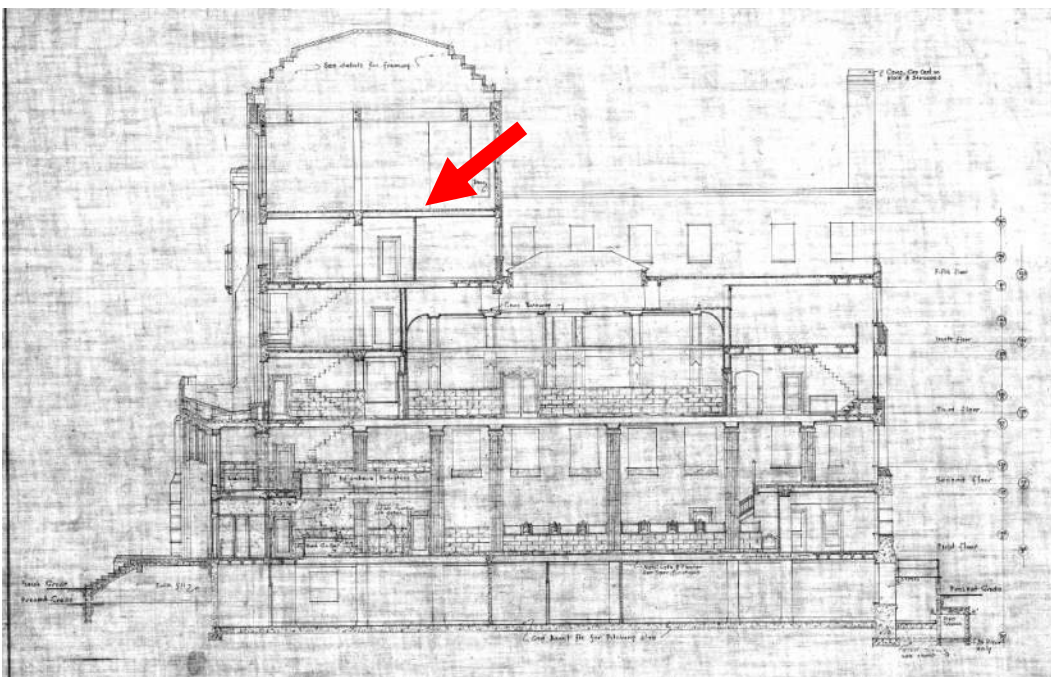


Figure 2. Building section from Plate No. 18 of the original drawings with the "sixth" floor identified by the red arrow.



Figure 3. Tower penthouse.



Figure 4. Tower dome.



Figure 5. Underside of dome cap. Photo was taken from the ledge at the base of the dome.



Figure 6. Underside of dome cap. The dark lines (red arrows) are embedded wood that Pishny noted have little to no concrete cover.



Figure 7. East elevation of the tower. See Figure 8 for an enlarged image of the "half-moon" stone crack boxed in red.



Figure 8. Enlarged image of Figure 7 showing a "half-moon" stone crack (red arrow).



Figure 9. Locations of visible gaps at the stone mortar (red arrows) and “half-moon” patch repairs (blue arrows).



Figure 10. Locations of contrasting colored mortar (red arrows) and cracked mortar (blue arrow).



Figure 11. Locations of "half-moon" patch repairs (red arrows).



Figure 12. West elevation of the tower. See Figure 13 for an enlarged image of the offset corner stone boxed in red.



Figure 13. Enlarged image of Figure 12 showing a corner stone that is offset from adjacent stones. There are no large gaps or signs of distress in the adjacent mortar, suggesting that this stone may have been installed offset.



Figure 14. Tower dome covered in plastic.



Figure 15. Southwest quadrant of the dome cap exposed.



Figure 16. Southwest quadrant of the dome cap exposed.



Figure 17. Southwest quadrant of the dome cap exposed. Slab reinforcing and rivets for the steel truss below were exposed at this location (red arrow).



Figure 18. Edge of dome cap concrete slab. A layer of white material (red arrow) was noted on top of a layer of gray material (blue arrow).

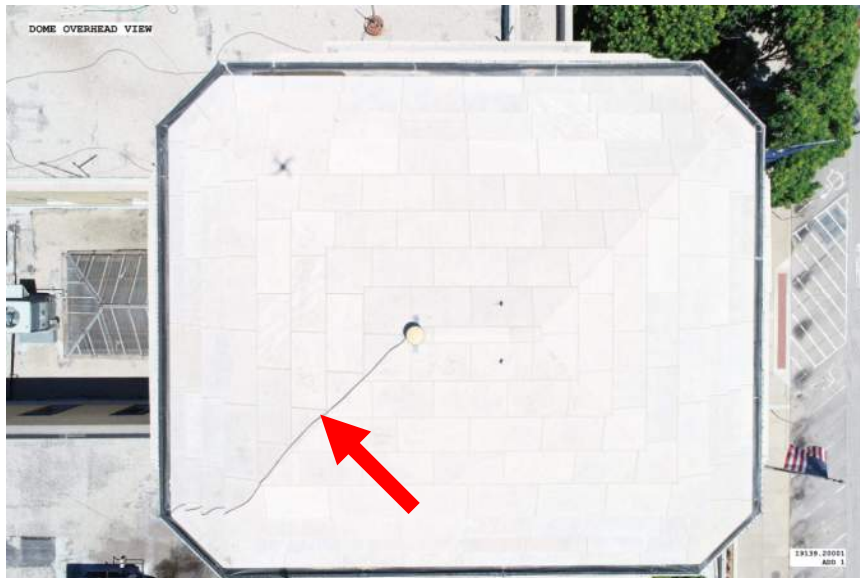


Figure 19. Dome overhead view from the Dome Repair Documents dated August 31, 2020. The line (red arrow) is a wire that was mounted on the dome.

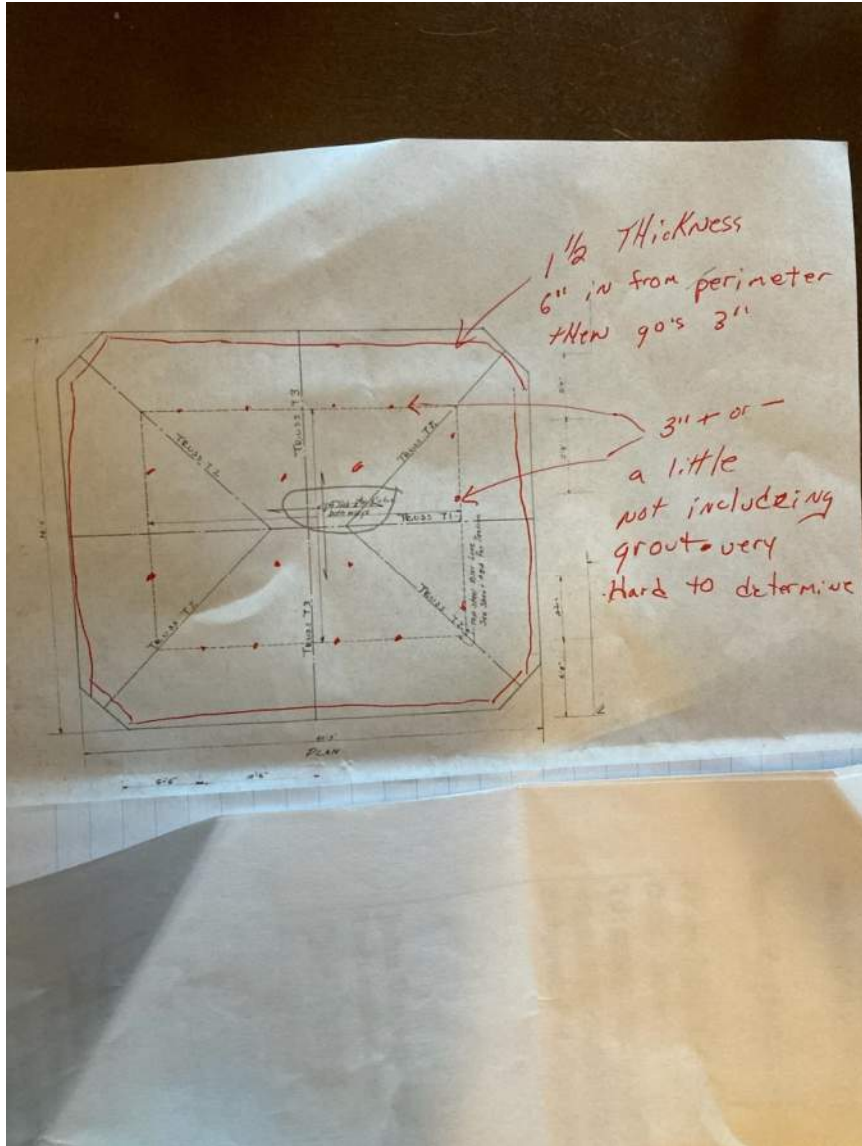


Figure 20. Pishny dome thickness measurements provided in their January 21, 2022 email to GLMV and EC.



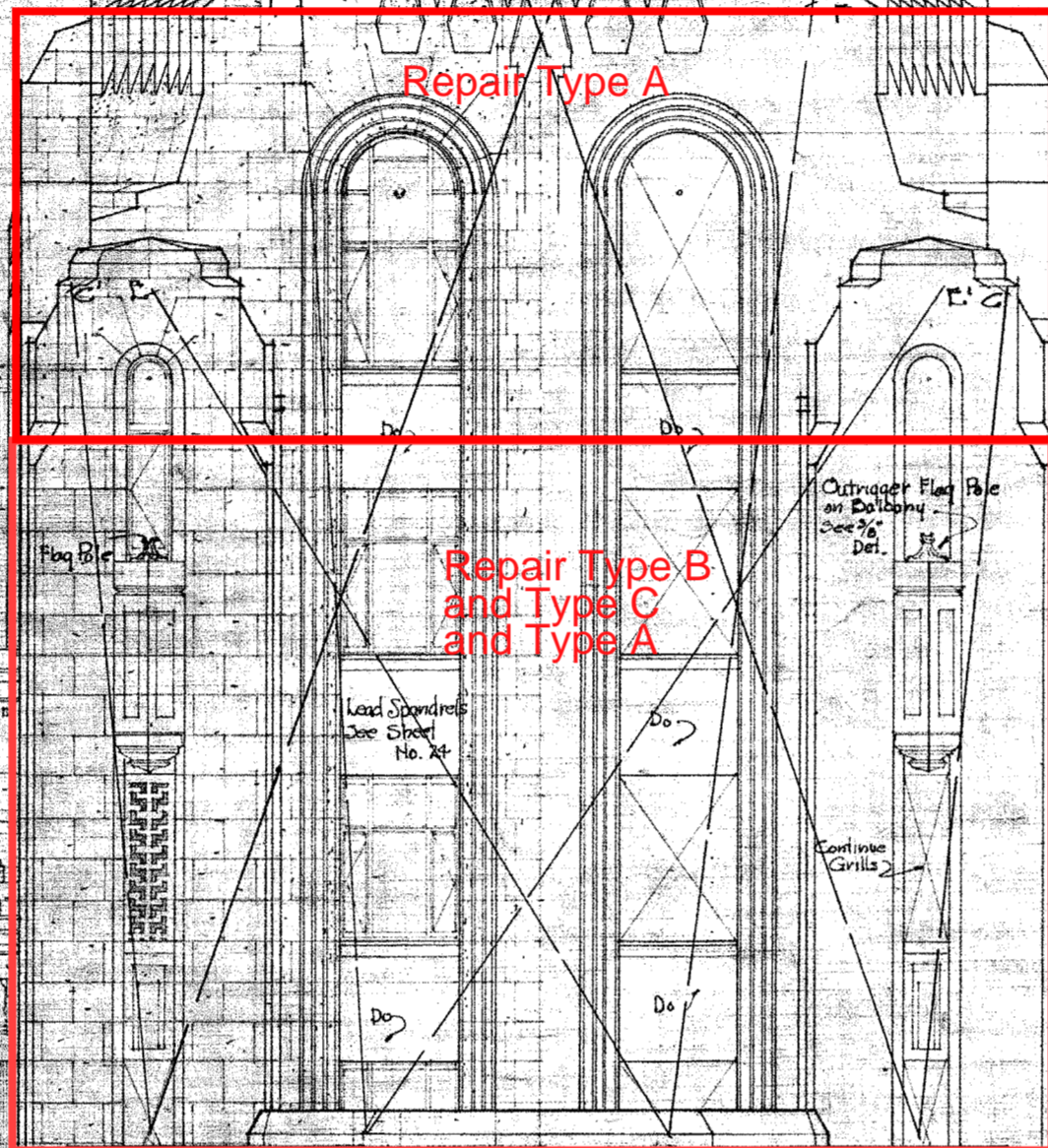
Appendix A - Change Orders

Change Order 2: Stone Fascia Stabilization

Change Order 3: Dome Slab Replacement.

Repair Type D

Highlighted area denotes addition of 9mm horizontal helifix bars at every other joint. Joints will be prepared and cleaned of old mortar to a depth of 2". Joints will be flushed out with water. Inject cementitious grout. Embed Bars into the grout. Install grout over the bar. Strike back the grout 1/2" from the surface. And repoint the joint with previously approved mortar.



Repair Type A

Concrete Backup - Embed Installation

- 2 ties per stone.
- Minimum distance from edge of stone to tie should be no less than 6 inches.
- Pre-drill 1/4" hole though the face of the stone into concrete back up. Embed into concrete 3".
- Install (9mm dia) stainless steel helical tie through face of stone into concrete backup.
- Once installed the face of the stainless steel helical tie should be recessed 1/2" from the surface of the stone.
- Patch surface of stone where ties were installed with stone repair mortar to match stone color. Stone patching material will be previously approved material and color.

Repair Type B

Clay Tile Backup - Embed Installation

Walls that have plaster at interior face of clay tile backup

- 2 ties per stone.
- Minimum distance from edge of stone to tie should be no less than 6 inches.
- Pre-drill 9/16" hole though the face of the stone into structural clay tile backup. Embed into clay tile backup 3".
- Drill 1-5/8" diameter countersink at face of limestone to a depth of 1".
- Blow, brush, blow the drilled hole at the structural clay tile backup.
- Insert epoxy screen anchor into clay tile.
- Inject epoxy into screen anchor under pressure to ensure solid consolidation of epoxy into clay tile backup. Immediately

Repair Type C

Clay Tile Backup - Through Wall Installation

Walls that have exposed clay tile backup with no plaster

- 2 ties per stone.
- Minimum distance from edge of stone to tie should be no less than 6 inches.
- Pre-drill 9/16" hole though the face of the stone through structural clay tile backup.
- Drill 1-5/8" diameter countersink at face of limestone to a depth of 1".
- Insert 3/8" stainless steel threaded rod through limestone and through clay tile backup.
- At interior face of clay tile backup run threaded rod through a 1/2" thick 16"x16" stainless steel plate.
- Threaded rod should extend through limestone terminating no less than 1/2" from the face of the stone. This will leave adequate space for

FRONT ELEVATION
SCALE 1/8" = 1'-0"

Repair Type A

Concrete Backup - Embed Installation

- 2 ties per stone.
- Minimum distance from edge of stone to tie should be no less than 6 inches.
- Pre-drill 1/4" hole though the face of the stone into concrete back up. Embed into concrete 3".
- Install (9mm dia) stainless steel helical tie through face of stone into concrete backup.
- Once installed the face of the stainless steel helical tie should be recessed 1/2" from the surface of the stone.
- Patch surface of stone where ties were installed with stone repair mortar to match stone color. Stone patching material will be previously approved material and color.

Repair Type B

Clay Tile Backup - Embed Installation

Walls that have plaster at interior face of clay tile backup

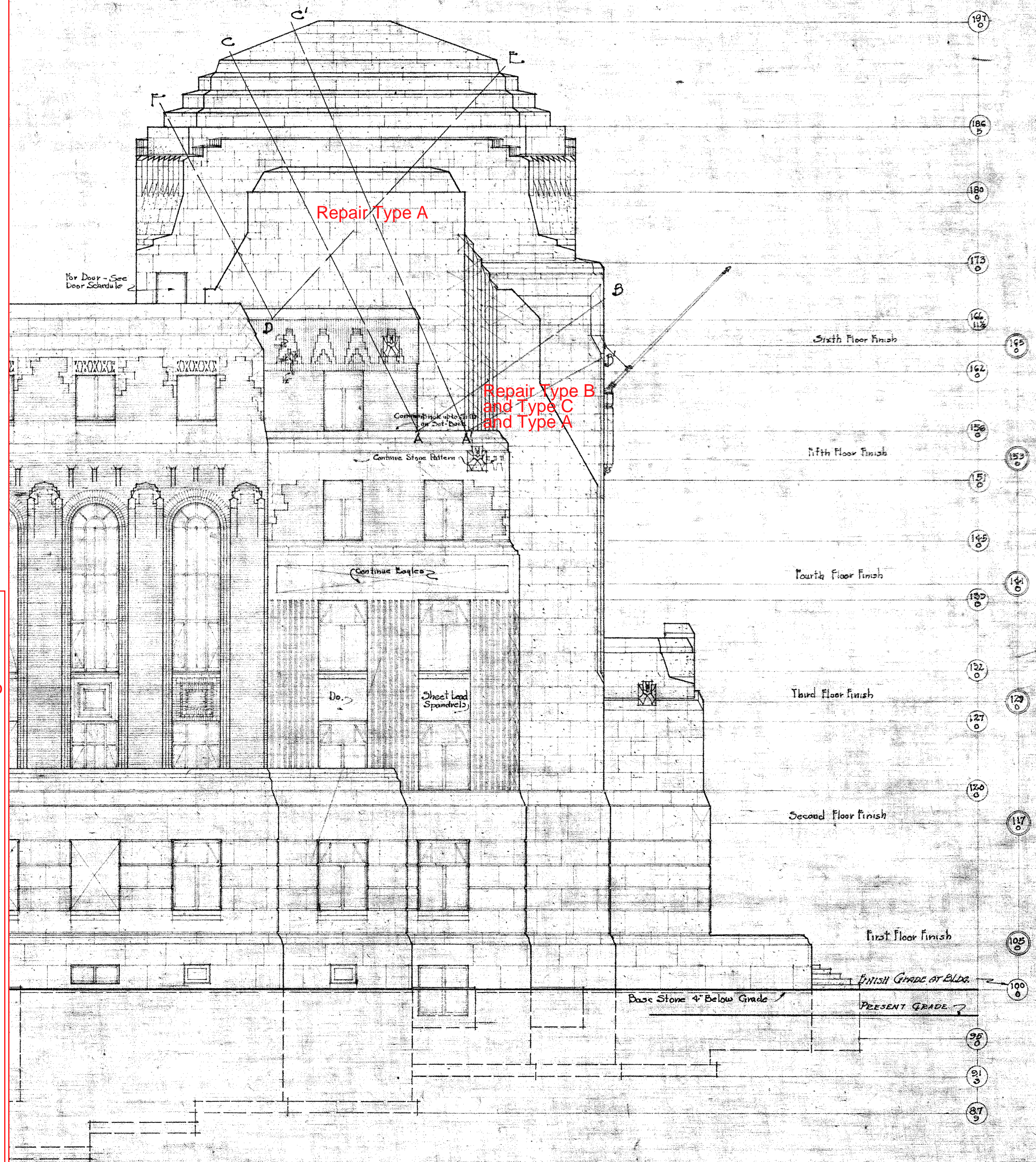
- 2 ties per stone.
- Minimum distance from edge of stone to tie should be no less than 6 inches.
- Pre-drill 9/16" hole though the face of the stone into structural clay tile backup. Embed into clay tile backup 3".
- Drill 1-5/8" diameter countersink at face of limestone to a depth of 1".
- Blow, brush, blow the drilled hole at the structural clay tile backup.
- Insert epoxy screen anchor into clay tile.
- Inject epoxy into screen anchor under pressure to ensure solid consolidation of

Repair Type C

Clay Tile Backup - Through Wall Installation

Walls that have exposed clay tile backup with no plaster

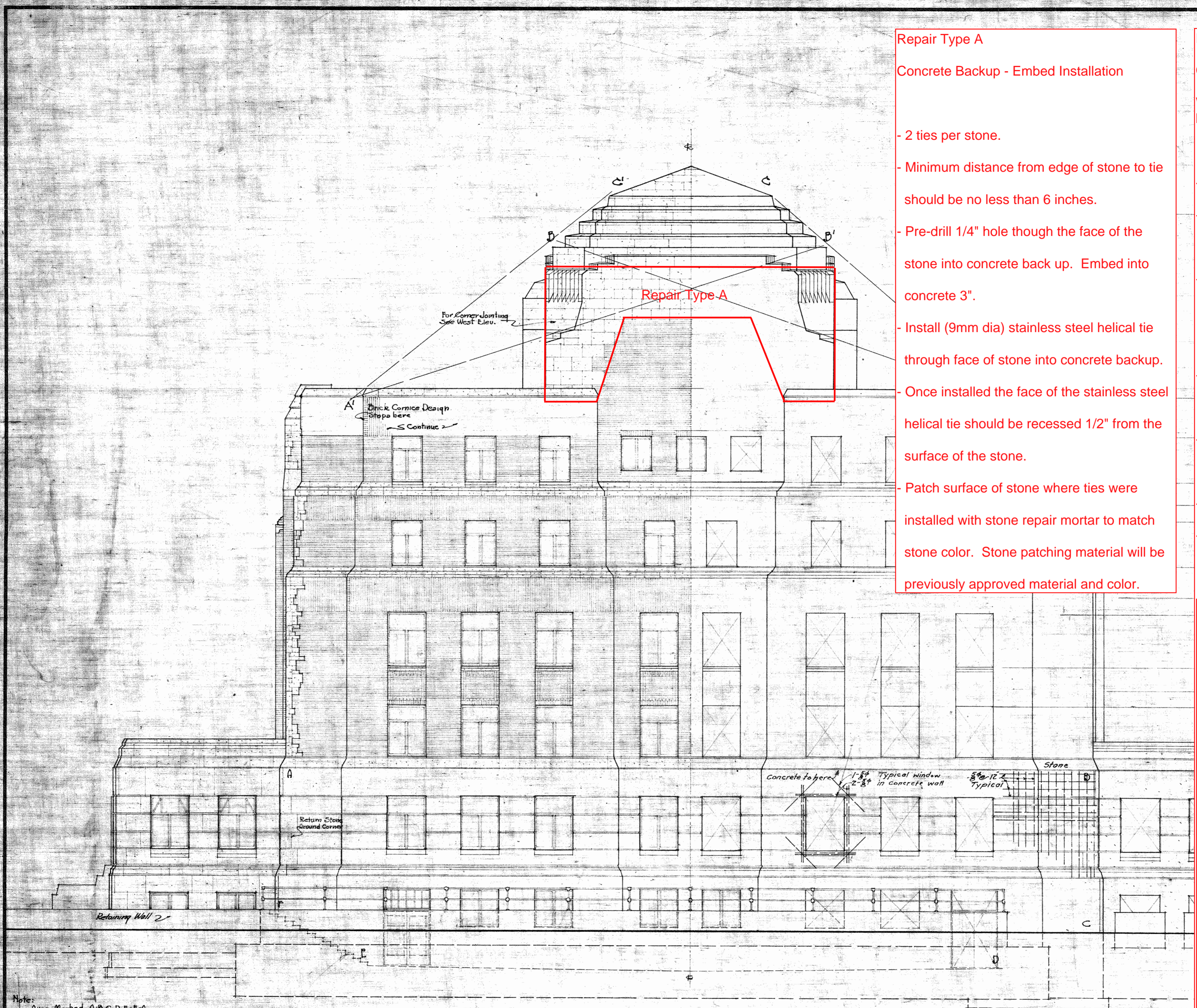
- 2 ties per stone.
- Minimum distance from edge of stone to tie should be no less than 6 inches.
- Pre-drill 9/16" hole though the face of the stone through structural clay tile backup.
- Drill 1-5/8" diameter countersink at face of limestone to a depth of 1".
- Insert 3/8" stainless steel threaded rod through limestone and through clay tile backup.
- At interior face of clay tile backup run threaded rod through a 1/2" thick 16"x16" stainless steel plate.
- Threaded rod should extend through limestone terminating no less than 1/2" from the face of the stone. This will leave adequate space for



1/8" = 1'-0"

Spec of Brick -
- 12% for Header Stretcher
+ 2% cross area 2% for 1 Brick
+ 1 joint.

COMM. NO. R.G.Z.	DATE AUG. 1922	PLATE NO. 212
PLANS FOR DENO COUNTY COURT HOUSE HUTCHINSON, KANSAS		
W. E. HULSE & COMPANY, ARCHITECTS HUTCHINSON, KAN. DES MOINES AND SIOUX CITY, IA.		
Drawn by R.G.M.	Traced by R.G.M.	Checked by W.E.H.



Repair Type A
Concrete Backup - Embed Installation

- 2 ties per stone.
- Minimum distance from edge of stone to tie should be no less than 6 inches.
- Pre-drill 1/4" hole though the face of the stone into concrete back up. Embed into concrete 3".
- Install (9mm dia) stainless steel helical tie through face of stone into concrete backup.
- Once installed the face of the stainless steel helical tie should be recessed 1/2" from the surface of the stone.
- Patch surface of stone where ties were installed with stone repair mortar to match stone color. Stone patching material will be previously approved material and color.

Repair Type B
Clay Tile Backup - Embed Installation

Walls that have plaster at interior face of clay tile backup

- 2 ties per stone.
- Minimum distance from edge of stone to tie should be no less than 6 inches.
- Pre-drill 9/16" hole though the face of the stone into structural clay tile backup. Embed into clay tile backup 3".
- Drill 1-5/8" diameter countersink at face of limestone to a depth of 1".
- Blow, brush, blow the drilled hole at the structural clay tile backup.
- Insert epoxy screen anchor into clay tile.
- Inject epoxy into screen anchor under pressure to ensure solid consolidation of epoxy into clay tile backup. Immediately

Repair Type C
Clay Tile Backup - Through Wall Installation

Walls that have exposed clay tile backup with no plaster

- 2 ties per stone.
- Minimum distance from edge of stone to tie should be no less than 6 inches.
- Pre-drill 9/16" hole though the face of the stone through structural clay tile backup.
- Drill 1-5/8" diameter countersink at face of limestone to a depth of 1".
- Insert 3/8" stainless steel threaded rod through limestone and through clay tile backup.
- At interior face of clay tile backup run threaded rod through a 1/2" thick 16"x16" stainless steel plate.
- Threaded rod should extend through limestone terminating no less than 1/2" from the face of the stone. This will leave adequate space for

Note:
 Area Marked A-B-C-D-E-F-A
 is Concrete - No Stone. For
 Description See Specifications.

REAR ELEVATION
 SCALE 1/8" = 1'-0"

Pishny Restoration Services

12202 W 88th St Lenexa KS 66215	Phone:	913-227-0251	
	Fax:	913-227-0176	

Change Order Request #2

Reno County Courthouse

Stone Fascia Stabilization

Duration Extension
of Project 4 Months

Item #	Description	Qty	Unit Price	Discount	Price	
1	Equipment Rental / Scaffolding	1	\$ 161,315.00		\$ 161,315.00	
2	Materials and Tools	1	\$ 84,745.00		\$ 84,745.00	
3	Bond Extension	1	\$ 8,800.00		\$ 8,800.00	
4	Labor	1	\$ 315,293.00		\$ 315,293.00	
5					\$ -	
6	HeliBar Installation	1	\$ 31,917.00		\$ 31,917.00	
7					\$ -	
8					\$ -	
					Invoice Subtotal	\$ 602,070.00
					O & P (16%)	\$96,331.20
					Tax Rate	
					Sales Tax	\$ -
					Other	
					TOTAL	\$ 698,401.20

Pishny Restoration Services

12202 W 88th St Lenexa KS 66215	Phone:	913-227-0251	
	Fax:	913-227-0176	

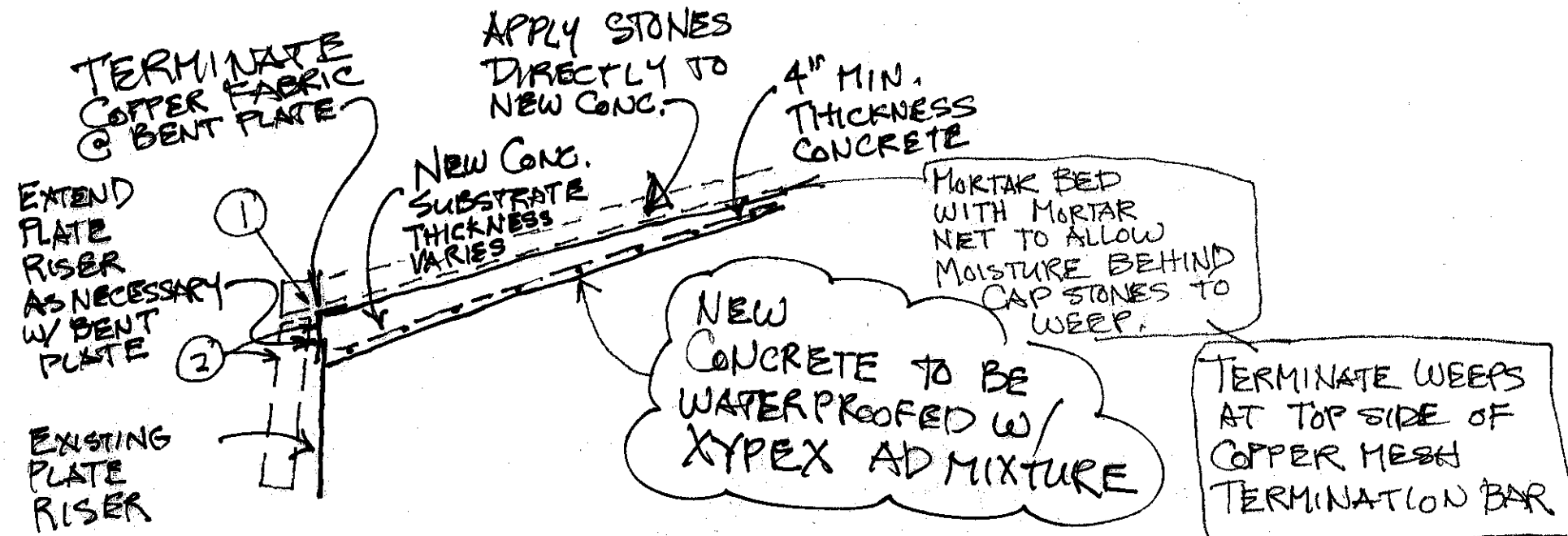
Change Order Request #3

Reno County Courthouse

Time Extension 4.5 Mos

Replace Dome Slab

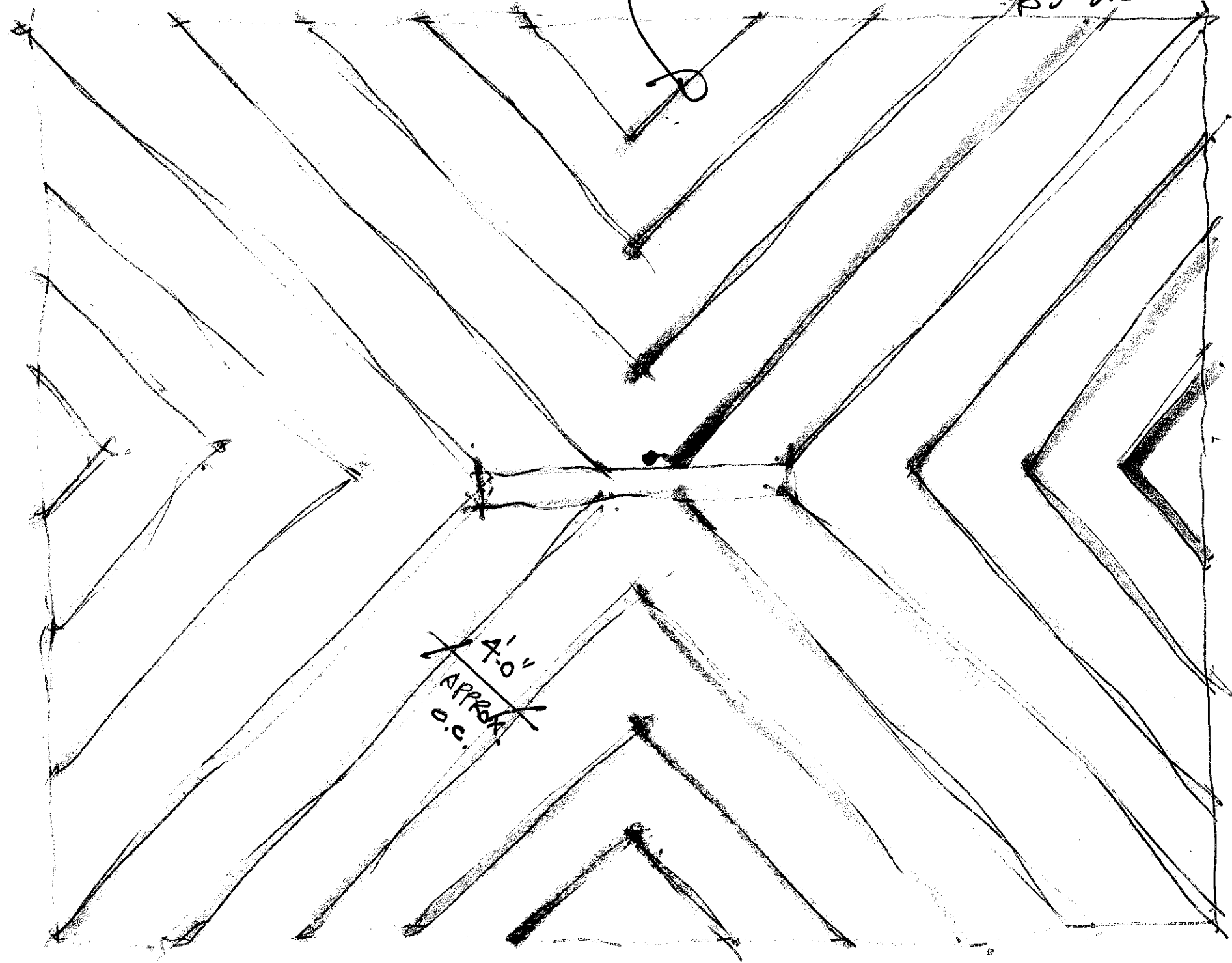
Item #	Description	Qty	Unit Price	Discount	Price
1	Protection-Equipment	1	\$ 87,996.00		\$ 87,996.00
2	Scaffold	1	\$ 48,980.00		\$ 48,980.00
3	Shoring-Formwork	1	\$ 198,240.00		\$ 198,240.00
4	Demolition	1	\$ 98,410.00		\$ 98,410.00
5	Steel	1	\$ 81,655.00		\$ 81,655.00
6	Stainless Rebar Installation	1	\$ 77,430.00		\$ 77,430.00
7	Pour Slab-Pump Truck-Crane	1	\$ 171,589.00		\$ 171,589.00
8	Bond	1	\$ 9,650.00		\$ 9,650.00
9	New Roll Over Protection	1	\$ 26,430.00		\$ 26,430.00
Invoice Subtotal					\$ 800,380.00
O & P (16%)					\$128,060.80
Tax Rate					
Sales Tax					\$ -
Other					
TOTAL					\$ 928,440.80



① PROVIDE TERMINATION BAR FOR COPPER MESH AT TOP SIDE OF BENT PLATE. REFERTO ASDI FOR CONTINUATION OF COPPER FABRIC. DOWN TO GUTTER.

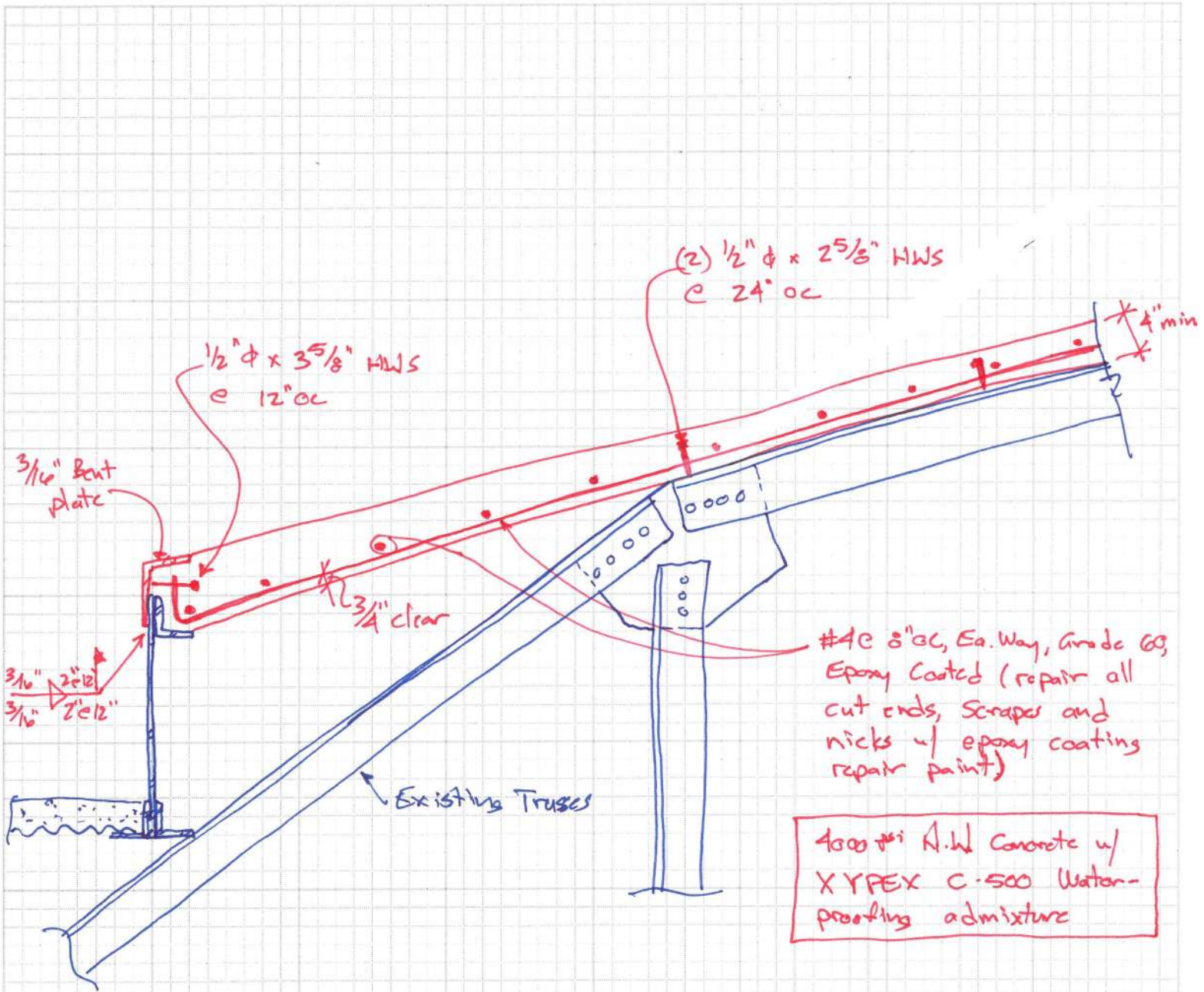
② DEPTH OF RISER EXTENSION TO BE DRIVEN BY TOP EDG OF FASCIA STONE RISER

1" x 1/2" THICK x CONTINUOUS LENGTHS
OF MORTAR NET WEEP
PATHS (TYP.)
AS SHOWN



~~4'-0"~~
~~APPROX~~
~~O.C.~~

MORTAR NET CONFIGURATION



From Brent Engelland, PE, SE, LEED AP

I have been reading through the WJE report and considering the points raised and have the following thoughts for you, the County, and Brad:

On the veneer:

- The WJE take, I think, can be accurately summarized by: "The building made it through a Code level seismic event and it didn't have serious structural damage, and so (even though the veneer is not adequately connected) you're good to go." We agree that this is an approach that can be validated as long as future editions of the Building Code do not increase the magnitude of seismic events in our area, and that there do not continue to be frequent seismic events that create veneer damage issues due to repetitive lateral forces.
- Our take on it is that we do not feel like we can, in good conscious, leave things unconnected that were intended to be connected. Veneer blocks that were intended to be connected in the original design/construction, and no longer are, should be connected again.
- However, we also realize that the County is now going to bear the brunt of these costs and may choose not to reconnect the veneer. If the County chooses to do nothing with the veneer based on the WJE report, then that is understandable and is backed by an engineering report from one of the largest and most well known engineering firms in the world. However, we (EC) would need to write a letter to inform the County that we are not liable for the performance of the stone veneer over time. Since we have been heavily involved in this process from the beginning, we need to make sure that we are protected from any future legal action if there are performance or safety issues with the veneer. [We do not intend this to be confrontational and value the County as a client and fellow community member, but we would need to protect our firm from future liability exposures (like frequent veneer maintenance issues). In the future the County will be run by people not involved with, and likely with no knowledge of, this project and the decisions that were made. At that point in time they will only be considering the financial interests of the County (and rightly so).]

Sorry this ended up being so long. Let me know if my comments make sense and if you have any questions. Thanks.

Brent L. Engelland, PE, SE, LEED AP
Engineering Consultants, P.A.
1227 North Main Street
Hutchinson, KS 67501
620-665-6394, Ext. 201
www.echutch.com



AGENDA ITEM

AGENDA ITEM #7.C

AGENDA DATE: July 19, 2022

PRESENTED BY: Karla Nichols, Helen Foster, Michelle Updegrove, and Joe Hammeke

AGENDA TOPIC:
Building a Culture for High(er) Performance Synopsis and Lessons Learned

SUMMARY & BACKGROUND OF TOPIC:

The Board of County Commissioners approved the KU Public Management Center to facilitate a three-day workshop designed to introduce the concepts, philosophies, and practices necessary in building a culture of high performance in the Reno County Organizations.

The premise of the three-day workshop was that today's leaders must: 1) understand the theories and practices that create a smart and sensitive organizational culture and its relationship to the organization's performance; 2) re-examine their management beliefs and how organizational values relate to performance; and 3) implement leadership philosophies and strategies to create a culture that inspires and enables employees to excel.

A small group of attendees, from the workshop, would like to provide a synopsis of the workshop and briefly present lessons learned.

ALL OPTIONS:

None - informational only

RECOMMENDATION / REQUEST:

None - informational only

POLICY / FISCAL IMPACT:

Organizations that building a culture for high(er) performance have experienced:

- Lower staff turnover
- Higher productivity
- Lower costs
- Higher Earnings
- Optimum Effectiveness
- Better results and performance



Building a Culture for High(er) Performance

RENO COUNTY, KANSAS

JUNE 6 - 8, 2022

DAY 1

Traditional Organizational Systems

The slide features a dark blue background. The title 'Traditional Organizational Systems' is written in a large, white, sans-serif font. Below the title, there are two horizontal blue bars. The first bar is a solid blue rectangle. The second bar is a blue rectangle that is slightly offset to the right and has a 3D effect, appearing to be a block floating above the first bar.

**P
e
r
f
o
r
m
a
n
c
e**

Column "S"

Strategies
Structures
Systems

Management

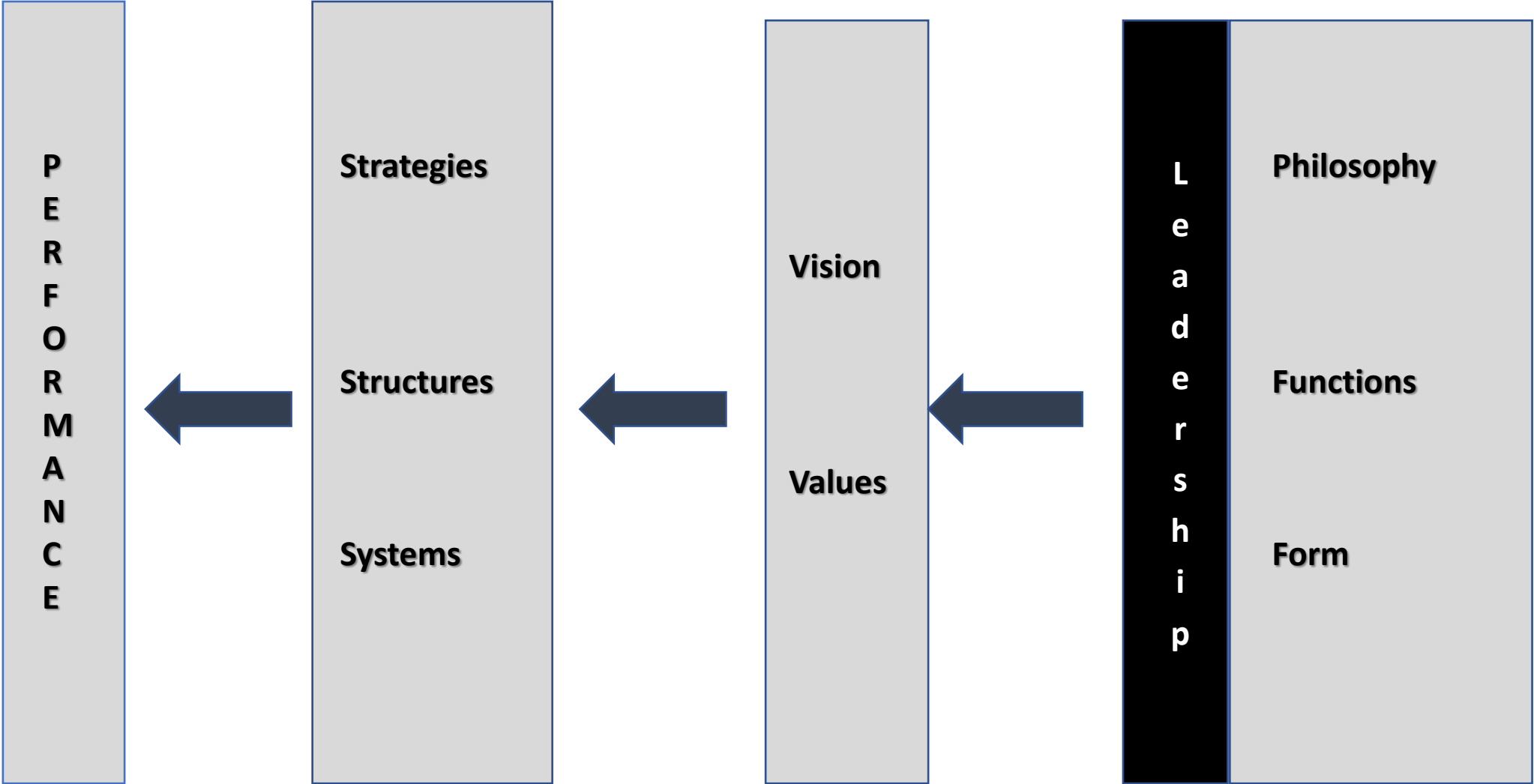
Column "C"

Vision:
Direction
Inspiration
Philosophy

Values:
End/Purpose
Operating
Behavioral
Means

**ORGANIZATIONAL
CULTURE**

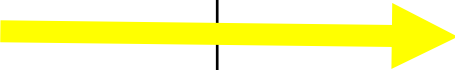


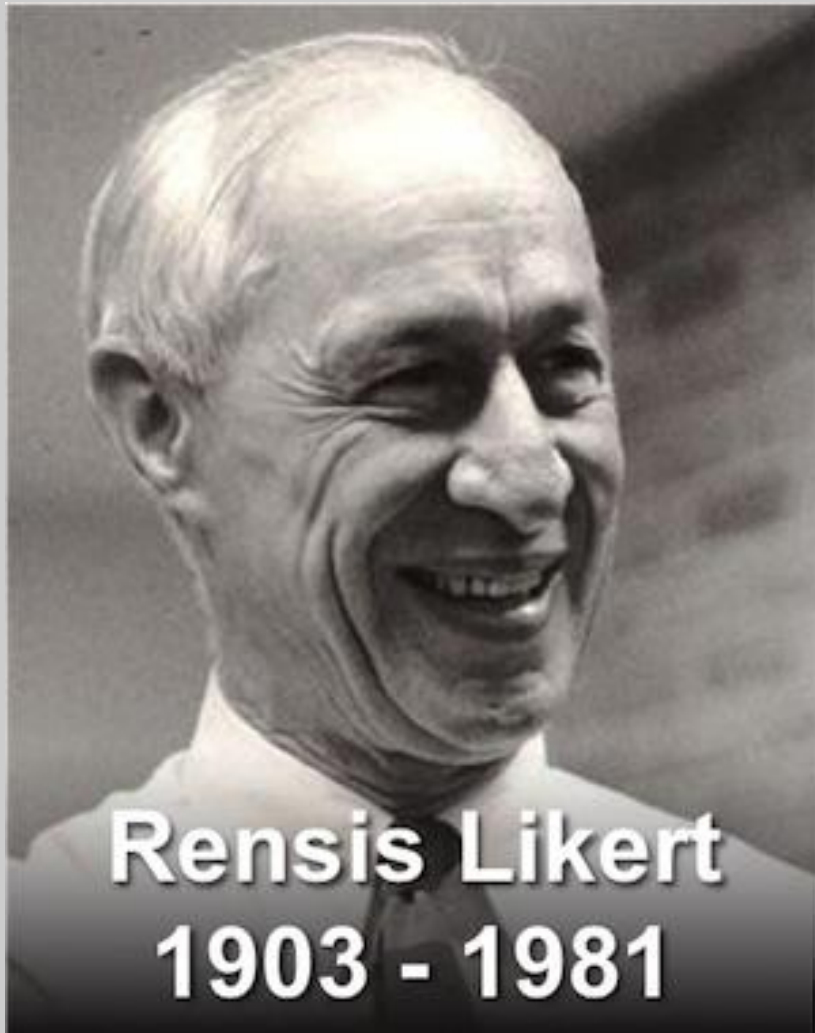




**Why is leadership work
not getting done?**

	URGENT	NOT URGENT
IMPORTANT	<p style="text-align: center;">QI</p> <p><i>Activities</i></p> <ul style="list-style-type: none"> • Crises • Pressing problems • Deadline driven projects 	<p style="text-align: center;">QII</p> <p><i>Activities</i></p> <ul style="list-style-type: none"> • Prevention, production, capacity • Relationship building • Recognizing new opportunities • Planning, recreation
NOT IMPORTANT	<p style="text-align: center;">QIII</p> <p><i>Activities</i></p> <ul style="list-style-type: none"> • Interruptions, some calls • Some email, mail, reports • Some meetings • Proximate, pressing matters • Popular activities 	<p style="text-align: center;">QIV</p> <p><i>Activities</i></p> <ul style="list-style-type: none"> • Trivia, busy work • Some mail, email, reports • Some phone calls • Time wasters • Pleasant activities





Rensis Likert
1903 - 1981

Rensis Likert

PROFILE OF ORGANIZATIONAL CHARACTERISTICS

Organization or Unit to be Assessed: _____

		System 1	System 2	System 3 Substantial amount	System 4 A great deal	Item No.
Leadership	1. How much confidence and trust is shown in subordinates?	Virtually none	Some			1
	2. How free do they feel to talk to superiors about their job?	Not Very Free	Somewhat free	Quite Free	Very free	2
	3. How often are subordinates' ideas sought and used constructively?	Seldom	Sometimes	Often	Very frequently	3
Motivation	4. Is predominant use made of 1 fear, 2 threats, 3 punishment, 4 rewards, 5 involvement?	1, 2, 3, occasionally 4	4, some 3	4, some 3 and 5	5, 4, based on group	4
	5. Where is responsibility felt for achieving organization's goals?	Mostly at the top	Top and middle	Fairly general	At all levels	5
Team Work	6. How much cooperative teamwork exists?	Very little	Relatively little	Moderate Amount	Great deal	6
	7. What is the usual direction of information flow?	Downward	Mostly downward	Down and up	Down, up, and sideways	7
Communication	8. How is downward communication accepted?	With suspicion	Possibly with suspicion	With caution	With a receptive mind	8
	9. How accurate is upward communication?	Usually inaccurate	Often inaccurate	Often accurate	Almost always accurate	9
	10. How well do superiors know problems faced by subordinates?	Not very well	Somewhat	Rather well	Very well	10
Decision Making	11. At what level are decisions made?	Mostly at the top	Policy at top, some delegation	Broad policy at top, more delegation	Throughout but well integrated	11
	12. Are subordinates involved in decisions related to their work?	Almost never	Occasionally consulted	Generally consulted	Fully involved	12
	13. What does the decision-making process contribute to motivation?	Not very much	Relatively little	Some contribution	Substantial contribution	13
Goals	14. How are organizational goals established?	Orders issued	Orders, some comments invited	After discussion, by orders	By group action (except in crises)	14
	15. How much covert resistance to goals is present?	Strong resistance	Moderate resistance	Some resistance at times	Little or none	15
Control	16. How concentrated are review and control functions?	Very highly at top	Quite highly at top	Moderate delegation to lower levels	Widely shared	16
	17. Is there an informal organization resisting the formal one?	Yes	Usually	Sometimes	No—same goals as formal	17
	18. What are the cost, productivity, and other control data used for?	Policing, punishment	Reward and punishment	Reward, some self-guidance	Self-guidance, problem solving	18

SOURCE: Adapted from Appendix 11 in *The Human Organization: Its Management and Values*

by Rensis Likert. Copyright 1967 by McGraw-Hill, Inc.

Likert's Conclusions

As organizations move away from authoritative practices and use more consultative/participative practices, they experience:

- Lower staff turnover
- Higher productivity
- Lower Costs
- Higher Earnings
- Optimum Effectiveness
- Better results and performance

Developing Higher Organizational Performance

Moving from System 2 to Systems 3-4

The 5 Leadership Functions

The “Work of Leadership”

1. Strategic Value Analysis
2. Vision / Values
3. Integration / Alignment / Stewardship
4. Learning / Thinking / Changing / Renewing
5. Coaching (enabling, empowering, engaging)

Work of Leadership

- Formally and officially schedule time to do QII work
- Establish a parallel place for strategic work

Parallel Organization

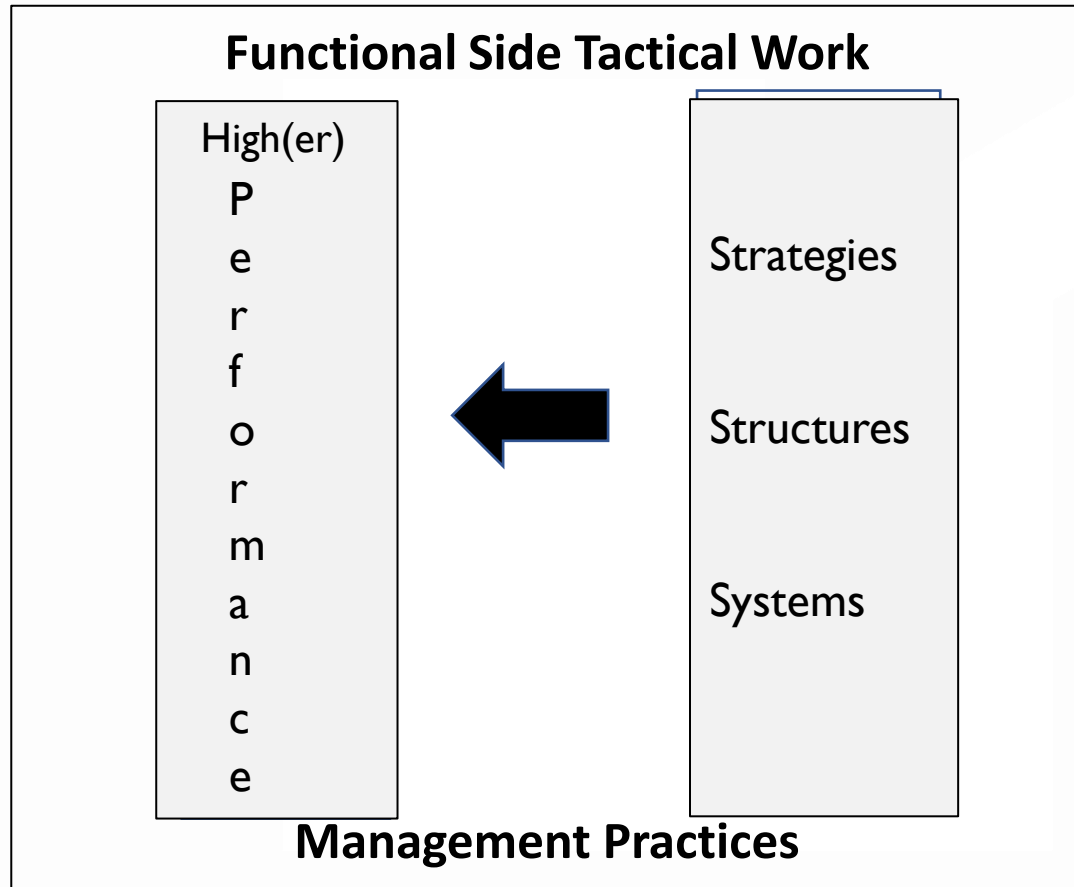
The slide features a dark blue background. The title 'Parallel Organization' is centered in white. Below the title, there are two horizontal blue bars. The first bar is a solid blue rectangle. The second bar is a blue rectangle that starts to the right of the first bar and has a 3D effect, appearing to be a block that has been pushed forward from the first bar.

The Parallel Organization

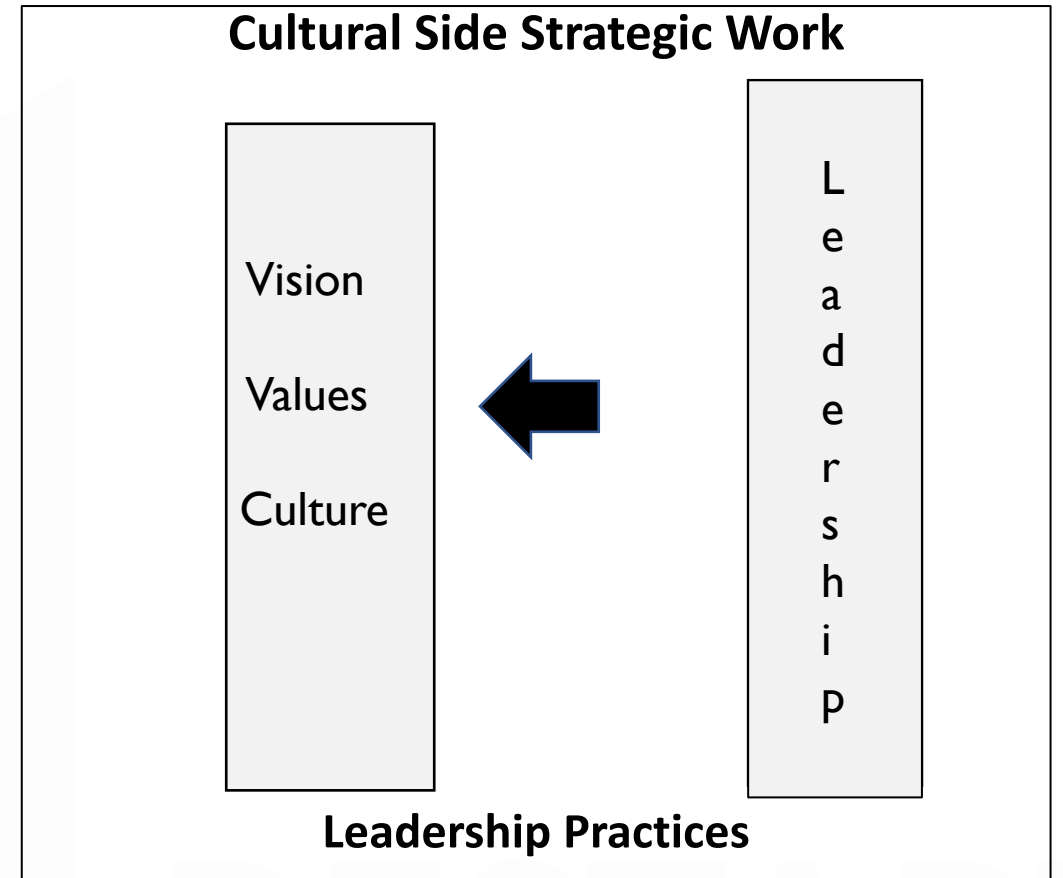
- Operating structural form *created for* the organization (or part of it.)
- Not superimposed upon the existing structure
- Set up alongside and parallel to existing structure
- Co-exists with existing structure
- Efforts directed at changing the behaviors and actions of the people in the way they perform their jobs
- Focuses on the necessary work of leadership

Organizational Work

Production



Capacity/Culture



Establishing A Parallel Organization

- Creation of an environment conducive to learning, sharing, and participating
- Defined place that is a safe-haven for group interaction
- Defined sets of expectations, standards, values and rules
- Facilitated practice sessions and personal experiences

Leadership is...

- Not a position
- Not hierarchical
- Not about authority
- IS about actions, attributes, and abilities.



In a High(er) Performing Organization

Everyone exercises leadership within the scope of their job responsibilities, providing leadership at all levels of the organization



AGENDA ITEM

AGENDA ITEM #7.D

AGENDA DATE: July 19, 2022

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:
[2023 County Budget](#)

1. Notification to the Reno County Clerk that the 2023 County Budget will exceed the Revenue Neutral Rate (RNR) and set the RNR Public Hearing for August 30, 2022.
2. Set a Budget Hearing date of August 30, 2022 for the County 2023 Budget.

SUMMARY & BACKGROUND OF TOPIC:

See attached memo.

RECOMMENDATION / REQUEST:

Approve Notice of Exceeding Revenue Neutral Rate and set the Revenue Neutral Rate Hearing and Budget Hearing to be held on August 30, 2022.



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 19, 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 a tax levy summary from 2013 actual levies through 2023's recommended levy. The chart is provided to show historically the tax levy amount (dollars) by Reno County compared with the respective inflation rates. As a disclaimer, the budgets are set a year prior to the inflation rates that are shown under the "Inflation Rate" column. For 2022, the chart indicates Reno County was facing an inflation rate of 7% during 2021 and was still able to pass a budget below the Revenue Neutral Rate. For 2023, this might be possible again, but would lower the amount of cash reserves for future years.

Highlights of the 2023 budget include the following.

- Outside agency budget requests reflect an increase of \$294,605. \$114,213 of this increase is for the EMS/Ambulance service.
- County personnel increases represent a total wage increase of \$634,739.
- Staffing levels remain unchanged from the 2022 approved amount.
- Vehicle purchases for departments outside of Public Works and Solid Waste are all budgeted in the Special Equipment Fund. This is a change from past practices.
- Inflation of all supplies, including gasoline have resulted in significant portions of the increased budget requests.

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=>

Following the approval today of a letter of intent to exceed the Revenue Neutral Rate, the county commission will be setting the maximum mill levy amount. This is not the final adopted budget but is the maximum total budget. During meetings between July 19th and August 30th, the county commission is able to discuss with the administrator possible cuts in expenditures or revenue estimates to be increased in an effort to lower the mill levy lower than the maximum approved. The meeting on Tuesday, August 30, 2022, will be the time that the official county budget is voted on and finalized.

Remaining Budget Schedule

Below is a tentative budget schedule, along with deadlines from the State of Kansas, based on the county exceeding the Revenue Neutral Rate (RNR). Even if the RNR is not exceeded with the final budget, it is strongly recommended going through the process in anticipation of exceeding the RNR to protect the county. The purpose of following the process to exceed the RNR is that the rate is based on an estimated assessed valuation that may go up or down between now and November 1, 2022.

- July 20th: Last day to notify the County Clerk about Reno County's Revenue Neutral Rate (RNR) intentions.
- August 20th - September 20th: Hold RNR hearing prior to official budget hearing. Publication of hearing must be published in the newspaper and Online at least 10-days prior to the hearing.
- August 20th - September 20th: Hold official Budget Hearing with same publication requirements as used for the RNR hearing. The two hearings can be on the same day.
- August 20th - October 1st: Pass Resolution to exceed RNR and formally adopt 2023 budget.
- August 30th - October 1st: Certify budget and electronically submit to the County Clerk.

RENO COUNTY TAX LEVIES (2013-2023 EST)

Year	Taxes Levied	% Increase	Inflation Rate	Difference btw Increase and Inflation
2013	\$19,747,472	3.61%	1.50%	2.11%
2014	\$20,643,534	4.54%	0.80%	3.74%
2015	\$21,786,815	5.54%	0.70%	4.84%
2016	\$23,059,431	5.84%	2.10%	3.74%
2017	\$23,654,753	2.58%	2.10%	0.48%
2018	\$24,141,271	2.06%	1.90%	0.16%
2019	\$24,716,096	2.38%	2.30%	0.08%
2020	\$25,080,339	1.47%	1.40%	0.07%
2021	\$25,601,671	2.08%	7.00%	-4.92%
2022	\$25,309,526	-1.14%	8.60%	-9.74%
2023*	\$26,673,863	5.39%	3.00%	2.39%
2023**	\$25,290,374	-0.08%	3.00%	-3.08%
	Average	3.12%	2.85%	0.27%

*Flat mill levy

**Revenue Neutral Rate (RNR) budget version presented

Inflation rates at the link below (usinflationcalculator). 2022 rates are through May. 2023 estimates are 3-4% based on estimates from the link shown below (kiplinger.com).

<https://www.kiplinger.com/economic-forecasts/inflation>

<https://www.usinflationcalculator.com/inflation/current-inflation-rates/>

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

NOTICE OF REVENUE NEUTRAL RATE INTENT

The Reno County Board of Commissioners hereby notifies the Reno County Clerk of Intent to exceed the Revenue Neutral Rate;

XXXXX Yes, we intend to exceed the Revenue Neutral Rate and our proposed mill levy rate is 39.475. The date of our hearing is August 30, 2022 at the regularly scheduled commission meeting which will begin at 9:00AM and will be held at the Reno County Annex Conference Room in Hutchinson, Kansas.

_____ No, we do not plan to exceed the Revenue Neutral Rate and will submit our budget to the Reno County Clerk on or before _____.

WITNESS our signatures and official seal on July 19, 2022.

BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS

Daniel Friesen, Chairman

Ron Sellers, Member

Ron Hirst, Member

ATTEST:

Donna Patton, Reno County Clerk

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.

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
Revenue Neutral Rate **							37.468

Less: Transfers	10,554,352		8,014,054		6,798,290	
Net Expenditure	54,237,866		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,

	2020	2021	2022
January 1,			
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



AGENDA ITEM

AGENDA ITEM #7.E

AGENDA DATE: July 19, 2022

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:

[2023 Special Districts Budget](#)

1. Notification to Reno, Harvey and Kingman County Clerks that the Special Districts Budget will exceed the Revenue Neutral Rate (RNR) and set the RNR Public Hearing for August 30, 2022.
2. Set a Budget Hearing date of August 30, 2022 for the Special Districts Budget.

SUMMARY & BACKGROUND OF TOPIC:

Reno County has a budget document that is prepared and approved every year separate from the overall county budget. This budget is the special districts budget. The Reno County Commissioners are the governing body for each of the special districts independently. To simplify the adoption of the budgets, each of the special districts listed below are included in the budget.

- Fire District No. 2 (Hutchinson Fire, surrounds the city)
- Fire District No. 3 (Nickerson and Highlands area)
- Fire District No. 4 (Partridge, Arlington, Plevna, Pretty Prairie, Langdon area)
- Fire District No. 6 (Sylvia area)
- Fire District No. 7 (Turon area)
- Fire District No. 8 (Yoder, Pleasantview, Habit area)
- Fire District No. 9 (Haven, east side of Cheney Reservoir area)
- Fire District Joint No. 1 (Reno/Kingman) (Pretty Prairie and west side of Cheney Reservoir area)
- Fire District Joint No. 2 (Reno/Harvey) (Buhler area)
- Sewer District No. 1 (Cedarview)
- Sewer District No. 3-10 (Blue Spruce)
- Sewer District No. 201 (Yoder)
- Sewer District No. 202 (HABIT)
- Sewer District No. 8 (Highlands)
- Water District No. 8 (Highlands)
- Water District No. 101 (Yoder)

The recommended budget for each district is above their respective Revenue Neutral Rates. The districts that are not exceeding the Revenue Neutral Rates include Fire District No. 8 Bond & Interest, Fire District No. 9 Bond & Interest, Sewer District No. 3-10, Sewer District No. 3-10 Bond & Interest, Sewer District No. 8, Sewer District No. 8 Bond & Interest, Water District No. 8 and Water District No. 101.

RECOMMENDATION / REQUEST:

Approve the recommended maximum budgets for the special districts and schedule two public hearings (Revenue Neutral Rate hearing and Budget hearing) on August 30, 2022. The approval will also allow for the commission to notify the County Clerks (Reno along with Harvey and Kingman for the joint fire districts) of an intent to go above the Revenue Neutral Rate.

NOTICE OF REVENUE NEUTRAL RATE INTENT

The Reno County Board of Commissioners, as the governing body of Reno County Fire Districts, Reno County Sewer Districts and Reno County Water Districts, hereby notifies the Reno County Clerk of intent to exceed the Revenue Neutral Rates for 2022 Ad Valorem tax assessments to fund the 2023 budgets of the Reno County Fire Districts, Reno County Sewer Districts and Reno County Water Districts identified and specified as follows:

Special District	Proposed Mill Levy Rate
Fire District No. 2	22.914
Fire District No. 3	5.604
Fire District No. 4	6.271
Fire District No. 6	13.704
Fire District No. 7	8.333
Fire District No. 8	5.444
Fire District No. 8 Bond & Interest	0.000
Fire District No. 9	5.035
Fire District No. 9 Bond & Interest	1.572
Fire District Joint No. 1 Rn-Km	6.007
Fire District Joint No. 2 Rn-Hv	5.746
Fire District Joint No. 2 Rn-Hv Bond & Interest	0.935
Sewer District No. 1	10.471
Sewer District No. 3-10	8.597
Sewer District No. 3-10 Bond & Interest	0.000
Sewer District No. 201	22.700
Sewer District No. 202	22.071
Sewer District No. 8	0.000
Sewer District No. 8 Bond & Interest	8.502
Water District No. 8	0.00
Water District No. 101	0.00

The date of the hearing is August 30, 2022 during the Board of County Commissioners' regularly scheduled meeting which begins at 9:00 AM and will be held at the Reno County Annex, 125 W. 1st Avenue, Hutchinson, Kansas.

WITNESS our signatures and official seal on July 19, 2022.

BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY,
KANSAS ACTING AS THE GOVERNING BODY OF RENO COUNTY
FIRE DISTRICTS, RENO COUNTY SEWER DISTRICTS, AND RENO
COUNTY WATER DISTRICTS.

Daniel Friesen, Chairman

Ron Sellers, Member

ATTEST:

Ron Hirst, Member

Donna Patton, Reno County Clerk

NOTICE OF REVENUE NEUTRAL RATE INTENT

The Reno County Board of Commissioners, as the governing body of Reno County Fire District Joint No. 1 Reno-Kingman hereby notifies the Kingman County Clerk of intent to exceed the Revenue Neutral Rates for 2022 Ad Valorem tax assessments to fund the 2023 budgets of the Reno County Fire District Joint No. 1 Reno-Kingman specified as follows:

Special District	Proposed Mill Levy Rate
Fire District Joint No. 1 Rn-Km	6.007

The date of the hearing is August 30, 2022 during the Board of County Commissioners' regularly scheduled meeting which begins at 9:00 AM and will be held at the Reno County Annex, 125 W. 1st Avenue, Hutchinson, Kansas.

WITNESS our signatures and official seal on July 19, 2022.

BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY,
KANSAS ACTING AS THE GOVERNING BODY OF RENO COUNTY
FIRE DISTRICT JOINT NO. 1 RENO-KINGMAN.

Daniel Friesen, Chairman

Ron Sellers, Member

Ron Hirst, Member

ATTEST:

Donna Patton, Reno County Clerk

NOTICE OF REVENUE NEUTRAL RATE INTENT

The Reno County Board of Commissioners, as the governing body of Reno County Fire District Joint No. 2 Reno-Harvey hereby notifies the Harvey County Clerk of intent to exceed the Revenue Neutral Rates for 2022 Ad Valorem tax assessments to fund the 2023 budgets of the Reno County Fire District Joint No. 2 Reno-Harvey specified as follows:

Special District	Proposed Mill Levy Rate
Fire District Joint No. 2 Rn-Hv	5.746
Fire District Joint No. 2 Rn-Hv Bond & Interest	0.935

The date of the hearing is August 30, 2022 during the Board of County Commissioners' regularly scheduled meeting which begins at 9:00 AM and will be held at the Reno County Annex, 125 W. 1st Avenue, Hutchinson, Kansas.

WITNESS our signatures and official seal on July 19, 2022.

BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY,
KANSAS ACTING AS THE GOVERNING BODY OF RENO COUNTY
FIRE DISTRICT JOINT NO. 2 RENO-HARVEY.

Daniel Friesen, Chairman

Ron Sellers, Member

Ron Hirst, Member

ATTEST:

Donna Patton, Reno County Clerk

NOTICE OF HEARING TO EXCEED REVENUE NEUTRAL RATE AND BUDGET HEARING

The Reno County Board of Commissioners, acting as the governing body of
Reno County Fire Districts, Reno County Sewer Districts, and Reno County Water Districts

will meet on August 30, 2022 during the regularly scheduled meeting which begins at 9:00 AM in the Reno County Annex Conference Room, 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 Revenue Neutral Rates. 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. Proposed Tax Rate is subject to change dependent on the final assessed valuation.

	Prior Year Actual 2021		Current Yr Estimate 2022		Proposed Budget Year 2023				
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2022 Ad Valorem Tax	July 1, 2022 Estimated Valuation	Proposed Estimated Tax Rate*	Revenue Neutral Rate**
Special District Funds									
Fire District No. 2 General	2,061,270	20.680	2,438,181	21.634	2,656,713	2,268,031	98,980,831	22.914	21.008
Fire Dist. No. 3 General	169,876	5.060	201,172	5.603	219,710	177,840	31,733,673	5.604	5.328
Fire Dist. No. 4 General	189,371	4.989	217,975	5.495	255,275	223,922	35,708,557	6.271	5.338
Fire Dist. No. 6 General	65,708	7.224	83,925	9.860	110,325	103,600	7,560,075	13.704	9.376
Fire Dist. No. 7 General	65,065	5.171	102,260	7.403	121,870	100,509	12,061,310	8.333	7.465
Fire Dist. No. 8 General	137,015	5.054	166,875	5.703	177,910	142,984	26,264,868	5.444	5.413
Fire Dist. No. 8 Bond & Int	20,600	0.790	6,118	0.000	0	0			
Fire Dist. No. 9 General	171,221	5.004	185,130	4.575	203,130	178,297	35,408,885	5.035	4.484
Fire Dist. No. 9 Bond & Int	66,200	1.995	63,900	1.664	66,400	55,672	35,408,885	1.572	1.631
Fire Dist. Jt. No. 1 Rn-Km General	122,852	5.146	161,750	6.329	169,620	142,171	23,666,099	6.007	6.004
Fire Dist. Jt. No. 2 Rn-Hv General	129,342	4.719	171,025	5.344	202,350	160,215	27,883,724	5.746	5.186
Fire Dist Jt No 2 Rn-Hv Bond Int	22,637	0.541	21,808	0.634	27,740	26,077	27,883,724	0.935	0.615
Sewer District No. 1	4,052	25.579	7,154	12.043	6,145	2,504	239,147	10.471	10.031
Sewer District No. 3 & 10	13,146	5.655	60,934	16.234	82,025	26,444	3,075,805	8.597	15.076
Sewer District No. 3 & 10 Bond & Int	38,375	0.000	37,625	0.000	96,971	0			
Sewer District No. 201	24,185	17.263	25,462	17.938	34,911	23,510	1,035,691	22.700	16.308
Sewer District No. 202	26,444	19.478	32,888	21.927	48,872	25,997	1,177,855	22.071	21.324
Sewer District No. 8	84,123	0.000	155,743	6.733	148,877	0	4,982,602		6.262
Sewer District No. 8 Bond & Int	100,750	12.275	99,250	12.055	187,750	42,363	4,982,602	8.502	11.213
Water District No. 8	42,194	0.000	68,618	0.000	510,719	0			
Water District No. 101	27,210	0.000	49,029	0.000	49,496	0			
Non-Budgeted Funds - A	283,787								
Non-Budgeted Funds - B	0								

*Tax rates are expressed in mills

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

Donna Patton
Clerk



AGENDA ITEM

AGENDA ITEM #7.F

AGENDA DATE: July 19, 2022

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:
Discussion of Legislative Items

SUMMARY & BACKGROUND OF TOPIC:

The intent is for the commission to consider any legislative items that you feel the Kansas Association of Counties should consider for their 2023 legislative platform. KAC would like to have the form found at this link (<https://www.kansascounties.org/legislative/2022-legislative-updates/2022-23-kac-legislative-request-fillable-form.pdf/view>) to be used by any county wishing to submit legislative policy requests by Friday, July 22, 2022. Even if Reno County does not want to fill out the form and discuss the issue with KAC, we can still use the meeting to discuss issues that need the attention from our regional legislative members. Below are a couple of items staff recommends considering by the commission to support a request in legislative changes for next year's Kansas Legislature.

Noxious Weeds

The Noxious Weed Statute (K.S.A. 2-1322) requires all counties to sell chemicals for weed eradication. The only circumstance for a county to charge citizens the full county cost of the chemicals is if the county levies at least 1.5 mills for the noxious weed fund. Reno County's last approved budget for Noxious Weeds had a mill levy rate of .173. Though the noxious weed budget for us is small, we don't feel it is fair that all taxpayers are subsidizing the cost for large landowners to buy chemicals at a rate less than what we buy them for. Staff's recommended change to K.S.A. 2-1322 would edit paragraph (b) to allow any county to charge at a maximum, 100% of their respective county cost to purchase the necessary chemicals.

Official Notices/Publications

Cities and counties are statutorily required to publish official notifications in their official newspaper. Examples of the publications that are required in the paper consists of legal notices, budget hearing notices, planning/zoning issues, and quarterly financial statements. City governments are authorized to publish a summary of their ordinances and then place the full ordinance on their website per K.S.A. 12-3007.

County governments do not have this authority and are required to publish an entire resolution in the official newspaper, costing more than what a summary would cost. It is my recommendation that we

work with regional legislators to discuss options to modify the Statute and allow for counties to publish summaries, similar to cities.

RECOMMENDATION / REQUEST:

Discussion

2-1322. Purchase and use of equipment and chemicals; sale of chemicals, price; charges for use of machinery and equipment; record of purchases, sales and charges. (a) The board of county commissioners, or the governing body of incorporated cities, cooperating with the secretary, shall purchase or provide for needed and necessary equipment and necessary chemical materials for the control and eradication of noxious weeds. The board of county commissioners of any county or the governing body of any city may use any equipment or apply any chemical materials purchased as provided for in this section, upon the right-of-ways and county-owned or managed property, for the treatment and eradication of species of plants that have not been declared noxious weeds.

(b) Except as provided in K.S.A. [2-1333](#), and amendments thereto, the board of county commissioners shall sell chemical materials to the landowners in its jurisdiction who have been assessed a tax by the county at a price fixed by the board of county commissioners in an amount equal to not less than 50% nor more than 75% of the total cost incurred by the county in purchasing, storing and handling such chemical materials used in the control and eradication of noxious weeds, and may make such charge for the use of machines or other equipment and operators as may be deemed by the board of county [county] commissioners sufficient to cover the actual cost of operation. However, once the tax levying body of a county, city or township has appropriated a budget equivalent to 1.5 mills or more, the board of county commissioners may collect from the landowners in their jurisdiction an amount equal to 75% but not more than 100% of the total cost incurred by the county in purchasing, storing and handling of chemical materials used in the control and eradication of noxious weeds.

(c) The board of county commissioners of a county that funds its noxious weed program from the county general fund shall sell chemical materials to the landowners in its jurisdiction who have been assessed a tax by the county at a price fixed by the board of county commissioners in an amount equal to not less than 50% nor more than 75% of the total cost incurred by the county in purchasing, storing and handling such chemical materials used in the control and eradication of noxious weeds, and may make such charge for the use of machines or other equipment and the operators as may be deemed by the board of county commissioners sufficient to cover the actual cost of operation. However, once the tax levying body of a county, city or township has appropriated a budget equivalent to 1.5 mills or more, the board of county commissioners may collect from the landowners in its jurisdiction an amount equal to 75% but not more than 100% of the total cost incurred by the county in purchasing, storing and handling of chemical materials used in the control and eradication of noxious weeds.

(d) Whenever official methods for the control and eradication of noxious weeds adopted by the secretary are not used in applying the chemical materials purchased, the board of county commissioners may collect the remaining portion of the total cost thereof from the landowner.

(e) The board of county commissioners, township boards, and the governing body of cities shall keep a record showing purchases of chemical materials and equipment for the control and eradication of noxious weeds. The board of county commissioners and the governing body of cities shall also keep a complete itemized record showing sales for cash or charge sales of chemical materials and shall maintain a record of charges and receipts for use of equipment owned by each county or city on public and private land. Such records shall be open to inspection by citizens of Kansas at all times.

(f) All moneys collected from the sales of chemical materials and the charges for the use of machines shall be deposited into the noxious weed eradication fund or, if the noxious weed program is funded primarily through the county general fund, such moneys shall be paid into the county general fund. If the noxious weed program is funded from more than one source, all moneys collected pursuant to this section shall be paid into each source in proportion to its contribution to the noxious weed program for the purpose of paying for the purchase of additional chemical materials as provided in this section and for the cost of the control and eradication of noxious weeds as provided in this act.

History: L. 1937, ch. 1, § 9; L. 1945, ch. 3, § 5; L. 1957, ch. 7, § 7; L. 1976, ch. 6, § 2; L. 1979, ch. 5, § 2; L. 1988, ch. 3, § 2; L. 1991, ch. 4, § 2; L. 1999, ch. 154, § 30; L. 2004, ch. 101, § 31; L. 2018, ch. 77, § 13; July 1.

12-3007. Publication; effective date. (a) The city clerk shall cause all ordinances, except appropriation ordinances, as soon as practicable after they have been passed and signed, passed over the mayor's veto or will take effect without signature, to be published once in the official city newspaper, unless a statute requires more publications. Ordinances shall take effect the day of publication unless a different and later day is stated in the ordinance or otherwise specified by statute: Provided, That appropriation ordinances shall take effect upon passage. The publisher shall print in a line preceding the number of the ordinance a statement in parentheses as follows: (Published ____, 20__), giving the month, day and year. The manner of publication and effective date of codifications shall be as hereinafter provided.

(b) In lieu of full publication of an ordinance pursuant to this section, a city may opt to publish a summary of the ordinance so long as:

- (1) The publication is identified as a "summary" and contains notice that the complete text of the ordinance may be obtained or viewed free of charge at the office of the city clerk;
- (2) the city attorney certifies the summary of the ordinance prior to publication to ensure that the summary is legally accurate and sufficient; and
- (3) the publication contains the city's official website address where a reproduction of the original ordinance is available for a minimum of one week following the summary publication in the newspaper.

If an ordinance is subject to petition pursuant to state law, then the summary shall contain a statement that the ordinance is subject to petition.

History: L. 1959, ch. 64, § 7; L. 2012, ch. 46, § 2; July 1.



AGENDA ITEM

AGENDA ITEM #8.A

AGENDA DATE: July 19, 2022

PRESENTED BY: Clint Nelson, Interfaith Housing & Community Services, Inc.

AGENDA TOPIC:
Interfaith Housing Discussion

SUMMARY & BACKGROUND OF TOPIC:

Attached is a letter from Interfaith Housing to Reno County with more information. The request deals with a joint venture that would enable Interfaith to apply for grant funds in an effort to remove the abandoned former St. Elizabeth hospital on North Monroe.

ALL OPTIONS:

- Direct staff to work with Interfaith Housing on a recommended agreement for partnership
- Deny request of Interfaith Housing

RECOMMENDATION / REQUEST:

Discussion with possible direction for staff.

POLICY / FISCAL IMPACT:

Staff is looking at the cost of insurance needed to limit county liability during this project. There is some liability, but it is manageable.



INTERFAITH HOUSING &
COMMUNITY SERVICES, INC.

Helping hands helping people.

Mr. Randy Partington-

In good faith, Interfaith Housing & Community Services, Inc. respectfully requests to enter into a Joint Venture Agreement with Reno County, in pursuit of a 2022 EPA funding award. Since June 2016, Interfaith has been the sole owner of the former St. Elizabeth Hospital located at 500 West 20th Avenue in Hutchinson, KS. We have experienced two non-awarded Kansas Housing Resources Corporation grants and are now resolved to secure a 2022 EPA grant keyed on full environmental remediation of the 55,000sq ft. structure. Throughout the application process and proposed remediation activities, Interfaith offers the following guarantees:

- *Interfaith will satisfy all expenses associated with the EPA application and preliminary requirements*
- *Interfaith will make reasonable efforts to maintain building and site security at all times*
- *Interfaith will maintain an active hazard and liability insurance endorsement*
- *Interfaith will complete the full 2022 EPA application and work directly with the EPA Region 7 and Kansas Department of Health and Environment throughout the process*

Through the Federal Bipartisan Infrastructure Bill, the EPA received an additional \$1.5 billion to the U.S. Brownfields program. For our St. Elizabeth project, this affords us a singular opportunity to apply for up to \$5 million while the cost share requirement has also been completely eliminated. In its current state, the St. Elizabeth property has been reduced to land value only and does little to benefit the overall county tax base. Additionally, the deteriorating structure poses an ever-increasing risk to the neighborhood and to the overly adventurous youth making their way into the building.

Following the EPA funded remediation work, we conceptually have no less than three available redevelopment options to truly reinvent this site into a strong community asset and a positive boost to the overall desirability of the neighborhood. Please find additional detail within the attached Joint Venture Agreement.

Respectfully-

Clint Nelson
Director of Housing Development



7.19.22 Reno County Commission: 2022 EPA Cleanup Grant

- IHCS timeline history with 500 W. 20th site
 - 2016 Accepted property by donation
 - 2018 partnership agreement w/ experienced local developer
 - 2019/2020 two non-awarded LIHTC funding submissions
 - 2020 received 4 quotes for demolition and site work
 - 2020 began working with KDHE on environmental concerns
 - 2021/2022 engineering and environmental reviews leading up to EPA Grant cycle

- EPA has a \$1.5B boost through the federal Infrastructure Investment and Jobs Act
 - Up to \$5M per cleanup grant w/ no cost share
 - Interfaith is not eligible to act as the EPA applicant
 - Interfaith will complete full grant application and required exhibits on behalf of county
 - Interfaith currently has two potential redevelopment concepts
 - Completed: ABCA and Phase1 updated for new owner fully funded by KDHE
 - Grant cycle open Sept-Nov w/ awards announced in Jan2023
 - 5% allowable for in-direct costs

- Upon EPA funding award
 - KDHE will offer an agreement to allow access to their full contractor list
 - Interfaith will work directly with Reno County from RFP through completion and environmental clearance certification
 - Interfaith will resume ownership following EPA funded abatement process
 - Interfaith will continue proactive work on demolition and/or redevelopment strategies



AGENDA ITEM

AGENDA ITEM #9.A

AGENDA DATE: July 19, 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 06/30/22

	Amended Budget	Amt Received / Expended	% Recd / Used
001 General Fund			
00 Dept			
Revenue			
Interest	333,000.00	291,996.66	88%
Taxes	14,978,099.00	12,252,391.28	82%
Licenses, Permits, and Fees	240,250.00	166,432.37	69%
Other	10,649,892.00	2,562.74	0%
Reimbursements	818,500.00	487,084.47	60%
Transfers In from Other Funds	25,000.00	74,010.00	296%
Revenue Total	27,044,741.00	13,274,477.52	49%
Expenses			
Other Expense & Reimbursements	0.00	(5,021.93)	
Expenses Total	0.00	(5,021.93)	
01 County Commission			
Expenses			
Personnel Services	54,000.00	26,999.70	50%
Contractual Services	5,100.00	1,157.00	23%
Commodities	1,000.00	245.79	25%
Expenses Total	60,100.00	28,402.49	47%
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	134,521.80	49%
Contractual Services	27,710.00	3,150.01	11%
Commodities	4,600.00	556.14	12%
Expenses Total	306,956.00	138,227.95	45%
03 County Treasurer			
Revenue			
Reimbursements	0.00	254.18	
Revenue Total	0.00	254.18	
Expenses			
Personnel Services	201,897.00	91,114.95	45%
Contractual Services	43,650.00	7,414.14	17%
Commodities	32,150.00	2,521.63	8%
Expenses Total	277,697.00	101,050.72	36%

2022 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
04 District Attorney			
Revenue			
Licenses, Permits, and Fees	80,000.00	78,377.10	98%
Revenue Total	80,000.00	78,377.10	98%
Expenses			
Personnel Services	1,118,003.00	539,785.00	48%
Contractual Services	123,900.00	29,988.15	24%
Commodities	40,000.00	19,419.77	49%
Capital Improvement & Outlay	26,000.00	0.00	0%
Expenses Total	1,307,903.00	589,192.92	45%
05 Register of Deeds			
Revenue			
Licenses, Permits, and Fees	375,000.00	255,401.00	68%
Revenue Total	375,000.00	255,401.00	68%
Expenses			
Personnel Services	155,246.00	73,583.20	47%
Contractual Services	9,750.00	3,587.94	37%
Commodities	6,300.00	2,289.58	
Capital Improvement & Outlay	0.00	1,655.28	#DIV/0!
Expenses Total	171,296.00	81,116.00	47%
06 Sheriff			
Revenue			
Licenses, Permits, and Fees	47,612.00	14,950.00	31%
Reimbursements	16,100.00	4,698.24	29%
Grant Revenues	12,000.00	3,924.74	33%
Revenue Total	75,712.00	23,572.98	31%
Expenses			
Personnel Services	3,144,374.00	1,456,568.26	46%
Contractual Services	356,615.00	198,208.50	56%
Commodities	282,175.00	153,734.90	54%
Capital Improvement & Outlay	259,080.00	92,533.82	36%
Other Expense & Reimbursements	2,000.00	663.46	33%
Expenses Total	4,044,244.00	1,901,708.94	47%
07 Administration			
Expenses			
Personnel Services	400,026.00	203,590.17	51%
Contractual Services	130,100.00	40,428.31	31%
Commodities	4,000.00	1,721.73	43%

2022 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
Expenses Total	534,126.00	245,740.21	46%
08 Unified Courts			
Revenue			
Reimbursements	10,000.00	1,200.00	12%
Revenue Total	10,000.00	1,200.00	12%
Expenses			
Contractual Services	557,640.00	242,481.78	43%
Commodities	55,100.00	13,629.16	25%
Expenses Total	612,740.00	256,110.94	42%
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	44,959.68	53%
Contractual Services	1,406,500.00	857,119.34	61%
Commodities	1,000.00	0.00	0%
Capital Improvement & Outlay	1,049,054.00	0.00	0%
Other Expense & Reimbursements	15,000.00	423.89	3%
Outside Agencies Appropriation	559,500.00	256,700.00	46%
Ambulance Services	1,702,676.00	481,403.83	28%
Emergency Communications	801,058.00	281,226.99	35%
Economic Development Projects	0.00	0.00	
Transfers Out to Other Funds	90,000.00	0.00	0%
Commission Discretionary	20,000.00	0.00	0%
Reserve for Cash Carryover & Contingencies	5,656,702.00	0.00	0%
Expenses Total	11,386,271.00	1,921,833.73	17%
10 County General			
Expenses			
Contractual Services	0.00	16,803.56	
Commodities	0.00	1,132.77	
Other Expense & Reimbursements	0.00	-20.69	
Outside Agencies Appropriation	0.00	30,500.00	
Economic Development Projects	400,000.00	0.00	0%
Transfers Out to Other Funds	1,001,315.00	0.00	0%

2022 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
Commission Discretionary	0.00	7,500.00	
Expenses Total	1,401,315.00	55,915.64	
11 Maintenance			
Revenue			
Reimbursements	30,000.00	13,041.64	43%
Revenue Total	30,000.00	13,041.64	43%
Expenses			
Personnel Services	857,620.00	342,217.15	40%
Contractual Services	84,611.00	57,008.83	67%
Commodities	74,661.00	23,380.28	31%
Capital Improvement & Outlay	30,000.00	0.00	0%
Expenses Total	1,046,892.00	422,606.26	40%
12 Planning Zoning Utilities			
Expenses			
Personnel Services	85,955.00	40,193.07	47%
Contractual Services	15,700.00	3,468.22	22%
Commodities	700.00	129.26	18%
Expenses Total	102,355.00	43,790.55	43%
13 Emergency Management			
Revenue			
Reimbursements	0.00	39.76	
Revenue Total	0.00	39.76	
Expenses			
Personnel Services	295,063.00	119,643.34	41%
Contractual Services	39,375.00	19,360.51	49%
Commodities	20,850.00	12,688.39	61%
Other Expense & Reimbursements	0.00	1,479.16	
Expenses Total	355,288.00	153,171.40	43%
14 Jail			
Revenue			
Other	5,000.00	100.00	2%
Reimbursements	90,000.00	26,568.64	30%
Revenue Total	95,000.00	26,668.64	28%
Expenses			
Personnel Services	2,351,311.00	1,230,622.10	52%

2022 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
Contractual Services	883,846.00	405,538.11	46%
Commodities	204,000.00	93,163.08	0%
Capital Improvement & Outlay	38,600.00	0.00	0%
Expenses Total	3,477,757.00	1,729,323.29	50%

15 Human Resources

Expenses			
Personnel Services	184,349.00	91,073.91	49%
Contractual Services	56,050.00	22,868.81	41%
Commodities	18,500.00	2,814.65	15%
Expenses Total	258,899.00	116,757.37	45%

16 Appraiser

Revenue			
Reimbursements	3,000.00	1,880.00	63%
Revenue Total	3,000.00	1,880.00	63%
Expenses			
Personnel Services	653,473.00	286,988.37	44%
Contractual Services	71,300.00	20,163.01	28%
Commodities	24,000.00	3,948.02	0%
Capital Improvement & Outlay	25,000.00	0.00	0%
Expenses Total	773,773.00	311,099.40	40%

17 Election

Revenue			
Reimbursements	500.00	351.99	70%
Revenue Total	500.00	351.99	70%
Expenses			
Personnel Services	126,043.00	56,984.74	45%
Contractual Services	232,700.00	83,992.97	36%
Commodities	18,800.00	4,296.13	0%
Transfers Out to Other Funds	11,371.00	0.00	0%
Expenses Total	388,914.00	145,273.84	37%

18 Information Technology

Revenue			
Reimbursements	28,000.00	9,464.99	34%
Revenue Total	28,000.00	9,464.99	34%

2022 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
Expenses			
Personnel Services	502,866.00	230,549.20	46%
Contractual Services	297,425.00	250,763.76	84%
Commodities	11,000.00	6,211.82	56%
Expenses Total	811,291.00	487,524.78	60%
24 Auto Center			
Revenue			
Reimbursements	20,000.00	10,818.94	54%
Revenue Total	20,000.00	10,818.94	54%
Expenses			
Personnel Services	164,466.00	78,317.25	48%
Contractual Services	14,755.00	7,735.77	52%
Commodities	15,505.00	2,320.60	15%
Expenses Total	194,726.00	88,373.62	45%
REVENUE TOTALS	27,792,953.00	13,706,367.51	49%
EXPENSE TOTALS	27,512,543.00	8,812,198.12	32%
Fund 001 General Fund	280,410.00	4,894,169.39	
	Beginning Fund Balance:	14,428,910.17	
	Ending Fund Balance:	19,323,079.56	

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	3,266.40	54%	
Other	711,712.00	20,414.50	3%	
Grant Revenues	1,171,236.00	494,678.66	42%	
Transfers In from Other Funds	352,000.00	0.00	0%	
Revenue Total	2,533,291.00	780,033.39	31%	
Expenses				
Personnel Services	1,321,263.00	563,093.85	30%	
Contractual Services	566,025.00	168,144.01	30%	
Commodities	287,150.00	73,190.39	25%	
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	805,177.71	32%	
	REVENUE TOTALS	2,533,291.00	780,033.39	31%
	EXPENSE TOTALS	2,525,479.00	805,177.71	32%
Fund 002-Dept of Aging Totals	7,812.00	(25,144.32)		
	Beginning Fund Balance:	1,021,247.94		
	Ending Fund Balance:	996,103.62		

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	485.27	6%	
Reimbursements	651,000.00	361,331.00	56%	
Other	692,863.00	485.00	0%	
Grant Revenues	1,062,000.00	1,365,679.08	129%	
Revenue Total	3,400,067.00	2,597,486.43	76%	
Expenses				
Personnel Services	2,421,343.00	1,103,665.51	46%	
Contractual Services	568,100.00	266,095.43	47%	
Commodities	254,400.00	65,104.79		
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	1,435,835.73	43%	
	REVENUE TOTALS	3,400,067.00	2,597,486.43	76%
	EXPENSE TOTALS	3,374,642.00	1,435,835.73	43%
Fund 003-Health Totals	25,425.00	1,161,650.70		
	Beginning Fund Balance:	1,264,033.90		
	Ending Fund Balance:	2,425,684.60		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
004 Noxious Weed				
Revenue				
Taxes	117,103.00	106,216.14	91%	
Other	38,285.00	19,390.71	51%	
Revenue Total	155,388.00	125,606.85	81%	
Expenses				
Personnel Services	82,952.00	40,749.46	49%	
Contractual Services	5,400.00	1,085.07	20%	
Commodities	51,400.00	44,478.54	87%	
Other Expense & Reimbursements	0.00	0.00		
Transfers Out to Other Funds	10,000.00	0.00		
Reserve for Cash Carryover & Contingencies	2,398.00	0.00	0%	
Expenses Total	152,150.00	86,313.07	57%	
	REVENUE TOTALS	155,388.00	125,606.85	81%
	EXPENSE TOTALS	152,150.00	86,313.07	57%
Fund 004-Nox Weed Totals	3,238.00	39,293.78		
	Beginning Fund Balance:	28,030.79		
	Ending Fund Balance:	67,324.57		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
006 Special Bridge Fund				
Revenue				
Taxes	1,231,904.00	1,115,912.25	91%	
Other	2,226,527.00	0.00	0%	
Revenue Total	3,458,431.00	1,115,912.25	32%	
Expenses				
Contractual Services	2,400,000.00	1,418,805.49	59%	
Commodities	350,000.00	0.00	0%	
Other Expense & Reimbursements	0.00	(976,050.87)		
Reserve for Cash Carryover & Contingencies	675,000.00	0.00	0%	
Expenses Total	3,425,000.00	442,754.62	13%	
	REVENUE TOTALS	3,458,431.00	1,115,912.25	32%
	EXPENSE TOTALS	3,425,000.00	442,754.62	13%
Fund 006-Sp Bridge Totals	33,431.00	673,157.63		
	Beginning Fund Balance:	3,952,204.32		
	Ending Fund Balance:	4,625,361.95		

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	3,289.62		
Other	2,441,086.00	772,458.97	32%	
Revenue Total	6,869,119.00	4,690,253.89	68%	
Expenses				
Personnel Services	2,251,809.00	1,010,728.21	45%	
Contractual Services	311,550.00	120,375.24	39%	
Commodities	3,339,000.00	622,159.82	19%	
Capital Improvement & Outlay	550,000.00	15,086.96	3%	
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	1,768,350.23	26%	
	REVENUE TOTALS	6,869,119.00	4,690,253.89	68%
	EXPENSE TOTALS	6,754,072.00	1,768,350.23	26%
	Fund 007-Public Works	115,047.00	2,921,903.66	
	Beginning Fund Balance:	1,607,443.99		
	Ending Fund Balance:	4,529,347.65		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
008 Solid Waste				
Revenue				
Licenses, Permits, and Fees	5,090,000.00	4,549,915.01	89%	
Reimbursements	20,000.00	75,300.67	377%	
Other	5,962,832.00	17,015.23	0%	
Revenue Total	11,072,832.00	4,642,230.91	42%	
Expenses				
Personnel Services	1,623,020.00	669,269.13	41%	
Contractual Services	1,199,450.00	375,536.17	31%	
Commodities	574,500.00	227,080.14	40%	
Capital Improvement & Outlay	2,810,000.00	381,590.80	14%	
Other Expense & Reimbursements	0.00	0.00		
Transfers Out to Other Funds	651,950.00	50,975.00	8%	
Reserve for Cash Carryover & Contingencies	4,213,912.00	0.00	0%	
Expenses Total	11,072,832.00	1,704,451.24	15%	
	REVENUE TOTALS	11,072,832.00	4,642,230.91	42%
	EXPENSE TOTALS	11,072,832.00	1,704,451.24	15%
	Fund 008-Solid Waste	0.00	2,937,779.67	
	Beginning Fund Balance:	7,217,794.01		
	Ending Fund Balance:	10,155,573.68		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
009 Youth Shelter				
Revenue				
Reimbursements	1,302,220.00	698,260.53	54%	
Other	243,490.00	0.00	0%	
Transfers In from Other Funds	649,315.00	0.00	0%	
Revenue Total	2,195,025.00	698,260.53	32%	
Expenses				
Personnel Services	1,698,666.00	780,078.92	46%	
Contractual Services	107,175.00	37,094.23	35%	
Commodities	56,300.00	12,637.10	22%	
Capital Improvement & Outlay	20,000.00	179.98	1%	
Other Expense & Reimbursements	126,082.00	46,436.21	37%	
Reserve for Cash Carryover & Contingencies	186,802.00	0.00	0%	
Expenses Total	2,195,025.00	876,426.44	40%	
	REVENUE TOTALS	2,195,025.00	698,260.53	32%
	EXPENSE TOTALS	2,195,025.00	876,426.44	40%
Fund 009-Youth Services	0.00	(178,165.91)		
	Beginning Fund Balance:	875,998.14		
	Ending Fund Balance:	697,832.23		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
013 Solid Waste Reserve				
Revenue				
Other	5,662,037.00	0.00	0%	
Transfers In from Other Funds	400,000.00	0.00	0%	
Revenue Total	6,062,037.00	0.00	0%	
Expenses				
Contractual Services	355,000.00	91,720.65	26%	
Capital Improvement & Outlay	5,707,037.00	0.00	0%	
Expenses Total	6,062,037.00	91,720.65	2%	
	REVENUE TOTALS	6,062,037.00	0.00	0%
	EXPENSE TOTALS	6,062,037.00	91,720.65	2%
Fund 013-Solid Waste Reserve	0.00	(91,720.65)		
	Beginning Fund Balance:	6,498,694.76		
	Ending Fund Balance:	6,406,974.11		

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	616,834.95	46%	
Other	2,986,116.00	0.00	0%	
Revenue Total	11,229,376.00	6,786,749.34	60%	
Expenses				
Personnel Services	4,086,532.00	1,972,901.55	48%	
Contractual Services	5,000.00	1,099.20	22%	
Capital Improvement & Outlay	100,000.00	0.00	0%	
Other Expense & Reimbursements	4,000.00	0.00	0%	
Transfers Out to Other Funds	5,050,904.00	1,930,780.00	38%	
Reserve for Cash Carryover & Contingencies	1,800,000.00	0.00	0%	
Expenses Total	11,046,436.00	3,904,780.75	35%	
	REVENUE TOTALS	11,229,376.00	6,786,749.34	60%
	EXPENSE TOTALS	11,046,436.00	3,904,780.75	35%
Fund 015-Employee Benefits	182,940.00	2,881,968.59		
	Beginning Fund Balance:	5,042,345.42		
	Ending Fund Balance:	7,924,314.01		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
017 Training & Evaluation Center				
Revenue				
Taxes	504,651.00	449,565.30	89%	
Other	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%	
Other	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%	
Other	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%	
Other	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	198,463.00	53,221.35	27%	
Transfers In from Other Funds	611,825.00	212,775.00	35%	
Revenue Total	1,874,777.00	1,250,808.66	67%	
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	1,250,808.66	67%
	EXPENSE TOTALS	1,844,463.00	239,681.25	13%
Fund 083 County Bond & Interest	30,314.00	1,011,127.41		
	Beginning Fund Balance:	150,560.06		
	Ending Fund Balance:	1,161,687.47		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used
085 Noxious Weed/Capital Outlay			
Revenue			
Other	98,568.00	0.00	0%
Transfers In from Other Funds	10,000.00	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			
Other	350,980.00	0.00	0%
Grant Revenues	220,000.00	0.00	0%
Revenue Total	570,980.00	0.00	0%
Expenses			
Capital Improvement & Outlay	255,000.00	6,531.00	3%
Reserve for Cash Carryover & Contingencies	315,980.00	0.00	0%
Expenses Total	570,980.00	6,531.00	1%
	REVENUE TOTALS	570,980.00	0.00
	EXPENSE TOTALS	570,980.00	6,531.00
Fund 086 Health Capital Outlay	0.00	(6,531.00)	
	Beginning Fund Balance:	433,479.84	
	Ending Fund Balance:	426,948.84	

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
087 Historical Museum				
Revenue				
Taxes	184,312.00	164,064.00	89%	
Other	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	45,017.00	1,118.27	2%	
Revenue Total	542,719.00	426,595.75	79%	
Expenses				
Capital Improvement & Outlay	432,580.00	194,007.32	45%	
Reserve for Cash Carryover & Contingencies	100,000.00	0.00	0%	
Contractual Services	0.00	72,871.70		
Expenses Total	532,580.00	266,879.02	50%	
	REVENUE TOTALS	542,719.00	426,595.75	79%
	EXPENSE TOTALS	532,580.00	266,879.02	50%
Fund 093 Special Equipment Fund	10,139.00	159,716.73		
	Beginning Fund Balance:	188,808.27		
	Ending Fund Balance:	348,525.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used
094 Special Road Fund			
Revenue			
Taxes	158,594.00	116,867.43	74%
Other	612,530.00	0.00	0%
Grant Revenues	0.00	0.00	
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	
Other	310,478.00	0.00	0%
Revenue Total	911,809.00	546,531.43	60%
Expenses			
Capital Improvement & Outlay	436,125.00	5,494.14	1%
Transfers Out to Other Funds	359,875.00	161,800.00	45%
Reserve for Cash Carryover & Contingencies	100,000.00	0.00	0%
Expenses Total	896,000.00	167,294.14	19%
REVENUE TOTALS	911,809.00	546,531.43	60%
EXPENSE TOTALS	896,000.00	167,294.14	19%
Fund 098 Capital Improvement Program	15,809.00	379,237.29	
Beginning Fund Balance:		502,097.87	
Ending Fund Balance:		881,335.16	

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used
180 Internal Services			
Revenue			
Reimbursements	678,000.00	263,693.82	39%
Other	79,822.00	0.00	0%
Revenue Total	757,822.00	263,693.82	35%
Expenses			
Commodities	678,000.00	276,341.48	41%
Reserve for Cash Carryover & Contingencies	79,822.00	0.00	0%
Expenses Total	757,822.00	276,341.48	36%
	REVENUE TOTALS	263,693.82	35%
	EXPENSE TOTALS	276,341.48	36%
Fund 180 Internal Services	0.00	(12,647.66)	
	Beginning Fund Balance:	114,909.27	
	Ending Fund Balance:	102,261.61	



AGENDA ITEM

AGENDA ITEM #9.B

AGENDA DATE: July 19, 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, Community Corrections, Communications, District Attorney, and Emergency Management.

ALL OPTIONS:

n/a

RECOMMENDATION / REQUEST:

Discussion Only

POLICY / FISCAL IMPACT:

n/a



120 W. Avenue B, Hutchinson, KS 67501

(620)694-2911 Fax: (620)694-2767

Monthly Report for June 2022

Submitted by

Barbara Lilyhorn

Director- Department of Aging and Public Transportation

Staff

Six full time Fixed Route Rcat driver positions are now open. We have had two applicants this month. One will be interviewed on June 29. Two of the three applicants we had in May were unsuitable and the third was hired by another Department. The vacancies created 200 service hours weekly to be covered either by pulling drivers from Paratransit service and reducing the number of trips available and/or Overtime. We have been preparing for the transition of service hours on July 1 and the implementation of demand response service.

Budget

The Department of Aging has spent 29% and the Department of Public Transportation has spent 30% of the Department budgets respectively – a composite total of 30% of the entire 002 expenditure budget as of 6/24/2022. Composite revenue is 28%.

Public Transportation Operations

New releases were developed and distributed with help from Laurie Moody regarding the implementation of Demand Response service in lieu of Fixed Routes as of July 1. Dispatch Center and Drivers have fielded questions from riders about the change as well.

Aging Operations

The 2022 Senior Farmers Market Nutrition Program voucher distribution began on June 14. Reno County received 225 vouchers and applications for all 227 were mailed by June 20. The vouchers will be sent to seniors when the completed application is returned to our office. Two hundred and five applications have been returned as of June 28. Each voucher contains \$35 in checks which may be used for fresh unprocessed produce at participating Farmers Market vendors statewide



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

Re: Monthly report ending June 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 had several applicants and interviews are beginning the week of July 5.

Financial summary

As of the end of June, the Appraiser will have spent approximately 40% 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 has begun.

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 is working through 17% review as mandated by statute.
- Data entry for tax year 2023 has begun.



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

Budget YTD Summary

As of June 21, 2022, we are at 42% of our overall budget of \$154,645. The internal service fund (fuel and parts) stands at 33% out of our total budget of \$428,000.

Projects/Issues

We have received our first replacement patrol vehicle that was ordered in January and is in the process of being upfitted (lights, radio, camera system, radar, cage and siren). Hopefully we will see the rest of our vehicles that are on order start coming in.

As far as parts we are still seeing delays, national backorders and huge price increases in certain items. A couple examples are refrigerant for the AC systems has gone up over 200% from a year ago and we are seeing a 27% increase in Patrol Truck tires.

Fuel costs are averaging \$4.198 per gallon so far this month which is up from an average of \$3.52 last month

The following information is from the U.S. Energy Information Administration which is forecasting a drop in retail fuel prices for 3Q22.

The U.S. average retail price for regular grade gasoline averaged \$4.44 per gallon (gal) in May, and the average retail diesel price was \$5.57/gal. Rising prices for gasoline and diesel reflect refining margins for those products that are at or near record highs amid low inventory levels. We expect the gasoline wholesale margins (the difference between the wholesale gasoline price and Brent crude oil price) to fall from \$1.17/gal in May to average 81 cents/gal in 3Q22, and we expect retail gasoline prices to average \$4.27/gal in 3Q22. Diesel wholesale margins in the forecast fall from \$1.53/gal in May to \$1.07/gal in 3Q22, and retail diesel averages \$4.78/gal in 3Q22.



COMMUNITY CORRECTIONS

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

County Commission Report

June 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

We've expanded our use of electronic signatures to four more officers so over half of the staff will be incorporating them into their work. The Office of Judicial Administration will be providing training in July on electronic filing of court documents. Currently we are not allowed to use the courts' e-filing system. However, being able to file documents electronically will significantly advance our efforts towards reducing paper use.

Work continues to implement the use of the Uprust messaging system with clients in July. This system goes beyond just text message appointment reminders. Officer will also be able to send and receive text messages from clients, do video calls with them, and send them questionnaires to check in on how they are doing. We anticipate this will increase our efficiency and effectiveness. One specific scenario we're excited about is that clients will receive a text message when the officer notes that they failed to report for an appointment. We're hopeful these appointment reminders will reduce our no-show rate and the time officers spend tracking clients down.

Financial

The Kansas Department of Corrections finished allocating the \$2.6 million included in the Governor's budget increase for the current fiscal year. We received an additional \$12,924.69 with half going to adult supervision and half going to juvenile supervision. This brings the total in additional personnel funding for this fiscal year to just over \$49,700. For FY'23, starting in July, we received additional personnel funding of \$139,680 for adult supervision and \$53,219 for juvenile supervision. This personnel funding increase is specifically to increase salaries and can not be used to hire new staff. Looking forward to the next legislative session we anticipate asking for additional funding to hire more officers, funding for operations expenses, and a \$1 million increase in behavioral health grant allocations.

Communications Monthly Report- June 2022

The main initiatives for the month included Event Planning (Employee Appreciation Picnic, HPO training, 150th Celebration), promotion of new Mission/Values, and various Health Department Education campaigns

Press Releases: COVID vaccine, Childcare Orientation Class, High Nitrate Levels, Free Mosquito Dunks, New Public Safety Bulletin

Graphic Design: Childcare graphic, SNAP ads for print and digital, KanQuit ads (billboard and social), new organizational chart with links, employee picnic posters, farmers market double up ad (print, social), Rcat recruitment flier

Website:

- General updates for all departments daily, updated Health Department COVID vaccine ages and info, Rcat route changes, Landfill, mosquito dunks and updated environmental pages, added ticks page, human resources transparency link, wastewater updates, 6 news flashes, new Commissioner Information pages

Videos/Audio/Photos: Recorded radio Ads for KanQuit and SNAP/farmers market, photos of employee picnic,

Social Media:

- Facebook Reno Co.: 3,518 followers (+38), 32 posts
 - Top Post: Employee Appreciation Picnic (6.22.22)
 - 3345 reach, 1,082 engagement, 348 clicks, 3 shares, 76 reactions, 8 comments
- Twitter: 845 followers (+0), 30 tweets
 - Top post: KSPrepared lifesaving skills (6.16.22)
 - 162 impressions, 46 engagements, 2 retweets
- YouTube: 219 subscribers (+2) 3 videos
 - Top video: Reno County Commission Video (6.14.22)
 - 17 views
- LinkedIn: 49 followers (+3) 1 job, 1 post
- Instagram: 6 followers
- Other posts: Paid ad for Childcare Orientation class, Landfill and fireworks, Rcat needs drivers, Rcat limited routes, preparedness posts x 6, job recruitment, mosquito dunks, covid vaccines, ticks, nitrate levels, reno recovery collaborative, employee picnic, voter registration deadline, new public bulletin, SBA Cottonwood Complex, free covid tests

Committee Meetings: Market Hutch, 150th Committee, Reno County Employee Picnic Planning

Other Items: HPO training

Upcoming: 150th Anniversary Block Party- Aug. 18, Election Communications

Issues/Concerns: None

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

June 2022 BOCC Update

Staffing Changes or Issues: As of June 30, 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 have finally 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.

There were no graduations from Drug Court in the month of June, 2022.

Budget Summary: FY2022 expenditures to date are at 45% 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.

My personal office remains in somewhat of a shambles while the work to replace the windows and repair the walls continues. As of June 30, there is still work to be done before I can return my office to where it was before the construction began. There is trim work that needs to be completed. I have asked the work crew to complete the finishing work on my personal office windowsills so that I can get my office cleaned and returned to its condition prior to the window work/rain issues.

The office had more leaks the week of June 20. I have transferred two of my office staff to the north second floor mezzanine area because of the continued leak problems in the small office on the Fifth Floor. They will likely remain there until the remodeling of the Fifth Floor has been completed.

I have submitted a revenue neutral budget to the Commission for 2023.



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 43% of its year-to-date budget. Over 100% of the fuel budget has already been used for 2022.

Projects/Issues/Challenges/Concerns

Activities:

- The Fire Coordination and Mitigation Working Group continues to meet the first Wednesday of every month. We are currently working on revision number 11 of the local burn resolution. IT has created an online permitting system that we will be testing and providing feedback.
- The Fire Administrator is working to standardize purchasing practices for the fire districts.
- Attended State Arson Investigation Conference
- Participated in State Strategic Planning Workshop
- Provided a preparedness question and answer session to a senior center.
- Participated in After Action Reports (AAR) from the mass causality two-day full-scale exercise.
- Deployed the regional Homeland Security tower trailer to a communication exercise at the Armory in Hutchinson.
- Continue to work on rewriting the County's Emergency Operation Plan (EOP) in the required new format.
- The state is working on an updated mitigation plan which includes Reno County. We have mailed Regional Hazard Mitigation Plan Participation forms to participating organizations. More information will be provided in the future.
- Sent a Letter of Intent to the Kansas Department of Emergency Management as approved by the BOCC to explore options for wildfire mitigation grant funding.
- Assisted each fire district with getting air packs tested
- Balance due for fire district's Workman's Compensation policies were reviewed and paid



Emergency Management

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

-
- Cottonwood Complex update: The Voluntary Organization Active in Disasters (VOAD) is managing all long-term recovery and has contacted everyone whose property was damaged by the fire.