



# REGULAR SESSION

County Commission

Courthouse  
206 W. 1st Avenue  
Hutchinson, KS 67501

## A G E N D A

Reno County Courthouse Veterans Room  
206 W. 1st Avenue  
Hutchinson, KS 67501  
Tuesday, June 27, 2023, 9:00 AM

1. **Call to Order**
2. **Pledge of Allegiance to the American Flag and Prayer**
3. **Welcome and Announcements by Commission Chair**
4. **Public Comment on Items not on the Agenda**  
*Please come forward to the podium, state your name and address and limit your remarks to not more than 5 minutes per item.*
5. **Determine Additions or Revisions to the Agenda**
6. **Consent Agenda**
  - 6.A Vouchers (bills or payments owed by the county or related taxing units)
  - 6.B BOCC minutes to be approved for May 23rd, May 23rd Canvass, May 23 Joint Meeting, and May 30th, 2023 final drafts.
  - 6.C Declare Grasshopper mower and three magnetometers as surplus equipment to be sold on Purple Wave or donated to Kansas State Fair.
  - 6.D Planning Case #2023-03 - A request by Lawrence Street Properties, LLC (Mark & Kendra Horst) for a conditional use permit to establish a warehouse/office land use on a residentially zoned property. The parcel is located at the southwest corner of E. Switzer Road and S. Halstead Street.
  - 6.E Set a date and time for County Canvass following the August 1st, 2023 Primary City School Election
  - 6.F Approve resolution to cancel certain county warrants
  - 6.G Destroy 2020 Primary Election Material
7. **Business Items**
  - 7.A A Resolution Regulating the Sale, Handling, Use, or Storage of Fireworks
  - 7.B Installation/Construction of Gas Collection Control System Improvement Project at Reno County Solid Waste performed by SCS Engineers Inc.
  - 7.C Automotive Department Annual Update
  - 7.D Payment Options for HABIT/Yoder Sewer District Land Purchase
8. **Budget Items**
  - 8.A 2024 County & Special Districts Budgets

Randy Parks  
District 1

Ron Hirst  
District 2

Daniel P. Friesen  
District 3

John Whitesel  
District 4

Don Bogner  
District 5

- 9. County Administrator Report**
  - 9.A Monthly Department Reports
  - 9.B Financial Report
- 10. County Commission Report/Comments**
- 11. Adjournment**



## AGENDA ITEM

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

**AGENDA DATE:** June 27, 2023

**PRESENTED BY:** Cindy Martin

**AGENDA TOPIC:**

BOCC minutes to be approved for May 23rd, May 23rd Canvass, May 23 Joint Meeting, and May 30th, 2023 final drafts.

**SUMMARY & BACKGROUND OF TOPIC:**

N/A

**ALL OPTIONS:**

Approve

Make changes

Deny

**RECOMMENDATION / REQUEST:**

Approve the minutes having the Chair sign

**POLICY / FISCAL IMPACT:**

N/A

May 23, 2023  
Reno County Annex  
Hutchinson, Kansas

The Board of Reno County Commissioners held an agenda session with Chairman Daniel Friesen, Commissioner Ron Hirst, Commissioner Randy Parks, Commissioner Don Bogner, and Commissioner John Whitesel, County Counselor Patrick Hoffman, County Administrator Randy Partington, and County Clerk Donna Patton, present.

The meeting began with the Pledge of Allegiance followed by a short sectarian prayer led by Reverend Dr. Ted Blakley, Grace Episcopal Church.

There were no public comments or additions to the agenda.

**Mr. Bogner moved, seconded by Mr. Hirst,** to approve the Consent Agenda as amended, consisting of items 6A through 6D which includes: **(6A)** the Accounts Payable Ledger for claims payable on May 19th, 2023, totaling \$704,564.93; for claims payable on May 26th, 2023, totaling \$327,552.01; **(6B)** approve declaring 2013 Ford Interceptor Utility (VIN 1FM5K8AR8DGC20958) with 135,099 miles as surplus to be sold on Purple Wave and authorize County Administrator Randy Partington to sign the title; **(6C)** approve ARPA Grant Agreement with the City of Pretty Prairie for \$37,500 to assist in the cost of their new EMS station; **(6D)** approve resolution **#2023-10; A RESOLUTION PERTAINING TO ALTERATION OF MAXIMUM SPEED LIMITS IN ROAD CONSTRUCTION ZONES,** items as provided by staff. The motion was approved by a roll call vote of 5-0.

7A. County Administrator Randy Partington explained the Pishny closeout documents stating there were adjustments we were given credits for. A check would be written to GLMV for additional work and then get credit from Pishny, the net amount was \$12,850, which would complete the project and no more would be owed. **Mr. Parks moved, seconded by Mr. Bogner,** to approve a change order, check for \$12,850, authorize the Chair to sign, and completion certificates to GLMV and Pishny as explained by staff. The motion was approved by a roll call vote of 5-0.

7B. Mr. Partington explained the change order request on the Courthouse Improvements to allow historic features of two rooms, (Shonda Arpin and Leslie Roederer office areas) on the 1<sup>st</sup> floor to be visible. Additional cost of \$52,984 to raise the



ceiling for a more historical look with the beams and change the lighting along with utilities. The Board denied the change order for \$52,984 for improvements.

7C. County Attorney Patrick Hoffman explained there are no changes in the solid waste fees for residential and commercial. In this resolution, he drafted commercial C & D fees at \$10 per ton and non-commercial C & D would not have fees. He said if it's noncommercial it will be allowed to be dumped without a fee and he recommended approval of resolution #2023-11; **A RESOLUTION PROVIDING A SCHEDULE OF FEES IN CONNECTION WITH SOLID WASTE DISPOSAL AND AMENDING RESOLUTION 2021-11.** Mr. Parks moved, seconded by Mr. Whitesel, to approve resolution #2023-11 as explained by staff. The motion was approved by a roll call vote of 5-0.

7D. Commissioner Friesen opened a discussion on the revision to Commission Meeting Guidelines. He spoke about amending the meeting day of the week in July to 2<sup>nd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> Wednesday and going forward. He mentioned enhancing some language around the meeting protocol mainly to provide some guidance for the Chair on how to conduct a meeting.

Mr. Hoffman spoke about the NACO documents relating to the correct way to run a meeting. He stated that NACO was a larger document with very precise guidelines, and he said Robert's Rules of Order was a smaller version of NACO and suggested continuing with the current way commission meetings were held and not change them. Mr. Parks moved, seconded by Mr. Hirst, to approve the revisions to the Commission Meeting Guidelines. The motion was approved by a roll call vote of 5-0.

8A. Mr. Partington asked if there were any questions on the monthly department reports.

8B. Mr. Partington then reviewed the year-to-date financial status as of April 30<sup>th</sup>, 2023, showing revenues and expenditures.

8C. Mr. Partington reviewed the preliminary Capital Improvement Plan (CIP) requests for 2024 through 2028 from county departments. Mr. Partington stated he would be making recommendations and would like the Board to recommend cuts. He said Special Districts were the fire districts and noted they were a separate taxing entity. He reviewed and discussed several departments' requests with the Board. He stated his goal was to keep the CIP levy level. The Board asked a few department heads to clarify their CIP FY2024 requests. Mr. Partington

stated he would work on a preliminary budget and present it by the end of June if the Board would provide him with their individual input on CIP feedback and have the same with outside agencies.

County Commission comments:

Mr. Hirst thanked the department heads for their preliminary work on budgets and congratulated all graduates. He said interest on reserve funds looked good.

Mr. Parks thanked Sheriff and Law Enforcement.

Mr. Bogner spoke about meeting with Mr. Hirst and Mr. Partington regarding the Yoder water project.

Mr. Friesen mentioned good job by the Clerk's Office regarding the Special Bond Canvass. He reminded everyone at 11:30 a.m. to attend the joint meeting between the City of Hutchinson and Reno County at the Reno County Correctional Facility Fountain Hall to discuss Law Enforcement Collaboration and Projects, Hutchinson Regional Airport, and miscellaneous items.

The meeting recessed at 10:10 a.m.

Approved:

\_\_\_\_\_  
Chair, Board of Reno County Commissioners

(ATTEST)

\_\_\_\_\_  
Reno County Clerk  
dp/cm

\_\_\_\_\_  
Date

May 23rd, 2023  
Reno County Annex  
Hutchinson, Kansas

The Board of Reno County Commissioners met in a joint session with the City of Hutchinson with Chairman Daniel Friesen, Commissioner Ron Hirst, Commissioner Randy Parks, Commissioner Don Bogner, Commissioner John Whitesel, County Counselor Patrick Hoffman, County Administrator Randy Partington, and County Clerk Donna Patton present. Others present were Mayor Jon Richardson, Council members, Greg Fast, Stuart Conklin, Steve Garza and Stacy Goss. Hutchinson City Attorney Paul Brown, Shawn McHaley, Sheriff Darrian Campbell, 911 Director Kevin Irwin, Airport Special Project Manager Pieter Miller, and Communications Specialist Sandra Milburn.

Sheriff Campbell thanked everyone for coming and showed a presentation of the shooting range that is in the progress of being built. He commented that the 26' tall berm was constructed with Reno County Landfill staff doing the dirt work and saving the County over \$500,000. Sheriff Campbell explained all the different entities that will be using the range and how it will be utilized.

911 Director Kevin Irwin spoke about 911 Dispatch and stated that they are now a stand-alone department. He mentioned the Everbridge system that the public can sign up for to get over 70 different notices including weather, and that it's free to the public. Mr. Irwin said he would be meeting with Mayor Richardson and Mr. Partington to discuss their budget once it is finished. Since they are funded 50/10 with the City and County, he will be meeting with both entities to discuss their budget needs.

Airport Special Project Manager Pieter Miller spoke about the Airport Development Plan and stated that they have an 8-member advisory committee. On June 6<sup>th</sup>, there will be a stakeholder meeting to learn more about the plans for the future.

Mr. Friesen wanted to offer support in locating a new City Manager.

Mr. Whitesel commented about outside agencies asking both the City and the County for tax dollars. Ms. Goss agreed with Mr. Whitesel.

Mr. Hirst said he was concerned with the water rights situation for the K96 Industrial Park. Ms. Goss said she thinks both the City and the County should be a part of that discussion.

Mr. Friesen commented that with the higher valuation, the County is looking to do everything they can to keep taxes down and challenged the City to do the same.

Mr. Parks asked about lifting the fireworks regulations.

The meeting adjourned at 1:20 p.m.

Approved:

\_\_\_\_\_  
Chair, Board of Reno County Commissioners

(ATTEST)

\_\_\_\_\_  
Reno County Clerk  
dp

\_\_\_\_\_  
Date

May 23rd, 2023  
Reno County Annex  
Hutchinson, Kansas

The Board of Reno County Commissioners met in a canvass session with Chairman Daniel Friesen, Commissioner Ron Hirst, Commissioner Randy Parks, Commissioner Don Bogner, Commissioner John Whitesel, and County Clerk Donna Patton present.

At 8:00 a.m. Mr. Friesen opened the meeting into the Board of Canvassers for the purpose of canvassing votes for the May 16th, 2023 USD 309 and USD 311 Special Bond Elections.

Deputy County Clerk Jenna Fager explained the Provisional Ballot process stating the number of ballots to count or not count from accurately researching each one. The Canvass was conducted per K.S.A. 25-3104 with the County Clerk recommending the date and time for the canvass to be held.

Election Associates Alisha Johnson, Brooke Koehn, and Karen Fisher were also present.

**TOTAL OF 5 BALLOTS PRESENTED TO THE BOARD OF CANVASSERS FOR USD 309.**

Presentation of USD 309 ballots recommended by staff to not be counted:

- a. Voter was found to not be a registered voter in Kansas (KSA 25-215, 25-2302)  
2 ballots in this category.

Presentation of USD 309 ballots recommended by staff to be counted:

- a. Voter had name/address change. Voter voted at correct precinct. (KSA 25-2316c(b), 25-2316c(a), 25-409)  
1 ballot in this category.
- b. Voter moved within Reno County voted at the correct precinct. (KSA 25-2316c(b))  
2 ballots in this category.

TOTAL OF 15 BALLOTS PRESENTED TO THE BOARD OF CANVASSERS FOR USD 311.

Presentation of USD 311 ballots recommended by staff to not be counted:

- a. Voter was found to not be a registered voter in Kansas. (KSA 25-215, 25-2302)  
3 ballots in this category.
- b. Voter was found to not be a registered USD 311 voter. (Voter must live in the school district they are voting in)  
3 ballots in this category.

Presentation of USD 311 ballots recommended by staff to be counted:

- a. Voter had name/address change. Voter voted at correct precinct. (KSA 25-2316c(b), 25-2316c(a), 25-409)  
1 ballot in this category.
- b. Voter moved within Reno County voted at the correct Precinct. (KSA 25-2316c(b))  
8 ballots in this category.

Ms. Fager presented the Board with the statistics for the unofficial USD 309 Special Bond Election. YES - 382 NO - 302.

Ms. Fager presented the Board with the statistics for the unofficial USD 311 Special Bond Election. YES - 280 NO - 224.

**Mr. Whitesel moved, seconded by Mr. Bogner,** to approve the ballots as recommended by staff. The motion was approved by a roll call vote of 5-0.

At 8:05 a.m. Mr. Friesen recessed for 15 minutes until 8:20 a.m. to process the provisional ballots.

At 8:20 a.m. the Board reconvened to certify the results of the canvass and turned the meeting over to Ms. Fager. She stated the final numbers for USD 309 are YES - 385 NO - 302 and final numbers for USD 311 are YES - 284 NO - 229. **Mr. Bogner moved, seconded by Mr. Parks,** to approve and sign as the Board of Canvassers the abstract that certified the results for the May 16th, 2023, USD 309 and USD 311 Special Bond Elections. The motion was approved by a roll call vote of 5-0.

At 8:25 a.m. the Board of Canvassers adjourned until 9:00 a.m. Tuesday, May 23, 2023.

Approved:

\_\_\_\_\_  
Chair, Board of Reno County Commissioners

(ATTEST)

\_\_\_\_\_  
Reno County Clerk  
dp

\_\_\_\_\_  
Date

May 30, 2023  
Reno County Annex  
Hutchinson, Kansas

The Board of Reno County Commissioners held an agenda session with Chairman Daniel Friesen, Commissioner Ron Hirst, Commissioner Randy Parks, Commissioner Don Bogner, and Commissioner John Whitesel, County Counselor Patrick Hoffman, County Administrator Randy Partington, and Minutes Clerk Cindy Martin, present.

The meeting began with the Pledge of Allegiance followed by a short sectarian prayer led by Pastor Ron Kyker, Countryside Baptist Church.

There were no public comments or additions to the agenda.

**Mr. Parks moved, seconded by Mr. Hirst,** to approve the Consent Agenda as amended, consisting of items 6A through 6C which includes the: **(6A)** Accounts Payable Ledger for claims payable on June 2nd, 2023, totaling \$356,884.42; **(6B)** approve corrected BOCC minutes from February 14<sup>th</sup>, February 28<sup>th</sup>, March 7<sup>th</sup>, 2023, and final draft of May 9<sup>th</sup>, 2023; **(6C)** approval of ARPA (American Rescue Plan Act) Grant Agreement with the Hutchinson Community College for \$200,000 and authorize the County Administrator Randy Partington to sign. This grant will be exclusively used for the capital project to expand HCC's nursing program, as provided by staff. The motion was approved by a roll call vote of 5-0.

7A. County Attorney Patrick Hoffman recommended approval of RFP for Landfill Methane Program. He said the RFPs would be used to gather ideas from developers to see what was available and would provide a transparent and open process for the county to consider development proposals. **Mr. Whitesel moved, seconded by Mr. Bogner,** to approve the RFP for Landfill Methane Program as presented by staff and instruct them to publicize it. The motion was approved by a roll call vote of 5-0.

7B. Health Department Director Karla Nichols gave her annual updated report to the Board. She had with her two of her staff that served Reno County for 25 years, Pam Adrian and 35 years, Kathy Winger in Administration. She also brought her Assistant Directors Karen Hammersmith Clinical Services and Megan Gottschalk Population Services. She said the Reno County Health Department had been partnering, preventing, and promoting



healthy lifestyles for Reno County residents throughout their 50-year history. Ms. Nichols presented a link: [kphcollaborative.org](http://kphcollaborative.org) that maps out the Kansas Public Health Department services throughout Kansas depending on the needs of the community. The information is updated annually, she noted Reno County did not have any infectious disease outbreaks. She spoke about the \$158,799 Workforce Development grant that Reno County would be applying for in June.

8A. At 9:20 a.m. **Mr. Friesen moved, seconded by Mr. Parks,** to recess the Board into executive session in an adjacent room with the County Administrator Randy Partington and County Counselor Patrick Hoffman present for 20 minutes until 9:40 a.m., the subject matter to be county personnel and the justification for the executive session is to discuss personnel matters of non-elected personnel. The motion was approved by a consensus vote of 5-0.

At 9:40 a.m. **Mr. Friesen moved, seconded by Mr. Parks,** to extend the executive session for another 5 minutes until 9:45 a.m. The motion was approved by a consensus vote of 5-0.

8B. At 9:50 a.m. **Mr. Friesen moved, seconded by Mr. Bogner,** to recess the Board into executive session in an adjacent room with the county administrator, county counselor, and Health Department Director Karla Nichols for 20 minutes until 10:10 a.m., the subject matter to be county personnel and the justification for the executive session is to discuss personnel matters of non-elected personnel. The motion was approved by a consensus vote of 5-0.

9A. At 10:10 a.m. Mr. Friesen recessed for five minutes reconvening with all Commissioners, County Administrator Randy Partington, County Counselor Patrick Hoffman, and Minutes Clerk Cindy Martin, present.

10A. Mr. Friesen opened the study session for Wastewater Regulations. He asked for introductions from representatives of the Health Department and The Kansas Department of Health and Environment. Representatives were as follows: Health Department Director Karla Nichols, Environmental Health Supervisor Darcy Basye, Health Department Assistant Director of Population Services Megan Gottschalk, KDHE Non-Point Source Program Manager Katie Basiotis, KDHE South Central District Environment Administrator Allison Herring, and KDHE Communication Manager Elizabeth Moore. Ms. Nichols provided links and printed

materials to the Reno County Sanitation Codes and KDHE Minimum Standards.

Mr. Friesen welcomed any public comments regarding the wastewater regulations.

Ron Vincent from Carl Vincent Plumbing said he thought Mr. Hirst's comments in a letter were spot on his responses. Mr. Vincent suggested using the Planning and Zoning for obtaining permits instead of the Health Department. He thought the suggestions presented would be a good direction to go.

Marsha McConnell, 3616 E. 43<sup>rd</sup> Avenue, Hutchinson, was an advocate for those that have septic systems on their properties. She has been a realtor for 20 plus years and was concerned about how complicated and expensive the cost of septic systems has become to both buyers and sellers in Reno County. She said it is a complicated process in Reno County compared to other counties and almost twice the cost to install a septic system. She suggested making it less expensive and still protecting the ground water, dealing with waste appropriately, making the process move along in a timely manner, and remembering to serve the people we are here to serve.

Josh Barkley from Barkley Plumbing echoed the concerns. He suggested simplifying the process in a timely manner, cost to the consumer, and then mentioned there were new materials out there that could make it easier for consumers and less costly. Some vendors have new products except here in Reno County because of restrictions in our codes. He spoke about continuing education on the use of products from vendors and that each contractor is licensed in Kansas. Installers have taken courses for soil certifications for analysis before using products.

The Board discussed the codes and soil controversy. Ms. Herring spoke about having a committee of stockholders review the current code from front to back and having a clear black and white set of requirements for soil certifications.

County Counselor Mr. Hoffman was concerned about the environmental appeal process and who should hear them, Planning and Zoning or the Health Advisory Board.

Sheldon Yoder from All Pro Plumbing Heating and Air Conditioning had concerns about going to classes for certification on soil and slow permit timelines.

Mr. Friesen asked if the majority of the Board agreed with reducing the county regulations to speed up the permit process and still follow the KDHE regulations. He suggested the Board put together a list of changes they feel need to be made. There was a large discussion. The conclusion of the study session was to come back in front of the Board in approximately 60 days:

- 1) Remove the current Reno County Sanitation Code and adopt KDHE Bulletin 4-2
- 2) A clear black-white requirement for contractors to do their own soil profile-certificate program and CEU's also hands-on
- 3) A clear black-white response time for a permit
- 4) Acceptance of an engineer, that is licensed in the State of Kansas, to sign off on plans to remove the need for waiver(s)
- 5) Define the appeal process for the denial of a permit
- 6) Submission and review of the administrative environmental health policies
- 7) Alternative treatment, acceptance of tanks that are NSF and/or ASNI approved

Ms. Basiotis explained the process for changes in the policy/ revisions to the code, drafted forms needed to be filled out and submitted to the KDHE for approval. This process could take up to 3 to 6 months before final approval is given.

At 12:00 p.m. Mr. Friesen adjourned the meeting until Tuesday, June 13th, 2023, at 9:00 a.m.

Approved:

\_\_\_\_\_  
Chair, Board of Reno County Commissioners

(ATTEST)

\_\_\_\_\_  
Reno County Clerk  
cm

\_\_\_\_\_  
Date



## AGENDA ITEM

## **AGENDA ITEM #6.C**

**AGENDA DATE:** June 27, 2023

**PRESENTED BY:** Kyle Berg

**AGENDA TOPIC:**

Declare Grasshopper mower and three magnetometers as surplus equipment to be sold on Purple Wave or donated to Kansas State Fair.

**SUMMARY & BACKGROUND OF TOPIC:**

The Sheriff's Department has one used Grasshopper mower with a bad engine that they would like to sell on Purple Wave Auction; and three surplus Magnetometers (walk through metal detectors) that they would like to donate to the Kansas State Fair.

**ALL OPTIONS:**

Approve declaring these items as surplus.

**RECOMMENDATION / REQUEST:**

Approve declaring these items as surplus.

**POLICY / FISCAL IMPACT:**

Funds received from the sale of these items would be placed into the general fund.

RESOLUTION 2007- 15

**A RESOLUTION ESTABLISHING A POLICY AND PROCEDURE  
FOR DISPOSITION OF SURPLUS PROPERTY**

WHEREAS, K.S.A. 19-211(b) authorizes county commissions to adopt a resolution establishing an alternate methodology to that prescribed at K.S.A. 19-211(a) for the disposal of property; and

WHEREAS, the Board of County Commissioners has determined the need to establish guidelines for disposition of surplus property for Reno County; and

WHEREAS, this policy supersedes all prior resolutions or policy statements by the Board of County Commissioners regarding the disposition of surplus property.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY, KANSAS, that the policy titled "Disposition of Surplus Property", attached hereto and incorporated herein, is hereby adopted and shall become effective upon passage of this Resolution.

BE IT FURTHER RESOLVED that all prior Resolutions and policy statements by the Board of County Commissioners in conflict with this Resolution are hereby repealed.

ADOPTED in regular session this 30<sup>th</sup> day of May, 2007.

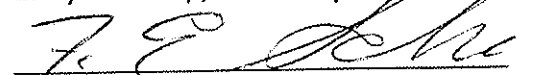
BOARD OF COUNTY COMMISSIONERS  
OF RENO COUNTY, KANSAS



Frances J. Garcia, Chairman

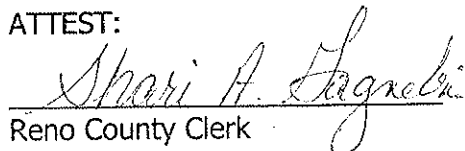


Larry R. Sharp, Member



Francis E. Schoepf, Member

ATTEST:

  
Reno County Clerk

## **Disposition of Surplus Reno County Property**

### **I. PURPOSE**

This policy establishes guidelines for the identification and disposition of surplus property, including personal and real property owned by Reno County.

### **II. POLICY STATEMENT**

Real and personal property owned by Reno County represents a considerable investment of public funds. Procedures and safeguards provided herein are designed to encourage efficient utilization of property, establish managerial control, and provide for the efficient disposition of property deemed as surplus in accordance with this policy or other applicable restrictions governing the disposition of such property.

It is the policy of Reno County to dispose of surplus property in a manner which provides the greatest monetary return to County government or which serves some valid public purpose.

### **III. DEFINITIONS**

|                   |  |
|-------------------|--|
| Surplus Property  | Real or personal property owned by Reno County which is no longer needed due to changing service requirements, damage, wear, or because the property has become obsolete or redundant to the County's needs. |
| Personal Property | Movable items, including equipment, vehicles, machinery, furniture, fixtures, tools or other moveable, physical goods are considered personal property.  |
| Real Property     | Real estate, including land, easements, buildings and related permanent, immovable assets affixed to land are considered real property.  |

### **IV. PROCEDURES**

#### **A. Personal Property**

1. Each Department Director respectively will determine whether department property has become Surplus Property. The director will also determine how the Surplus Property was acquired, and whether a transfer or disposition is subject to any restrictions due to the original source of funding. Examples include, but are not limited to, federal or state grant requirements or other statutory restraints.
2. The Director will notify the Maintenance/Purchasing Director of available Surplus Property. The Maintenance/Purchasing Director will ensure that Surplus Property is made available to other County departments before sale or other disposition in order to maintain the maximum economic utility from such property.

3. If Surplus Property is not transferred to another County department, the Director of Maintenance/Purchasing will determine the value of the Surplus Property. In those instances where the Maintenance/Purchasing Director determines Surplus Personal Property to be damaged, worn out, obsolete, or where the expected sale proceeds do not justify the costs of sale, the Director shall have the authority to dispose of such Surplus Property in the County's landfill or at a recycling facility, if available.
4. If the Maintenance/Purchasing Director determines the Surplus Property to have a value justifying the costs of sale, the Director will provide this information to the Board of County Commissioners who may declare the item or items to be "Surplus County Property" and authorize sale or disposal. Such action will be duly recorded in the official Minutes of the governing body.
5. After the property has been declared Surplus County Property, it may be disposed of through the most efficient and economical method likely to maximize returns, which shall include, but are not limited to, live public auction, online public auction, trade-in, sealed bid, fixed price, private negotiation or any other method deemed most beneficial to the County; Provided, if the cumulative value of Surplus Property is estimated to exceed \$10,000.00, the method of disposal shall be approved by the Board of County Commissioners. It is further provided that if the cumulative value of Surplus Property is estimated to be less than \$10,000.00, the Director of Maintenance/Purchasing may use any method of disposal which in his or her discretion is the most efficient and economical method to maximize the proceeds of sale.
6. Following the sale or other disposition of Surplus County Property, notification shall be provided to the Board of County Commissioners regarding the method of disposition, description of the property, the time and date of sale, the recipient of the property and the value received. Such notification may also be published on the County's website.
7. County Property which is traded to a vendor in exchange for new or used property of like kind, such as motor vehicles, shall not be considered Surplus Property whose sale, disposition or transfer is subject to the terms of this policy.

#### B. Real Property

1. Sale or disposition of real property shall be coordinated by the County's Fiscal Administrator. The Fiscal Administrator shall be responsible for obtaining the current fair market value of the real property and shall gather and retain information regarding the location and size of the property, zoning, and any restrictions, covenants, encumbrances, etc. that remain attached to the parcel.
2. Real property may be disposed of through live public auction, public online auction, sealed bid, negotiated sale, or any other method approved by the Board of County Commissioners.

3. Following sale or disposition of real property, notification shall be provided to the Board of County Commissioners regarding the method of disposition, description of property, time and date of sale, recipient of property and value received. Such notification may also be published on the County's website.
4. Following disposition of real property, the Fiscal Administrator will be responsible for updating any relevant financial records and for notifying the County's Risk Manager for the update of insurance and risk management information.

#### C. Public Notice

Public notice of the sale or disposition of Surplus Property may vary depending upon the nature of the Surplus Property and the method of sale. Public notices may be given by posting on the County's website, by publication in the official County newspaper, or by any other mechanism deemed appropriate under the circumstances to allow public participation or notification. Inclusion of items on the Board of County Commissioners agenda shall constitute sufficient public notification. When the cumulative value of Surplus Property to be offered for sale exceeds \$5,000.00, the form of public notice shall be approved by the Board of County Commissioners.

#### D. Legal Review

All contracts, deeds, and related documents must be reviewed and approved by the County Counselor prior to the disposition of real or personal property.

#### E. Donations

Notwithstanding any provisions to the contrary, surplus property may be donated to other governments or non-profit organizations if, in the opinion of the Board of County Commissioners, doing so serves the best interest of the County. Donations of County owned property shall require approval of the Board of County Commissioners through the established agenda process. The agenda item shall include a description of the property, recipient, date of transfer, and estimated fair value. Donation of Surplus Property acquired with proceeds of a dedicated mill levy may be prohibited without compensating the dedicated fund for the fair market value of the Surplus Property.

#### F. Conflicts of Interest

County employees shall be permitted to participate as buyers in public sales of Surplus County property only. Consistent with ethical conduct, County employees shall not take advantage to gain personal benefit from such transactions.

#### G. Exceptions

Exceptions to or waivers of this policy may be approved by the Board of County Commissioners on an individual basis.





## AGENDA ITEM

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

**AGENDA DATE:** June 27, 2023

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

**AGENDA TOPIC:**

Planning Case #2023-03 - A request by Lawrence Street Properties, LLC (Mark & Kendra Horst) for a conditional use permit to establish a warehouse/office land use on a residentially zoned property. The parcel is located at the southwest corner of E. Switzer Road and S. Halstead Street.

**SUMMARY & BACKGROUND OF TOPIC:**

The owner requests a conditional use permit for the purpose of establishing a warehouse/office land use on a residentially zoned property.

The latest site plan submitted on April 25, 2023, indicates the proposed warehouse is 12,800 square feet in size. The plan of operations indicates the height of the building is 20 feet. The attached office space area is 4,300 square feet. The exact outer dimensions of the building were not provided by the owner. The long-term tenant of this building will be King Solar.

As part of this conditional use permit review, in the future, the owner proposes to construct a 6,400 square foot warehouse addition and a 1,000 square foot office addition.

The building will be on public water provided by Yoder Water District #101. Connection to the water system will be reviewed by the Utility Division. Entrance culverts will be reviewed by the Road and Bridge Division. A private wastewater system will be installed in compliance with the Sanitation Code. The owner has already started this review process.

The Planning Commission recommended approval of this request by a 7-0 vote based on the eleven Factors and seven conditions of approval. The Planning Commission also recommended granting a waiver of the requirement to locate all parking stalls outside of the 30-foot setback, the requirement to construct two loading spaces, and the requirement to permanently pave the parking lot and driveways. Staff also recommended approval of the request and the granting of the waivers.

**ALL OPTIONS:**

The County Commissioners may:

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

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

**RECOMMENDATION / REQUEST:**

Consideration of the Planning Commission recommendation to approve of the conditional use permit.

**POLICY / FISCAL IMPACT:**

None



**REZONING/CONDITIONAL USE PERMIT APPLICATION**

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

**AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED.**

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

A. Applicant/Owner Lawrence Street Properties LLC

Mailing Address Box 101 Yoder KS 67585

Phone 620-217-9725 Email kendra@kingsolar.net

B. Agent \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

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

2. The applicant hereby requests

\_\_\_\_\_ A change of zoning from \_\_\_\_\_ to \_\_\_\_\_ .

\_\_\_\_\_ A Conditional Use for the following: \_\_\_\_\_

Building an office/warehouse

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

SW quarter of Section 21, Township 24 South, Range 5 West of the Sixth Principal Meridian

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



4. This property address is: no address at present

The general location is (use appropriate section):

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

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

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

Building an office/warehouse

Warehouse -- 13,000 sq ft steel frame with concrete pad

Office -- 3,000 sq ft bump-out

Parking for 20 vehicles





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

[Signature] (Owner)                      [Signature] (Owner)

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

**OFFICE USE ONLY:**

Received by the Zoning Administrator, at 1:15 (A.M.) (P.M.) on this 11<sup>th</sup> day of April, 2023, together with the appropriate fee of \$300.

Mark Vroeten / County Planner II  
Name and Title



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Proposal for

**Commercial Warehouse and Office, Halstead & Switzer Rd**

Owner: Lawrence Street Properties, LLC (Mark and Kendra Horst)

Goal and specs: Commercial warehouse and office space (long-term tenant will be King Solar)

- 13,000 sq ft steel frame building-- 20' height
- 3,000 sq ft, two-story, finished office
- Primary entrance on Switzer Rd.
- Secondary driveway to the east onto Halstead Rd
- Storage of materials inside;
- Vehicles and some large equipment will be parked outside
- Loading dock on east side of building

Hours of Operation: 8am – 5pm Monday through Friday

Signage: Surface-mounted sign on north and east sides of building

Exterior lighting: Downward facing lights on all sides of building

Parking and surface: 26 parking spaces, per requirements. Several paved stalls close to front door, remainder of parking lot surfaced with permeable aggregate

Fencing: Barbed wire fence to match highway fencing around perimeter with a locked gate at entrances

Landscaping: No landscaping plans, other than keeping the property nicely mowed.

Septic: Located on the south of the property, as per All Pro Plumbing and County requirements

Timeline: Projected start date—June, 2023

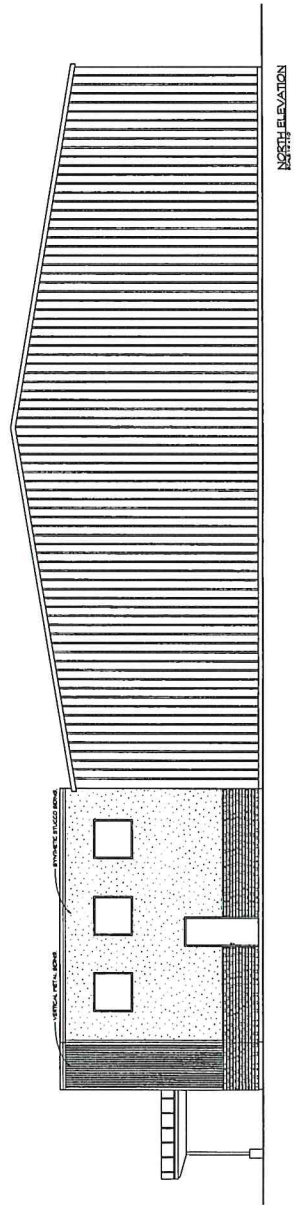
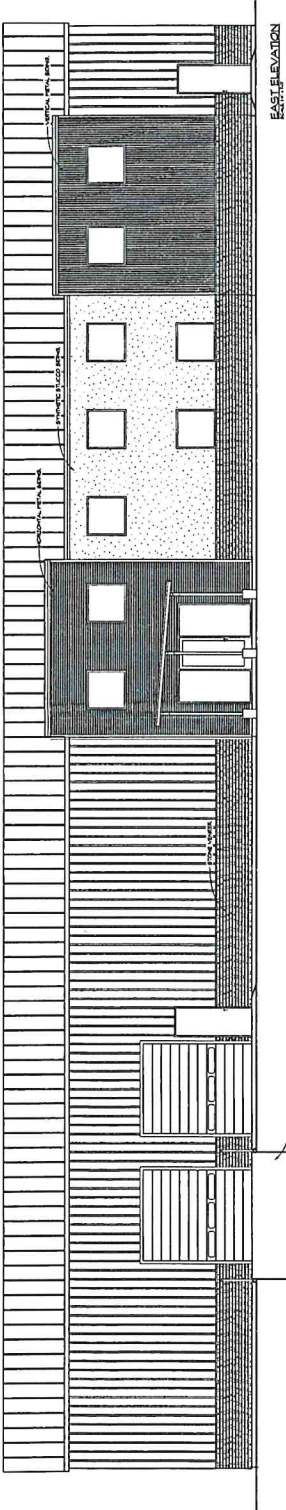
Projected completion of warehouse – December 31, 2023

Projected completion of office space – March 31, 2024

Potential future expansion of warehouse as needed







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BELENKOP DRAWINGS  
 4817 COLONY BLVD  
 SUITE 100  
 RENO, NV 89502  
 TEL: 775-784-1111  
 FAX: 775-784-1112  
 WWW.BELENKOP.COM  
 A2

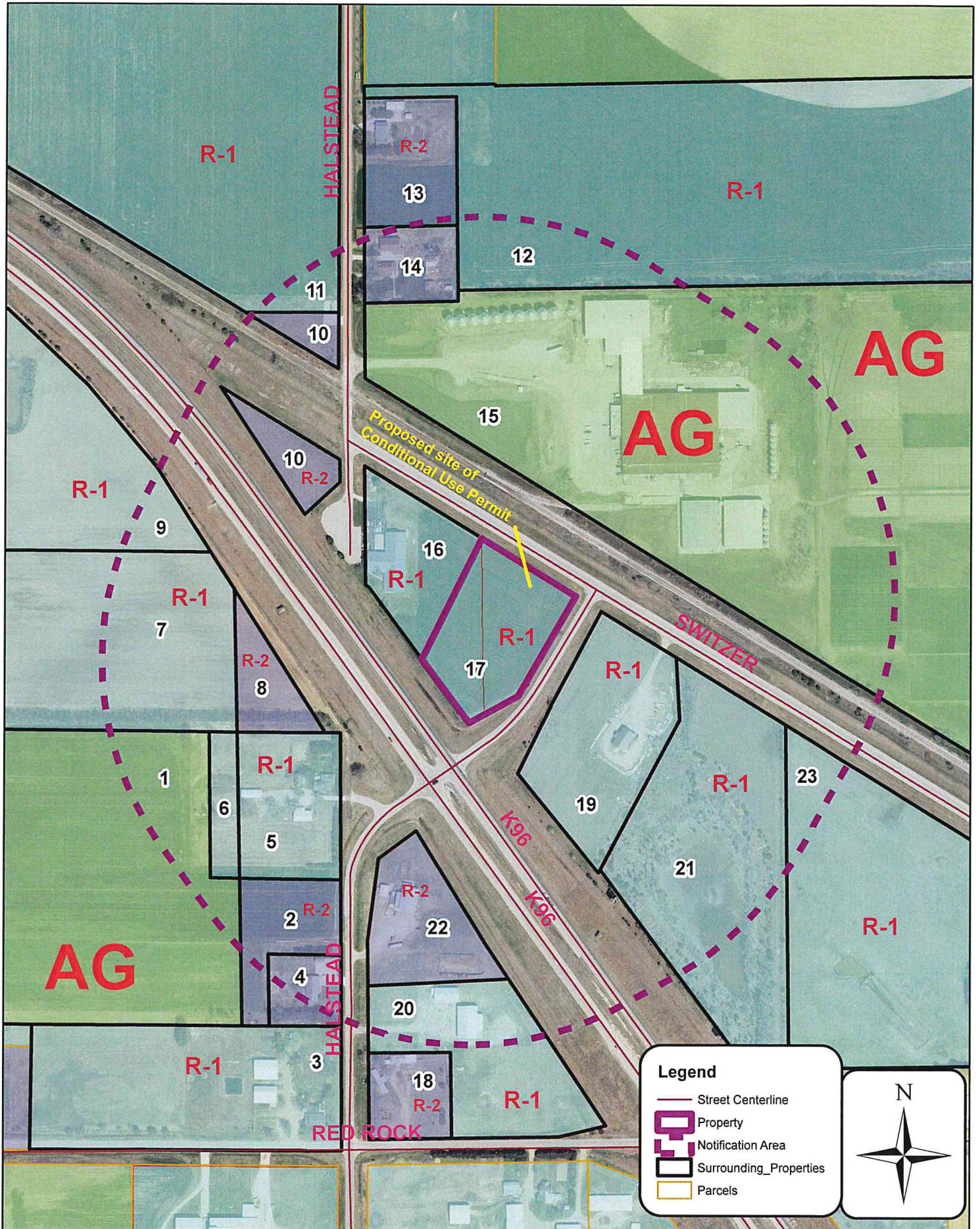
KING SOLAR  
 1700 MONROE AVENUE







# Property Ownership/Zoning Map Case #2023-03

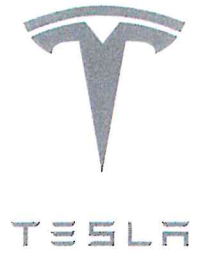




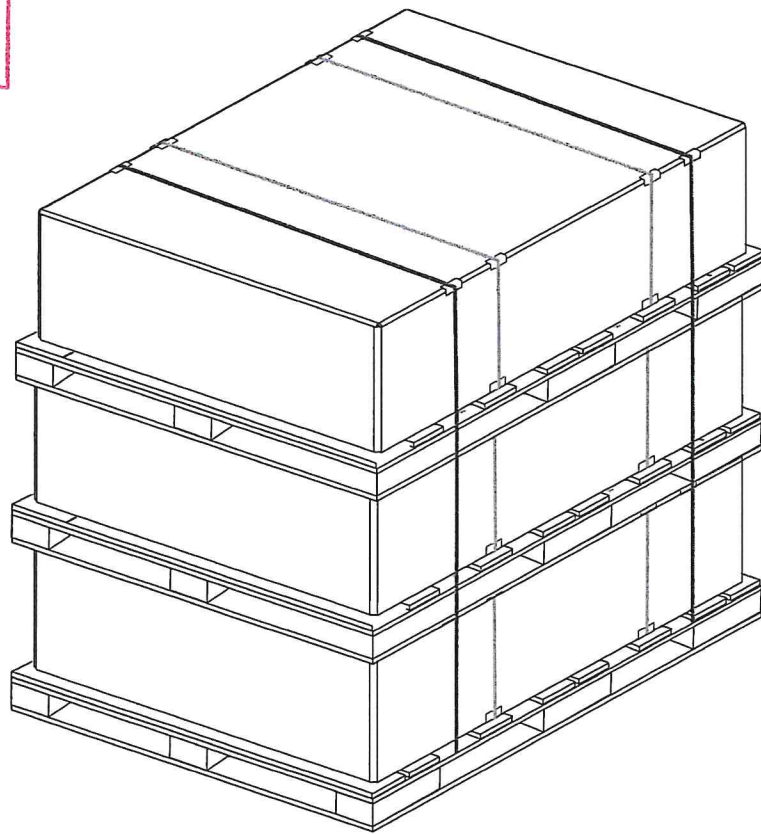
| A  | B                | C  | D  | E   |
|----|------------------|--|--|---|
| 1  | PO#              | OWNER                                      | OWNER ADDRESS  | PROPERTY ADDRESS                          |
| 2  | 164200000005000  | KEIM, DAVID E & ELSIE M                    | 1918 E RED ROCK RD<br>HUTCHINSON, KS 67501                                 | 1918 E RED ROCK RD, Hutchinson, KS 67501  |
| 3  | 164200000005020  | KEIM, DAVID E & ELSIE M                    | 1918 E RED ROCK RD<br>HUTCHINSON, KS 67501                                 | 00000 S HALSTEAD ST, Hutchinson, KS 67501 |
| 4  | 164200000007000  | BONTRAGER, KENNETH R & MARTA M             | 2408 E. RED ROCK ROAD<br>HUTCHINSON, KS 67501                              | 2408 E. RED ROCK RD, Hutchinson, KS 67501 |
| 5  | 164200000008000  | MILLER, RANDALL J & RACHEL D               | 9615 S HALSTEAD ST<br>HUTCHINSON, KS 67501                                 | 9615 S HALSTEAD ST, Hutchinson, KS 67501  |
| 6  | 164200000009000  | YODER, MYRON A & MILLER, KAITLYN           | 9505 S HALSTEAD ST<br>HUTCHINSON, KS 67501                                 | 9505 S HALSTEAD ST, Hutchinson, KS 67501  |
| 7  | 164200000009010  | WEAVER, MARVIN R & BARBARA E               | 7016 E RED ROCK RD<br>HAVEN, KS 67543                                      | 00000 S HALSTEAD ST, Hutchinson, KS 67501 |
| 8  | 164200000010000  | YODER, ALLEN & FANNIE LIV TRUST            | C/O WEAVER, MARVIN &<br>BARBARA E<br>7016 E RED ROCK RD<br>HAVEN, KS 67543 | 00000 S HALSTEAD ST, Hutchinson, KS 67501 |
| 9  | 164200000010010  | YODER, ALLEN & FANNIE LIV TRUST            | C/O WEAVER, MARVIN &<br>BARBARA E<br>7016 E RED ROCK RD<br>HAVEN, KS 67543 | 00000 S HALSTEAD ST, Hutchinson, KS 67501 |
| 10 | 164200000010020  | BONTRAGER, LYNN H & LAVERTA SUE REV TRUST  | 5800 E RED ROCK RD<br>HAVEN, KS 67543-8158                                 | 00000 S HALSTEAD ST, Hutchinson, KS 67501 |
| 11 | 16420000001002A  | YODER TOWNSHIP                             | PO BOX 52<br>YODER, KS 67585   | 00000 S HALSTEAD ST, Hutchinson, KS 67501 |
| 12 | 164200000012000  | KEIM, LEROY J & WILMA F                    | 2118 E LONGVIEW DR<br>HUTCHINSON, KS 67501                                 | 00000 S HALSTEAD ST, Hutchinson, KS 67501 |
| 13 | 1652100000004020 | BONTRAGER, VERNON H TRUST & ARLENE K TRUST | 8705 S SAND CREEK RD<br>HUTCHINSON, KS 67501-8705                          | 00000 S HALSTEAD ST, Haven, KS 67543      |
| 14 | 1652100000005000 | BONTRAGER, GARY S & BARBARA ANN            | 9010 S HALSTEAD ST<br>HUTCHINSON, KS 67501                                 | 9010 S HALSTEAD ST, Hutchinson, KS 67501  |
| 15 | 1652100000006000 | KNEPP, GERALD L                            | 9110 S HALSTEAD ST<br>HUTCHINSON, KS 67501-9262                            | 9110 S HALSTEAD ST, Hutchinson, KS 67501  |
| 16 | 1652103001001000 | KAUFFMAN SEEDS, INC                        | 9218 S HALSTEAD ST<br>HUTCHINSON, KS 67501                                 | 9218 S HALSTEAD ST, Hutchinson, KS 67501  |

Lawrence St. Properties, LLC  
 Property Ownership List  
 Case #2023-03

|    | A                | B                               | C   | D  | E |
|----|------------------|---------------------------------|---|--|---|
| 16 | 1652103002001000 | WAGGONERS, INC                  | 9316 S HALSTEAD ST<br>HUTCHINSON, KS 67501-9028 | 9316 S HALSTEAD ST, Hutchinson, KS 67501   |   |
| 17 | 1652103002001010 | LAWRENCE STREET PROPERTIES, LLC | P.O. BOX 101 YODER, KS 67585                    | 00000 S. Halstead St, Hutchinson, KS 67501 |   |
| 18 | 1652103002002000 | GINGERICH, ELWIN & CHRIS        | 9710 S. HALSTEAD ST<br>HUTCHINSON, KS 67501     | 9710 S. HALSTEAD ST, Hutchinson, KS 67501  |   |
| 19 | 1652103002003000 | OTTO, PAUL W & KRISTINA M       | 2516 E CASTLETON RD<br>HUTCHINSON, KS 67501     | 2705 E SWITZER RD, Hutchinson, KS 67501    |   |
| 20 | 1652103002003010 | GRIEVE, DAVID C                 | 9704 S HALSTEAD ST<br>HUTCHINSON, KS 67501      | 9704 S HALSTEAD ST, Hutchinson, KS 67501   |   |
| 21 | 1652103002003030 | MILLER, AUSTIN & LINDA F        | 5916 W TRAIL WEST RD<br>HUTCHINSON, KS 67501    | 00000 E RED ROCK RD, Hutchinson, KS 67501  |   |
| 22 | 1652103002003040 | MEYER, ALAN W & KATHLEEN M      | 1 E SALINA DR<br>HAVEN, KS 67543-9242           | 9600 S HALSTEAD ST, Hutchinson, KS 67501   |   |
| 23 | 1652103002006000 | SCHROCK, FLOYD E & BETTY SUE    | 4818 E RED ROCK RD<br>HAVEN, KS 67543           | 00000 E RED ROCK RD, Hutchinson, KS 67501  |   |



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## Powerwall 2 AC Transportation & Storage Guidelines

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# OVERVIEW

## **Purpose**

This document provides Tesla Certified Installers necessary details about packaging, storage, and shipping of Powerwall 2 units. For more information, contact Tesla.

## **Safety**

Refer to the Tesla *Lithium-Ion Emergency Response Guide* (ERG) TS-0004027 (see *Tesla First Responders Information*) for detailed hazard information specific to the lithium-ion battery in Tesla Powerwall 2. Section 11 of the ERG provides guidance and cites example regulations for shipment of dangerous goods. All logistics companies in the supply chain are responsible for knowing and following all applicable regulations pertaining to the storage, handling, and transportation of dangerous goods.

A printed copy of the ERG document is included in a shipping pouch on the outside of each Powerwall 2 box.





# PACKAGING

## Packaging Specifications

Powerwall 2 is packaged in a box that is designed to hold the Powerwall unit and its parts. Powerwall 2 is shipped in stacks of up to 3 boxes, with each box strapped to its own pallet and the entire stack banded together.

### Single Powerwall 2 Box

|                                     |                  |
|-------------------------------------|------------------|
| Weight of single Powerwall 2 in box | 127 kg (280 lbs) |
| Length                              | 1295 mm (51 in)  |
| Width                               | 914 mm (36 in)   |
| Height                              | 254 mm (10 in)   |

### Stack of Three Powerwall Boxes on Three Pallets

|  |                   |
|--|-------------------|
| Weight of three Powerwall boxes on three pallets | 432 kg (952 lbs)  |
| Length   | 1295 mm (51 in)   |
| Width  | 914 mm (36 in)    |
| Height   | 1186 mm (46.7 in) |

### Stack of Six Powerwall Boxes on Six Pallets

|   |                   |
|---|-------------------|
| Weight of six Powerwalls on six pallets | 864 kg (1904 lbs) |
| Length                                  | 1295.4 mm (51 in) |
| Width                                   | 914.4 mm (36 in)  |
| Height                                  | 2373 mm (93.4 in) |

## Contents

Individual Powerwall 2 boxes should not be unpacked for storage or transportation. Each Powerwall 2 box contains all components needed for an installation:

- Documents in a pouch on the outside of the box
  - *Lithium-Ion Battery Emergency Response Guide*
- Powerwall unit
- Box containing mounting bracket



## HANDLING



**CAUTION:** Keep Powerwall 2 flat on its back (front facing up) and in its packaging until installation



**CAUTION:** Individual Powerwall 2 boxes should not be removed from their pallets until loading for final delivery.



**CAUTION:** Each Powerwall 2 is to be handled in its shipping box. Keep each unit in its box until it reaches its destination.



**CAUTION:** Ensure the packaging is not punctured. Protect packaging from weather and extreme temperatures.



**CAUTION:** Powerwall 2 is heavy. Wear appropriate personal protective equipment (such as gloves and protective footwear) when handling the unit.



**CAUTION:** Do not try to pick up a Powerwall 2 box directly with a forklift, as the forks may puncture the box.

To remove a single Powerwall 2 box from a pallet:

- Position a forklift or lift table beside the pallet so that it is level and about 5 cm (two inches) below the edge of the box.
- Cut the straps holding the box to the pallet.
- Slide the box from the pallet onto the forklift or lift table.

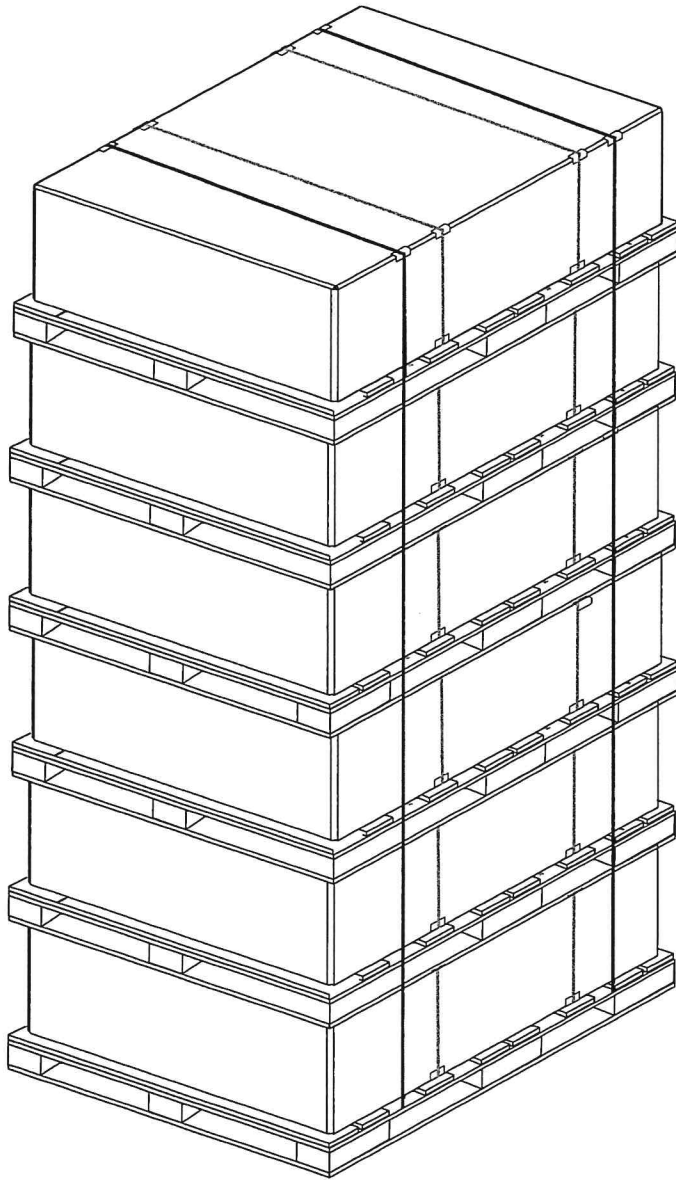
Follow these rules when handling pallets of Powerwall 2 boxes in the warehouse:

- Do not stack or transport other items on top of Powerwall 2 boxes.
- Stack a maximum of 6 pallets with 1 box each (total 6 boxes)
- Move a maximum of six pallets (total of 6 boxes) at a time. When moving six stacked pallets, they must be strapped together.



# HANDLING

Figure 1. Maximum Powerwall Stack Configuration





## STORAGE

References to storage in this section refer to on-the-shelf conditions with batteries disconnected from the grid.

The maximum acceptable storage duration (without measures to maintain function) is 12 months if the unit has an initial SOE of 25% and humidity is < 95% non-condensing.

| <b>Storage Duration</b> | <b>Allowable Temperature Range</b> |
|-------------------------|------------------------------------|
| Up to 1 week            | -30 °C to 60 °C (-22 °F to 140 °F) |
| Up to 1 month           | -30 °C to 45 °C (-22 °F to 113 °F) |
| Between 1 and 12 months | -20 °C to 30 °C (-4 °F to 86 °F)   |



# SHIPPING

## General Shipping Guidance

Powerwall 2 is a Class 9 dangerous good when transported in commerce (highway, rail, air, or vessel).

The liability of the product is transferred when the ownership is transferred. Therefore, each distributor is responsible for shipping the product in accordance with the applicable transportation regulations.

The UN Number and Proper Shipping Name for Powerwall 2 are as follows:

- UN 3480, Lithium Ion Batteries

The UN Number and Proper Shipping Name are the same by any mode of transport, across the world.

Each distributor is responsible for ensuring that staff who will transport, or offer for transport, Powerwall 2 are trained in accordance with the applicable transportation regulations. This includes staff who prepare the dangerous goods shipping papers and apply marks and labels to the package.

## Shipping by Truck

When shipping Class 9 dangerous goods by truck, guidelines can vary by region:

- Within the United States, Australia, and New Zealand: Trucks are exempt from placards and drivers are not required to have hazmat endorsement / licensing.
- Within Europe: Trucks carrying less than 300 kg are exempt from placards, and drivers are not required to have hazmat endorsement / licensing. Trucks carrying more than 300 kg are required to use placards and have hazmat endorsement / licensing.
- Shipping in all other regions: Please refer to local regulations.

In all regions, regardless of shipment weight, the driver must be made aware that the shipment contains Class 9 dangerous goods, which requires dangerous goods shipping paperwork. The paperwork can be in the form of a Bill of Lading (BOL), Job Sheet, or Delivery Order.



**NOTE:** The total cell mass in a single Powerwall is up to 73.4 kg, with a total electrolyte mass up to 8.16 kg.

In addition to the guidance above, be sure to conform to all applicable national, state/provincial, and local regulations regarding storage and transport.

## Shipping by Air

If a Powerwall 2 will be transported by aircraft, the distributor will be required to obtain an authorization from the Competent Authority in the country in which the shipment will originate before they can offer the equipment for air transport.

## Coolant

The coolant used in the Tesla Powerwall 2 is not a regulated substance (not dangerous goods). The coolant MSDS can be provided upon request.



## IN CASE OF DAMAGE

If a Powerwall 2 box appears to be damaged, address high voltage and other safety risks before handling the box or its contents.

For technical support or information on returning damaged units, contact [powerwallsupport@tesla.com](mailto:powerwallsupport@tesla.com).

If further support is needed, contact Tesla Support for your region. Support contact information is available at <https://www.tesla.com/support/energy/more/additional-support/contact-us>.



**NOTE:** For any shipment other than a new unit straight from Tesla's Gigafactory, check with the Tesla partner who initiated the transport request to ensure that they have contacted Tesla and verified the unit is at a state of charge (SOC) that is safe to ship.



**WARNING:** If Powerwall requires service or is damaged and cannot be serviced or repaired onsite, it must be returned to Tesla. Contact Tesla Support for instructions on obtaining a Return Merchandise Authorization (RMA) and any special handling or packaging that may be required, as well as any restrictions on transportation that may apply. For more information, refer to the [Powerwall 2 Return Process for Certified Installers](#).



## REPACKAGING

If the original packaging has been damaged, you can repack the unit before shipment.



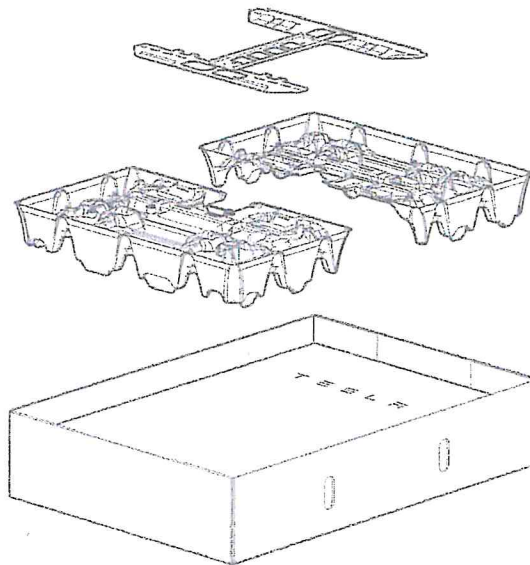
**WARNING:** If the Powerwall shows signs of damage, do not repack the unit in a new Powerwall box. Contact Tesla for instructions on packaging and returning a damaged Powerwall.



**CAUTION:** Powerwall is heavy. Wear appropriate personal protective equipment (such as gloves and protective footwear) when handling the unit. Only a sufficient number of trained movers should lift Powerwall. Use of lift equipment is recommended.

### Open the Old Box

1. Lay the old box flat on its back.
2. Cut the packing straps.
3. Remove the old box lid.
4. Remove the Powerwall mounting bracket.
5. Remove the packaging to reveal the Powerwall 2 unit.



### Prepare the New Box

1. Lay the new box flat on its back near the old box.
2. Remove the new box lid and set it aside.
3. Remove the new top panel and set it aside.





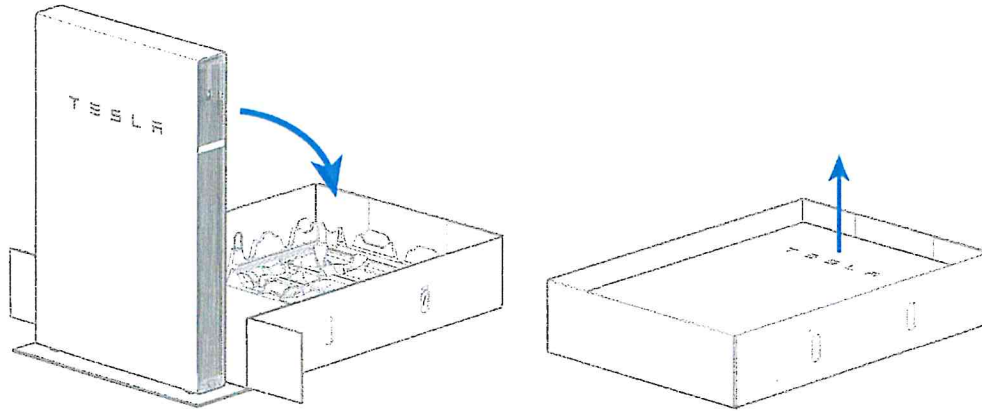
## REPACKAGING

### Transfer the Powerwall to the New Box

1. Carefully remove the Powerwall 2 unit from the old box by grasping it from the top, tilting it up until it can be grasped near the bottom, and lifted carefully.
2. Place the Powerwall 2 unit in the new box by setting the bottom in place and tilting it down until the top rests in place.

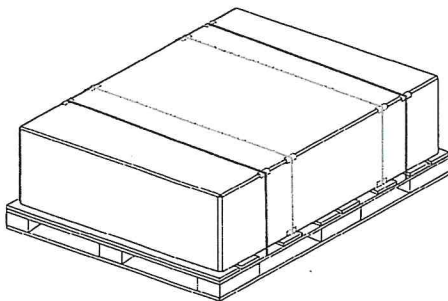


**CAUTION:** Always place Powerwall on its back (front facing up). The Tesla logo should always point up when Powerwall has been placed in a box.



### Pack the New Box

1. Place the new top panel in the box on top of the Powerwall 2 unit, with the space for the mounting bracket box toward the top of the unit.
2. Transfer the box containing the mounting bracket to the new Powerwall 2 box.
3. Place the new box lid onto the new box, in the same orientation as the old lid.
4. Apply packing straps to the box as shown below, using corner protectors on each edge.
5. If a new copy is not already present, transfer the *Lithium-Ion Battery Emergency Response Guide* from the pouch on the side of the old box to a sealed plastic pouch on the side of the new box lid. This guide must ship with Powerwall 2.







## REVISION HISTORY

| Revision | Date       | Description  |
|----------|------------|--|
| 1.0      | 2016-12-20 | Initial Release  |
| 1.1      | 2017-01-20 | <ul style="list-style-type: none"><li>• Updated product weights</li><li>• Updated shipping guidance</li></ul>  |
| 1.2      | 2017-08-18 | <ul style="list-style-type: none"><li>• Corrected UN product classification to UN3480</li><li>• Added mention of lift table</li></ul>  |
| 1.3      | 2018-08-08 | <ul style="list-style-type: none"><li>• Added mention of RMA and link to “Powerwall 2 Return Process for Certified Installers” document</li></ul>  |
| 1.4      | 2021-05-18 | <ul style="list-style-type: none"><li>• Updated packaging information based on newer Powerwall dimensions (1092170-XX-J and higher, 2012170-XX-C and higher, and 3012170-XX-y (all))</li></ul> |
| 1.5      | 2021-11-30 | Added maximum electrolyte mass per unit to <a href="#">Shipping on page 7</a>  |
| 1.6      | 2022-08-03 | Added note to always place Powerwall on its back (front facing up) when placing in packaging to <a href="#">Repackaging on page 9</a>  |
| 1.7      | 2022-11-11 | Updated link to contact Tesla Support in <a href="#">In Case of Damage on page 8</a>   |



Published August 2022

Revision 1.6



Public Works  
600 Scott Boulevard  
South Hutchinson, Kansas 67505  
620-694-2976  
Don Brittain, Director

**Date:** June 9, 2023

**To:** Reno County board of County Commissioners

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

**Subject:** Case #2023-03 – Lawrence Street Properties, LLC. Legal Description:  
Approximately 3.45 acres of land located in the SW ¼ - Section 21 – T24S, R5W in Yoder Township and further described as PIN# 1652103002001010. The parcel is located at the southwest corner of E. Switzer Road and S. Halstead Street.

**Who:** Owner: Lawrence Street Properties, LLC  
00000 S. Halstead Street, Hutchinson, KS 67501

**What:** This is a conditional use permit request to establish a commercial warehouse with office space land use. The floodplain designation for the property is Zone X which is an area outside of the 500-year floodplain designation.

**Why:** The parcel is currently zoned R-1 – Rural Residential District. The owner requests a conditional use permit on the above identified property for the purpose of constructing a warehouse with office space. All proposed land use activities other than agricultural and single-family residential require a conditional use permit.

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

**BACKGROUND**

The owner requests a conditional use for the purpose of establishing a warehouse/office land use on a residentially zoned property.

The latest site plan submitted on April 25, 2023, indicates the proposed warehouse is 12,800 square feet in size. The plan of operations indicates the height of the building is 20 feet. The attached office space area is 4,300 square feet. The exact outer dimensions of the building were not provided by the owner. The long-term tenant of this building will be King Solar.

As part of this conditional use permit review, in the future, the owner proposes to construct a 6,400 square foot warehouse addition and a 1,000 square foot office addition.

The owner proposes to provide 41 parking spaces. Thirty-five spaces will be located in the northeast corner of the parcel and six spaces will be located along the west side of the building. Elsewhere in the documentation the owner states 26 parking stalls will be provided. The main entrance will be on E. Switzer Road with a secondary entrance off of S. Halstead Street.

All materials will be stored inside. However, vehicles and some larger equipment will be stored outside as shown on the site plan. One loading dock will be provided on the east side of the building.

**SUMMARY OF RELATED REQUIREMENTS FOR:  
A COMMERCIAL WAREHOUSE AND OFFICE IN AN R-1 ZONING DISTRICT**

1. **Land Use Category**

This parcel is currently zoned R-1 – Rural Residential District. All proposed land uses that are neither agricultural nor single family residential in nature require an approved conditional use permit.

2. **Yard Requirements – Article 13**

Any new structure 120 square feet or greater shall meet the following minimum setbacks:

Front Yard: 30’ from E. Switzer Road, S. Halstead Street, and K-96 Highway

Side Yard: 10’ from the west property line

Rear Yard: N/A due to this parcel containing three front yards.

Article 14-103 (3)(E) states on corner lots, a front setback shall be provided along the shorter street frontage. A “street side yard” setback of 15 feet shall be provided along the other street frontage.

On this parcel, the shortest street frontage is K-96 Highway. Therefore, a 30’ setback is required along K-96 Highway and a 15’ setback could be permitted along S. Halstead Street and E. Switzer Road if this would aid the applicant in designing a different desired layout of the warehouse building and parking stalls. The preference would be to maintain a 30’ setback off all road rights-of-way.

In reviewing the submitted site plan, none of the minimum required setback distances appear to be a concern. The proposed building location complies with all minimum requirements.

3. **Performance Standards – Article 9**

The following performance standards are found under Article 9-104 and are relevant to the issuance of a conditional use permit for a warehouse and office building:

- No smoke, radiation, vibration or concussion, or heat shall be produced that is perceptible outside a building, and no dust, fly ash, or gas that is toxic, caustic or obviously injurious to humans or property shall be produced.
- For retail commercial uses, merchandise which may be appropriately displayed or stored outside a building shall be kept off the public sidewalks and streets and shall not reduce the capacity of a parking lot below that specified in Article 10 herein, unless as approved by the Conditional Use Permit issued under the authority of Article 15. In addition, the outdoor storage or display area shall occupy an area no greater than twenty percent (20%) of the ground floor area of the building. Automobiles and trucks for sale may be stored or displayed outside a building but must maintain a setback of at least 15 feet from a street right-of-way, or 6 feet from a side or rear lot line.
- Any manufacturing or assembly of products shall be entirely within a totally enclosed building, unless otherwise authorized.
- No emission of air contaminants from any source within the boundaries of any lot or tract shall exceed emission rates established by the Kansas Secretary of Health and Environment pursuant to K.S.A. 65-3001 et seq., or amendments thereto, and any administrative regulations adopted thereunder.
- No activity shall be permitted that creates any off-site electrical disturbance.
- Light sources shall be controlled or hooded so that light is directed away from any adjoining residentially zoned property or public streets.
- For industrial uses, areas devoted to retail sales of commodities manufactured, processed, fabricated, assembled, warehoused, or stored on the premises shall not exceed ten percent (10%) of the gross floor area of the main use, and in no event shall such areas exceed 5,000 square feet.

The applicant indicates materials will be stored inside the warehouse with some large equipment and vehicles stored outside. Vehicle locations on the property are shown on the site plan.

All performance standards listed above shall be enforced if the conditional use permit is approved. Any deviation from the performance standards must be shown on the approved site plan or discussed in the applicant's plan of operation. The Planning Commission will have the authority to recommend deviation from the standards listed above with the County Commissioners having the authority to approve deviation from the performance standards.

#### 4. **Parking, Paving, and Loading Requirements – Articles 10 & 11**

A warehouse/office building has two types of parking requirements. The 4,300 square foot office building requires one parking stall per 300 square feet of floor area. The 12,800

square foot warehouse has two parking stalls per 1,000 square feet of floor area according to the parking regulations.

The owner is required to provide 26 parking stalls for the warehouse building and 15 parking stalls for the office building. Future additions to the warehouse or office area will require additional parking spaces. A total of 41 parking spaces is required. The site plan shows 41 parking spaces. No written waiver was submitted requesting a reduction in the number of parking spaces.

Article 10-102(3) provides flexibility for the Planning Commission or the Governing Body to increase or decrease the number of required parking spaces if necessary during the conditional use permit process if it is determined such an adjustment is warranted.

Article 10-104 requires the following design standards be applied to all parking spaces and driveways:

1. An off-street parking space is an all-weather area not in a street or alley, being a minimum of 9 feet by 19 feet, exclusive of driveways or access drives, permanently reserved for the temporary storage of one motor vehicle and connected with a street or alley by an all-weather driveway which affords satisfactory ingress and egress for motor vehicles.
2. Entrances or exits for all parking facilities shall comply with the requirements of the County Engineer.

Article 10-105(1) requires the parking spaces and drives be paved with asphalt or concrete since the adjoining public roads are also paved. No written waiver from the owner was submitted. The plan of operation says, "Several paved stalls close to front door, remainder of parking lot surfaced with permeable aggregate." A "Permeable aggregate" surface must be reviewed and accepted by staff as a means to replace asphalt or concrete. In an email dated May 5, 2023, the applicant states they "plan on some sort of rock or crushed asphalt in the parking lot. These two proposed surfaces are not acceptable surfaces since the adjacent roads are asphalt.

Since rock or crushed asphalt is an unacceptable surface, the applicant has requested a waiver of the permanent parking lot surface requirement.

Article 10-105(2), (3), and (4) state the following:

2. All off-street parking spaces, and their access drives, shall be planned and engineered to assure proper drainage of surface water. If a storm sewer is not available, positive drainage shall be provided on such lot or parcel and discharge of the same shall be through defined drainage courses. No drainage shall be directed over adjoining lands unless approved by the County Engineer.
3. The Planning Commission or the Governing Body may require plans to be prepared and presented to assure proper design and construction of any off-street parking spaces and their access drives if conditions of the site are such that compliance with these requirements may be difficult or may pose a potential problem with adjacent properties, or if the proposed



use will include parking needs for buses, tractor-trailer semis, or other such large vehicles. Additional spaces may be required or reserved to accommodate such vehicles and the Planning Commission or Governing Body may require that the site plan show the location of such spaces.

4. When located in a residential district, parking shall not be permitted within a front yard setback except in permitted driveways.

*The current parking layout on the site plan does not comply with this requirement. The setback requirement mentioned earlier in this report is for buildings not parking lots. The Planning Commission must review the parking plan and accept the plan by issuing a waiver of this requirement or request the owner to submit a revised site plan and show all parking stalls are a minimum of 30-feet from the road right of way. Currently the parking stalls are 20-feet from S. Halstead Street and 25-feet from E. Switzer Road.*

Due to the low traffic volume, staff recommends issuing a waiver of this requirement.

No architectural or engineered plans have been submitted to show how drainage will be controlled on the property. On the latest site plan dated May 5, 2023 it states that all rainwater is to be retained on site. Surface grading is to be done so as not to route storm runoff onto adjacent property or into road ditches. Downspouts and gutters to be installed in a manner that retains storm runoff on-site.

*There is no architectural or engineering company name on the drawing. The drainage statements have not been stamped by an architect or a professional engineer. These statements are not acceptable until the drawing is stamped by a certified architect or professional engineer.*

Rock or asphalt millings will not permit stormwater to absorb into the ground. The building footprint will not permit water to absorb into the ground. The site plan shows numerous trucks, trailers, and semi-trucks parked on the property. Driving over the surface of the property will compact the soil and prevent stormwater from absorbing into the ground. This is especially true if rock or asphalt millings are on the surface. A detention pond should be created on the site for stormwater management purposes. The pond could also serve the purpose of aiding the fire district should a fire occur. A pond cannot be located in the area reserved for the wastewater system.

Any paved parking areas shall be marked with two-inch-wide striping and no other business shall operate on the parking lot except in compliance with these regulations.

Staff concludes the following:

1. Due to the number of parking spaces, the size of the building, and the number of vehicles driving on the property, a drainage plan should be developed to show how runoff will be controlled. As an alternative, a stamped statement from an architect or professional engineer stating the person has reviewed the project for any drainage concerns and has concluded that no excess runoff will occur onto neighboring properties or road right of way as a result of this development.

A 12,800 square foot warehouse requires two loading docks. The applicant proposes one loading dock. No written waiver of this requirement was submitted but Article 11-102(2) states “The loading space requirements in this Article do not limit special requirements which may be imposed in connection with Conditional Uses, Article 15, including adjustments to reduce the minimum number of spaces specified by this Article.” The Planning Commission may take action to reduce the number of loading docks without a written request from the owner.

*Staff recommends reducing the number of loading spaces to one. The site plan shows an additional over-head door but this space does not comply with the design standards found in the regulations. Therefore, this area is not considered a loading space.*

5. **Sign Requirements – Article 12**

The plan of operation indicates a surface-mounted sign will be located on the north and east sides of the building. No sign permit is required from the County. However, if the sign is electronic, there are regulations governing this type of sign. The owner should discuss this type of sign with staff to verify compliance with the electronic sign regulations. No sign shall be located within a sight triangle of two intersecting roads or within a road right of way. Any ground-mounted sign locations shall be reviewed by the Public Works Department for sight triangle concerns.

6. **Landscaping**

The county generally has no specific requirements in the zoning regulations regarding landscaping. The owner indicates there are no landscaping plans for the project.

Additional screening may also be required through the conditional use permit review process. The Planning Commission can require landscaping, buffering, and screening be installed to lessen the impact of a development on a neighborhood.

Staff recommends any screening should be installed at the owner’s discretion.

7. **Lighting**

The owner indicates downward-facing lights will be installed on all sides of the building. No other lighting for the property is proposed or shown on the site plan.

8. **Fencing**

There are no fence regulations except for instances when a sight triangle is involved or as a conditional use permit requirement.

The plan of operation indicates a barbed-wire fence to match the highway fence will be installed around the perimeter with a locked gate at the entrances. The fence location and height should be reviewed and discussed with the Public Works Department for compliance with sight triangle requirements.



9. **Height Limitations – Article 13**

The maximum height for any building in the R-1 District is 35 feet.

**FACTORS**

The Planning Commission may recommend approval/denial of a Conditional Use and the Governing Body may approve/deny such Conditional Use using the following factors as guidelines:

1. *Whether approval of the Conditional Use would be consistent with the intent and purpose of these regulations.*

The intent and purpose of the regulations is to provide flexibility in approving non-residential land uses which may not have a significant impact on the neighborhood if certain conditions are met and to implement the eleven purposes found in Article 1-102.

In reviewing the eleven purposes of the Zoning Regulations found under Article 1-102, staff concludes approval of the conditional use permit may be consistent with the intent and purpose of these regulations.

The most important purposes found in the regulations that support this factor is:

- To promote the health, safety, comfort, and general welfare of the citizens of Reno County, Kansas.
- To regulate and restrict the height, number of stories, and size of buildings; the percentage of lots that may be occupied by buildings and other structures; size of yards, courts, and other open spaces.
- To provide for adequate light and air, and acceptable noise levels.
- To inform the public regarding future development in Reno County, Kansas, thereby providing a basis for wise decisions with respect to such development.

The owner has stated the MSDS documents will be on site for any hazardous materials stored on the property and will be provided upon request. The lithium batteries on site are Tesla Powerwall. See Tesla's Transportation and Storage Guidelines for additional information.

2. *Whether the location of the proposed use is compatible to other land uses in the surrounding neighborhood.*

To the north is Kauffman Seeds, Inc. zoned AG, agricultural land zoned AG and R-1, and a residence zoned R-2.

To the east is Otto Construction Company zoned R-1, a parcel zoned R-1 and agricultural land zoned AG and R-1.

To the south is K-96 Highway, K-96 Auto Body zoned R-2, and a mixture of single-family residences, farm residences, and agricultural land zoned AG, R-1 and R-2.

To the west is Waggoner's Pew Cushions zoned R-1, K-96 Highway and two parcels owned by Yoder Township zoned R-2.

The immediate area surrounding this parcel is a mixture of commercial and industrial land uses. The placement of a large warehouse/office building is consistent with other land uses occurring in this area. The nearest single-family residence is approximately 400 feet away to the southwest but across K-96 Highway. The next closest residence is over 800 feet away to the north.

Staff concludes utilizing this parcel for another type of commercial/light industrial land use could be considered compatible with the surrounding neighborhood. The proposed warehouse/office is considered a type of commercial/light industrial land use that complies with the construction company to the east, the pew cushion business to the west, and the seed business with large seed bins and industrial buildings to the north.

3. *Whether the proposed use places an undue burden on the existing transportation and service facilities in the area affected and, if so, whether such additional transportation and service facilities can be provided.*

No undue burden on existing transportation services is anticipated if the conditional use permit is approved.

This site is located off of K-96 Highway, E. Switzer Road, and S. Halstead Street. No access will be provided off of K-96 Highway. The other two roads are County-maintained asphalt roads which are capable of handling additional traffic volumes and legal load limits. Driveway permits will be required from the Public Works Department for the new entrances. In an email to staff, the applicant is proposing 30-foot-wide driveways which will aid in permitting emergency rescue vehicles to easily enter the property.

This property is served by Yoder Water District 101. No concerns have been expressed to staff by Public Works – Utility Division. The owner will have to work with Public Works on the water line connection. Any proposed well permit for potable water purposes will need to be reviewed by the Health Department and KDHE due to the water contamination in the area. The owner has started the process of locating a wastewater system with the Health Department. The site plan shows the wastewater system will be located on the south side of the property.

Staff concludes this land use should not place an undue burden on the water district.

4. *Whether the proposed use is made necessary or desirable because of changed or changing conditions in the area affected.*

This area along K-96 Highway, E. Switzer Road and S. Halstead Street has been utilized for commercial and industrial development rather than residential or agricultural purposes. Over the past ten years, Otto Construction Company has moved their operations to this area and Kauffman Seeds, Inc. has purchased their current property and expanded their operations. The potential exists for this area to see continued growth in the commercial/industrial types of land uses.

Staff concludes the proposed commercial/industrial use is made necessary or desirable because of changed or changing conditions.

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

This property is vacant and has been used for farming purposes. However, the parcel is approximately 3.45 acres which is pretty small to be farmed. A better land use for this parcel is to develop it into a commercial/industrial land use.

6. *Whether the applicant's property is suitable for the proposed use.*

This parcel is approximately 3.45 acres of land. The parcel is served by a private wastewater system and a public water system. The site plan indicates there is enough acreage available to comply with setback and parking requirements and to locate a wastewater system on the property in compliance with the Sanitation Code. Future building expansion or additional parking needs should also not be a concern. If the building expansions are constructed in the future, an additional 13 spaces are required for the warehouse and four spaces for the office building expansion. Adjustments in the current parking layout may be necessary with the additional 17 spaces. However, there is adequate acreage available for the additional spaces in the future.

Staff concludes the property is suitable for the proposed use.

7. *Whether the proposed Conditional Use would be in conformance to and further enhance the implementation of the Comprehensive Plan.*

Chapter 9 discusses the goals, objectives, and policies of the County.

Under the goals for Socio-Economic Development, Transportation, and Land Use the following objectives indicate this proposal may be compatible with the Comprehensive Plan. Those goals are as follows:

- Promote the development of new businesses and the expansion of existing businesses to create job opportunities to attract new residents to the County and to retain the youth.
- Promote business and industrial development consistent with the overall quality of life within Reno County which would benefit the County's economy and not adversely affect the environment. Efforts should focus on supplementing business types already in existence within the County and promoting development of new businesses compatible with the established business and skill base within the County.

- Ensure that new private development in rural Reno County does not negatively impact the existing transportation system nor place demands for major upgrades to the transportation system in an untimely manner.
- Ensure that future development occurs in a timely fashion and is adequately served by roads and other public facilities and services.
- Minimize land use incompatibilities and ensure that adjacent development are comparable in density and quality, thereby providing for a smooth transition between land uses.

Other Socio-Economic goals may indicate this proposal is not compatible with the Comprehensive Plan. Those goals are as follows:

- Encourage businesses to look first to the cities within the County for new development locations.
- Assist in the identification of appropriate sites for business and industrial growth and assist in extending public facilities and services to these sites as appropriate or necessary. The primary focus should be to develop sites within the existing cities and not in the rural area of the County so full utility support from the cities may occur and the tax base for the city also grows.

Other objectives not listed here may appear to be in favor or against the petition. When reviewing these and all other relevant objectives, staff concludes at this time, compliance with the Comprehensive Plan outweighs non-compliance. The Yoder area is served by a public water and public sewer system operated by the County. This area is not located within the Yoder Sewer District or near a city limit where it would be feasible to encourage annexation at this time.

8. *Whether the relative gain to the public health, safety, and general welfare outweighs the hardship imposed on the applicant by not upgrading the value of the property by approving the proposed Conditional Use.*

The County and Yoder community will gain by permitting the expansion of this existing business to the area if the conditional use permit is approved. This business may bring additional jobs to the community and increase the tax base. The parcel has adequate access off of two County roads which are capable of handling the additional traffic generated by this proposed land use. No single-family dwellings are located in the immediate area which could pose a concern with an increase in all types of traffic. Any potential concerns with the development and the surrounding area could be mitigated through the conditional use permit process or revising the submitted site plan.

There is no hardship imposed on the applicant by not approving the conditional use permit. If the conditional use permit is denied, the applicant could propose a different type of land use that may be more suitable for the land and compatible with the area. The owner could

construct a new single-family dwelling on the parcel now with a zoning permit. Other types of land uses are permitted with an approved conditional use permit.

Staff concludes the relative gain to the public health, safety, and welfare outweighs the hardship imposed on the applicant by not upgrading the value of the property.

9. *Whether the proposed Conditional Use, if it complies with all the conditions upon which the approval is made contingent (as authorized in Article 15 of these Regulations), will not adversely affect the property in the area affected.*

In reviewing the application, site plan, and the surrounding area, staff concludes if certain conditions are approved, this proposed warehouse/office may not adversely affect surrounding properties or the neighborhood. This analysis is based on how the parcel is developed and the surrounding land uses being industrial and commercial. No single-family dwelling are located in the surrounding area where special mitigation provisions may have to be implemented.

Any concerns that are identified through the public hearing process could be mitigated by the owner by revising the site plan or through the conditions of approval.

Staff concludes if the proposal complies with all the conditions of approval it should not adversely affect the surrounding properties or neighborhood.

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

The submitted site plan dated April 6, 2023, lacked sufficient detail to carefully review the proposal. An updated site plan was submitted by the applicant on April 25, 2023. That site plan and application contains more detail and was sent to the Emergency Management Department and the local Fire District #8. They had several questions on the site plan. Many of the questions are related to building codes. Reno County does not enforce building codes so those items cannot be addressed through the conditional use permit process. However, there may be Federal, state, or Fire District regulations applicable to this proposal. Those regulations can be enforced by the proper agency.

Even though there are no building codes in Reno County, answers to these questions will assist the Fire District and Emergency Management personnel in knowing how to respond to a potential incident at the facility. The Fire District and Emergency Management is available to assist and answer any questions the owner may have in designing a building that is fire resistant and mitigate any potential issues before construction commences.

Listed below are the questions from Emergency Management and the responses from the applicant.

Questions the Planning Commission could address are as follows:

1. What is the proposed width of the driveways? This is necessary to review and ensure there is a proper width for emergency rescue vehicles.
  - *We plan to have the driveways be 30ft wide. If a different width is required let me know and we can update our plans accordingly.*
2. Will hazardous materials be stored in the warehouse? Items such as lithium could be a concern for emergency responders.
  - *MSD sheets will be on file for any hazardous materials stored on site and can be provided upon request. The lithium batteries we use are the Tesla Powerwall. I've attached Tesla's Transportation and Storage Guidelines to this email.*
3. Will solar panels be used to power the building? This could lead to additional lithium storage.
  - *At this point solar is not part of the plan, but will likely be included in the future. All applicable codes and regulations will be followed in regards to installation and operation of solar. I can provide documentation of our licenses if desired.*
4. How will drainage be controlled on the property. Will a retention./detention pond be constructed? This could be used by the fire district in helping fight a fire.
  - *The plan is for a permeable parking lot surface to be used to allow rain to be retained on the property via absorption*
5. Will there be floor drains in the warehouse? If yes, will the drains be connected to the public sewer system or another source? What waste will be placed in the public sewer system?
  - *We aren't sure at this point, but might have a few floor drains in the warehouse to catch snowmelt, rain that blows in the roll-up doors etc. If we install them we'll plan to have them drain into the septic system.*
  - *Waste in the sewer system will not contain any special substances. We plan to have 4 toilets, 1 shower, a mop sink & a kitchen sink.*
6. Will there be any above or below ground storage tanks? If yes, what will the tanks contain?
  - *No bulk storage tanks*
7. What is the distance from the building to the west property line. Adequate distance should be provided so a fire truck or ladders and fire hoses can access this side of the building. (Site plan says 25 feet)
  - *25ft will be the minimum distance between property line and building on the west.*

Listed below are the questions from Emergency Management and the responses from the applicant. These questions are for information purposes only and not something that can be enforced by the zoning regulations.

1. What is the material do they plan to utilize to divide office space from warehouse (fire protection) (fire garage doors/fire rated)
  - *We plan to have a sheetrock wall between the office and warehouse. Additionally, we plan to include self closing exterior doors between those spaces.*
2. Fire extinguisher requirements?
  - *We plan to have interconnected smoke and/or heat detectors throughout the building and fire extinguishers available throughout the building.*
3. How wide entry doors and stairwell door?
  - *Exterior doors will be a minimum of 36in wide*
  - *Stairwells will be a minimum of 48in wide*
4. What are stairs made out of – wood or metal?
  - *Unknown at this point. We will have at least 2 sets of stairs and at least one of them will be metal the other might be wood.*

Conditions of approval may be attached to the proposal which could mitigate any planning concerns.

11. *The recommendation of the permanent or professional staff.*

**STAFF RECOMMENDATION:**

Staff recommends **Approval** of this request for a conditional use permit to establish a warehouse/office land use for King Solar on land zoned R-1 based on the following factors and conditions:

1. Whether approval of the Conditional Use would be consistent with the intent and purpose of these regulations.
2. Whether the location of the proposed use is compatible to other land uses in the surrounding neighborhood.
3. Whether the proposed use places an undue burden on the existing transportation and service facilities in the area affected and, if so, whether such additional transportation and service facilities can be provided.
4. Whether the proposed use is made necessary or desirable because of changed or changing conditions in the area affected.



5. The length of time the subject property has remained vacant or undeveloped as zoned: provided, the use of land for agricultural purposes shall be considered as viable use of the land and not be considered as allowing the land to be vacant or undeveloped.
6. Whether the applicant's property is suitable for the proposed use.
7. Whether the proposed Conditional Use would be in conformance to and further enhance the implementation of the Comprehensive Plan.
8. Whether the relative gain to the public health, safety, and general welfare outweighs the hardship imposed on the applicant by not upgrading the value of the property by approving the proposed Conditional Use.
9. Whether the proposed Conditional Use, if it complies with all the conditions upon which the approval is made contingent (as authorized in Article 15 of these Regulations), will not adversely affect the property in the area affected.
10. Such other factors as may be relevant from the facts and evidence presented in the application.
11. The recommendation of the permanent or professional staff.

Staff recommends granting a waiver from the requirement that all parking stalls be located a minimum of 30-feet from the road right-of-way, the paving requirement, and granting a third waiver from the requirement to construct two load spaces.

Staff recommends the following conditions of approval:

1. The property shall be developed as per the submitted site plan dated May 5, 2023, and subject to any drainage modifications.
2. Any lighting of the parking lot or building shall be shielded and directed on the property.
3. Outside storage of vehicles and equipment shall be limited to the type and locations identified on the approved site plan.
4. No business activities, other than what is specified in the approved plan of operation, may be conducted on the parcel without an approved conditional use permit or a special event permit.
5. A drainage plan stamped by a professional engineer or architect shall be developed for the property or a stamped statement from a professional engineer or architect indicating all stormwater runoff will be contained within the property boundary prior to issuance of a zoning permit. Any drainage structures necessary for the development shall be shown on a revised submitted site plan and that plan shall constitute the approved development plan. The revised site plan shall be subject to review by County staff for compliance with county regulations.
6. Applicant shall meet all applicable Federal, state, and local regulations.



7. Reno County reserves the right to rescind this conditional use upon any violation of County Regulations, conditions governing this approval, or require a review of the conditional use permit for uses of the parcel that may not be consistent with the approval.

Staff sent letters to 20 different property owners. Nobody responded in favor or against the petition.

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

On May 18, 2023, the Planning Commission conducted a public hearing on this petition. Mark Horst, managing partner of Lawrence Street Properties LLC, 3514 E. Lawrence St., Hutchinson, KS 67501, introduced his case. Mr. Horst stated he proposes to relocate his current solar installation business from downtown Yoder out to this location because they are growing. In the past few years, he has grown from one employee (him) to 17. He plans to use aggregate for a parking lot and driveway surface so rainwater will soak into the ground. He has reviewed the staff report and agrees with most of the statements. The one exception is the requirement of preparing a drainage plan.

No Planning Commission members asked any questions or presented any comments.

Vonachen presented the staff report.

Some Planning Commission members asked if a drainage study was required.

Mr. Vonachen replied that a drainage study is not required. However, regulations allow for the Planning Commission to ask for a drainage plan to be submitted if necessary. He isn't a drainage expert, but eventually water will not drain as the graveled area is hardened through the years by traffic.

Vice-Chairman Martin asked if a detention/retention pond or County ditches could be a suitable option for drainage.

Mr. Vonachen replied that County ditches are not meant for private drainage. They are for drainage off roadways. A detention/retention pond is acceptable.

Mr. Brittain agreed that Mr. Vonachen's comment was exactly right. The County doesn't want additional water being directed to the ditches since this can cause washout of backslopes.

After the staff report, Chairman Goertzen noted for the record that only Mr. Horst was present in the room so there was no public comments regarding this case.

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

Mr. Horst is excited for economic development in Reno County. He has looked into Sedgwick County's business requirements, and they are extensive. Reno County is much easier to work with. He is particularly interested in the Yoder area since he and his family have built their home in Yoder. He has two businesses interested in the proposed building. One business will build the site and own it, while the other business will lease a portion of the building. He did question if another tenant takes over the lease, will another Conditional Use Permit be needed if it is not a similar business.

Mr. Vonachen stated that potentially a new Conditional Use Permit may be needed. It would depend on the type of business. If similar, such as a food distribution site, then no. If something like a slaughterhouse or pipe fittings manufacturer, then yes.

Mr. Horst stated that the layout of the building may vary somewhat from the site plan he submitted. He acknowledged that the site plan is more of a conceptual map. He suggested that if the final site plan differs too much from the original site plan, the Planning Commission reconvene to rediscuss the changes for approval.

Mr. Vonachen stated there has already been three different revisions and a couple in the case file as well. The case should have been delayed until a final site plan was completed. He explained that if the office is moved slightly, it wouldn't be an issue. If they flip the placement of the office and move it from Switzer Road to Halstead Street, then a new site plan review would be required. The Planning Commission can make a condition that a new site plan will require approval by the Zoning Administrator.

Commissioner Seltzer summarized the Planning Commission is being asked to approve the square footage of the building to be placed on the existing parcel and zoning district. He also mentioned if the site plan is changed minimally, there should be no problem as the project moves forward.

Mr. Horst said he is also thinking of adding short roof overhangs to the dock and office areas to protect vehicles from the elements.

Chairman Goertzen asked if a set site plan could be submitted within the next thirty days.

Mr. Horst stated that could be a problem. He wants to break ground August 1<sup>st</sup>. He still needs bids for the project, making a thirty-day request for a finalized site plan difficult to maintain the timeline he has set for the project. A required drainage plan will push the project out another four to six weeks, due to needing a survey of the parcel and an engineered plan drawn up.

Chairman Goertzen suggested they could table the case until the June meeting.

Mr. Vonachen stated that is an option. If the case is approved today, then it will go before the Board of County Commissioners at the end of June. If the Board tables the case, then it will not go before the Board of County Commissioners until July.

Mr. Horst stated this would not be good for the project timeline. He needs approval to receive bids for construction. He is about ninety-five percent done with project planning, but if he is required to

submit a drainage plan or the Planning Commission requests changes to the site plan, he would be looking at up to a six-week delay.

Commissioner Seltzer asked if contractors aren't wanting to move ahead without an approval. His only concern remains drainage issues, nothing structural.

The Planning Commission questioned the dock area plan.

Mr. Horst stated the dock will be more of a pit, rather than a ramp type. They will only be receiving materials, not shipping. Mr. Horst showed the newest site plan on his phone, to the Planning Commission.

Commissioner Shafer remarked the general site plan shows the building to be the same square footage and similar layout as previous site plan submittals.

Mr. Horst confirmed.

Chairman Goertzen asked if the Planning Commission had additional questions for the applicant or staff.

Commissioner Macklin stated he hasn't seen or heard anything during the presentation of the case that would change his mind on delaying an approval today.

Commissioner Shafer agreed.

Mr. Brittain asked the applicant why he doesn't think there will be a drainage issue on the property.

Mr. Horst said he didn't think there would be a problem. He feels there is enough of a slope from the proposed building throughout the property, to keep from flooding. He doesn't believe there could be a large enough water flow to cause runoff in the ditches. Also, the ground seems to easily absorb runoff. The only concern would be if a downspout caused runoff onto a neighboring property.

Mr. Vonachen asked if the architect added a comment to the site plan regarding drainage and signed off on it.

Mr. Horst stated the architect informally noted on the site plan that runoff would be routed to appropriate areas to satisfy staff request.

Chairman Goertzen inquired what the parking on the West side of the building would be utilized for.

Mr. Horst explained that it would be used for additional parking for employees and customers. He is also thinking of adding an overhang to protect vehicles from the elements.

Mr. Vonachen did not present a rebuttal statement.

Chairman Goertzen asked if there were any other questions from the Planning Commission.

Commissioner Macklin asked staff if he had any changes to his recommendation for approval of the case.

Mr. Vonachen stated no. His only concern remains the drainage plan.

Chairman Goertzen closed the public hearing.

Chairman Goertzen stated his only concern remains the drainage plan.

Commissioner Seltzer agreed. He noted that additional overhangs will allow for more runoff.

Commissioner Macklin stated he would be satisfied with a notation being added to the plat regarding the drainage plan.

There were no further comments or discussion by the Planning Commission.

**Commissioner Strand moved that case number 2023-03, the request by Lawrence Street Properties, LLC requesting a conditional use permit from the Reno County Zoning Regulations to establish a warehouse/office building for King Solar on a parcel of land zoned R-1 – Rural Residential District be approved based on the eleven factors and seven conditions listed in the staff report and as heard at this public hearing. Commissioner Strand further moved to grant a waiver from the requirement to locate all parking stalls outside of the 30-foot setback requirement, the requirement to construct two loading spaces for the warehouse building, and the permanent paving requirement; seconded by Commissioner Macklin. The motion passed by a 7-0 vote. (Yes: Schwertfeger, Strand, Shafer, Seltzer, Macklin, Martin, and Goertzen).**

The County Commission may make a motion to:

1. Approve the conditional use permit request as submitted.
2. Approve/amend the conditional use permit request with conditions.
3. Deny the conditional use permit request as submitted.
4. Return to staff and the Planning Commission the conditional use permit request for further information or table the request for study.

### **ACTION REQUIRED**

Motion to (accept/deny/return to the Planning Commission for further discussion) the Planning Commission's recommendation to approve the proposed conditional use permit.

### **ATTACHMENTS**

Application

Comments

Zoning and property ownership map

Site plan

Tesla Transportation and Storage Guidelines for Batteries



**Comments**  
**Lawrence Street Properties, LLC**  
**Case #2023-03**

**RENO COUNTY DEPARTMENTS**

**John Vetter, through Darcy Basye, Reno County Health Department**

See included comments.

**OTHER AGENCIES**

None

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

None

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

None

**WRITTEN PUBLIC COMMENTS – AGAINST THE PETITION**

None



RENO CO HEALTH DEPT

209 West 2nd, Hutchinson, KS 67501-5232 phone 620-694-2900 fax 620-694-2901

ENVIRONMENTAL ASSESSMENT - WASTEWATER



Property Address: 0000 S HALSTEAD City/State/Zip: HUTCHINSON 67502 PID#: 1652103002001010  
 Owner: Lawrence Street Properties LLC Phone/Email: \_\_\_\_\_  
 Special Instructions: \_\_\_\_\_  
 Initial Inspection  Follow-up Inspection Visit Number N/A  Trip charge applied  Office Review Only  
 Re-inspection Required Date: N/A Zoning Permit/Case #: 2023-03

---

Existing System?  Y  N System Type\*: \_\_\_\_\_  
 Installation date: \_\_\_\_\_ Location: \_\_\_\_\_  
 Code Violations observed: N/A

---

Corrective Actions: N/A

---

System is not currently in use. No evidence of sanitation code violations relating to the operation/functioning of the wastewater system. However, sanitation code violations may become apparent upon occupancy of house and use of system.  
 \*Enhanced Treatment Systems are required to be inspected annually from the date of installation. A copy of the inspection report and documentation of any repairs indicated on the inspection is to be filed with the Health Department within 60 days of the anniversary date listed below.  
 The next inspection for this property is due on: N/A

---

Setback Issues: Per review of the 4/6/2023 aerial and submitted site plan, no setback issues identified for future wastewater systems and the proposed offices/warehouse/parking lot.

---

**Reserve area is required as a potential location to replace existing lateral field in the event of failure**  
 Reserve Area Identified:  Y  N \_\_\_\_\_  
 Where: Possible reserve area in South corner of parcel. Initial wastewater system proposed in SW corner of parcel.  
 Any Limitations: Due to site plan with large buildings and parking area, future wastewater sites available may be limited. Care must be taken to maintain a reserve area for future replacement/expansion of system. Care must also be taken to avoid compacting soils for current and future wastewater areas.

---

Comments: A soil profile and site evaluation was conducted on 04/06/2023 with proposed wastewater system located in SW corner of parcel with reserve area identified in South corner of parcel. Please continue to work with the environmental section throughout the wastewater permitting process.

---

For mere information, visit our website at: https://renogov.org/724/Wastewater-Information

---

Profile Pit  Y  N  N/A Scheduled Appointment: To be scheduled with contractor  
 Handouts Given: See Website

Field Inspections are limited to an observation of the ground for evidence of surfacing sewage and other obvious visual indicators of system failure and violations of the Reno County Sanitation Code. This inspector cannot verify the condition, age, life expectancy, or functionality of the system. In the event any party desires further assurances with respect to this wastewater treatment system's present condition or future serviceability, a licensed wastewater installer should be consulted.

Signature: *Jan E. Khan* 04/28/2023  
 Environmental Health Specialist DB Date

Reno County Staff are able to evaluate each site for minimal code compliance; staff are not able to select, or provide personal input, on wastewater systems, wells, mortgage inspections, or other Environmental Health issues.

**RENO COUNTY HEALTH DEPARTMENT**

209 West 2nd, Hutchinson, KS 67501-5232 phone 620-694-2900 fax 620-694-2901

**ENVIRONMENTAL ASSESSMENT – WELL WATER**



Property Address: 0000 S HALSTEAD ST City/State/Zip: HUTCHINSON 67502 PID#: 1652103002001010

Owner: Lawrence Street Properties LLC Phone/Email: \_\_\_\_\_

Special Instructions: \_\_\_\_\_

Initial Inspection  Follow-up Inspection Visit Number \_\_\_\_\_  Trip Charge Applied  Office Review Only

Re-inspection Required Date: N/A

Existing System?  Y  N

Zoning Permit/Case #: 2023-03

| Domestic Drinking Water Well  | Domestic Irrigation/Livestock Well  |
|---|---|
| Code Violations: <u>N/A</u>   | Code Violations: <u>N/A</u>   |
| Corrective Actions: <u>N/A</u>  | Corrective Actions: <u>N/A</u>  |
| Est. distance well to: Septic tank _____<br>Lateral field _____   | Est. distance well to: Septic tank _____<br>Lateral field _____   |
| Other _____   | Other _____   |
| Location: _____   | Location: _____   |
| Well Cap: Sanitary seal: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Vented: <input type="checkbox"/> Yes <input type="checkbox"/> No       | Well Cap: Sanitary seal: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Vented: <input type="checkbox"/> Yes <input type="checkbox"/> No       |
| Well Casing: ≥12" above grade: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Intact: <input type="checkbox"/> Yes <input type="checkbox"/> No | Well Casing: ≥12" above grade: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Intact: <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Conduit Adequate: <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No   | Conduit Adequate: <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No   |
| Pump Type: <input type="checkbox"/> Submersible <input type="checkbox"/> Top Mount  | Pump Type: <input type="checkbox"/> Submersible <input type="checkbox"/> Top Mount  |
|   | Backflow Prevention: <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No  |
|   | Method: _____   |
| *Water well casing alterations may only be completed by the property owner or a water well contractor.  | *Water well casing alterations may only be completed by the property owner or a water well contractor.  |
| <input type="checkbox"/> Construction in compliance with Code   |   |
| <input type="checkbox"/> Construction not in compliance with Code   |   |

Setbacks: None identified per office review

Setbacks in compliance with code  Setbacks not in compliance with code

Comments: Property is currently served by public water supply.

If a future well is needed, please contact the Environmental section.

KDHE will be consulted if a new well can be drilled due to groundwater contamination in the area.

More information can be found at: <https://www.renogov.org/659/Water-Wells>

Handouts Given: See Website

No inspection was made of below grade components. No representative of the Health Dept. is qualified to test or analyze water samples. The above stated water sample results were obtained from an independent laboratory. Reno County offers no opinion concerning the suitability of the water sampled for domestic consumption, except as to the test results provided on the date sampled. A more comprehensive test may demonstrate the presence of other undesirable elements. \*Water well casing alterations may only be completed by the property owner or a water well contractor.

Reno County Staff are able to evaluate each site for minimal code compliance; staff are not able to select, or provide personal input, on wastewater systems, wells, mortgage inspections, or other Environmental Health issues.

Signature *Julie E. Walter* Date 04/28/2023  
Environmental Health Specialist EH Date  
F/Masters/EH/EnvironmentalAssessmentWaterWell 08/17



## AGENDA ITEM

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

**AGENDA DATE:** June 27, 2023

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

**AGENDA TOPIC:**

Set a date and time for County Canvass following the August 1st, 2023 Primary City School Election

**SUMMARY & BACKGROUND OF TOPIC:**

Board of County Commissioners to set a date and time to canvass the August 1st, 2023 Primary City School Election. The recommended canvassing date would be August 9th, 2023 at 8:00 am located at the Reno County Courthouse Annex Conference Room. K.S.A. 25-3104 states the canvassing date must be conducted not later than 13 days following any election.

**ALL OPTIONS:**

Alternative dates and times would be August 8th or August 10th, 2023 at 9:00 am.

**RECOMMENDATION / REQUEST:**

Set canvass for Wednesday, August 9th, 2023, at 8:00 am. at the Reno County Courthouse Annex Conference Room.

**POLICY / FISCAL IMPACT:**

No county fiscal impact.





## AGENDA ITEM

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

**AGENDA DATE:** June 27, 2023

**PRESENTED BY:** Donna Patton

**AGENDA TOPIC:**  
Approve resolution to cancel certain county warrants

**SUMMARY & BACKGROUND OF TOPIC:**

Certain warrants against the funds of the county treasury and a period of more than two years has elapsed since the signing of such warrants; the persons entitled have not appeared to claim such warrants or have not been presented to the County Treasurer for payments. Requesting the following warrants be canceled, and that all balances accruing from such unpaid warrants be reverted to the county fund which such warrants were drawn for a total of all funds \$1,269.66.

**ALL OPTIONS:**

Approve  
Make Changes  
Deny

**RECOMMENDATION / REQUEST:**

Approve resolution

RESOLUTION 2023-\_\_\_\_\_

A RESOLUTION TO CANCEL CERTAIN COUNTY WARRANTS

Whereas, the Board of County Commissioners of Reno County, Kansas issued certain warrants against the funds of the county treasury and a period of more than two years has elapsed since the signing of such warrants; and

Whereas, during said time the persons entitled thereto have not appeared to claim such warrants, or such warrants have not been presented to the County Treasurer for payments; and,

Whereas, such warrants may, at the discretion of the Board of the County Commissioners, pursuant to K.S.A. 10-815, be canceled and set aside upon the record of the county.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY, KANSAS, that the following warrants be canceled, and that all balances accruing from such unpaid canceled warrants shall revert to the county fund which such warrants were drawn.

| FUND           | CHECK # | DATE       | PAID TO                 | AMOUNT  |
|----------------|---------|------------|-------------------------|---------|
| County General | 138161  | 01/03/2020 | Cole, Michael           | \$10.00 |
| County General | 138162  | 01/03/2020 | Lehr, Trever            | \$10.00 |
| County General | 138541  | 01/24/2020 | Anderson, Douglas Earl  | \$27.40 |
| County General | 138549  | 01/24/2020 | Binns, Holly Renee      | \$10.00 |
| County General | 138590  | 01/24/2020 | Graves, Dylan Michael   | \$10.00 |
| County General | 138604  | 01/24/2020 | Heathcott, Kimberly A   | \$10.00 |
| County General | 138619  | 01/24/2020 | Kerns, Amber Dawn       | \$10.00 |
| County General | 138626  | 01/24/2020 | Laclair, Betty Irene    | \$10.00 |
| County General | 138686  | 01/24/2020 | Smalling, Jessica Leigh | \$10.00 |
| County General | 138714  | 01/24/2020 | Wayman, David Eugene    | \$10.00 |
| County General | 138722  | 01/24/2020 | Winkle, Katie Louise    | \$10.00 |
| County General | 139315  | 02/28/2020 | Blattner, Gaiden Dain   | \$10.00 |
| County General | 139319  | 02/28/2020 | Boster, Kelsey Lane     | \$40.00 |
| County General | 139344  | 02/28/2020 | Dempsey, Martin Len     | \$40.00 |
| County General | 139375  | 02/28/2020 | Green, Chambria Lynn    | \$10.00 |
| County General | 139385  | 02/28/2020 | Hirsh, Katricia Dawn    | \$10.00 |
| County General | 139387  | 02/28/2020 | Holguin, Nicholas Jesus | \$10.00 |
| County General | 139389  | 02/28/2020 | Hurd, Karina Lynne      | \$10.00 |
| County General | 139397  | 02/28/2020 | Lemons, Jacob Dean      | \$10.00 |
| County General | 139408  | 02/28/2020 | Mccooy, Thomas Clark    | \$10.00 |
| County General | 139426  | 02/28/2020 | Nisly, Glenda Marie     | \$10.00 |
| County General | 139430  | 02/28/2020 | Owens, Janine Ann       | \$10.00 |

| FUND              | CHECK # | DATE       | PAID TO                    | AMOUNT          |
|-------------------|---------|------------|----------------------------|-----------------|
| County General    | 139431  | 02/28/2020 | Pace, Ethan James          | \$28.40         |
| County General    | 139441  | 02/28/2020 | Ratzlaff, Joseph Lee       | \$10.00         |
| County General    | 139442  | 02/28/2020 | Ray, Justin David          | \$10.00         |
| County General    | 139448  | 02/28/2020 | Reimer, Maribeth G         | \$10.00         |
| County General    | 139462  | 02/28/2020 | Schmidt, Michelle Lorraine | \$21.50         |
| County General    | 139463  | 02/28/2020 | Seaton, Jo L               | \$10.00         |
| County General    | 139481  | 02/28/2020 | Voran, Aaron Michael       | \$21.50         |
| County General    | 139698  | 03/13/2020 | Bailey, Craig, P.          | \$10.00         |
| County General    | 139712  | 03/13/2020 | Brosius, Donald J Jr       | \$10.00         |
| County General    | 139737  | 03/13/2020 | Davies, Michelle Dawn      | \$10.00         |
| County General    | 139784  | 03/13/2020 | Heisler, Timothy Paul      | \$10.00         |
| County General    | 139785  | 03/13/2020 | Henderson, Leslie          | \$10.00         |
| County General    | 139797  | 03/13/2020 | Hornbeck-Wood, Nancy Kay   | \$10.00         |
| County General    | 139804  | 03/13/2020 | Jones, Ashley              | \$33.00         |
| County General    | 139814  | 03/13/2020 | Labs, Jonni Anne           | \$44.50         |
| County General    | 139844  | 03/13/2020 | Nichols, Majel Marie       | \$10.00         |
| County General    | 139917  | 03/13/2020 | Wood, Katherine Jeanne     | \$10.00         |
| County General    | 140255  | 04/03/2020 | Diaz, Rebecca              | \$20.00         |
| County General    | 142892  | 09/11/2020 | Berger, Paige              | \$10.00         |
| County General    | 143233  | 10/02/2020 | Fry, DeeLinda              | \$10.00         |
| County General    | 144348  | 12/04/2020 | SHANNON BENNETT            | \$5.75          |
| County General    | 144432  | 12/04/2020 | Jaskoski, Nicole Therese   | \$10.00         |
| County General    | 144446  | 12/04/2020 | Pittser, Rachel Louise     | \$10.00         |
| County General    | 144458  | 12/04/2020 | Vines, Chrystal Rochelle   | \$10.00         |
| <b>FUND TOTAL</b> |         |            |                            | <b>\$642.05</b> |

| FUND               | CHECK # | DATE       | PAID TO                       | AMOUNT          |
|--------------------|---------|------------|-------------------------------|-----------------|
| Treasurer's Checks | 923870  | 02/20/2020 | Neahring, Marvin A or Joyce T | \$4.40          |
| Treasurer's Checks | 924037  | 04/17/2020 | Simmons Bank                  | \$109.61        |
| Treasurer's Checks | 924429  | 07/16/2020 | Rodriguez, Saul               | \$122.07        |
| <b>FUND TOTAL</b>  |         |            |                               | <b>\$236.08</b> |

| FUND              | CHECK # | DATE       | PAID TO                        | AMOUNT           |
|-------------------|---------|------------|--------------------------------|------------------|
| Tag Checks        | 746788  | 02/20/2020 | Dove, Alisha, Ann              | \$9.33           |
| Tag Checks        | 747053  | 04/02/2020 | Olvido El Inc                  | \$14.08          |
| Tag Checks        | 747172  | 05/13/2020 | Queen Bee Social Marketing LLC | \$125.98         |
| Tag Checks        | 747176  | 05/13/2020 | Wilkinson, Elizabeth, Joy      | \$15.00          |
| Tag Checks        | 747254  | 06/01/2020 | Burr, Joseph, William          | \$55.50          |
| Tag Checks        | 747502  | 07/02/2020 | Rhodes, Gil, Ellsworth         | \$6.67           |
| Tag Checks        | 747554  | 07/10/2020 | Hernandez, Gillermo            | \$27.71          |
| Tag Checks        | 747693  | 07/29/2020 | Smith, Sarah, Danielle         | \$5.00           |
| Tag Checks        | 747779  | 08/06/2020 | Noland, Barbara, Jean          | \$22.50          |
| Tag Checks        | 747780  | 08/06/2020 | Ramos, Lawrence, V             | \$30.34          |
| Tag Checks        | 747822  | 08/12/2020 | Crank, Tyler, Wayne            | \$42.67          |
| Tag Checks        | 748002  | 09/09/2020 | Ward, Stormie, Dawn            | \$15.42          |
| Tag Checks        | 748388  | 11/06/2020 | Blick, James, J                | \$21.33          |
| <b>FUND TOTAL</b> |         |            |                                | <b>\$ 391.53</b> |

**TOTAL ALL FUNDS \$ 1,269.66**

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2023

**BOARD OF COUNTY COMMISSIONERS  
OF RENO COUNTY, KANSAS**

\_\_\_\_\_  
Daniel Friesen, Chairman

\_\_\_\_\_  
Randy Parks, Vice Chairman

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

\_\_\_\_\_  
Don Bogner, Member

\_\_\_\_\_  
John Whitesel, Member

ATTEST:

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



## AGENDA ITEM

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

**AGENDA DATE:** June 27, 2023

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

**AGENDA TOPIC:**  
Destroy 2020 Primary Election Material

**SUMMARY & BACKGROUND OF TOPIC:**

Requesting approval to destroy past election materials by Mobile Shredding Unit with Underground Vaults and Storage. We will have a representative of the Republican Party and a representative of the Democratic Party to be the electors present to serve as witnesses for this process. The materials to be destroyed are from the 2020 Presidential Primary Election.

**ALL OPTIONS:**

Take election materials to the landfill to be destroyed.

**RECOMMENDATION / REQUEST:**

Approval

**POLICY / FISCAL IMPACT:**

No county fiscal impact.



## AGENDA ITEM

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

**AGENDA DATE:** June 27, 2023

**PRESENTED BY:** Patrick Hoffman, Reno County Counselor

**AGENDA TOPIC:**

A Resolution Regulating the Sale, Handling, Use, or Storage of Fireworks

**SUMMARY & BACKGROUND OF TOPIC:**

At the joint city/county meeting with the City of Hutchinson, Commissioner Parks suggested both bodies consider reviewing their fireworks policies. The City of Hutchinson has removed restrictions and now allows consumer fireworks during the 4th of July Holiday. The resolution for consideration would adopt the same policy for unincorporated Reno County. The Resolution keeps in place other county fireworks policies.

**ALL OPTIONS:**

- Adopt the Resolution
- Table the Resolution
- Do not adopt the Resolution

**RECOMMENDATION / REQUEST:**

Approve and adopt the new resolution.

**POLICY / FISCAL IMPACT:**

None

**RESOLUTION 2023-\_\_\_**

**A RESOLUTION REGULATING THE SALE, HANDING, USE,  
OR STORAGE OF FIREWORKS WITHIN RENO COUNTY, KANSAS,  
AND REPEALING RENO COUNTY RESOLUTION 2012-30**

WHEREAS, K.S.A. 19-101a provides the board of county commissioners with the authority to transact all county business and to perform all powers of local legislation and administration it deems appropriate; and

WHEREAS, K.S.A. 31-134(b) affirms the authority of county governments to prohibit or regulate the sale, handling, use or storage of fireworks within a county's boundaries; and

WHEREAS, the Board of County Commissioners of Reno County previously adopted County Resolution 2012-30, as amended, which said Resolution and amendments thereto, regulated the storage, use and handing of fireworks; and the Board of County Commissioners deems it appropriate to adopt substitute local legislation with respect thereto.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY, KANSAS, that the sale, handling, use and storage of fireworks in the unincorporated area of Reno County, Kansas, is hereby regulated as hereinafter provided.

SECTION I: Unless otherwise clearly indicated by the context as used in this resolution:

1. "Aerial Firework" means any Consumer Firework that shoots flaming balls into the air, including but not limited to, cake or mortar fireworks.
2. "Aerial luminary" shall be understood to mean airborne paper objects containing a device for fuel that heats air from inside causing it to rise into the air and to remain airborne until extinguished, commonly known as sky lanterns or flying luminaries.
3. "Bottle Rocket" means any pyrotechnic device which is classified as a C explosive by the United States Department of Transportation under 49 C.F.R. 173.53 (1990), which is mounted on a stick or wire, and projects into the air when ignited with or without reports and includes any device with the same configuration with or without reports, which may be classified as pipe or trough rocket.
4. "Consumer Firework" means any firework classified as a Division 1.4g firework, formerly known as a Class C common firework, by the United States Department of

Transportation. (Items classified as 1.4G explosives are consumer fireworks intended for use by the general public.

5. "Fireworks Stand" shall mean and include any location where fireworks are offered for sale such as, but not limited to, permanent or portable stands, tents, trailers, stores, etc.

## SECTION II: MANUFACTURE, STORAGE, SALE, POSSESSION AND DISCHARGE OF CONSUMER FIREWORKS.

1. Consumer fireworks may be offered for sale by County permit only in the unincorporated territory of Reno County, Kansas.
2. It shall be unlawful for any person to discharge or possess bottle rockets in Reno County.
3. It shall be unlawful for any person to discharge or possess aerial luminaries in Reno County.
4. It shall be unlawful for any person to store, sell, possess with intent to sell, or offer for sale, or to ignite, fire, set-off or otherwise use any pyrotechnic device not permitted by this resolution. Such fireworks may be discharged in the unincorporated areas of Reno County from 8:00 a.m. to 11:00 p.m. on the 30<sup>th</sup> day of June through July 4<sup>th</sup>; provided, however, the discharge of consumer fireworks shall be on property owned by the person(s) so discharging or owned by the immediate family thereof. Discharge of consumer fireworks is allowed on any property if permission is obtained from the landowner and written evidence of said permission is on the person of a responsible adult involved in the discharge of said fireworks.
5. It shall be unlawful for an adult to fail to supervise, allow or permit a person under the age of eighteen (18) years to violate the provisions of Section II.

## SECTION III: PERMIT TO SELL CONSUMER FIREWORKS.

1. Applications for permits to sell consumer fireworks may be submitted to the Reno County Clerk's Office during normal hours. No person, firm, or corporation shall offer such fireworks for sale to individuals in the unincorporated territory of Reno County before the 30<sup>th</sup> day of June or after the 4<sup>th</sup> day of July.



2. An applicant wishing to sell consumer fireworks in Reno County shall submit the following in order to obtain a permit:
  - a. The name, address, and telephone number of the applicant.
  - b. The place where such fireworks are to be sold and the name and address of the owner or owners of the location.
  - c. The day or days upon which the applicant intends to sell fireworks.
  - d. A description of the structure in or on which the fireworks are to be sold.
  - e. Furnish a bond or certificate of general liability insurance in the amount of \$500,000.00, with coverage and policy numbers listing the applicant as the insured or as an additional insured and showing the sale location as the insured location.
  - f. Furnish a copy of a State Sales Tax Number Certificate issued in the name of the applicant.
  - g. Sign a statement that the applicant, if granted permission to sell such fireworks, will at all times comply with the terms of this resolution and laws of the State of Kansas relating to the sale of fireworks.
  - h. If the place where fireworks are to be sold is not owned by the applicant, there shall be filed with the application a notarized written statement signed by the owner or owners of the location, stating the owner or owners' consent to the sale of fireworks for the days being requested.
  - i. The application when filed with the Reno County Clerk shall be accompanied by a fee of \$2,500.00 for each fireworks stand. The County Clerk will review and approve or deny the issuance of a permit to the party making application.
3. No person, firm or corporation engaged in the retail sale of fireworks shall store, sell, offer for sale, or display fireworks in any residential subdivision in the unincorporated sections of the County.
4. All rules and regulations adopted by the Kansas Administrative Regulations concerning the storage, sale, handling, and discharge of fireworks are incorporated by reference (K.A.R. 12-6-1 through K.A.R 12-6-16).

#### SECTION IV: COMMERCIAL FIREWORKS DISPLAY.

All individuals, corporations, or organizations desiring to engage in the commercial public display of fireworks, shall apply for and obtain a permit for the same from the Reno County Clerk's Office. This permit will allow for the storage, handling use and display, but not for the sale, of Display Fireworks commonly used in commercial fireworks displays. It shall be a violation of this Resolution for any person, corporation, or organization to engage in the commercial public display of fireworks without a permit. The following procedures, terms and conditions pertain to the issuance of such permits:

- A. All permits shall be reviewed and are subject to the prior approval, recommendations, and conditions of the County Fire District Chief exercising jurisdiction in the location of the display.
- B. Each display shall be of such character and so located, discharged, or fired, as in the opinion of the District Fire Chief after proper investigation, does not create a hazard to property or endanger any person.
- C. Applications for permits shall be made in writing in advance of the date of display and shall be accompanied by a fee of \$25.00 payable to Reno County, Kansas.
- D. Applicants are advised to apply for a permit at least 10 days prior to the event so that review and approval can be timely completed. Reno county does not guarantee that permit applications submitted less than 10 days in advance will be able to be reviewed and approved prior to the event.
- E. Permits issued shall be valid only for one day, and the date shall be specifically stated on said permit. An alternate date may be granted by the District Fire Chief in the event of inclement weather or burning ban.
- F. All permits issued hereunder shall be valid only at the location specifically stated on such permit. Such permits shall be issued only to those organization or individuals wishing to provide a display for the public. At all times, such public fireworks display shall be supervised by an individual holding a fireworks operator's license issued by the Kansas State Fire Marshal. Proof of Kansas licensure shall be provided to the Reno County Clerk upon application for a permit.
- G. Any individual, corporation or organization seeking a permit must display to the Reno County Clerk proof of insurance insuring against bodily injury and

property damage in the amount of \$500,000.00 by single limit policy for damages arising out of any incident occurring during the fireworks display.

H. No permit granted shall be transferable.

#### SECTION V: SEIZURE, PENALTY AND VIOLATIONS.

1. No stocks of fireworks stored, offered for sale, exposed for sale, sold, or held in violation of this Section shall be seized from the owner except by an order or on a search warrant of a court of competent jurisdiction. Such court order may be enforced by the Board or their duly authorized deputies or by the Sheriff of Reno County or his duly authorized deputies. The stocks of fireworks seized hereinunder shall be held by the Sheriff of Reno County. The Sheriff of Reno County shall hold such fireworks under seal in a safe place until final disposition of the charges against the owner; thereupon, the Sheriff of Reno County shall dispose of the fireworks in accordance with the Court's order.
2. Any person, firm or corporation who shall be convicted in a court of competent jurisdiction for violating the provisions of this Section shall be deemed guilty of a Class C Misdemeanor and in accordance with K.S.A. 21-4502 and K.S.A. 21-4503 shall be subject to a definite term of confinement in the county jail which shall be fixed by the court and shall not exceed one (1) month and/or a fine not to exceed \$500.00.

#### SECTION VI: PROHIBITION OF USE OR DISCHARGE.

Notwithstanding any other provision or permit authority herein to the contrary, the use or discharge of any consumer fireworks shall be prohibited whenever a Governor's ban on fires is in effect or when the County Commission and/or the County Emergency Preparedness Director declares an emergency, and the use or discharge of all consumer fireworks shall not be permitted until said ban or emergency is officially lifted.

#### SECTION VII: INVALIDITY IN PART.

If any section, sentence, subdivision, clause or provision of this resolution or application thereof to any person, firm, corporation, partnership, or other entity or circumstances is held invalid or unconstitutional in a court of competent jurisdiction, the remainder of the resolution and the application of the section, sentence, subdivision, clause or provision to other persons, firms, corporations, partnerships or entities not similarly situated or to other circumstances shall not be affected thereby.

SECTION VIII:

This Resolution from and after its effective date shall supersede all previous County Resolutions pertaining to the sale, handling, use and storage of fireworks in Reno County, all of which said Resolutions, if not previously repealed, are hereby repealed, including without limitation Resolution 2012-30.

BE IT FURTHER RESOLVED, that this Resolution shall take effect and be enforced from and after its adoption and publication in the official County newspaper.

ADOPTED in regular session this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

BOARD OF COUNTY COMMISSIONERS  
OF RENO COUNTY, KANSAS

\_\_\_\_\_  
Daniel Friesen, Chairman

\_\_\_\_\_  
Randy Parks, Vice Chairman

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

\_\_\_\_\_  
Don Bogner, Member

\_\_\_\_\_  
Jon Whitesel, Member

ATTEST:

\_\_\_\_\_  
Donna J. Patton, County Clerk



## AGENDA ITEM

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

**AGENDA DATE:** June 27, 2023

**PRESENTED BY:** Megan Davidson, Director and Christina Holt SCS Engineers

**AGENDA TOPIC:**

Installation/Construction of Gas Collection Control System Improvement Project at Reno County Solid Waste performed by SCS Engineers Inc.

**SUMMARY & BACKGROUND OF TOPIC:**

Reno County Municipal Solid Waste Landfill Facility conducts quarterly surface methane emissions monitoring at the landfill as required by EPA and KDHE in accordance with New Performance Standards set forth in 40 CFR 60.1958 (c) and (d), 40 CFR 60, Appendix A Method 21, and SEM Work Plan dated October 2016. Surface emissions monitoring consists of using a calibrated instrument to scan the landfill cover and penetrations (such as around gas wells, sumps, etc.) for methane leaching through the cover and into the atmosphere. The threshold for a reportable exceedance is 500 parts per million.

In the last year there has been an initial exceedance detected in every quarter (3<sup>rd</sup> Quarter 2022 – 2<sup>nd</sup> Quarter 2023). After an initial exceedance, corrective actions (such as adjusting the waste cover or turning up the surrounding wells) are taken. The location is re-monitored within 10 days and again 10 days after that (if the first 10-day re-monitoring resulted in an exceedance). All locations are monitored again for a one month recheck.

If three exceedances are detected at a location in one quarter, then a notification is submitted to KDHE and – in accordance with 40 CFR 63.1960 (c)(4)(v) – a new well must be installed within 120 days of the initial exceedance. The facility can submit an alternative remedy request in lieu of installing a new well. Two locations have had three exceedances in a quarter resulting in a notification being submitted to KDHE. In the third quarter of 2022 a notification was submitted to KDHE for Well 63, and in the fourth quarter of 2022 a notification was submitted for Well 78. On behalf of Reno County Solid Waste, SCS Engineers has submitted a request for a timeline extension for both locations in order to address other gas system issues.

Well data shows that there are several wells that are not functioning properly on the Reno County MSWLF resulting in an insufficient amount of landfill gas being captured. Without improvements to the Gas Collection and Control System (GCCS) on Site D, these problems will persist and Reno County will continue to get exceedances. Eventually these exceedances may be unable to be corrected, and will result in Reno County MSWLF being out of compliance with the EPA and KDHE New Performance Standards.

SCS Engineers has designed, maintained, and built the GCCS system at the Reno County MSWLF. They have the most background information and knowledge to complete this design and construction efficiently and effectively to keep the gas system running and Reno County in compliance.

SCS will have a technician on staff performing the CQA during the project daily as well as Field Services performing the work as they have done on past projects with the Gas System.

**ALL OPTIONS:**

1. Approve the construction of the 2023 GCCS Improvement Project as presented as recommended by staff. Amount of Not To Exceed at \$532,077.00
2. Re-drill only wells 63 and 78. (This is not recommended as it is likely that exceedances will continue to be detected at other wells and more re-drills will have to be completed later, costing Reno County more money in the long run.)
3. Request additional information resulting in a longer wait to do the project and possibly higher construction costs associated with weather later in the year.

**RECOMMENDATION / REQUEST:**

Approve the Gas Control Collection System Improvement Project presented by staff in the amount Not To Exceed of \$532,077.00

**POLICY / FISCAL IMPACT:**

This project cost will come out of the Reserve Funding 013 from the Solid Waste Budget as it is coordination with Remediation issues at the landfill. It is a Not To Exceed Amount on the project.

# 2023 SITE D GCCS IMPROVEMENT PROJECT AT RENO COUNTY LANDFILL HUTCHINSON, KANSAS

KDHE SOLID WASTE PERMIT NO. 723

JUNE 19, 2023

PREPARED FOR:



RENO COUNTY SOLID WASTE  
4015 WEST CLARK ROAD  
HUTCHINSON, KS 67501

PREPARED BY:

**SCS ENGINEERS**

11120 E 26TH STREET N, STE 1100  
WICHITA, KANSAS 67226  
PH (316) 315-4501  
WWW.SCSENGINEERS.COM  
PROJECT NUMBER 27223074.00



**PROJECT LOCATION:**

4015 WEST CLARK ROAD  
HUTCHINSON, KS 67501

**PRELIMINARY**

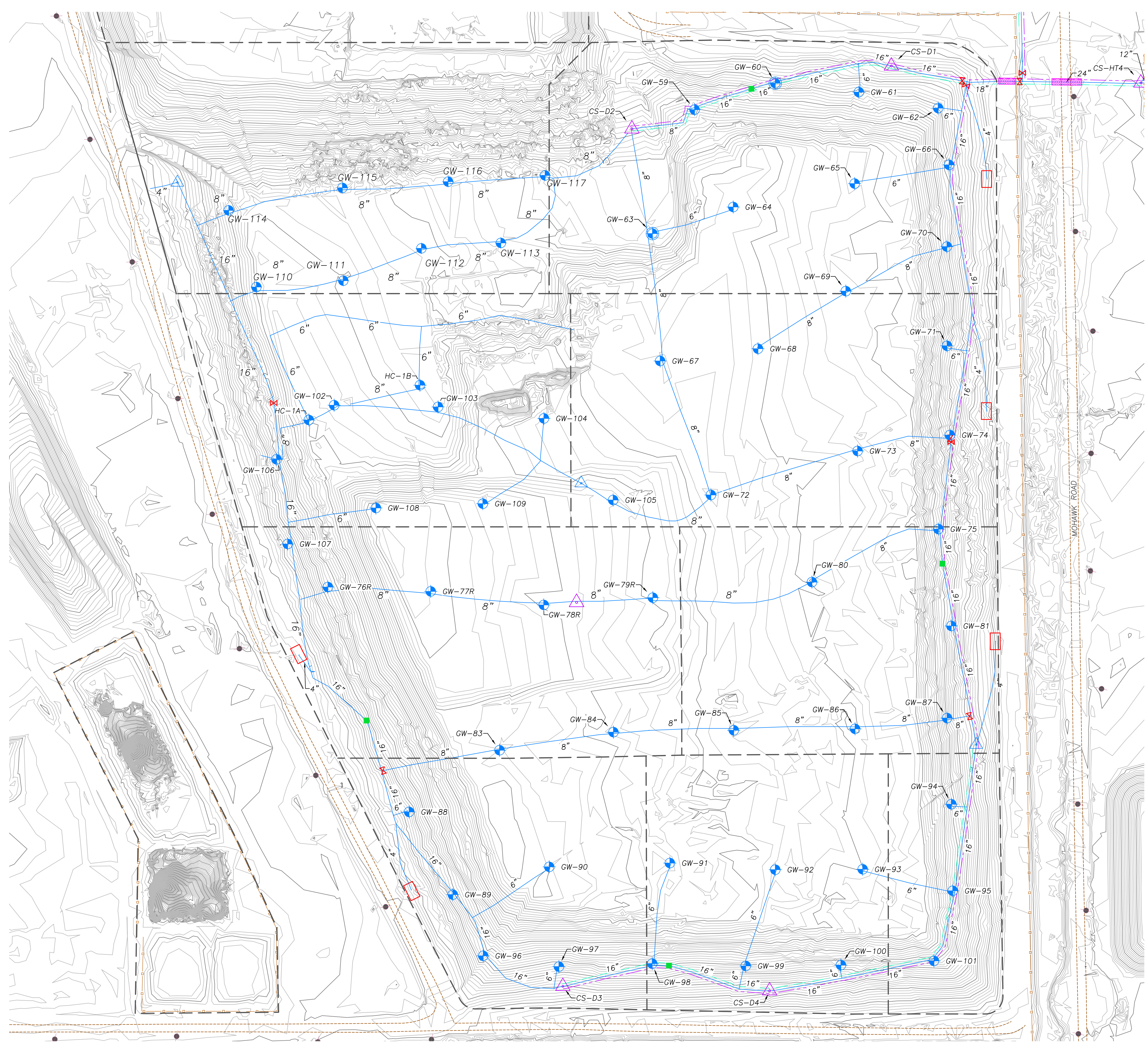
NOT FOR CONSTRUCTION  
DATE:6/19/2023

## DRAWING INDEX

| DRAWING NO. | SHEET TITLE          |
|-------------|----------------------|
| 01          | COVER                |
| 02          | EXISTING CONDITIONS  |
| 03          | PROPOSED GCCS DESIGN |
| 04          | DETAILS              |
| 05          | DETAILS              |



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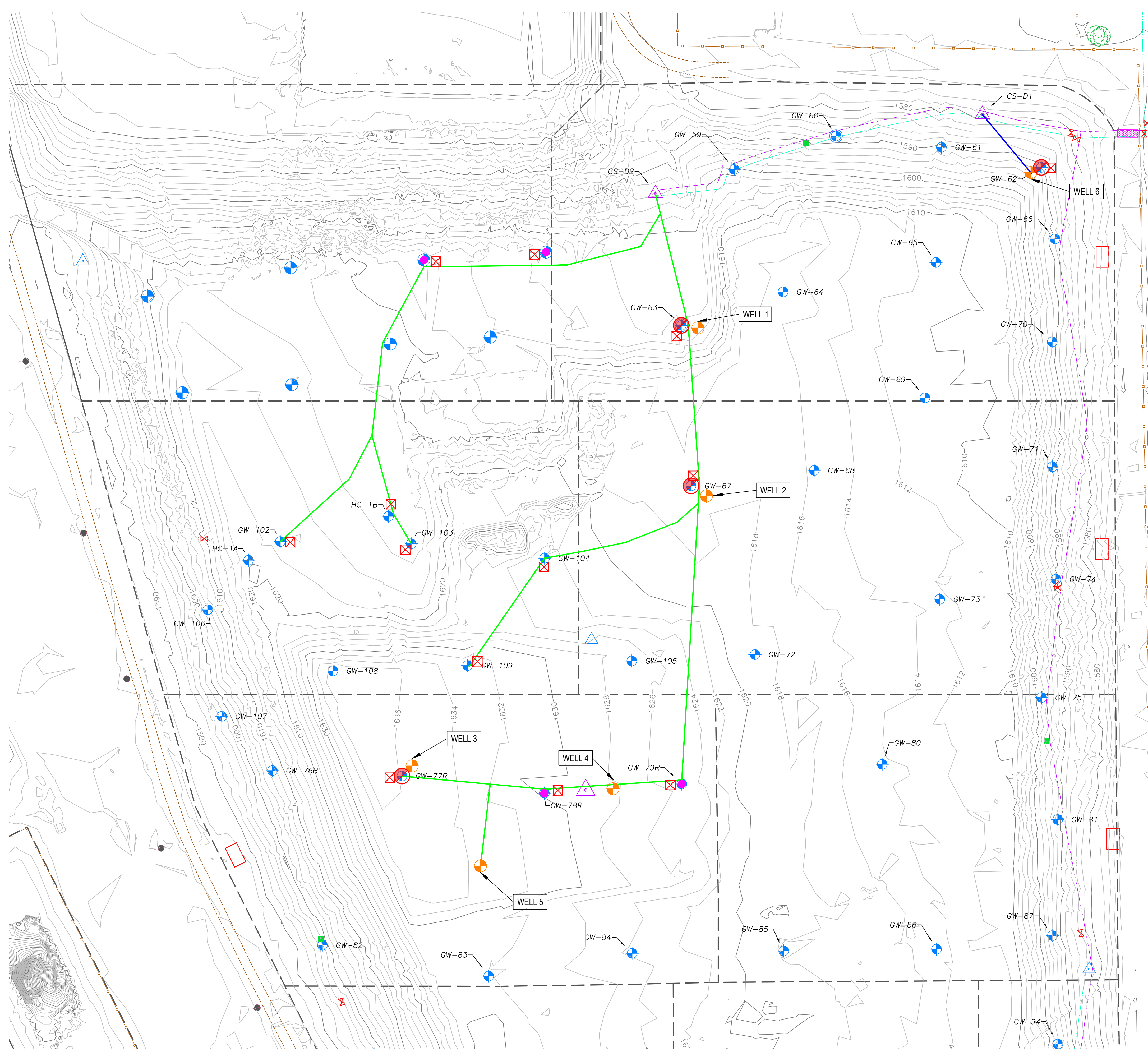
- EXISTING LEGEND:**
- 1570 — EXISTING 2' CONTOUR
  - 1570 — EXISTING 10' CONTOUR
  - - - - - APPROXIMATE LIMITS OF CELL/DISPOSAL UNIT
  - P ——— APPROXIMATE PROPERTY BOUNDARY
  - — — — — EXISTING LANDFILL GAS HEADER/LATERAL
  - — — — — EXISTING 2" CONDENSATE LINE
  - — — — — EXISTING 2" AIR LINE
  - G — G — EXISTING NATURAL GAS PIPELINE
  - W — W — EXISTING WATER LINE
  - T — T — EXISTING TELEPHONE LINE
  - — — — — EXISTING FENCE
  - — — — — EXISTING GAS REMEDIATION SYSTEM PIPING
  - — — — — EXISTING PAVED ROAD
  - - - - - EXISTING UNPAVED ROAD
  - — — — — EXISTING TREE LINE/VEGETATION
  - ||||| EXISTING CMP PROTECTIVE CASING
  - ⊕ EXISTING GAS EXTRACTION WELL WITH WELL BORE SEAL
  - ⊕ EXISTING GAS EXTRACTION WELL
  - △ EXISTING CONDENSATE SUMP
  - △ EXISTING CONDENSATE TRAP
  - ⊗ EXISTING SHUTOFF VALVE
  - EXISTING LEACHATE/CLEANOUT RISER HEADWALL
  - EXISTING HEADER ACCESS RISER
  - EXISTING TREE
  - EXISTING GAS REMEDIATION WELL
  - EXISTING UTILITY POLE

NOTE:  
CONTRACTOR TO VERIFY UTILITIES AND PIPELINE CROSSINGS.

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| <b>PRELIMINARY</b><br>NOT FOR CONSTRUCTION<br>DATE: 6/19/2023                               |  |
| SHEET TITLE<br><b>EXISTING CONDITIONS</b>   | PROJECT TITLE<br><b>2023 SITE D GCCS IMPROVEMENT PROJECT</b> |
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| DATE:<br>6/19/23  | DRAWING NO.<br><b>02</b> OF <b>05</b>                        |
| SCS ENGINEERS<br>11120 E 26TH ST N, STE 1100<br>WICHITA, KANSAS 67226<br>PH. (316) 315-4501 | DWG. BY: CMH<br>27223074.00<br>CHK. BY: CMH                  |
| G/A RW BY: QA<br>PROJ. MGR: SML   | CMH<br>SML   |



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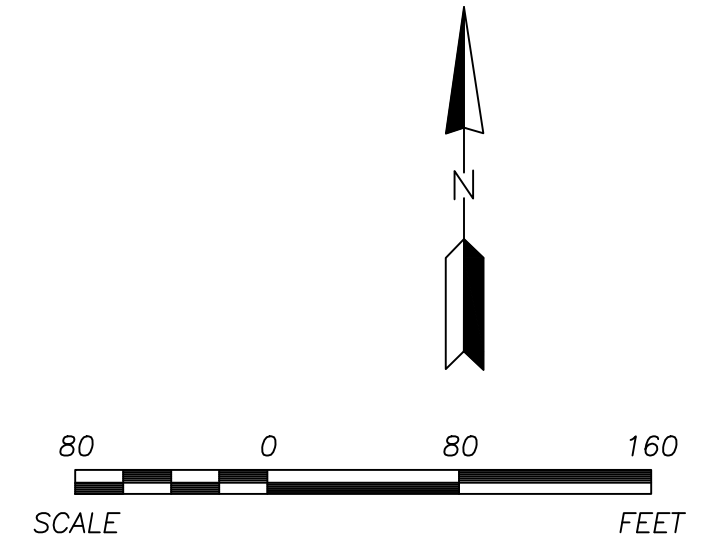
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  - 1570 — EXISTING 10' CONTOUR
  - - - - - APPROXIMATE LIMITS OF CELL/DISPOSAL UNIT
  - P — APPROXIMATE PROPERTY BOUNDARY
  - EXISTING LANDFILL GAS HEADER/LATERAL
  - EXISTING 2" CONDENSATE LINE
  - - - - - EXISTING 2" AIR LINE
  - G — G — EXISTING NATURAL GAS PIPELINE
  - W — W — EXISTING WATER LINE
  - T — T — EXISTING TELEPHONE LINE
  - EXISTING FENCE
  - EXISTING GAS REMEDIATION SYSTEM PIPING
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  - EXISTING LEACHATE/CLEANOUT RISER HEADWALL
  - EXISTING HEADER ACCESS RISER
  - EXISTING TREE
  - EXISTING GAS REMEDIATION WELL
  - EXISTING UTILITY POLE

NOTE:  
CONTRACTOR TO VERIFY UTILITIES AND PIPELINE CROSSINGS.

- PROPOSED LEGEND:**
- PROPOSED 8" HEADER & FM/AIR
  - PROPOSED QED WELLHEAD & PNEUMATIC PUMP
  - PROPOSED 6" HEADER & FM/AIR
  - ⊕ PROPOSED NEW WELL & PUMP
  - ⊗ ABANDON EXISTING LFG RISER
  - ⊕ ABANDON EXISTING WELL

- PROPOSED QUANTITIES:**
- 3100 LF - 8" HEADER & FM/AIR (SAME TRENCH)
  - 120 LF - 6" HEADER & FM/AIR (SAME TRENCH)
  - 4 - SUBMERSIBLE WELL PUMP
  - 4 - QED WELLHEADS
  - 6 - NEW WELLS (DRILLING, QED WELLHEADS, PUMPS)

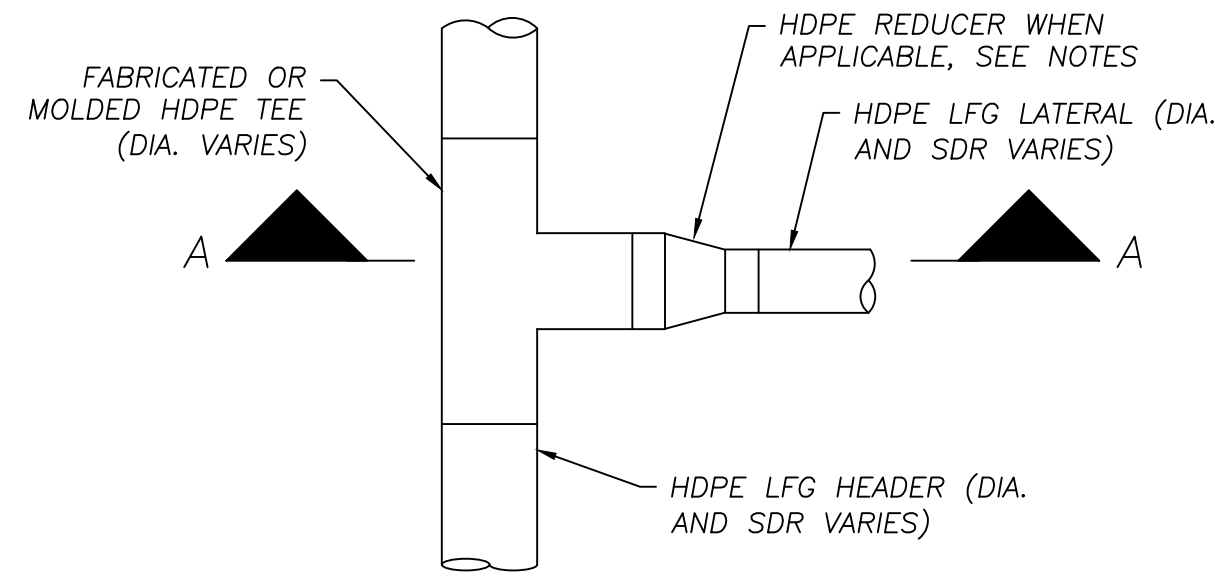
- APPROXIMATE BOREHOLE DEPTH FOR WELLS:**
- WELL 1 - 50 FT
  - WELL 2 - 50 FT
  - WELL 3 - 70FT
  - WELL 4 - 70 FT
  - WELL 5 - 70 FT
  - WELL 6 - 35 FT



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| SHEET TITLE<br><b>PROPOSED GCCS DESIGN</b>   | PROJECT TITLE<br><b>2023 SITE D GCCS IMPROVEMENT PROJECT</b> |
| CLIENT<br><b>RENO COUNTY SOLID WASTE<br/>4015 W CLARK ROAD<br/>HUTCHINSON, KANSAS</b>              |  |
| <b>SCS ENGINEERS</b><br>11120 E 26TH ST N, STE 1100<br>WICHITA, KANSAS 67226<br>PH. (316) 315-4501 |  |
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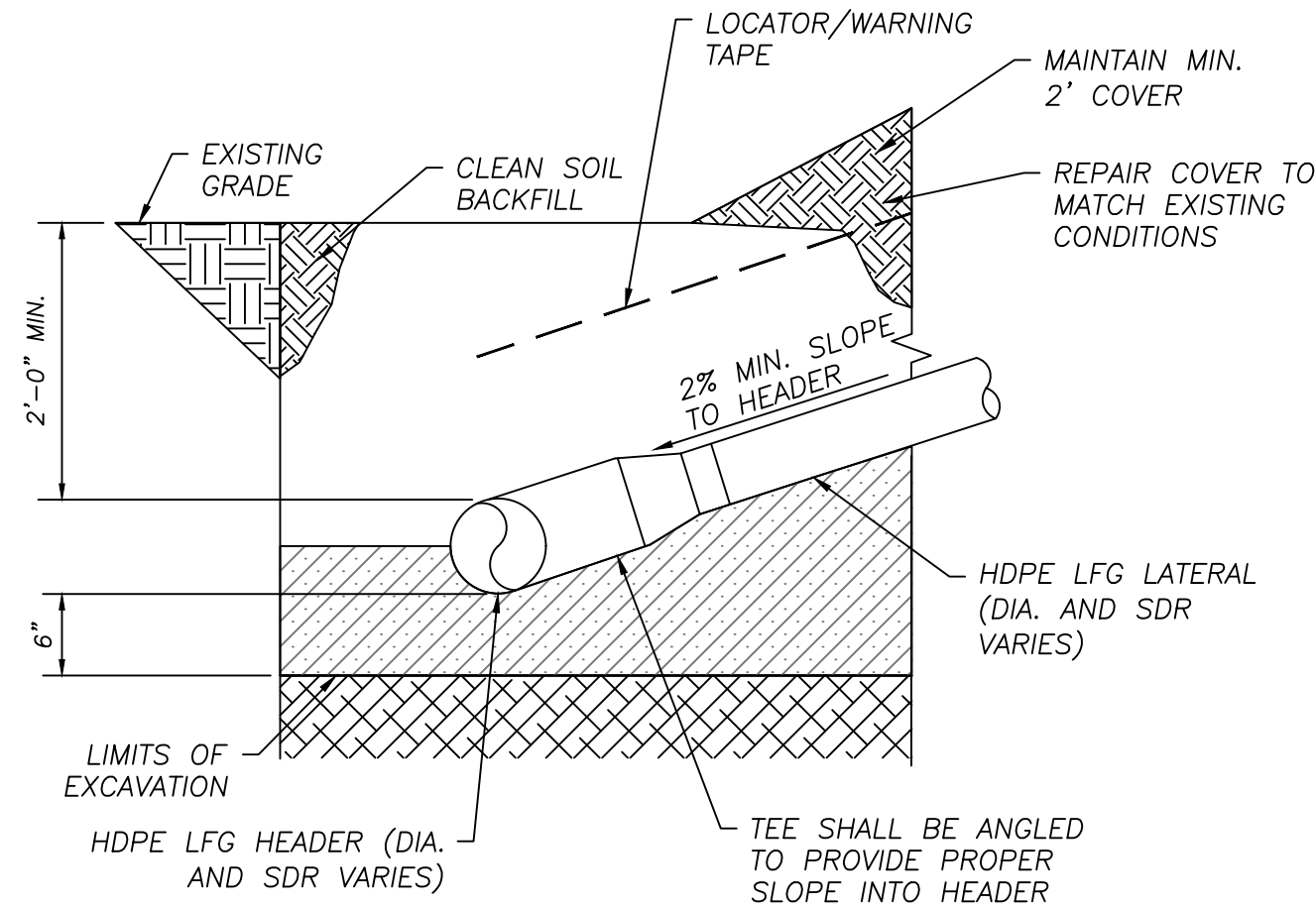
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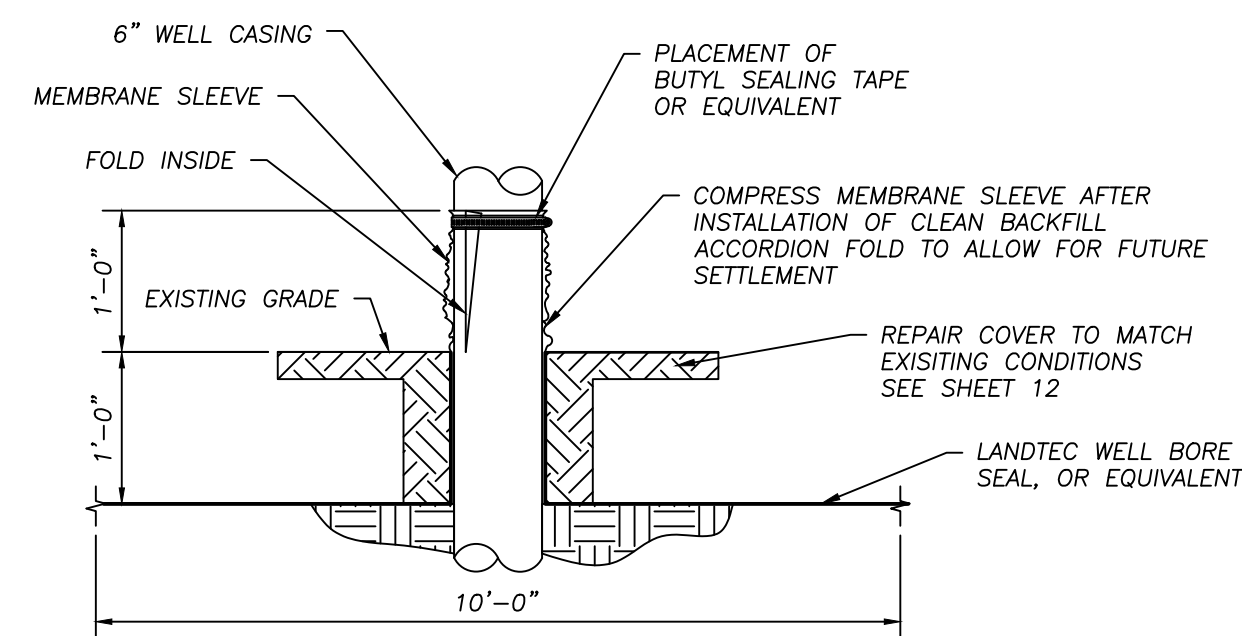
**NOTES:**

- MOLDED HDPE TEES SHALL BE INSTALLED FOR ALL LATERAL TIE-INS SMALLER THAN 12" IN DIAMETER. TEES SHALL BE ANGLED TO MAINTAIN SLOPE INTO THE HEADER AS SHOWN IN SECTION VIEW.
- FOR HDPE PIPES LARGER THAN 12" IN DIAMETER, ELECTROFUSION MAY BE USED AS THE METHOD OF WELDING.
- CONSECUTIVE SIZE REDUCERS SHALL BE USED TO TRANSITION FROM THE MOLDED TEE TO THE LFG LATERAL, IF NEEDED. FOR EXAMPLE, TO TRANSITION FROM A 12" TEE TO A 6" LATERAL, A 12"x10" REDUCER, 10"x8" REDUCER, AND 8"x6" REDUCER SHALL BE INSTALLED.
- 6" MIN. OF CLEAN SOIL BEDDING SHALL BE PLACED BELOW EACH TEE. THE SOIL SHALL BE INSTALLED SO IT EXTENDS 3' MIN. IN EACH DIRECTION OF THE TEE. SOIL SHALL BE SLIGHTLY MOISTENED AND HAND-TAMPED PROVIDING SUPPORT TO ALL POINTS OF THE TEE. CLEAN, GRADED SOIL SHALL BE HAND-TAMPED ABOVE TEE (1' MIN.) BEING CAREFUL TO ELIMINATE VOIDS.

**A**  
LFG TIE-IN WITH TEE DETAIL-- PLAN VIEW  
NOT TO SCALE



LFG TIE-IN WITH TEE DETAIL -- SECTION VIEW  
NOT TO SCALE



**NOTES:**

- WELL BORE SEAL ONLY USED FOR WELLS GW-121 & GW-122.

**B**  
WELL BORE SEAL DETAIL  
NOT TO SCALE

**GENERAL NOTES:**

- EXCAVATED MATERIALS FROM THE CONSTRUCTION AREA MAY BE SEGREGATED AND STOCKPILED FOR REUSE AS FILL MATERIAL AS DIRECTED BY THE CQA TECHNICIAN. UNUSED EXCAVATED FILL MATERIALS SHALL BE DISPOSED AT THE SITE UNDER THE DIRECTION OF THE OWNER OR CQA TECHNICIAN.
- BACKFILL MATERIALS SHALL BE REASONABLY WELL-GRADED SOILS FREE OF BROKEN CONCRETE AND PAVEMENT, WOOD, ORGANIC MATERIALS, REFUSE, OR OTHER DELETERIOUS MATERIALS.
- NO BACKFILL MATERIAL SHALL BE LARGER THAN FOUR INCHES IN SIZE.
- THE LENGTH OF TRENCH EXCAVATION SHALL BE LIMITED TO THE INSTALLER'S CAPABILITIES TO EXCAVATE, INSTALL THE PIPE, BACKFILL, AND COMPACT THE TRENCH IN ONE WORKING DAY. NO TRENCH SHALL BE ALLOWED TO REMAIN OPEN OVERNIGHT, UNLESS OTHERWISE APPROVED BY THE CQA TECHNICIAN.
- TRENCH EXCAVATIONS WHICH EXCEED FOUR FEET IN DEPTH SHALL COMPLY WITH THE APPLICABLE TRENCH SAFETY STANDARDS AS STATED IN THE OSHA EXCAVATION SAFETY STANDARDS 29 CFR 1926.650 SUBPART P AND LANDFILL GAS DIVISION OF THE SOLID WASTE ASSOCIATION OF NORTH AMERICA.
- THE PIPE SHALL BE LAID IN A FLAT-BOTTOM TRENCH WHICH HAS BEEN CAREFULLY GRADED AND SHAPED WITH BEDDING IN PLACE SO THAT THE BARREL OF THE PIPE WILL HAVE BEARING FOR ITS FULL LENGTH. BLOCKING OF THE PIPE SHALL NOT BE PERMITTED.
- FIELD SURVEY PORTS/WITNESS RISERS SHALL BE CONSTRUCTED AS DIRECTED BY THE CQA TECHNICIAN. VERTICAL PVC PIPES SHALL BE INSTALLED IN TRENCHES EXTENDING FROM THE GROUND SURFACE TO THE TOP OF THE BURIED PIPING EVERY 50 FEET, AT FITTINGS, AND AT CHANGES IN PIPELINE GRADE AND ALIGNMENT. BACKFILL AROUND THE SURVEY PORTS AS DIRECTED BY THE CQA TECHNICIAN. A PVC CAP SHALL BE PLACED ON TOP OF THE SURVEY PORTS.
- EXCAVATIONS SHALL BE BACKFILLED TO THE ORIGINAL GRADES UNLESS OTHERWISE SHOWN ON THE CONSTRUCTION ISSUE DRAWINGS. DEVIATIONS FROM THESE GRADES DUE TO SETTLING SHALL BE CORRECTED BY THE INSTALLER AS DIRECTED BY THE CQA TECHNICIAN.
- BACKFILL IN PIPE TRENCHES SHALL BE PLACED IN LAYERS AND NOMINALLY COMPACTED.
- WATER ENTERING THE EXCAVATION FROM SURFACE RUNOFF SHALL BE COLLECTED FROM THE EXCAVATION TO MAINTAIN A BOTTOM FREE FROM STANDING WATER.
- WATER REMOVED FROM EXCAVATIONS SHALL BE MANAGED AND DISCHARGED INTO THE ONSITE LEACHATE MANAGEMENT SYSTEM AS DIRECTED BY THE OWNER OR CQA TECHNICIAN.
- THE PREMISES SHALL BE KEPT FREE FROM ACCUMULATION OF WASTE MATERIALS OR RUBBISH CAUSED BY OPERATIONS. UPON COMPLETION OF THE CONSTRUCTION ACTIVITIES, ALL WASTE MATERIALS AND RUBBISH SHALL BE REMOVED, AS WELL AS ALL TOOLS, CONSTRUCTION EQUIPMENT, MACHINERY, AND SURPLUS MATERIALS.
- PIPING SHALL NOT BE LAID IN WATER, AND NO PIPE SHALL BE LAID WHEN TRENCH OR WEATHER CONDITIONS ARE UNSUITABLE FOR SUCH WORK.
- INSTALLED PIPES SHALL BE AIR PRESSURE TESTED AT A PRESSURE OF 5.0 PSIG. THE MAXIMUM ALLOWABLE PRESSURE LOSS SHALL BE 10 PERCENT OF THE STARTING TEST PRESSURE UNTIL REQUIRED TEST PRESSURE IS REACHED. THIS PRESSURE SHALL BE MAINTAINED FOR A MINIMUM TIME OF 10 MIN. IN THE EVENT OF A FAILING TEST, THE PIPE AND FUSIONS SHALL BE INSPECTED FOR CRACKS, PINHOLES, OR PERFORATIONS VISUALLY OR BY UTILIZING A SOAP WATER MIXTURE.
- PIPING SHALL BE BACKFILLED AND SECURED PRIOR TO AIR TESTING TO PREVENT DAMAGE TO ADJACENT PIPING AND EQUIPMENT IN THE EVENT OF A JOINT FAILURE. JOINTS SHALL BE BACKFILLED AFTER THE COMPLETION OF A PASSING AIR PRESSURE TEST AND APPROVAL BY THE CQA TECHNICIAN.
- LENGTHS OF FUSED PIPING TO BE HANDLED SHALL NOT EXCEED 400 FEET.
- CONTRACTOR NEEDS TO ISOLATE COMPONENTS FOR TIE-INS. CONTRACTOR SHALL NOTIFY LANDFILL WHERE THEY WILL ISOLATE COMPONENTS AND DURATION, TIE-IN DURATION CANNOT EXCEED 5 DAYS.  
CONTACT- JIM HOWEY CELL- (620)560-7593

**WARNING-HIGH PRESSURE NATURAL GAS PIPELINE OR NATURAL GAS LIQUIDS LINE, CONTACT THE STATE'S "ONE-CALL" SYSTEM AND ONEOK AT 1-888-844-5658 BEFORE DIGGING.**

**PRELIMINARY**  
NOT FOR CONSTRUCTION  
DATE:6/19/2023

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| SHEET TITLE   | DETAILS                              |
| PROJECT TITLE | 2023 SITE D GCCS IMPROVEMENT PROJECT |

|        |  |
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| CLIENT | RENO COUNTY SOLID WASTE<br>4015 W CLARK ROAD<br>HUTCHINSON, KANSAS |
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| SCS ENGINEERS<br>11120 E 26TH ST N, STE 1100<br>WICHITA, KANSAS 67226<br>PH. (316) 315-4501 | ISS. BY: CMH<br>27223074.00 | DWN. BY: CMH | CHK. BY: SML | QA/RW BY: QA | PROJ. MGR: PM |
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6/19/23

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**04** OF **05**

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**PRELIMINARY**  
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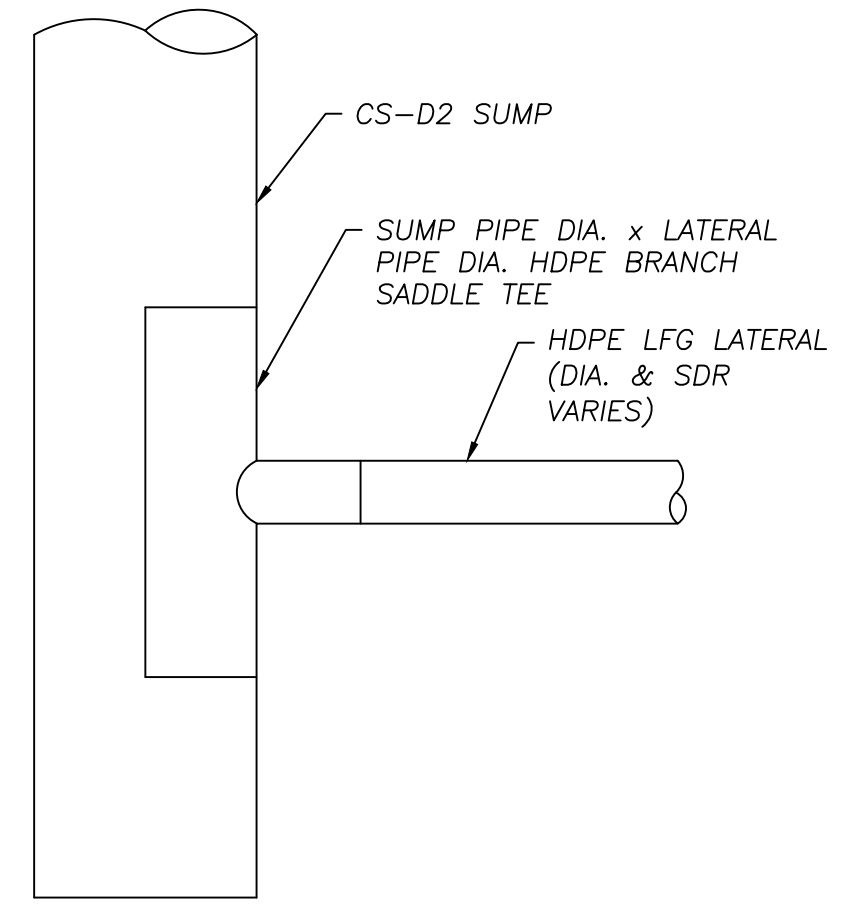
SHEET TITLE  
**DETAILS**

PROJECT TITLE  
**2023 SITE D GCCS  
IMPROVEMENT PROJECT**

CLIENT  
**RENO COUNTY SOLID WASTE  
4015 W CLARK ROAD  
HUTCHINSON, KANSAS**

**SCS ENGINEERS**  
11120 E 26TH ST N, STE 1100  
WICHITA, KANSAS 67226  
PH. (316) 315-4501

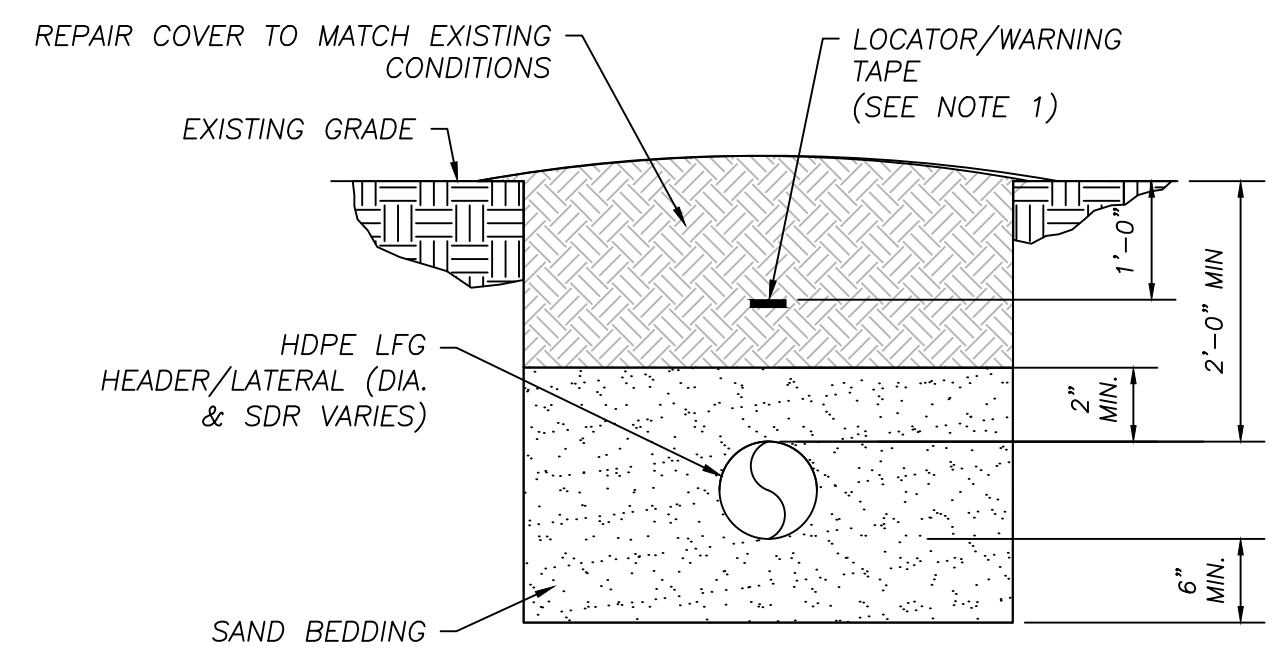
DATE: 6/19/23  
DRAWING NO. 05 OF 05



**NOTES:**

1. HDPE BRANCH SADDLE SHALL BE TIED INTO SIDEWALL OF SUMP CS-D1 (FOR GW-62), AND CS-D2. THE TIE-IN DEPTH LOCATION ON THE SUMP SIDEWALL IS TO BE DETERMINED IN THE FIELD, THE LATERAL PIPE BEING TIED INTO THE SUMP WILL NEED TO MAINTAIN AT LEAST 3% SLOPE.

**C** SUMP SIDEWALL TIE-IN WITH BRANCH SADDLE DETAIL  
NOT TO SCALE

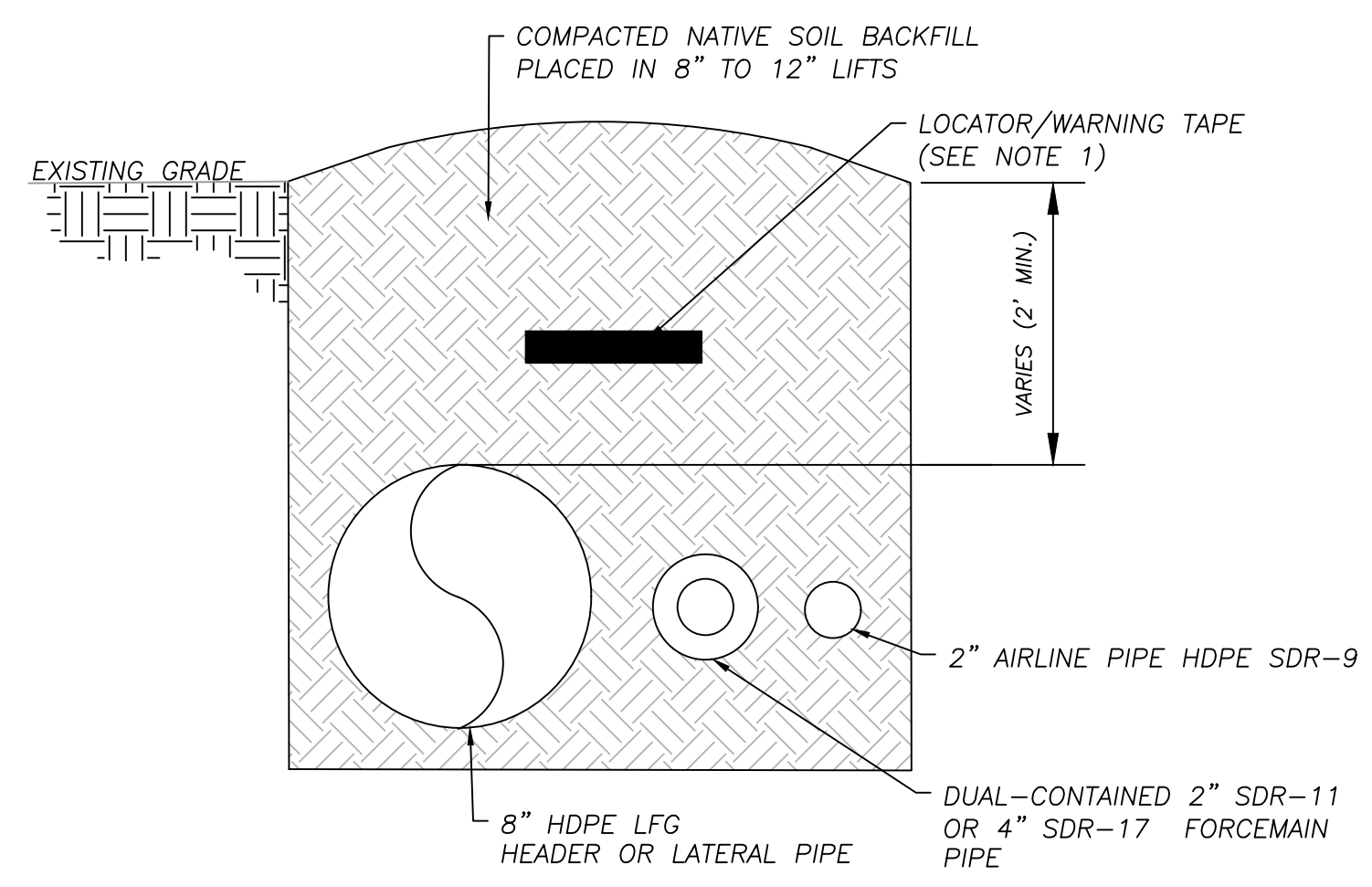


**NOTES:**

- TAPE SHALL BE A METALLIC LOCATOR/WARNING TAPE IMPRINTED WITH "CAUTION GAS LINE BURIED BELOW," AS SUPPLIED BY TERRA TAPE, OR EQUIVALENT.
- ALL HEADER AND LATERAL PIPING SHALL BE INSTALLED AT MIN. SLOPES IDENTIFIED ON PLANS UNLESS APPROVED IN ADVANCE BY ENGINEER.
- THE NUMBER AND TYPES OF PIPES INSTALLED IN THE TRENCH MAY VARY. SEE SITE PLANS.
- HEADERS 12" AND GREATER IN DIAMETER SHALL BE CONSTRUCTED OF SDR 26 HDPE PIPE OF TYPE PE 4710 RESIN. HEADERS SMALLER THAN 12" IN DIAMETER SHALL BE CONSTRUCTED OF SDR 17 HDPE PIPE.

| MINIMUM TRENCH WIDTH |                 |               |
|----------------------|-----------------|---------------|
| NOMINAL PIPE         | MINIMUM         | PARALLEL PIPE |
| 4" - 10"             | 24"             | 4"            |
| 12" - 18"            | PIPE O.D. + 14" | 4"            |
| 18" - 24"            | PIPE O.D. + 18" | 4"            |

**D** HEADER/LATERAL TRENCH DETAIL  
NOT TO SCALE



**NOTES:**

- CONTRACTOR SHALL TAKE PRECAUTIONS AS TO NOT DAMAGE THE GEOMEMBRANE OR GEOCOMPOSITE DURING EXCAVATION AND PIPE INSTALLATION, ANY DAMAGE SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO REPAIR AT THE CONTRACTOR'S EXPENSE, ANY REPAIRS SHALL BE APPROVED BY THE OWNER OR OWNER'S REPRESENTATIVE.
- TRENCHING AND EXCAVATION SHALL CONFORM WITH OSHA TRENCHING AND EXCAVATION REGULATIONS AS REVISED IN SUBPART P OF PART 1926 IN THE FEDERAL REGISTER.
- LFG HEADER OUTSIDE OF THE WASTE FOOTPRINT SHALL BE HDPE SDR-26 AND LFG HEADER AND LATERAL PIPE INSIDE THE WASTE FOOTPRINT SHALL BE HDPE SDR-17.
- LFG PIPING INSIDE WASTE FOOTPRINT SHALL BE PLACED AT 3% MINIMUM SLOPE.
- LFG PIPING OUTSIDE THE WASTE FOOTPRINT SHALL BE PLACED AT 1% MINIMUM SLOPE.
- FORCEMAIN PIPING OUTSIDE THE WASTE FOOTPRINT SHALL BE HDPE DUAL CONTAINMENT PIPE (2" SDR-11 CARRIER PIPE & 4" SDR-17 CONTAINMENT PIPE)

**E** PIPE TRENCH DETAILS: OUTSIDE WASTE  
NOT TO SCALE

**2023 GCCS Improvement Project  
Construction Quality Assurance Estimate**

**Reno County Solid Waste**

**June 19, 2023**

|   | <b>RATE</b>                 | <b>x</b> | <b>QUANTITY</b> | <b>UNIT</b> | <b>=</b> | <b>COST</b>                            |
|---|-----------------------------|----------|-----------------|-------------|----------|--|
| <b>Task 1: CQA Daily</b>                        |                             |          |                 |             |          |  |
| <b>Personnel</b>                                |                             |          |                 |             |          |  |
| <i>Staff Professional</i>                       | \$ 115.00                   | x        | 12              | hours       | =        | \$ 1,380.00                            |
| <i>Senior Project Director</i>                  | \$ 215.00                   | x        | 0.5             | hours       | =        | \$ 107.50                              |
|   |                             |          |                 |             |          | <b>Personnel Subtotal: \$ 1,487.50</b> |
| <b>Expenses</b>                                 |                             |          |                 |             |          |  |
| <i>Support Truck - Daily Rate</i>               | \$ 40.00                    | x        | 1               | per day     | =        | \$ 40.00                               |
| <i>Support Truck - Mileage</i>                  | \$ 0.70                     | x        | 120             | miles       | =        | \$ 84.00                               |
| <i>Total Station Survey Equipment</i>           | \$ 150.00                   | x        | 0.25            | per day     | =        | \$ 37.50                               |
| <i>2% Telecommunication/Office Fee</i>          | \$ 33.00                    | x        | 1               | lump sum    | =        | \$ 33.00                               |
|   |                             |          |                 |             |          | <b>Expenses Subtotal: \$ 194.50</b>    |
|   |                             |          |                 |             |          | <b>Task 1 Total: \$ 1,682.00</b>       |
| <b>GCCS Project CQA Daily Total:</b>            |                             |          |                 |             |          | <b>\$ 1,682.00</b>                     |
| <b>Project Estimate (6 weeks - 6 days/week)</b> | <b>Not to Exceed Total:</b> |          |                 |             |          | <b>\$ 60,552.00</b>                    |

**Reno County, Kansas**  
**2023 Gas Collection and Control System Improvement Project**

| Item No.                         | Description  | Quantity | Units | Unit Price   | Extended Price       |
|----------------------------------|--|----------|-------|--------------|----------------------|
| 1                                | Piping Crew Mobilization/Demobilization                      | 1        | LS    | \$ 39,630.00 | \$ 39,630.00         |
| 2                                | Drill Rig Mobilization/Demobilization                        | 1        | LS    | \$ 17,000.00 | \$ 17,000.00         |
| 3                                | LFG Wells - 6" SDR-11 HDPE Casing                            | 345      | VF    | \$ 173.00    | \$ 59,685.00         |
| 4                                | New QED Wellheads  | 10       | EA    | \$ 1,030.00  | \$ 10,300.00         |
| 5                                | Connections to Existing Wells                                | 9        | EA    | \$ 550.00    | \$ 4,950.00          |
| 6                                | 2" SDR-9 HDPE Airline - Common Trench                        | 3220     | LF    | \$ 10.00     | \$ 32,200.00         |
| 7                                | 2" SDR-11 HDPE Forcemain - Common Trench                     | 3220     | LF    | \$ 10.00     | \$ 32,200.00         |
| 8                                | 6" SDR-17 HDPE LFG Piping                                    | 120      | LF    | \$ 46.00     | \$ 5,520.00          |
| 9                                | 8" SDR-17 HDPE LFG Piping                                    | 3100     | LF    | \$ 47.00     | \$ 145,700.00        |
| 10                               | Tie-Ins to Existing Airline & Forcemain at the Same Location | 2        | EA    | \$ 2,105.00  | \$ 4,210.00          |
| 11                               | Tie-Ins to Existing Vacuum Piping at Sumps                   | 2        | EA    | \$ 5,610.00  | \$ 11,220.00         |
| 12                               | Abandon Existing Gas Wells                                   | 4        | EA    | \$ 1,215.00  | \$ 4,860.00          |
| 13                               | Abandon Existing LFG Riser                                   | 12       | EA    | \$ 1,025.00  | \$ 12,300.00         |
| 14                               | QED Pneumatic Pumps  | 10       | EA    | \$ 8,745.00  | \$ 87,450.00         |
| 15                               | Payment and Performance Bonds                                | 1        | LS    | \$ 4,300.00  | \$ 4,300.00          |
| <b>Not to Exceed Total Price</b> |  |          |       |              | <b>\$ 471,525.00</b> |

SCS Field Services



## **AGENDA ITEM**

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

**AGENDA DATE:** June 27, 2023

**PRESENTED BY:** Kyle Berg, Automotive Director

**AGENDA TOPIC:**  
Automotive Department Annual Update

**SUMMARY & BACKGROUND OF TOPIC:**  
Annual department update.

**POLICY / FISCAL IMPACT:**  
None





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

Reno County's Automotive Department consists of two employees with 57 years combined service to the county. We are a full-service maintenance and repair facility for the governmental vehicles of Reno County. Automotive also works with the other departments on vehicle replacements and does the purchasing for all vehicles out of the special equipment fund except for Public Works, Solid Waste and RCAT. We also manage the fuel card system for the county. The technician/technology specialist does the upfits on patrol vehicles for emergency services vehicles as well as camera and radar systems. The departments using this service are:

- Automotive
- Appraiser
- County Extension
- Community Corrections
- Court Services
- Department of Aging
- District Attorney
- Emergency Management
- Health Department
- Maintenance
- RCAT
- Sheriff
- Youth Services

It is still a challenging time for fleet replacements. RCAT received word that their replacement buses might be manufactured in December or March of next year. Some of their buses have run three years beyond normal replacement dates.

As far as patrol we are still seeing short ordering windows that should open in the fall of this year to order vehicles that won't arrive for 6 months to a year from the order date. I have also heard of some government agencies having their orders or part of their orders cancelled several months after the order date. We have also seen large price increases between the 2022 and 2023 model patrol vehicles with over a 27 percent increase in the F150 responders and a 21.7 percent increase in the Interceptor Utilities. Much of this increase is due to supply chain issues and the removal of government incentives. I have heard that some of manufacturers will begin offering these incentives again, but we will not know until we can get some pricing in the fall.

With the special equipment fund I am budgeting the full amount of new vehicles in most cases and not factoring in any trade values. This is due to my opinion that Reno County will see more value in selling our used vehicles at auction rather than trading them in.



**TOTAL OPERATING COST SUMMARY**  
1/1/2022 - 12/31/2022

**2022 EXPENSES (AUTOMOTIVE DEPARTMENT)**

| DEPARTMENT                          | APPRAISER                   | CURRENT MILES<br>(4/26/2023) | MAINTENANCE<br>COST | FUEL<br>COST  | GALLONS         | Miles Per Gallon | TOTAL OPERATING<br>COSTS 2022 | ANNUAL<br>MILES 2022 | ANNUAL<br>MILES<br>2021 |
|-------------------------------------|-----------------------------|------------------------------|---------------------|---------------|-----------------|------------------|-------------------------------|----------------------|-------------------------|
| Appraiser                           | App#1 2006 Dodge Durango    | 161968                       | 500.84              | 2037.8        | 618.462         | 14.71            | 2538.65                       | 9096                 | 12659                   |
| Appraiser                           | App#2 2017 Ford Interceptor | 114346                       | 44.86               | 865.74        | 275.059         | 17.99            | 910.6                         | 4948                 | 2739                    |
| Appraiser                           | App#3 2022 Ford Escape      | 4802                         | 0                   | 415.38        | 145.956         | 22.15            | 415.38                        | 3233                 | NA                      |
| Appraiser                           | App#4 2014 Ford Interceptor | 172573                       | 247.8               | 1246.8        | 397.824         | 16.55            | 1494.64                       | 6584                 | 4859                    |
| Appraiser (Transferred from Health) | App#5 2005 Malibu           | 68306                        |                     |               |                 |                  |                               |                      | NA                      |
| Appraiser                           | App#6 2016 Ford Interceptor | 121760                       | 255.03              | 1485.1        | 463.837         | 17               | 1740.13                       | 7887                 | 5144                    |
| <b>SUBTOTAL-APPRAISER</b>           |                             |                              | <b>1048.53</b>      | <b>6050.9</b> | <b>1901.138</b> |                  | <b>7099.4</b>                 | <b>31748</b>         |                         |

|                            | AUTOMOTIVE       | CURRENT MILES<br>(4/26/2023) | MAINTENANCE<br>COST | FUEL<br>COST  | GALLONS        | Miles Per Gallon | TOTAL OPERATING<br>COSTS 2022 | ANNUAL<br>MILES 2022 | ANNUAL<br>MILES<br>2021 |
|----------------------------|------------------|------------------------------|---------------------|---------------|----------------|------------------|-------------------------------|----------------------|-------------------------|
| Automotive                 | Auto#1 2006 F150 | 56876                        | 30.33               | 452.12        | 142.154        | 9.2              | 482.45                        | 1308                 | 836                     |
| <b>SUBTOTAL-AUTOMOTIVE</b> |                  |                              | <b>30.33</b>        | <b>452.12</b> | <b>142.154</b> |                  | <b>482.45</b>                 | <b>1308</b>          |                         |

|                             | COMMUNITY CORRECTIONS     | CURRENT MILES<br>(4/26/2023) | MAINTENANCE<br>COST | FUEL<br>COST  | GALLONS         | Miles Per Gallon | TOTAL OPERATING<br>COSTS 2022 | ANNUAL<br>MILES 2022 | ANNUAL<br>MILES<br>2021 |
|-----------------------------|---------------------------|------------------------------|---------------------|---------------|-----------------|------------------|-------------------------------|----------------------|-------------------------|
| Community Corrections       | CC#10 2015 Equinox        | 59674                        | 289.59              | 1742.7        | 530.857         | 19.19            | 2032.3                        | 10185                | 3679                    |
| Community Corrections       | CC#11 2016 Ford Fusion    | 59463                        | 56.16               | 676.06        | 206.54          | 27.11            | 732.22                        | 5600                 | 1542                    |
| Community Corrections       | CC#12 2018 Nissan Altima  | 30115                        | 234.99              | 568.53        | 165.541         | 27.05            | 803.52                        | 4478                 | 2390                    |
| Community Corrections       | CC#9 2014 Malibu (Traded) | 145603                       | 189.97              | 1288.6        | 382.175         | 31.36            | 1478.61                       | 11984                | 5412                    |
|                             | CC#9 2022 Chevy Trax      | 10                           |                     |               |                 |                  |                               |                      | NA                      |
| <b>SUBTOTAL-CORRECTIONS</b> |                           |                              | <b>770.71</b>       | <b>4275.9</b> | <b>1285.113</b> |                  | <b>5046.65</b>                | <b>32247</b>         |                         |

|                              | COURT SERVICES         | CURRENT MILES<br>(4/26/2023) | MAINTENANCE<br>COST | FUEL<br>COST | GALLONS        | Miles Per Gallon | TOTAL OPERATING<br>COSTS 2022 | ANNUAL<br>MILES 2022 | ANNUAL<br>MILES<br>2021 |
|------------------------------|------------------------|------------------------------|---------------------|--------------|----------------|------------------|-------------------------------|----------------------|-------------------------|
| Court Services               | CS#1 2011 Chevy Malibu | 54654                        | 138.9               | 398.67       | 118.981        | 25.07            | 537.57                        | 2943                 | 1306                    |
| Court Services               | CS#2 2006 Chevy Malibu | 83534                        | 242.34              | 124.52       | 40.59          | 17.84            | 366.86                        | 724                  | 370                     |
| Court Services               | CS#3 2011 Chevy Malibu | 58416                        | 76.57               | 52.01        | 16.625         | 12.03            | 128.64                        | 200                  | 400                     |
| <b>SUBTOTAL-CT. SERVICES</b> |                        |                              | <b>457.81</b>       | <b>575.2</b> | <b>176.196</b> |                  | <b>1033.07</b>                | <b>3867</b>          |                         |

|                       | DEPT. OF AGING            | CURRENT MILES<br>(4/26/2023) | MAINTENANCE<br>COST | FUEL<br>COST | GALLONS | Miles Per Gallon | TOTAL OPERATING<br>COSTS 2022 | ANNUAL<br>MILES 2022 | ANNUAL<br>MILES<br>2021 |
|-----------------------|---------------------------|------------------------------|---------------------|--------------|---------|------------------|-------------------------------|----------------------|-------------------------|
| Dept. of Aging        | 0019-1 2010 Dodge Caravan | 126690                       | 153.38              | 430.24       | 131.326 | 18.15            | 583.62                        | 2394                 | 3299                    |
| <b>SUBTOTAL-AGING</b> |                           |                              | <b>153.38</b>       |              |         |                  |                               |                      |                         |

|   |                   | CURRENT MILES<br>(4/26/2023) | MAINTENANCE<br>COST | FUEL<br>COST  | GALLONS        | Miles Per Gallon | TOTAL OPERATING<br>COSTS 2022 | ANNUAL<br>MILES 2022 | ANNUAL<br>MILES<br>2021 |
|---|-------------------|------------------------------|---------------------|---------------|----------------|------------------|-------------------------------|----------------------|-------------------------|
| District Attorney (Data from traded 2007 Envoy) | District Attorney | 7730                         | 636.51              | 508.96        | 174.886        | 23.91            | 1145.47                       | 4182                 | NA                      |
| <b>SUBTOTAL-DA</b>                              |                   |                              | <b>636.51</b>       | <b>508.96</b> | <b>174.886</b> |                  | <b>1145.47</b>                | <b>4182</b>          |                         |

|                      |                            | CURRENT MILES<br>(4/26/2023) | MAINTENANCE<br>COST | FUEL<br>COST  | GALLONS         | Miles Per Gallon | TOTAL OPERATING<br>COSTS 2022 | ANNUAL<br>MILES 2022 | ANNUAL<br>MILES<br>2021 |
|----------------------|----------------------------|------------------------------|---------------------|---------------|-----------------|------------------|-------------------------------|----------------------|-------------------------|
| Emergency Management | EM#1 2017 Dodge Ram 2500   | 53053                        | 73.48               | 3913.8        | 1150.652        | 7.82             | 3987.25                       | 9003                 | 6801                    |
| Emergency Management | EM#3 2008 Silverado        | 91092                        | 612.27              | 1831.3        | 547.685         | 11.66            | 2443.57                       | 6384                 | 5638                    |
| Emergency Management | EM#304 2023 Ford Responder | 3351                         |                     |               |                 |                  |                               |                      | NA                      |
| Emergency Management | EM#4 2010 GMC Sierra 3500  | 32895                        | 1189.77             | 1390.5        | 312.787         | 11.73            | 2580.23                       | 3669                 | 952                     |
| <b>SUBTOTAL-EM</b>   |                            |                              | <b>1875.52</b>      | <b>7135.5</b> | <b>2011.124</b> |                  | <b>9011.05</b>                | <b>19056</b>         |                         |

|                              |                            | CURRENT MILES<br>(4/26/2023) | MAINTENANCE<br>COST | FUEL<br>COST  | GALLONS         | Miles Per Gallon | TOTAL OPERATING<br>COSTS 2022 | ANNUAL<br>MILES 2022 | ANNUAL<br>MILES<br>2021 |
|------------------------------|----------------------------|------------------------------|---------------------|---------------|-----------------|------------------|-------------------------------|----------------------|-------------------------|
| Health Department            | H#31 2007 Chevy Uplander   | 72582                        | 351.75              | 163.64        | 48.367          | 13               | 515.39                        | 629                  | 254                     |
| Health Department            | H#32 2008 Ford Fusion      | 129342                       | 63.35               | 1120.4        | 332.454         | 24.24            | 1183.79                       | 8059                 | 6435                    |
| Health Department            | H#33 2012 Ford F150        | 61767                        | 95.02               | 1317.6        | 392.677         | 17.53            | 1412.6                        | 6883                 | 6048                    |
| Health Department            | H#34 2015 Toyota RAV       | 119285                       | 153.96              | 835.91        | 249.757         | 22.71            | 989.87                        | 5673                 | 4206                    |
| Health Department            | H#35 2015 Chevy Malibu     | 95312                        | 0                   | 518.46        | 161.765         | 25.38            | 518.46                        | 4105                 | 3034                    |
| Health Department            | H#36 2015 Equinox          | 82446                        | 120.15              | 1315.6        | 387.322         | 18.01            | 1435.72                       | 6976                 | 6345                    |
| Health Department            | H#37 2006 Jeep Commander   | 135400                       | 866.01              | 969.9         | 293.246         | 16.09            | 1835.91                       | 4717                 | 4758                    |
| Health Department            | H#39 2015 Ford Interceptor | 120174                       | 178.38              | 1085.7        | 318.875         | 18.78            | 1264.1                        | 5993                 | 4829                    |
| Health Department            | H#42 2018 Toyota RAV       | 31420                        | 143.52              | 975.89        | 293.273         | 22.1             | 1119.41                       | 6480                 | 8210                    |
| Health Department            | H#43 2008 Dodge Charger    | 105488                       | 273.95              | 746.42        | 227.473         | 21.46            | 1020.37                       | 4882                 | 4226                    |
| Health Department            | H#44 2020 Equinox          | 40796                        | 307.78              | 773.84        | 233.685         | 26.09            | 1081.62                       | 6098                 | 4572                    |
| Health Department (New Unit) | H#45 2022 Ford Maverick    | 1925                         | 295.73              | 37.14         | 12.735          |                  |                               |                      | NA                      |
| Health Department            | H#46 2008 Dodge Charger    | 102011                       | 468.39              | 32.72         | 12.802          |                  |                               |                      | NA                      |
| <b>SUBTOTAL-HEALTH</b>       |                            |                              | <b>3317.99</b>      | <b>9893.2</b> | <b>2964.431</b> |                  |                               |                      |                         |

|                             |                            | CURRENT MILES<br>(4/26/2023) | MAINTENANCE<br>COST | FUEL<br>COST  | GALLONS         | Miles Per Gallon | TOTAL OPERATING<br>COSTS 2022 | ANNUAL<br>MILES 2022 | ANNUAL<br>MILES<br>2021 |
|-----------------------------|----------------------------|------------------------------|---------------------|---------------|-----------------|------------------|-------------------------------|----------------------|-------------------------|
| Maintenance                 | MNT#1 2007 Ford E350       | 80124                        | 57.23               | 758.17        | 213.969         | 10.44            | 815.4                         | 2234                 | 2381                    |
| Maintenance                 | MNT#3 1997 Ford E350       | 99642                        | 837.52              | 1359.6        | 388.687         | 10.4             | 2197.14                       | 4044                 | 4009                    |
| Maintenance                 | MNT#6 2014 Ram 1500        | 83315                        | 937.9               | 979.06        | 293.323         | 10.69            | 1916.96                       | 3137                 | 3153                    |
| Maintenance                 | MNT#7 2007 Honda Ridgeline | 121163                       | 418.47              | 1773.3        | 517.941         | 12.83            | 2191.75                       | 6646                 | 5786                    |
| Maintenance                 | MNT#8 2017 Ford F150       | 117920                       | 1421.84             | 1815.5        | 512.507         | 11.83            | 3237.34                       | 6062                 | NA                      |
| Maintenance                 | MNT#9 2022 Ford Maverick   | 5185                         |                     | 394.55        | 132.364         | 20.47            | 394.55                        | 2709                 | NA                      |
| <b>SUBTOTAL-MAINTENANCE</b> |                            |                              | <b>3672.96</b>      | <b>7080.2</b> | <b>2058.791</b> |                  | <b>10753.14</b>               | <b>24832</b>         |                         |

|                          | RCAT                   | CURRENT MILES<br>(4/26/2023) | MAINTENANCE<br>COST | FUEL<br>COST | GALLONS | Miles Per Gallon | TOTAL OPERATING<br>COSTS 2022 | ANNUAL<br>MILES 2022 | ANNUAL<br>MILES<br>2021 |
|--------------------------|------------------------|------------------------------|---------------------|--------------|---------|------------------|-------------------------------|----------------------|-------------------------|
| Reno County Area Transit | #2 2017 Ford E450      | 99525                        | 922.64              |              |         |                  |                               |                      |                         |
| Reno County Area Transit | #5 2013 Ford E450      | 129287                       | 533.82              |              |         |                  |                               |                      |                         |
| Reno County Area Transit | #6 2018 Ford E450      | 80530                        | 1038.47             |              |         |                  |                               |                      |                         |
| Reno County Area Transit | #7 2013 Ford E450      | 124420                       | 5366.58             |              |         |                  |                               |                      |                         |
| Reno County Area Transit | #9 2020 Ford E450      | 42511                        | 540.07              |              |         |                  |                               |                      |                         |
| Reno County Area Transit | #10 2016 Ford E450     | 117367                       | 1029                |              |         |                  |                               |                      |                         |
| Reno County Area Transit | #11 2017 Ford E450     | 157811                       | 1779.2              |              |         |                  |                               |                      |                         |
| Reno County Area Transit | #12 2017 Ford E450     | 156501                       | 1465.93             |              |         |                  |                               |                      |                         |
| Reno County Area Transit | #13 2017 Ford E450     | 204183                       | 1151.98             |              |         |                  |                               |                      |                         |
| Reno County Area Transit | #14 2018 Ford E450     | 135609                       | 1101.39             |              |         |                  |                               |                      |                         |
| Reno County Area Transit | #15 2020 Ford E450     | 61645                        | 798.5               |              |         |                  |                               |                      |                         |
| Reno County Area Transit | #16 2018 Ford E450     | 88940                        | 372.9               |              |         |                  |                               |                      |                         |
| Reno County Area Transit | #17 2017 Ford E450     | 169754                       | 1347.67             |              |         |                  |                               |                      |                         |
| Reno County Area Transit | #18 2020 Ford E450     | 63179                        | 668.64              |              |         |                  |                               |                      |                         |
| Reno County Area Transit | #19 2018 Ford Transit  | 33137                        | 1024.41             |              |         |                  |                               |                      |                         |
| Reno County Area Transit | #21 2015 Dodge Caravan | 106217                       | 1811.64             |              |         |                  |                               |                      |                         |
| Reno County Area Transit | #22 2017 Ford Transit  | 94402                        | 3018.71             |              |         |                  |                               |                      |                         |
| <b>SUBTOTAL-RCAT</b>     |                        |                              | <b>23971.55</b>     |              |         |                  |                               |                      |                         |

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|                           | EXTENSION             | CURRENT MILES<br>(4/26/2023) | MAINTENANCE<br>COST | FUEL<br>COST | GALLONS | Miles Per Gallon | TOTAL OPERATING<br>COSTS 2022 | ANNUAL<br>MILES 2022 | ANNUAL<br>MILES<br>2021 |
|---------------------------|-----------------------|------------------------------|---------------------|--------------|---------|------------------|-------------------------------|----------------------|-------------------------|
| Reno County Extension     | #1 2004 Honda Odyssey | 181821                       | 635.25              |              |         |                  |                               |                      |                         |
| Reno County Extension     | #3 2010 Ford Fusion   | 141302                       | 775.47              |              |         |                  |                               |                      |                         |
| <b>SUBTOTAL-EXTENSION</b> |                       |                              | <b>1410.72</b>      |              |         |                  |                               |                      |                         |

Not tracked

|  | SHERIFF                        | CURRENT MILES<br>(4/26/2023) | MAINTENANCE<br>COST | FUEL<br>COST | GALLONS  | Miles Per Gallon | TOTAL OPERATING<br>COSTS 2022 | ANNUAL<br>MILES 2022 | ANNUAL<br>MILES<br>2021 |
|--|--------------------------------|------------------------------|---------------------|--------------|----------|------------------|-------------------------------|----------------------|-------------------------|
| Reno County Sheriff                          | Flatbed Trailer                |                              | 540.65              |              |          |                  |                               |                      |                         |
| Reno County Sheriff                          | Generac Generator              |                              | 1047.64             |              |          |                  |                               |                      |                         |
| Reno County Sheriff                          | SO#401 2013 SUV                | 86821                        | 1290.73             | 2136         | 658.816  | 13.58            | 3426.76                       | 8950                 | 5919                    |
| Reno County Sheriff                          | SO#402 2018 SUV                | 28164                        | 103.64              | 602.72       | 182.46   | 21.33            | 706.36                        | 3891                 | 4055                    |
| Reno County Sheriff                          | SO#403 2014 SUV                | 98390                        | 383.84              | 1750.8       | 529.597  | 17.43            | 2134.59                       | 9230                 | 8664                    |
| Reno County Sheriff                          | SO#404 2018 Sedan              | 105361                       | 2550.72             | 2400.3       | 734.403  | 12.89            | 4951.06                       | 9469                 | 6174                    |
| Reno County Sheriff                          | SO#405 2016 SUV                | 85594                        | 1597.92             | 1102.6       | 332.504  | 18.35            | 2700.48                       | 6100                 | 5974                    |
| Reno County Sheriff                          | SO#406A 2012 Ford E350         | 46653                        | 66.67               | 1340.9       | 413.927  | 12.01            | 1407.53                       | 4973                 | 3731                    |
| Reno County Sheriff                          | SO#406B 2020 Ford Interceptor  | 82217                        | 403.83              | 5266.1       | 1552.616 | 17.45            | 5669.92                       | 27087                | 27566                   |
| Reno County Sheriff (Costs from traded unit) | SO#406C 2022 Ford Interceptor  | 9387                         | 402.08              | 2853.6       | 859.656  | 16.71            | 3255.66                       | 14364                | NA                      |
| Reno County Sheriff                          | SO#406D 2013 Interceptor Sedan | 145767                       | 995.96              | 1094.7       | 320.886  | 18.04            | 2090.63                       | 5789                 | 11680                   |
| Reno County Sheriff                          | SO#407 2012 Sedan              | 98059                        | 32.84               | 896.17       | 254.701  | 17.26            | 929.01                        | 4397                 | 5161                    |
| Reno County Sheriff                          | SO#408 2014 Ford Interceptor   | 125386                       | 930.35              | 1239.7       | 377.379  | 12               | 2170.04                       | 4530                 | 3929                    |
| Reno County Sheriff                          | SO#409 2015 Ford Interceptor   | 98670                        | 1132.6              | 1204.6       | 368.601  | 10.59            | 2337.19                       | 3905                 | 5827                    |
| Reno County Sheriff                          | SO#410 2018 SUV                | 71876                        | 72.53               | 2247.6       | 670.104  | 18.29            | 2320.17                       | 12258                | 9972                    |

|  |                                |        |                 |               |                 |       |                  |               |       |  |
|--|--------------------------------|--------|-----------------|---------------|-----------------|-------|------------------|---------------|-------|--|
| Reno County Sheriff (Costs from traded unit) | SO#411 2019 Grand Cherokee     | 33679  | 405.46          | 4676.7        | 1372.72         | 26.96 | 5082.11          | 37002         | NA    |  |
| Reno County Sheriff                          | SO#412 2014 Truck              | 114858 | 1748.15         | 4258.7        | 1257.015        | 13.42 | 6006.8           | 16865         | 20732 |  |
| Reno County Sheriff                          | SO#413 2013 Truck              | 58466  | 470.33          | 1237.9        | 375.433         | 11.44 | 1708.25          | 4294          | 6641  |  |
| Reno County Sheriff                          | SO#414 2019 SUV                | 69738  | 548             | 3273.8        | 948.613         | 20.3  | 3821.76          | 19255         | 19314 |  |
| Reno County Sheriff                          | SO#415 2018 SUV                | 117029 | 528.39          | 4103.1        | 1187.627        | 18.16 | 4631.53          | 21572         | 24583 |  |
| Reno County Sheriff                          | SO#416 2019 SUV                | 31272  | 263.31          | 1836.5        | 546.791         | 17.69 | 2099.77          | 9671          | NA    |  |
| Reno County Sheriff                          | SO#417 2012 SUV                | 139736 | 935.6           | 3308.2        | 979.252         | 17.51 | 4243.81          | 17144         | 17166 |  |
| Reno County Sheriff                          | SO#418 2015 SUV                | 73919  | 530.01          | 2456.6        | 750.303         | 17.65 | 2986.56          | 13243         | NA    |  |
| Reno County Sheriff                          | SO#420 2018 Sedan              | 57083  | 371.07          | 814.1         | 254.798         | 17.8  | 1185.17          | 4535          | NA    |  |
| Reno County Sheriff                          | SO#421 2020 Ford Responder     | 63964  | 1902.23         | 7067.6        | 2125.776        | 9.89  | 8969.78          | 21023         | 23052 |  |
| Reno County Sheriff (Costs from traded unit) | SO#422 2022 Ford Responder     | 10810  | 750             | 7148.7        | 2158.879        | 12.11 | 7898.69          | 26146         | 23368 |  |
| Reno County Sheriff                          | SO#423 2021 Ford Responder     | 32687  | 227.3           | 6031          | 1883.369        | 12.25 | 6258.31          | 23074         | 26860 |  |
| Reno County Sheriff                          | SO#424 2019 Ford Responder     | 108790 | 1832.02         | 7615.7        | 2309.276        | 12.81 | 9447.72          | 29592         | 27542 |  |
| Reno County Sheriff                          | SO#425 2020 Ford Interceptor   | 98876  | 792.99          | 6411.7        | 1874.435        | 14.81 | 7204.7           | 27754         | 32885 |  |
| Reno County Sheriff (Costs from traded unit) | SO#426 2022 Ford Interceptor   | 24659  | 1946.07         | 5777          | 1776.911        | 14.93 | 7723.02          | 26527         | NA    |  |
| Reno County Sheriff                          | SO#427 2020 Ford Interceptor   | 77261  | 2894.58         | 4967.8        | 1536.497        | 18.26 | 7862.36          | 28061         | 25784 |  |
| Reno County Sheriff                          | SO#428 2021 Ford Interceptor   | 35364  | 1298.27         | 4853.9        | 1417.419        | 15.2  | 6152.15          | 21538         | 23094 |  |
| Reno County Sheriff                          | SO#429 2018 Ford Interceptor   | 129867 | 1736.61         | 7828.8        | 2345.343        | 12.92 | 9565.45          | 30307         | 38448 |  |
| Reno County Sheriff                          | SO#430 2018 Ford Interceptor   | 125344 | 2066.28         | 6892.5        | 2039.679        | 12.05 | 8958.8           | 24584         | 19130 |  |
| Reno County Sheriff                          | SO#431 2020 Ford Interceptor   | 70542  | 1327.37         | 6180.4        | 1862.424        | 12.67 | 7507.75          | 23594         | 24973 |  |
| Reno County Sheriff                          | SO#432 2020 Ford Interceptor   | 76901  | 1393.06         | 5636.2        | 1703.236        | 16.72 | 7029.24          | 28486         | 29146 |  |
| Reno County Sheriff (Costs from traded unit) | SO#433 2022 Ford Interceptor   | 15107  | 1311.18         | 5692.9        | 1678.984        | 13.04 | 7004.05          | 21886         | 23673 |  |
| Reno County Sheriff                          | SO#434 2018 Ford Interceptor   | 132181 | 9101.09         | 7835.2        | 2321.722        | 11.37 | 16936.31         | 26409         | 30079 |  |
| Reno County Sheriff (New Unit)               | SO#435 2022 Ford Interceptor   | 5348   | 937.13          |               |                 |       |                  |               | NA    |  |
| Reno County Sheriff                          | SO#436 2021 Ford Interceptor   | 46388  | 1048.27         | 5289.8        | 1602.952        | 14.47 | 6338.11          | 23196         | 12908 |  |
| Reno County Sheriff                          | SO#437 2018 Ford Interceptor   | 134107 | 1855.01         | 7236.1        | 2122.035        | 12.4  | 9091.15          | 26303         | 29083 |  |
| Reno County Sheriff                          | SO#438 2020 Ford Interceptor   | 48632  | 1482.86         | 2077.1        | 675.446         | 16.17 | 3559.93          | 10923         | 23686 |  |
| Reno County Sheriff                          | SO#439 2020 Ford Interceptor   | 73167  | 1436.97         | 4233.5        | 1307.384        | 14.55 | 5670.42          | 19022         | 29021 |  |
| Reno County Sheriff                          | SO#440 2020 Ford Interceptor   | 53055  | 501.27          | 4041.8        | 1224.262        | 11.36 | 4543.06          | 13902         | 17747 |  |
| Reno County Sheriff                          | SO#441 2020 Ford Interceptor   | 70194  | 1067.56         | 5040.2        | 1512.707        | 15.41 | 6107.72          | 23314         | 26630 |  |
| Reno County Sheriff                          | SO#444.1 2021 Ford Interceptor | 22820  | 239.14          | 4084.7        | 1220.644        | 10.15 | 4323.83          | 12395         | 4002  |  |
| Reno County Sheriff                          | SO#447 2018 Sedan              | 69411  | 164.52          | 915.98        | 270.274         | 26.52 | 1080.5           | 7169          | 6553  |  |
| Reno County Sheriff                          | SO#449 2013 Ford Interceptor   | 135099 | 811.13          | 1482.2        | 448.787         | 10.37 | 2293.31          | 4654          | 5238  |  |
| Reno County Sheriff                          | SO#454 2017 Ford Interceptor   | 138283 | 175.4           | 3664.5        | 1088.395        | 18.81 | 3839.86          | 20470         | 21231 |  |
| Reno County Sheriff                          | SO#455 2015 Ford Interceptor   | 100002 | 405.12          | 2642.4        | 731.236         | 12.13 | 3047.55          | 8872          | 3192  |  |
| Reno County Sheriff                          | SO#460 2016 F550               | 5895   | 117.86          | 627.83        | 140.376         | 7.34  | 745.69           | 1030          | NA    |  |
| Reno County Sheriff                          | SO#462 2004 Sedan              | 165132 |                 |               |                 |       |                  |               | NA    |  |
| Reno County Sheriff                          | SO#491 2009 SUV                | 165032 | 150.08          |               |                 |       |                  |               | NA    |  |
| Reno County Sheriff                          | SO#492 2011 SUV                | 84616  |                 |               |                 |       |                  |               | NA    |  |
| Reno County Sheriff                          | SO#494 2013 Truck              | 109377 | 1044.8          | 3474.6        | 966.421         | 12.42 | 4519.43          | 12001         | NA    |  |
| Reno County Sheriff                          | SO#497 Minivan                 | 69120  | 254.75          | 443.84        | 147.128         |       | 698.59           |               | NA    |  |
| Reno County Sheriff                          | SO#498 Truck                   | 135116 | 798.99          | 3456.5        | 982.853         | 12.33 | 4255.44          | 12116         | NA    |  |
| Reno County Sheriff                          | SO#499 2018 Sedan              | 68509  | 257.92          | 1224.7        | 356.068         | 16.67 | 1482.59          | 5937          | NA    |  |
| Reno County Sheriff                          | SO TV1                         | 164965 |                 |               |                 |       |                  |               |       |  |
| Reno County Sheriff                          | SO TV2                         | 178010 |                 | 45.29         | 15.746          |       |                  |               |       |  |
| Reno County Sheriff                          | SO TV3                         | 226531 |                 |               |                 |       |                  |               |       |  |
| Reno County Sheriff                          | SO TV4                         | 177969 |                 |               |                 |       |                  |               |       |  |
| <b>SUBTOTALS-SHERIFF</b>                     |                                |        | <b>58680.15</b> | <b>189976</b> | <b>56759.12</b> |       | <b>245980.67</b> | <b>818809</b> |       |  |

|                                | <b>YOUTH SERVICES</b>  | <b>CURRENT MILES<br/>(4/26/2023)</b> | <b>MAINTENANCE<br/>COST</b> | <b>FUEL<br/>COST</b> | <b>GALLONS</b> | <b>Miles Per Gallon</b> | <b>TOTAL OPERATING<br/>COSTS 2022</b> | <b>ANNUAL<br/>MILES 2022</b> | <b>ANNUAL<br/>MILES<br/>2021</b> |
|--------------------------------|--|--------------------------------------|-----------------------------|----------------------|----------------|-------------------------|---------------------------------------|------------------------------|----------------------------------|
| Youth Shelter                  | YS#1 2019 Chevy Express  | 14196                                | 0                           | 512.85               | 171.651        | 15.16                   | 512.85                                | 2603                         |                                  |
| Youth Shelter                  | YS#2 2010 Ford E350  | 69214                                | 586.33                      | 1202.5               | 408.898        | 9.44                    | 1788.84                               | 3861                         |                                  |
| Youth Shelter                  | YS#3 2004 Crown Vic  | 90413                                | 60.88                       | 101.85               | 33.395         | 6.8                     | 162.73                                | 227                          |                                  |
| Youth Shelter                  | YS#4 2004 Chevy Venture  | 83309                                | 245.44                      | 762.71               | 266.188        | 62.4                    | 1008.15                               | 16611                        |                                  |
| <b>SUBTOTALS-YOUTH SHELTER</b> | <b>(Incorrect fuel costs and mileage due to fuel card used between vehicles)</b> |                                      | <b>892.65</b>               | <b>2579.9</b>        | <b>880.132</b> |                         | <b>3472.57</b>                        |                              |                                  |

2020-23 INTERCEPTOR UTILITY HYBRID VS. STANDARD COMPARISON 5-19-2023

| HYBRID           | UNIT # |  | AVERAGE MPG | Engine Hours | Idle Hours |  | Total Miles |
|------------------|--------|--|-------------|--------------|------------|--|-------------|
| 2022 Interceptor | 426    |  | 17.44       | 704          | 175        |  | 31,053      |
| 2020 Interceptor | 427    |  | 18.7        | 1562         | 301        |  | 77,261      |
| 2021 Interceptor | 428    |  | 17.99       | 1017         | 412        |  | 35,364      |
| 2020 Interceptor | 432    |  | 16.09       | 1787         | 473        |  | 77,390      |
| 2022 Interceptor | 433    |  | 15.79       | 343          | 96         |  | 15,107      |
| 2022 Interceptor | 435    |  | 14.99       | 197          |            |  | 8,286       |
| 2021 Interceptor | 436    |  | 15.76       | 1451         | 578        |  | 48,817      |
| 2020 Interceptor | 438    |  | 16.08       | 1187         | 378        |  | 50,020      |
| 2020 Interceptor | 441    |  | 16.15       | 1582         | 388        |  | 72,037      |

16.55 AVG

| STANDARD         | UNIT # |  | AVERAGE MPG | Engine Hours | Idle Hours |  | Total Miles |
|------------------|--------|--|-------------|--------------|------------|--|-------------|
| 2020 Interceptor | 425    |  | 16.05       | 7324         | 4826       |  | 103,067     |
| 2023 Interceptor | 429    |  | 13.25       | 217          | 145        |  | 3264        |
| 2023 Interceptor | 430    |  | 11.78       | 295          | 215        |  | 2093        |
| 2020 Interceptor | 431    |  | 12.78       | 5671         | 3976       |  | 73,444      |
| 2023 Interceptor | 437    |  | 12.56       |              |            |  | 3,357       |
| 2020 Interceptor | 439    |  | 13.63       | 5154         | 3494       |  | 73,167      |
| 2020 Interceptor | 440    |  | 13.81       | 5073         | 3848       |  | 53,330      |
| 2021 Interceptor | 444.1  |  | 12.35       | 2193         | 1693       |  | 22,820      |

13.27 AVG

This chart shows the hybrid vs. standard engine comparison for the Patrol Division of the Sheriff's Department.

The hybrids are getting 3.28 mpg better than the non-hybrids.

Using 27,000 annual miles for patrol at \$3.00 per gallon we are looking at annual fuel savings of \$1,209.72.

Hybrid Annual Fuel Costs            1,631.42 gallons @ \$3 per gallon = \$4,894.26  
 Standard Annual Fuel Cost            2,034.66 gallons @ \$3 per gallon = \$6,103.98

The initial cost of the hybrid drive system is a little over \$3000 higher than the standard drive so if we are looking at a five year life cycle it would take about 2 1/2 years to recoup the difference.

Due to budget constraints the last three patrol vehicles we have purchased have been the standard drive system.

What is most surprising in this comparison is the difference in engine hours.

## 2021 FUEL REPORT (FUEL CARD USERS)

| DEPARTMENT            | GALLONS USED             | AVERAGE PRICE PER GALLON |
|-----------------------|--------------------------|--------------------------|
| APPRAISER             | 3322.69                  | \$ 2.53                  |
| AUTOMOTIVE            | 125.774                  | \$ 2.52                  |
| COMMUNITY CORRECTIONS | 909.384                  | \$ 2.67                  |
| COURT SERVICES        | 117.386                  | \$ 2.74                  |
| DEPT. OF AGING        | 162.422                  | \$ 2.61                  |
| DISTRICT ATTORNEY     | 526.068                  | \$ 2.56                  |
| EMERGENCY MANAGEMENT  | 1532.11                  | \$ 2.61                  |
| HEALTH DEPARTMENT     | 3215.03                  | \$ 2.57                  |
| MAINTENANCE           | 2421.99                  | \$ 2.64                  |
| SHERIFF               | 63856.3                  | \$ 2.54                  |
| YOUTH SHELTER         | 885.211                  | \$ 2.53                  |
| <b>TOTAL</b>          | <b>77074.365 GALLONS</b> | <b>2.592 AVG.</b>        |

## 2022 FUEL REPORT (FUEL CARD USERS)

| DEPARTMENT              | GALLONS USED            | AVERAGE PRICE PER GALLON |
|-------------------------|-------------------------|--------------------------|
| APPRAISER               | 2646.62                 | \$3.30                   |
| AUTOMOTIVE              | 142.15                  | \$3.15                   |
| COMMUNITY CORRECTIONS   | 1285.16                 | \$3.36                   |
| COURT SERVICES          | 200.83                  | \$3.32                   |
| DEPT. OF AGING          | 131.34                  | \$3.34                   |
| DISTRICT ATTORNEY       | 597.97                  | \$3.30                   |
| EMERGENCY MANAGEMENT    | 1655.01                 | \$3.34                   |
| EMERGENCY MAN. (Diesel) | 1329.93                 | \$4.52                   |
| HEALTH DEPARTMENT       | 3546.44                 | \$3.36                   |
| MAINTENANCE             | 2469.12                 | \$3.37                   |
| SHERIFF                 | 58570.44                | \$3.33                   |
| YOUTH SHELTER           | 861.11                  | \$3.27                   |
| <b>TOTAL</b>            | <b>73436.12 Gallons</b> | <b>3.41 AVG</b>          |

| Overview                                       |       |        |       |       |
|--|-------|--------|-------|-------|
|  | 2021  | 2022   | 2023  | 2024  |
| <b>Brent crude oil</b><br>(dollars per barrel) | 70.89 | 100.94 | 78.65 | 74.47 |
| <b>Gasoline retail price</b>                   | 3.02  | 3.97   | 3.33  | 3.09  |
| (dollars per gallon)                           |       |        |       |       |

|   |       |       |       |       |
|---|-------|-------|-------|-------|
| <b>U.S. crude oil production</b><br>(million barrels per day) | 11.25 | 11.89 | 12.53 | 12.69 |
|---|-------|-------|-------|-------|

Department of Energy fuel forecast is down from 2022 so we should see decrease in fuel for 2023 and 2024 if this holds true.

Total fuel costs for Wex card users for 2022 was \$245,901.26.

Total fuel costs for Wex card users for 2021 was \$196,852.08.





## AGENDA ITEM

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

**AGENDA DATE:** June 27, 2023

**PRESENTED BY:** Randy Partington, County Administrator

**AGENDA TOPIC:**

Payment Options for HABIT/Yoder Sewer District Land Purchase

**SUMMARY & BACKGROUND OF TOPIC:**

At the last commission meeting, the commission was presented with and discussed financing options for the purchase of land required for the Yoder/HABIT sewer district project. Cost for the land is \$350,000. The options are to issue temporary notes with county funds that will be repaid by the sewer districts when financing for the project is in place. For temporary notes, the county would decide what the interest rate would be that gets charged to the districts for using county funds. There are different methods to determine the rates, if the commission takes this path. The other financing option is to use ARPA funds that have previously been designated for office space at the emergency management and health departments.

The sewer districts have been in the need of system enhancements/upgrades since 2018. In 2019, Schwab Eaton prepared a report of the sewer district options that had a cost of around \$3 million. Since that time, we have learned of a proposed expansion of the law enforcement center that made the project to be reevaluated. Inflationary costs have also risen since that time. The most recent estimate for the project is \$6,133,100 that includes the \$350,000 needed for the purchase of land required. The land required is on property that we currently use for HABIT's lagoons. Additional lagoons are needed for both the Yoder sewer district and the expansion of the law enforcement training center. There will also be adequate land if more lagoons are needed in the future with possible industrial growth.

**ALL OPTIONS:**

1. Direct staff to begin the temporary note process.
2. Direct staff to begin the process needed to change ARPA programs that allows for the use of these funds that will not be repaid.

**POLICY / FISCAL IMPACT:**

The impact of using temporary notes is additional costs added to the overall project through the interest fees collected by Reno County. The use of ARPA funds would reduce the overall cost of the project by \$350,000 as this money is not to be repaid. If the county uses ARPA funds, there will be \$350,000 less that could go toward building needs of emergency management and health departments.



## **AGENDA ITEM**

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

**AGENDA DATE:** June 27, 2023

**PRESENTED BY:** Randy Partington, County Administrator

**AGENDA TOPIC:**  
2024 County & Special Districts Budgets

**SUMMARY & BACKGROUND OF TOPIC:**  
See attached memo.

**RECOMMENDATION / REQUEST:**

1st Motion: Approval of a Notice of Revenue Neutral Rate Intent with a maximum mill levy of 37.XXX for the Reno County budget.

2nd Motion: Approval of a Notice of Revenue Neutral Rate Intent with a maximum mill levies specified for each of the county's special districts.

3rd Motion: Set an RNR and Budget Hearing Date for the County and Special District Budgets to be held on September 13, 2023 during the regularly scheduled meeting which begins at 9:00 AM in the Reno County Courthouse Veterans Room.



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

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To: County Commission  
From: Randy Partington  
Date: June 27, 2023  
**RE: 2024 Budget Highlights**

Reno County began working on the 2024 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 5% for Cost-of-Living Adjustment (COLA) and 3% for Pay for Performance (PFP). Every 1% of salary increase in the 2024 budget equals approximately \$200,000. The COLA covers current inflation rates and is an amount that will also increase all of the pay ranges by 50% of the percent approved. To keep the current level of service for county residents and businesses, there is an increase in the recommended budget.

The overall budget for tax levied funds that is being presented as the maximum budget (not final budget) is \$75,114,581, compared with \$74,096,116 in 2023. The mill levy rate for the presented budget is 37.598, compared with 37.808 for 2023, for a reduction of .21 mills. To reach the Revenue Neutral Rate (RNR), an additional \$1.3 million of cuts from tax levied funds is needed. The RNR is 35.764 mills and would leave Reno County with the same property tax revenues as budgeted for in 2023. There has already been over \$3 million in budget adjustments to revenues, cash balances, and expenditure requests to get a budget with a slight mill levy decrease.

Highlights of the 2024 budget include the following.

- Outside agency budget requests reflect an increase of \$164,562. \$75,562 of this increase is for the EMS/Ambulance service.
- County personnel increases represent a total wage increase of \$1.628 million pertaining to the COLA and PFP mentioned above.
- Staffing levels in the budget show a reduction of 3 positions, 2 of which are in tax levied funds.
  - There are a couple of departments with an increase in personnel that is offset by more reductions in other departments.
- The only vehicle purchases in the recommended budget are in the Sheriff's Office with four Police Interceptor SUV's, an F150 Police Responder and two detective vehicles. All other departments that requested a vehicle have been removed from the recommended budget.
- Inflation of all supplies, including gasoline, has resulted in significant portions of the increased budget requests.

Attached are four summary sheets 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, followed by a Full-Time Equivalent (FTE) sheet for a staffing comparison between 2023 and 2024. The third summary is a mill levy comparison over time compared with the inflation rate. The fourth summary is the budget hearing notice summary page from the county's State of Kansas budget form.

The expenditure summary by department and fund lists the operating departments and funds for Reno County. Included are actual expenditures for 2021 and 2022, followed by the 2023 budget and 2024 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 2024.
- Highlighted in orange are the percent of overall expenditure increases and percent increase in ad valorem taxes.
  - The total expenditures requested would be raised by 1.64%, while the ad valorem taxes would rise by 4.1%. The attached tax levy history sheet has more information.
  - The estimated assessed valuation increased by 5.7%, resulting in the recommended mill levy rate decreasing by .767%. Note that the rate of inflation for the last year was 4%, but this does not always cover the true inflation we face for the products we buy to provide county services.
- 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 the 2023 budget and 2024 budget. The 2024 budget information for expenditures is based on the recommended budget.

As a reminder, the RNR is a rate determined by taking the new year's estimated assessed valuation and calculating a new mill levy rate for the upcoming year that would result in the same property tax revenue as the previous year. It sounds great for the county to receive the same dollar amount each year in taxes, resulting in a lower tax rate for citizens. This is not always practical. The 2024 budget being presented above the RNR is a result of inflation on our supplies and one-time cuts to meet the RNR are not sustainable if the community wants to continue to receive the level of service they do today.

Below are highlights of preliminary cuts made in the 2024 recommended budget to get a small decrease in the mill levy.

- Reduce the cash balance of the general fund by removing \$884,500 of the \$5.5 dedicated cash carryover line item.
  - This line item was reduced in 2023 by over \$1 million. The \$4.6 million amount is approximately 20% of the budgeted expenditures.
- Increased the amount of expected revenues from the sales tax and interest accounts in the General Fund to get closer to expected actuals.
- Defer all of the vehicle purchases out of the Special Equipment Fund other than the Sheriff's vehicles.
- Reduced the Road & Bridge Fund by \$50,000 in capital costs (equipment purchases) that might be covered for one year by a reserve fund.
- Reduced the transfer amount in the General Fund to Capital Improvements Reserve Fund by \$500,000. This could result in the reserve fund needing to be replenished in the future for upcoming capital costs, as other capital items may be deferred.
- Reduced the Employee Benefits Fund's cash carryover and transfer to the Self Insurance Fund by \$520,000. This will lessen the cash balance for both funds, which could be an issue in case of large medical claims on our health insurance.

- Reduced outside agencies by \$62,000 out of the \$646,000 in those requests reflected in the general fund. There will be a spreadsheet showing the outside agencies' request and my recommendation based on some of the feedback I received from commissioners.
  - The outside agencies request category does not include the EMS line item or Emergency Communications (911), as we have contracts in place to pay a certain amount for each agency.

Attached is the Reno County Special District's budget summary. The summary shows all but four special districts will go above the RNR. Reasons for this include low assessment increases in various districts, along with increased costs and the build-up of their reserve funds. The four (4) funds/districts under the RNR are Fire District No. 8 (Pleasant View, Yoder, and HABIT area), Fire District No 9's Bond & Interest (Haven area), Sewer District No. 8 (The Highlands) and Sewer District No. 8 Bond & Interest. A copy of the special district's budget on the state form will be provided at or before the county commission meeting.

### **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, 2023.

- July 20<sup>th</sup> – 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.

At today's commission meeting, the maximum budget needs to be set. When the commission decides the maximum budget amounts, there is still an opportunity to cut the various budgets, but not to increase the expenditures.

My recommendation is to review the proposed budget for the overall county budget and the special districts budget, set the maximum amount and then discuss any other changes later today in the budget special session. The recommendation is to show an intent to exceed the RNR, giving the commission more time to discuss the budget.

2024 Expenditure Summary by Department

| Fund  | Department             | 2021 Actual         | 2022 Actual         | 2023 Budget             | 2024 Recommended    | Difference         | Ad Valorem Change   |
|---|------------------------|---------------------|---------------------|-------------------------|---------------------|--------------------|---------------------|
| General                                       | Commission             | \$60,726            | \$58,936            | \$60,850                | \$60,300            | -\$550             |                     |
| General                                       | Clerk                  | \$253,873           | \$303,006           | \$315,977               | \$276,449           | -\$39,528          |                     |
| General                                       | Elections              | \$242,329           | \$388,913           | \$388,878               | \$535,633           | \$146,755          |                     |
| General                                       | Treasurer              | \$221,975           | \$242,966           | \$280,663               | \$309,637           | \$28,974           |                     |
| General                                       | District Attorney      | \$1,127,768         | \$1,230,594         | \$1,596,354             | \$1,709,656         | \$113,302          |                     |
| General                                       | Register of Deeds      | \$145,573           | \$165,046           | \$175,868               | \$208,708           | \$32,840           |                     |
| General                                       | Sheriff                | \$3,366,484         | \$3,872,153         | \$4,224,371             | \$4,713,257         | \$488,886          |                     |
| General                                       | Jail                   | \$3,205,965         | \$3,681,212         | \$3,638,209             | \$3,905,533         | \$267,324          |                     |
| General                                       | Administration         | \$501,804           | \$537,016           | \$560,484               | \$798,154           | \$237,670          |                     |
| General                                       | District Court         | \$531,425           | \$541,952           | \$616,140               | \$617,090           | \$950              |                     |
| General                                       | Courthouse General     | \$8,079,582         | \$6,885,196         | \$6,853,478             | \$7,208,482         | \$355,004          |                     |
| General                                       | Maintenance            | \$713,830           | \$864,424           | \$1,051,482             | \$1,113,360         | \$61,878           |                     |
| General                                       | Planning & Zoning      | \$71,236            | \$96,448            | \$107,364               | \$113,544           | \$6,180            |                     |
| General                                       | Emergency Management   | \$190,935           | \$335,507           | \$388,166               | \$413,629           | \$25,463           |                     |
| General                                       | Human Resources        | \$230,466           | \$229,364           | \$259,683               | \$309,476           | \$49,793           |                     |
| General                                       | Appraiser              | \$614,978           | \$708,053           | \$772,147               | \$821,304           | \$49,157           |                     |
| General                                       | Information Technology | \$630,384           | \$806,963           | \$975,860               | \$670,099           | -\$305,761         |                     |
| General                                       | Auto Center            | \$147,267           | \$189,243           | \$200,483               | \$216,210           | \$15,727           |                     |
| <b>General</b>                                | <b>Total</b>           | <b>\$20,336,600</b> | <b>\$21,136,992</b> | <b>\$22,466,457</b>     | <b>\$24,000,521</b> | <b>\$1,534,064</b> | <b>-\$2,947,591</b> |
| Public Health                                 | Health Department      | \$3,644,980         | \$3,289,479         | \$3,875,395             | \$3,581,920         | -\$293,475         | \$41,838            |
| Bond & Interest                               |                        | \$375,441           | \$1,695,363         | \$1,749,701             | \$1,962,188         | \$212,487          | \$566,215           |
| Road & Bridge                                 | Public Works           | \$6,509,951         | \$6,669,330         | \$7,175,225             | \$7,947,223         | \$771,998          | \$651,900           |
| Special Road                                  | Public Works           | \$3,521             | \$335,305           | \$400,000               | \$823,722           | \$423,722          | \$0                 |
| Special Bridge                                | Public Works           | \$1,541,950         | \$2,418,507         | \$2,750,000             | \$2,500,000         | -\$250,000         | \$1,117,213         |
| Noxious Weeds                                 | Public Works           | \$115,114           | \$146,757           | \$151,021               | \$158,517           | \$7,496            | \$11,098            |
| Aging   | Aging & RCAT           | \$1,898,368         | \$1,988,889         | \$2,503,058             | \$2,572,944         | \$69,886           | \$163,421           |
| Employee Benefits                             |                        | \$7,977,690         | \$8,356,794         | \$8,909,321             | \$9,378,374         | \$469,053          | \$1,222,174         |
| TECH Center                                   | Allocation             | \$510,000           | \$510,000           | \$510,000               | \$510,000           | \$0                | \$5,522             |
| Mental Health                                 | Allocation             | \$452,025           | \$452,025           | \$452,025               | \$452,025           | \$0                | \$3,685             |
| Museum  | Allocation             | \$185,000           | \$185,000           | \$185,000               | \$185,000           | \$0                | \$2,301             |
| Capital Improvements                          | Overall County         | \$636,569           | \$761,748           | \$457,000               | \$665,000           | \$208,000          | \$303,857           |
| Special Equipment                             | Overall County         | \$872,587           | \$440,088           | \$718,009               | \$1,078,776         | \$360,767          | \$239,843           |
| <b>Total for Tax Levied Departments/Funds</b> |                        | <b>\$41,414,816</b> | <b>\$45,096,798</b> | <b>\$48,426,817</b>     | <b>\$52,234,290</b> | <b>\$3,807,473</b> | <b>\$1,381,476</b>  |
|   |                        |                     |                     | <b>Percent Increase</b> |                     | <b>7.9%</b>        | <b>5.1%</b>         |
| Youth Services                                | Shelter & Detention    | \$1,710,478         | \$1,914,366         | \$2,050,036             | \$2,401,855         | \$351,819          |                     |
| Solid Waste                                   | Landfill               | \$4,439,803         | \$7,265,179         | \$6,211,238             | \$5,576,866         | -\$634,372         |                     |
| Special Parks                                 | Allocation             | \$10,269            | \$13,165            | \$10,000                | \$10,000            | \$0                |                     |
| Special Alcohol                               | Allocation             | \$10,000            | \$10,000            | \$10,000                | \$10,000            | \$0                |                     |

|                    |                  |
|--------------------|------------------|
| Mill Levy Decrease | 37.808 to 37.598 |
|                    | <b>-0.767%</b>   |

Tax Levied Funds

General Fund Highlighted - \$4,622,500 in cash carryover not included

Employee Benefits Fund Highlighted - \$1,000,000 in cash carryover not included

Solid Waste Fund Highlighted - \$4,124,470 in cash carryover not included

| Department                  | Total Full-Time Equivalents (FTE's) by Year |           |           |        |           |           |           |        | Change from 23 to 24 |
|-----------------------------|---|-----------|-----------|--------|-----------|-----------|-----------|--------|----------------------|
|                             | 2023  |           |           |        | 2024      |           |           |        |                      |
|                             | Appt/Elec                                   | Full Time | Part-Time | Total  | Appt/Elec | Full Time | Part-Time | Total  |                      |
| Aging/Public Transportation | 1   | 25        | 0         | 26     | 1         | 24        | 0         | 25     | -1                   |
| Automotive                  | 1   | 1         | 0         | 2      | 1         | 1         | 0         | 2      | 0                    |
| County Administrator        | 1   | 4         | 0.5       | 5.5    | 1         | 6         | 0.5       | 7.5    | 2                    |
| County Appraiser            | 1   | 13        | 0         | 14     | 1         | 13        | 0         | 14     | 0                    |
| County Clerk                | 1   | 7         | 0         | 8      | 1         | 7         | 0         | 8      | 0                    |
| County Commission           | 5   | 0         | 0         | 5      | 5         | 0         | 0         | 5      | 0                    |
| County Sheriff              | 1   | 93        | 1.9       | 95.9   | 1         | 93        | 1.9       | 95.9   | 0                    |
| County Treasurer            | 1   | 14        | 0         | 15     | 1         | 14        | 0         | 15     | 0                    |
| District Attorney           | 1   | 18        | 0         | 19     | 1         | 18        | 0         | 19     | 0                    |
| Emergency Management        | 1   | 3         | 0         | 4      | 1         | 3         | 0         | 4      | 0                    |
| Health                      | 1   | 41        | 6.1       | 48.1   | 1         | 38        | 5.8       | 44.8   | -3.3                 |
| Human Resources             | 1   | 2         | 0.47      | 3.47   | 1         | 3         | 0.47      | 4.47   | 1                    |
| Information Services        | 1   | 7         | 0         | 8      | 1         | 7         | 0         | 8      | 0                    |
| Maintenance                 | 1   | 21        | 1.5       | 23.5   | 1         | 20        | 1.5       | 22.5   | -1                   |
| Public Works                | 1   | 55        | 0         | 56     | 1         | 55        | 0         | 56     | 0                    |
| Register of Deeds           | 1   | 2         | 0.47      | 3.47   | 1         | 2         | 0.75      | 3.75   | 0.28                 |
| Youth Services              | 1   | 34        | 3.5       | 38.5   | 1         | 34        | 3.5       | 38.5   | 0                    |
| Solid Waste Management      | 1   | 24        | 0         | 25     | 1         | 23        | 0         | 24     | -1                   |
| Community Corrections       | 1   | 13        | 1.13      | 15.13  | 1         | 13        | 1.13      | 15.13  | 0                    |
|                             | 23  | 377       | 15.57     | 415.57 | 23        | 374       | 15.55     | 412.55 |                      |
| <b>Tax Levied</b>           | 21  | 340       | 14.44     | 375.44 | 21        | 338       | 14.42     | 373.42 | -2.02                |
| <b>Non-Tax Levied</b>       | 1   | 24        | 0         | 25     | 1         | 23        | 0         | 24     | -1                   |
| <b>Non Budgeted</b>         | 1   | 13        | 1.13      | 15.13  | 1         | 13        | 1.13      | 15.13  | 0                    |
| <b>Total FTE's</b>          | 23  | 377       | 15.57     | 415.57 | 23        | 374       | 15.55     | 412.55 | -3.02                |

**RENO COUNTY TAX LEVIES (2013-2024)**

| Year | Taxes Levied   | % Change     | 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%       | 6.50%          | -7.64%                                |
| 2023 | \$25,549,032   | 0.95%        | 6.00%          | -5.05%                                |
| 2024 | \$26,855,534   | 5.11%        | 4.00%          | 1.11%                                 |
|      | <b>Average</b> | <b>2.92%</b> | <b>3.03%</b>   | <b>-0.11%</b>                         |

**RENO COUNTY BUDGET (2013-2024)**

| Year | County Net Expenditure Budget | % Change     | Inflation Rate | Difference btw Increase and Inflation |
|------|-------------------------------|--------------|----------------|---------------------------------------|
| 2013 | \$56,300,184                  | -2.14%       | 1.50%          | -3.64%                                |
| 2014 | \$54,591,748                  | -3.03%       | 0.80%          | -3.83%                                |
| 2015 | \$55,058,174                  | 0.85%        | 0.70%          | 0.15%                                 |
| 2016 | \$55,265,410                  | 0.38%        | 2.10%          | -1.72%                                |
| 2017 | \$55,363,165                  | 0.18%        | 2.10%          | -1.92%                                |
| 2018 | \$58,237,715                  | 5.19%        | 1.90%          | 3.29%                                 |
| 2019 | \$60,852,714                  | 4.49%        | 2.30%          | 2.19%                                 |
| 2020 | \$69,052,590                  | 13.47%       | 1.40%          | 12.07%                                |
| 2021 | \$68,695,495                  | -0.52%       | 7.00%          | -7.52%                                |
| 2022 | \$73,301,265                  | 6.70%        | 6.50%          | 0.20%                                 |
| 2023 | \$74,096,116                  | 1.08%        | 6.00%          | -4.92%                                |
| 2024 | \$75,314,581                  | 1.64%        | 4.00%          | -2.36%                                |
|      | <b>Average</b>                | <b>2.36%</b> | <b>3.03%</b>   | <b>-0.67%</b>                         |

Inflation rates at the link below (usinflationcalculator).

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

Recommended maximum budget



**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 37.598. The date of our hearing is September 13, 2023 at the regularly scheduled commission meeting which will begin at 9:00AM and will be held at the Reno County Courthouse Veterans 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 June 27, 2023.

BOARD OF COUNTY COMMISSIONERS  
OF RENO COUNTY, KANSAS

\_\_\_\_\_  
Daniel Friesen, Chairman

\_\_\_\_\_  
Randy Parks, Member

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

\_\_\_\_\_  
Don Bogner, Member

ATTEST:

\_\_\_\_\_  
John Whitesel, Member

\_\_\_\_\_  
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 September 13, 2023 during their regularly scheduled meeting which begins at 9:00 a.m. in the Reno County Courthouse Veterans Room, 206 W. 1st., Hutchinson, KS, 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 2024 Expenditures and Amount of 2023 Ad Valorem Tax establish the maximum limits of the 2024 budget.

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

| FUND                           | Prior Year Actual for 2022 |                  | Current Year Estimate for 2023 |                  | Proposed Budget Year for 2024     |                               |                              |
|--------------------------------|----------------------------|------------------|--------------------------------|------------------|-----------------------------------|-------------------------------|------------------------------|
|                                | Expenditures               | Actual Tax Rate* | Expenditures                   | Actual Tax Rate* | Budget Authority for Expenditures | Amount of 2023 Ad Valorem Tax | Proposed Estimated Tax Rate* |
| General                        | 21,136,992                 | 15.027           | 22,466,457                     | 17.993           | 28,623,051                        | 9,279,144                     | 12.991                       |
| Bond & Interest                | 1,695,363                  | 1.624            | 1,749,701                      | 1.259            | 1,962,188                         | 1,417,083                     | 1.984                        |
| Road & Bridge                  | 6,669,330                  | 6.164            | 7,175,225                      | 7.253            | 7,947,223                         | 5,553,805                     | 7.776                        |
| Special Road                   | 335,305                    | 0.140            | 400,000                        |                  | 823,722                           |                               |                              |
| Special Bridge                 | 2,418,507                  | 1.791            | 2,750,000                      | 0.241            | 2,500,000                         | 1,280,243                     | 1.792                        |
| Aging & Transit                | 1,988,889                  | 0.418            | 2,503,058                      | 0.267            | 2,572,944                         | 343,885                       | 0.481                        |
| Public Health                  | 3,289,479                  | 1.362            | 3,523,395                      | 0.874            | 3,581,920                         | 694,571                       | 0.972                        |
| Noxious Weed                   | 146,757                    | 0.173            | 151,021                        | 0.174            | 158,517                           | 128,872                       | 0.180                        |
| Employee Benefits              | 8,356,794                  | 9.804            | 8,909,321                      | 7.193            | 10,378,374                        | 5,876,736                     | 8.228                        |
| TECH Center                    | 510,000                    | 0.712            | 510,000                        | 0.678            | 510,000                           | 463,442                       | 0.649                        |
| Mental Health                  | 452,025                    | 0.633            | 452,025                        | 0.602            | 452,025                           | 410,814                       | 0.575                        |
| Historical Museum              | 185,000                    | 0.260            | 185,000                        | 0.246            | 185,000                           | 168,414                       | 0.236                        |
| CIP Fund                       | 761,748                    | 0.847            | 457,000                        | 0.300            | 665,000                           | 506,596                       | 0.709                        |
| Special Equipment              | 440,088                    | 0.543            | 718,009                        | 0.728            | 1,078,776                         | 731,929                       | 1.025                        |
| Solid Waste                    | 7,256,179                  |                  | 6,211,238                      |                  | 9,701,336                         |                               |                              |
| Youth Services                 | 1,914,366                  |                  | 2,050,036                      |                  | 2,401,855                         |                               |                              |
| Solid Waste Post-Closure       | 206,384                    |                  | 330,000                        |                  | 7,389,613                         |                               |                              |
| Special Parks & Recreation     | 13,165                     |                  | 10,000                         |                  | 41,537                            |                               |                              |
| Special Alcohol & Drug         | 10,000                     |                  | 10,000                         |                  | 66,489                            |                               |                              |
| Noxious Weed Capital Outlay    |                            |                  |                                |                  | 124,276                           |                               |                              |
| Public Health Capital Outlay   | 66,946                     |                  | 25,000                         |                  | 388,201                           |                               |                              |
| Internal Services              | 646,744                    |                  | 590,846                        |                  | 678,987                           |                               |                              |
| Municipalities Fight Addiction |                            |                  |                                |                  | 340,952                           |                               |                              |
| Non-Budgeted Funds-A           | 2,286,054                  |                  |                                |                  |                                   |                               |                              |
| Non-Budgeted Funds-B           | 876,063                    |                  |                                |                  |                                   |                               |                              |
| Non-Budgeted Funds-C           | 6,739,943                  |                  |                                |                  |                                   |                               |                              |
| Non-Budgeted Funds-D           | 11,471,037                 |                  |                                |                  |                                   |                               |                              |
| Totals                         | 79,873,158                 | 39.498           | 61,177,332                     | 37.808           | 82,571,986                        | 26,855,534                    | 37.598                       |
| <i>Revenue Neutral Rate **</i> |                            |                  |                                |                  |                                   |                               | 35.764                       |

|                    |             |             |                  |
|--------------------|-------------|-------------|------------------|
| Less: Transfers    | 10,114,066  | 6,759,031   | 7,257,405        |
| Net Expenditure    | 69,759,092  | 54,418,301  | 75,314,581       |
| Total Tax Levied   | 25,309,526  | 25,549,031  | xxxxxxxxxxxxxxxx |
| Assessed Valuation | 640,606,568 | 675,742,359 | 714,263,783      |

| Outstanding Indebtedness, | 2021       | 2022       | 2023       |
|---------------------------|------------|------------|------------|
| January 1,                |            |            |            |
| G.O. Bonds                | 4,875,000  | 16,315,000 | 14,955,000 |
| Revenue Bonds             | 0          | 0          | 0          |
| Other                     | 6,279,225  | 0          | 0          |
| Lease Pur. Princ.         | 566,286    | 127,856    | 21,797     |
| Total                     | 11,720,511 | 16,442,856 | 14,976,797 |

\*Tax rates are expressed in mills

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

**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 September 13, 2023 during the regularly scheduled meeting which begins at 9:00 a.m. in the Reno County Courthouse Veterans Room, 206 W. 1st., Hutchinson, KS, 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 2024 Expenditures and Amount of 2023 Ad Valorem Tax establish the maximum limits of the 2024 budget. Proposed Tax Rate is subject to change dependent on the final assessed valuation.

| Special District Funds                                | Prior Year Actual 2022 |                  | Current Yr Estimate 2023 |                  | Proposed Budget Year 2024         |                               |                                  |                              |                        |
|---|------------------------|------------------|--------------------------|------------------|-----------------------------------|-------------------------------|----------------------------------|------------------------------|------------------------|
|   | Expenditures           | Actual Tax Rate* | Expenditures             | Actual Tax Rate* | Budget Authority for Expenditures | Amount of 2023 Ad Valorem Tax | July 1, 2023 Estimated Valuation | Proposed Estimated Tax Rate* | Revenue Neutral Rate** |
| Fire District No. 2 General                           | 2,289,408              | 21.634           | 2,656,713                | 22.927           | 2,890,807                         | 2,505,291                     | 106,630,222                      | 23.495                       | 21.270                 |
| Fire District No. 3 General                           | 190,684                | 5.603            | 219,710                  | 5.595            | 237,555                           | 203,416                       | 33,569,672                       | 6.060                        | 5.297                  |
| Fire District No. 4 General                           | 202,397                | 5.495            | 255,275                  | 6.270            | 297,125                           | 267,152                       | 37,416,153                       | 7.140                        | 5.984                  |
| Fire District No. 6 General                           | 76,042                 | 9.860            | 95,325                   | 13.705           | 133,880                           | 103,597                       | 7,839,688                        | 13.214                       | 13.214                 |
| Fire District No. 7 General                           | 92,615                 | 7.403            | 111,870                  | 8.333            | 130,845                           | 107,489                       | 12,830,664                       | 8.378                        | 7.833                  |
| Fire District No. 8 General                           | 166,321                | 5.703            | 172,910                  | 5.441            | 196,645                           | 173,154                       | 27,859,278                       | 6.215                        | 5.132                  |
| Fire District No. 8 Bond & Interest                   | 6,118                  | 0.000            | 0                        | 0.000            | 0                                 | 0                             | 27,859,278                       |                              |                        |
| Fire District No. 9 General                           | 174,361                | 4.575            | 203,130                  | 5.035            | 265,130                           | 228,426                       | 34,696,992                       | 6.583                        | 6.742                  |
| Fire District No. 9 Bond & Interest                   | 63,800                 | 1.664            | 62,600                   | 1.572            | 9,133                             | 0                             | 34,696,992                       |                              |                        |
| Fire District Jt. No. 1 Rn-Km General                 | 153,424                | 6.329            | 169,620                  | 6.008            | 197,855                           | 175,954                       | 25,028,725                       | 7.030                        | 5.680                  |
| Fire District Jt. No. 2 Rn-Hv General                 | 164,683                | 5.344            | 202,350                  | 5.746            | 224,260                           | 194,955                       | 28,731,948                       | 6.785                        | 5.576                  |
| Fire District Jt No. 2 Rn-Hv Bond & Interest          | 18,139                 | 0.634            | 25,740                   | 0.935            | 23,242                            | 15,207                        | 28,731,948                       | 0.529                        | 0.907                  |
| Sewer District No. 1 (Cedarview)                      | 2,383                  | 12.043           | 6,145                    | 10.471           | 6,583                             | 0                             | 291,382                          |                              | 8.593                  |
| Sewer District No. 3-10 (Blue Spruce)                 | 10,712                 | 16.234           | 62,025                   | 8.597            | 76,267                            | 0                             | 3,393,144                        |                              | 7.792                  |
| Sewer District No. 3-10 (Blue Spruce) Bond & Interest | 37,625                 | 0.000            | 41,875                   | 0.000            | 95,702                            | 0                             | 3,393,144                        |                              |                        |
| Sewer District No. 201 (Yoder)                        | 21,816                 | 17.938           | 34,911                   | 22.700           | 76,373                            | 23,075                        | 1,081,206                        | 21.342                       | 21.744                 |
| Sewer District No. 202 (HABIT)                        | 24,933                 | 21.927           | 38,872                   | 22.071           | 66,071                            | 24,536                        | 1,203,924                        | 20.380                       | 21.593                 |
| Sewer District No. 8 (Highlands)                      | 78,214                 | 6.733            | 143,233                  | 0.000            | 177,387                           | 0                             | 5,545,007                        |                              |                        |
| Sewer District No. 8 (Highlands) Bond & Interest      | 99,250                 | 12.055           | 102,750                  | 8.502            | 203,673                           | 50,550                        | 5,545,007                        | 9.116                        | 7.639                  |
| Water District No. 8 (Highlands)                      | 37,071                 | 0.000            | 63,751                   | 0.000            | 576,711                           | 0                             |                                  |                              |                        |
| Water District No. 101 (Yoder)                        | 40,564                 | 0.000            | 40,070                   | 0.000            | 90,942                            | 0                             |                                  |                              |                        |
| Non-Budgeted Funds - A                                | 875,114                |                  |                          |                  |                                   |                               |                                  |                              |                        |
| Non-Budgeted Funds - B                                | 0                      |                  |                          |                  |                                   |                               |                                  |                              |                        |

\*Tax rates are expressed in mills

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

Donna Patton

Clerk

**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 2023 Ad Valorem tax assessments to fund the 2024 budgets of the Reno County Fire Districts, Reno County Sewer Districts and Reno County Water Districts identified and specified as follows:

| <b>Special District</b>             | <b>Proposed Mill Levy Rate</b> | <b>Special District</b>                         | <b>Proposed Mill Levy Rate</b> |
|-------------------------------------|--------------------------------|---|--------------------------------|
| Fire District No. 2                 | 23.495                         | Fire District Joint No. 2 Rn-Hv Bond & Interest | 0.529                          |
| Fire District No. 3                 | 6.060                          | Sewer District No. 1                            | 0.000                          |
| Fire District No. 4                 | 7.140                          | Sewer District No. 3-10                         | 0.000                          |
| Fire District No. 6                 | 13.214                         | Sewer District No. 3-10 Bond & Interest         | 0.000                          |
| Fire District No. 7                 | 8.378                          | Sewer District No. 201                          | 21.342                         |
| Fire District No. 8                 | 6.215                          | Sewer District No. 202                          | 20.380                         |
| Fire District No. 9                 | 6.583                          | Sewer District No. 8                            | 0.000                          |
| Fire District No. 9 Bond & Interest | 0.000                          | Sewer District No. 8 Bond & Interest            | 9.116                          |
| Fire District Joint No. 1 Rn-Km     | 7.030                          | Water District No. 8                            | 0.000                          |
| Fire District Joint No. 2 Rn-Hv     | 6.785                          | Water District No. 101                          | 0.000                          |

The date of the hearing is September 13, 2023 during the Board of County Commissioners' regularly scheduled meeting which begins at 9:00 AM and will be held at the Reno County Courthouse Veterans Room, 206 W. 1<sup>st</sup> Avenue, Hutchinson, Kansas.

WITNESS our signatures and official seal on June 27, 2023.

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

\_\_\_\_\_  
Randy Parks, Member

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

\_\_\_\_\_  
Don Bogner, Member

\_\_\_\_\_  
John Whitesel, 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. 1 Reno-Kingman hereby notifies the Kingman County Clerk of intent to exceed the Revenue Neutral Rates for 2023 Ad Valorem tax assessments to fund the 2024 budgets of the Reno County Fire District Joint No. 1 Reno-Kingman specified as follows:

| <b>Special District</b>         | <b>Proposed Mill Levy Rate</b> |
|---------------------------------|--------------------------------|
| Fire District Joint No. 1 Rn-Km | 7.030                          |

The date of the hearing is September 13, 2023 during the Board of County Commissioners' regularly scheduled meeting which begins at 9:00 AM and will be held at the Reno County Courthouse Veterans Room, 206 W. 1<sup>st</sup> Avenue, Hutchinson, Kansas.

WITNESS our signatures and official seal on June 27, 2023.

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

\_\_\_\_\_  
Randy Parks, Member

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

\_\_\_\_\_  
Don Bogner, Member

ATTEST:

\_\_\_\_\_  
John Whitesel, 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. 2 Reno-Harvey hereby notifies the Harvey County Clerk of intent to exceed the Revenue Neutral Rates for 2023 Ad Valorem tax assessments to fund the 2024 budgets of the Reno County Fire District Joint No. 2 Reno-Harvey specified as follows:

| <b>Special District</b>                         | <b>Proposed Mill Levy Rate</b> |
|---|--------------------------------|
| Fire District Joint No. 2 Rn-Hv                 | 6.785                          |
| Fire District Joint No. 2 Rn-Hv Bond & Interest | 0.529                          |

The date of the hearing is September 13, 2023 during the Board of County Commissioners' regularly scheduled meeting which begins at 9:00 AM and will be held at the Reno County Courthouse Veterans Room, 206 W. 1<sup>st</sup> Avenue, Hutchinson, Kansas.

WITNESS our signatures and official seal on June 27, 2023.

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

\_\_\_\_\_  
Randy Parks, Member

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

\_\_\_\_\_  
Don Bogner, Member

\_\_\_\_\_  
John Whitesel, Member

ATTEST:

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



## AGENDA ITEM

## **AGENDA ITEM #9.A**

**AGENDA DATE:** June 27, 2023

**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 Health, Human Resources, Information Technology, Maintenance, Public Works, Solid Waste, Treasurer, and Youth Services.

Dear Randy Partington, County Administrator:

RE: Monthly report ending May 31, 2023

***Staffing Vacancies:***

Current vacancies include an Environmental Health Specialist.

***Program Updates:***

Admin/Finance/Health Information Management (HIM). Staff are reviewing past newspaper clippings, file folders, and Advisory Board minutes to create a brief and high-level history of the Reno County Health Department.

Child Care Licensing (CCL). Staff participated in The Week of the Young Child on Third Thursday, attended the City of Hutchinson Ordinance meeting, attended DCF meeting, conducted 2 center building site consults, a monthly orientation class (5 attended), 1 center orientation, 1 home annual survey, 1 center annual survey, 1 center amendment review, 3 compliance home surveys, and 3 center complaints. The Childcare Taskforce held a provider appreciation event where they released information for sustainability grants from ARPA funds. The Taskforce also submitted an accelerator grant to Kansas Children's Cabinet for over 2 million dollars; partners included Hutchinson Regional Medical Center, Buhler Grade School, Plum Creek Elementary, USD 312, Little Learners, USD 312 Yoder Charter School, Central Christian, Pretty Prairie Community Daycare, and Abundant Life Child Care. These applicants must operate all day, all year care. If funded, it would create 308 spots. The Taskforce also submitted a \$250,000 grant for Innovation Communities that would support training costs for existing providers and support providers with infant care costs.

Clinical – Basic Health Services (BHS), Maternal Child Health (MCH), Family Practice (FP), Older Adult Services (OAS), and Epidemiology. Normal clinical services continued for the month. National Nurses Week was May 6-12, and National Nurses Day was May 6.

Epidemiology and COVID-19 Update. For the month, staff investigated 8 disease cases and followed up on 3 animal bite investigations. Starting May 11, 2023, cases of COVID-19 are no longer reportable to KDHE, so the number of new cases may underrepresent the actual number of cases. As of 5/17/23, the weekly total number of COVID-19 cases in Reno County has decreased down to 20 cases or less per week. The most recent week ending on May 13<sup>th</sup> had a total of 11 cases and equal to about 17.7 cases per 100,000 people. The number of COVID-19 cases per day has been variable over the past few days, with the most being 4 cases and the least being 0 cases. On April 22<sup>nd</sup>, there were a total of 0 new cases. The percentage of COVID-19 visits stayed under 1% of all visits each week. As of 5/17/23, there were 1 patient hospitalized with COVID-19.





Environmental Health (EH). Staff continue to work on the building of the GovBuilt software; GovBuilt estimates the project is 80% complete. Staff investigated 2 complaints of surfacing sewage. Both Planning and Zoning, and Environmental Health staff continue to offer joint meetings for new homeowners; this month, they met with 1 property owner and 1 potential buyer regarding parcel development. Permits issued for well and wastewater to date: 39.

Health Education – Chronic Disease and Risk Reduction (CDRR), National Association of County & City Health Officials (NACCHO) Reducing Overdose through Community Approaches (ROCA) Mentorship, Opioid Overdose to Action (OD2A), Pathways to a Healthy Kansas, Food Policy Advisory Committee, and Community Education. CDRR-Staff presented tobacco cessation education to Fairfield, Buhler, and Reno Valley Middle School, presented secondhand smoke education at licensed childcare (3 participants), and met with staff at Horizon's to plan goals and activities for the tobacco workgroup. NACCHO-Staff presented at the Overdose Prevention Summit, in Washington, D.C. on engaging people with lived experience. Staff will be traveling to Wisconsin in June for a site visit. OD2A-Staff are planning a chamber event on August 16<sup>th</sup> on Substance Use in the Workplace. Pathways-Upstream Book Club has had 3 meetings with around 20 attendees and working with New Beginnings to start communal meals with Nutrition as Recovery. Food Policy-Received Kansas Food Action Network (KFAN) grant for a Boys and Girls Club Community Garden. Community Health-Judy Johnson is finishing up the Community Health Improvement Plan (CHIP) report. Coalition-Working on Reno Recovery Collaborative, Food Policy Advisory Committee, helped write the All Hands on Deck grant with Rise Up Reno, and the attended the Governor's Behavior Health Services Planning Committee. We were honored that our Substance Misuse Health Educator was asked to attend the bill signing of Senate Bill 174, a bipartisan bill that decriminalizes fentanyl tests strips on May 11, 2023.

Preparedness (PHEP). Staff is finishing the after-action report for KDHE from our tabletop exercise conducted in late April. Health Education and Preparedness Staff are collaborating on staff CRP this month, as well as community CPR opportunities.

WIC – Women, Infant & Children. We have 1119 active clients (have used at least 1 item on food benefits) out of 1259 participating (received benefits). Breastfeeding Peer Counselors held 2 events with 10 participants.

Becoming a High(er) Performing Organization. This month, we celebrated with staff our 1 year anniversary for a successful use and continual learning of our Electronic Health Record, CureMD.

***Upcoming Event:***

Our Substance Misuse Health Educator, along with the Reno County District Attorney, have been invited to co-present at a Public Health-Public Safety Partnership convening on Tuesday, June 6<sup>th</sup> in Atlanta, GA. The event, hosted by the Association of State and Territorial Health Officials (ASTHO) and the Center for Disease Control and Prevention (CDC), is supporting the convening as part of the Overdose Data to Action (OD2A) grant program.

Sincerely, Karla Nichols, Director of Public Health





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

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**Board of Commissioners - Department Update**  
**Human Resources – May 2023**  
**Helen Foster – Human Resources Director**

**Job Description Reviews**

Human Resources has received the job description changes and is in the process of updating job descriptions and grading the position changes. At the completion of this step, departments will be given the finalized job descriptions for employees to sign. We have connected with IT to have the website set up to house the job descriptions for public access. This project should be wrapped up by mid-June.

**Applicant Tracking Software (ATS)**

With the approval of moving forward with Paycor, we will be working diligently to implement our new ATS for a go-live date of July 1<sup>st</sup>. Paycor and Human Resources have already been in communication for the next steps. IT has offered to help us with this project due to the staffing shortage in Human Resources.

**HR Staffing**

Interviews have begun for the HR Generalist position. We will be making an offer to one of the candidates before the end of the week. We have another staff member that will be going out on a leave of absence, but not sure of the amount of time that member will be away. I will be working with The Arnold Group if it becomes necessary to have a temporary person come in during the transition of the new Generalist beginning.

**Department Budget**

Human Resources has used 33% of its overall 2023 department budget.

**Unemployment Fraud**

We received another fraudulent unemployment claim this month. This is the first in a while and this individual was not part of the 2020-2021 wave of fraudulent claims. Most fraudulent claims that have been received over the last year since the state overhauled the software have been repeated. The one received this month was not connected to any of the previous fraud attempts.

*This report was completed on May 17, 2023. The monthly totals for May employment information will not be available until later in the month. I will make sure there is an update for June that covers the May and June statistics.*

---

May 18, 2023  
Monthly Report Information Services  
Michael Mathews

### **Staffing changes or issues**

We have no staffing changes currently.

### **Budget YTD summary**

We are currently beginning to pay a lot for our annual software support contracts, so our expenditures will seem very high for the next two or three months. These are most of our expenses over the year. We have currently spent 56% of our 2023 budget.

### **Projects/Issues/Challenges/Concerns**

We are currently in the process of completing the questionnaires from Tyler Eagle recording software. Once those are complete Tyler will begin to configure the software. Data Conversion will then begin. Tyler said the timeline to go live is about 12 months.

GovBuilt for EH continues to be a priority we are currently working on all EH forms. WE are hoping to be completed by mid-summer. We are at about 60% complete.

We should be starting the installation and configuration of the new software for the DA's office has been delayed until mid-June.

### **Cyber Training**

There are 2 elements to our cyber security training. One is our ongoing phishing campaign; we send test emails to every user monthly. We then can track whether users opened them, clicked a link or responded to the email. If a user does any of those things, they get a popup message that they failed a phishing test. By analyzing that data, it helps us determine the best monthly training to send to all users. We currently run about a 1% failure rate, that is great, our industry standard is 7%, I think.

The training plan is next we are trying to send on course 15minutes or less to all employees to complete, for the month of April we had a near 100% completion rate. That took a lot of prodding by reminding employees of the policy that is in place requiring completion, but we were very happy for that. The training for May is a annual recertification training.

We have also added a spam button to all email clients. If a user has a email they are suspicious of they can submit it to us and it goes to Knobe4 for analysis and we can then tell if it malicious or not.

### **Application Development**

The new project here is a self service kiosk station at Community Corrections. This will allow the clients to come in and select why they are here and then notify the correct officer

## Networking

We are currently working on the planned core hardware refresh for the Law Enforcement Network. This includes a SAN replacement and all of the VMWare Hosts.

**Issues that we dealt with in the past month include.** We had very few challenges this month.



## **Maintenance & Purchasing Monthly Report 5/18/2023**

**Harlen Depew, Director**

**Staffing:** The hiring event held on April 20<sup>th</sup> was a success for the Maintenance Dept. with two new hires in our custodial division and several other possible candidates. Thanks to all who participated in making the event happen!

### **Budget YTD summary**

As of the end of April we've spent 25% of our operating budget.

### **Projects/Issues/Challenges/Concerns**

#### **Veteran's Room Update**

The painting by local artist, Brady Scott was hung in the Veterans Room in April. We're waiting on one more piece from the frame shop, and this project will be complete.

#### **Courthouse Earthquake Repairs:**

Final close out documents to wrap up this project are on the May 23 agenda.

#### **Courthouse Roofing**

Wray and Son's Roofing completed the south roofing section over the front entryway area. They are waiting on material before starting on the 5<sup>th</sup> floor sections. These areas should be done within the next couple of months.

#### **Courthouse Remodel**

After some modifications to the scope of work, this project was awarded to Ward Davis Builders of Hutchinson. A pre-construction meeting was held on April 6<sup>th</sup>, with work commencing on the 1<sup>st</sup> floor the week of April 17. Work on the first and second floors is anticipated to be completed in approximately 90 days. HR and Admin are working from alternate locations in the courthouse while their areas are being renovated.

#### **Courthouse Façade Anchorage**

This concern was discussed in depth in 2022, and the consensus was to move forward with construction documents for a reduced scope of work, focused only on the upper portion of the central tower where the original ties that held the limestone to the concrete substrate are presumed to be in the worst condition, and where the greatest impact would occur in the event of a future earthquake. We've delayed getting this info out for consideration, but plan to do so in the near future so a decision can be made.



Public Works  
600 Scott Boulevard  
South Hutchinson, Kansas 67505  
620-694-2976  
Don Brittain, Director

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## May 2023 Monthly Report

**Asphalt Crew** has started asphalt overlaying.

**Mowing/Sign** will start mowing this month and is installing signs throughout the county as needed.

**Dirt Crew** is cleaning ditches throughout the County and replacing culverts as needed.

**Bridge Crew** is building the bridge on Maple Grove Road, 4.5 miles east of K11 and making bridge repairs as needed.

**Planning & Zoning** Planning & Zoning Commission has started creating solar regulations. Planning & Zoning is working on many issues such as childcare regulation questions and zoning violations.

### **Utilities**

Land has been purchased for the joint 201 & 202 Sewer Districts. The process has started to bring the Sewer Districts back into KDHE compliance.

### **Contracted Project**

Construction on the Sylvia Road Bridge over the North Fork of the Ninnescah River is being built.

Woody Seat Bridge deck rehab bid has been received. The bridge rehab is budgeted out of the 006 Special Bridge fund. The project may start this fall.

Construction of the 69<sup>th</sup> road bridge located .7 miles east of Yaggy road will start this month.

The County will not take over the old K14 turn back miles until summer of fall of 2024.

### **Challenges**

Solving the Yoder water district high nitrite problem.



**Reno County Solid Waste**  
**703 S. Mohawk**  
**Hutchinson, KS 67501**  
**(620) 694-2586**  
**Fax (620) 694-669-8126**

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Solid Waste Monthly Update May 2023  
Prepared by Megan Davidson, Director

**Staffing:** We currently have 1 position open at the landfill.

**Projects/Issues/Challenges/Concerns:** Crews are busy mowing and weed eating, cutting down small trees, and clearing fence lines around the facility. Dirt excavation has also begun on Phase III of our construction and demolition site.

Dirt work on the Sheriff gun range are still in the process with only two more berms left to do!

**Budget:** Our 816F Compacter is getting its rebuilt done in Wichita and should be done by the end of May! Once that machine returns from the shop we will be working on our 826 H Compacter and also our D8 Dozer #355 for some repair work that needs to be completed on those two machines. The solid waste budget has spent 19% to date.





RENO COUNTY TREASURER  
125 West First Ave.  
Hutchinson, Kansas 67501-5245  
620-694-2938  
Fax: 620-694-2776

TDD: Kansas Relay Center 1-800-766-3777

May 17, 2023

## **MONTHLY REPORT**

### **STAFFING CHANGES OR ISSUES:**

We are still dealing with 2<sup>nd</sup> half tax payments coming in. This means we are still using a tag clerk to help with posting of those payments. I also lost an employee who is going to work at another business for more money. We are down two tag people and one tag/treasury person. I will be doing my best to get new employees hired to take the pressure and stress off.

### **BUDGET YTD SUMMARY:**

As of this day, we are running around 33 % of my year-to-date budget with most of it coming from payroll, publication fees and postage. Again, some of the larger expenses will be late in the year (Lockbox which has gone to \$10,000 and the printing/processing and mailing of the tax statements \$ 23,500.00). I will continue to watch expenses and do my part in keeping our costs down.

### **PROJECTS/ISSUES/CHALLENGES/CONCERNS:**

My department's major projects for the month of May include the collection of 2<sup>nd</sup> half tax payments, processing AAE's and last but not least, the distribution. We are always issuing tags and processing title work.



## RENO COUNTY YOUTH SERVICES

219 West Second Ave.  
Hutchinson, Kansas 67501  
(620) 694-2500  
Fax: (620) 694-2504

JUVENILE DETENTION CENTER  
JUVENILE INTAKE & ASSESSMENT  
BOB JOHNSON YOUTH SHELTER

TDD: Kansas Relay Center 1-800-766-3777

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## Youth Services Monthly Report

May 2023

### Staffing changes or issues (if any)

We're currently seeking to fill the stand-by Youth Care Specialist/Juvenile Detention Officers, two 40-hour male Juvenile Detention Officer, two 40-hour Youth Care Specialists, a 40 hour cook and an on-call Juvenile Intake and Assessment Officer. All positions, except standby and on-call positions, offer insurance benefits and KPERs. Those interested in the open positions can apply online at [Renogov.org](http://Renogov.org).

The employee of the month for May has not yet been selected.

### Budget YTD Summary

As of 5/17/2023, we have spent 25% of our Shelter budget (Dept.90). The total shelter budget is \$933,553. We have spent 34% of our detention budget (Dept.91). The total detention budget is \$1,109,483.

### Projects/Issues/Challenges/Concerns

This month we had our annual inspection from the State Fire Marshal, other than a few corrections, we had no violations of the Kansas Fire Prevention Code.

We're in dire need for male applicants for several male only positions. According to licensing, we're required to have both male and female staff available while working with the residents. We're currently looking for 4 full-time male only positions. Two in our shelter facility and two in our detention center. Using grant money from the Department of Children and Families, we're currently advertising our open positions on Eagle Radio stations KHYM-FM My 93.1 and KHUT-FM Country 102.9. The ads will run from May 15 to May 26. We also have a banner on Hutch Post website which will run for 30 days.



## **AGENDA ITEM**

## **AGENDA ITEM #9.B**

**AGENDA DATE:** June 27, 2023

**PRESENTED BY:** Randy Partington, County Administrator

**AGENDA TOPIC:**  
Financial Report

**SUMMARY & BACKGROUND OF TOPIC:**

Attached is a financial report to keep the commission informed of the county's financial status for the year.

## 2023 YTD BUDGET REPORT

As of 5/31/2023

|                                | Amended Budget       | Amt Received /<br>Expended | % Recd /<br>Used |
|--------------------------------|----------------------|----------------------------|------------------|
| <b>001 General Fund</b>        |                      |                            |                  |
| <b>00 Unclassified</b>         |                      |                            |                  |
| <b>Revenue</b>                 |                      |                            |                  |
| Interest                       | 306,000.00           | 1,285,120.41               | 420%             |
| Taxes                          | 17,351,225.00        | 13,780,146.39              | 79%              |
| Licenses, Permits, and Fees    | 229,450.00           | 138,416.78                 | 60%              |
| Reimbursements                 | 707,500.00           | 576,534.00                 | 81%              |
| Transfers In from Other Funds  | 25,000.00            | 76,386.00                  | 306%             |
| Other Revenue                  | 0.00                 | 14,107.22                  |                  |
| <b>Revenue Total</b>           | <b>18,619,175.00</b> | <b>15,870,710.80</b>       | <b>85%</b>       |
| <b>Expenses</b>                |                      |                            |                  |
| Other Expense & Reimbursements | 0.00                 | (3,255.67)                 |                  |
| <b>Expenses Total</b>          | <b>0.00</b>          | <b>(3,255.67)</b>          |                  |
| <b>01 County Commission</b>    |                      |                            |                  |
| <b>Expenses</b>                |                      |                            |                  |
| Personnel Services             | 54,000.00            | 22,527.38                  | 42%              |
| Contractual Services           | 4,350.00             | 3,164.58                   | 73%              |
| Commodities                    | 2,500.00             | 324.72                     | 13%              |
| <b>Expenses Total</b>          | <b>60,850.00</b>     | <b>26,016.68</b>           | <b>43%</b>       |
| <b>02 County Clerk</b>         |                      |                            |                  |
| <b>Revenue</b>                 |                      |                            |                  |
| Reimbursements                 | 20,000.00            | 564.80                     | 3%               |
| <b>Revenue Total</b>           | <b>20,000.00</b>     | <b>564.80</b>              | <b>3%</b>        |
| <b>Expenses</b>                |                      |                            |                  |
| Personnel Services             | 284,207.00           | 118,849.09                 | 42%              |
| Contractual Services           | 27,170.00            | 3,706.02                   | 14%              |
| Commodities                    | 4,600.00             | 681.09                     | 15%              |
| <b>Expenses Total</b>          | <b>315,977.00</b>    | <b>123,236.20</b>          | <b>39%</b>       |
| <b>03 County Treasurer</b>     |                      |                            |                  |
| <b>Revenue</b>                 |                      |                            |                  |
| Reimbursements                 | 0.00                 | 101.00                     |                  |
| <b>Revenue Total</b>           | <b>0.00</b>          | <b>101.00</b>              |                  |
| <b>Expenses</b>                |                      |                            |                  |
| Personnel Services             | 208,938.00           | 87,160.41                  | 42%              |
| Contractual Services           | 40,275.00            | 9,115.62                   | 23%              |
| Commodities                    | 31,450.00            | 3,140.33                   | 10%              |
| <b>Expenses Total</b>          | <b>280,663.00</b>    | <b>99,416.36</b>           | <b>35%</b>       |

## 2023 YTD BUDGET REPORT

|                                 | Amended Budget      | Amt Received /<br>Expended | % Recd /<br>Used |
|---------------------------------|---------------------|----------------------------|------------------|
| <b>04 District Attorney</b>     |                     |                            |                  |
| <b>Revenue</b>                  |                     |                            |                  |
| Licenses, Permits, and Fees     | 80,000.00           | 60,880.13                  | 76%              |
| Reimbursements                  | 0.00                | 6,521.47                   |                  |
| <b>Revenue Total</b>            | <b>80,000.00</b>    | <b>67,401.60</b>           | <b>84%</b>       |
| <b>Expenses</b>                 |                     |                            |                  |
| Personnel Services              | 1,190,954.00        | 486,028.41                 | 41%              |
| Contractual Services            | 123,900.00          | 89,633.51                  | 72%              |
| Commodities                     | 49,000.00           | 18,307.92                  | 37%              |
| <b>Expenses Total</b>           | <b>1,363,854.00</b> | <b>593,969.84</b>          | <b>44%</b>       |
| <b>05 Register of Deeds</b>     |                     |                            |                  |
| <b>Revenue</b>                  |                     |                            |                  |
| Licenses, Permits, and Fees     | 375,000.00          | 162,533.00                 | 43%              |
| <b>Revenue Total</b>            | <b>375,000.00</b>   | <b>162,533.00</b>          | <b>43%</b>       |
| <b>Expenses</b>                 |                     |                            |                  |
| Personnel Services              | 160,663.00          | 67,319.26                  | 42%              |
| Contractual Services            | 9,455.00            | 3,157.12                   | 33%              |
| Commodities                     | 5,750.00            | 911.78                     | 16%              |
| <b>Expenses Total</b>           | <b>175,868.00</b>   | <b>71,388.16</b>           | <b>41%</b>       |
| <b>06 Sheriff</b>               |                     |                            |                  |
| <b>Revenue</b>                  |                     |                            |                  |
| Licenses, Permits, and Fees     | 32,300.00           | 14,070.00                  | 44%              |
| Reimbursements                  | 10,500.00           | 9,896.45                   | 94%              |
| Grant Revenues                  | 12,000.00           | 6,454.17                   | 54%              |
| <b>Revenue Total</b>            | <b>54,800.00</b>    | <b>30,420.62</b>           | <b>56%</b>       |
| <b>Expenses</b>                 |                     |                            |                  |
| Personnel Services              | 3,298,628.00        | 1,296,319.14               | 39%              |
| Contractual Services            | 382,938.00          | 201,101.85                 | 53%              |
| Commodities                     | 455,123.00          | 140,067.57                 | 31%              |
| Capital Improvement & Outlay    | 85,682.00           | 5,380.16                   | 6%               |
| Other Expense & Reimbursements  | 2,000.00            | 678.08                     | 34%              |
| <b>Expenses Total</b>           | <b>4,224,371.00</b> | <b>1,643,546.80</b>        | <b>39%</b>       |
| <b>07 County Administration</b> |                     |                            |                  |
| <b>Expenses</b>                 |                     |                            |                  |
| Personnel Services              | 501,934.00          | 216,364.54                 | 43%              |
| Contractual Services            | 55,550.00           | 4,925.33                   | 9%               |
| Commodities                     | 3,000.00            | 836.23                     | 28%              |
| <b>Expenses Total</b>           | <b>560,484.00</b>   | <b>222,126.10</b>          | <b>40%</b>       |

## 2023 YTD BUDGET REPORT

|                                | Amended Budget      | Amt Received /<br>Expended | % Recd /<br>Used |
|--------------------------------|---------------------|----------------------------|------------------|
| <b>08 District Court</b>       |                     |                            |                  |
| <b>Revenue</b>                 |                     |                            |                  |
| Reimbursements                 | 10,000.00           | 925.27                     | 9%               |
| Grant Revenues                 | 0.00                | 4,300.00                   |                  |
| <b>Revenue Total</b>           | <b>10,000.00</b>    | <b>5,225.27</b>            | <b>52%</b>       |
| <b>Expenses</b>                |                     |                            |                  |
| Contractual Services           | 561,040.00          | 217,214.90                 | 39%              |
| Commodities                    | 55,100.00           | 17,349.81                  | 31%              |
| <b>Expenses Total</b>          | <b>616,140.00</b>   | <b>234,564.71</b>          | <b>38%</b>       |
| <b>09 Courthouse General</b>   |                     |                            |                  |
| <b>Revenue</b>                 |                     |                            |                  |
| Reimbursements                 | 11,000.00           | 5,879.40                   | 53%              |
| <b>Revenue Total</b>           | <b>11,000.00</b>    | <b>5,879.40</b>            | <b>53%</b>       |
| <b>Expenses</b>                |                     |                            |                  |
| Personnel Services             | 87,749.00           | 35,740.12                  | 41%              |
| Contractual Services           | 351,000.00          | 118,714.47                 | 34%              |
| Commodities                    | 2,000.00            | 0.00                       | 0%               |
| Capital Improvement & Outlay   | 900,000.00          | 19,845.20                  | 2%               |
| Other Expense & Reimbursements | 0.00                | 0.00                       |                  |
| <b>Expenses Total</b>          | <b>1,340,749.00</b> | <b>174,299.79</b>          | <b>13%</b>       |
| <b>10 County General</b>       |                     |                            |                  |
| <b>Expenses</b>                |                     |                            |                  |
| Contractual Services           | 1,126,000.00        | 657,711.60                 | 58%              |
| Commodities                    | 1,000.00            | 694.43                     | 69%              |
| Other Expense & Reimbursements | 15,000.00           | 642.71                     | 4%               |
| Outside Agencies Appropriation | 604,000.00          | 310,500.00                 | 51%              |
| Ambulance Services             | 1,816,889.00        | 589,629.91                 | 32%              |
| Emergency Communications       | 850,000.00          | 284,492.82                 | 33%              |
| Economic Development Projects  | 400,000.00          | 0.00                       | 0%               |
| Transfers Out to Other Funds   | 912,340.00          | 0.00                       | 0%               |
| Commission Discretionary       | 20,000.00           | 405.00                     | 2%               |
| <b>Expenses Total</b>          | <b>5,745,229.00</b> | <b>1,844,076.47</b>        | <b>32%</b>       |
| <b>11 Maintenance</b>          |                     |                            |                  |
| <b>Revenue</b>                 |                     |                            |                  |
| Reimbursements                 | 30,000.00           | 19,042.11                  | 63%              |
| <b>Revenue Total</b>           | <b>30,000.00</b>    | <b>19,042.11</b>           | <b>63%</b>       |
| <b>Expenses</b>                |                     |                            |                  |
| Personnel Services             | 887,421.00          | 301,770.95                 | 34%              |
| Contractual Services           | 86,110.00           | 35,374.35                  | 41%              |
| Commodities                    | 77,951.00           | 18,481.09                  | 24%              |
| <b>Expenses Total</b>          | <b>1,051,482.00</b> | <b>355,626.39</b>          | <b>34%</b>       |

## 2023 YTD BUDGET REPORT

|                                 | Amended Budget      | Amt Received /<br>Expended | % Recd /<br>Used |
|---------------------------------|---------------------|----------------------------|------------------|
| <b>12 Planning &amp; Zoning</b> |                     |                            |                  |
| <b>Revenue</b>                  |                     |                            |                  |
| Reimbursements                  | 0.00                | 1,880.00                   |                  |
| <b>Revenue Total</b>            | <b>0.00</b>         | <b>1,880.00</b>            |                  |
| <b>Expenses</b>                 |                     |                            |                  |
| Personnel Services              | 88,964.00           | 36,890.01                  | 41%              |
| Contractual Services            | 17,700.00           | 1,282.35                   | 7%               |
| Commodities                     | 700.00              | 285.19                     | 41%              |
| <b>Expenses Total</b>           | <b>107,364.00</b>   | <b>38,457.55</b>           | 36%              |
| <b>13 Emergency Management</b>  |                     |                            |                  |
| <b>Revenue</b>                  |                     |                            |                  |
| Reimbursements                  | 100,000.00          | 126.81                     | 0%               |
| <b>Revenue Total</b>            | <b>100,000.00</b>   | <b>126.81</b>              | 0%               |
| <b>Expenses</b>                 |                     |                            |                  |
| Personnel Services              | 305,391.00          | 127,768.02                 | 42%              |
| Contractual Services            | 47,575.00           | 16,295.15                  | 34%              |
| Commodities                     | 35,200.00           | 8,815.52                   | 25%              |
| Other Expense & Reimbursements  | 0.00                | 593.42                     |                  |
| <b>Expenses Total</b>           | <b>388,166.00</b>   | <b>153,472.11</b>          | 40%              |
| <b>14 Sheriff - Jail</b>        |                     |                            |                  |
| <b>Revenue</b>                  |                     |                            |                  |
| Reimbursements                  | 40,000.00           | 43,131.36                  | 108%             |
| Other Revenue                   | 5,000.00            | 0.00                       | 0%               |
| <b>Revenue Total</b>            | <b>45,000.00</b>    | <b>43,131.36</b>           | 96%              |
| <b>Expenses</b>                 |                     |                            |                  |
| Personnel Services              | 2,502,889.00        | 1,056,622.34               | 42%              |
| Contractual Services            | 920,320.00          | 356,858.87                 | 39%              |
| Commodities                     | 215,000.00          | 105,572.64                 | 49%              |
| <b>Expenses Total</b>           | <b>3,638,209.00</b> | <b>1,519,053.85</b>        | 42%              |
| <b>15 Human Resources</b>       |                     |                            |                  |
| <b>Expenses</b>                 |                     |                            |                  |
| Personnel Services              | 190,733.00          | 77,126.25                  | 40%              |
| Contractual Services            | 52,950.00           | 20,695.08                  | 39%              |
| Commodities                     | 16,000.00           | 1,937.54                   | 12%              |
| <b>Expenses Total</b>           | <b>259,683.00</b>   | <b>99,758.87</b>           | 38%              |



## 2023 YTD BUDGET REPORT

|                                   | Amended Budget    | Amt Received /<br>Expended | % Recd /<br>Used |
|-----------------------------------|-------------------|----------------------------|------------------|
| <b>16 Appraiser</b>               |                   |                            |                  |
| <b>Revenue</b>                    |                   |                            |                  |
| Reimbursements                    | 3,000.00          | 3,945.50                   | 132%             |
| <b>Revenue Total</b>              | <b>3,000.00</b>   | <b>3,945.50</b>            | <b>132%</b>      |
| <b>Expenses</b>                   |                   |                            |                  |
| Personnel Services                | 676,347.00        | 274,195.89                 | 41%              |
| Contractual Services              | 71,300.00         | 28,518.98                  | 40%              |
| Commodities                       | 24,500.00         | 4,042.58                   | 17%              |
| <b>Expenses Total</b>             | <b>772,147.00</b> | <b>306,757.45</b>          | <b>40%</b>       |
| <b>17 County Clerk - Election</b> |                   |                            |                  |
| <b>Revenue</b>                    |                   |                            |                  |
| Reimbursements                    | 500.00            | 496.32                     | 99%              |
| <b>Revenue Total</b>              | <b>500.00</b>     | <b>496.32</b>              | <b>99%</b>       |
| <b>Expenses</b>                   |                   |                            |                  |
| Personnel Services                | 130,107.00        | 51,666.09                  | 40%              |
| Contractual Services              | 181,810.00        | 103,530.58                 | 57%              |
| Commodities                       | 18,800.00         | 2,383.90                   | 13%              |
| Other Expense & Reimbursements    | 0.00              | 50.00                      |                  |
| Transfers Out to Other Funds      | 58,161.00         | 9,366.00                   | 16%              |
| <b>Expenses Total</b>             | <b>388,878.00</b> | <b>166,996.57</b>          | <b>43%</b>       |
| <b>18 Information Technology</b>  |                   |                            |                  |
| <b>Revenue</b>                    |                   |                            |                  |
| Reimbursements                    | 28,000.00         | 19,970.17                  | 71%              |
| <b>Revenue Total</b>              | <b>28,000.00</b>  | <b>19,970.17</b>           | <b>71%</b>       |
| <b>Expenses</b>                   |                   |                            |                  |
| Personnel Services                | 548,285.00        | 235,593.65                 | 43%              |
| Contractual Services              | 418,075.00        | 353,513.28                 | 85%              |
| Commodities                       | 9,500.00          | 2,675.32                   | 28%              |
| <b>Expenses Total</b>             | <b>975,860.00</b> | <b>591,782.25</b>          | <b>61%</b>       |
| <b>24 Auto Center</b>             |                   |                            |                  |
| <b>Revenue</b>                    |                   |                            |                  |
| Reimbursements                    | 20,000.00         | 11,985.50                  | 60%              |
| <b>Revenue Total</b>              | <b>20,000.00</b>  | <b>11,985.50</b>           | <b>60%</b>       |
| <b>Expenses</b>                   |                   |                            |                  |
| Personnel Services                | 170,223.00        | 71,270.34                  | 42%              |
| Contractual Services              | 14,880.00         | 7,687.51                   | 52%              |
| Commodities                       | 15,380.00         | 2,452.77                   | 16%              |
| <b>Expenses Total</b>             | <b>200,483.00</b> | <b>81,410.62</b>           | <b>41%</b>       |

## 2023 YTD BUDGET REPORT

|   | Amended Budget | Amt Received /<br>Expended | % Recd /<br>Used |
|---|----------------|----------------------------|------------------|
| REVENUE TOTALS                              | 19,396,475.00  | 16,243,414.26              | 84%              |
| EXPENSE TOTALS                              | 22,466,457.00  | 8,342,701.10               | 37%              |
| Fund 001 General Fund                       | (3,069,982.00) | 7,900,713.16               |                  |
| Beginning Fund Balance:                     |                | 13,483,335.22              |                  |
| Ending Fund Balance:                        |                | 21,384,048.38              |                  |
| Cash Balance Forward (Budgeted Resource):   |                | 8,974,125.00               |                  |
| Reserve for Cash Carryover & Contingencies: |                | 5,550,000.00               |                  |

| Fund                                | Amended Budget                              | Amt Received / Expended | % Rec'd / Used |     |
|-------------------------------------|---|-------------------------|----------------|-----|
| <b>002 Aging &amp; Transit Fund</b> |   |                         |                |     |
| <b>Revenue</b>                      |   |                         |                |     |
| Taxes                               | 205,999.00                                  | 181,341.43              | 88%            |     |
| Licenses, Permits, and Fees         | 100.00                                      | 0.00                    | 0%             |     |
| Reimbursements                      | 6,125.00                                    | 5,352.80                | 87%            |     |
| Grant Revenues                      | 1,171,923.00                                | 381,524.05              | 33%            |     |
| Transfers In from Other Funds       | 437,340.00                                  | 0.00                    | 0%             |     |
| Other Revenue                       | 257,076.00                                  | 21,421.00               | 8%             |     |
| <b>Revenue Total</b>                | <b>2,078,563.00</b>                         | <b>589,639.28</b>       | <b>28%</b>     |     |
| <b>Expenses</b>                     |   |                         |                |     |
| Personnel Services                  | 1,355,740.00                                | 486,895.27              | 36%            |     |
| Contractual Services                | 594,451.00                                  | 168,665.70              | 28%            |     |
| Commodities                         | 286,150.00                                  | 50,096.29               | 18%            |     |
| Capital Improvement & Outlay        | 266,292.00                                  | 0.00                    | 0%             |     |
| Other Expense & Reimbursements      | 425.00                                      | 0.00                    | 0%             |     |
| <b>Expenses Total</b>               | <b>2,503,058.00</b>                         | <b>705,657.26</b>       | <b>28%</b>     |     |
|                                     | REVENUE TOTALS                              | 2,078,563.00            | 589,639.28     | 28% |
|                                     | EXPENSE TOTALS                              | 2,503,058.00            | 705,657.26     | 28% |
| Fund 002-Aging & Transit Totals     | (424,495.00)                                | (116,017.98)            |                |     |
|                                     | Beginning Fund Balance:                     | 933,802.29              |                |     |
|                                     | Ending Fund Balance:                        | 817,784.31              |                |     |
|                                     | Cash Balance Forward (Budgeted Resource):   | 489,751.00              |                |     |
|                                     | Reserve for Cash Carryover & Contingencies: | 60,000.00               |                |     |

| Fund                          | Amended Budget                              | Amt Received / Expended | % Rec'd / Used |     |
|-------------------------------|---|-------------------------|----------------|-----|
| <b>003 Public Health Fund</b> |   |                         |                |     |
| <b>Revenue</b>                |   |                         |                |     |
| Taxes                         | 673,691.00                                  | 595,991.79              | 88%            |     |
| Licenses, Permits, and Fees   | 10,500.00                                   | 15,081.72               | 144%           |     |
| Reimbursements                | 566,000.00                                  | 196,665.99              | 35%            |     |
| Grant Revenues                | 1,240,500.00                                | 862,095.03              | 69%            |     |
| Other Revenue                 | 500.00                                      | 3,123.82                | 625%           |     |
| <b>Revenue Total</b>          | <b>2,491,191.00</b>                         | <b>1,672,958.35</b>     | <b>67%</b>     |     |
| <b>Expenses</b>               |   |                         |                |     |
| Personnel Services            | 2,625,375.00                                | 923,370.21              | 35%            |     |
| Contractual Services          | 648,870.00                                  | 202,631.26              | 31%            |     |
| Commodities                   | 249,150.00                                  | 70,022.05               | 28%            |     |
| <b>Expenses Total</b>         | <b>3,523,395.00</b>                         | <b>1,196,023.52</b>     | <b>34%</b>     |     |
|                               | REVENUE TOTALS                              | 2,491,191.00            | 1,672,958.35   | 67% |
|                               | EXPENSE TOTALS                              | 3,523,395.00            | 1,196,023.52   | 34% |
| Fund 003-Public Health Totals | (1,032,204.00)                              | 476,934.83              |                |     |
|                               | Beginning Fund Balance:                     | 2,429,407.11            |                |     |
|                               | Ending Fund Balance:                        | 2,906,341.94            |                |     |
|                               | Cash Balance Forward (Budgeted Resource):   | 1,401,406.00            |                |     |
|                               | Reserve for Cash Carryover & Contingencies: | 352,000.00              |                |     |

| Fund                         | Amended Budget                            | Amt Received /<br>Expended | % Rec'd /<br>Used |     |
|------------------------------|---|----------------------------|-------------------|-----|
| <b>004 Noxious Weed Fund</b> |   |                            |                   |     |
| <b>Revenue</b>               |   |                            |                   |     |
| Taxes                        | 128,076.00                                | 114,451.86                 | 89%               |     |
| Other Revenue                | 12,000.00                                 | 7,836.44                   | 65%               |     |
| <b>Revenue Total</b>         | <b>140,076.00</b>                         | <b>122,288.30</b>          | <b>87%</b>        |     |
| <b>Expenses</b>              |   |                            |                   |     |
| Personnel Services           | 85,221.00                                 | 34,989.94                  | 41%               |     |
| Contractual Services         | 4,650.00                                  | 951.21                     | 20%               |     |
| Commodities                  | 51,150.00                                 | 34,271.13                  | 67%               |     |
| Transfers Out to Other Funds | 10,000.00                                 | 0.00                       | 0%                |     |
| <b>Expenses Total</b>        | <b>151,021.00</b>                         | <b>70,212.28</b>           | <b>46%</b>        |     |
|                              | REVENUE TOTALS                            | 140,076.00                 | 122,288.30        | 87% |
|                              | EXPENSE TOTALS                            | 151,021.00                 | 70,212.28         | 46% |
| Fund 004-Noxious Weed Totals | <b>(10,945.00)</b>                        | 52,076.02                  |                   |     |
|                              | Beginning Fund Balance:                   | 24,004.42                  |                   |     |
|                              | Ending Fund Balance:                      | 76,080.44                  |                   |     |
|                              | Cash Balance Forward (Budgeted Resource): | 14,375.00                  |                   |     |

| Fund                           | Amended Budget                            | Amt Received /<br>Expended | % Rec'd /<br>Used |     |
|--------------------------------|---|----------------------------|-------------------|-----|
| <b>006 Special Bridge Fund</b> |   |                            |                   |     |
| <b>Revenue</b>                 |   |                            |                   |     |
| Taxes                          | 276,294.00                                | 210,948.90                 | 76%               |     |
| Reimbursements                 | 300,000.00                                | 308,473.28                 | 103%              |     |
| <b>Revenue Total</b>           | <b>576,294.00</b>                         | <b>519,422.18</b>          | <b>90%</b>        |     |
| <b>Expenses</b>                |   |                            |                   |     |
| Contractual Services           | 2,400,000.00                              | 384,143.37                 | 16%               |     |
| Commodities                    | 350,000.00                                | 0.00                       | 0%                |     |
| <b>Expenses Total</b>          | <b>2,750,000.00</b>                       | <b>384,143.37</b>          | <b>14%</b>        |     |
|                                | REVENUE TOTALS                            | 576,294.00                 | 519,422.18        | 90% |
|                                | EXPENSE TOTALS                            | 2,750,000.00               | 384,143.37        | 14% |
| Fund 006-Special Bridge Totals | <b>(2,173,706.00)</b>                     | 135,278.81                 |                   |     |
|                                | Beginning Fund Balance:                   | 4,148,444.61               |                   |     |
|                                | Ending Fund Balance:                      | 4,283,723.42               |                   |     |
|                                | Cash Balance Forward (Budgeted Resource): | 2,178,454.00               |                   |     |

| Fund                                      | Amended Budget      | Amt Received /<br>Expended | % Rec'd /<br>Used |
|---|---------------------|----------------------------|-------------------|
| <b>007 Road &amp; Bridge Fund</b>         |                     |                            |                   |
| <b>Revenue</b>                            |                     |                            |                   |
| Taxes                                     | 5,262,162.00        | 4,758,691.56               | 90%               |
| Reimbursements                            | 0.00                | 63,957.71                  |                   |
| Other Revenue                             | 1,536,438.00        | 838,481.78                 | 55%               |
| <b>Revenue Total</b>                      | <b>6,798,600.00</b> | <b>5,661,131.05</b>        | <b>83%</b>        |
| <b>Expenses</b>                           |                     |                            |                   |
| Personnel Services                        | 2,327,125.00        | 815,399.14                 | 35%               |
| Contractual Services                      | 299,600.00          | 113,785.84                 | 38%               |
| Commodities                               | 3,682,000.00        | 544,141.18                 | 15%               |
| Capital Improvement & Outlay              | 466,500.00          | 81,210.00                  | 17%               |
| Transfers Out to Other Funds              | 400,000.00          | 0.00                       | 0%                |
| <b>Expenses Total</b>                     | <b>7,175,225.00</b> | <b>1,554,536.16</b>        | <b>22%</b>        |
| REVENUE TOTALS                            | 6,798,600.00        | 5,661,131.05               | 83%               |
| EXPENSE TOTALS                            | 7,175,225.00        | 1,554,536.16               | 22%               |
| Fund 007-Road & Bridge Totals             | <b>(376,625.00)</b> | 4,106,594.89               |                   |
| Beginning Fund Balance:                   |                     | 1,346,089.12               |                   |
| Ending Fund Balance:                      |                     | 5,452,684.01               |                   |
| Cash Balance Forward (Budgeted Resource): |                     | 519,367.00                 |                   |

| Fund  | Amended Budget        | Amt Received /<br>Expended | % Rec'd /<br>Used |
|---|-----------------------|----------------------------|-------------------|
| <b>008 Solid Waste Fund</b>                 |                       |                            |                   |
| <b>Revenue</b>                              |                       |                            |                   |
| Licenses, Permits, and Fees                 | 5,090,000.00          | 4,534,076.39               | 89%               |
| Reimbursements                              | 55,000.00             | 42,554.99                  | 77%               |
| Other Revenue                               | 5,000.00              | 35,465.20                  | 709%              |
| <b>Revenue Total</b>                        | <b>5,150,000.00</b>   | <b>4,612,096.58</b>        | <b>90%</b>        |
| <b>Expenses</b>                             |                       |                            |                   |
| Personnel Services                          | 1,683,838.00          | 573,191.07                 | 34%               |
| Contractual Services                        | 1,216,950.00          | 271,153.20                 | 22%               |
| Commodities                                 | 609,500.00            | 147,844.57                 | 24%               |
| Capital Improvement & Outlay                | 2,050,000.00          | 1,001,165.68               | 49%               |
| Transfers Out to Other Funds                | 650,950.00            | 47,975.00                  | 7%                |
| <b>Expenses Total</b>                       | <b>6,211,238.00</b>   | <b>2,041,329.52</b>        | <b>33%</b>        |
| REVENUE TOTALS                              | 5,150,000.00          | 4,612,096.58               | 90%               |
| EXPENSE TOTALS                              | 6,211,238.00          | 2,041,329.52               | 33%               |
| Fund 008-Solid Waste Totals                 | <b>(1,061,238.00)</b> | 2,570,767.06               |                   |
| Beginning Fund Balance:                     |                       | 6,422,083.53               |                   |
| Ending Fund Balance:                        |                       | 8,992,850.59               |                   |
| Cash Balance Forward (Budgeted Resource):   |                       | 5,095,008.00               |                   |
| Reserve for Cash Carryover & Contingencies: |                       | 4,033,770.00               |                   |

| Fund                           | Amended Budget                              | Amt Received /<br>Expended | % Rec'd /<br>Used |     |
|--------------------------------|---|----------------------------|-------------------|-----|
| <b>009 Youth Services Fund</b> |   |                            |                   |     |
| <b>Revenue</b>                 |   |                            |                   |     |
| Reimbursements                 | 1,329,595.00                                | 535,367.62                 | 40%               |     |
| Grant Revenues                 | 0.00  | 15,742.47                  |                   |     |
| Transfers In from Other Funds  | 400,000.00                                  | 0.00                       | 0%                |     |
| <b>Revenue Total</b>           | <b>1,729,595.00</b>                         | <b>551,110.09</b>          | <b>32%</b>        |     |
| <b>Expenses</b>                |   |                            |                   |     |
| Personnel Services             | 1,753,909.00                                | 724,848.57                 | 41%               |     |
| Contractual Services           | 113,745.00                                  | 35,628.13                  | 31%               |     |
| Commodities                    | 56,300.00                                   | 12,574.82                  | 22%               |     |
| Other Expense & Reimbursements | 126,082.00                                  | 27,034.20                  | 21%               |     |
| <b>Expenses Total</b>          | <b>2,050,036.00</b>                         | <b>800,085.72</b>          | <b>39%</b>        |     |
|                                | REVENUE TOTALS                              | 1,729,595.00               | 551,110.09        | 32% |
|                                | EXPENSE TOTALS                              | 2,050,036.00               | 800,085.72        | 39% |
| Fund 009-Youth Services Totals | <b>(320,441.00)</b>                         | <b>(248,975.63)</b>        |                   |     |
|                                | Beginning Fund Balance:                     | 896,861.45                 |                   |     |
|                                | Ending Fund Balance:                        | 647,885.82                 |                   |     |
|                                | Cash Balance Forward (Budgeted Resource):   | 752,619.00                 |                   |     |
|                                | Reserve for Cash Carryover & Contingencies: | 432,178.00                 |                   |     |

| Fund                                     | Amended Budget                            | Amt Received /<br>Expended | % Rec'd /<br>Used |    |
|--|---|----------------------------|-------------------|----|
| <b>013 Solid Waste Post-Closure Fund</b> |   |                            |                   |    |
| <b>Revenue</b>                           |   |                            |                   |    |
| Transfers In from Other Funds            | 400,000.00                                | 0.00                       | 0%                |    |
| <b>Revenue Total</b>                     | <b>400,000.00</b>                         | <b>0.00</b>                | <b>0%</b>         |    |
| <b>Expenses</b>                          |   |                            |                   |    |
| Contractual Services                     | 330,000.00                                | 60,051.48                  | 18%               |    |
| Capital Improvement & Outlay             | 6,132,913.00                              | 0.00                       | 0%                |    |
| <b>Expenses Total</b>                    | <b>6,462,913.00</b>                       | <b>60,051.48</b>           | <b>1%</b>         |    |
|  | REVENUE TOTALS                            | 400,000.00                 | 0.00              | 0% |
|  | EXPENSE TOTALS                            | 6,462,913.00               | 60,051.48         | 1% |
| Fund 013-Solid Waste Post-Closure Totals | <b>(6,062,913.00)</b>                     | <b>(60,051.48)</b>         |                   |    |
|  | Beginning Fund Balance:                   | 6,942,945.86               |                   |    |
|  | Ending Fund Balance:                      | 6,882,894.38               |                   |    |
|  | Cash Balance Forward (Budgeted Resource): | 6,062,913.00               |                   |    |

| Fund                              | Amended Budget                              | Amt Received / Expended | % Rec'd / Used |     |
|-----------------------------------|---|-------------------------|----------------|-----|
| <b>015 Employee Benefits Fund</b> |   |                         |                |     |
| <b>Revenue</b>                    |   |                         |                |     |
| Taxes                             | 5,454,357.00                                | 4,841,761.69            | 89%            |     |
| Reimbursements                    | 1,314,000.00                                | 558,266.94              | 42%            |     |
| <b>Revenue Total</b>              | <b>6,768,357.00</b>                         | <b>5,400,028.63</b>     | <b>80%</b>     |     |
| <b>Expenses</b>                   |   |                         |                |     |
| Personnel Services                | 4,400,321.00                                | 1,964,315.71            | 45%            |     |
| Contractual Services              | 5,000.00                                    | 3,484.50                | 70%            |     |
| Other Expense & Reimbursements    | 4,000.00                                    | 0.00                    | 0%             |     |
| Transfers Out to Other Funds      | 4,800,000.00                                | 1,646,952.00            | 34%            |     |
| <b>Expenses Total</b>             | <b>9,209,321.00</b>                         | <b>3,614,752.21</b>     | <b>39%</b>     |     |
|                                   | REVENUE TOTALS                              | 6,768,357.00            | 5,400,028.63   | 80% |
|                                   | EXPENSE TOTALS                              | 9,209,321.00            | 3,614,752.21   | 39% |
| Fund 015-Employee Benefits Totals | <b>(2,440,964.00)</b>                       | 1,785,276.42            |                |     |
|                                   | Beginning Fund Balance:                     | 4,967,541.03            |                |     |
|                                   | Ending Fund Balance:                        | 6,752,817.45            |                |     |
|                                   | Cash Balance Forward (Budgeted Resource):   | 4,082,534.00            |                |     |
|                                   | Reserve for Cash Carryover & Contingencies: | 1,500,000.00            |                |     |

| Fund                        | Amended Budget                            | Amt Received / Expended | % Rec'd / Used |     |
|-----------------------------|---|-------------------------|----------------|-----|
| <b>017 TECH Center Fund</b> |   |                         |                |     |
| <b>Revenue</b>              |   |                         |                |     |
| Taxes                       | 500,400.00                                | 449,290.80              | 90%            |     |
| <b>Revenue Total</b>        | <b>500,400.00</b>                         | <b>449,290.80</b>       | <b>90%</b>     |     |
| <b>Expenses</b>             |   |                         |                |     |
| Contractual Services        | 510,000.00                                | 314,000.00              | 62%            |     |
| <b>Expenses Total</b>       | <b>510,000.00</b>                         | <b>314,000.00</b>       | <b>62%</b>     |     |
|                             | REVENUE TOTALS                            | 500,400.00              | 449,290.80     | 90% |
|                             | EXPENSE TOTALS                            | 510,000.00              | 314,000.00     | 62% |
| Fund 017-TECH Center Totals | <b>(9,600.00)</b>                         | 135,290.80              |                |     |
|                             | Beginning Fund Balance:                   | 24,975.17               |                |     |
|                             | Ending Fund Balance:                      | 160,265.97              |                |     |
|                             | Cash Balance Forward (Budgeted Resource): | 22,937.00               |                |     |

| Fund                          | Amended Budget                            | Amt Received / Expended | % Rec'd / Used |     |
|-------------------------------|---|-------------------------|----------------|-----|
| <b>018 Mental Health Fund</b> |   |                         |                |     |
| <b>Revenue</b>                |   |                         |                |     |
| Taxes                         | 444,884.00                                | 398,905.40              | 90%            |     |
| <b>Revenue Total</b>          | <b>444,884.00</b>                         | <b>398,905.40</b>       | <b>90%</b>     |     |
| <b>Expenses</b>               |   |                         |                |     |
| Contractual Services          | 452,025.00                                | 277,025.00              | 61%            |     |
| <b>Expenses Total</b>         | <b>452,025.00</b>                         | <b>277,025.00</b>       | <b>61%</b>     |     |
|                               | REVENUE TOTALS                            | 444,884.00              | 398,905.40     | 90% |
|                               | EXPENSE TOTALS                            | 452,025.00              | 277,025.00     | 61% |
| Fund 018-Mental Health Totals | <b>(7,141.00)</b>                         | 121,880.40              |                |     |
|                               | Beginning Fund Balance:                   | 20,584.21               |                |     |
|                               | Ending Fund Balance:                      | 142,464.61              |                |     |
|                               | Cash Balance Forward (Budgeted Resource): | 18,999.00               |                |     |



| Fund   | Amended Budget                              | Amt Received / Expended | % Rec'd / Used |      |
|--|---|-------------------------|----------------|------|
| <b>029 Special Parks &amp; Recreation Fund</b> |   |                         |                |      |
| <b>Revenue</b>                                 |   |                         |                |      |
| Taxes  | 18,965.00                                   | 5,810.75                | 31%            |      |
| <b>Revenue Total</b>                           | <b>18,965.00</b>                            | <b>5,810.75</b>         | 31%            |      |
| <b>Expenses</b>                                |   |                         |                |      |
| Contractual Services                           | 10,000.00                                   | 10,000.00               | 100%           |      |
| <b>Expenses Total</b>                          | <b>10,000.00</b>                            | <b>10,000.00</b>        | 100%           |      |
|  | REVENUE TOTALS                              | 18,965.00               | 5,810.75       | 31%  |
|  | EXPENSE TOTALS                              | 10,000.00               | 10,000.00      | 100% |
| Fund 029 Special Parks & Recreation Totals     | 8,965.00                                    | (4,189.25)              |                |      |
|  | Beginning Fund Balance:                     | 13,571.88               |                |      |
|  | Ending Fund Balance:                        | 9,382.63                |                |      |
|  | Cash Balance Forward (Budgeted Resource):   | 8,291.00                |                |      |
|  | Reserve for Cash Carryover & Contingencies: | 17,256.00               |                |      |

| Fund                                       | Amended Budget                              | Amt Received / Expended | % Rec'd / Used |      |
|--|---|-------------------------|----------------|------|
| <b>030 Special Alcohol &amp; Drug Fund</b> |   |                         |                |      |
| <b>Revenue</b>                             |   |                         |                |      |
| Taxes                                      | 18,965.00                                   | 6,795.58                | 36%            |      |
| <b>Revenue Total</b>                       | <b>18,965.00</b>                            | <b>6,795.58</b>         | 36%            |      |
| <b>Expenses</b>                            |   |                         |                |      |
| Contractual Services                       | 10,000.00                                   | 10,000.00               | 100%           |      |
| <b>Expenses Total</b>                      | <b>10,000.00</b>                            | <b>10,000.00</b>        | 100%           |      |
|  | REVENUE TOTALS                              | 18,965.00               | 6,795.58       | 36%  |
|  | EXPENSE TOTALS                              | 10,000.00               | 10,000.00      | 100% |
| Fund 030 Special Alcohol & Drug Totals     | 8,965.00                                    | (3,204.42)              |                |      |
|  | Beginning Fund Balance:                     | 38,524.51               |                |      |
|  | Ending Fund Balance:                        | 35,320.09               |                |      |
|  | Cash Balance Forward (Budgeted Resource):   | 30,271.00               |                |      |
|  | Reserve for Cash Carryover & Contingencies: | 39,236.00               |                |      |

| Fund                                | Amended Budget                              | Amt Received / Expended | % Rec'd / Used |     |
|-------------------------------------|---|-------------------------|----------------|-----|
| <b>083 Bond &amp; Interest Fund</b> |   |                         |                |     |
| <b>Revenue</b>                      |   |                         |                |     |
| Taxes                               | 948,964.00                                  | 838,052.97              | 88%            |     |
| Transfers In from Other Funds       | 250,950.00                                  | 199,168.76              | 79%            |     |
| Other Revenue                       | 52,314.00                                   | 51,287.73               | 98%            |     |
| <b>Revenue Total</b>                | <b>1,252,228.00</b>                         | <b>1,088,509.46</b>     | 87%            |     |
| <b>Expenses</b>                     |   |                         |                |     |
| Contractual Services                | 1,749,701.00                                | 216,800.00              | 12%            |     |
| <b>Expenses Total</b>               | <b>1,749,701.00</b>                         | <b>216,800.00</b>       | 12%            |     |
|                                     | REVENUE TOTALS                              | 1,252,228.00            | 1,088,509.46   | 87% |
|                                     | EXPENSE TOTALS                              | 1,749,701.00            | 216,800.00     | 12% |
| Fund 083 Bond & Interest Totals     | (497,473.00)                                | 871,709.46              |                |     |
|                                     | Beginning Fund Balance:                     | 550,701.51              |                |     |
|                                     | Ending Fund Balance:                        | 1,422,410.97            |                |     |
|                                     | Cash Balance Forward (Budgeted Resource):   | 672,256.00              |                |     |
|                                     | Reserve for Cash Carryover & Contingencies: | 150,000.00              |                |     |

| Fund  | Amended Budget   | Amt Received / Expended | % Rec'd / Used |
|---|------------------|-------------------------|----------------|
| <b>085 Noxious Weed Capital Outlay Fund</b> |                  |                         |                |
| <b>Revenue</b>                              |                  |                         |                |
| Transfers In from Other Funds               | 10,000.00        | 0.00                    | 0%             |
| <b>Revenue Total</b>                        | <b>10,000.00</b> | <b>0.00</b>             | <b>0%</b>      |
| REVENUE TOTALS                              | 10,000.00        | 0.00                    | 0%             |
| EXPENSE TOTALS                              | 0.00             | 0.00                    |                |
| Fund 085 Noxious Weed Capital Outlay Totals | 10,000.00        | 0.00                    |                |
| Beginning Fund Balance:                     |                  | 104,276.58              |                |
| Ending Fund Balance:                        |                  | 104,276.58              |                |
| Cash Balance Forward (Budgeted Resource):   |                  | 89,776.00               |                |
| Reserve for Cash Carryover & Contingencies: |                  | 99,776.00               |                |

| Fund   | Amended Budget   | Amt Received / Expended | % Rec'd / Used |
|--|------------------|-------------------------|----------------|
| <b>086 Public Health Capital Outlay Fd</b>   |                  |                         |                |
| <b>Expenses</b>                              |                  |                         |                |
| Capital Improvement & Outlay                 | 25,000.00        | 0.00                    | 0%             |
| <b>Expenses Total</b>                        | <b>25,000.00</b> | <b>0.00</b>             | <b>0%</b>      |
| REVENUE TOTALS                               | 0.00             | 0.00                    |                |
| EXPENSE TOTALS                               | 25,000.00        | 0.00                    | 0%             |
| Fund 086 Public Health Capital Outlay Totals | (25,000.00)      | 0.00                    |                |
| Beginning Fund Balance:                      |                  | 413,200.50              |                |
| Ending Fund Balance:                         |                  | 413,200.50              |                |
| Cash Balance Forward (Budgeted Resource):    |                  | 433,480.00              |                |
| Reserve for Cash Carryover & Contingencies:  |                  | 408,480.00              |                |

| Fund                                      | Amended Budget    | Amt Received / Expended | % Rec'd / Used |
|---|-------------------|-------------------------|----------------|
| <b>087 Historical Museum Fund</b>         |                   |                         |                |
| <b>Revenue</b>                            |                   |                         |                |
| Taxes                                     | 181,654.00        | 163,053.28              | 90%            |
| <b>Revenue Total</b>                      | <b>181,654.00</b> | <b>163,053.28</b>       | <b>90%</b>     |
| <b>Expenses</b>                           |                   |                         |                |
| Contractual Services                      | 185,000.00        | 113,000.00              | 61%            |
| <b>Expenses Total</b>                     | <b>185,000.00</b> | <b>113,000.00</b>       | <b>61%</b>     |
| REVENUE TOTALS                            | 181,654.00        | 163,053.28              | 90%            |
| EXPENSE TOTALS                            | 185,000.00        | 113,000.00              | 61%            |
| Fund 087 Historical Museum Totals         | (3,346.00)        | 50,053.28               |                |
| Beginning Fund Balance:                   |                   | 8,629.79                |                |
| Ending Fund Balance:                      |                   | 58,683.07               |                |
| Cash Balance Forward (Budgeted Resource): |                   | 8,184.00                |                |

| Fund                                   | Amended Budget                              | Amt Received /<br>Expended | % Rec'd /<br>Used |
|--|---|----------------------------|-------------------|
| <b>093 Special Equipment Fund</b>      |   |                            |                   |
| <b>Revenue</b>                         |   |                            |                   |
| Taxes                                  | 523,537.00                                  | 473,320.41                 | 90%               |
| Reimbursements                         | 130,288.00                                  | 0.00                       | 0%                |
| <b>Revenue Total</b>                   | <b>653,825.00</b>                           | <b>473,320.41</b>          | <b>72%</b>        |
| <b>Expenses</b>                        |   |                            |                   |
| Contractual Services                   | 319,800.00                                  | 51,300.00                  | 16%               |
| Capital Improvement & Outlay           | 398,209.00                                  | 209,016.81                 | 52%               |
| <b>Expenses Total</b>                  | <b>718,009.00</b>                           | <b>260,316.81</b>          | <b>36%</b>        |
|  | REVENUE TOTALS                              | 473,320.41                 | 72%               |
|  | EXPENSE TOTALS                              | 260,316.81                 | 36%               |
| Fund 093 Special Equipment Fund Totals | <b>(64,184.00)</b>                          | 213,003.60                 |                   |
|  | Beginning Fund Balance:                     | 332,387.02                 |                   |
|  | Ending Fund Balance:                        | 545,390.62                 |                   |
|  | Cash Balance Forward (Budgeted Resource):   | 228,517.00                 |                   |
|  | Reserve for Cash Carryover & Contingencies: | 150,000.00                 |                   |

| Fund                              | Amended Budget                              | Amt Received /<br>Expended | % Rec'd /<br>Used |
|-----------------------------------|---|----------------------------|-------------------|
| <b>094 Special Road Fund</b>      |   |                            |                   |
| <b>Revenue</b>                    |   |                            |                   |
| Taxes                             | 8,976.00                                    | 9,421.14                   | 105%              |
| Grant Revenues                    | 0.00  | 17,240.24                  |                   |
| <b>Revenue Total</b>              | <b>8,976.00</b>                             | <b>26,661.38</b>           | <b>297%</b>       |
| <b>Expenses</b>                   |   |                            |                   |
| Contractual Services              | 0.00  | 17,240.25                  |                   |
| Capital Improvement & Outlay      | 755,000.00                                  | 0.00                       | 0%                |
| <b>Expenses Total</b>             | <b>755,000.00</b>                           | <b>17,240.25</b>           | <b>2%</b>         |
|                                   | REVENUE TOTALS                              | 26,661.38                  | 297%              |
|                                   | EXPENSE TOTALS                              | 17,240.25                  | 2%                |
| Fund 094 Special Road Fund Totals | <b>(746,024.00)</b>                         | 9,421.13                   |                   |
|                                   | Beginning Fund Balance:                     | 1,214,745.57               |                   |
|                                   | Ending Fund Balance:                        | 1,224,166.70               |                   |
|                                   | Cash Balance Forward (Budgeted Resource):   | 782,489.00                 |                   |
|                                   | Reserve for Cash Carryover & Contingencies: | 36,465.00                  |                   |

| Fund                         | Amended Budget                              | Amt Received / Expended | % Rec'd / Used |     |
|------------------------------|---|-------------------------|----------------|-----|
| <b>098 CIP Fund</b>          |   |                         |                |     |
| <b>Revenue</b>               |   |                         |                |     |
| Taxes                        | 255,476.00                                  | 217,742.53              | 85%            |     |
| <b>Revenue Total</b>         | <b>255,476.00</b>                           | <b>217,742.53</b>       | 85%            |     |
| <b>Expenses</b>              |   |                         |                |     |
| Capital Improvement & Outlay | 457,000.00                                  | 16,225.00               | 4%             |     |
| <b>Expenses Total</b>        | <b>457,000.00</b>                           | <b>16,225.00</b>        | 4%             |     |
|                              | REVENUE TOTALS                              | 255,476.00              | 217,742.53     | 85% |
|                              | EXPENSE TOTALS                              | 457,000.00              | 16,225.00      | 4%  |
|                              | Fund 098 CIP Totals                         | (201,524.00)            | 201,517.53     |     |
|                              | Beginning Fund Balance:                     | 367,679.89              |                |     |
|                              | Ending Fund Balance:                        | 569,197.42              |                |     |
|                              | Cash Balance Forward (Budgeted Resource):   | 307,429.00              |                |     |
|                              | Reserve for Cash Carryover & Contingencies: | 100,000.00              |                |     |

| Fund                              | Amended Budget                            | Amt Received / Expended | % Rec'd / Used |     |
|-----------------------------------|---|-------------------------|----------------|-----|
| <b>180 Internal Services Fund</b> |   |                         |                |     |
| <b>Revenue</b>                    |   |                         |                |     |
| Reimbursements                    | 515,000.00                                | 207,331.99              | 40%            |     |
| <b>Revenue Total</b>              | <b>515,000.00</b>                         | <b>207,331.99</b>       | 40%            |     |
| <b>Expenses</b>                   |   |                         |                |     |
| Commodities                       | 590,846.00                                | 174,027.45              | 29%            |     |
| <b>Expenses Total</b>             | <b>590,846.00</b>                         | <b>174,027.45</b>       | 29%            |     |
|                                   | REVENUE TOTALS                            | 515,000.00              | 207,331.99     | 40% |
|                                   | EXPENSE TOTALS                            | 590,846.00              | 174,027.45     | 29% |
|                                   | Fund 180 Internal Services Totals         | (75,846.00)             | 33,304.54      |     |
|                                   | Beginning Fund Balance:                   | 117,012.87              |                |     |
|                                   | Ending Fund Balance:                      | 150,317.41              |                |     |
|                                   | Cash Balance Forward (Budgeted Resource): | 75,846.00               |                |     |