



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 Ave.
Hutchinson, KS 67501
Wednesday, May 22, 2024, 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 drafted minutes for approval March 13th, March 27th, and March 27th Canvass 2024
 - 6.C BOCC minutes for April 10th and April 24th, 2024 drafts
 - 6.D Purchase one 2024 Ford Maverick from Midway Motors in the amount of \$28,759 for the Sheriff's Department and declare a 2014 Ford F150 (1FTFW1EF0EKE90611) as surplus to be either auctioned on Purple Wave or traded in. Would also like to authorize County Administrator Randy Partington to sign the title work.
 - 6.E Resolution 2024____ Planning Case #2024-03 - A request and Resolution by Unified School District #313 (Applicant: Landmark Architects) for a conditional use permit to establish a daycare center on a parcel of land zoned R-1 - Rural Residential District. The property is located at 509 E. 56th Avenue which is at the southeast corner of N. Plum Street and E. 56th Avenue
 - 6.F Resolution 2024____ Planning Case #2024-04 - A request by the Central Kansas Gun Club of Reno County, Inc. (Applicant: Nex-Tech Wireless) for a conditional use permit to construct a not-to-exceed 220-foot-tall self-support telecommunication tower and place a temporary 150-foot-tall cell-on-wheels (COW) on a parcel of land zoned AG - Agricultural District. The property is located at 7908 N. Lorraine Street which is approximately 3/4 of a mile north of the intersection of E. 69th Avenue and N. Lorraine Street.
 - 6.G Revision of the Electronic Media, Mobile Device Security, and Training Policy
7. **Business Items**

Randy Parks
District 1

Ron Hirst
District 2

Daniel P. Friesen
District 3

John Whitesel
District 4

Don Bogner
District 5

- 7.A Reno County Health Department Annual Report
- 7.B Replacement Appointment to the Reno County Health Department (RCHD) Advisory Board
- 7.C Discussion of Sheriff's Shooting Range Phase II, Fire District #3, and Fire District #7 Building Needs

8. County Administrator Report

- 8.A Monthly Department Reports
- 8.B Financial Report

9. County Commission Report/Comments

10. Adjournment



AGENDA ITEM

AGENDA ITEM #6.B

AGENDA DATE: May 22, 2024

PRESENTED BY: Cindy Martin

AGENDA TOPIC:

BOCC drafted minutes for approval March 13th, March 27th, and March 27th Canvass 2024

ALL OPTIONS:

1. Approve
2. Change
3. Deny

RECOMMENDATION / REQUEST:

Approve minutes for final copy

Make changes before final printing

March 27th, 2024
Reno County Courthouse
Hutchinson, Kansas

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

The meeting began at 9:00 a.m. with the Pledge of Allegiance followed by a short sectarian prayer led by Pastor Ryan Raigoza with Soul Winners Mission Church.

There was one addition Mr. Whitesel requested to remove from the consent agenda item 6H putting it as item 7F under the business section for the Community Corrections Policy Update.

Mr. Friesen moved, seconded by Mr. Bogner, to approve the consent agenda consisting of items 6A through 6H which includes the: **(6A)** Accounts Payable Ledger for claims payable on March 22nd, 2024, totaling \$577,105.52; Accounts Payable Ledger for claims payable on March 29th, 2024, totaling \$614,622.97; **(6B)** approval of BOCC final minutes for February 14th and 28th, 2024; **(6C)** approve resolution 2024-05 to add Deputy Treasurers Christen Andrews and Jeanette Williams on the State of Kansas Multiple Investment Pool (MIP) Accounts; **(6D)** approve the revised EMS Agreement with Hutchinson Regional Medical Center, Inc.; **(6E)** approve the Community Corrections One-Year Contract Extension with Community solutions, Inc. for Quality Assurance and Coaching; **(6F)** approve the Community Corrections Adult Supervision FY2025 Grant Application to the Kansas Department of Corrections; **(6G)** approve Community Corrections Juvenile Intensive Supervision Probation Policy Updates; **(6H)** approval of Community Corrections Policy Updates; as amended by staff. The motion for the consent agenda was approved by a roll call vote of 5-0.

7A. Vikki Mader CEO Horizon's Mental Health explained the Horizons Quarterly Report. She spoke about restoration and how they got inmates competent to stand trial. Service updates for medical services to meet requirements and financial stats.

7B. Carla Stanfield, United Way Resource Development Representative gave an informational presentation on a new emotional support online platform program at a reduced cost to United Way and a free tool for anyone, United Way was sponsoring the 7 Cups application.

The application was live and ready to go. She explained it was available to all residents of Reno County with no cost to the taxpayers. Ms. Stanfield referred to partnerships with Reno County and some church-based partners in the area.

7C. Don Brittain Public Works Director gave a brief annual report. He spoke about replacing the for the Buhler bridge issues, now cost is approximately a \$7 million dollar project with 80 percent paid for in this grant. Mr. Friesen thanked him for all his hard work on the grant to assist a major bridge project solving a long-standing issue with flooding.

7D. County Attorney Patrick Hofman said there was a moratorium put on solar county wide because he said there were not any regulations dealing with solar issues in the county. He spoke about the zone area with solar, in the unzone area it has been discussed with what is wanted there. He explained three general solar options toward Countywide Zoning; 1) keep status quo, 2) commission could instruct Planning and Zoning to review the map and apply current zoning county wide which would require public hearings, 3) the county is zoned in some fashion countywide, it either has full or part of the wind energy conversion system district. The Board could direct Planning and Zoning to do a text amendment to the wind energy conversion system district asking them to regulate solar. Options 2 and 3 would go through the Planning and Zoning process and have a recommendation brought to the Board of Commissioners.

Mr. Parks suggested hearing from the rural community on solar/wind and wanted to have town hall meetings to see what they wanted since they moved out to have no restrictions.

Mr. Hirst commented that he had a lot of rural residents who would appreciate having public meetings. He was compiling a list of options to discuss at these public meetings. He spoke about the 10,000-acre event in a solar panel field in Texas that had been hit by baseball size hail, he said there were no harsh chemicals discovered nor reported yet. Mr. Hoffman stated after hearing Mr. Hirst concerns maybe option (4) should be taking the solar issue into the rural residents. Mr. Hirst motioned to give directions to the County Counselor to write a resolution or legal document to prohibit commercial solar systems. Article 25-108(b) applies to Limited Solar not commercial systems, and he would like to prohibit it countywide and have the limited solar as defined in Article 25 applied to whole county.

Mr. Hoffman stated the prohibition could be done but he said they needed to go through the proper channels starting with Planning and Zoning whether countywide or just wind district. The Commission could direct Planning and Zoning to put language to apply solar to wind district or county wide, these are the two options to regulate solar in the unzone area. He said they could not do it by a resolution it must go through Planning and Zoning.

Mr. Bogner was concerned about chemicals from a damaged solar panel and that there were no third-party checks or regulations in place to keep the issue in line. There are no water or soil samples to test and make a base line for checks. He said we could mitigate it early for smaller solar panels and residential.

Mr. Parks asked Mr. Newton to speak about solar. Bill Newton from Valley Center is a co-owner of a solar company and liaison for City Power and Light. After briefly discussed solar energy and how safe it was. He stated that the commission may be keeping the county behind the times in solar energy. Ark Valley stated residents could get energy cheaper with solar than if Ark Valley was purchasing energy from Evergy.

Mr. Friesen wanted a point of order; he asked the chairman to go back to the agenda item to keep them on track with it.

Mr. Hoffman restated staff wanted to do the will of the commission with the presented three options. He asked what direction the Board wanted to take. He then asked if they wanted Planning and Zoning to add solar regulations to the wind district in unzone area or take existing zoning and expand it.

Mr. Whitesel expressed concern with watershed areas. He suggested having another option in the watershed area of Reno County concerning regulating unzone areas for solar.

Mr. Hoffman said that they would have to instruct Planning and Zoning to create a new district, creating another zone in the county.

Mr. Brittain questioned prohibiting commercial solar in the wind district since there were no regulations on commercial. He said if you want to prohibit it then it would go to Planning and Zoning and would come back to you. Zone western half of county or not or the whole county. He explained prohibition and regulations county wide and the process of how to do it one step

at a time. If the Commission decides today to approve the regulations in the countywide area for Limited Solar System, that is done. Then we move on to another step with solar countywide.

Mr. Hirst moved to prohibit large-scale utility commercial solar facilities as defined in Article 25 allowing limited solar and regulated in Article 25 countywide. Mr. Whitesel stated point of order that motion did not go with the agenda item, so it died for lack of a second.

Mr. Whitesel moved to table agenda item 7D until after discussing agenda item 7E. The Board approved by consensus.

Mr. Hoffman recapped item 7E stating last meeting the Board reviewed some limited scale solar regulations returning them to the Planning and Zoning Commission for revisions. He said they made some revisions and sent them back. Now you are looking to approve the revisions asked for previously.

Mr. Brittain asked the Board if they were approving the revisions as presented from the Planning and Zoning recommended or not.

7E. There was a review of the Limited Scale Solar Regulation changes made at the Planning and Zoning (P&Z) meeting on March 21, 2024, pertaining to the five subject matters.

- 1) address the potential for industrial pollutants that may be generated during the life of the project. The P&Z Commission by consensus recommended no change to the draft regulations.
- 2) Article 25-108(8)(A) battery energy storage system, specifics should be developed to define the type of building material. The P&Z Commission motion was made by Commissioner Macklin to prohibit battery storage within a limited scale commercial solar energy system; seconded by Commissioner Seltzer. The motion passed by a 6-1 vote with Strand voting opposed. (See Article 25-108 for the specific language passed in the motion).

Mr. Brittain briefly went over Limited Scale Solar. He spoke with Ark Valley regarding the use of batteries and was told they do not use batteries, so this was not a major issue for building storage materials. In the future if a company needed batteries, they would have to go to the Planning and Zoning Commission stating the

- type of building needed and it will be identified at that time and be put in the regulations.
- 3) Article 25-108(9)(A) noise addresses whether the maximum noise level on the outer wall of a non-participating landowner's principal building should be changed to 40dBA or something else or left at 60 dBA. The P&Z Commission voted by consensus to make no changes to the drafted regulations.
 - 4) Article 25-105(2)(A) and Article 25-108(1)(B) address clarifying the language that states all limited scale commercial solar projects, whether they are existing or proposed, shall be a minimum distance of two miles. By consensus P&Z Commission recommended no change to the draft regulations. By consensus P&Z Commission determined that no limited scale commercial solar energy system within County jurisdiction, may be located within two miles of another system.
 - 5) Article 25-107(3) Documents, plans, studies, reports, other permits address whether gravel and rock should be prohibited when restoring the ground after a limited scale solar facility is constructed. The P&Z Commission discussed rock and gravel if it should be considered an impervious surface. A motion was made and failed. More discussion on the item another motion was made to remove the words "Gravel, rock or other" and after the word "Material" insert the words "Such as concrete or asphalt". The motion was passed with a 7-0 vote. The sentence will now read "The utilization of impervious material, such as concrete or asphalt, beneath the solar panels is prohibited."

Mr. Hirst moved to prohibit large-scale utility commercial solar facilities as defined in Article 25 and only allow limited solar as defined and regulated in Article 25 countywide. The motion died for lack of a second.

Mr. Whitesel moved, seconded by Mr. Bogner, to accept the solar regulations as presented by staff for the zoned portion of the county. No vote was taken at this time.

Mr. Friesen asked for clarification on the motion adopting certain regulations associated with Limited Scale Solar. He asked Mr. Brittain to define limited scale. Mr. Brittain stated it was 10 acres or less of property and not more than 2 megawatts of electricity or less. There are three levels: small residential not addressed yet, large scale commercial under moratorium and not addressed yet either which could be banned,

and limited scale solar. He asked if there were regulations in the county on storage of other dangerous materials.

Mr. Vonachen County Planner said there were no specific regulations for other dangerous materials, however that kind of land use would have to go through the conditional use permit process and the Planning Commission would set the guidelines.

Mr. Friesen questioned the building for other dangerous materials and how it would have to be a conditional use permit with factors. We are being focused on a certain specific item not addressed other dangerous materials.

Mr. Friesen moved to amend the motion by Mr. Whitesel, strike the language prohibiting battery storage. **Mr. Parks seconded the motion.** No vote at this time.

Mr. Hoffman reminded the Commissioners that this vote, since it came from the Planning Commission's recommendation, would require a super majority meaning it must have 4 votes not 3 to win the issue. The amended motion failed with a 3 to 2 vote with Mr. Bogner and Mr. Whitesel opposed.

Mr. Friesen questioned the K.S.A. statute for super majority. Mr. Hoffman quoted the statute K.S.A. 12-749 (D) and he read the statute for Mr. Friesen that outlined what a super majority vote was by commissioners.

There was a large discussion on battery storage.

Mr. Whitesel amended his motion regarding sending it back to the Planning Commission regarding battery storage providing there is language that a suitable building be built for batteries. No vote at this time

Mr. Friesen asked Mr. Whitesel to withdraw his motion. Mr. Whitesel still wanted to send it back to Planning and Zoning.

Mr. Vonachen discussed buildings for batteries that were not needed at this time. He said batteries on Limited Scale Solar are prohibited. He said it could be done in the future through the process of a conditional use permit.

Mr. Whitesel motioned to amend his previous motion to allow the battery storage as was written in Article 25-108 (A) the previous recommended regulations two weeks ago with the change to require building suitable to contain the batteries stored

within as determined by the Planning Commission in the conditional use permit process, **seconded by Mr. Hirst**. No vote taken at this time.

Mr. Friesen asked to strike restricting and said don't say you need a building just leave it for Planning and Zoning, "no to boxing us in". Mr. Friesen asked Mr. Whitesel to withdraw his motion and Mr. Friesen would make a motion. Mr. Whitesel did not want to withdraw his motion; he would like to send it back to the Planning Commission.

Gary Graber commented on battery storage in commercial industries that use large scale battery storage and stating the Board could affect other companies who are not connected with solar.

Mr. Whitesel voting on the amended motion to accept what they had two weeks ago (8) regarding the storing of batteries in a building. (A) The change was to be suitable to contain the battery with a locking mechanism. No vote at this time

Mr. Friesen moved to amend the amendment striking building requirements in (8A), **seconded by Mr. Parks**. The motion failed with a 2-3 vote with Mr. Bogner, Mr. Hirst and Mr. Whitesel opposed.

Mr. Whitesel moved, seconded by Mr. Hirst, to adopt the agenda item for Limited Scale Solar with amendment 8(A) changing (A) to include enclosed in a building and adopt all of that in the county zoning code. The motion was approved by a 4-1 vote with Mr. Bogner opposed.

Amended motion 8(A) changes that A battery storage systems will be stored into the county zoning code. The motion was approved by a 4-1 with Mr. Bogner opposed.

7D. Countywide Zoning Options had (4) Cheney watershed in unzone area needs to have public hearings. Mr. Hirst stated public meetings should take place to educate the public because they have zero rights now, giving the people a voice to say what they would like. **Mr. Friesen moved, seconded by Mr. Whitesel**, to table item 7D until commissioners with unzone areas can give information to the Chairman for discussion on countywide zoning options. The motion was approved by a 5-0 vote.

7F. Randy Regehr Community Corrections Director explained Kansas Department of Corrections changed standards which requires Community Corrections agencies to update policies to match the standards from the state. These updates were created to align with KDOC standards for DEI. These changes created little to no actual change in operations, however the ability to take credit/debit cards was added to policy 4-01. Mr. Whitesel asked for a ban on language and training. Mr. Regehr said these were suggestions not put into practice here; he had no objections to changing the language but would like it approved as submitted. Mr. Bogner commented it was okay as written from state, if added commission could be added at any time so let it ride with original verbiage. **Mr. Whitesel amended motion to approve** item 6H adding language emailed to Mr. Randy Partington and Commissioners, inserting after paragraph C language, **seconded by Mr. Hirst**. The motion was approved by a roll call vote of 5-0.

8A. County Administrator Randy Partington asked the Board if there were any questions with this month's department reports, there were no questions. He mentioned a countywide housing study with scope of services and schedule. He asked the commission if they wanted to partner on the survey with City of Hutchinson and South Hutchinson. He would be using funding from the economic development line item for \$20,000 or less for all communities and cities for the survey to locate housing options in rural areas. Ideas give justification in other areas as needed, show data for needs.

9. Commissioner Comments:

Mr. Friesen asked if moratorium was lifted or not for Ark Valley to proceed with solar project, it would be done formally next week by updating the moratorium for the zoned area not the unzone area yet. He would like to debate residential solar next agenda session. He thanked Mr. Brittain again for the assistance with the grant. Mr. Brittain clarified it would be private not residential solar.

Mr. Bogner spoke about the EMS meeting and how the new ambulance housing would speed up response times. The move will give the Health Department more space. EMS was financially good, and their collections were good with less runs.

Mr. Hirst also attended the EMS meeting and commented on the Fire Marshall stating with fire detector equipment approximate cost of \$70,000 to do this in buildings.

Mr. Whitesel spoke about Ash Wednesday, Good Friday and Easter Sunday being an opportunity to be right with God which would solve a lot of mental health issues. He invited the public to visit DowntownHutch.com or Hutch.com, both were good sites to visit about happenings in Hutchinson.

Mr. Parks had no comments.

At 11:30 a.m. the meeting recessed for five minutes.

The meeting reconvened with all Commissioners, County Administrator Randy Partington, County Counselor Patrick Hoffman, and Minutes Clerk Cindy Martin, present.

10A. **At 11:36 a.m. Mr. Parks moved** the Board enter into executive session for 20 minutes until 11:56 a.m. with the County Administrator Randy Partington and County Counselor Patrick Hoffman, the subject matter to be legal obligations of the county, and the justification for the executive session is to discuss confidential legal matters which are protected by attorney-client privilege including Debbie Teufel President and CEO of Chamber of Commerce, **seconded by Mr. Friesen**. The motion was approved by a roll call vote of 5-0.

At 11:56 a.m. Mr. Whitesel moved, seconded by Mr. Hirst, to extend the executive session by 10 minutes until 12:06 p.m. The motion was approved by consensus.

At 12:06 p.m. Mr. Whitesel moved, seconded by Mr. Hirst, to extend the executive session by 5 minutes until 12:11 p.m. The motion was approved by consensus.

At 12:11 p.m. the executive session returned to a regular session.

County Administrator Randy Partington requested the Board vote to add an item to the agenda for an incentive agreement between Reno County and Superior Holdings to expand their company by 50 more employees.

Mr. Hirst moved, seconded by Mr. Friesen, to add to the agenda the Superior Holdings relocation incentive agreement for a vote. Mr. Whitesel was opposed to putting this item on the agenda because the public had not made any input on this new policy for incentives. The motion was approved by a roll call vote of 4-1 with Mr. Whitesel opposed.

Mr. Partington stated the relocation would use the Economic Development line item for the job incentive pilot program. The contract to relocate incentive was for \$2,500 per person.

Debra Teufel from Chamber of Commerce clarified the jobs would be verified by Superior Holdings by presenting proof to the Chamber and Reno County of residence here, then the Chamber would do a quarterly report to Reno County to reimburse the company for the \$2,500 per person for 50 employees for a total of \$125,000.

Mr. Whitesel thought this item was being rushed through and not discussed with the public since it may involve taxpayers' funding.

County Counselor Patrick Hoffman clarified that under federal laws to be allowed to legally work in the state of Kansas you could not be illegal or a criminal alien.

Ms. Teufel stated she was not trying to rush though this item she would be okay to put it on the next agenda meeting. She thought the Board could approve the vote after the executive session or possibly expedite the item.

Mr. Parks was looking for a motion to pass raising the amount and incentive redirecting paying for the individuals not companies. Mr. Partington said the Board could put on a future agenda meeting agenda.

Mr. Friesen moved, seconded by Mr. Parks, to approve placing the Superior Holding incentive contract on the consent agenda for the next agenda session. Mr. Hirst made a few comments on the work that had gone into this item.

Mr. Whitesel amended the motion to move item off the consent agenda and put it as a business item. This motion failed for a second.

Mr. Hirst called for the question of whether to vote. The Board approved with a roll call vote of 4-1 with Mr. Whitesel opposed.

The original motion by Mr. Friesen and seconded by Mr. Parks, was voted on and approved by a roll call vote of 4-1 with Mr. Whitesel opposed.

At 12:33 p.m. the meeting adjourned until Wednesday, April 10th, 2024, at 9:00 a.m.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date

March 27th, 2024
 Reno County Annex
 Hutchinson, Kansas

The Board of Reno County Commissioners met in a canvass session with Chairman Randy Parks, Commissioner Don Bogner, Commissioner Ron Hirst, and Commissioner John Whitesel, and Minutes Clerk Cindy Martin, present. Commissioner Daniel Friesen was not available.

At 8:00 a.m. Mr. Parks opened the meeting with the Board of Canvassers for the purpose of canvassing votes for the March 19th, 2024, Presidential Preference Primary Election that had a turnout of 7 percent.

Deputy County Clerk Jenna Fager explained the Provisional Ballots for the Presidential Preference 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 Ms. Fager recommending the date and time for the canvass to be held. Also in attendance was County Clerk Donna Patton, Election Associates Alisha Johnson, Karen Fisher, April Hoschouer, and Alison Rice. The counting board consisted of Karen Troyer, Michel Raymond, and Janice Rudicel who will tally the provisional votes. There was a total of 38 ballots presented to the Board of Canvassers for the Presidential Preference Primary Election.

They recommended 10 ballots not to be counted:

- | | |
|--|---|
| a. Voter did not affiliate when voting party ballot
(KSA 25-3301(c), 25-3304 (b)) | 1 |
| b. Voter lives in another county and voted in Reno County | 1 |
| c. Voter voted both in advance and voted at the polls
(KSA 25-2416(b)) | 2 |
| d. Voter was not a registered voter
(KSA 25-215, 25-2302, 25-2421(a)) | 6 |

Mr. Bogner moved, seconded by Mr. Whitesel, to approve the recommendation from staff for what was not to be counted. The motion was approved by a roll call vote of 4-0.

They recommended 28 ballots to be counted:

- | | |
|--|----|
| a. Voter moved within Reno County and had not
Re-registered and voted at correct precinct
(KSA 25-2316c(b), 25-2353, 25-409) | 14 |
| b. Name was different from voter registration | 1 |

- (KSA 25-409, 25-231c(a))
- c. Name was different from voter registration and moved within Reno County. Voter voted at correct precinct (KSA 25-409, 25-2316c(a)) 1
- d. Clerical error voter should not have issued a provisional ballot (KSA 25-2908(e)) 10

Mr. Hirst moved, seconded by Mr. Whitesel, to approve the recommendation from staff for what to count. The motion was approved by a roll call vote of 4-0.

They recommended 2 ballots to be partially counted:

- a. Voter moved within Reno County but voted at the wrong polling location (KSA 25-3702, 25-3002(b)(3)) 2

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

At 8:10 a.m. Mr. Parks recessed for 20 minutes for the counting board to process the provisional ballots.

At 8:30 a.m. the Board reconvened to certify the results of the canvass and turned the meeting over to Ms. Fager. **Mr. Whitesel moved, seconded by Mr. Bogner,** to approve and sign as the Board of Canvassers the abstract that certified the results for the March 19th, 2024, Presidential Preference Primary Election. The motion was approved by a roll call vote of 5-0.

At 8:32 a.m. the Board of Canvassers recessed until 9:00 a.m. for the agenda meeting in the Reno County Courthouse Veteran's Room.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk

Date

March 13th, 2024
Reno County Courthouse
Hutchinson, Kansas

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

The meeting began at 9:00 a.m. with the Pledge of Allegiance followed by a short sectarian prayer led by Pastor Craig Waetke New Covenant Presbyterian Church.

Casey Swarts, 207 Buckskin Drive, Hutchinson commented on a conversation with Representative Joe Siewert regarding solar regulations. He stated there was no evidence of pollution or other issues from solar farms on thousands of acres across the United States. It would benefit the community, stimulate our economy and it would give endless possibilities. Solar farms make good neighbors if allowed to produce energy. Our future is too important to keep turning down energy solutions in Reno County.

There were no additions or revisions to the agenda.

Mr. Whitesel moved, seconded by Mr. Bogner, to approve the consent agenda consisting of items 6A through 6F which includes the: **(6A)** Accounts Payable Ledger for claims payable on March 8th, 2024, totaling \$317,790.75; Accounts Payable Ledger for claims payable on March 15th, 2024, totaling \$595,668.92; **(6B)** approval of a purchase of five 2025 Ford Police Interceptors from Midwest Superstore for the amount of \$44,909 each for a total of \$224,545; **(6C)** approve Noxious Weed Annual Management Plan and Eradication Progress report; **(6D)** approval of BOCC final minutes for January 10th, 24th, and 31st, 2024 and drafted minutes for February 14th and 28th, 2024; **(6E)** approve the Kansas Rehabilitation Tax Credits Bid Award; **(6E)** approve agreement with Kirkham Michael for Engineering Services to perform the Biennial Routine Bridge Inspections of the FAS & Off-System Bridges; as presented by staff. The motion for the consent agenda was approved by a roll call vote of 5-0.

7A. Bob Fee Travelers Insurance presented an Umbrella Proposal as requested by Mr. Whitesel to cover above the insurance coverage Reno County has currently. After re-inspecting the jail, the Travelers' maximum excess amount quoted \$3 million at a cost of \$49,213. The \$3 million coverage was all Reno County could

receive without getting coverage through an additional insurance carrier. Mr. Fee also had a quote for a \$1 million dollar policy for \$15,000 to \$17,000. Mr. Partington stated the funds would come from the General Fund's insurance line. If it was a federal claim the coverage would not apply, Reno County carried general Kansas state aggregate. Mr. Hoffman stated the biggest claims were from the jail and RCAT. **Mr. Whitesel moved, seconded by Mr. Friesen,** to approve the \$1 million dollar umbrella policy for the \$15 to \$17 thousand. The motion was approved by a roll call vote of 5-0. Mr. Whitesel recommended the smaller amount since they had not had this type of policy in the past and it would give future commissions options to continue or decline coverage. Mr. Fee offered to write a short-term policy since it was already three months into this year.

7B. Joseph Hammeke Youth Services Director gave his annual report. He explained the presentation starting with stats on the detention side then moved into the shelter side. He said they had a recent audit that showed zero violations and a perfect report from DCF. He stated most expenses were paid with money coming into the facility from other counties. The Board questioned the data showing two parents with children at Youth Services. Mr. Hemmeke stated a big challenge with the youth was the need for mental health services.

7C. Karla Nichols Reno County Health Director spoke about the Reno County Health Department's (RCHD) Aid-to-Local (ATL) Grant Application for \$872,103.12, and KDHE Healthy Families passthrough grant for \$320,000. The ATL state funding was from July 24th through June 25th. She went over the passthrough grant stating \$160,000 state/\$160,000 through other grants. Mr. Whitesel commented he had no issue with grants but did not care for children getting vaccines from the Health Department, he thought they should be given at a doctor's office, not the roll of government. Ms. Nichols replied that the hospital, Hutchinson Clinic, Prairie Star, pharmacies, and doctor's offices had all requested the Health Department assist with the "Vaccines to Children" program. The parents had a choice to vaccinate their own children or not. **Mr. Bogner moved, seconded by Mr. Hirst,** to approve and sign a signature page for the ATL grant as presented. The motion was approved by a roll call vote of 4 to 1 with Mr. Whitesel voting no stating he was opposed to the vaccines to kids. **Mr. Hirst moved, seconded by Mr. Bogner,** to approve the KDHE Healthy Families passthrough grant of \$320,000 as outlined by staff. The motion was approved by a roll call vote of 5-0.

7D. Mark Vonachen County Planner briefly explained and the Board reviewed Planning Case #2023-10 a text amendment to the Reno County Zoning Regulations to create Article 25 Limited Solar Energy Systems Regulations and add Article 25 to the Table of Contents. The Planning and Zoning Commission recommended approval on February 15th, 2024, with a 7-0 vote. Mr. Vonachen advised the Board that buildings could be constructed in the floodplain with the proper permits. Mr. Hoffman and the Board had a very long discussion on solar issues. **Mr. Whitesel made a motion** to recommend changes to some of the subject matters and no changes to other subject matter sending regulations back to the Planning and Zoning Commission to be addressed:

- 1) Address the potential for industrial pollutants that may be generated during the life of the project (See page 3 of the City of Wichita memo dated November 9, 2023).
- 2) Article 25-108(8)(A) Battery Energy Storage System. Specifics should be developed to define the type of building materials to use.
- 3) Article 25-108 (9)(A) Noise. Address whether the maximum noise level on the outer wall of a non-participating landowner's principal building should be changed to 40 dBA or left at 60 dBA.
- 4) Article 25-105(2)(A) and Article 25-108(1)(B) Circumstances requiring application of a Limited Scale Commercial Solar Energy Systems and Additional Required Topics To Be Included In Submittals. Address clarifying the language that states all limited scale commercial solar projects, whether they are existing or proposed, shall be a minimum distance of two miles.

Mr. Friesen moved, seconded by Mr. Whitesel, to amend the previous motions language: (5) Article 25-107(3) Documents, plans, studies, reports, other permits. Address whether gravel and rock should be prohibited when restoring the ground after a limited scale solar facility is constructed to say impervious surface. The motion was approved by a roll call vote of 4-1 with Mr. Hirst opposed.

Mr. Whitesel moved, seconded by Mr. Hirst, to approve returning regulations to the Planning and Zoning Commission for them to address the five subject matters mentioned in the motions above. The motion was approved by a roll call vote of 5-0.

The Board requested staff to take the five suggested changes to be addressed by the Planning Commission and report back to the Commissioners with their recommendations.

7E. and 7F. The Board sent back item 7D to the Planning and Zoning Commission for changes so 7E and 7F were considered null and voided. The Board questioned when the end date for the moratorium was. Mr. Hoffman replied it was in effect until July 1st, 2024.

Mr. Parks brought up holding meetings or hearings to see what direction the public wanted to explore in the unzone areas regarding being zoned. He thought the county as a whole may want to be zoned to have a voice for what goes in next to their property. Mr. Hirst commented that all commissioners should plan to attend these meetings. Mr. Hoffman stated the meetings should be townhall or open house type meetings and that the official public hearings should be held in the courthouse. The Chair instructed staff to put on the next agenda meeting to discuss holding public hearings on unzone areas being the same as zoned.

County Administrator Mr. Randy Partington relayed to the Board the award of a \$400,000 grant to the Sheriff's Office. He said now funds could be used for other items instead of using their budget.

At 11:45 a.m. the meeting recessed for five minutes.

The meeting reconvened with all Commissioners, County Administrator Randy Partington, County Counselor Patrick Hoffman, and Minutes Clerk Cindy Martin, present.

8A. Mr. Partington inquired if there were any questions on any of the monthly department reports, there were none. He

9. Commissioner Comments:

Mr. Friesen mentioned speaking with Senator Moran in DC regarding a special bridge program to fund repairs or replacement of the primary bridge going into Buhler.

Mr. Bogner commented on attending a fence viewing seminar where the speaker was a law professor who gave information on the rules of viewing a fence.

Mr. Whitesel had no comments.

Mr. Hirst said he viewed the Emergency building in Sedgwick County looking at future space options for Sheriff/Emergency

Management. Looking at space needs since the courts wanted more room and noting that the jail was costing Reno County taxpayers more money. The jail used to have 70 inmates awaiting hearings and now there were 140 inmates since the courts were backed up. The highest expenses to taxpayers were housing, food and medical.

Mr. Parks commented on how the Board conducted meetings to make them different in the future.

Mr. Partington mentioned the Natural Resource Commission asked if Reno County wanted to choose a delegate or representative to attend a zoom meeting on the Quivira water issue next month, Mr. Parks would volunteer to be on the zoom call.

10A. At 12:00 p.m. **Mr. Parks moved** for the Board to enter executive session until 12:20 p.m. with County Administrator Randy Partington, County Counselor Patrick Hoffman, the subject matter to be legal obligations of the county, and the justification for the executive session is to discuss confidential legal matters which are protected by attorney-client privilege, **seconded by Mr. Hirst.** The motion was approved by a roll call vote of 5-0.

At 12:20 p.m. the Board extended the executive session for 10 minutes by consensus.

At 12:25 p.m. the Board again extended the executive session for 5 minutes by consensus.

At 12:35 p.m. the executive session returned to the regular agenda meeting and adjourned until Wednesday, March 27th, 2024, 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: May 22, 2024

PRESENTED BY: Cindy Martin

AGENDA TOPIC:
BOCC minutes for April 10th and April 24th, 2024 drafts

ALL OPTIONS:

1. Approve
2. Make changes
3. Deny

RECOMMENDATION / REQUEST:

approve for final copies

April 10th, 2024
Reno County Courthouse
Hutchinson, Kansas

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

The meeting began at 9:00 a.m. with the Pledge of Allegiance followed by a short sectarian prayer led by Pastor Richard Haley Riverside Baptist Church and Chaplain.

Chairman Parks read a proclamation proclaiming April 10th, 2024, as Women's Basketball 2024 NJCAA Division 1 National Champions Team Appreciation Day. The top-seeded and nationally ranked Hutchinson Community College Blue Dragons defeated the Northwest Florida State team 88-80 in overtime in the title game in Casper, Wyoming, on Monday, April 1, 2024, to earn their first National Championship finishing the season with a perfect record of 37-0 in their 50th season. Head Coach John Ontjes accepted the proclamation on behalf of the team.

Chairman Parks also read the next two proclamations proclaiming the week of April 15th - April 20th, 2024, as "Week of the Young Child" and proclaiming the month of April as "National Child Abuse Prevention Month". Eva Patterson and Hayley Ross from Kansas Children Service League, Healthy Families, Kansas Home Visiting Program accepted the proclamations thanking the Board.

There were no additions to the agenda.

Mr. Parks opened the meeting for public comments.

Miriam Khan-Kitson, 7 Sunflower Avenue, Hutchinson representing Hutch & Heart organization spoke about the March 27th agenda meeting regarding the Diversity, Equity, and Inclusion (DEI) training. She explained what DEI meant asking the Board to resend their previous motion from that agenda meeting.

County Administrator Mr. Randy Partington clarified Mr. Whitesel's intent was to promote equality. The Board added comments regarding the policies intention to train officers and change the language adopting the states policy.

Natasha Russell-Iverson, 8 S. Nelson, Hutchinson was concerned about the Community Corrections amended policy. She read the meaning of "Critical Race Theory" (CRT) and explained what it means. She also asked the Board to resend their policy amendment in question.

Esmeralda Tovar-Mora, 1404 W. 30th Avenue, Hutchinson agreed with Hutch & Harmony regarding DEI training. She explains what it means to minorities, she said everyone has rights even the illegal immigrants and urged her fellow supporters to attend the Commission sessions every 2nd, 4th, and 5th weeks of each month.

Brian Davis, 11 S. Main Street, Hutchinson was concerned about the Community Corrections policy language and DEI training. He wanted the Board to overturn the vote from the last agenda session on this subject. He thought the Board was sending the wrong message to Reno County residents and then spoke about leadership decisions.

Mr. Hirst read the amended language, and, in his opinion, everyone was created equal. Mr. Parks stated DEI information was handed down from the state to Community Corrections.

Randy Regehr Community Corrections Director addressed the policy to Community Corrections explaining the policy and how it applied. He said the goal was to help that person or persons to move forward helping them with their next goal, treating them with respect and fairness. He continued that the state was a standard to build on and that they did have DEI training included.

Mr. Partington stated DEI was training to treat people the same, not treating them unfairly, not excluding or banning.

Kate Ireland, 1300 E. 33rd Apt. 804, Hutchinson, wanted to encourage law enforcement to embrace and be aware of the CRT education training. CRT is a history of how our systems have been made in the United States.

7A. Mr. Parks interrupted the public comments to allow Reno County Sheriff and Police Chaplain Haley to do his PowerPoint presentation on a recent visit to Israel with the International Conference of Police Chaplains. Chaplain Haley stated he was Jewish and was invited along with 23 other chaplains to participate in a 10-day visit to show solidarity after the October 7th, 2023, attack on Israel.

4. The Board went back to public comments.

Sylvia Diaz, 3403 Mona Street, Hutchinson, decided to speak up in opposition to Mr. Whitesel's comments at the last agenda meeting. She spoke about Superior Holdings having job openings to grow the community and supporting families that may want to move here. She reminded the Board that words matter like the mental health comments and how that was a harmful statement.

Ralph Janzen, 8905 E. 69th Avenue, Buhler, he was concerned that properties around his would be flooded with the rising of the road for the bridge project near Buhler. He told the story of how in 2019 his barn flooded when the river backed up.

Don Brittain, Public Works Director explained about the road at 82nd west of Buhler and Buhler Road south of Buhler. He said part of this grant would be engineered to raise the road and enlarge the bridge, so it doesn't cause any more upstream flooding, so the water won't rise more than now. He explained the reason it floods downstream is the water has nowhere to go so it moves upstream flooding as Mr. Janzen described.

7B. Kevin Cowan from Gilmore and Bell represents Reno County as Bond Counsel. He explained the resolution authorizing the issuance of General Obligation Bonds for the payment of a portion of the costs of certain sewer treatment improvements to serve Sewer District Nos. 201 (Yoder) and 202 (H.A.B.I.T.). He said under provisions of the Act and Board Resolution Nos. 2023-15 and 2023-16, the Board has authorized the improvements at an estimated cost, including finance and interest costs, of \$6,133,100. He further explained the bond saying what the project is, that there has been a small amount of temporary financing and authorizes more temporary financing in the amount of \$450,000. This is the first step in the process. **Mr. Friesen moved, seconded by Mr. Hirst, to approve resolution #2024-10; A RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS FOR THE PAYMENT OF A PORTION OF THE COSTS OF CERTAIN SEWER TREATMENT IMPROVEMENTS TO SERVE SEWER DISTRICT NOS. 201 (YODER) AND 202 (H.A.B.I.T.), RENO COUNTY, KANSAS.** The motion was approved by a roll call vote of 5-0.

7C. Mr. Partington explained the Economic Development policy expansion was through discussions with the Chamber of Commerce. They have a new 2-year pilot incentive program to try to hire either residents from Reno County or hire employees from outside the county to relocate here. Reno County would reimburse the company \$2,500 per person for relocating to Reno County, however requirements must be met.

Staff would work with the Chamber to prove the relocation from Superior Holdings so the incentive could be matched by the company.

Debra Teufel Chamber of Hutchinson/Reno County Commerce of Greater Hutch spoke on Superior Holding project by adding 50 more employees expanding the Cory Road facility. She discussed the projects plans for hiring employees from Reno County first, like Hutchinson Community College welding students and then having skilled people move here registering one of their vehicles in Kansas, also spending money in the community. She thought it was a great incentive from Superior Holding.

Mr. Friesen moved, seconded by Mr. Hirst, to approve the 2-year pilot program as outlined. No vote was taken at this time.

Mr. Friesen asked to rule on the first point of order, he then offered to withdraw his motion to take public comment.

Mr. Doug Wright Superior Holdings Member of the Board stated it would be approximately a 2-year program. He would like to hire as soon as possible the needed employees. He was hopeful the Board would pass this incentive program.

Joyce Wilson, 905 W. 95th Avenue, Hutchinson was concerned with IdeaTek getting \$25,000. Mr. Friesen declined to speak on IdeaTek but said he would speak to her after the meeting. She thought the Superior project would be a good program, but taxes were going up and up and the residents were having a hard time keeping up with taxes. In her opinion it was creating hardships for many people in Reno County.

Brad Pryor Chairman of Economic Development Advisory Committee said he had notes on behalf of Superior Holding program. He spoke about the expansion of Superior Boilers over the years and how they were a huge asset to the community. They are supporters of growing and expanding our community and are a local company that ships their products all over the world and we would like to keep companies like this one in Reno County.

Mr. Hirst explained they held the mill levy and other agencies were adding to taxes but not at the county level.

Mr. Whitesel clarified his comments in the last agenda session. It was not meant against Superior Holdings, which is an excellent company. His objection was how they were going about the contract by not letting the public view that contract and using taxpayers' money for the incentive to businesses.

Mr. Friesen moved, seconded by Mr. Hirst, to approve the pilot program as presented. No vote at this time and the Board went into a discussion.

The Board discussed more about the incentive program, funds, and tax levels not being raised. Mr. Wright answered questions on the incentive program. There were shared personal notes by the Board members. The Board is going to pursue more sales tax options. The Board thanked Superior for helping to grow the community.

Mr. Friesen motioned to call for the question voting to end the discussion.

Mr. Whitesel asked about registration of vehicles and if they required proof of changing the driver's license. Mr. Hoffman replied they did have registration of a vehicle not requiring a driver's license as proof leaving it up to the Chamber of Commerce.

Mr. Friesen motioned again to call the question. The motion passed with a roll call vote of 4-1, with Mr. Whitesel opposed.

The motion to approve the pilot program as presented was approved by a roll call vote of 3-2 with Mr. Whitesel and Mr. Bogner opposed.

Mr. Whitesel motioned, seconded by Mr. Parks, to make an amendment to the agenda item to change the agreed upon contract to add the requirement of changing a driver's license to an address in Reno County. Mr. Friesen said it had to pass with a super majority vote because it is changing the decision of the Board.

Mr. Hoffman commented that this was a new pilot policy, we can monitor issues going forward to require a driver's license, it may not be a concern in the future. **Mr. Parks withdrew his second.**

Mr. Friesen, 1) most people have a driver's license, 2) we need to get out of the way of business and let them make their own decisions. Mr. Whitesel wanted to state they need some sort of documentation. Mr. Hirst said get government out of the way. Mr. Bogner said this issue was handled through the law already.

At 11:20 a.m. Mr. Hirst moved, seconded by Mr. Friesen, to approve the consent agenda consisting of items 6A through 6M which includes the: **(6A)** Accounts Payable Ledger for claims payable on April 5th, 2024, totaling \$428,961.90; Accounts Payable Ledger for claims payable on April 12th, 2024, totaling \$1,540,162.29; **(6B)** and also consisting of pending Added, Abated and Escaped Taxation Change Orders numbered 2024-883 needing BOCC approval; **(6C)** approve to declare Fire District #6's 1982 GMC chassis VIN 1GDT9C4C9CV578478 as surplus to be sold on Purple Wave Auction and authorize the County Administrator to sign the title; **(6D)** approve amending the price for a brush truck for Reno County Fire District #8 from \$143,000 to \$150,000; **(6E)** approve a **resolution #2024-06; A RESOLUTION DETACHING CERTAIN TERRITORY FROM RENO COUNTY FIRE DISTRICT NO. 8 AND ATTACHING SAID TERRITORY TO THE CITY OF HUTCHINSON, KANSAS;** **(6F)** approve Planning Case #2024-01 A request by Frederick III and Arelie Craig (Applicant: Garber Surveying Service, PA) for a Homestead Agricultural Lot Split as provided for under Article 3-106 of the Reno County Subdivision Regulations. A **resolution #2024-07; A RESOLUTION APPROVING A HOMESTEAD AGRICULTURAL LOT SPLIT TO DIVIDE OFF AN EXISTING SINGLE-FAMILY DWELLING ON A PARCEL OF LAND LOCATED IN THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 22 SOUTH, RANGE 6 WEST OF THE 6TH P.M. IN RENO COUNTY, KANSAS;** **(6G)** approve Planning Case #2023-02 A request by the Wewe Family Trust (Carl Wewe) and Adam & Leah Ekeler to vacate a 60-foot-wide road right-of-way with a 70-foot radius cul-de-sac located adjacent to lots 29-36 in Shel-Walk Lacres Subdivision. A **resolution #2024-08; A RESOLUTION ORDERING THE VACATION OF GIL COURT, A 60-FOOT-WIDE ROAD RIGHT-OF-WAY LOCATED IN SHEL-WALK LACRES, A SUBDIVISION LOCATED IN THE SOUTHWEST QUARTER AND THE NORTHWEST QUARTER - SECTION 27, T26S, R5W OF THE 6TH P.M., RENO COUNTY, KANSAS;** **(6H)** approve **resolution #2024-09; A RESOLUTION CONTINUING THE TEMPORARY MORATORIUM ON SOLAR ENERGY PROJECT DEVELOPMENT WITHIN THE UNINCORPORATED AREA OF RENO COUNTY, KANSAS; AND TERMINATING THE MORATORIUM ON THE ZONED PORTION OF RENO COUNTY FOR LIMITED SCALE SOLAR PROJECTS;** **(6I)** approve the Community Corrections/Youth Services FY25 Juvenile Comprehensive Plan Grant Application to Kansas Department of Corrections; **(6J)** approve the renewal application for a Cereal Malt Beverage License for Hutchinson Recreation Commission DBA Fun Valley Sports Complex for ON PREMISES Sales in the amount of \$125.00; **(6K)** approval of Treasurer's checks issued for the Purchase of Building to house Reno County Emergency Medical Services (EMS); **(6L)** approval of Treasurer's check issued for KDHE Emissions Fee; **(6M)** approval to destroy 2021 City/School Election Material; amended by staff. The motion for the consent agenda was approved by a roll call vote of 5-0.

8A. County Administrator Randy Partington asked the Board if there were any questions with this month's department reports, there were no questions. He mentioned HPO training on April 29th and 30th, 2024 for leadership training.

9. Commissioner Comments:

Mr. Hirst mentioned KCAA in Pittsburg stating the Board may want to attend.

Mr. Whitesel spoke about the City/County meeting after the agenda meeting today in the Veterans Room, and that the public was welcome to stay. He said children, in his opinion, were much better off being with a parent than in a day care if possible. He spoke about pre-school program studies.

At 11:25 a.m. the meeting adjourned until Wednesday, April 24th, 2024, at 9:00 a.m.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date

April 24th, 2024
Reno County Courthouse
Hutchinson, Kansas

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

The meeting began at 9:00 a.m. with the Pledge of Allegiance followed by a short sectarian prayer led by John Walker Superintendent Central Christian School.

Chairman Parks read a proclamation for "National Police Week". Sheriff Darrian Campbell accepted the proclamation thanking the Board.

Chairman Parks read a proclamation for "Crime Victim Rights Week". Andrew Davidson and Sarah McReynolds from the District Attorney's Office accepted the proclamation thanking the Board. Mr. Davidson invited the Board and the public to attend a presentation for Victims Rights Week at the South Hutchinson Community Center on Thursday April 25th, 2024, 2:30 p.m. to 6:30 p.m.

Kari Mailloux Hutchinson Community Foundation spoke about "Match Day". This event happens every four years and is an opportunity to educate the community about endowments. On May 1st, 2024, they put up \$100,000 match pool for all gifts made to 38 non-profit endowments that day. These endowments are long term savings accounts for many organizations.

Jenna Fager, Deputy Election Clerk spoke about the March 19th, 2024, Presidential Preference Primary cost per voter of \$18.70. There were 2,950 voters that voted out of 42,000 for a total cost of \$55,168.53 to be reimbursed from the State.

Adrienne Moore Baxter, 1902 Westbrook Drive, Hutchinson is concerned about organic waste and its disposal. She would like to see a recycle program for the waste.

Mr. Whitesel requested to move consent agenda item #6E appointment of Susan Kauffman to serve a three-year term on the Council on Aging to a business item #7C.

Mr. Friesen requested to add to next week's agenda for the moratorium associated with residential solar, they did not close the discussion. Chairman Parks directed staff to add the discussion to next week's agenda. Mr. Hoffman stated the moratorium did not apply to roof top solar in the zoned area.

Mr. Friesen moved, seconded by Mr. Hirst, to approve the consent agenda consisting of items 6A through 6G which includes the: **(6A)** Accounts Payable Ledger for claims payable on April 19th, 2024, totaling \$712,316.99; Accounts Payable Ledger for claims payable on April 26th, 2024, totaling \$257,112.95; **(6B)** approve to declare Reno/Kingman Joint Fire District #1's (Pretty Prairie) 2002 Ford F450 brush truck as surplus to be sold on Purple Wave Auction and authorize County Administrator to sign the title; **(6C)** approve the appointment of a new Fire Chief for Reno County Fire District #7; **(6D)** approve Reno/Kingman Fire District Joint #1's purchase of four new Self-Contained Breathing Apparatus (SCBA) from Municipal Emergency Services for a total of \$41,881.40; **(6F)** approve the ARPA Agreement with Hutchinson Regional Medical Center (Reno County EMS); **(6G)** approve Planning Case #2023-10; **resolution #2024-11; A RESOLUTION REVISING AND UPDATING THE APRIL 2016 EDITION OF THE RENO COUNTY ZONING REGULATIONS BY AMENDING THE TABLE OF CONTENTS, CREATING ARTICLE 25 AND INCORPORATING BY REFERENCE NEW REGULATIONS;** as amended by staff. The motion for the consent agenda was approved by a roll call vote of 5-0.

7A. Sheriff Darrian Campbell gave his annual report to the Board. He spoke about the (1) jail staffing, programs, numbers of inmates (2) patrol staffing, equipment, and activity and (3) the detective divisions. He spoke about projects and is working on two grants that could potentially save the county a 1/2 million dollars. Mr. Whitesel questioned if there was progress working with courts and district attorney regarding reduction of jail population with inmates that don't pose a danger to the general public.

Mr. Friesen suggested the Stepping Up Council is where these questions are raised, he as a commissioner pushes the issue each quarter when they meet. He said United Way drives the meetings so he will make sure all commissioners are on the date list.

Members of the Board thanked the Sheriff for all his hard work, for working together with the city, and starting up the drug task force again.

7B. Kevin Cowan Gilmore and Bell Bond Council for Reno County recommended approval for a resolution. The county commission approved a resolution on April 10th that authorized the issuance of general obligation bonds for the payment of a portion of sewer treatment improvements for the 201 (Yoder) and 202 (H.A.B.I.T.) sewer systems. Therefore, to provide for the sale of terms and details of the temporary notes, you are being asked to approve the attached **resolution #2024-12; A RESOLUTION AUTHORIZING AND DIRECTING THE ISSUANCE, SALE AND DELIVERY OF TAXABLE GENERAL OBLIGATION TEMPORARY NOTES, SERIES 2024, OF RENO COUNTY, KANSAS; PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL TAX, IF NECESSARY, FOR THE PURPOSE OF PAYING THE PRINCIPAL OF AND INTEREST ON SAID NOTES AS THEY BECOME DUE; MAKING CERTAIN COVENANTS AND AGREEMENTS TO PROVIDE FOR THE PAYMENT AND SECURITY THEREOF; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS CONNECTED THEREWITH.** Adopt resolution 2024-12 and authorize the Chair to sign along with the Board the necessary closing documents related to the temporary notes. He explained Idle Funds and said the interest rate was 3.5 interest rate. The temporary notes and all costs related to the sewer districts will be paid by the customers of the districts. The county staff was working on financing details for the entire project that will also repay the temporary notes issued in 2023 and 2024. **Mr. Friesen moved, seconded by Mr. Bogner,** to approve **resolution #2024-12** and authorize the Chair to sign related documents for the temporary notes as described by Mr. Cowan. The motion was approved by a roll call vote of 5-0.

7C. This consent item was **(6E)** approve the appointment of Susan Kauffman to serve for a three-year term on the Council on Aging. Mr. Whitesel stated there were four seats open for the Council on Aging and one applicant. He objected since the Board did not get to interview the applicant. **Mr. Friesen moved, seconded by Mr. Hirst,** to approve the appointment of Susan Kauffman. The motion was approved by a 4-1 vote with Mr. Whitesel opposed.

At 9:50 a.m. Mr. Parks moved the board enter executive session until 10:15 a.m. with the County Administrator Randy Partington and County Counselor Patrick Hoffman, the subject matter to be legal obligations of the county and the justification for the executive session is to discuss confidential legal matters which are protected by attorney-client privilege, **seconded by Mr. Friesen.** The motion was approved by a roll call vote of 5-0.

8A. County Administrator Randy Partington asked the Board if there were any questions with this month's department reports, there were no questions. The 2023 County Engineer's Annual Report was attached to the packet.

He reviewed the FY2023 Financial unaudited report and department fund reports. He commented on having a roundtable conversation for a mayor meeting in May or June finding a date or two in an evening. Mr. Friesen asked if there was a way to get input from the mayor's focusing on the areas the commission could assist with solutions. Possible topics were NRP, housing study, and road & bridge information. Public Works Director Don Brittain is a good resource for grants regarding water and sewer. Mr. Partington stated that he speaks with department heads regarding budgets, making suggestions or changes before bringing those drafted budgets to the commission. The Board will discuss budgets for departments and outside agencies on May 29th and asked Mr. Partington to provide options.

9. Commissioner Comments:

Mr. Friesen read a few good ideas from a letter by Sharon Hixson. He requested Mr. Partington sign Mr. Bogner, Mr. Parks, and himself up for a rematch in the goat milking contest.

Mr. Bogner attended the KCCA meeting in Pittsburgh last week and he attended the breakout for a 30-30 group. He was also asking the public to dispose of batteries properly through hazardous waste, so the possibility of a fire could be avoided.

Mr. Hirst attended the KCCA meeting also. He went to the 30-30 program and is still on the way just a different version. He had several different subjects. He thanked all employees and should support them in all departments.

Mr. Parks also attended the KCCA meeting. He spoke about federal and state funds with grant money, the bigger the project the better the chance for the grant funds.

At 10:50 a.m. the meeting adjourned until Wednesday, May 8th, 2024, at 9:00 a.m.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date



AGENDA ITEM

AGENDA ITEM #6.D

AGENDA DATE: May 22, 2024

PRESENTED BY: Kyle Berg

AGENDA TOPIC:

Purchase one 2024 Ford Maverick from Midway Motors in the amount of \$28,759 for the Sheriff's Department and declare a 2014 Ford F150 (1FTFW1EF0EKE90611) as surplus to be either auctioned on Purple Wave or traded in. Would also like to authorize County Administrator Randy Partington to sign the title work.

SUMMARY & BACKGROUND OF TOPIC:

The Sheriff's Department currently has a 2014 Ford F150 in the Admin/Detective division with approximately 131,000 miles that is due for replacement. This is a budgeted replacement out of the special equipment fund for 2024. The current vehicle has been averaging 15,792 miles per year at 13.31 miles per gallon. By going with this smaller more fuel-efficient vehicle this vehicle should decrease fuel usage by around 600 gallons per year or \$1800 @ 3 dollars per gallon.

ALL OPTIONS:

1. Approve the purchase
2. Deny the purchase

RECOMMENDATION / REQUEST:

Purchase one 2024 Ford Maverick from Midway Motors in the amount of \$28,759 for the Sheriff's Department and declare a 2014 Ford F150 (1FTFW1EF0EKE90611) as surplus to be either auctioned on Purple Wave or traded in. Would also like to authorize County Administrator Randy Partington to sign the title work.

POLICY / FISCAL IMPACT:

This purchase was budgeted for out of the 2024 special equipment fund.

QOUTES FOR 2024 FORD MAVERICK FOR SHERIFF'S DEPARTMENT

National Auto Fleet Group
2024 Ford Maverick XLT AWD
\$30,324.45

Midway Motors
2024 Ford Maverick XLT AWD
\$28,759.00

Midwest Ford
2024 Ford Maverick XLT AWD
\$28,858.00



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

**REQUEST FOR QUOTE RENO
COUNTY AUTOMOTIVE
SPECIFICATIONS FOR**

ONE-2024 FORD MAVERICK XL AWD SUPERCREW 121.1" WB 4.5' BOX

Reno County Automotive will accept quotes on this form anytime before 10:00 am, Tuesday, April 30th, 2024 to:

RENO COUNTY AUTOMOTIVE
120 WEST AVE B
HUTCHINSON, KANSAS 67501

vehiclerfq@renocountyks.gov



The Automotive Director or his designee will open the quotes at this time at the address above. Electronic submissions may also be accepted if the vendor understands and agrees that said submissions will not maintain the same level of confidentiality as the sealed bid. Electronic submissions are to be sent to: vehiclerfq@renocountyks.gov These specifications are written with the intention of obtaining quotes on like equipment. This equipment shall have new 2024 model equipped standard equipment and meeting or exceeding the following.

**2024 FORD MAVERICK (W8B) XLT AWD SUPERCREW
ICONIC SILVER METALLIC**

2.0 ECOBOOST

8-SPEED AUTOMATIC

With all standard options plus:

Q5830

Vehicle Configuration Options

ENGINE	
Code	Description
✓ 999	Engine: 2.0L EcoBoost, (STD)
TRANSMISSION	
Code	Description
✓ 448	Transmission: 8-Speed Automatic, (STD)
WHEELS	
Code	Description
✓ 64T	Wheels: 17" Carbonized Gray Painted Aluminum, (STD)
TIRES	
Code	Description
✓ T7R	Tires: 225/65R17 A/S BSW
PRIMARY PAINT	
Code	Description
✓ JS	Iconic Silver Metallic
SEAT TYPE	
Code	Description
✓ 7B	Navy Pier/Medium Slate, Unique Cloth Front Bucket Seats, -inc: manual 6-way adjustable driver and 4-way manual adjustable passenger, front floor console w/eShifter, armrest and storage bin
AXLE RATIO	
Code	Description
✓	Upgraded Drive Ratio
ADDITIONAL EQUIPMENT	
Code	Description
✓ 53Q	4K Tow Package, -inc: Trailer Hitch Receiver, 7-pin connector, Upgraded Drive Ratio, Upgraded Cooling Fan, Higher Capacity Radiator, Full Size Spare Tire, Transmission Oil Cooler, Trailer Brake Controller, Tires: 225/65R17 A/S BSW
51D	Full Size Spare Tire
OPTION PACKAGE	
Code	Description

✓300A

Equipment Group 300A Standard



Preview Order 9302 - WBJ - SuperCrew AWD - XLT: Order Summary Time of Preview: 04/25/2024 10:18:51 Receipt: NA

Dealership Name: Midway Motors Ford Lincoln

Sales Code : F53553

Dealer Rep.	Tracy Martin	Type	Fleet	Vehicle Line	Maverick	Order Code	9302
Customer Name	Reno County	Priority Code	G3	Model Year	2024	Price Level	425

DESCRIPTION	MSRP	DESCRIPTION	MSRP
W8J0 MAVERICK XLT AWD	\$26315	4K TOW PACKAGE	\$745
.121.0" WHEELBASE	\$0	.FULL SIZE SPARE TIRE	\$0
TOTAL BASE VEHICLE	\$26315	50 STATE EMISSIONS	\$0
ICONIC SILVER METALLIC	\$0	PRICE CONCESSION INDICATOR	\$0
CLOTH	\$0	REMARKS TRAILER	\$0
BLUE	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
EQUIPMENT GROUP 300A	\$2220	FUEL CHARGE	\$0
.XLT TRIM	\$0	PRICED DORA	\$0
.2.0L ECOBOOST ENGINE	\$0	ADVERTISING ASSESSMENT	\$0
.8-SPD AUTO TRANSMISSION	\$0	DESTINATION & DELIVERY	\$1595
TOTAL BASE AND OPTIONS			MSRP \$30875
DISCOUNTS			NA
TOTAL			\$30875

ORDERING FIN: QJ830 END USER FIN: QJ830

\$28,759⁰⁰

total
2

INCENTIVES

Acc. Code ID :10 Contract/Ref # :08-999R Bid Date :07/14/23State : KS

DISCOUNTS:
\$-100.00

Customer Name:
Customer Address:

Customer Email:
Customer Phone:

Customer Signature

Date

This order has not been submitted to the order bank.

This is not an invoice.

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

The equipment shall be delivered F.O.B. to Hutchinson, Ks.

Total Cash Price: \$ 28,759⁰⁰
Unit Price: \$ 28,759⁰⁰
Warranty: 3yr/36K full, 5yr/100K powertrain

Estimated Delivery Date 3 to 5 months

Company Name: Midwest Motors

Date: 4-29-24

Signature: Jessie Ward

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

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

Kyle Berg

120 West Ave B

Hutchinson, KS 67501

620-694-2585



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

**REQUEST FOR QUOTE RENO
COUNTY AUTOMOTIVE
SPECIFICATIONS FOR**

ONE-2024 FORD MAVERICK XL AWD SUPERCREW 121.1" WB 4.5' BOX

Reno County Automotive will accept quotes on this form anytime before 10:00 am, Tuesday, April 30th, 2024 to:

RENO COUNTY AUTOMOTIVE

120 WEST AVE B

HUTCHINSON, KANSAS 67501

vehiclerfq@renocountyks.gov

The Automotive Director or his designee will open the quotes at this time at the address above. Electronic submissions may also be accepted if the vendor understands and agrees that said submissions will not maintain the same level of confidentiality as the sealed bid. Electronic submissions are to be sent to: vehiclerfq@renocountyks.gov These specifications are written with the intention of obtaining quotes on like equipment. This equipment shall have new 2024 model equipped standard equipment and meeting or exceeding the following.

**2024 FORD MAVERICK (W8B) XLT AWD SUPERCREW
ICONIC SILVER METALLIC**

2.0 ECOBOOST

8-SPEED AUTOMATIC

With all standard options plus:

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

The equipment shall be delivered F.O.B. to Hutchinson, Ks.

Total Cash Price: \$ 28,858⁰⁰
Unit Price: \$ 28,858⁰⁰
Warranty: SEE ATTACHED

Estimated Delivery Date: 4-6 months
Company Name: MIDWEST SUPERSTARS (Hutch)
Date: 4/29/24
Signature: [Handwritten Signature]

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

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

Kyle Berg

120 West Ave B

Hutchinson, KS 67501

620-694-2585

Vehicle Configuration Options

ENGINE	
Code	Description
999	Engine: 2.0L EcoBoost, (STD)
TRANSMISSION	
Code	Description
448	Transmission: 8-Speed Automatic, (STD)
WHEELS	
Code	Description
64T	Wheels: 17" Carbonized Gray Painted Aluminum, (STD)
TIRES	
Code	Description
T7R	Tires: 225/65R17 A/S BSW
PRIMARY PAINT	
Code	Description
JS	Iconic Silver Metallic
SEAT TYPE	
Code	Description
7B	Navy Pier/Medium Slate, Unique Cloth Front Bucket Seats, -inc: manual 6-way adjustable driver and 4-way manual adjustable passenger, front floor console w/eShifter, armrest and storage bin
AXLE RATIO	
Code	Description
___	Upgraded Drive Ratio
ADDITIONAL EQUIPMENT	
Code	Description
53Q	4K Tow Package, -inc: Trailer Hitch Receiver, 7-pin connector, Upgraded Drive Ratio, Upgraded Cooling Fan, Higher Capacity Radiator, Full Size Spare Tire, Transmission Oil Cooler, Trailer Brake Controller, Tires: 225/65R17 A/S BSW
51D	Full Size Spare Tire
OPTION PACKAGE	
Code	Description

300A

Equipment Group 300A Standard



National Auto Fleet Group

A Division of Chevrolet of Watsonville

490 Auto Center Drive, Watsonville, CA 95076

(855) 289-6572 • (831) 480-8497 Fax

Fleet@NationalAutoFleetGroup.com

4/18/2024

Quote ID: **38011**

Order Cut Off Date: **TBA**

Kyle Berg
Reno County
Reno County Automotive
120 West Ave B
HUtchinson, Kansas, 67501

Dear Kyle Berg,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.

One (1) New/Unused (2024 Ford Maverick (W8J) XLT AWD SuperCrew 121.1" WB 4.5' Box,) and delivered to your specified location, each for

	One Unit (MSRP)	One Unit	Total % Savings	Total Savings
Contract Price	\$30,875.00	\$30,324.45	1.783 %	\$550.55
Tax (0.0000 %)		\$0.00		
Tire fee		\$0.00		
Total		\$30,324.45		

- per the attached specifications.

This vehicle(s) is available under the **Sourcewell (Formerly Known as NJPA) Contract 091521-NAF** . Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper
Account Manager
Email: Fleet@NationalAutoFleetGroup.com
Office: (855) 289-6572
Fax: (831) 480-8497



GMC



AGENDA ITEM

AGENDA ITEM #6.E

AGENDA DATE: May 22, 2024

PRESENTED BY: Mark Vonachen - County Planner II

AGENDA TOPIC:

Resolution 2024____ Planning Case #2024-03 - A request and Resolution by Unified School District #313 (Applicant: Landmark Architects) for a conditional use permit to establish a daycare center on a parcel of land zoned R-1 - Rural Residential District. The property is located at 509 E. 56th Avenue which is at the southeast corner of N. Plum Street and E. 56th Avenue

SUMMARY & BACKGROUND OF TOPIC:

The owner requests a conditional use permit to establish a daycare center. The daycare center will be located in an existing building which was previously used as a church.

The parcel is approximately 3.08 acres of land. The proposed daycare will be licensed for up to 59 children and range in age from 0-5 years old. A fenced-in playground will be located on the east side of the building. The proposed hours of operation will be from 7:30am to 6:00pm Monday through Friday. The daycare will be open year-round, not just during the school year. Interior remodeling of the building has commenced because no zoning permit is required to remodel the interior of a building. The conditional use permit is required to operate a daycare land use inside the building.

The owner has decided to install a new wastewater system on the property due to the uncertainty of the age and condition of the existing system. The owner is working with the Environmental Division on the permitting process. The new wastewater system will be located west of the parking lot. The owner is also working on the permitting process for a daycare center with the Health Department, Kansas Department of Health and Environment, and the Fire Marshall's Office.

On April 18, 2024, the Planning Commission conducted a public hearing on this petition. The Planning Commission heard concerns from staff and the public regarding noise, parking stalls, traffic backing up on the roads, and traffic flow on the property. Details of those discussions are contained in the staff report. At the conclusion of the public hearing, the Planning Commission recommended approval of the request by a 5-0 vote based on the nine factors listed in the staff report. The Planning Commission attached nine conditions of approval and recommended granting the waiver request requiring the owner to permanently pave the parking lot. The Planning Commission recommended denial of the waiver request to provide only fifteen parking stalls and instead recommended the owner provide twenty-five parking stalls.

The County Counselor has reviewed the included resolution and approved of the way it is written.

ALL OPTIONS:

1. Approve the resolution and 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 listed in the staff report
4. Return the request back to the Planning Commission with specific questions to be answered
5. Table the request for further review

RECOMMENDATION / REQUEST:

Approve the resolution and request as recommended by the Planning Commission



REZONING/CONDITIONAL USE PERMIT APPLICATION

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

AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED.

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

A. Applicant/Owner

Mailing Address

Phone Email

B. Agent

Mailing Address

Phone Email

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

2. The applicant hereby requests

A change of zoning from to .

A Conditional Use for the following:

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



RECEIVED
FEB 16 2024
RENO COUNTY
PUBLIC WORKS DEPT

4. This property address is:

The general location is (use appropriate section):

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

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

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



RECEIVED
FEB 16 2024
RENO COUNTY
PUBLIC WORKS DEPT

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

USD #313 Buhler Schools

(Owner)

(Owner)

By *Cynthia A. Buchman*

Authorized Agent (if any)

By

Authorized Agent (if any)

OFFICE USE ONLY:

Received by the Zoning Administrator, at 2:10 (A.M.) (P.M.) on this 15th day of February, 2027, together with the appropriate fee of \$300.

Mark Vacker / County Planner II
Name and Title

LANDMARK ARCHITECTS

1020 NORTH MAIN
HUTCHINSON, KANSAS 67501
620-663-5421



February 14, 2024

Reno County Planning Commission
600 Scott Boulevard
South Hutchinson, KS 67505

Re: Request for Waiver

To Whom it May Concern:

The purpose of this letter is to request a waiver on behalf of the owner of the property at the southeast corner of 56th Avenue and Plum Street regarding the parking surfacing and stall requirements as part of the Conditional Use Permit application.

The proposed use of the building is a daycare with a full capacity required staff maximum of twelve persons. Parent parking would be limited to two or three cars at maximum at any given time, putting the parking needs at fifteen. Ample overflow parking is available on site should it ever be necessary.

The proposed (and current) surfacing of the parking and drop off area is gravel or crushed rock. Additional material will be brought in to accommodate the parking needed and maintained by the owner, USD 313 Buhler Schools. This parking, in its same location on the west side of the building, will be unobtrusive to surrounding homeowners. General traffic on the lot will be at drop off and pick up and staff start and end times of day.

Thank you for your consideration of the aforementioned items.

Respectfully,

A handwritten signature in blue ink that reads "Sarah Sipe". The signature is written in a cursive, flowing style.

Sarah Sipe
LANDMARK ARCHITECTS

State Fire Marshal
800 SW Jackson
Suite 104
Topeka, KS 66612-1216
PLAN REVIEW APPROVED - ICC



Monday March 18, 2024

USD 313 56TH STREET DAYCARE
509 E 56TH AVE
USD 313 56TH STREET DAYCARE
HUTCHINSON, KS 67502

We have completed a review of the design submittal received on Monday March 18, 2024

The design submittal appears to be in compliance with the fire and life safety provisions of the Kansas Fire Prevention Code thus allowing the construction and/or installation work to commence. Submittal acceptance subject to comments listed below.

Plan reviews by the Kansas State Fire Marshal are cursory in nature, and compliance to the appropriate standards is expected. Comments provided by other reviewing parties or authorities having jurisdiction shall be acknowledged. Any omission of requirements on submitted plans or any omission during plan review shall in no way authorize any violation of applicable requirements under the Kansas Fire Prevention Code. Acceptance of design submittal shall not be construed to be an acceptance of items that do not conform to Kansas Fire Prevention Code.

Construction and/or work zones shall be separated from occupied areas by one-hour rated construction (or smoke resistive if sprinkler system is maintained on both sides of separation), per OSFM guidelines. Any temporary egress must be approved by OSFM. Additionally, the OSFM has the authority to verify at any time that construction and/or installation work complies with the accepted plans and state-adopted regulations.

Each project will require an inspection at 50% completion. A request for inspection must be made to the licensing agency at least 30-days before the 50% milestone. Fire Protection System shall adhere to the engineered drawings, manufacturer requirements/listings, and the appropriate Codes and Standards. The responsible contractor shall leave a copy at the facility of the final test report verifying that the installed fire protection system is in proper and compliant working condition. The completed fire protection system installation is subject to verification by OSFM. If changes are required in construction, separation to occupied spaces, or temporary egress, these changes must be approved, in writing, by OSFM. All work on the project shall stop until an approval is obtained. If the project, at any point, cannot maintain the required separation or causes any impairment to any fire protection system, the OSFM must be notified and the facility must perform a fire watch until the conditions are corrected. Failure to comply with these requirements could result in significant penalties including citation of Immediate Jeopardy or the issuance of an order to cease and desist.

Fire alarm, automatic suppression systems, and other extinguishing system plans must be submitted separately for review and approval, before final inspection. Final inspection and referral to licensing agency are required prior to final occupancy. The Office of the State Fire Marshal has reviewed these plans for compliance with the applicable codes and standards.

This is a plan approval only. This is not an approval to occupy.

State and local licensing agencies may impose additional requirements.

03/18/2024 01:17:53 PM Kenny Jaske

CODE FOOTPRINT APPROVED 03/18/24

-UNIT A: APPROVED FOR 23 TOTAL OCCUPANTS OF ANY AGE
-UNIT B: APPROVED FOR 26 TOTAL OCCUPANTS OF ANY AGE
-UNIT C: APPROVED FOR 26 TOTAL OCCUPANTS OF ANY AGE
-UNIT D: APPROVED FOR 27 TOTAL OCCUPANTS OF ANY AGE
-UNIT E: APPROVED FOR 16 TOTAL OCCUPANTS OF ANY AGE

Jaske, Kenny /Fire Inspector II
Office of the State Fire Marshal

03/18/2024 13:19

Page 1

Unified School District #313
Property Ownership List
Case #2024-03

A	B	C	D	E
PO#	PIN	OWNER	OWNER ADDRESS	PROPERTY ADDRESS
1	0241903001011000	SMITH, RECHELE & RICHARD	504 E HIGHLAND DR HUTCHINSON, KS 67502	504 E HIGHLAND DR, Hutchinson, KS 67502
2	0241903001014000	SALYER, THERON LIV TRUST & KAREN LIV TRUST	5710 HIGHLAND DR HUTCHINSON, KS 67502	5710 N HIGHLAND DR, Hutchinson, KS 67502
3	0241903001015000	LOHF, RAYMOND P	5706 N HIGHLAND DR HUTCHINSON, KS 67502	5706 N HIGHLAND DR, Hutchinson, KS 67502
4	0241903001016000	LUGINSLAND, RAE C & JOYCE R TRUST	5704 HIGHLAND DR HUTCHINSON, KS 67502-4806	5704 N HIGHLAND DR, Hutchinson, KS 67502
5	0241903001018000	PETERS, LAWRENCE W & NANCY L	5602 HIGHLAND DR HUTCHINSON, KS 67502-4801	5602 N HIGHLAND DR, Hutchinson, KS 67502
6	0241903001019000	KEESLING, GEORGE O TRUST	5600 HIGHLAND DR HUTCHINSON, KS 67502	5600 N HIGHLAND DR, Hutchinson, KS 67502
7	0241903001020000	GISEL, RICHARD L & JANET G	702 E 56TH AVE HUTCHINSON, KS 67502-8719	702 E 56TH AVE, Hutchinson, KS 67502
8	0241903001021000	FELKER, AARON	3111 LAKEVIEW RD HUTCHINSON, KS 67502	714 E 56TH AVE, Hutchinson, KS 67502
9	0241903002001000	RAMSEY, RYAN D & BECKS, JESSICA N	5705 N HIGHLAND DR HUTCHINSON, KS 67502	5705 N HIGHLAND DR, Hutchinson, KS 67502
10	0241903002002000	DILL, ROBERT L & LESLYE A	5620 N PLUM ST HUTCHINSON, KS 67502-4812	5620 N PLUM ST, Hutchinson, KS 67502
11	0241903002003000	MANCHE, LONNIE R & SHERRY L	3303 AMANDA ST HUTCHINSON, KS 67502-3957	00000 N PLUM ST, Hutchinson, KS 67502
12	0241903002004000	WEISZ, CLETE W & REBA A	5610 N PLUM ST HUTCHINSON, KS 67502-3549	5610 N PLUM ST, Hutchinson, KS 67502
13	0241903002005000	ROOKS, SCOTT & JOHNSON, ROGENA & BEVERLY	10430 E SNOKOMO RD HUTCHINSON, KS 67502	5608 N PLUM ST, Hutchinson, KS 67502
14	0241903002006000	BROWN, SCOTT E & LILI	5604 N PLUM ST HUTCHINSON, KS 67502	5604 N PLUM ST, Hutchinson, KS 67502
15	0241903002007000	COOK, DALE W REV TRUST & COOK, BARBARA J REV TRUST	5600 N PLUM ST HUTCHINSON, KS 67502	5600 N PLUM ST, Hutchinson, KS 67502
16	0241903002008000	PECK, CARSON TRUST & ANN TRUST	600 E 56TH AVE HUTCHINSON, KS 67502-8717	600 E 56TH AVE, Hutchinson, KS 67502
17	0241903002009000	GAMBER, JEFFREY K & MARIA DEBORAH	5601 HIGHLAND DR HUTCHINSON, KS 67502	5601 N HIGHLAND DR, Hutchinson, KS 67502
18	0241903002010000	STANGE, HJ FAM TRUST	5701 N HIGHLAND DR HUTCHINSON, KS 67502	5701 N HIGHLAND DR, Hutchinson, KS 67502
19	0241903002011000	LACLAIR, JAMES J & ANASTASIA K	5703 HIGHLAND DR HUTCHINSON, KS 67502-4813	5703 N HIGHLAND DR, Hutchinson, KS 67502

Unified School District #313
 Property Ownership List
 Case #2024-03

	A	B	C	D	E
21	20	0293002001003000	BOOR, DOUGLAS A & JOYCE A	705 E 56TH AVE HUTCHINSON, KS 67502-8718	705 E 56TH AVE, Hutchinson, KS 67502
22	21	0293002001004000	MULLEN, ROBERT T & KRISTEN A & KENNETH D & VALERIA J	701 E 56TH AVE HUTCHINSON, KS 67502	701 E 56TH AVE, Hutchinson, KS 67502
23	22	0293002001005000	WALLACE, KENNETH F REV TRUST & HOCH, APRIL M REV TRUST	615 E 56TH HUTCHINSON, KS 67502	615 E 56TH AVE, Hutchinson, KS 67502
24	23	0293002001006000	KALININ, ILYA	529 E 56TH AVE HUTCHINSON, KS 67502	529 E 56TH AVE, Hutchinson, KS 67502
25	24	0293002001007000	UNIFIED SCHOOL DISTRICT #313	406 W. 7TH AVENUE BUHLER, KS 67522	509 E 56TH AVE, Hutchinson, KS 67502
26	25	0293002001008000	TREON, KEVIN CHARLES & JANE PYATT	2530 HWY 70 E BEAUFORT, NC 28516	5502 N PLUM ST, Hutchinson, KS 67502
27	26	0293002001009000	SCHMIDTBERGER, BRIAN J & PATRICIA A	5414 N PLUM ST HUTCHINSON, KS 67502	5414 N PLUM ST, Hutchinson, KS 67502
28	27	0293002001011000	ZWICKL, ANGELA Y & KEITH M JR	5216 N PLUM ST HUTCHINSON, KS 67502	5216 N PLUM ST, Hutchinson, KS 67502
29	28	0293002001011010	GERTKEN, JAMES P & PAMELA A	301 W 20TH HUTCHINSON, KS 67502-2851	5312 N PLUM ST, Hutchinson, KS 67502
30	29	0293002001011030	A TO Z INVESTMENTS LLC	5216 N PLUM ST HUTCHINSON, KS 67502	5400 N PLUM ST, Hutchinson, KS 67502
31	30	0293002001012000	STOSS, STEVEN T & PENNY K	5314 N PLUM ST HUTCHINSON, KS 67502	5314 N PLUM ST, Hutchinson, KS 67502
32	31	0362404001001000	KLAMM, ANDREW D & ELIZABETH K	6103 N PLUM ST HUTCHINSON, KS 67502-4842	6101 N PLUM ST, Hutchinson, KS 67502
33	32	0372501001001000	LOWEN, MATTHEW T REV TRUST	PO BOX 2286 HUTCHINSON, KS 67504-2286	5321 N PLUM ST, Hutchinson, KS 67502
34	33	0372501001007000	RENO WESTERN CORPORATION	PO BOX 1173 HUTCHINSON, KS 67504-1173	00000 N PLUM ST, Hutchinson, KS 67502



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

Don Brittain, Director

Date: May 3, 2024

To: Reno County Board of County Commissioners

From: Mark Vonachen, CFM – County Planner II

Subject: Case #2024-03 – Unified School District #313 (Applicant: Landmark Architects – Sara Sipe) Legal Description: Approximately 3.08 acres of land located in the NW ¼ - Section 30 – T22S, R5W in Clay Township and further described as PIN# 0293002001007000. The parcel is located at the southeast corner of E. 56th Avenue and N. Plum Street.

Who: Owner: Unified School District #313
509 E. 56th Avenue, Hutchinson, KS 67502

What: This is a conditional use permit request to establish a daycare center 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 establishing a daycare center. 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 permit for the purpose of establishing a daycare center on a residentially zoned property. The current land use on the property is a former church. The owners of the church have since sold the property to the school district who now want to establish a daycare.

The proposed daycare will be licensed for up to 59 children and range in age from 0-5 years old. The hours of operation will be from 7:30am to 6:00pm Monday through Friday. No other land use activities are proposed on the property.

The submitted site plan indicates a playground area is located on the east side of the building. The playground area will be enclosed with a chain-link fence.

Fifteen parking spaces will be provided on the west side of the building. A vehicular traffic flow plan is also shown on the site plan.

Interior remodeling of the building has commenced. No zoning permit is required to remodel the interior of a building. A zoning permit was issued to the owner so exterior stairs and landings could be constructed on the outside of the building. The reason a zoning permit was issued is because the permit is related to the exterior of a building. The proposed conditional use permit is for the new land use that may occur on the interior of the building.

Staff requested that any future buildings or land uses be made a part of the site plan and included with the conditional use permit application so they could be reviewed and considered for approval. The owner states no other land use activities are planned. No future buildings are shown on the submitted site plan.

Notification of this conditional use permit was sent to the Health Department, Hutchinson Fire Marshall, and other various County Departments. Any comments received are included in this report.

**SUMMARY OF RELATED REQUIREMENTS FOR:
A DAYCARE CENTER 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. 56th Avenue and N. Plum Street

Side Yard: 10' from the west property line

Rear Yard: N/A due to this parcel containing two 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. This option is available if the 30 foot setback cannot be maintained.

On this parcel, the shortest street frontage is N. Plum Street. Therefore, a 30-foot setback is required along N. Plum Street. A 15-foot setback could be permitted along E. 56th Avenue if

this would aid the applicant in complying with minimum setback requirements for future accessory buildings or parking stalls. The preference would be to maintain a 30' setback off all road rights-of-way.

3. **Performance Standards – Article 9**

The following performance standard is found under Article 9-104 and is relevant to the issuance of a conditional use permit for a daycare center:

- Light sources shall be controlled or hooded so that light is directed away from any adjoining residentially zoned property or public streets.

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 daycare center is an undefined land use when determining the required number of parking spaces. In previous conversations with Ms. Sarah Sipe, Landmark Architects, staff indicated the number of required parking stalls will be calculated using the one parking stall per 300 square feet of building requirement. The application indicates the total square footage of the building footprint is 4,995 square feet.

The owner is required to provide 17 parking stalls for the daycare center. The site plan indicates 15 parking spaces will be provided. A written waiver to reduce the number of parking stalls was submitted with the conditional use permit application. The waiver request states when at full capacity there will be 12 staff members. Parent parking would be limited to two or three cars at maximum at any given time. Ample overflow parking is available on site should it ever be necessary.

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. A written waiver to not require permanent pavement of the parking lot was submitted.

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.

Staff concludes the following:

1. The waiver request to reduce the required number of parking stalls from 17 to 15 should be denied based on the submitted documents. At the public hearing the applicant should provide additional details justifying why 15 parking stalls is adequate for this land use at the proposed intensity of 12 employees and 59 children ages 0-5. The current site plan shows 15 parking stalls and provides a pick-up/drop-off lane next to the building. With a maximum of 12 staff members employed, this leaves only three parking stalls for customers to pick-up and drop-off children. While the facility may not be at the maximum capacity when first opened, additional parking stalls should be developed to accommodate full capacity of the facility and to adequately permit all vehicles to park in a designated parking stall instead of parking on areas of the property not intended for vehicles. Additional parking stalls should be provided, rather than what the minimum is required by the zoning regulations, in order to accommodate the busiest times in the morning and evening. At minimum, the Planning Commission should require the regulation requirement of 17 stalls be developed and a new site plan submitted.

The Planning Commission should determine if 15 parking stalls is adequate, the 17 parking stalls as required by the zoning regulations is adequate, or another suitable number. Staff recommends a new site plan be submitted showing no overflow parking area and a total of 25

parking spaces, some of which could be extended to the south of the existing parking lot. The busiest times of the operation could be early morning and late afternoon. Many parents may use the pick-up/drop-off lane for children but many parents may also choose to park and walk their child up to the front door or go inside the facility. Many cars could be arriving to pick up and drop off children at these peak times. Adequately identified parking spaces need to be provided to ensure cars do not drive and park in non-designated areas and create an unsafe situation.

If it is recommended a different number of parking stalls be provided, a new site plan should be submitted showing the recommended number, the pick-up/drop-off lane, and the traffic flow pattern of the new parking lot. It may be possible the recommended number of parking stalls could be provided on the existing gravel/grass area or possibly by extending the gravel/grass area to the south. Caution should be taken if the parking area is expanded to the west, beyond the existing gravel/grass area because that is reserved for the new wastewater system. The Environmental Division should be consulted before this is considered and finalized.

2. The waiver request to not permanently pave the parking lot and access driveways should be approved. The proposed parking lot is in the same location as the parking lot of the former church building. The surface of the parking lot is crushed gravel/grass. Currently the gravel/grass parking lot area is not expanding beyond what is already in existence. Since the parking area is not expanding beyond what is currently in existence, no drainage plan should be required. If the parking lot expands beyond what is in existence now or is paved, a drainage plan should be developed to ensure any additional rain runoff from the property does not enter the County right-of-way or adjoining properties.

3. According to the submitted site plan, the parking stalls comply with the setback requirements from the road right-of-way.

A daycare center does not require the installation of an off-street loading space.

Staff recommends developing 25 parking spaces and not requiring a permanent paving surface for the parking lot.

5. **Sign Requirements – Article 12**

The application and site plan do not indicate any signs will be located on the property. No sign permit is required from the County. However, if any 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 sign located near the intersection of N. Plum Street and E. 56th Avenue shall be reviewed by the Public Works Department for sight triangle concerns.

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6. **Landscaping**

The county generally has no specific requirements in the zoning regulations regarding landscaping. The site plan shows no additional landscaping being placed on the property.

The regulations do require screening along a property line adjacent to a single-family dwelling to prevent passage of light from vehicle exiting the parking lot. In this case, the adjacent single-family dwelling to the north is not directly adjacent from the parking lot entrance. There are also numerous trees and tall bushes on this property to aid in preventing the passage of any car lights.

Additional screening may be required through the conditional use permit review process. The Planning Commission can require landscaping, buffering, and screening 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**

No lighting was shown on the site plan. However, the architectural plans indicate that all exterior light fixtures shall be controlled by photocell unless notes otherwise.

Any exterior lights shall be shielded so as not to go beyond property boundaries.

8. **Fencing**

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

The site plan indicates a vinyl fence will be installed around the HVAC equipment. A chain link fence will be installed around the outside playground area. No perimeter fence is shown around the property boundary.

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.

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

To the north is a residential subdivision zoned R-1, R-2, and R-3 and agricultural land zoned AG.

To the east and south are single-family dwellings zoned R-1 and R-2.

To the west is a 37-acre parcel zoned R-1.

The immediate area surrounding this parcel is a concentration of single-family dwellings. A platted subdivision consisting of residential lots averaging one acre in size is located directly to the north of this parcel. Single-family dwelling parcels from two acres to 6.6 acres in size are located on the south side of E. 56th Avenue. Agricultural land and a large residential parcel are located on the west side of N. Plum Street.

According to the Appraiser's Department, this former church building was constructed in 1970. This parcel has been used as a public/institutional land use since that time. No zoning permit was discovered.

Staff concludes utilizing this parcel and building as a daycare center could be considered compatible with the surrounding neighborhood. Non-residential land uses have occurred on this property since 1970. Daycare centers, like churches, have periods during a day where there will be many cars and activities and then times when activities will taper off or be non-existent. Other than the children's playground area on the east side of the building, the application does not indicate any other activities occurring outdoors.

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 two county-maintained asphalt roads which are capable of handling large traffic volumes. Any new driveway entrance or expansion of the existing driveway entrance will require a permit from the Public Works Department.

This property is served by a private water well and a private wastewater system. The Environmental Division assisted the contractors and owner of the parcel to determine the current condition and capacity of the wastewater system. After consultation, it was determined a new wastewater system will be installed. The final location won't be established until a soil evaluation is performed. However, the goal is to locate the new wastewater system on the west side of the gravel/grass parking lot. Regardless of the final location, the new system will comply with the Sanitation Code.

Use of the private well will also comply with the Sanitation Code and state requirements regardless if the owner has to employ a public water supply operator due to the number of "guests" served at the facility or bottled water is used for consumption to avoid such the requirement.

Staff concludes the proposed daycare center should not place an undue burden on the existing transportation or other service facilities.

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

This area east of N. Plum Steet and along E. 56th Avenue has always been utilized for single family dwellings. Further along E. 56th Avenue, the parcels increase to approximately 20 acres in size. On the west side of N. Plum Street and E. 56th Avenue the parcels are generally greater than 10 acres in size until you reach Sheppard's Acres Subdivision.

The is no indication this area is trending toward more non-residential land uses.

Staff concludes the daycare center use is not made necessary or desirable because of changed or changing conditions in the area. However, this church building has been in existence since 1970. A new land use is proposed. This new land use does not require the construction of a new non-residential building. A daycare center could be considered an acceptable alternative land use for this existing non-residential building.

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 not vacant. A non-residential building has been located on this parcel since the early 1970's according to the Appraiser's Department information.

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

This parcel is approximately 3.08 acres of land. The parcel is served by a private wastewater system and a private water well. The site plan shows the building location and

parking area. No future buildings are shown on the site plan. There is enough acreage for additional parking areas if required. Since a new wastewater system is desired, there is enough acreage available to comply with the setback requirements of the Sanitation Code. If a future building expansion or additional buildings are desired, space could be limited due to the parking lot and new wastewater system location. Additional parking spaces could also limit the area for a new “reserve area” wastewater system. However, as presented in the site plan, there is adequate acreage available for the proposed use. The owner should work closely with Planning and Environmental staff on future building needs, if it is ever desired.

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.
- Continue to use and support local economic development resources to enhance Reno County’s competitive position in retaining existing and attracting new jobs to Reno County.
- 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.
- Continually evaluate the use of other economic development policies as tools to encourage new development. Where appropriate, adjust the boundaries for these tools to maximize their successful implementation.
- 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. This parcel is not vacant. An existing non-residential building served by a private wastewater system and well is located on the parcel. This area is not located near a city limit boundary where it would be feasible to encourage annexation at this time. Repurposing this building with another compatible land use is the best alternative until annexation and extension of public sewer and public water becomes available.

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 surrounding community will gain by permitting this existing building to be converted to a daycare center. This proposal may bring additional jobs to the community. The parcel has adequate access off two County roads which are capable of handling any additional traffic generated by this proposed land use. Daycare has been identified by government agencies, businesses, and other organizations as a need for the community. This proposal can assist in helping to offset the demand for daycare. 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 a potential hardship imposed on the applicant by not approving the conditional use permit. If the conditional use permit is denied, the applicant is prohibited from opening a daycare center. This is the desired land use of the applicant. However, the applicant could propose a different type of land use that may be more suitable for the land and compatible with the area. The applicant could construct a new single-family dwelling on the parcel or utilize the existing building as a single-family dwelling. This is the only land use permitted by right in the R-1 zoning district. However, this is not the desired land use for the applicant. Other types of land uses are permitted with an approved conditional use permit.

Staff concludes 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. The use of this building as a daycare center is more appropriate than using the building as a single-family dwelling.

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 daycare center may not adversely affect surrounding properties or the neighborhood. This analysis is based on the submitted site plan, the previous church land use, and the only outdoor activity identified on the site plan is a children's playground area on the east side of the building.

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

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 applicant should be asked at the public hearing to clarify the maximum number of employees and the maximum number of children which could be present in the building at any one time. This could help resolve any concerns with the number of parking stalls required for this project. Overflow parking should not be necessary if an adequate number of parking stalls is provided. The Planning Commission should review the information and determine the correct number of parking stalls for the development.

If the number of parking stalls changes, a new site plan shall be submitted showing the approved number of parking stalls required by the County Commissioners. If children are mostly dropped off and picked up next to the building, this could help alleviate the need for additional parking spaces but this should be described in the plan of operation.

As required by Article 20-103, the application was sent to the City of Hutchison for possible review and recommendation by the City Council. As of the date of this report, no recommendation has been submitted and no comments received.

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 daycare center land use 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. 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.
5. Whether the applicant's property is suitable for the proposed use.
6. Whether the proposed Conditional Use would be in conformance to and further enhance the implementation of the Comprehensive Plan.
7. 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.
8. 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.
9. The recommendation of the permanent or professional staff.

Staff recommends denying the waiver from the requirement to provide parking for 15 vehicles based on the reasons listed in the staff report.

Staff recommends granting the waiver from the paving requirement based on the reasons listed in the staff report.

Staff recommends the following conditions of approval:

1. The parcel shall be developed only as a daycare center according to the plan of operation.
2. Any lighting of the parking lot or building shall be shielded and directed on the property.
3. No 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.

4. The applicant shall submit a revised site plan showing 25 parking stalls.
5. The use of the daycare facility shall be limited to the maximum number of children consistent with the State License. The approved State License shall be submitted to the Planning and Zoning Division to establish the maximum number of children.
6. The outside playground area identified on the site plan shall be enclosed with a minimum of a three-foot fence using commonly accepted fencing material such as chain-link, wood, or vinyl.
7. Expansion of the parking lot beyond the existing gravel/grass area shown on the approved site plan or paving of the parking lot with a permanent surface, such as asphalt, will require a drainage plan prepared by a professional engineer. The plan shall be submitted to the Public Works Department for review to ensure no rain runoff from the property enters the county road right of way ditches or is directed onto an adjoining property.
8. Applicant shall meet all applicable Federal, state, and local regulations.
9. 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 33 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 April 18, 2024, the Planning Commission conducted a public hearing on this petition. Cindy Couchman, Unified School District #313 Superintendent, 406. W. 7th Avenue, Buhler, KS 67522 and Sarah Sipe, Landmark Architects, 1020 N. Main Street, Hutchinson, KS 67501 presented the request to the Planning Commission. Ms. Couchman stated the school district purchased the old church building at E. 56th Avenue and Plum Street for the purpose of using the building as a daycare.

The school district received a childcare accelerator grant in the amount of \$600,000. There will be 59 childcare slots at this daycare center. They will remodel the top floor of the building and have a playground to the east of the building. A drop off zone will be provided for parents to pull in, drop off their child, and exit the property. The daycare center will be open from 7:30am to 6:00pm Monday through Friday. When fully staffed there will be 12 employees and 59 children birth through age three. There will be an infant room, a toddler room, and a combined room. The basement will be used as a kitchen, a play area, if needed, and a lounge for staff members.

Ms. Couchman explained the site plan and how traffic will flow through the parking lot. She anticipates most parents dropping off their children between 7:30am and 8:30am and picking up their children from 4:30pm to 6:00pm.

Ms. Couchman further explained the septic tank will be located on the west side of the parking lot. The current location is underneath the parking lot on the east side.

Ms. Sipe added there is exterior lighting on the building near the entrance/exit points and pointed to those locations on the site plan. There is an existing well on the property and the school district is working with KDHE to make sure that is appropriate drinking water for the children.

Commissioner Seltzer questioned if any traffic studies have been performed for the round-about.

Ms. Couchman said no traffic study has been completed.

Commissioner Macklin asked where are these children being cared for now.

Ms. Couchman responded that Reno County did a childcare study a year ago and there are 3,000 open slots needed right now. Some are in unlicensed daycare centers, some stay with a licensed daycare, and some stay with people the School District is unsure of the relationship. There is a lot of need for daycare centers. A lot of parents have called asking how they get on the list.

Commissioner Seltzer asked if this daycare center will focus primarily on staff and parents within the Buhler School District.

Ms. Couchman answered that Buhler School District staff who receive a paycheck and parents in the School District will have first priority since Buhler School District has had to raise money through their education foundation to supplement the grant. Parents still have to pay for the daycare. It is not a free service.

Vice-Chairman Martin questioned if this is a year-round daycare.

Ms. Couchman said yes. It does not operate on a school schedule because one of the goals is to attract and retain staff but also to serve the community.

Commissioner Strand questioned the number of parking stalls. The regulations require a minimum of seventeen parking stalls and the site plan shows fifteen. He asked if there is a reason why you are requesting fifteen.

Ms. Sipe said fifteen is based on the number of staff and the fact that as parents enter the facility, they will be able to loop around the parking lot and line up in the loading/unloading area in front of the building and be met by staff to get the child or drop the child off. The three additional parking stalls are for parents who need to come and stay longer to establish services or make a payment. Three spaces seemed like an adequate amount. Space is available but they also have to work through where the septic system will be located.

Ms. Couchman added that additional parking stalls can be added where it says "overflow parking".

Chairman Goertzen is concerned that 60 cars will be dropping off children between 7:30am and 8:30am. He asked if there is enough room in the parking lot to accommodate 60 cars.

Ms. Sipe is unsure if they will have 60 cars at the 7:30am time slot but they can certainly accommodate a good number of cars. If needed a “double-loop system” can be created.

Ms. Couchman said the 7:30am to 8:30am time is a logical guess because some people work at 8:00am and some people work at 9:00am.

Chairman Goertzen is concerned that it may take five to seven minutes to remove a child from a car seat. That time frame will create a back-up of vehicles waiting to drop children off at the drop-off location. He is concerned the back-up of vehicles will end up on 56th Avenue.

Ms. Sipe responded by saying that is where the benefit of having the property to the west will help.

Ms. Couchman said the parking lot could be extended to the west with additional rock or possibly to the south.

Chairman Goertzen wants to ensure there is some awareness of backing vehicles up along E. 56th Avenue is not going to be acceptable.

Commissioner Seltzer questioned if there is a barrier between the two lanes heading west on E. 56th Avenue near the round-about or is it a drive over.

Ms. Sipe said it is a drive over.

Commissioner Seltzer added if people will be turning left off of E.56th Avenue into the property that could back up traffic.

Ms. Couchman said Ms. Sipe spoke to someone at the County who said you can drive over those lines. Those lines are there just to guide the traffic. The lines are just painted. The lines are not raised.

Vonachen presented the staff report and showed slides of the area.

Commissioner Strand asked, assuming the Board is ok with a gravel surface, the gravel parking lots he has seen don't have lines painted on them. It seems like there is plenty of space, it's just a matter of organization.

Vonachen said we obviously won't require the owner to spray paint the gravel. What is being requested is a 9'x19' parking stall multiplied by whatever number the Planning Commission settles on will equal a total square footage area. In this case we have the benefit of a professional drawing showing what fifteen parking stalls will look like. The drawing could be modified to show what twenty-five stalls will look like. What is being requested is the square footage to accommodate the number of requested parking stalls.

Commissioner Strand is concerned about parking, traffic flow, and small children running around on gravel without being able to give some direction on traffic flow during peak times.

Commissioner Strand asked about the structure to the east of the building and who owned it and if there are any setback issues.

Vonachen said it is part of the property to the east.

Ms. Couchman corrected staff and said the building is part of their property.

Vonachen added there are no setback issues since it is an existing building.

Commissioner Macklin understands the present septic system is under the gravel parking lot.

Vonachen located the present septic system on the site plan and said the owner has decided to relocate the septic system to the west side of the parking lot. The age of the system is unknown and its present condition is unknown as to whether it can handle the daycare center at full capacity.

Commissioner Macklin followed up by asking where is the existing well relative to the existing septic system and is that the only source of water.

Vonachen located the existing well on the site plan and said that is the only source of water. Vonachen assured the Planning Commission that everything will be in compliance with the Sanitation Code.

Commissioner Macklin asked if the size of the septic system will be designed by qualified people.

Vonachen said yes. It will be sized to fit their needs. The exact size and location is still being designed and determined. The general location has been established.

Commissioner Macklin added he would like to request the revised site plan showing 25 parking stalls also include the new location of the septic system.

Vonachen said they can show the new location but the actual length and width may not be determined at this time.

After the staff report, Chairman Goertzen asked if there were any audience members present who wished to provide a public comment.

Ryan Ramsey, 5705 N. Highland Drive, Hutchinson, KS 67502 stated his biggest concern is the traffic. Plum and 56th speed limit is 55mph. The roundabout is there to keep traffic flowing and keep people safe without worrying about stop signs, especially during high traffic times when children are being dropped off. His concern is the potential of dropping off 59 children and having a lot of parents trying to go into the parking lot at one specific time causing traffic backup in both directions in an area that is already high traffic at this time. As soon as the roundabout gets plugged up it slows down traffic. This will just add to that.

There is also a concern with noise. This is a very quiet neighborhood. This is why most of us moved out here. So, adding a year-round daycare with traffic and children will make a huge difference and impact to the entire environment on this neighborhood. This will affect resale value and how we entertain or exist outside of our homes and properties. This should be taken into consideration when you review this proposal.

Third, another big consideration is the septic system and well. You are adding 70 people into a single area that will be taking from the ground and putting into the ground which is greatly more than any other property in this area. This will also be a negative effect as well.

He does not want this daycare in his area. An office building would be great in this location. You can place 12 to 17 people in the building to do paperwork. This is a great idea.

Theron Salyer, 5710 N. Highland Drive, Hutchinson, KS 67502 moved to the north end of Highland Drive in May of 1972. They have put two additions on their house. They know this area. There is only one family currently living there when they moved there. He is concerned about traffic but in visiting with staff it seems like that is covered. He would like to have a separate entrance and an exit like the school buses have at Prairie Hills Middle School.

Mr. Salyer is also concerned about the septic tank. Prosperity School had to pump that septic tank a couple of times a week. He can see a time when the daycare will want to connect to public sewer.

Mr. Salyer's second concern is water. He quit watering his yard last year because the water table went down so much. He is concerned the applicant has not studied the availability of water. The water table is down because of the drought. The church installed a sump pump in the basement that pumps water out to Plum Street.

Karen Salyer, 5710 N. Highland Drive is concerned about traffic as it backs up on 56th Avenue. Where is it going to go? She is concerned traffic will divert to Highland Drive. This is a dirt residential street and is not a through street. It has been a good place to live and enjoy. We don't want to see it turn into a semi-commercial situation.

Water is a huge issue along with traffic flow. We would like to see this petition reconsidered or another configuration. Please consider those factors. She can see Highland Drive becoming an access road.

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

Ms Couchman stated as a school system we are going to be good stewards of the land. We are going to take good care of the facility and not let it deteriorate. We don't want traffic to be backed up.

There will be 15 infants so Ms. Couchman is unsure how much they will use the well and toilet system. As far as being loud and noisy she is unsure about the noise. They are replacing the septic system but did not have to. It could have been left alone and used until it fails. They chose to invest in the property and move the septic system out and away from the parking lot.

Regarding the well, they are using turf on the playgrounds instead of grass so no water will be used for watering. Plus, they do not want to have to maintain the grassy area.

There will be two separate playgrounds by law. The infants have to be taken out to get fresh air.

Regarding noise, there is a lot of space and ground on the property. Only 15 infants can be out at one time so there is not one time where all 60 children will be outside playing at once and creating noise.

They want to be good stewards financially and serve the community. That is their mission. For every dollar invested in daycare there is a \$16 return to your community. They want to be good stewards in the community and to the people who live in the Highland area.

Commissioner Strand said there is obviously concern about the septic system and water supply. Does anyone know how far the city services go out?

Vonachen said he does not know how far the line extends. He didn't anticipate that question. For the old Prosperity School, the city limits is much closer so if they did connect it would not be as big a project as this project would be to connect the daycare building.

Commissioner Seltzer questioned what the timeframe for is getting this project running.

Ms. Couchman stated it is a big process to start a daycare. You have to work with the Fire Marshall's Office, KDHE, etc. The goal is to have this running by September.

Vonachen reminded the Board that even though no public comments were submitted by the Health Department or KDHE, realize that this daycare will be in compliance with the daycare regulations. Those agencies are heavily involved in the project even though you may not have received any comments.

Commissioner Strand heard some concerns in the neighborhood about a daycare and questioned what are some other opportunities that could be using this building.

Vonachen replied the property is zoned residential and we are a conditional use permit based type of zoning so any potential land use that you can think of could go on that property with an approved conditional use permit. When the property was up for sale, I had a lot of people call with a lot worse land use proposals than what this daycare center could be. It doesn't mean that all of these land uses would be approved but it doesn't prevent an owner from applying for a specific land use.

Commissioner Macklin asked if we required a traffic study, who would do that study.

Vonachen said the County would do that study, similar to what we did at the coffee shop in Yoder. Public Works would be concerned about cars stopping or parking along the road. With the amount of land, that situation probably will not happen.

Commissioner Seltzer said a traffic study between 7:30am and 8:30am may give you some good information on how much traffic is flowing in that area at that time.

Vonachen said it would give you good information but then are you wanting to construct a turning lane? If so, then that will be an additional cost that has to be paid by someone.

Commissioner Seltzer is concerned about the driveway location and its proximity to the roundabout. Maybe the driveway could be moved further to the east.

Commissioner Strand doesn't see a problem in backing up along 56th Avenue. There is plenty of stacking space in the parking area. If it is going to back up it will be people turning left onto the property.

Commissioner Seltzer asked if the entrance is wide enough for two-way traffic.

Vonachen said yes. If the applicant believes it needs to be extended, they can apply for a permit through Public Works.

Chairman Goertzen closed the public hearing.

Commissioner Macklin said any study you look at rating a community, the availability of childcare is at the top of the list in attracting new businesses and residents. Therefore, he commends the school district for coming up with a plan to address that problem. We want quality schoolteachers coming into our community and families too. There might be a couple of issues that have not been addressed yet.

Chairman Goertzen commented that parking and traffic flow were high on his list. One of the conditions of approval showing the additional parking stalls; he sees no need to wait for the waiver that was requested. Likewise, the waiver requesting not to pave the parking lot looks acceptable to him. He sees no reason to require permanent pavement.

Commissioner Seltzer has concerns on traffic and traffic flow. He agrees with Chairman Goertzen that three extra parking spaces is too low. There will be instances where the parents come in the middle of the day, state inspectors, or others who show up and utilize some of those limited parking spaces so he agrees with staff's position that there should be additional parking spaces. He likes the 25 parking spaces. This will give you ten additional parking spaces than what was proposed. Those parking spaces will also help alleviate some of the traffic if parents need to park to drop off a child or provide some instructions for the staff.

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

Commissioner Strand moved that case number 2024-03, the request by Unified School District #313 requesting a conditional use permit from the Reno County Zoning Regulations to establish a daycare center on a parcel of land zoned R-1 – Rural Residential District be approved based on the nine factors and nine conditions of approval listed in the staff report and as heard at this public hearing.

I further move to deny the waiver request to provide 15 parking stalls for vehicles and instead require 25 parking stalls and grant the waiver request to not require the parking lot and driveway be paved based on the reasons listed in the staff report and heard at this public

hearing; seconded by Commissioner Macklin. The motion passed by a 5-0 vote. (Yes: Strand, 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



Comments
Unified School District #313
Case #2024-03

RENO COUNTY DEPARTMENTS

Darcy Basye, Environmental/Utilities Superintendent

Environmental Staff have been working with USD #313 contractors for a new wastewater system to serve the daycare.

USD #313 contractors have notified Environmental Staff that they have had discussions with KDHE regarding alternate water consumption methods , so a public water supply well will not be required, and the current well can be used.

OTHER AGENCIES

City of Hutchinson - Matt Williams – Director of Community Development

Mark,

The city has no objection to this case and supports additional daycare in the region. Formal response attached.

WRITTEN PUBLIC COMMENTS – IN FAVOR OF THE PETITION

None

WRITTEN PUBLIC COMMENTS – NEUTRAL ON THE PETITION

Theron Salyer, Property Owner #2

I live at 5710 Highland Drive northeast of the roundabout at 56th and Plum.

I have two concerns about the property located at 509 E 56th Avenue.

Why is the public hearing regarding the property being held after the remodeling of the property has already started????

What provisions have been made for traffic control? There is a lot of heavy truck traffic including fuel transports and farm trucks on 56th. Also traffic backs up during rush hour between 7:00am and after 5:00pm to get through the roundabout. Have any studies regarding traffic been made? Some traffic cuts through our dirt road which is a residential road maintained by the township during these times creating a lot of dust.

I look forward to hearing your answers to these questions.

Theron Salyer



PO Box 1567 (125 E Avenue B)
Hutchinson KS 67504-1567
620.694.2639 (ph) • 620.694.2691 (fax)

April 11, 2024

Reno County Planning Commission
ATTN: Mark Vonachen County Planner II
600 Scott Blvd
South Hutchinson KS 67505

RE: Case #2024-03, Conditional Use to Permit Daycare Center at 509 E 56th Avenue

Dear Mark:

This letter is in response to your March 14, 2024 notification regarding the above-listed project, which is located within the City of Hutchinson's adopted Area of Influence. The City has no objections to the project.

Thank you for the opportunity to comment. Please let me know if you have any questions.

Respectfully,

Matt Williams, AICP
Director of Community Development

CC: City of Hutchinson, Mayor – Greg Fast
City of Hutchinson Planning Commission, Chair – Megan Rucker
City Manager – Mary Grace Clements



RESOLUTION 2024-

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT
FOR THE ESTABLISHMENT OF A DAYCARE CENTER LAND USE ON A
PARCEL OF LAND LOCATED IN THE NORTHWEST QUARTER OF
SECTION 30, TOWNSHIP 22 SOUTH, RANGE 5 WEST OF THE 6TH P.M. IN
RENO COUNTY, KANSAS**

WHEREAS, Unified School District #313, by and through, Landmark Architects applied for a Conditional Use Permit to establish a daycare center land use upon a defined parcel of land more particularly described as follows:

A tract located in the NW $\frac{1}{4}$ of Section 30, T22S, R5W of the 6th PM., in Reno County, Kansas as more fully described on that trustee's deed filed in Book 699 on page 31 of the Office of Reno County Register of Deeds on September 22, 2023, which is incorporated herein by reference as if more fully set out.

WHEREAS, said parcel is currently zoned R-1 – Rural Residential District for residential use in accordance with the Reno County Zoning Regulations; and a daycare center land use is permitted in the R-1 Zoning District with a Conditional Use Permit; and

WHEREAS, the Reno County Planning Commission conducted a public hearing on the Application on April 18, 2024, following satisfaction of all notice requirements for such hearing as required by K.S.A. 12-757; and

WHEREAS, at the public hearing all interested parties in attendance were provided an opportunity to be heard; and the Reno County Planner presented a written report for the Conditional Use Permit dated April 11, 2024, which report, under the heading “FACTORS”, included a discussion and applications to be considered when making land use decisions pursuant to Golden v. City of Overland Park, 224 Kan. 591. Additionally, the Reno County Planner presented a staff recommendation in support of the Application; and

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

WHEREAS, the Reno County Planning Commission also recommended granting a waiver from the paving requirement pursuant to Article 20-104 (2) of the Zoning Regulations and denying the waiver request to install fifteen parking stalls; and,

WHEREAS, on May 22, 2024, the Reno County Commission at its regular public meeting received a Summary Report dated May 3, 2024, of the proceedings before the Reno County Planning Commission and the Planning Commission's recommendation of approval of the Conditional Use Permit with special conditions and a waiver of the paving requirement; and

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY, KANSAS, that the above and foregoing findings are adopted as the decision of this Board. The aforesaid Conditional Use Permit

Application made by Unified School District #313 is approved subject to all of the
aforementioned special conditions.

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

APPROVED AND ADOPTED in regular session this 22nd day of May 2024.

BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS

Randy Parks, Chairman

Don Bogner, Member

Ron Hirst, Member

Daniel Friesen, Member

John Whitesel, Member

ATTEST:

Donna Patton, County Clerk



AGENDA ITEM

AGENDA ITEM #6.F

AGENDA DATE: May 22, 2024

PRESENTED BY: Mark Vonachen - County Planner II

AGENDA TOPIC:

Resolution 2024____ Planning Case #2024-04 - A request by the Central Kansas Gun Club of Reno County, Inc. (Applicant: Nex-Tech Wireless) for a conditional use permit to construct a not-to-exceed 220-foot-tall self-support telecommunication tower and place a temporary 150-foot-tall cell-on-wheels (COW) on a parcel of land zoned AG - Agricultural District. The property is located at 7908 N. Lorraine Street which is approximately 3/4 of a mile north of the intersection of E. 69th Avenue and N. Lorraine Street.

SUMMARY & BACKGROUND OF TOPIC:

The applicant requests a conditional use permit to construct a not to exceed 220-foot-tall telecommunication tower. If approved, the applicant will first place a temporary 150-foot-tall tower on the lease area while the materials for the permanent tower are being shipped. The length of time the temporary tower is on site will be determined if the conditional use permit is approved and when the permanent tower materials are shipped.

The parcel of land is approximately 76.95 acres of land. The current land use occurring on the property is a shooting range for pistols, shotguns, and rifles. The owner and applicant discussed potential locations on the property to locate a telecommunication tower. The proposed location on the site plan was determined to be the best location that keeps the tower out of danger of being hit by a bullet from the shooting range.

The FAA determined the tower location will not be a hazard to aircraft. The FAA will require the tower to have lights. The tower will have a fence to aid in preventing unauthorized access. State Statute limits the ability to review some common concerns when considering placement of a telecommunication tower.

On April 18, 2024, the Planning Commission conducted a public hearing on this petition. The Planning Commission heard concerns from the public regarding property values, taxes, electro-magnetic radiation, location, and other concerns listed in the staff report. The Planning Commission initially made a motion to table the request so different locations could be investigated. That motion failed by a 3-2 vote. A motion to approve of the petition as presented was approved by a 4-1 vote based on the eleven factors. The Planning Commission attached seven conditions of approval.

The County Counselor has reviewed the included resolution and approved of the way it is written.

ALL OPTIONS:

1. Approve the resolution and 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 listed in the staff report
4. Return the request back to the Planning Commission with specific questions to be answered
5. Table the request for further review

RECOMMENDATION / REQUEST:

Approve the resolution and request as recommended by the Planning Commission

POLICY / FISCAL IMPACT:



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 Nex-Tech Wireless

Mailing Address 3001 New Way Hays KS 67601

Phone 785 346 3000 Email cremus@ntwls.com

B. Agent Creighton Remus

Mailing Address 3001 New Way Hays KS 67601

Phone 785 346 3000 Email cremus@ntwls.com

(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:

250' Self Supporting tower / Temp Cell on wheels until 150' permanent Tower comes in.

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

See Survey



4. This property address is: 911 Address Pending Zoning Approval

The general location is (use appropriate section):

SEE Survey Enclosed

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

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

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

The property is currently zoned AG. Need
a conditional use permit for the
Build of a 250' Self Support Tower,
Surveys included with Application



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.

Central Kansas Gun Club _____
(Owner) (Owner)

By [Signature] _____ By _____
Authorized Agent (if any) Authorized Agent (if any)

OFFICE USE ONLY:

Received by the Zoning Administrator, at 8:30 (A.M.) (P.M.) on this 27th day of February,
2024, together with the appropriate fee of \$300.

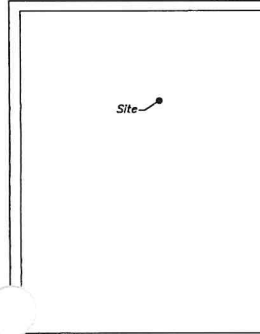
Mark Vorachs / County Planner II
Name and Title

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FEB 27 2024

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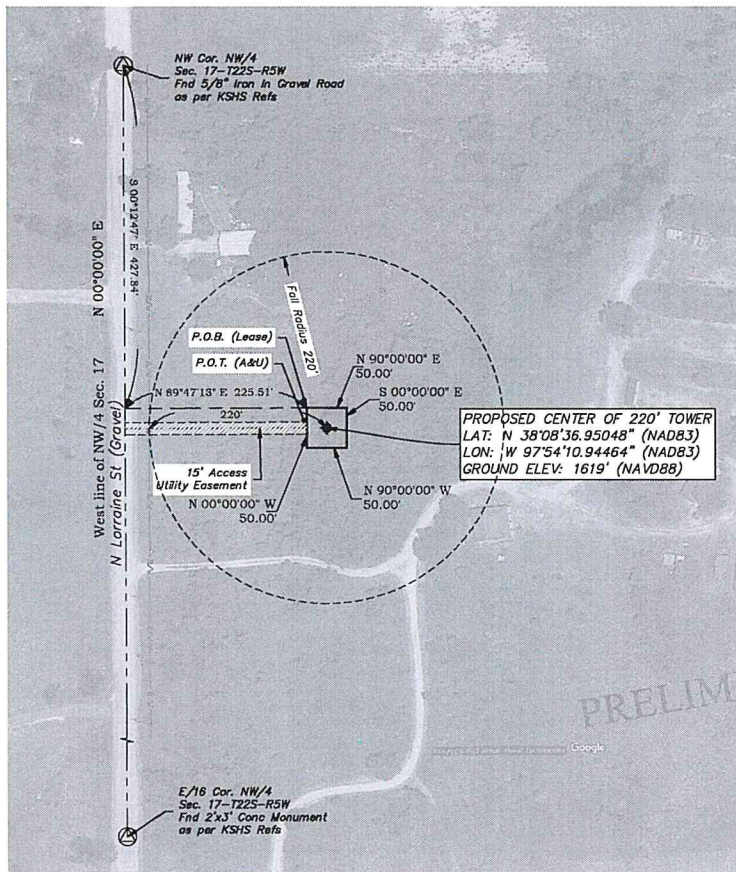
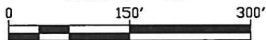
EXHIBIT "A"
HWY 61 SELF SUPPORT TOWER SITE
Located in the NW/4 of Section 17, T-22-S, R-5-W of the 6th P.M.
Reno County, Kansas



Reno County, KS
Vicinity Map taken from KDOT website. Not to Scale



Scale: 1" = 150'



State of Kansas)
) SS
September XX, 2023
County of Reno)

We, Merestone Surveying LLC, Surveyors in aforesaid county and state do hereby certify that this XXth day of September, survey the following Lease Area, Access/Utility Easements descriptions:

A 50'x50' Lease area, and a 15' wide Access/Utility Easement, being located in the Northwest Quarter (NW/4) of Section Seventeen (17), Township Twenty-two South (T22S), Range Five West (R5W) of the 6th P.M., Reno County, Kansas, more particularly described as follows:

Proposed Lease Area Description:

COMMENCING (P.O.C.) at the Northwest corner of the NW/4 of Section Seventeen (17), Township Twenty-two South (T22S), Range Five West (R5W) of the 6th P.M., Reno County, Kansas.

THENCE S 00°00'00" E, along the West line of the Northwest Quarter (NW/4) of said Section Seventeen, a distance of 427.34 feet; THENCE N 89°47'13" E a distance of 218.51 feet to the POINT OF BEGINNING (P.O.B. Lease).

THENCE N 90°00'00" E distance of 50.00 feet; THENCE S 00°00'00" E a distance of 50.00 feet; THENCE N 90°00'00" W a distance of 50.00 feet; THENCE N 00°00'00" W a distance of 50.00 feet to the POINT OF BEGINNING (P.O.B. Lease)

Said tract contains 0.06 acres more or less and is subject to any easements and/or right(s) of way of record.

TOGETHER WITH

Access & Utility Easement Description:

The accompanying sketch is a true and correct exhibit of said survey based on actual field measurements where the monuments are of the character and occupy the positions as indicated.

Brian Peltier
PS #1517 State of Kansas

PRELIMINARY SURVEY

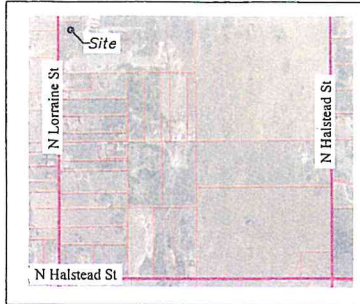
LEGEND	
—	= Lease Line
- - - - -	= Proposed Esmt Line
- · - · -	= Centerline Proposed Easement
- - - - -	= Section Line
OHE	= Overhead Electric
⊙ ^{UP}	= Utility Pole
[Hatched Box]	= A&U Esmt

Plot Date: Sep. 11, 23. Original Paper Size: ANSI Full Sheet B (11.00 x 17.00)

 Next-Tech Wireless 3001 New Way Blvd Hays, KS 67601	 MERESTONE SURVEYING LLC 1841 N. Andover Rd. Andover, KS 67002 P: 316.425.7770 F: 316.425.7773 www.merestoneks.com	Date: August 25, 2023 Scale: As Noted Sheet: 1 of 1	Drawn by: BLP Approved by: TPH Job: 23-08-382	<table border="1"> <thead> <tr> <th>Rev. #</th> <th>By:</th> <th>Date:</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> </tbody> </table>	Rev. #	By:	Date:	Description	-	-	-	-	-	-	-	-	-	-	-	-
	Rev. #	By:	Date:	Description																
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Hwy 61 Self Support Tower Site Next-Tech Wireless Located in the NW/4 Sec 17-T22S-R5W Reno County, KS																				

EXHIBIT "A"
HWY 61 SELF SUPPORT TOWER SITE

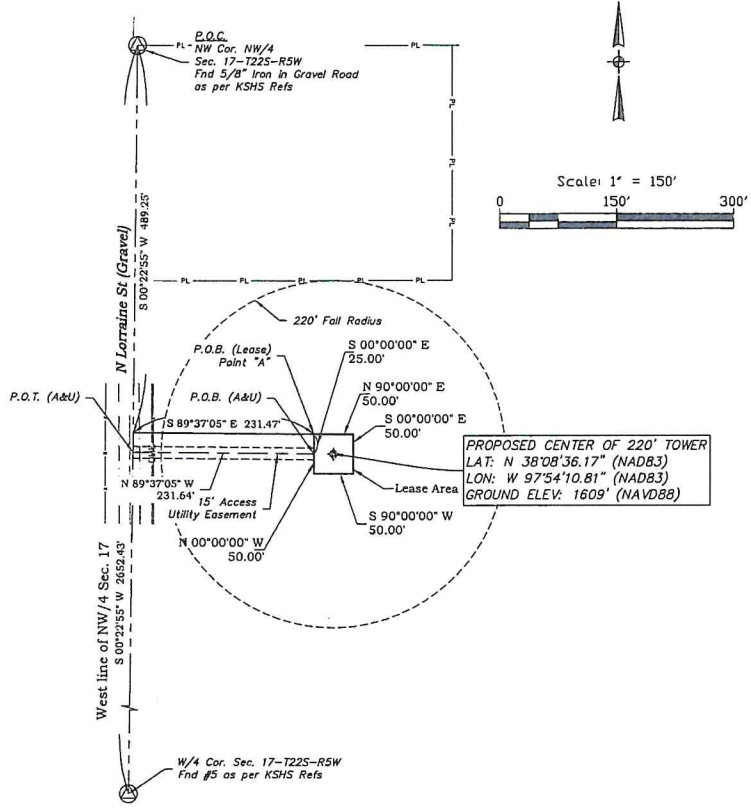
Located in the NW/4 of Section 17, T-22-S, R-5-W of the 6th P.M.
 Reno County, Kansas



Reno County, KS
 Vicinity Map from Reno Co website. Not to Scale

- SURVEY NOTES:**
1. Tract location was provided by Nex-Tech Wireless.
 2. Field Work for survey was performed on January 24, 2024.
 3. According to the FEMA website, FEMA has not completed a study to determine flood hazard for the proposed site.
 4. This is not a boundary survey of the Parcel.

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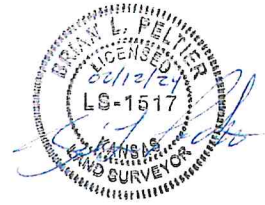
State of Kansas)
) SS
 County of Reno)

A 50'x50' Lease area located in the Northwest Quarter (NW/4) of Section Seventeen (17), Township Twenty-two South (T22S), Range Five West (R5W) of the 6th P.M., Reno County, Kansas, as prepared by Merestone Surveying LLC, CLS-179, surveyors in the aforementioned county and state on February 12, 2024, more particularly described as follows:

Proposed Lease Area Description:
 COMMENCING (P.O.C.) at the Northwest corner of the NW/4 of Section Seventeen (17), Township Twenty-two South (T22S), Range Five West (R5W) of the 6th P.M., Reno County, Kansas;
 THENCE S 00°22'55" W, along the West line of the Northwest Quarter (NW/4) of said Section Seventeen, a distance of 489.25 feet; THENCE S 89°37'05" E a distance of 231.47 feet to the POINT OF BEGINNING (P.O.B. Lease) point will also be hereinafter referred to as Point "A", said point being the Northwest corner of Lease Area;
 THENCE N 90°00'00" E distance of 50.00 feet; THENCE S 00°00'00" E a distance of 50.00 feet; THENCE S 90°00'00" W a distance of 50.00 feet; THENCE N 00°00'00" W a distance of 50.00 feet to the POINT OF BEGINNING (P.O.B. Lease).
 Said tract contains 0.06 acres more or less and is subject to any easements and/or right(s) of way of record.

TOGETHER WITH:
Access & Utility Easement Description:
 A 15 foot wide Access & Utility Easement lying 7.5 feet on each side of the following described centerline, said side easement lines shall be prolonged and/or shortened to intersect their intended lease area, property line, section line, and/or right-of-way lines;
 COMMENCING at the aforementioned point "A"; THENCE S 00°00'00" E a distance of 25.00 feet to the POINT OF BEGINNING (P.O.B. "A&U"); THENCE N 89°37'05" W a distance of 231.64 feet to the West line of the NW/4 of said section 17, being the Point of Termination (P.O.T. A&U). Said tract is subject to any easements and/or right(s) of way of record.

The accompanying sketch is a true and correct exhibit of said survey based on actual field measurements where the monuments are of the character and occupy the positions as indicated.

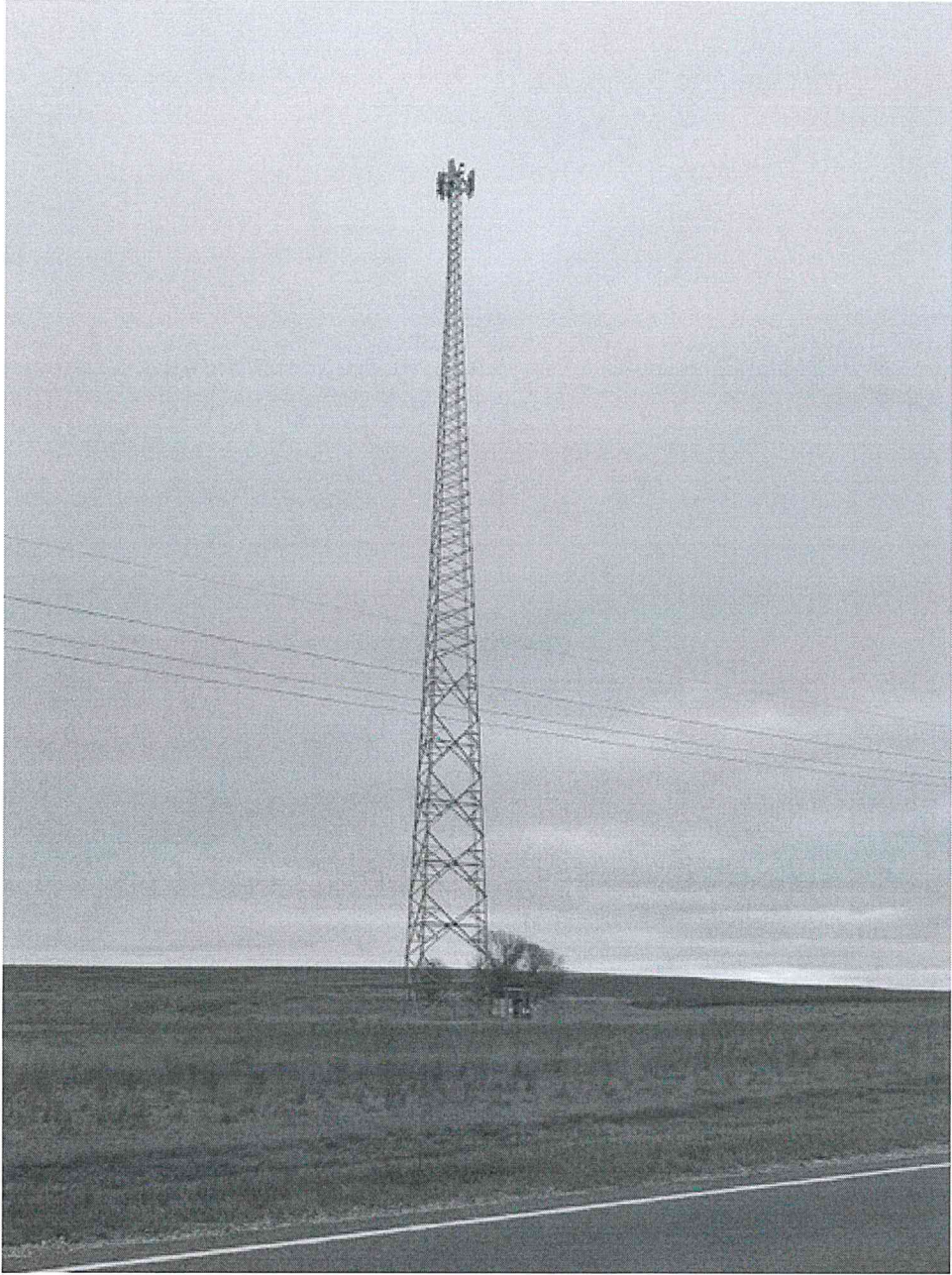


Brian Peltier
 PS #1517 State of Kansas

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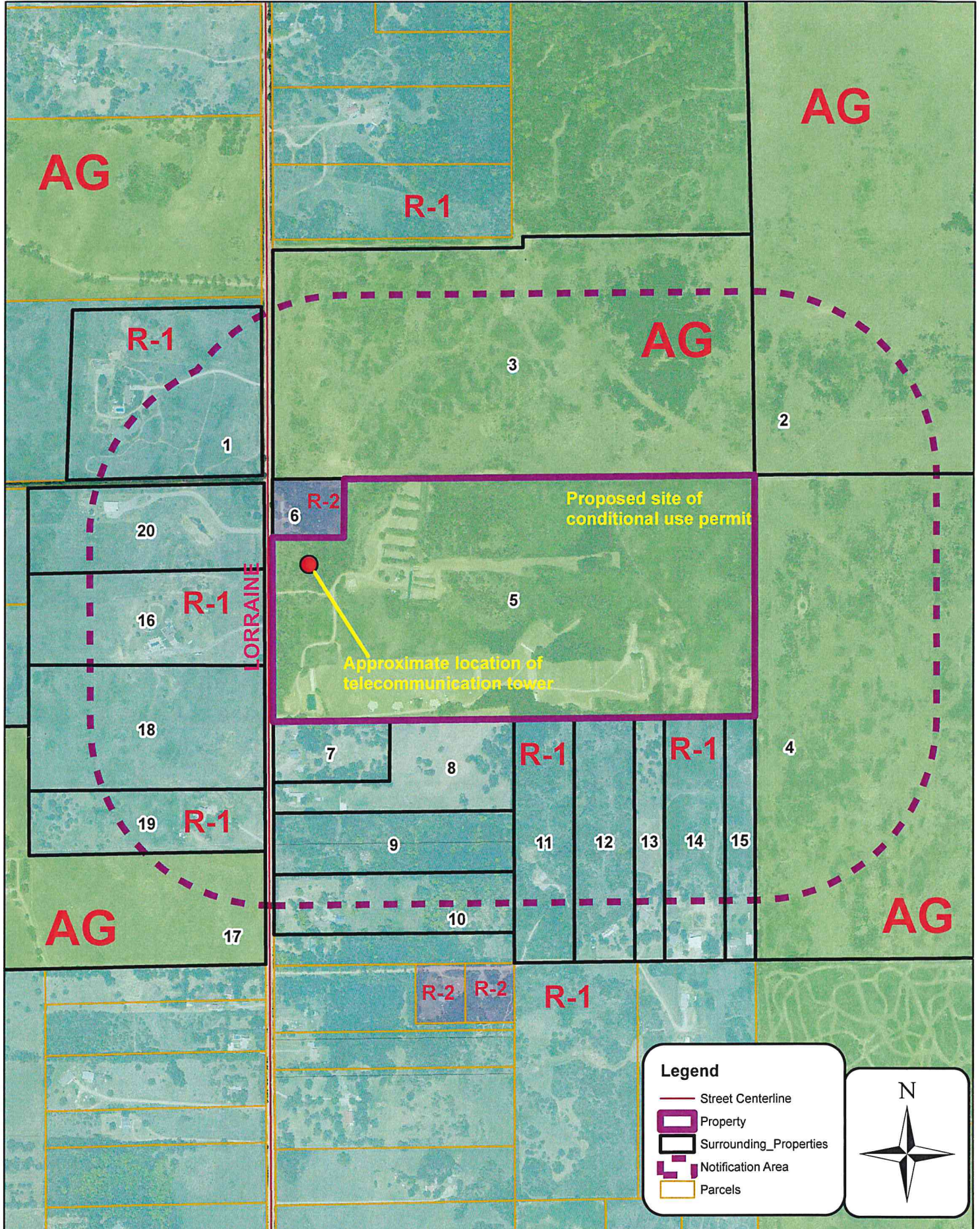
 Nex-Tech Wireless 3001 New Way Blvd Hays, KS 67601	MERESTONE SURVEYING LLC 1641 N. Andover Rd. Andover, KS 67002 P: 316.425.7770 F: 316.425.7773 www.merestonels.com	Rev. # By: Date: Description
	Date: February 12, 2024 Drawn by: BLP Scale: As Noted Approved by: TPH Sheet: 1 of 1 Job: 23-08-382	Hwy 61 Self Support Tower Site Nex-Tech Wireless Located in the NW/4 Sec 17-T22S-R5W Reno County, KS

Plot Date: Mar. 21, 24. Original Paper Size: 11" x 17"



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Property Ownership/Zoning Map Case #2024-04



Central Kansas Gun Club of Reno County, Inc.
Property Ownership List
Case #2024-04

	A	B	C	D	E
1	PO#	PIN	OWNER	OWNER ADDRESS	PROPERTY ADDRESS
2	1	0230700001009000	FLYNN, JORDAN L & KENDRA A	8309 N LORRAINE ST HUTCHINSON, KS 67502	8309 N LORRAINE ST, Hutchinson, KS 67502
3	2	0230800000001000	FROESE, LARRY & BEVERLY FAM TRUST & FROESE, RAY & DAWN FAM TRUST	1226 CHEROKEE RD INMAN, KS 67546-8088	8809 N HALSTEAD ST, Hutchinson, KS 67502
4	3	0230800000010000	FROESE, LARRY & BEVERLY FAM TRUST & FROESE, RAY & DAWN FAM TRUST	1226 CHEROKEE RD INMAN, KS 67546-8088	00000 N LORRAINE ST, Hutchinson, KS 67502
5	4	0241700001001000	FROESE, LARRY & BEVERLY FAM TRUST & FROESE, RAY & DAWN FAM TRUST	1226 CHEROKEE RD INMAN, KS 67546-8088	00000 N HALSTEAD ST, Hutchinson, KS 67502
6	5	0241700002001000	CENTRAL KANSAS GUN CLUB OF RENO COUNTY, INC	PO BOX 584 HUTCHINSON, KS 67504-0584	7908 N LORRAINE ST, Hutchinson, KS 67502
7	6	0241700002002000	MILLET, GENE & FISHER, LINDA	8110 N LORRAINE ST HUTCHINSON, KS 67502-8650	8110 N LORRAINE ST, Hutchinson, KS 67502
8	7	0241700002003000	DAVIES, HAROLD E	7414 N LORRAINE ST HUTCHINSON, KS 67502-8645	7802 N LORRAINE ST, Hutchinson, KS 67502
9	8	0241700002005000	TRUJILLO, ERNEST & JUDY ANN	7800 N LORRAINE ST HUTCHINSON, KS 67502-8601	7800 N LORRAINE ST, Hutchinson, KS 67502
10	9	0241700002007000	COON, LLOYD D & DOROTHY LEE & VERNIER, BETTY LOUISE	321 E 8TH AVE HUTCHINSON, KS 67501	00000 N LORRAINE ST, Hutchinson, KS 67502
11	10	0241700002008000	SORENSEN, LARRY E	7700 N LORRAINE ST HUTCHINSON, KS 67502	7700 N LORRAINE ST, Hutchinson, KS 67502
12	11	0241700002010000	MCHENRY, TYSON	501 E 74TH AVE HUTCHINSON, KS 67502	7506 N LORRAINE ST, Hutchinson, KS 67502
13	12	0241700002011000	BAUER, JOHN & CHERYL	7508 N LORRAINE ST HUTCHINSON, KS 67502	7508 N LORRAINE ST, Hutchinson, KS 67502
14	13	0241700002012000	WILKE, BERNARD N & BARBARA M	7516 N LORRAINE ST HUTCHINSON, KS 67502	7516 N LORRAINE ST, Hutchinson, KS 67502
15	14	0241700002013000	ENGLAND, TIMOTHY M & BAY, GINA	7518 N LORRAINE ST HUTCHINSON, KS 67502	7518 N LORRAINE ST, Hutchinson, KS 67502
16	15	0241700002015000	RUDOLPH, JOHN M & LEA H	7504 N LORRAINE ST HUTCHINSON, KS 67502	7504 N LORRAINE ST, Hutchinson, KS 67502
17	16	0241800001001000	BENEWIAT, DANIEL P	1701 E BLANCHARD HUTCHINSON, KS 67501	7907 N LORRAINE ST, Hutchinson, KS 67502
18	17	0241800001001020	FEHRENBACHER, JON ORIN & DEANNA LYNN	7501 N LORRAINE ST HUTCHINSON, KS 67502-8889	7501 N LORRAINE ST, Hutchinson, KS 67502
19	18	0241800001001030	BENEWIAT, DANIEL P	1701 E BLANCHARD HUTCHINSON, KS 67501	00000 N LORRAINE ST, Hutchinson, KS 67502
20	19	0241800001001040	FAULKNER, SEAN T & HEATHER A	7615 N LORRAINE ST HUTCHINSON, KS 67502	7615 N LORRAINE ST, Hutchinson, KS 67502
21	20	0241800001001050	BOUNDS, KEVIN BRYAN & JAMIE MICHELLE	8105 N LORRAINE ST HUTCHINSON, KS 67502	8105 N LORRAINE ST, Hutchinson, KS 67502



LEASE AGREEMENT
(Land Only)

This Lease Agreement is made and entered into as of the 29th day of February, 2024, by and among Central Kansas Gun Club "Lessor", and Nex-Tech Wireless, LLC, 3001 New Way, Hays, Kansas 67601, a Kansas limited liability company, hereinafter called "Lessee".

1. Description of Property.

Lessor hereby grants and conveys permission to Lessee to construct, operate and install buildings and/or radio communications structures, back up generator and equipment as required and necessary to support Lessee's wireless telecommunications system on the following premises:

A tract of land located in the NW Quarter (NW4) of Section 17 (17), Township South, Range 5 (5), West of the Sixth Principal Meridian, Reno County, Kansas; which shall be more particularly described in Attachment A to this Agreement.

2. Term.

The initial term of this Lease Agreement shall be five (5) years from the Commencement Date, as set forth in Article 16. Said term shall be extended four additional five (5) year terms upon the option of Lessee. The Lease shall automatically extend unless Lessee notifies Lessor not less than ninety (90) days before the expiration date of the original term or any option period. The base rent shall be changed on a renewal date of this Lease in an amount of five percent (5%) and continue to change at each succeeding five (5) year period.

3. Lease Payments.

The initial yearly Lease payment shall be [REDACTED] payable on or before the anniversary date this Lease became effective, as set forth in Article 16. The Lease Fee shall be mailed (or sent via electronic methods as agreed to by the Parties in writing). All payments due under this Lease shall be sent to Lessor's address indicated under Exhibit A. All Rent payments shall be non-refundable.

4. Installation and Maintenance of Lessee's Building, Structures and Equipment.

Lessor agrees and hereby grants Lessee free access to the described land for the purpose of constructing, inspecting and maintaining the facilities as set forth in Article 1. It is agreed that only engineers and contractors of Lessee, including their subcontractors, or persons under their direct supervision, and employees of Lessee, will be permitted to enter the property. It is further agreed that Lessee's construction and installation will comply with all applicable rules and regulations of the Federal Communications Commission, State Corporation Commission of the

State of Kansas, and all applicable Electrical Codes.

5. Road and Utility Easement.

If the construction site is not immediately adjacent to a public road, an easement twenty (20) feet wide shall be granted by the Lessor to the Lessee, from the nearest public road to the site for the purpose of constructing an access road and installing required public utility facilities, including electrical and telephone lines.

6. Site Maintenance.

Lessee may construct a gate and/or road, if necessary, and shall keep both in good condition.

7. Surface Use.

Lessor shall have the right to use all areas of the leased premises not within ten (10) feet of any fenced enclosure or dedicated roadway. Such use by Lessor may include cultivation, as well as grazing, provided such cultivation does not interfere with Lessee's equipment, including, but not limited to, tower, anchors, guy wires and fences.

8. Lessee's Equipment.

Lessor acknowledges and agrees that all personal property, equipment, apparatus, generators, fittings, fixtures and trade fixtures installed or stored on Lessee's premises constitute personal and exclusive property of Lessee or one of Lessee's affiliates, including without limitation, all telecommunications equipment, towers, switches, cables, wiring and associated equipment or personal property (collectively, the "Equipment"). The Equipment shall remain at all times the personal property of the Lessee or one of Lessee's affiliates, and neither the Lessor nor any person claiming by, through or under Lessor shall have any right, title or interest (including without limitation a security interest) in the Equipment. Lessee, and Lessee's successors in interest, shall have the right to remove the Equipment at any time during the term of this Lease, including without limitation upon the expiration of the term of this Lease or its earlier termination. With respect to the holder of any mortgage, deed of trust or other lien affecting Lessor's interest in the premises, whether existing as of the date hereof or arising hereafter, Lessor and Lessee hereby agree, acknowledge and declare that the Equipment is now and shall at all times hereafter remain the personal and exclusive property of Lessee or one of Lessee's affiliates. The parties further acknowledge and agree that Lessor shall have no right or authority to grant a lien or security interest in or to any of the Equipment.

9. Sublease.

Notwithstanding the above prohibition or limitation of Lessee's right to sublease or assign its interest under this Lease, Lessor acknowledges and agrees that Lessee shall have the right to grant a security interest in its right and interest under this Lease. Lessor further agrees that any



person foreclosing or otherwise realizing upon such a security interest granted by Lessee shall succeed to, and, shall have the benefits of, all Lessee's rights, title and interest under this Lease.

10. Lessee's Right to Lease.

Lessee shall have the right to lease use of or space on its facilities to other entities in a manner consistent with other provisions of this Lease.

11. Site Cleanup on Termination.

Lessee shall remove all buildings, structures and equipment placed upon the demised premises within one hundred twenty (120) days after termination of this Lease and restore the real estate to its original condition at Lessee's cost including the cement barrier that has been placed above ground, the cement foundation that is underground may be left with the real estate.

12. Hazardous Substances.

A. Lessor represents and warrants, to the best of Lessor's knowledge, to Lessee and Lessee's successors and assigns that:

(1) no dangerous, toxic or hazardous pollutants, contaminants, chemicals, wastes, materials, or substances, as defined in or governed by the provisions of any federal, state or local law, statute, code, ordinance, regulation, requirement or rule relating thereto (collectively, the "Environmental Regulations"), including without limitation ureaformaldehyde, dioxins, polychlorinated biphenyls, asbestos, asbestos-containing materials, nuclear fuel wastes, and petroleum products, or any other wastes or substances which would subject the owner or occupant of the premises to any damages, penalties or liabilities under any applicable environmental regulation (collectively, the "Hazardous Substances") are now or have ever been located, produced, treated, transported, incorporated, discharged, emitted, released, deposited or disposed of in, upon, under, over or from the premises;

(2) no threat exists of a discharge, release or emission of a Hazardous Substance upon or from the premises into the environment;

(3) the premises have not ever been used as a mine, a landfill, a dump or other disposal facility, an industrial manufacturing facility, or a gasoline service station;

(4) no underground storage tank is now located in or under the premises, or has previously been located therein but has been removed therefrom;

(5) no violation of any Environmental Regulation now exists or has ever existed in, upon, under, over or from the premises;

(6) no notice of any such violation or any alleged violation of an Environmental Regulation has been issued or given by any governmental entity or agency, and there is not now nor has there ever been any investigation or report involving the premises by any governmental agency or entity which in any way relates to Hazardous Substances;

(7) no person, party or governmental agency or entity has given any notice of or asserted any claim, cause of action, penalty, cost or demand for payment or compensation, whether or not involving any injury or threatened injury to human health, the environment or natural resources, resulting or allegedly resulting from any activity or event described in (1) above;

(8) there are not now, nor have there ever been, any actions, suits, proceedings or damage settlements relating in any way to Hazardous Substances in, upon, under, over or from the premises;

(9) the premises are not listed in the United States Environmental Protection Agency's National Priorities List of hazardous waste sites or any other state or local governmental agency; and

(10) the premises are not subject to any lien or claim for lien in favor of any governmental entity or agency as a result of any release or threatened release of any Hazardous Substance.

B. Lessor agrees that it will not use any dangerous, toxic or hazardous pollutants, chemicals, materials or substances as defined in or governed by the provisions of any federal, state of Kansas or local law, statute, code, ordinance, regulation, requirement or rule relating thereto (collectively, the "Environmental Regulations") which would subject the other party or any other occupant of the premises to any damages, penalties or liabilities under any applicable environmental regulation.

13. Taxes and Insurance.

Lessee shall be responsible for and shall pay all personal property taxes on the leased premises. Upon demand, Lessee shall furnish Lessor with reasonable evidence of Lessee's compliance with this section. To the extent any such property of Lessee shall be assessed together with real or personal property of Lessor, Lessee shall reimburse Lessor for any taxes paid by Lessor attributable to such assessment upon demand by Lessor, which demand shall be accompanied by reasonable documentation of such assessment.

Lessee shall at all times during the term of this Lease maintain at its own expense worker's compensation and employers' liability insurance, and shall maintain commercial general liability & auto liability as described below:

- (1) Workers compensation insurance: Worker's Compensation limits as required by the State of Kansas & Employer's Liability Limits of \$1,000,000 each accident/ \$1000,000 Disease Policy Limit and \$1,000,000 Disease each Employee.
- (2) Commercial General Liability Insurance: in the minimum amount of one million dollars (\$1,000,000.00) combined single limit Bodily Injury and Property Damage, each occurrence; and one million dollars (\$1,000,000.00) Personal & Advertising Injury, two million dollars (\$2,000,000) General Aggregate and two Million dollars



(\$2,000,000.00) Products – Completed Operations Aggregate.

- (3) Automobile Liability insurance: in the minimum amount of one million dollars (\$1,000,000.00) for bodily injury and property damage, covering all owned, hired and non-owned automobiles.

14. Lessors' Indemnity.

Lessor hereby agrees to indemnify and hold Lessee harmless from any damages, claims or causes of action which may arise during the term of this Lease as a result of any action or negligence by the Lessor, their agents, servants or employees, and to pay all reasonable costs and expenses, including, but not limited to, attorney's fees and court costs.

15. Lessee's Indemnity.

Lessee hereby agrees to indemnify and hold Lessor harmless from any damages, claims or causes of action which may arise during the term of this Lease as a result of any action or negligence by the Lessee, their agents, servants or employees, and to pay all reasonable costs and expenses, including, but not limited to, attorney's fees and court costs.

16. Contingency.

This Lease Agreement is contingent upon Lessee receiving all necessary permits and licenses, including, but not limited to, FAA, FCC and any zoning requirements. Any other provision herein contained notwithstanding, no lease payment shall be due until receipt by Lessee of final approval. The date of receipt of such final approval shall be the "Commencement Date" of this Agreement and the date payment is due pursuant to Article 3.

17. Governing Law.

Any claim arising out of this Agreement shall be governed by the laws of the State of Kansas, except with respect to conflict of laws.

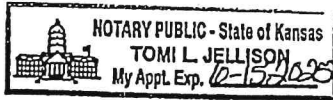
18. Binding Effect.

This Agreement is binding upon the parties hereto, their respective heirs, executors, administrators, successors and assigns.

ACKNOWLEDGMENT

STATE OF KANSAS)
) SS:
COUNTY OF RENO)

This instrument was acknowledged before me this 20th day of October, 2023 by Michael Robinson of Central Kansas Gun Club, a Kansas corporation for and on behalf of said corporation.



Tomi L. Jellison
Notary Public

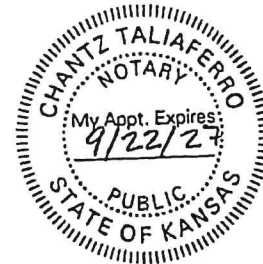
My Appointment Expires:

10-15-2025

STATE OF KANSAS)
) SS:
COUNTY OF ELLIS)

This instrument was acknowledged before me on this day of 22nd February, 2021, by Nathan Sutter of Nex-Tech Wireless, LLC, a Kansas limited liability company, for and on behalf of said company.

Chantz Taliaferro
Notary Public



My Appointment Expires:

9/22/27



Exhibit A

Contact Information

22. NOTICES

A. Any notices pursuant to this Lease shall be validly given or served only if in writing and sent by certified mail, postage prepaid, to the following addresses:

If to Lessor:

If to Lessee: Nex-Tech Wireless, LLC
3001 New Way
Hays, KS 67601
Attention: Creighton Remus

with a copy to:
Nex-Tech Wireless, LLC
3001 New Way
Hays, KS 67601
Attention: Nathan Sutter

or to such other addresses as either party may designate to the other in writing. Delivery of any notice shall be deemed to be effective on the date set forth on the receipt of certified mail.

B. All invoices sent by Lessor to Lessee for billings should be addressed as follows:

Nex-Tech Wireless, LLC
3001 New Way
Hays, KS 67601
Attn: Accounts Payable

C. All payments sent by Lessee to Lessor for billings should be addressed as follows:

ATTACHMENT A
(LAND DESCRIPTION)

North Half of Northwest Quarter (N/2 of NW/4) of Section Seventeen (17), Township Twenty-two (22) South, Range Five (5) West of 6th P.M., EXCEPT a tract described as follows: beginning at northwest corner of said NW/4; thence east along north quarter section line 417.42 feet, thence south parallel to west quarter section line 313.07 feet, thence west parallel to north quarter section line 417.42 feet to a point on west quarter line, thence north 313.07 feet to place of beginning.

March 29, 2024

Creighton Remus
Nex-Tech Wireless
3001 NEW Way
Hays, KS 67601



RE: Proposed 220' Sabre Self-Supporting Tower for HWY 61, KS

Dear Creighton,

Upon receipt of order, we propose to design a tower for the above referenced project for a Basic Wind Speed of 110 mph with no ice and 40 mph + 1.5" ice, Risk Category II, Exposure Category C, and Topographic Category 1 in accordance with the Telecommunications Industry Association Standard ANSI/TIA-222-H, "Structural Standard for Antenna Supporting Structures, Antennas and Small Wind Turbine Supporting Structures.

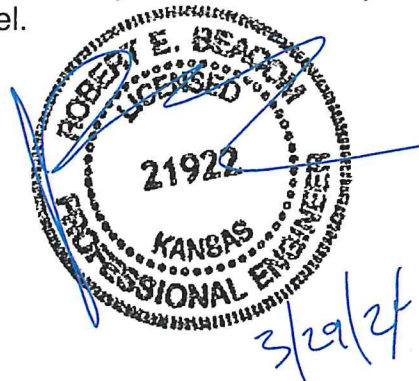
When designed according to this standard, the wind pressures and steel strength capacities include several safety factors. Therefore, it is highly unlikely that the tower will fail structurally in a wind event where the design wind speed is exceeded within the range of the built-in safety factors.

Should the wind speed increase beyond the capacity of the built-in safety factors, to the point of failure of one or more structural elements, the most likely location of the failure would be within one or more of the tower members in the upper portion. This would result in a buckling failure mode, where the loaded member would bend beyond its elastic limit (beyond the point where the member would return to its original shape upon removal of the wind load).

Therefore, it is likely that the overall effect of such an extreme wind event would be localized buckling of a tower section. Assuming that the wind pressure profile is similar to that used to design the tower, the tower is most likely to buckle at the location of the highest combined stress ratio in the upper portion of the tower. This would result in the portion of the tower above the failure location "folding over" onto the portion of the tower below the failure location. *Please note that this letter only applies to the above referenced tower designed and manufactured by Sabre Industries.* In the unlikely event of total separation, this would result in a fall radius of 110' or less at ground level.

Sincerely,

Robert E. Beacom, P.E., S.E.
Engineering Manager





Mail Processing Center
 Federal Aviation Administration
 Southwest Regional Office
 Obstruction Evaluation Group
 10101 Hillwood Parkway
 Fort Worth, TX 76177

Aeronautical Study No.
 2024-ACE-1018-OE



Issued Date: 04/04/2024

Creighton Remus
 Nex-Tech Wireless
 3001 New Way
 Hays, KS 67601

**** DETERMINATION OF NO HAZARD TO AIR NAVIGATION ****

The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:

Structure: Antenna Tower HWY 61
 Location: Hutchinson, KS
 Latitude: 38-08-36.17N NAD 83
 Longitude: 97-54-10.81W
 Heights: 1609 feet site elevation (SE)
 250 feet above ground level (AGL)
 1859 feet above mean sea level (AMSL)

This aeronautical study revealed that the structure does not exceed obstruction standards and would not be a hazard to air navigation provided the following condition(s), if any, is(are) met:

As a condition to this Determination, the structure is to be marked/lighted in accordance with FAA Advisory circular 70/7460-1 , Obstruction Marking and Lighting, a med-dual system-Chapters 4,8(M-Dual),&15.

Any failure or malfunction that lasts more than thirty (30) minutes and affects a top light or flashing obstruction light, regardless of its position, should be reported immediately to (877) 487-6867 so a Notice to Air Missions (NOTAM) can be issued. As soon as the normal operation is restored, notify the same number.

It is required that FAA Form 7460-2, Notice of Actual Construction or Alteration, be e-filed any time the project is abandoned or:

- At least 10 days prior to start of construction (7460-2, Part 1)
- Within 5 days after the construction reaches its greatest height (7460-2, Part 2)

This determination expires on 10/04/2025 unless:

- (a) the construction is started (not necessarily completed) and FAA Form 7460-2, Notice of Actual Construction or Alteration, is received by this office.
- (b) extended, revised, or terminated by the issuing office.

- (c) the construction is subject to the licensing authority of the Federal Communications Commission (FCC) and an application for a construction permit has been filed, as required by the FCC, within 6 months of the date of this determination. In such case, the determination expires on the date prescribed by the FCC for completion of construction, or the date the FCC denies the application.

NOTE: REQUEST FOR EXTENSION OF THE EFFECTIVE PERIOD OF THIS DETERMINATION MUST BE E-FILED AT LEAST 15 DAYS PRIOR TO THE EXPIRATION DATE. AFTER RE-EVALUATION OF CURRENT OPERATIONS IN THE AREA OF THE STRUCTURE TO DETERMINE THAT NO SIGNIFICANT AERONAUTICAL CHANGES HAVE OCCURRED, YOUR DETERMINATION MAY BE ELIGIBLE FOR ONE EXTENSION OF THE EFFECTIVE PERIOD.

This determination is based, in part, on the foregoing description which includes specific coordinates, heights, frequency(ies) and power. Any changes in coordinates, heights, and frequencies or use of greater power, except those frequencies specified in the Colo Void Clause Coalition; Antenna System Co-Location; Voluntary Best Practices, will void this determination. Any future construction or alteration, including increase to heights, power, or the addition of other transmitters, requires separate notice to the FAA. This determination includes all previously filed frequencies and power for this structure.

If construction or alteration is dismantled or destroyed, you must submit notice to the FAA within 5 days after the construction or alteration is dismantled or destroyed.

This determination does include temporary construction equipment such as cranes, derricks, etc., which may be used during actual construction of the structure. However, this equipment shall not exceed the overall heights as indicated above. Equipment which has a height greater than the studied structure requires separate notice to the FAA.

This determination concerns the effect of this structure on the safe and efficient use of navigable airspace by aircraft and does not relieve the sponsor of compliance responsibilities relating to any law, ordinance, or regulation of any Federal, State, or local government body.

A copy of this determination will be forwarded to the Federal Communications Commission (FCC) because the structure is subject to their licensing authority.

If we can be of further assistance, please contact our office at (817) 222-5323, or Marla.Duchatellier@faa.gov. On any future correspondence concerning this matter, please refer to Aeronautical Study Number 2024-ACE-1018-OE.

Signature Control No: 613423884-617963340

Marla Duchatellier
Technician

(DNE)

Attachment(s)
Frequency Data
Map(s)

cc: FCC



Frequency Data for ASN 2024-ACE-1018-OE

LOW FREQUENCY	HIGH FREQUENCY	FREQUENCY UNIT	ERP	ERP UNIT
614	698	MHz	2000	W
1930	1990	MHz	1640	W

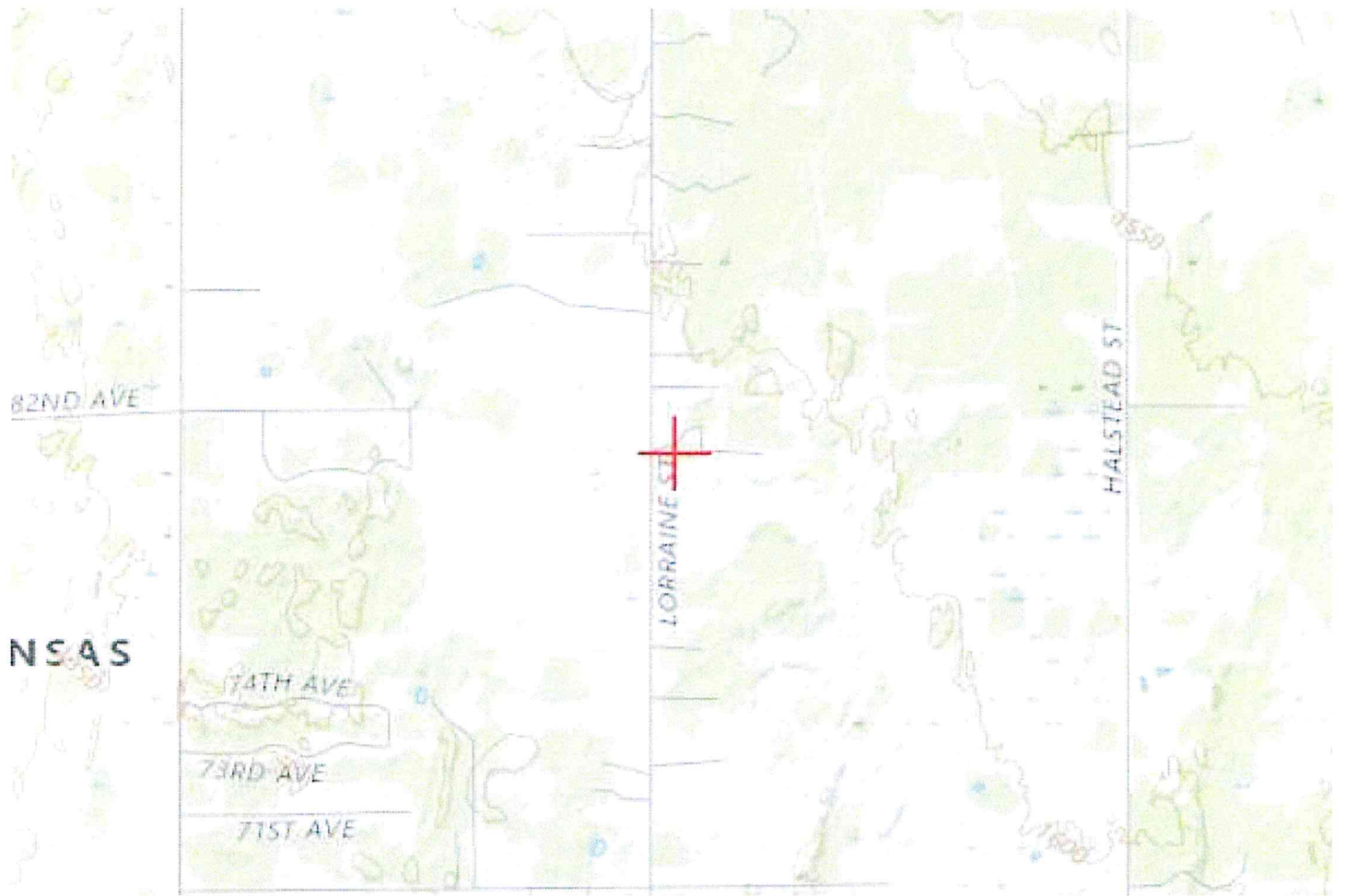


Verified Map for ASN 2024-ACE-1018-OE



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TOPO Map for ASN 2024-ACE-1018-OE



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MAXIMUM PERMISSIBLE EXPOSURE STUDY

KSHWY61 (KSNTXC452) Site Project



Site Numbers: KSNTXC452

Conclusion: Nex-Tech Wireless' proposed installation will not exceed 0.92% (1900 MHz) & 1.35% (600 MHz) of the FCC standard for Uncontrolled/General Public Maximum Permissible Exposure (MPE) on the *KSNTXC452* site covered by this study.

Prepared by:

Trent Dombroski
RF Engineer
Nex-Tech Wireless
3001 New-Way
Hays KS 67601



Date of Report:

4/17/2024

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RF Design Specifications5
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FCC RF Exposure Limits.....7
Calculation Results.....8
Statement of Certification9
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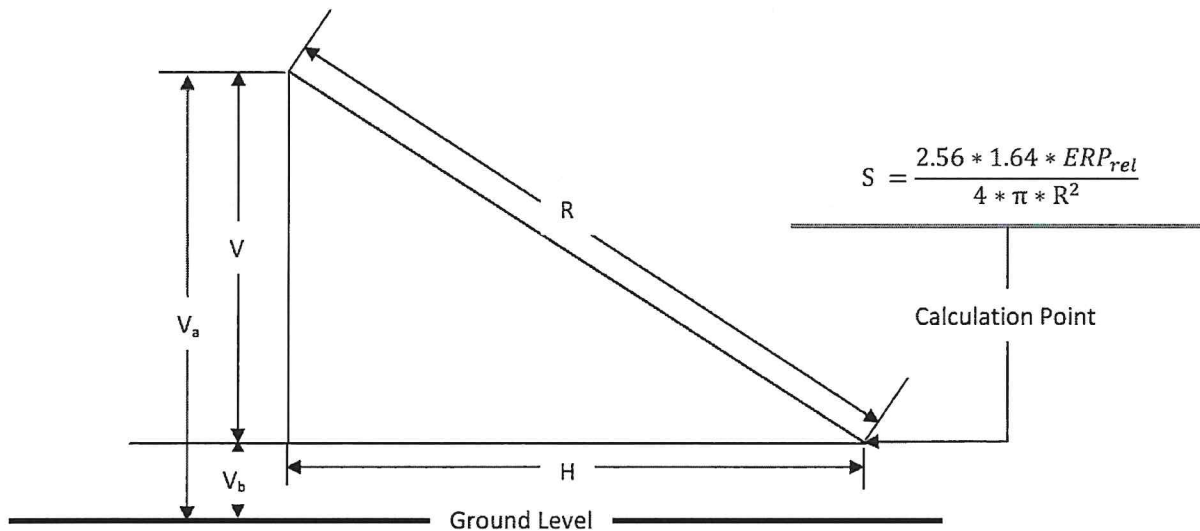


Introduction

Nex-Tech Wireless has conducted this theoretical analysis as pertains to the proposed build in Reno County. To ensure that the proposed radio facility complies with Federal Communications Commission (FCC) regulations. This report will show that, through the use of FCC suggested prediction methods, the radio facility in question will be in compliance with all appropriate Federal regulations in regard to Radio Frequency (RF) Exposure.

RF Exposure Prediction Method

Power Density is calculated in accordance with FCC OET Bulletin 65 formula (7):



Where:

S = Power Density

ERP_{rel} = Effective Radiated Power relative to antenna pattern

R = Radial distance = $\sqrt{H^2 + V^2}$

H = Horizontal distance from antenna

V = Vertical distance from antenna = $V_a - V_b$

V_a = Antenna height above ground

V_b = Calculation height above ground = 6ft

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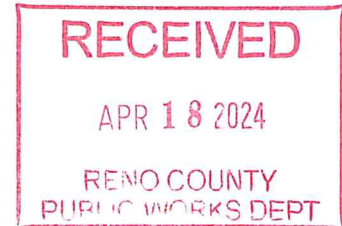
Case Summary

The Proposed Radio Facility will have a Radiation center (AGL) as follows:

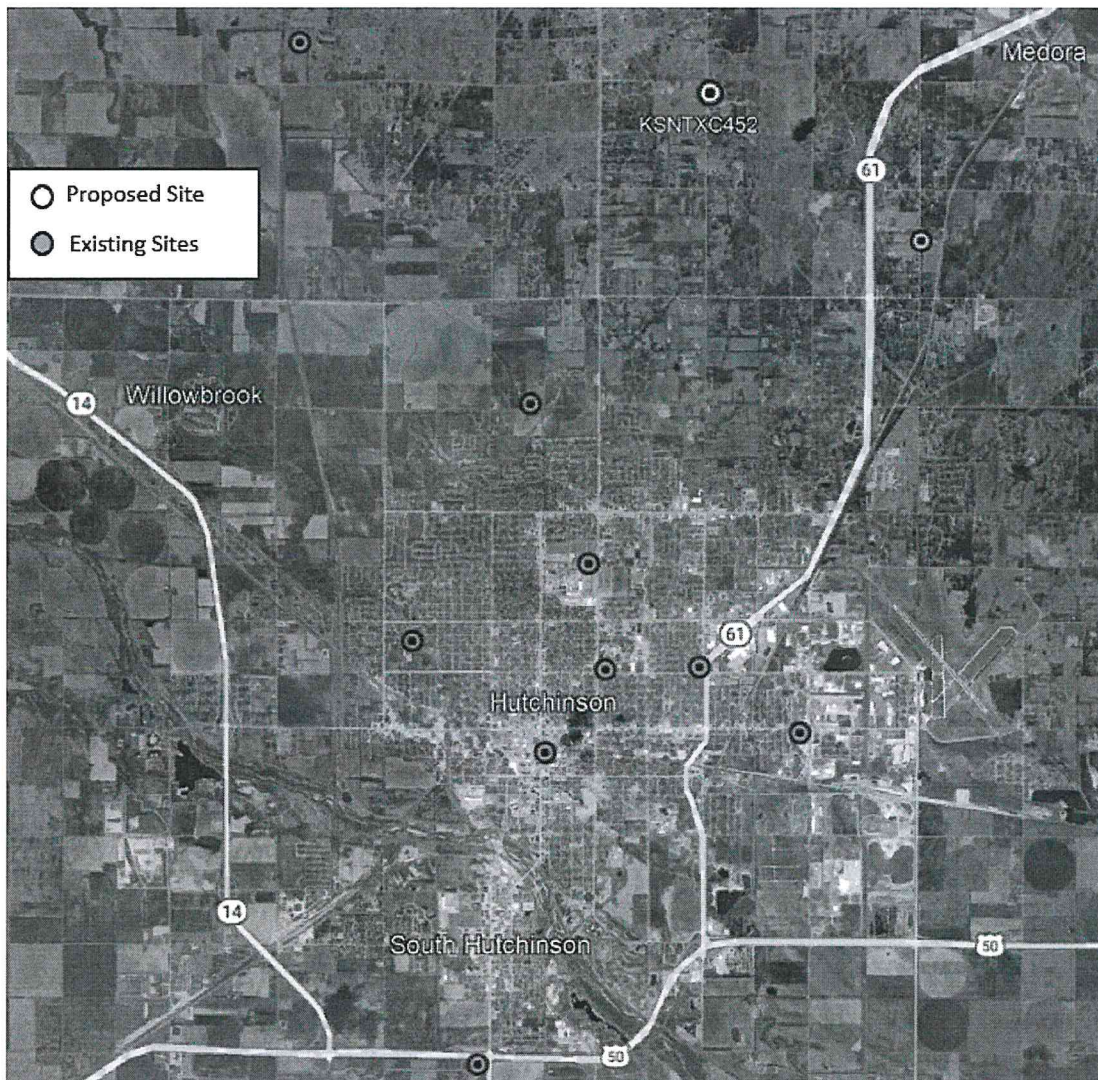
KSNTXC452 – 220' (Above Ground Level)

Coordinates of the proposed facilities:

KSNTXC452	38.143381	-97.903003
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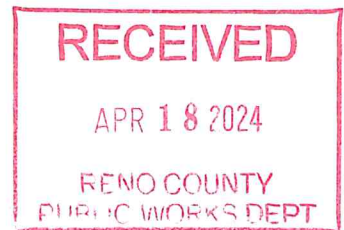


Site Map



RF Design Specifications

Nex-Tech Wireless will be installing 3 panel antennas at the location with each antenna oriented in certain direction as this is a sectorized deployment. This deployment will be in both 600 MHz & 1900 MHz spectrum bands. Antennas will be KMW EDACLQ-654L4H8-U (specification sheet attached in appendix A) with antenna gains of 15.9 dBi and 17.9 dBi respectively. In each case a single carrier will be used with a composite output power of 80 watts giving an ERP (Effective Radiated Power) of 1897.78125 and 3007.78059 watts respectively.



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FCC Guidelines

Table 1. MPE Limits for General Population/ Uncontrolled Exposure				
Frequency Range (MHz)	Electric Field Strength (V/m)	Magnetic Field Strength (A/m)	Power Density (mW/cm ²)	Averaging Time for E ² , H ² , or S (Minutes)
0.3 – 1.34	614	1.63	(100)*	30
1.34 -30	824/f	2.19/f	(180/f ²)*	30
30 – 300	27.5	0.073	0.2	30
300 – 1500	--	--	f/1500	30
1500– 100,000	--	--	1.0	30
f = frequency in MHz		* = Plane wave equivalent power density		

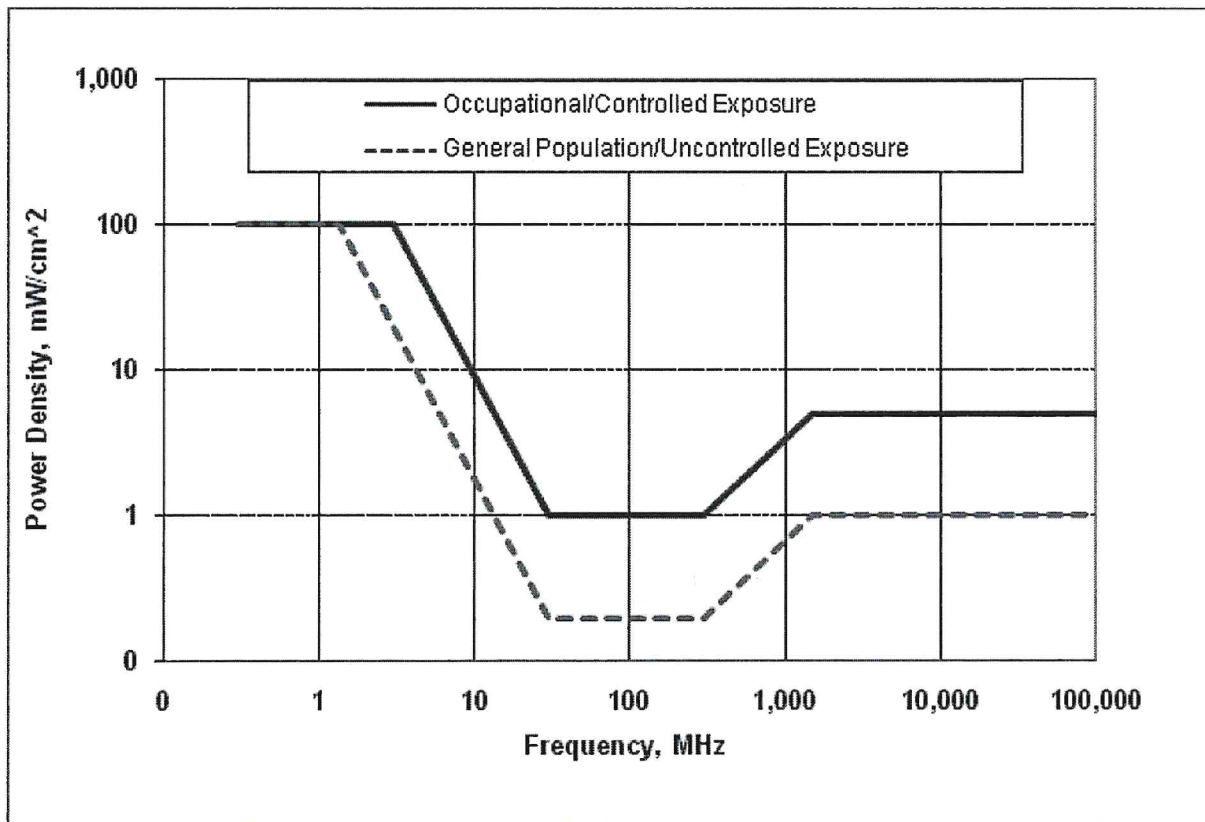
Table 1 - General population/uncontrolled exposures apply in situations in which the general public may be exposed, or in which persons that are exposed as a consequence of their employment may not be fully aware of the potential for exposure or can't exercise control over their exposure.

Table 2. MPE Limits for Occupational/Controlled Exposure				
Frequency Range (MHz)	Electric Field Strength (V/m)	Magnetic Field Strength (A/m)	Power Density (mW/cm ²)	Averaging Time for E ² , H ² , or S (Minutes)
0.3 – 3.0	614	1.63	(100)*	6
3.0 – 30	1842/f	4.89/f	(900/f ²)*	6
30 – 300	61.4	0.163	1.0	6
300 – 1500	--	--	f/300	6
1500– 100,000	--	--	5.0	6
f = frequency in MHz		* = Plane wave equivalent power density		

Table 2 - Occupational/controlled limits apply in situations in which persons are exposed as a consequence of their employment provided those persons are fully aware of the potential for exposure and can exercise control over their exposure. Limits for occupational/controlled exposure also apply in situations when an individual is transient through a location where such occupational/controlled limits apply provided he or she is made aware of the potential for exposure.

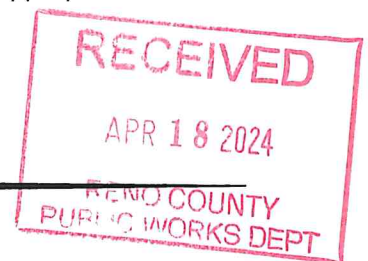
FCC RF Exposure Limits

FCC MPE LIMITS (mW/cm ²)	
EXPOSURE ENVIRONMENT	1900 MHz
General Public (Uncontrolled)	1.0
Occupational (Controlled)	5.0
EXPOSURE ENVIRONMENT	600 MHz
General Public (Uncontrolled)	0.43
Occupational (Controlled)	2.0



Maximum Permissible Exposures. Occupational/Controlled and General Population/Uncontrolled MPE's are functions of frequency.

*Another important point to remember concerning the FCC's exposure guidelines is that they constitute **exposure limits** (not emission limits), and they are relevant only to locations that are **accessible** to workers or members of the public. Such access can be restricted or controlled by appropriate means such as the use of fences, warning signs, etc., as noted above.

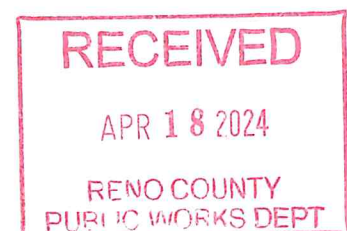


Calculation Results

The Table below shows the result of applying worst case scenario where an individual is standing at the base of the tower with an antenna pointed directly at the individual. It is important to note that this calculation is also performed assuming no antenna feed-line loss and assuming that all transmitters will continually be operating at full power with no perceived obstruction of the signal between transmitter and calculation point. This calculation point is 6 feet above ground (assumed average height of a person). This worst case scenario is purposely used to significantly overstate the calculated RF levels relative to the levels that will actually result from antenna operation. The purpose of significantly overstating actual use case is to ensure “safe-side” conclusions about compliance.

The table below shows each sites worst case MPE calculation

<u>Frequency</u>	<u>Power Density (mW/cm²)</u>	<u>% of MPE limit (General Population)</u>	<u>% of MPE limit (Controlled Occupational)</u>
1900 MHz	<u>0.00923088</u>	<u>0.92%</u>	<u>0.18%</u>
600 MHz	<u>0.00582429</u>	<u>1.35%</u>	<u>0.29%</u>



Statement of Certification

I certify to the best of my knowledge that the statements contained in this report are true and accurate. The theoretical computations contained are based on FCC recommended methods, with industry standard assumptions & formulas, and complies with FCC mandated Maximum Permissible RF Exposure requirements.

As this study was performed prior to installation of the proposed antenna systems a field survey has not been performed. If questions arise regarding the calculations herein, a comprehensive field survey should be performed to resolve any outstanding disputes



Trent Dombroski
Nex-Tech Wireless

Date - 4/17/24



Appendix A

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PUBLIC WORKS DEPT



EDACLQ-654L4H8-U

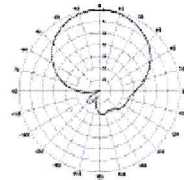
8-Port Multi-Band Antenna / 8' / 65'
 637 ~ 894MHz, XX-pol., H65° / V10.1°, ET: 2°~12°
 1695 ~ 2180MHz, XX-pol., H67° / V5.8°, ET: 2°~12°

Electrical Specification

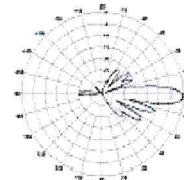
Frequency(MHz)	637~898	698~824	824~894	1695~1880	1850~1990	1920~2180
Impedance(Ω)	50	50	50	50	50	50
Polarization	±45°	±45°	±45°	±45°	±45°	±45°
Gain(dBi)	15.9	16.5	16.9	17.5	17.9	18.0
Beam width	Horizontal	65°	64°	65°	64°	61°
	Vertical	10.1°	9.8°	9.0°	5.8°	5.4°
VSWR	≤1.5:1	≤1.5:1	≤1.5:1	≤1.5:1	≤1.5:1	≤1.5:1
Front-to-Back Ratio(dB)	>23	>25	>25	>25	>25	>25
Electrical Down tilt	2° ~ 12°	2° ~ 12°	2° ~ 12°	2° ~ 12°	2° ~ 12°	2° ~ 12°
Isolation Ports(dB)	≥25	≥25	≥25	≥25	≥25	≥25
Isolation Frequency(dB)	≥25	≥25	≥25	≥30	≥30	≥30
Cross Pole Discrimination	7 dB @ ±60°	7 dB @ ±60°	7 dB @ ±60°	7 dB @ ±60°	7 dB @ ±60°	7 dB @ ±60°
	15.0 dB @ 0°	15.0 dB @ 0°	15.0 dB @ 0°	15.0 dB @ 0°	15.0 dB @ 0°	15.0 dB @ 0°
Side Lobe Suppression (Up to 15°/10° from Borealign)	> 16dB (Up to 15°)	> 16dB (Up to 15°)	> 16dB (Up to 15°)	> 16dB (Up to 10°)	> 16dB (Up to 10°)	> 16dB (Up to 10°)
PIM (2x20w, dBc)	≤ -150	≤ -150	≤ -150	≤ -150	≤ -150	≤ -150
Input Power(W)	250	250	250	200	200	200



<637-698MHz>

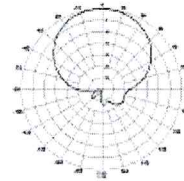


Horizontal Pattern

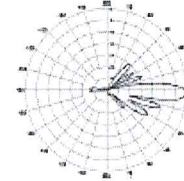


Vertical Pattern (2°)

<698-824MHz>

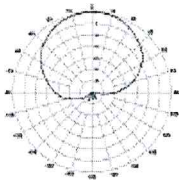


Horizontal Pattern

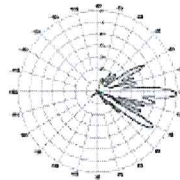


Vertical Pattern (2°)

<1695-2180MHz>

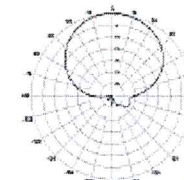


Horizontal Pattern

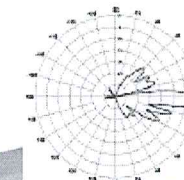


Vertical Pattern (2°)

<824-894MHz>



Horizontal Pattern



Vertical Pattern (2°)



KMW Communications
 www.kmwcomm.com
 Contact: info@kmwcomm.com

October 24th, 2018
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Public Works
600 Scott Boulevard
South Hutchinson, Kansas 67505
620-694-2976

Don Brittain, Director

Date: May 6, 2024

To: Reno County Board of County Commissioners

From: Mark Vonachen, CFM – County Planner II

Subject: Case #2024-04 – Central Kansas Gun Club of Reno County, Inc. (Applicant: Nex-Tech Wireless – Creighton Remus) Legal Description: Approximately 76.95 acres of land located in the NW ¼ - Section 17 – T22S, R5W in Medora Township and further described as PIN# 0241700002001000. The parcel is located on the east side of N. Lorraine Street, approximately ¾ mile north of the intersection of E. 69th Avenue and N. Lorraine Street.

Who: Owner: Central Kansas Gun Club of Reno County, Inc.
7908 N. Lorraine Street, Hutchinson, KS 67502

What: This is a conditional use permit request to construct a not to exceed 220' tall self-support telecommunication tower with ground equipment. 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 AG – Agricultural District. The applicant is requesting a conditional use permit on the above identified land for the purpose of constructing a telecommunication tower. 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 applicant requests a conditional use permit for the purpose of constructing a not to exceed 220-foot-tall self-support telecommunication tower with related ground equipment. The application states the tower will be 250 feet tall. Survey documents show the tower will be 220 feet tall. Published in the paper and notices sent to the property owners indicated a 250-foot-tall tower is proposed. The Planning Commission and County Commissioners may approve any tower height that does not exceed 250 feet tall. Staff contacted Creighton Remus, Site Acquisition/Project Manager with Nex-Tech Wireless who confirmed in writing the tower will be 220 feet tall.

The entire parcel of land is subject to the conditional use permit review. If it is determined re-location of the tower is necessary, that is permitted without the need to conduct a new public hearing. If the lease area shown on the site plan was used for notification purposes, then that is the only site that can be considered. Mr. Remus verbally confirmed to staff of March 22, 2024, the height of the tower includes the lightening rod.

As of the date of this report, no FAA determination was submitted. The applicant has submitted the request but has not received confirmation back. Even if the report has not been completed by the public hearing date, the tower cannot be constructed without this confirmation. The purpose of the report is to determine whether the proposed telecommunication tower will be a hazard to air navigation at a total height of 220 feet.

The lease area for the tower is 50' x 50' and located in the northwest portion of the parcel. Access to the lease area is through a 15' ingress-egress/utility easement which leads to N. Lorraine Street.

Included with this application is a request by the applicant to place a temporary 150-foot-tall cell-on-wheel, commonly referred to as a COW. This COW is a temporary cell tower that is portable and is moved into an area to provide service. If this conditional use permit is approved, once the permanent tower components arrive on site and the tower is constructed, the COW will be removed from the property.

The site plan does not indicate where the COW will be located. The COW should be located within the lease area and comply with all setback requirements just like the permanent tower. A 150-foot-tall tower will comply with the setback requirements of the lease area.

**SUMMARY OF APPLICABLE REQUIREMENTS FOR:
A TELECOMMUNICATION TOWER IN AN AG ZONING DISTRICT**

1. **Land Use Category**

This parcel is currently zoned AG – Agricultural 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 and associated with the telecommunication tower shall meet the following minimum setbacks:

Front Yard: 50' from the property line

Side Yard: 30' from the property line

Rear Yard: 30' from the property line

The setback requirements for a telecommunication tower greater than 50 feet are found under Article 15-105(52A). The location of every tower must be set back at least equal distance from all property lines as it is in height.

Staff has reviewed the tower location and determined the tower will not comply with all setback requirements. The tower location, not the lease area, is 201.18 feet from the south property line of the parcel identified as 8110 N. Lorraine Street. The regulations require a setback of 220 feet which is equal to the tower height.

The applicant has submitted a stamped engineering letter from Sabre Industries, the tower design company, indicating in the unlikely event of a total separation the tower will collapse in a radius of 110 feet or less at the ground level. This distance is less than the 201.18 feet from the south property line so should the tower collapse, it should remain on the owner's property.

The Planning Commission has two options with this concern:

1. Require the applicant to submit a new survey indicating the tower is equal distance from all property lines as the height of the tower.
2. Accept the engineering letter and fall zone radius determination of 110 feet and issue a waiver from the setback requirement.

The 220' tall tower will comply with the setback requirement from the road right of way. The tower, not the lease area, is proposed to be set back 226.47 feet. N. Lorraine Street is a 60-foot road-right-of-way on either side of the section line so 30 feet must be subtracted from the distance so the tower does not fall on the road.

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 telecommunication tower:

- 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.
- 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.

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

According to the survey submitted, adequate space is available within the lease area for the parking of vehicles servicing the tower.

There is adequate space within the lease area for vehicles to park and turn around without trespassing on the owner's property.

The zoning regulations do not require a minimum number of parking stalls. A minimum number of parking spaces can be required under the conditional use permit review.

Designation of an off-street loading space or area is not applicable to this petition.

5. **Sign Requirements – Article 12**

The application and site plan do not show if any signs will be placed on the lease area. Any required warning signs are the responsibility of the applicant to ensure compliance with State and/or Federal Government regulations.

No sign permit is required for any sign. Any sign not required by State or Federal regulation shall meet all applicable requirements of Article 12.

6. **Landscaping**

The county has no specific requirements in the zoning regulations regarding landscaping. However, under 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. However, state statute prohibits the County from imposing unreasonable requirements related to the appearance of the tower such as screening, materials used, or landscaping requirements.

The site plan does not indicate any landscaping will be installed.

Staff recommends no landscaping be installed.

7. **Lighting**

The submitted application and site plan show no lights will be on the tower or the leased area.

In a phone conversation on March 22, 2024, with Mr. Remus, the tower is required to have a light by FAA regulations because the height is over 200 feet. The lighting for the tower shall be the minimum required under FAA regulations.

8. **Fencing**

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

The application and submitted site plan do not indicate if a fence will be installed around the lease area or the tower base.

The lease area is 50-foot wide by 50-foot wide.

In a phone conversation with Mr. Remus on March 22, 2024, he indicated a chain-link fence will be installed around the tower base and equipment shelter, not the lease area.

Staff recommends a minimum six-foot high chain link fence, with barbed wire being optional, be installed around the tower base and any equipment shelter to aid in preventing unauthorized access to the tower.

9. **Height Limitations – Article 13**

There is no maximum height limit for a building in the AG zoning district.

Due to a telecommunication tower requiring a conditional use permit as found under Article 15, the height of the tower is taken into consideration with the requirement of additional setback regulations.

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.

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

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

- *To promote the health, safety, comfort, and general welfare of the citizens of Reno County, Kansas.*
- *To facilitate the adequate provisions of transportation, water, sewage, schools, parks, and other public improvements and services, and to carry out the goals and objectives as set forth in applicable laws of the State of Kansas and the Comprehensive Plan for Reno County, Kansas.*

The purpose of the tower is to provide additional cellular services in the area due to the needs as determined by Nex-Tech Wireless. The tower is located on a parcel of land used for a shooting range. The tower will be located far enough away from adjacent houses, accessory structures, and the road so as not to cause damage on adjacent parcels should the tower collapse. Any damage to the owner's property should be contained in a lease agreement between the owner and Nex-Tech Wireless.

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

To the north is a residential parcel zoned R-2 and agricultural land zoned AG.

To the east is agricultural land zoned AG.

To the south and west are large residential parcels zoned R-1.

The proposed land use should have little to no daily impact on the neighborhood. Once the tower is constructed there should be no additional traffic in the area. One vehicle may show up occasionally to perform routine maintenance on the tower.

The nearest single-family dwelling is to the north and is approximately 350 feet away.

Other single-family dwellings are located on the west side of N. Lorraine Street. Some trees are located to the east of the tower but no trees are located west of the tower.

Telecommunication towers are typically located on agricultural lands, away from residential houses, and placed in areas where it is determined there is a need or a gap in service. One reason larger parcels are utilized is so larger setback requirements can be imposed thus preventing a tower collapsing on adjacent properties. Due to the height of the tower a light is required by the FAA.

Towers are designed to collapse upon themselves in a certain radius and not collapse at the base. However, the zoning regulations added an additional setback safety measure. The setbacks for a tower relative to a property line are related to the height of the tower so that in the unlikely event the tower would collapse at the base, the tower will not cross over the owner's property line.

Relocation of the proposed tower to a different location on the property may be a possibility but due to this parcel being used as a shooting range, locations may be limited. Relocation elsewhere on the property would aid in complying with setback requirements.

Staff concludes the proposed land use is compatible to other land uses in the surrounding neighborhood for the above reasons.

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.*

N. Lorraine Street is a township-maintained dirt road. The applicant or the tower company should check with Medora Township prior to construction of a new entrance to the tower

location. An oversized/overweight permit may be required to bring in equipment and tower components onto county and township roads if they are over the legal weight limit or legal size limit. Bridge weight limits signs should be obeyed at all times. This permit will provide the tower delivery company with a safe travel route to the tower site so as not to travel over bridges that are not capable of handling the weight of the tower components.

There should be no additional traffic in the area once the tower is constructed and operational. The applicant or tower company should consult with the Medora Township on delivery of tower components so as not to cause undue damage to the township roads. Medora Township was sent notice of this proposal. No written response was received from Medora Township. Depending on the delivery route, other Townships should also be contacted.

Utilities will be provided to the tower location by way of a 15-foot utility easement contained within the lease area. This 15-foot easement will also serve as an ingress/egress easement.

Staff concludes no undue burden will be placed on the existing transportation and service facilities if the conditional use permit is approved based on the above reasons.

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

Due to the increasing demand for cellular services in the area, this telecommunication tower could be necessary as existing towers are nearing capacity or are unavailable for co-location purposes, the wrong height, or the wrong location.

State Statute 66-2019 prevents the Planning Commission and County Commissioners from requiring information concerning the need for the tower.

As the demand for cellular services increase, so does the need for additional towers. Nex-Tech Wireless has determined this location fits the needs of the area.

Staff concludes the proposed use is made necessary because of 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.*

This parcel is not currently vacant. This parcel is used for a shooting range. The owner has determined a tower could be located on this parcel of land without interfering with the shooting range operations.

The lease area is currently vacant and not being used by the shooting range.

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

Staff concludes the property is suitable for the proposed use. There is enough acreage to locate a tower on the property. The tower height and setbacks are a concern as shown on the submitted site plan. The owner's parcel contains enough acreage to comply with the setback requirements for a not to exceed 220' tall tower. A tower of this size requires compliance with a setback distance of equal height of the tower from all property lines. The owner's 76.95-acre parcel can satisfy these setback requirements and also not interfere with the shooting range operations. The proposed location does not satisfy this requirement from the south property line of the parcel to the north. The tower location could be adjusted to the south to comply with the setback requirements without the need of a waiver.

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

In reviewing Chapter 6 of the Comprehensive Plan, it becomes evident that emergency services personnel, public infrastructure, and the public are relying more and more on good cellular service as people move away from the traditional land line communication means. In order to provide that dependable service, more towers are necessary to accommodate the increase in demand.

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

Under the Goals for Utilities, Objective three asks the County to "Continue to work with providers to expand and enhance internet service to all areas of Reno County." Although cellular services and internet services are likely available in this area now, this proposed telecommunication tower will work toward ensuring these services are not interrupted and aid achieving that objective.

In reviewing the Comprehensive Plan staff concludes the petition complies with 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.*

Staff concludes 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 and approving the conditional use. This conclusion is based on the following factors:

- The area served by this tower should see improved cell phone and internet service. Future development should have less interruptions in service.
- Concerns contacting emergency services should be improved with this new tower.
- The tower may provide for the co-location of additional antennas should the need arise from other carriers. This should help reduce the need for additional towers in the area.

- There is no hardship to the owner if the tower is not constructed. The owner still has adequate use of the property. Development of the parcel for other land uses may be limited due to current shooting range land 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.*

Staff concludes if certain conditions are approved, this proposed telecommunication tower should not adversely affect surrounding properties or the neighborhood.

There are several minimum requirements in the zoning regulations, conditions of approval, and facts of the petition that could be required to avoid adversely affecting the surrounding properties. Those items are as follows:

- The tower location is setback at least equal to the required distance from the property lines as required by the zoning regulations. This is a requirement so that in the unlikely event of a complete tower collapse, the tower will not fall on a road or onto an adjacent property.
- A six-foot chain link fence to aid in preventing unauthorized access to the tower.
- Lights will be the minimum required by the FAA.
- The lease agreement with the owner contains provisions to remove the tower should it become obsolete or abandoned.
- The tower is not a guyed tower. Guyed towers have the potential to accumulate ice on the guy wires. When the ice melts and falls off the wires, the potential exists that people or property could be damaged.

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

Some of the requirements found in Article 15-105(52) are not applicable due to changes in State Statute requirements. The following list is not all inclusive, but State statutes prohibit Counties from:

- Requiring information on the customer's demand for services or quality of service in the area. Require co-location on an existing tower. The County can ask if a co-location study was conducted but not require co-location.
- Require information that concerns a specific need in the area or justify the need for a new tower. The County cannot request maps or other business information to justify the need for the tower.
- Impose surety requirements for removal of the tower once it is abandoned unless surety requirements are required for other commercial developments. However, reasonable rules can be adopted to remove abandoned towers.

- Impose unreasonable requirements related to the appearance of the tower such as screening, materials used, or landscaping requirements.
- Impose environmental testing that exceeds federal law or impose compliance measures for radio frequency emissions that exceed FCC requirements.
- Impose a greater setback or fall-zone requirement than for other commercial structures of similar size.
- Evaluate an application based on the availability of other potential locations including the option to co-locate instead of constructing a new tower.

In reviewing the application, staff has identified the following concerns:

- As noted earlier in this report, Article 15-105(52)(A) – The 220-foot tower is not equal height from all property lines. The parcel to the north at 8110 N. Lorraine Street is calculated to be 201.18 feet from the tower base (not the lease area). The tower base is calculated to be 226.47 feet from the east right of way line of N. Lorraine Street.

In an email to staff on March 21, 2024, Mr. Remus stated moving the tower further to the east is a concern because the property drops into a water draw that hold water. Moving further to the east, behind the water draw, starts getting into the firing range where the tower could sustain damage. The current location of the tower is the best location.

In an email to staff on April 3, 2024, Mr. Remus stated he worked with the survey crew and their engineers confirmed the survey with the fall zone the sent was correct and they guaranteed it. A fall zone letter stamped by the tower design company was also submitted. Once reviewed, the Planning Commission could accept this engineered stamped document as evidence that the tower will not collapse on the travelled road or onto an adjacent property.

Mr. Remus did indicate to staff verbally on March 22, 2024, he could relocate the tower further to the south to comply with the setback requirement.

If the fall zone letter is acceptable to the Planning Commission, a waiver could be issued for the tower distance to the property to the north.

- Article 15-105(52)(F) of the Zoning Regulations requires a reclamation plan and financial security in a form acceptable to the County if the tower is ever removed. This Article need to be removed or revised due to changes in state statutes. The County does not require surety bonds or other financial security for other developments.

On page three of the lease agreement, the applicant discusses the reclamation plan. In previous conditional use permit cases for telecommunication towers, the financial

security issue was discussed. During that public hearing it was discussed that in the event the tower is removed, the lease agreement dictates the process. The lease agreement is a legal contract so the owner of the leased property is obligated to remove the tower and all above ground equipment. Therefore, no security deposit is necessary.

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

STAFF RECOMMENDATION:

Staff recommends **APPROVAL** of this request for a conditional use permit locate a temporary 150-foot tall cell-on-wheels (COW) and to permanently construct a not-to-exceed 220-foot tall self-support telecommunication tower on land zoned AG 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 the following conditions of approval:

1. Approval is for a not to exceed 220' telecommunication tower, including antennas and lightning rod, at the location shown on the site plan dated March 22, 2024.
2. No lighting shall be illuminated on the telecommunication tower except that which complies with and does not exceed minimum FAA requirements.

3. The chain link fence shall be installed when the tower becomes operational and maintained at all times.
4. Placement of the COW will require a zoning permit. The COW location shall be shown on a site plan, be setback from all property lines equal distance to the height, and then be removed by the applicant on the date indicated on the zoning permit.
5. The applicant shall submit the FAA no hazard determination letter prior to the issuance of a zoning permit.
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 or conditions governing this approval.

Staff sent letters to 17 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 April 18, 2024, the Planning Commission conducted a public hearing on this petition. Creighton Remus, Sight Acquisition/Project Manager with Nex-Tech Wireless, 3001 New Way, Hays, KS 67601 stated they are requesting to construct a 220-foot structure on the gun club property. They have submitted the request to the FAA and it came back today as being approved showing the tower will cause no hazard to air traffic (a document was submitted to staff). Originally, they looked at going to the back of the property but the gun club shoots to the north and to the east so a tower in the back will be right where they shoot. The best-case scenario is the location as proposed. The location is as far back as they can go to meet all the zoning requirements. A survey was submitted showing the fall zone and height of the tower. They worked with Sabre Towers to send them a certified engineered document indicating the tower is designed to fall within a 110-foot radius. If the tower falls, it will fall within half the total height. The tower is a self-support tower with four legs. There will be no guy-wired supports to take up extra room.

Nex-Tech Wireless is mandated to follow all FAA and FCC guidelines. Power exposures and RF exposures are heavily mandated by the FCC and the FAA reviews flight plans.

Nex-Tech Wireless is requesting a temporary permit for a 150-foot-tall cell-on-wheels. The purpose of the tower is to improve capacity and data usage as well as coverage in this area.

Mr. Remus received the email questioning RF exposure power. Their engineer prepared a certified study. The study revealed that the Nex-Tech Wireless proposed installation will not exceed .92% of 19 megahertz which is one of the bands they are in and then 1.35% of the 600 megahertz for the FCC standard of general public maximum permissible exposure which called MPE (Mr. Remus provided staff, the Planning Commission, and audience members a copy of the report then reviewed the findings in the report).

Mr. Remus noted that at the end of the report the Nex-Tech RF Engineer provided a statement of certification that read the calculations contained in the report complies with FCC mandated maximum permissible RF exposure requirements.

Mr. Remus said the company is regulated by the FCC and FAA. You are not permitted to put out more power to boost a signal in this industry.

Regarding the tower location, they picked an area that had a lot of trees so they can tuck it in that area and out of view the best they can. A bulldozer has cleaned out some of the trees so a survey can be completed for the proposed location. The location is in environmental review now to ensure no Native American burial grounds or historical data is present on site. That review should come back clear.

A soil sample was completed also. That review goes to the tower designer who determines how much concrete is needed for each leg of the tower.

If technology changes in the future and the tower is no longer needed, the lease agreement says the company will remove the tower and return the ground to natural grade. There is a 15-foot easement that leads to the tower so the power will come off the road and down the easement to the tower site. The power lines will be buried.

Commissioner Seltzer confirmed the tower has a 110-foot fall zone area and if a perimeter study has been done to see if there are structures within that fall zone area.

Mr. Remus said yes. He reviewed the survey which showed the fall zone maximum of 220' and the engineer's report which said it will fall within half that distance. The survey shows the property to the north. The tower could have been moved back a little further but the land slopes down into a marsh-like area which would not work.

The gun clubhouse burned down a couple of years ago. It was rebuilt recently in a different location so they are actually further away now.

Commissioner Strand questioned the distance the tower is from the parcel to the north because the staff report shows the tower is 201 feet from the property line.

Mr. Remus said the surveyor has verified the distances from the property lines but he said, if necessary, they could move the tower to the south. However, they would have to resubmit to the FAA. Mr. Remus then reached out to the tower company who then verified the fall zone radius doesn't have to be 220 feet because they can guarantee it will fall within 110 feet. He can have the survey company come out and verify the location again.

Vonachen responded that he pulled the deed to the property to the north and used the legal description of the tower location and came up with a distance of 201 feet from the tower location to the property line. He questioned if the fall zone radius was the same calculation as the distance to the property line.

Mr. Remus then called the survey company and said they could move it south but not to the east. He can have the survey company check again but they did survey the lease area and stamped it and said it was right. He can have the surveyor answer why staff came up with a 20-foot difference.

Chairman Goertzen confirmed with staff want to know the distance from the center pin of the tower to the north property line.

Vonachen said yes.

Commissioner Strand asked if he has heard of any complaints from people living nearby a tower.

Mr. Remus said after the tower is constructed, he doesn't hear any complaints. The complaints are always before. 5G is a new technology. You can read both sides of the story. The FCC has their own mandates. You can go read somebody else's study that says towers can be harmful. They are mandated by the FCC to follow their guidelines. After a tower is installed, they have never had anyone come back and say they got sick because of the tower. When they go out to find an area they do RF studies for coverage. He is allotted about a mile for a new tower location.

Commissioner Strand asked if people within sight of the tower experience improved service.

Mr. Remus clarified that the services in that coverage area will improve significantly. The best coverage will be a mile away. The more people using the tower at one time (say in a disaster situation), the coverage area will shrink because more bandwidth is being used.

Commissioner Macklin asked what the expected timetable for construction is.

Mr. Remus said they leased the ground six months ago. It usually takes a year to get all of the governmental approvals. To construct the actual tower from start to finish is four days. The concrete has to cure for a few days before the tower can be constructed.

Commissioner Macklin asked about the 150-foot-tall temporary tower on wheels.

Mr. Remus said once all of the governmental approvals are in place, to get the service up and working a temporary tower will be installed. The temporary tower is on wheel and is used until the permanent tower is constructed because it may take six months to get the permanent tower delivered. It takes three hours to set this tower up to provide service. This tower will have anchors that go into the ground. These types of towers are used at fairs or other town celebrations if you just need additional coverage. It will only be on site for probably three months. It may never get set up if other governmental approvals take longer.

Chairman Goertzen asked if the company explored any co-location opportunities.

Mr. Remus said yes. It's the first thing we do because it is easier and faster. There were no co-location opportunities in this area.

Chairman Goertzen asked if there will be opportunities for other companies to co-locate on this tower.

Mr. Remus said absolutely. This tower will hold three carriers.

Vice-Chairman Martin confirmed that Nex-Tech Wireless transmits calls from other carriers.

Mr. Remus said yes. Companies have agreements to “roam” on the nearest tower. The users doesn’t see this designation anymore. A back-up generator will also be located on the lease area for emergencies. They do permit police and fire departments to locate on the tower also.

Commissioner Macklin asked about lights for the tower.

Mr. Remus said the tower will have a medium red intensity light with a white light. Any tower over 199 feet is regulated by the FAA to be lit. Nex-Tech Wireless uses medium intensity lights so it is not the bright strobe light.

Vonachen questioned if the cell-on-wheels will go on the lease area and will it still be in place as the permanent tower is being constructed.

Mr. Remus responded that the cell-on-wheels will be on the lease area and be taken down before the permanent tower is constructed.

Vonachen presented the staff report and showed slides of the area.

Staff also advised the Planning Commission they can request the tower be moved further to the south or they can accept the engineered letter from Sabre Industries that the tower will fall within 110 feet of its present location. Towers are not designed to lay over at their base. Staff recommends accepting the engineering letter.

Chairman Goertzen questioned if staff is comfortable with the engineering drawing and the Sabre Industries document in relation to where the tower is going to be located.

Vonachen said the fall zone radius versus the deed to the property, he is not sure if we are talking about the same exact thing but to answer the question, he is comfortable with the Sabre Industries letter saying the tower will fall within a 110 foot radius.

Chairman Goertzen confirmed that using staff’s 201-foot calculation he is comfortable with the Sabre Industries letter.

Vonachen responded yes.

Commissioner Strand questioned the light on top and related it to the concerns with the light on wind towers. He understands there is new technology that only turns the lights on when a plane is overhead.

Vonachen said the applicant would be a better person to ask that question. He doesn’t know if that technology exists for cell towers since it is just one structure versus a wind farm with many structures in an area. You will have to have some type of radar installed in the area to detect the plane and then have the light turn on.

Vice-Chairman Martin said a tower was constructed a half-mile north of where he lives. He can see the light but it doesn’t bother him.

Chairman Goertzen asked if there was anyone in the audience who would like to address the Planning Commission.

Tim Davies, 7304 N. Lorraine Street, Hutchinson, KS 67502 is representing his brother who owns a property at 7414 N. Lorraine Street, Hutchinson, KS 67502. The tower will be right outside his window. He questioned the eight Golden Factors, letter J which states "Whether the proposed conditional use, if it complies with all the conditions upon which the approval is made contingent, will not adversely affect the property in the area affected." There was a study by the real estate financial group that said people within sight distance of the tower had a 9.7% reduction in their property value and for people within a half a mile it was 2.5%. So, if you have a \$250,000 property value, you will have about a \$25,000 reduction for this tower to be placed there.

His neighbor, Jon Fehrenbacher, will be able to see the tower. In the last 25 years, because he did the tax research, Jon has paid about \$80,000 in property taxes to the state, county, and schools. The Central Kansas Gun Club is a great organization. This big entity has 350 members and hosts 350 events per year paid \$22,000 in taxes in the same time frame. They are currently taxed as a not-for-profit. They were previously taxed as agricultural. They do a lot for the City of Hutchinson and the State of Kansas but as far as helping to maintain this property area, they are doing very little as far as tax-wise. If this is going to impact our taxes, he really doesn't want to see it. Plus, there are studies both ways. From the Harvard ethics committee, they said that the FCC is basically a captive agency controlled by the telecommunications industry since 1996.

He has property and has lived in that area for 64 years. He lives on the property that his grandparents owned and he doesn't want to see a cell tower in his backyard. Would you want one in your backyard? Would you want to look out your window and see a cell tower?

Vice-Chairman Martin questioned which property is owned by Mr. Davies.

Mr. Davies pointed to the map. All of Mr. Davies' properties are outside of the statutory 1,000-foot notification area requirement.

Judy Trujillo, 7800 N. Lorraine Street, Hutchinson, KS 67502 commented that she is the neighbor to the gun club. She has many friends that are with the gun club and they're not good neighbors as a gun club. She received the letter a couple of weeks ago but just got told it's been six months that they've been dealing with this. She has a son-in-law that asked staff questions about emission and radiation. She did not get a good understanding of the explanation.

She said the power density is supposed to be under one. She thinks she heard a 1.9.

She asked the nephew of Mr. Davies, living in the house to the north, if he received the letter and if he was coming to the meeting. He said he had never received the letter and was not coming to the meeting.

(For the record, the public hearing notice is sent to the property owner's address on file with the Appraiser's Department, not the person living in the house or the property address. The owner of the property is responsible for notifying the person living in the house of a public hearing notice, if the owner chooses to do so.)

She has concerns with the emission and radiation coming off of the tower, crop dusters that fly very low over her trees, wildlife, property valuation, and how good a neighbor Nex-Tech Wireless is. If she sells her property, what is this tower going to do to the value of her home.

She was unable to ask her insurance agent if there was anything that would cause her insurance to increase.

She believes it was short notice and she didn't have the ability to conduct an investigation or take a long look at what is involved with a cell tower. She knows that 5G is wonderful and she supports progress but she is concerned about what it does to the area. We moved out of the city to be rural.

(For the record, public hearing notices were mailed on March 14, 2024, 36 days in advance of the public hearing. Statute requires a minimum of 20 days notice to the public.)

Jon Fehrenbacher, 7501 N. Lorraine Street, Hutchinson, KS 67502 stated when you look at the map, all the properties, except one, have one thing in common. The parcels are privately owned. They approached the gun club because they will get paid and then be able to go home and not have to see a cell tower.

He shoots at the gun club. On the north side is all short range so he doesn't know how honest they are being with the threat on the back side of the property. There are 12 homes in the area but on the eastern part of the property there is agricultural land.

Mr. Fehrenbacher read a prepared statement but did not submit it for the record. He believes this project has been rubber-stamped. This land has already been cleared. Nex-Tech Wireless would not have paid all this money if they did not believe the project has already been rubber-stamped. The gun members will be able to go home every night, miles from the gun club, and not have to look at the tower every day or worry about what effect it will have on property values, which we have already found will be detrimental. They will not have to worry about the health concerns emitted from the tower. For every study done showing there are no health effects from a cell tower there is another study done showing there are health effects. There was a Germany study that discovered a proportion of new cancer cases was three times higher for those living within 1,300 feet, or a quarter of a mile of a tower. I'm asking Reno County to be fair. I want you to consider your constituents. I'm asking you to move the tower to the northwest corner (Mr. Fehrenbacher meant the northeast corner) but you were told they can't because that is where the shooting range is located. Mr. Fehrenbacher does not believe this to be true. He would rather protect our constituents than to find out later they have cancer. Mr. Fehrenbacher also discussed some other topics not related to this case.

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

Mr. Remus stated when the FAA is contacted, they will know a tower is going in that location. People doing crop dusting will get that notification so there should not be any accidents.

On page 8 of the submitted document there is a power density related to the frequency. Nex-Tech is running at 1,900 megahertz. For general population it's one. The power density that Nex-Tech is putting out is .92% so we are way below one. On the 600-megahertz frequency the power density is

.43 for the general population. Nex-Tech 's power density is .0058 so that percentage is extremely far under the FCC set amount. These numbers are directly at the tower. When you are farther away the numbers drop even more.

Regarding the comment on power out in the surrounding area, there is an FM tower east of Hutchinson that is at 100,000 watts. The proposed tower is 80 watts. There is another FM tower in downtown Hutchinson that is 570 watts.

Mr. Remus does not have a percentage of Nex-Tech Wireless customers in this area but they do have 66,000 customers that they provide service for. They are not a third-rate class cellular company.

Mr. Remus commented on the six-month timeline and now just getting notified. To construct a tower, it takes three months to scout the area for potential sites. Doing the zoning is furthest down the line because they have to make sure the FAA, the surveys, and the geology will even pass. When you do the zoning, they want to see the surveys, and all of the information.

Mr. Remus discussed the location. He met with gun club representatives at a monthly meeting and proposed this site to the Board members. Their attorney was there. Locating the tower in the northeast corner was a big no for the gun club. If a stray bullet hit a piece of tower equipment, their insurance would come back on them. The gun club absolutely did not want the tower in the back portion of the property for safety reasons.

Commissioner Seltzer knows for a fact that a lot of the shooting occurs to the east on some of the pistol and rifle ranges. He knows there also has been ricochets that crossed their eastern boundary.

Vonachen said we notified everyone within 1,000 feet of the entire property boundary so the Board does have the ability to suggest different locations or require additional information as to whether another site is viable. The Board does have that latitude to table this hearing and require additional documentation. Nex-Tech Wireless could have provided a property owner list around just the lease area, in which case far fewer residences would have been notified. The 1,000-foot notification is a statutory requirement. The County doesn't do any more than that or less than that. Properties greater than 1,000 feet are not statutorily required to be notified but can come to the public hearing and provide testimony, such as what happened tonight with Mr. Davies.

Secondly, Kansas State Statute 66-2019 governs what items can be discussed when reviewing a cell tower case. There are many items in this statute that cannot be discussed or used in approving or denying an applicant the right to construct a cell tower. Reno County is not rubber-stamping the case as was suggested here tonight.

Vonachen was permitted some latitude by the Chairman to discuss some of the non-related topics that Mr. Fehrenbacher discussed in his public comments.

Chairman Goertzen closed the public hearing.

Commissioner Macklin believes the County Commissioners will review this record and he is concerned they may not approve of the application.

Commissioner Macklin moved to table Case #2024-04 to May 16, 2024, at 4:30 pm to see if the applicant wants to reconsider their proposed location; seconded by Commissioner Seltzer.

Commissioner Strand is hesitant to anticipate a decision and prefers to make their own decision. The County Commissioners can then over-rule this Commission with a super-majority vote.

Staff confirmed that it requires a super-majority vote to change this Commission's decision. Another option is the County Commissioners could send this back to the Planning Commission for further study or clarification.

Commissioner Seltzer clarified the motion that it is to re-locate the cell tower elsewhere on the gun club property, not another parcel.

Vonachen said yes. A decision needs to be made on this property, whether it is in the requested location or another location.

The motion failed by a 3-2 vote (Yes: Seltzer and Macklin; No: Strand, Martin, and Goertzen).

Commissioner Strand can understand the concerns. He can see three or four towers out his window. He certainly appreciates the service. Probably nobody likes to see them but we have to find that balance. There probably won't be a location where we won't get push back from the people that live nearby. He has looked at a lot of appraisals over the years and he has never seen one, out of thousands of appraisals, that refer to a cell tower reduction in value.

Vice-Chairman Martin looks at a cell tower every night and it doesn't bother him. He never comes to a meeting with his mind made up. He listens to what is said and then makes a decision based on what is best for the County.

Chairman Goertzen stated this Commission's job is to look at placement and take the advisement of staff per the conditions that he's described.

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

Vice-Chairman Martin moved that case number 2024-04, the request by the Central Kansas Gun Club of Reno County, Inc. (Applicant: Nex-Tech Wireless) requesting a conditional use permit from the Reno County Zoning Regulations to construct a not to exceed 220' tall telecommunication tower on land zoned AG – Agricultural District be approved based on the eleven factors and seven conditions listed in the staff report and as heard at this public hearing.

I would further move to grant a waiver to the setback requirement as found in Article 15-105(52)(A) based on the stamped engineered letter from Sabre Industries; seconded by Commissioner Seltzer. The motion passed by a 4-1 vote. (Yes: Strand, Seltzer, Macklin, and Martin; No: 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 further 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
FAA no-hazard determination
Maximum Permissible Exposure Study.



Comments
Central Kansas Gun Club of Reno County, Inc.
Case #2024-04

RENO COUNTY DEPARTMENTS

Darcy Basye, Environmental/Utilities Superintendent

No comment.

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

RESOLUTION 2024-

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT
FOR THE CONSTRUCTION OF A 220-FOOT TALL TELECOMMUNICATION
TOWER ON A PARCEL OF LAND LOCATED IN THE NORTHWEST
QUARTER OF SECTION 17, TOWNSHIP 22 SOUTH, RANGE 5 WEST OF THE
6TH P.M. IN RENO COUNTY, KANSAS**

WHEREAS, the Central Kansas Gun Club of Reno County, Inc, by and through, Nex-Tech Wireless, applied for a Conditional Use Permit to construct a not to exceed 220-foot-tall self-support telecommunication tower upon a defined parcel of land more particularly described as follows:

A tract located in the NW ¼ of Section 17, T22S, R5W of the 6th PM., in Reno County, Kansas as more fully described on that trustee's deed filed in Book 586 on page 150 of the Office of Reno County Register of Deeds on September 8, 2006, which is incorporated herein by reference as if more fully set out.

WHEREAS, said parcel is currently zoned AG – Agricultural District for agricultural use in accordance with the Reno County Zoning Regulations; and a telecommunication tower land use is permitted in the AG Zoning District with a Conditional Use Permit; and

WHEREAS, the Reno County Planning Commission conducted a public hearing on the Application on April 18, 2024, following satisfaction of all notice requirements for such hearing as required by K.S.A. 12-757; and

WHEREAS, at the public hearing all interested parties in attendance were provided an opportunity to be heard; and the Reno County Planner presented a written report for the Conditional Use Permit dated April 11, 2024, which report, under the heading “FACTORS”, included a discussion and applications to be considered when making land use decisions pursuant to *Golden v. City of Overland Park*, 224 Kan. 591. Additionally,

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

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

WHEREAS, the Reno County Planning Commission also recommended granting a waiver from the setback requirement as found in Article 15-105(52)(A) based on the stamped engineered letter from Sabre Industries and pursuant to Article 20-104 (2) of the Zoning Regulations; and,

WHEREAS, on May 22, 2024, the Reno County Commission at its regular public meeting received a Summary Report dated May 6, 2024, of the proceedings before the Reno County Planning Commission and the Planning Commission's recommendation of approval of the Conditional Use Permit with special conditions and a waiver of the setback requirement; and

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY, KANSAS, that the above and foregoing findings are adopted as the decision of this Board. The aforesaid Conditional Use Permit Application made by Nex-Tech Wireless is approved subject to all of the aforementioned special conditions.

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

APPROVED AND ADOPTED in regular session this 22nd day of May 2024.

BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS

Randy Parks, Chairman

Don Bogner, Member

Ron Hirst, Member

Daniel Friesen, Member

John Whitesel, Member

ATTEST:

Donna Patton, County Clerk



AGENDA ITEM

AGENDA ITEM #6.G

AGENDA DATE: May 22, 2024

PRESENTED BY: Helen Foster, Human Resources Director

AGENDA TOPIC:

Revision of the Electronic Media, Mobile Device Security, and Training Policy

SUMMARY & BACKGROUND OF TOPIC:

This is a revision to the current policy in place. This policy was previously adopted in May of 2017. Since this date, Information Service's name was changed to Information Technology. The corrections for this change have been made in the policy.

This policy also had an addition to the Security Awareness training section to outline the in-person annual training that will begin taking place. Information Technology will be starting an in-person annual security training for all employees currently employed by Reno County. This training will be extended to new hires on their first day of employment before they are given network access. This is to educate and equip our employees with the tools necessary to recognize security threats. Employees will be expected to successfully pass testing before network access will be granted.

ALL OPTIONS:

1. Approve as presented
2. Make recommendations for a revision to the presented policy

RECOMMENDATION / REQUEST:


Approve the Policy as presented.

POLICY / FISCAL IMPACT:

This policy has been revised to include annual in-person network training for all employees and to include the process that will be completed if a network user is unable to successfully pass the network training.

The department name for Information Services has been changed to reflect the department name as Information Technology.

No Fiscal Impact

	SUBJECT: Electronic Media, Mobile Device Security, and Training	
	RESOLUTION DATE: May 22, 2024	PAGES: 10
RELATED POLICIES: Electronic Media and Mobile Device Security and Training – 5/16/17	DEPARTMENTS PRIMARILY RESPONSIBLE: ALL	
APPROVED BY THE BOARD OF COMMISSIONERS OF RENO COUNTY, KANSAS:		
BOARD CHAIRMAN:	Randy Parks	(DATE)
BOARD MEMBER	Daniel Friesen	(DATE)
BOARD MEMBER	Don Bogner	(DATE)
BOARD MEMBER	John Whitesel	(DATE)
BOARD MEMBER	Ron Hirst	(DATE)

1.0 PURPOSE AND SCOPE

Reno County encourages all employees using Information Technology to become proficient in its use. Information Technology includes internet access, electronic and voice message systems, facsimile devices, and other electronic systems used by Reno County. This policy applies to all departments, contracted entities, and other individuals or groups, which use County equipment. This policy establishes the principles which govern the safety of County owned data when accessed by employees while using either personal or County owned equipment in the course of their employment. A County department may develop more specific Information Technology policies for application within the department, but none may develop nor apply more lenient policies.

2.0 GENERAL ELECTRONIC MEDIA AND COMMUNICATION SERVICES AND PROCEDURES

- 2.1 The procedures outlined below apply to all electronic media and communication services which are:
 - a) accessed on or from County premises; or
 - b) accessed using County computer equipment, or via County paid access methods; or
 - c) used in a manner which identifies the individual with the County; or
 - d) accessed or used during an employee’s scheduled work hours.

- 2.2 Electronic media and communication services may not be used for knowingly transmitting, retrieving or storing any communications of a discriminatory or harassing nature, or which are derogatory to any individual or group, or which are obscene, or are of a defamatory or threatening nature, or for “chain letters”, or for any purpose which is illegal or prohibited by County Policy or contrary to the County’s interest.

- 2.3 The content of electronic information created or communicated by an employee using e-mail, word processing, utility programs, spreadsheets, voice mail, telephones, Internet access, etc., will not generally be monitored by the County. However, the following conditions should be noted:

- a) The County will routinely monitor usage patterns for both voice and data communications (e.g., number called or site accessed; call length; times of day calls). Reasons for monitoring shall include cost analysis/allocation, management of County technological voice/data resources and abuse or misuse detection.
 - b) A request to monitor use of data communications to Information Technology Department may be made by a department head or an elected official and must be authorized by the Director of Information Technology. A copy of all records of data communications produced by the Information Technology Department at the request of the department head or an elected official shall be provided to the Human Resources Director.
 - c) The County also reserves the right, in its discretion, to review any employee's electronic files and messages and usage to the extent necessary to ensure that electronic media and communication services are being used in compliance with the law and with this and other county policies.
- 2.4 Employees shall respect the confidentiality of the electronic communications of others. Examples of unauthorized acts include, but are not limited to:
- a) attempting to read or "hack" into other systems or other person's logins;
 - b) "cracking" passwords;
 - c) breaching computer or network security measures;
 - d) monitoring electronic files or communications of other employees or third parties except by explicit direction of the County Administrator.
- 2.5 Employees shall not share passwords at any time. A user is potentially responsible for the consequences of any internet activity initiated by another person using his or her login.
- 2.6 No e-mail or other electronic communication shall be knowingly sent which attempts to hide the identity of the sender or to represent the sender as someone other than the sender.
- 2.7 Electronic media and communication services shall not be used in a manner that is likely to cause network congestion or to significantly hamper the ability of other persons to access and use the system. Examples of such include accessing music files and non-work related video files.
- 2.8 Anyone obtaining electronic access to outside source material must respect all copyrights and may not copy, retrieve, modify or forward copyrighted material except as permitted by the copyright owner or utilizing a single copy for reference use only.
- 2.9 Reno County provides the software which is necessary for conducting Reno County business. No external or additional software may be added to the County's system without the written permission of the Director of Information Technology. Use of County owned software on employee owned equipment is prohibited.
- 2.10 Any messages or information sent by an employee to one or more individuals via an electronic network (e.g., bulletin board, online service, or Internet) are statements identifiable and attributable to the County. While some users may include a personal "disclaimer" in electronic messages, it should be noted that there is still a connection with the County, and the statement might still be legally imputed to the County. All communications sent by employees via a network must comply with this and other County Policies and may not disclose any confidential or proprietary County information.
- 2.11 Network services and Worldwide Web sites can and do monitor access and usage and can identify at least which County Department (and often which specific individual) is accessing their services. Thus, accessing a particular bulletin board or website leaves County identifiable electronic "tracks" even if the employee merely reviews or downloads a material and does not post any message. Employees should be aware of this consequence and conduct themselves accordingly.

2.12 Proper use of Internet access includes, but is not limited to the following:

- a) downloading job-related information;
- b) sending and receiving job-related e-mail messages and file attachments;
- c) making business arrangements;
- d) searching job-related data bases;
- e) brief personal communications as defined elsewhere in this Policy.

2.13 Reno County provides electronic storage for work related data. Online Cloud based storage such as Dropbox and Google Docs is not allowed without prior authorization from Information Technology.

3.0 COUNTY SOCIAL MEDIA

3.1 All Reno County social media sites shall be:

- a) approved by the County Administrator and requesting Department Head; and
- b) published using approved County social networking platforms and tools; and
- c) are administered by the Department designee(s). Designees may be any County employee designated by the requesting Department Head that has a complete understanding of the policy and has appropriate content and technical experience.

3.2 Reno County Social Media sites shall adhere to applicable state, federal, and local laws, regulations and policies including all Reno County Employee Policies and Procedures.

3.3 E-discovery laws and policies apply to social media content and therefore content must be able to be managed, stored, and retrieved to comply with these laws.

3.4 Reno County social networking sites are subject to public records laws. Relevant Reno County records retention schedules apply to social networking content. Records required to be maintained pursuant to a relevant records retention schedule shall be maintained for the required retention period in a format that preserves the integrity of the original records and is easily accessible using the approved County platforms and tools.

3.5 The subject matter of messages should demonstrate good judgment and professionalism. In addition to other prohibitive uses identified elsewhere in this Policy, specifically prohibited are political activity and campaigning, religious messages or slogans, illegal activity and personal business enterprise uses.

3.6 Employees shall use care not to divulge confidential or sensitive information to any person who does not have the right or need to know.

4.0 PERSONAL USE LIMITATIONS

4.1 Regarding Privacy; No one should expect the right to privacy in the use of County equipment. Without his or her knowledge, access to an individual's electronic or voice messages, addresses accessed on the Internet, or data on County equipment that has been used by an employee may be obtained by the appropriate elected official or department head, or designee, for needs arising in the normal course of business. No employee of the Department of Information Technology shall provide access to such information unless specifically authorized by the Director of Information Technology.

- 4.2 Information Technology should be used only for official Reno County business, except as otherwise specified herein. Care should be taken to limit the number of persons not associated with Reno County who have knowledge of County e-mail addresses. This will limit the number of unsolicited, personal and offensive messages received. Server space is limited and should be reserved for Official County business.
- 4.3 Regarding Email: Brief and occasional messages of a personal nature may be sent and received. Sending chain letters is prohibited. Personal messages shall not interfere with County business. Employees shall exercise great care to avoid email usage abuse, such as bulk messages, jokes, anecdotes, or gossip. Mass mailings and large attachments overload the County's server, thereby hindering legitimate County communications.
- 4.4 Excessive personal use of County's Internet not only increases the likelihood of introducing virus's to the County's network but typically reduces productivity of the employee. Internet usage should be limited to County Business. Department Heads may be asked to account for, or explain an employee's Internet Usage which appears to be outside the scope of the employee's job duties. Examples of prohibited usage include non-county Social Media, online entertainment such as YouTube, online shopping or online banking. Online chat programs or Apps not approved by Information Technology are strictly prohibited.
- 4.5 County printers and paper are not for personal use.
- 4.6 Unknown sources. Take extra caution when receiving a message from an unknown source, especially from an address exterior to the County's e-mail system. The potential to spread viruses is significant, and opening such a message could have devastating results to the entire County system. This also applies to attachments. The principal "when in doubt, throw it out" should be followed or forward the email to Information Technology services for review: iamsuspicious@renogov.org

5.0 SECURITY AWARENESS TRAINING

- 5.1 Reno County will provide Security Awareness and Training for all Reno County employees accessing Reno County IT systems. Reno County's Security Awareness and Training addresses roles, responsibilities, management commitment, coordination among organizational entities, and compliance. The training also includes general information security training, role based training, system specific training and general awareness.
- 5.2 A variety of methods will be used to deliver Security Awareness and Training to Reno County employees regularly throughout the year. Methods of delivery include, but are not limited to, monthly online Training, quizzes posters and newsletters.
- 5.3 Online training provided by Reno County shall be mandatory on a regular basis. Users not completing the training within the required standards may be subject to removal of their network computer rights.
- 5.4 The Reno County Information Technology Department will document and monitor individual employee's security training to ensure minimum requirements are met. Information Technology will report individuals failing to meet the training requirements to Human Resources. Employee's not meeting those requirements shall have failed to satisfy a basic work requirement and may lose network computer rights at a minimum.
- 5.5 Annual Security Awareness training will be completed in-person and all network users will be required to attend. Information Technology will administer a test after the training and any user found to fail the testing, will be referred to an Information Technology staff member for one-on-one training with another

test to follow. If the one-on-one training test score is failing, network access will be removed and the user will be enrolled in an online training course with a test to follow. In the case that the user cannot pass this the online training course test, Reno County will have no choice but to terminate the employee if network access is a vital part of the employee's job duties.

6.0 MOBILE DEVICES – Defined as any device or medium not permanently connected to the Reno County network for the purpose of receiving, sending, or storing information. This includes, but is not limited to cell phones, laptops, computers, smart phones, tablets, USB Thumb drives, digital storage media (CD, DVD, flash drives, floppy disks, hard drives etc.)

6.1 Responsibilities and Enforcement of this Policy:

6.2 Reno County sets forth this Policy in an effort to meet organizational goals, to improve employee satisfaction, and improve efficiency for county departments, agencies, courts, authorities, and employees by enabling the use of Mobile Devices and enabling those devices with access to county resources (such as email).

6.3 Each Reno County employee is responsible for the requirements set forth within this Policy, as well as any other employee policy set forth within the Reno County Personnel Policy or elsewhere, and any subsequent policy set forth by the department, agency, authority, etc. for which an employee works within Reno County, Kansas government.

- a) The Information Technology Department Director or designee shall oversee all technical aspects of enforcing this Policy, including creating and updating all approval forms, etc. which enable mobile devices to access county resources.
- b) Every user of a Mobile Device with access to the Reno County network shall use reasonable care to protect Reno County data and to prevent unauthorized access to the Reno County network.
- c) Information used or stored on any Mobile Device shall be considered as important for security as any paper document in the operation of county business.
- d) Violations of this Policy will subject the Mobile Device to be disconnected from the Reno County network. In addition, the violator will be subject to normal departmental and/or county enforcement policies, up to and including termination as per the County Personnel Policy.
- e) Users are not permitted to plug personally owned devices into any Reno County owned equipment. For example, charging a personal cell phone through the USB port on your workstation computer.

6.5 County Purchased Mobile Devices

- a) All tablets and other mobile computing devices purchased by Reno County for its employees shall be approved and purchased through the Reno County Information Technology Department.
- b) The need for a County purchased Mobile Device shall be determined by each Department Director and must be approved for compatibility purposes by the IT Director.
- c) The Information Technology Department shall have sole authority to determine the type and model of any Mobile Device that Reno County purchases.
- d) Any mobile device owned by Reno County that connects to the Reno County network shall be disk encrypted and may be managed by the MDM (Mobile Device Management) software. This includes

any device that accesses Reno County email, phone system, or other system or resource located within the Reno County network.

6.6 Criteria in Connection with the Use of Email on the Reno County Network

- a) All requests for email enabled devices are handled through the employee's department and must be approved by the Department Director. Employees and Director shall sign the Mobile Device Security Request Form and agree to abide by all policy statements within.
- b) If the Department Director approves the request, he/she will notify the Information Technology Department by completing in a help desk ticket.
- c) If at any time an email enabled device is lost or stolen, the employee to whom the device is assigned is responsible for immediately reporting the loss to the Information Technology Department. The Information Technology Department shall then remotely disable, lock, and/or "wipe" the device, thereby rendering the device inoperable.
- d) All email enabled devices shall be required to automatically "Lock" after a reasonable period of inactivity (no longer than 5 minutes), and must be protected by a password, pin, or a biometric feature supported by the device. This is to ensure that a device left unattended will not be used by unauthorized persons.
- e) Non-Exempt (Hourly) Employees granted access to email on mobile devices shall strictly follow work schedules when replying to or sending work related email when not at work or otherwise "on the clock" without specific permission by a supervisor.
- f) All Department Directors and supervisors must be familiar with the FLSA standards and appropriate use of email by Non-Exempt (Hourly) employees during non-scheduled working hours. Contact Human Resources if you have any questions or concerns.

6.7 Bring Your Own Device (BYOD):

6.7.1 In an effort to satisfy demand from Reno County employees and employees of other affiliated entities agencies, and contractors using a Mobile Device to access the Reno County network, Reno County sets forth the following policies to allow for personally owned technology enabled devices including smart phones:

- a) There must be a clear business need for access to the Reno County network.
- b) All requests for email enabled devices are handled through the employee's department and must be approved by the Department Director. The employee must sign the Mobile Device Security Request Form and agree to abide by all policy statements within. The Director shall authorize the request when appropriate and affirm the business need for approval of the request. Reno County Information Technology has the final authority to grant access for any mobile device request.
- c) Employees granted access to Reno County network resources on their personal devices shall allow the Information Technology Department to have the ability to remotely manage some aspects on the device for which access is granted. This gives the Information Technology Department the ability to manage, disable, lock, change passwords, track, and wipe any device under the management platform.
- d) If the Mobile Device is lost or stolen the employee must report the loss to Information

Services Department immediately.

- e) Personal Devices given access to Reno County network resources shall be managed in a way which is capable of remotely disabling, locking or wiping the device. It will not be the responsibility of Reno County, or Reno County Information Technology Department to maintain, safeguard, backup, protect the employee's personal device and/or data.
- f) When using a personally owned device for Reno County business, information contained on that device could be the subject of a Kansas Open Records Act (KORA) request, court discovery or other legal investigation. If this occurs, the employee will be required to relinquish the device and provide all necessary passwords to fulfill the open records request, court discovery or legal investigation.
- g) The Information Technology Department will not provide technical support for any personally owned Mobile Device, except to provide initial setup, security and to disable, lock, and/or wipe devices when needed to ensure the security and integrity of the Reno County network. Employees are encouraged to utilize the Internet (google.com, youtube.com, and user groups), third parties, and their devices manufacturer resources for any problem resolution with their personally owned device.
- h) It shall be considered a violation of this Policy for any device approved for connection to the Reno County network to be "hacked", "jail broken", "rooted." Any changes to the operating system provided by the manufacturer compromises security, and will result in immediate termination of Reno County services to the device.

6.8 APPS (Applications) on County Owned Mobile Devices

- a) Unless previously approved by the Department Head and Information Technology no applications shall be downloaded to any device that cause a charge, invoice, withdrawal, etc. to any county funding mechanism, credit mechanism, or purchasing mechanism.
- b) Consumer Grade mobile devices are generally capable of downloading and using APPS (Applications or programs). The Information Technology Department may at its discretion limit, restrict, or allow the capability for devices granted access to Reno County network resources the ability to download and use commercially available Apps.
- c) If at any point Information Technology Department discovers any downloaded App has, or has the potential to compromise security to the network, the Information Technology Department shall disable, lock, and/or wipe the compromised device as soon as possible, and render it unusable for network access. The Information Technology Department will report the incident to the Department Director or equivalent of the employee whose device was deemed to be compromised.
- d) Downloads such as Music, Videos, Movies, etc. is prohibited. When in question, consult with Information Technology.

7. DISCIPLINARY ACTION

The County Administrator, Department Directors, Elected Officials, Managers, and Supervisors at all levels shall fully understand this Policy and be held responsible for any employee under his/her management for meeting

the requirements set forth within this Policy and shall communicate the requirements of this Policy to any and all persons to whom this Policy applies.

Any employee found to be abusing the privilege of County facilitated access to electronic media or communication services shall be subject to disciplinary action which may include, denial of access to the County Computer System, unpaid suspension, or termination of employment.



RENO COUNTY HUMAN RESOURCES
206 West First Ave.
Hutchinson, Kansas 67501-5245
620-694-2982
Fax: 620-694-2508

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

Reno County Policy Receipt

Electronic Media and Mobile Device Security and Training

As an employee of Reno County, I acknowledge that I have received a copy of the Electronic Media and Mobile Device Security and Training Policy

I understand that it is my responsibility to comply with this policy and any revisions to it.

I will direct any questions regarding the content of this and any Reno County Policy to my department director, supervisor, or the Reno County Human Resources Department for clarification.

Employee's Name (Please PRINT Legibly)

Employee's Signature

Date



Information Technology Department
Mobile Device Security Request Form

I acknowledge that I had read, understand, and will comply with the
Electronic Media and Mobile Device Security and Training Policy.

I am requesting (check one):

- County supplied Mobile Device access to Reno County
- Personally owned Mobile Device access to Reno County

Employee Printed Name: _____

Employee Signature: _____

Date: _____

I approve the Mobile Device requested and acknowledge that there is a clear business need for access to the Reno County Network.

Please Explain: _____

- Non-Exempt Employee (Hourly)
- Exempt Employee (Salaried)

Department Head or Elected Official Printed Name: _____

Department Head or Elected Official Signature: _____

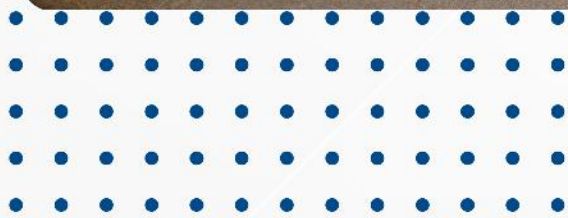
Date: _____

Please forward this completed form to the Information Technology Department

Reno County

AGENDA
ITEM #7.A

2024 ANNUAL REPORT HEALTH DEPARTMENT



WE SERVE THE COMMUNITY THROUGH
EFFECTIVE LEADERSHIP AND
INNOVATION TO ENHANCE THE
QUALITY OF LIFE IN RENO COUNTY

**OUR
VISION...**

**RENO
COUNTY
RESIDENTS
ARE
LIVING
LONG AND
HEALTHY
LIVES**

**CONTENTS OF
THIS REPORT**

COMMUNITY SNAPSHOT

**THE ROLE OF A LOCAL HEALTH
DEPARTMENT**

STRATEGIC DIRECTION

2023 FINANCIAL REPORT

2023 AREA HIGHLIGHTS



COMMUNITY SNAPSHOT!

The population of Reno County is 61,516, with 64% of the population residing in Hutchinson, the county seat. Residents are 92.1% White, 3.4% Black, and 10.3% Hispanic, and by age, 5.2% are under five, 21.8% are under 18, and 20.7% are 65 or older. Kansas (U.S. Census Bureau, 2022 ACS 5 yr. estimate).

Residents graduating high school or higher for Reno County is 91.7% vs. Kansas at 91.8%, and residents who have a bachelor's degree or higher is 20.5% Reno County vs. 34.7% Kansas (U.S. Census Bureau, Esri forecasts for 2022).

Reno County faces a variety of socio-economic challenges that affect the overall health of its residents. Compared to the state, Reno County's population earns less, \$57,390 in Reno County vs. \$69,747 in Kansas.



POPULATION (2022)

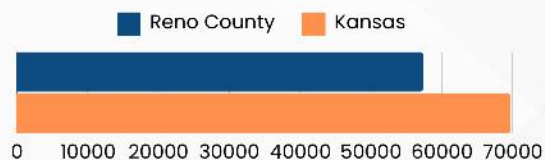
61,516

POVERTY RATE (2022)

15.3%

MEDIAN FAMILY INCOME
(2022)

\$57,390

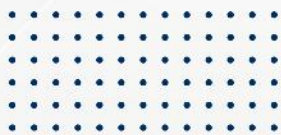


THE ROLE OF A LOCAL HEALTH DEPARTMENT

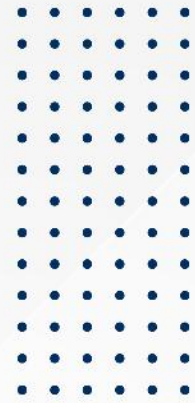
Local Health Departments (LHDs) protect and improve community well-being by preventing disease, illness and injury, and impacting social, economic, and environmental factors fundamental to excellent health. The role of any LHD changes over time to meet the changing needs of population and to be responsive to changes in the way health systems are configured.

In Kansas, the public health system is decentralized, consisting of the state health department (KDHE) and 100 local health departments serving all 105 counties in Kansas. Under Kansas law, health departments report to the local Board of Health which, in Reno County, is the Board of County Commissioners.

Public health is what we build together as a society when we shape our communities so that everyone has what they need for optimal health. The health of our community is like a building—it depends on a strong and stable foundation. Things like safe drinking water, good social connections, and education about healthy and safe habits (e.g. eating well, exercising regularly, not smoking) lead to positive outcomes. A solid foundation will support long-lasting health and economic stability for everyone.



STRATEGIC DIRECTION



THE HEALTH DEPARTMENT'S FOCUS FOR DAILY ACTIVITIES COME FROM MANY SOURCES. THESE INCLUDE:

- Reno County Strategic Plan – Board of Health updated February 2022
- Reno County Health Department Strategic Plan updated Late 2022/2023
- Community Health Assessment (CHA) / Community Health Improvement Plan (CHIP)
- County Health Rankings from the Kansas Health Institute
- Ten Essential Public Health Services
- Public Health Accreditation Board (PHAB)



2023 FINANCIAL REPORT

TOTAL INCOME TOTAL ASSETS

THE LOCAL HEALTH DEPARTMENT IS DIVIDED INTO THREE PRIMARY AREAS OF FOCUS:

- Administration
- Clinical Services
- Population Health

OPERATING FUND

Beginning Balance:	\$2,429,407.11
Revenue	
Taxes -----	\$ 693,502.12
Licenses, Permits, & Fees -----	\$ 36,507.92
Reimbursements -----	\$ 588,530.43
Grant Revenues -----	\$ 1,915,349.77
Other Revenue -----	\$ 7,927.29
Revenue Total -----	\$ 3,241,817.53
Expenses	
Personnel Services -----	\$ 2,234,572.87
Contractual Services -----	\$ 580,526.10
Commodities -----	\$ 304,368.59
Expenses Total -----	\$ 3,119,467.56
Revenue Totals -----	\$ 3,241,817.53
Expense Totals -----	\$ 3,119,467.56
<hr/>	
Fund 003–Public Health Totals-----	\$ 122,349.97

OUR STAFF

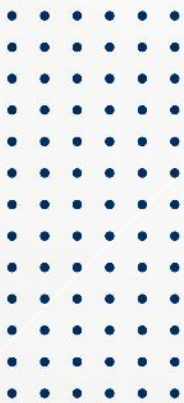
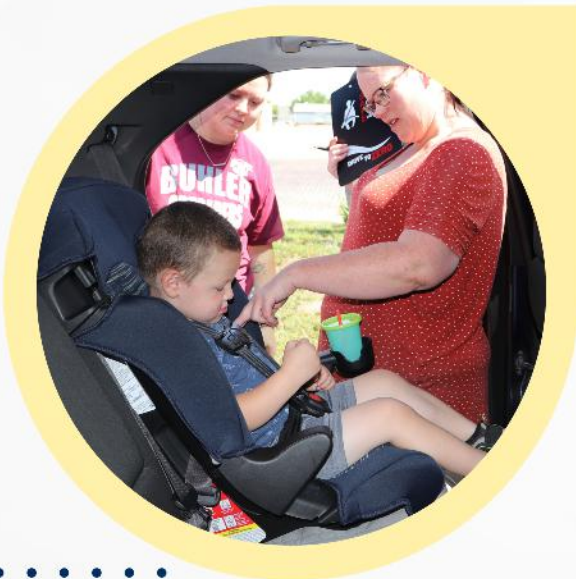
ARE OUR GREATEST RESOURCE

The Reno County Health Department consists of fifty-one (51) employees budgeted in 2023 at 47.6 full-time equivalents (FTE's).

- Administration 7.5 FTE
- Clinical Services 20.6 FTE
- Population Health 19.5 FTE

Public health, just like other sectors and industries, works to manage resources carefully when making short- and long-term decisions. Reducing the costs associated with poor health and maximizing the protective factors that save money, not to mention time and energy, are top priorities for the field. Even in the face of funding challenges, we continue to explore ways to work together to secure public and private funding that will streamline our collective efforts to meet common goals.

2023 AREA HIGHLIGHTS



ADMINISTRATION FISCAL SERVICES HEALTH INFORMATION MANAGEMENT

Health Information Management

This area covers the front desk operations for clinical services. This includes processing medical records requests and utilizing our Electronic Health Record (EHR), CureMD, to process patient encounters.

Finance

This area covers grant finance and reporting, medical coding and billing, revenue cycle management, and general accounting.

Strategy and Guidance

Work performed within this area includes policy development and enforcement, personnel management, communication, strategic management, community network and integration, and marketing.

Administrative Support

This area is the backbone of the department containing a breadth of duties and knowledge. The staff perform the general operations, logistics, data management, and universal problem solving for the health department.

2023 HIGHLIGHTS!

- Developed a monthly education and training schedule that focuses on educating staff members and RCHD Advisory Board members on different areas in the health department, what they do, their successes, emerging issues, and how they are funded.
- Submitted Aid-to-Local (ATL) grant funding applications, and PHAB reaccreditation report.
- Staff participated in the County's 3-day KU HPO training.
- Staff participated in the KS Association of Local Health Departments mid-year meeting.
- Hosted an Open House in April to highlight Public Health Week.



CHILD CARE LICENSING

Childcare Licensing (CCL) supports childcare providers to meet KDHE childcare regulations through educating, connecting, and listening. They are seen as a partner to ensure that the childcare workforce is robust and has the resources needed to care for the children in our community.



2023 STATS

- Initial Inquiries - 20
- Site Reviews - 7
- Orientation - 12
- Initial Surveys - 28
- Annual Surveys - 117
- Compliance Surveys - 36
- Complaint Surveys - 17
- Illegal Care Surveys - 8
- Amendment Surveys - 2

2023 HIGHLIGHTS

- Completed Childcare Survey in January.
- Staff serves on the Childcare Taskforce Committee.
- Staff held 2 childcare provider listening sessions in March.
- Staff facilitated county-wide trainings in October.

Basic Health Services (BHS) Including Immunizations

Vaccines are the very foundation for public health. The largest gain in life expectancy occurred between 1880 and 1920. This was due to public health improvements such as the control of infectious diseases. This included immunizations, more abundant and safer foods, cleaner water, and other non-medical social improvements.

RENO COUNTY HEALTH DEPARTMENT OFFERS THE FOLLOW VACCINES:

- Hepatitis A
- Hepatitis B
- Hib
- Meningitis
- MMR
- Pneumonia
- Polio
- Rotavirus
- RSV
- Tetanus, Diphtheria & Pertussis
- Varicella
- Covid-19
- Influenza
- HPV
- Shingles
- Typhoid
- Yellow Fever

2023 STATS

- BHS/Immunizations 4,219
- Offsite Immunizations
1,235

2023 HIGHLIGHTS

- Staff went out to area schools to administer 6th grade immunizations in the Spring.
- Held over 60 offsite immunization clinics for businesses and schools in the fall for Flu and Covid-19
- The week of June 12th staff attended the Kansas Immunization Conference.



MATERNAL CHILD HEALTH AND FAMILY PLANNING

These clinical areas continue to highlight Public Health's focus of prevention and education. These programs provide access to additional health services that lead to the overall improvement in the health of mothers, infants, children, and other individuals by prioritizing services to low-income and high-risk individuals

2023 STATS

- FP/MCH APRN 599
- FP/MCH MD 60
- MCH Nurse 386
- Social Worker 367

HOME VISITING SERVICES:

Home Visitors provide and assist mothers and families in accessing community systems of care.

SAFE SLEEP TRAINING:

A Safe Sleep Instructor, who is certified with the Kansas Infant Death and SIDS Network, offers safe sleep training, education, and resources.

WOMEN'S HEALTH CARE:

- Pap Smears
- Pelvic & Breast Exams
- Physical Exams
- Pregnancy Tests
- Prescriptions & Refills
- STI Testing & Treatment



2023 HIGHLIGHTS

We participate in a collaborative with Hutchinson Regional Medical Center (HRMC) and Hutchinson Clinic, to provide pre- and post-natal education to pregnant mothers. This class is called Bump to Baby. Our staff provides classes in both English and Spanish.



(OAS) Older Adult Services



We offer programs to assist with activities of daily living (ADL's) such as shampooing, baths, meal prep, med set up, and light housekeeping. We provide foot care to older adults, which assists with diabetic management. There is an excessive need for this service and not enough providers.

HEALTH MAINTENANCE

- Self-Paid Client Services with a sliding scale available
- Services are supported and supplemented with Reno County Department of Aging Elderly Fund.

IIIB

- Income Based Services - Supportive Services
- Age 60 or Older
- Regulated through the Older American Act (OAA) Federal
- State administered through the Kansas Department for Aging and Disability Services (KDADS)
- Regionally administered through South Central Kansas Area Agency on Aging (SCKAAA)

HCBS

- Medicaid Services provided through the Frail and Elderly Wavier

IIIE

- Income Based Services - Family Caregiver Support Program
- Age 60 or older - in a family caregiver situation
- Regulated through the Older American Act (OAA) Federal
- State administered through the Kansas Department for Aging and Disability Services (KDADS)
- Regionally administered through South Central Kansas Area Agency on Aging (SCKAAA)

SENIOR CARE

- Income Based Services
- Age 60 or Older
- Regulated through the Senior Care Act (SCA) - State of Kansas
- State administered through the Kansas Department for Aging and Disability Services (KDADS)
- Regionally administered through South Central Kansas Area Agency on Aging (SCKAAA)

2023 STATS

- Foot Clinic - 284
- In Home Foot Care - 192
- Foot Clinic Offsite - 306
- Health Maintenance - 475
- IIIB - 156
- IIIE - 609
- Senior Care - 765
- HCBS - 752

Epidemiology

Epidemiology staff work to prevent and control the spread of infectious diseases. The program monitors the incidence of reportable communicable diseases in the county, conducts case investigations, contact tracing, and recommends/provides immunization and immune-globulin to residents. This program also provides preventive education and counseling to high-risk populations and health care evaluation, limited treatment, and follow-up.

This program includes the Rabies Control Program, Tuberculosis (TB) Control Program, Disease Investigation & Containment Program, and part of the Sexually Transmitted Disease (STD) Program.



Epidemiology

2023 CUMULATIVE CASE COUNTS FOR RESIDENTS OF RENO COUNTY, KANSAS

Campylobacteriosis	43
Carbapenemase-Producing Organisms (CPO)	2
Cryptosporidiosis	7
Giardiasis	9
Haemophilus influenzae, invasive disease	8
Hepatitis C, chronic	27
Histoplasmosis	4
Invasive pneumococcal disease	3
Pertussis	1
Rabies, animal	1
Salmonellosis	31
Shiga toxin-producing Escherichia coli (STEC)	10
Vibriosis (non-cholera Vibrio species)	4
West Nile Virus	3
Tickborne Diseases (Ehrlichiosis, Lyme disease, Spotted fever rickettsiosis, Tularemia)	4
Sensitive Disease (Chlamydia, Gonorrhea, Syphilis, Tuberculosis, Latent/Active)	220

***Total cases reported, but required reporting ended May 11, 2023. Is an undercount of the total number of cases.**

****Data hasn't been finalized and is subject to change**

Environmental Health

Environmental Health is an unseen crucial aspect of Public Health connecting human health and the environment. How we live, learn, work and play impacts our overall health and the health of the environment in every community and every household. By understanding and identifying environmental factors that affect human health, decision makers can support their constituents by supporting an environment that is safe for all citizens to live.

Environmental Health Impacts:

- **Water Contamination:** Drinking lead-contaminated water can cause IQ loss, behavioral problems, and learning disabilities, especially affecting infants and young children.
- Ensuring proper treatment of wastewater prevents infectious disease such as cholera, typhoid fever and other gastrointestinal disease, diarrhea, vomiting, skin and kidney problems, and certain types of cancer.
- **Toxic Chemicals in Consumer Products:** Certain chemicals, like phthalates found in consumer goods, disrupt hormones and contribute to cancer risk and fertility issues.
- Not all environmental health impacts are immediately obvious. Some chemicals accumulate gradually in our bodies over time.
- All humans benefit from clean air, water, and healthy soil. When our environment is unhealthy – like being polluted and saturated with toxic substances, our health suffers, and communities as a whole suffer.
- Many health problems may not seem directly linked to environmental factors, yet the cumulative impact of subtle exposures over time can significantly affect our well-being.

Environmental Health

2023 HIGHLIGHTS

- March 22nd was world water day; we developed a social media post to promote our environmental health webpage for helpful information about our goal of protecting the ground water to ensure a safe and healthy environment for Reno County residents.
- Conducted customer satisfaction survey with waste water and well contractors in April.
- Staff participated in multiple work sessions with County Administration, County Counselor, and Health Department Staff to work on Sanitation Code Revisions during the months of June and July.
- We hosted a joint meeting with wastewater contractors, well drillers, and interested public members to review a draft sanitation code on August 10th, with a follow up meeting on August 31st.
- In September, by the direction from the Board of County Commissioners, Environmental Health was moved to the Public Works Department.



Health Education

The Health Education and Promotion area facilitates and participates in multiple community coalitions and initiatives and provides public health education to prevent and decrease tobacco use, increase physical activity, improve nutrition, facilitate the management of chronic diseases, and decrease substance misuse using evidence-based strategies.

Health Education staff focus on policies, systems, and environmental strategies designed to address health equity and improve Reno County residents' social determinants of health using upstream initiatives and cross-sector collaborations.

GRANTS ADMINISTERED

- Chronic Disease and Risk Reduction Grant (CDRR)
- National Association of County and City Health Officials (NACCHO)/ROCA Mentorship Project
- Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program (COSSUP)
- Opioid Overdose to Action (OD2A)
- Pathways to a Healthy Kansas Grant
- Rural Response to the Opioid Epidemic (RROE)



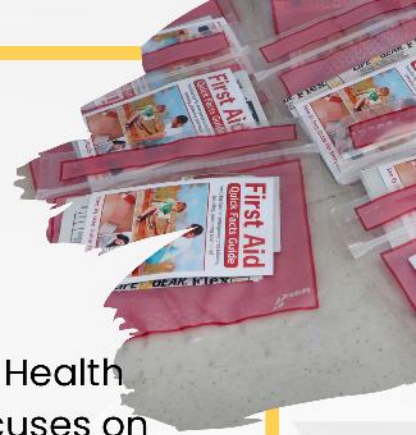
Health Education 2023 Highlights

- On March 2nd, the Kansas Department of Health and Environment (KDHE) State Health Officer, Joan Duwve, asked to come to the Health Department to see how we coordinate/lead substance misuse activity within Reno County. She focused her visit on projects that utilize harm reduction, coalition development, use of OD map, and how we are looking to implement the overdose fatality review board.
- Pathways- On March 3rd, at the Historic Fox Theatre our collaborative hosted, *On The Table*, a food insecurity documentary.
- OD2A- On Friday March 31st at the Historic Fox Theatre, the Reno Recovery Collaborative hosted, *Change My Mind*, an anti-stigma event.
- Our staff was selected to present at the Overdose Prevention Summit in Washington D.C., on engaging people with lived experience in March.
- 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 test strips on May 11th, 2023.
- Worked with our Communications Specialist to develop a press release regarding the three Reno County deaths involving Kratom in June.
- Staff facilitated conversation between Sonara Health, Prospect, BCBS of Kansas, and community partners about a possible new Opioid Treatment Program (OPT) in July.
- Pathways-a Blue Cross Blue Shield of Kansas initiative gave \$100,000 to improve Buhler's Becker and Wheatland Parks in July.
- OD2A - Had a *Recovery is Possible* campaign, and hosted the Chamber luncheon event on August 16th, 2023, on Substance Use in the Workplace.
- Worked with Reno County Communications Specialist to create a press release/health alert regarding the five Reno County non-fatal overdoses in 24-hours to highlight recovery resources in Reno County
- Conducted training for the Reno County Jail Staff on the Kansas Tobacco Cessation Training (KaTCH) that provides jail staff and therapists with tools to help tobacco dependent individuals entering jail with cessation tools.
- Staff presented at the Kansas Public Health Conference (KPHA) in September.
- We were awarded the \$1,000,000 Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program (COSSUP) grant from the Department of Justice; this grant will fund the work of an Overdose Fatality Review Board and the establishment of Medication Assisted Treatment (MAT) in the Jail.
- Convened an Opioid Settlement Funds Advisory Oversight Committee. The committee is made up of a variety of community stakeholders who have looked at the data available for Reno County, identified goals and measures of success for the City of Hutchinson and Reno County, and identified abatement strategies, in September.
- Staff presented at the Kansas Prevention Collaborative Conference in October.
- The Overdose Detection Mapping Application Program (ODMAP), used across the United States, selected the Reno County Health Department's ODMAP as their featured site in the Spotlight Series in November.



PUBLIC HEALTH EMERGENCY PREPAREDNESS.

We support public health response efforts within the Health Department and throughout the county. This area focuses on ensuring that response plans to all public health emergencies are accurate, contact information is correct, and individuals in positions are trained to move into action in the instance of an event. School inspections are required by state statute to ensure safe/potable drinking water and adequate systems for waste are being followed at all schools in the county.



2023 HIGHLIGHTS

- Social media was used to highlight Severe Weather Awareness Week March 6-10.
- Facilitated the training of all Health Department staff in completing fire extinguisher training in April.
- Health Department Staff were trained on responding to emergencies within the Health Department.
- Hosted the South-Central Metro Region quarterly preparedness meeting.
- Staff participated in *Preparedness Day at the State Fair* on Monday September 11th, 2023.
- Received the KDHE \$50,000 grant to reinvigorate our Medical Reserve Corps (MRC) in September.

WOMEN, INFANTS & CHILDREN (WIC)



WIC is a supplemental food program that provides foods to Pregnant, Postpartum, and Breastfeeding Women, Infants, and Children to age 5. WIC foods must meet strict nutrition guidelines to qualify. Reno WIC serves approximately 1200 clients per month. There are six WIC vendors in Reno County, but WIC benefits may be used anywhere in the State of Kansas. WIC benefits are redeemed utilizing an eWIC card

LOCAL IMPACT

1222 active clients (have used at least 1 item on food benefits) out of 1414 participating (received benefits). Reno WIC continues to grow each month. In November 2022, there were 1065 active clients out of 1267 participating.

2023 HIGHLIGHTS:

- Highlighted the updated WIC guidelines in May.
- Shared HEAL post of the benefits on the WIC program.
- Staff highlighted WIC benefits and educated the community amid government shutdown in September.

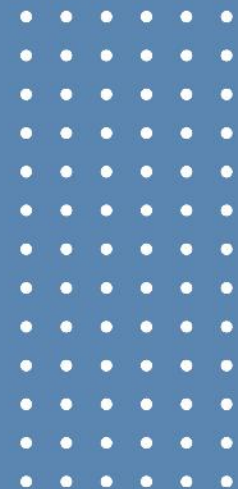


**WE SERVE THE COMMUNITY
THROUGH EFFECTIVE
LEADERSHIP AND INNOVATION
TO ENHANCE THE QUALITY OF
LIFE IN RENO COUNTY**



**HEALTH
DEPARTMENT**

 [https://www.renogov.org/239/
Health-Department](https://www.renogov.org/239/Health-Department)





AGENDA ITEM

AGENDA ITEM #7.B

AGENDA DATE: May 22, 2024

PRESENTED BY: Karla Nichols, Director of Public Health

AGENDA TOPIC:

Replacement Appointment to the Reno County Health Department (RCHD) Advisory Board

SUMMARY & BACKGROUND OF TOPIC:

Current RCHD Advisory Board member, Aubrey Nuss, has submitted her resignation to Hutchinson Regional Healthcare System, and to the RCHD Advisory Board.

Since Hutchinson Regional Healthcare System is a valuable healthcare partner for Reno County, the health department is asking for Aubrey's replacement to be a current employee of Hutchinson Regional. Aubrey, and the leadership of Hutchinson Regional, has recommend that Kelli Miller, Care Management Director, replace Aubrey on the RCHD Advisory Board.

There was another applicant for this position, however, we recommend staying with the hospital's recommendation. Kelli's application is attached.

Aubrey will end her commitment with the RCHD Advisory Board on May 31, 2024. We are asking for Kelli replacement term to begin June 1, 2024, and continue until that term expires December 31, 2025.

Upcoming - End of the Year

With the movement of the Environmental Health section from the health department, the health department will be providing recommendations to update the RCHD Advisory Board committee membership. This review will coincide with the replacement of 1-year appointments, thus, there will be additional spots open up at the end of the year.

ALL OPTIONS:

1. Approve the replacement appointment.
2. Deny the replacement appointment and send back to the health department for an additional nomination.

RECOMMENDATION / REQUEST:

Approval of the replacement appointment



APPLICATION FOR APPOINTMENT TO
RENO COUNTY HEALTH DEPARTMENT ADVISORY BOARD

Are you presently serving on a County board, committee or commission? If so, which one(s)? (Please provide expiration term date)

Reno County Community Wellness Coalition

Name: Kelli Miller

Residence Address: 308 E 16th

City: Hutchinson

State: KS

Zip: 67501

Home Phone: 6204740424

Cell-Phone: 6209604184

Email: millerkl@hutchregional.com

Current or Previous Employment (Name of Business & Industry) HRMC

Availability during Business Hours [X] Yes [] No

Preferred method of Contact [] Phone [X] E-Mail

Please indicate below your reasons for wanting to serve on this board, committee, or commission. Tell what special knowledge, skills, experience, or background you possess that you believe are applicable to this board.

I became the Director of Care Management in July of 2023 and have found the lack of resources available to our community or lack of knowledge. My experience at the hospital gives me a wide range of what resources are truly needed in our community. I want to be a part of correcting this and coming up with idea to better it.

Kelli Miller

Signature of Applicant

03 / 26 / 2024

Date

Signature Certificate

Reference number: VYYAG-4JRIW-YEYK9-H7HBK

Signer

Timestamp

Signature

Kelli Miller

Email: millerkl@hutchregional.com

Sent:

26 Mar 2024 14:01:51 UTC

Viewed:

26 Mar 2024 14:01:55 UTC

Signed:

26 Mar 2024 14:09:47 UTC



Recipient Verification:

✓ Email verified

26 Mar 2024 14:01:55 UTC

IP address: 74.121.128.10

Location: Hutchinson, United States

Document completed by all parties on:

26 Mar 2024 14:09:47 UTC

Page 1 of 1



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APPLICATION FOR APPOINTMENT TO
RENO COUNTY HEALTH DEPARTMENT ADVISORY BOARD

Are you presently serving on a County board, committee or commission? If so, which one(s)? (Please provide expiration term date)

Boys and girls club of Hutchinson board member, Reno county department of Aging board

Name: Jamee Lynne Archer

Residence Address: 1601 N CLEVELAND

City: Hutchinson

State: Ks

Zip: 67501

Home Phone: 620-259-3167

Cell-Phone: 620-259-3167

Email: Nursejamee92@gmail.com

Current or Previous Employment (Name of Business & Industry)

Enhabit Home Health

Availability during Business Hours

Radio button (checked)

Yes

Radio button

No

Preferred method of Contact

Radio button

Phone

Radio button (checked)

E-Mail

Please indicate below your reasons for wanting to serve on this board, committee, or commission. Tell what special knowledge, skills, experience, or background you possess that you believe are applicable to this board.

I would love to increase my reach in the healthcare community locally. My current role in my job that I have been doing for over 5 years has shown me the amazing things in our medical community as well as opening my eyes to some of our shortcomings. I am a Nurse coordinator locally and work closely with many physicians, advanced practice providers, and medical facilities and have built great relationships with them. Increasing the positive health and aging in Hutchinson is a goal of mine and I would love to help in anyway possible.

Jamee Archer

Signature of Applicant

05 / 07 / 2024

Date

Signature Certificate

Reference number: BXDFQ-SUIWK-8GOSD-EK3HL

Signer

Timestamp

Signature

Jamee Archer

Email: nursejamee92@gmail.com

Sent:

07 May 2024 15:15:51 UTC

Viewed:

07 May 2024 15:15:55 UTC

Signed:

07 May 2024 15:21:12 UTC



Recipient Verification:

✓ Email verified

07 May 2024 15:15:55 UTC

IP address: 174.196.47.252

Location: Kansas City, United States

Document completed by all parties on:

07 May 2024 15:21:12 UTC

Page 1 of 1



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AGENDA ITEM #7.C

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

To: County Commission
From: Randy Partington, County Administrator
Date: May 22, 2024
RE: Discussion of Sheriff's Shooting Range Phase II, Fire District #3 and Fire District #7 Building Needs

Over the past couple of years, there have been discussions of the Sheriff's Office shooting range phase II that consists of a training building. Phase I is almost complete and consists of the shooting platform and awning. Reno County Sheriff's Office is requesting consideration to move forward on phase II. If the commission agrees to move forward, the Sheriff's Office will be in contact with Hutton Construction to revise details and cost estimates to get to an amount not to exceed. The Reno County Administrator will then work to prepare documents for a short-term bond to pay for phase II and the fire district projects described below.

Fire District #7 in Turon and Fire District #3 in Nickerson both need a new fire station/building. FD 7's station has an estimated cost of around \$400k but needs to go out to bid to follow county policy. The district will pay all but about \$150,000 of this from their reserve fund. FD 7's reserve fund has a balance of \$341,530. This reserve fund has been built up for both the cost of new trucks/engines, and also to prepare for the need of a building that has been discussed for several years. Emergency Management would like to keep at least \$100,000 in the reserve fund for non-building costs.

FD 3 has been discussing a new station for well over four years. Emergency Management and FD #3's Chief feel the new building can be built similar to the one for FD 7, which is smaller and a better cost than what was proposed four years ago. A few years ago, they had an estimated cost of approximately \$1 million to build a new station. If they used a building similar to what FD 7 is requesting, the cost would be closer to \$400,000, though we have not gone out for quotes on this building. The reserve fund balance for FD 3 is \$313,020. Like FD 7, the FD 3 reserve fund does not have enough to cover the entire cost but can use around \$200,000 to go toward the building cost.

The remaining amount for both districts will need to be financed, which I have researched the avenues to finance such a small amount that allows for a short-term pay off. The plan is to get more recent quotes for both the fire district buildings, so we have a more concrete amount that needs to be financed. The financing must be determined before a contract is signed for the building purchase and installation.

The seal of the Reno County Sheriff's Office is a circular emblem. It features a central yellow five-pointed star with a smaller star on each point. The star is set against a blue background with a white border. The words "RENO COUNTY" are written in white on a blue arc at the top, and "KANSAS" is written in white on a blue arc at the bottom. The star itself contains the text "SHERIFF" at the top, "SHERIFF'S DEPT" in the middle, and "RENO COUNTY KS" at the bottom. A small crest is visible in the center of the star. The entire seal is surrounded by a gold-colored border.

Reno County Sheriff's Office

Training Facility Project

05/17/2023

Project progress to date: Phase I

- Land located adjacent to the Landfill on County Property
- Planning and Zoning process completed for a conditional use permit to allow the property to be used as a firearms range
- Worked with SCS Engineers who are currently contracted with the Landfill for the training facility dirt work engineering.
 - To date, \$34,741.48
- Soil inspections for wastewater permit completed
- Ordered 2000 tons of crushed concrete with the landfill for training facility road and parking areas
 - Total cost of \$19,600.00, mostly paid for with donation money for this project

- 
- The seal of the Reno County Sheriff's Department is centered in the background. It features a yellow five-pointed star with a green and blue circular emblem in the center. The words "SHERIFF" and "SHERIFF'S DEPARTMENT" are visible on the star. The outer ring of the seal contains the text "RENO COUNTY" at the top and "KANSAS" at the bottom, with small stars interspersed.
- Culvert and driveway are in place
 - Reno County conducted interviews of Design Build companies and ultimately contracted with Hutton Construction.
 - Reno County Landfill is building the berms and completing the dirt work for the training facility saving the County approximately \$1,000,000.00.
 - Hydroseeding of the western berm is being completed for a cost of \$20,755.00.
 - The range awning is being completed at a cost of approximately \$509,000.00.
 - Phase I completion is expected sometime in the first 2 weeks of June.







This storage container was acquired from the landfill and will be used to provide secure storage for training equipment and material. This removes the need to build a storage building, reducing the cost of the overall project.

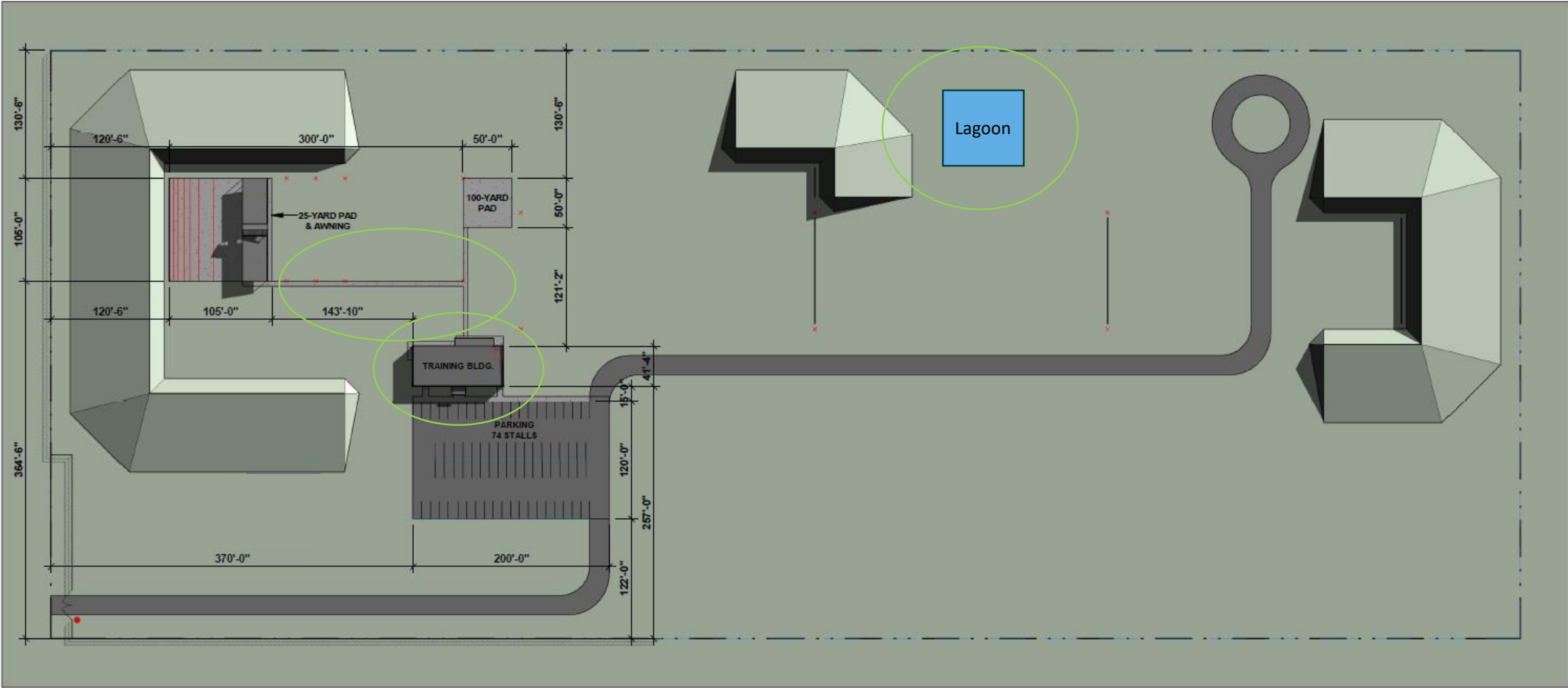




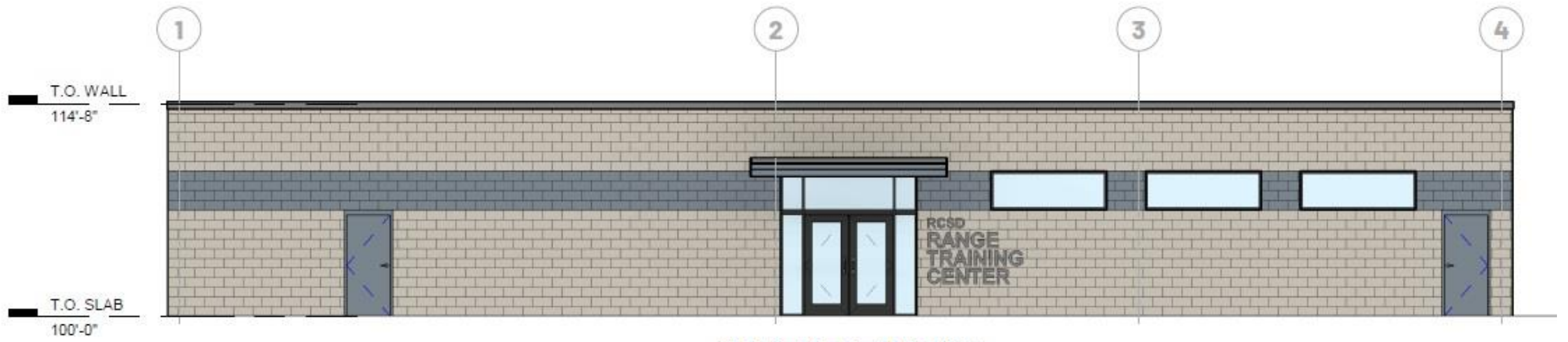
Phase II Training Building

Design / Floorplan

Building Location / Phase II Project Scope



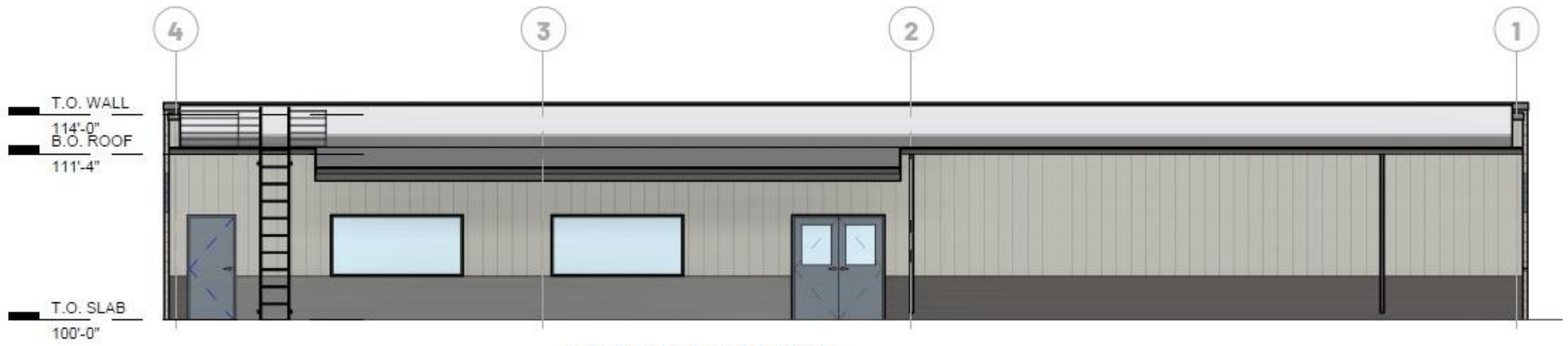
 **SITE PLAN**
0' 50' 100' 200'



SOUTH ELEVATION



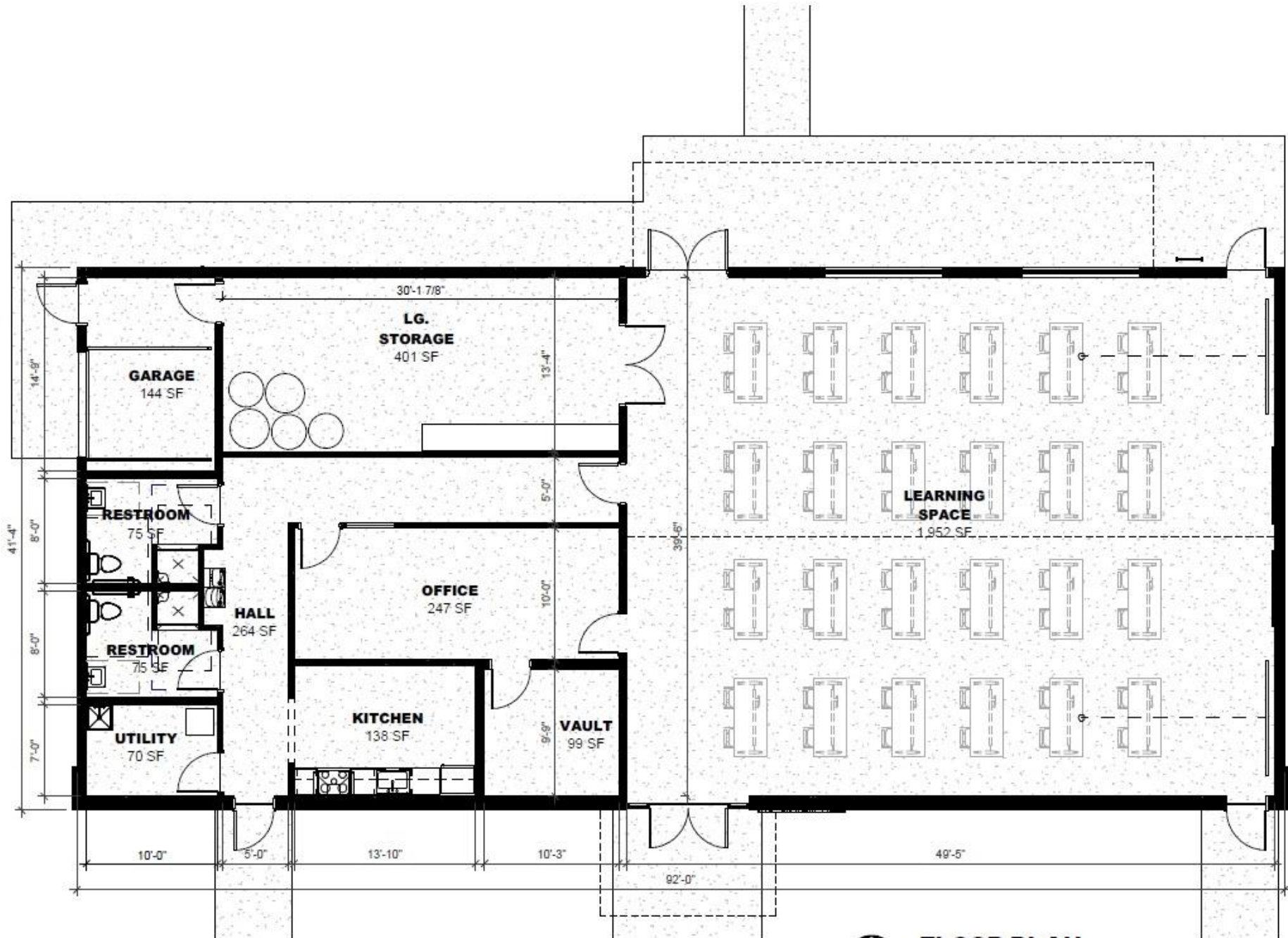
SOUTH WEST CORNER



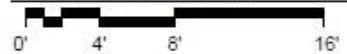
NORTH ELEVATION



NORTH EAST CORNER



FLOOR PLAN





TRAINING ROOM



TRAINING ROOM



October 18, 2021

Sheriff Campbell
206 W 1st Avenue
Hutchinson, KS 67501

RE: water service request for new training facility and firearms range

Dear Sheriff Campbell,

We are responding to your water request dated 8/4/2021 and received on 10/6/2021.

The City of Hutchinson has an 8-inch waterline located at the intersection of Clark and Mohawk Road. A meter could be placed at this location to serve the training facility and firearms range. However, we do have concerns about providing adequate flow, pressure, and chlorine residual to the facility.

Please note that the water service line after the meter will be privately owned. It appears that the private water service line will be approximately 2,500 feet long and uphill. The City of Hutchinson recommends that your engineer evaluate the sizing of the service line and determine if it can provide adequate pressure to the facility. The engineer should also provide operation and maintenance recommendations to Reno County so that the water serving the facility maintains adequate chlorine residual.

Please have your engineer submit plans to us so that we can review and approve the location of the meter.

Sincerely,

A handwritten signature in blue ink that reads "Richard E. Buller".

Richard Buller
Water and Sewer Maintenance Superintendent

Training Building and Facility Features

The building itself is a training environment allowing for room clearing, hallway work, and building clearing exercises.

The inside of the building is designed to be durable and easy to clean. For example, the floors are only sealed concrete. There are no “high end” finishes.

The roof of the building is designed to allow for specialized SWAT related training providing elevation changes, and for staff during training working in a safety officer roll.

Similarly, the awning has an elevated platform for SWAT trainings as well as an elevated area for a safety officer during trainings.

The awning will also allow light bars and flood lights to be mounted which are used night and low light operations to simulate different environments.

The facility will be able to support multiple different trainings simultaneously.

The range portion of the facility supports longer distance shooting, up to 400 yards.

Areas are provided for training with the bearcat (armored rescue vehicle).

The southeast corner of the property is available to build a shipping container (conex) training environment in the future.

Training Facility Capabilities

- Statutory firearms qualifications
- Spring and fall Annual firearms training
- Night / low light firearms training
- Basic handgun and rifle courses
- Basic SWAT schools
- Basic Sniper Courses
- Department Open Range Days
- Department SRT training days
- Law Enforcement Sniper trainings
- Armored Vehicle Training
- Taser classes
- Chemical Munitions Training
- Defensive Tactics classes
- Drone Trainings
- Police K-9 Training
- Force on Force classes
- Building searches
- Car stop training / practical's
- Physical agility training and assessments
- Active Shooter Training
- Negotiator Training
- Interview and interrogation classes
- Medical and first aid
- CIT / Mental Health classes
- Jail Operations
- Crime Scenes
- Evidence collection
- Homicide / Death Investigations
- Report Writing
- Crime Stoppers classes
- DUI Investigation Training
- + many other trainings not listed

The training building will be able to accommodate classroom-based training and provide meeting space for all Reno County departments.

What Law Enforcement Agencies will be able to utilize this facility?

All Law Enforcement within Reno County

- Reno County Sheriff's Office
- Hutchinson Police Department
- South Hutchinson Police Department
- Haven PD
- Buhler PD
- USD 309 PD
- KS Highway Patrol
- Wildlife and Parks
- Kansas Department of Corrections
- Reno County District Attorney's Office
- Judges from Reno County
- Hutchinson Fire Department

South Central Kansas Region: (Regional LEAs)





CITY OF SOUTH HUTCHINSON
POLICE DEPARTMENT
10 East Blanchard
South Hutchinson, Kansas 67505
620-560-6251
Fax 620-663-7650

March 16, 2023

To whom it may concern:

I am writing this letter to support the grant application of the Reno County Sheriff's Office for the development and construction of the range training facility they are attempting to build. We are a very small agency in South Central Kansas without our own resources for firearms training. We rely on the Reno County Sheriff's Department as support and training for our agency. With this range we would be able to lower our firearms training costs as the training center would be within a short driving distance and we wouldn't have to pay for travel.

We would ask you to consider this grant application for the range training facility for the use by agencies across the State of Kansas and more specifically South-Central Kansas.

We appreciate your consideration in this matter.

Regards,

Darrin Pickering
Chief of Police



Haven Police Department
102 S Kansas Ave
P.O. Box 356
Haven, KS 67543
(620) 465-3415



RE: Joint Training Facility, Reno County, Kansas

To whom it may concern,

As the Chief of Police for a small rural agency, it is imperative that I keep a close watch on the department budget. We are always looking for assistance from the Reno County Sheriff's Office by providing close, affordable training to our officers in a manner that will fit our budget. Many times, we piggyback with RNSO during their training days at no cost to us. This is something that does not go unnoticed. The addition of a Joint Training Facility would go a long way in improving their ability to continue serving other agencies in Reno County and my own. This facility would be a tremendous asset to Reno County agencies and agencies across the state by providing a quality venue for multiple different training purposes.

The City of Haven and the Haven Police Department fully support the construction of this venue and look forward to using it in the years to come. Any questions or concerns can be addressed to the information below.

Sincerely,

Stephen Schaffer
Chief of Police
Haven Police Department
s.schaffer@havencityhall.org



Office of Sheriff, Harvey County, Kansas

Chad E. Gay, Sheriff
120 E. 7th • Office 901 • Newton, Kansas 67114
(316) 284-6960 • Fax (316) 284-6967

To Whom It May Concern:

Thank you for your consideration in supporting a regional law enforcement training facility in South Central Kansas. This is an important project for the South Central Kansas Region, as it allows enhanced training locally and better collaboration between law enforcement agencies.

From an agency stand point, to have a facility available to law enforcement for training is important. Facilities to train and prepare our deputies on law enforcement related techniques and tactics are getting harder and harder to find. The demands for law enforcement services have increased year after year. The public expects professional well trained officers to respond to these calls. It is essential we have the resources and training to meet these demands. I believe a regional training facility will go a long way in helping law enforcement meet these demands.

As the Commander of the Harvey County Emergency Response Team (ERT), I strongly support a project of this nature for tactical teams across the State. The type of training we need to execute our mission is extensive and requires the appropriate facilities. A facility of this type will allow for a broader array of training which better prepares tactical teams across the State for operational work. I know Harvey County ERT would use such a facility regularly.

In closing, I want express my thanks for your consideration. I assure you a project of this caliber is worth the investment. I know it will be extensively used to better prepare law enforcement to meet the demands of our citizens for years to come.

Captain Brandon Huntley
Harvey County Sheriff's Office

PRATT COUNTY

JIMMY WHITE, SHERIFF

620-672-4133 – Phone
620-672-2571 – FAX
Emergency 911



SHERIFF'S OFFICE

MAX BARRETT, UNDERSHERIFF

303 S. Oak Street
Pratt KS 67124

To Whom It May Concern,

I am Writing this Letter to Support the grant application of the Reno County Sheriff's Office for the development and construction of the range training facilities they are trying to build. This training facility would help the South-Central Region Law Enforcement entities that would be able to use this for training. We need a training facility for long range training for officers and sniper training. We would ask for you to consider this grant application for the use of the Law Enforcement agencies of Kansas and specifically South-Central Kansas. Thanks for your Attention to this matter.

Sincerely,

A handwritten signature in cursive script that reads "James White".
James White
Pratt County Sheriff.

Other Agency Training Facility Cost Comparison

- Saline County 2019: \$4,998,000.00 (\$6,129,747.69 today's money)
- Garden City Police Department 2017: \$1,850,000.00 (\$2,366,448.27 today's money)
- Shawnee County 2010: \$1,400,000.00 (\$2,013,093.88 today's money)

None of the above listed ranges have the capabilities of the facility we are currently working towards. Saline and Garden City are indoor ranges, limited to 25 yards, and Shawnee is outdoor limited to 100 yards.

- Brunswick County, NC, 2017: \$2,120,000.00 (\$2,711,821.80 today's money)

The above range is similar to our project in terms of capability and types of training.

Reno County Sheriff's Office
206 W. 1st Ave.
Hutchinson, KS. 67501
620-694-2735





AGENDA ITEM

AGENDA ITEM #8.A

AGENDA DATE: May 22, 2024

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, HR, IT, Maintenance, Public Works, Solid Waste, Treasurer, and Youth Services.

Dear Randy Partington, County Administrator:

RE: Monthly report ending April 30, 2024

Staffing Vacancies:

Our current vacancy is for a Childcare Specialist.

Program Updates:

Admin/Finance/Health Information Management (HIM). Billing staff attended the Kansas Association of Local Health Departments (KALHD) Billing Symposium April 2-3. We held a Pizza Party for all staff on Monday, April 1st to kick off and celebrate Public Health Week, April 1st –5th.

Childcare Licensing (CCL). Staff conducted 1 orientation class, 8 annual surveys, 1 compliance visit, and 1 complaint survey. One of our Childcare Specialist will be retiring in June.

Clinical – Basic Health Services (BHS), Maternal Child Health (MCH), Family Planning (FP), and Older Adult Services (OAS). During the month, staff went out to area schools to administer 7th grade immunizations. Our Assistant Director of Clinical Services facilitated a Reno County school nurse meeting on April 12th; nurses provided feedback on school immunizations, asked immunization questions, and participated in a measles outbreak scenario tabletop exercise.

Epidemiology and COVID-19 Update. Staff conducted 11 infectious disease investigations, with 11 confirmed or probable cases. There were 2 animal bite investigations conducted. There were 2 cases of histoplasmosis, one pertussis (whooping cough) case, and the chickenpox outbreak is still ongoing. As of 4/17/24, the percentage of COVID-19 emergency department (ED) visits has stayed between 0% and 1% of ED visits. The most recent week, COVID-19 visits made up 0.2% of all visits. As of April 17th, there was 1 patient hospitalized with COVID-19. ED visits for both RSV and Flu continue to stay low and made up 0.2% and 0.9% of all ED visits this past week.

Health Education – Chronic Disease and Risk Reduction (CDRR), Comprehensive Opioid, Stimulant, and Substance Use Site-based Program (COSSUP), Pathways to a Healthy Kansas, and Community Education. CDRR-Staff continue to meet with Haven High School and Prairie Hills Middle School on vaping/tobacco prevention. Staff continue to work with the Reno County Jail staff on the Kansas Tobacco Cessation Training (KaTCH) that provides jail staff and therapists with tools to help tobacco dependent individuals entering jail with cessation tools. COSSUP-Staff finalized Interagency Data Sharing Agreements, complete 3 case reviews, and sent out subaward information to partners. Pathways-Staff are working with community partners on showcasing the initiatives of our Community Health Improvement Plan (CHIP).



Preparedness (PHEP). Staff assisted CCL staff in supplying preparedness books and information for the third Thursday event on 4/18, and completed FIT testing for all health department employees. With the assistance of the City of Hutchinson, staff is implementing Everbridge in our mass communication plan. Staff attended the Statewide Trauma Symposium on April 10th, and held a Reno County MRC volunteer recognition event on April 27th.

WIC – Women, Infant & Children. We have 1235 active clients (have used at least 1 item on food benefits) out of 1396 participating (received benefits). Breastfeeding Peer Counselors held 2 events with 10 participants, and staff assisted 19 individuals with breastfeeding. Staff participated in the Kansas WIC Conference April 23-24. Along with taking care of Reno and McPherson counties, our Dietitian has been assisting Rice County to cover their program until staff are hired at the local level; this will likely span six months.

Becoming a High(er) Performing Organization. Two staff members were able to join other Reno County employees and participate in the Kansas Leadership Center (KLC) training on April 16th. Two staff members were able to participate in the KU HPO Training April 29-30.

The Invisible Shield – Bloomberg Media documentary on PBS. I wanted to take the time to follow up on the amazing documentary that has been airing on PBS. Its focus is on the importance of public health – as it says early in the preview, “Public health saved your life today, and you didn’t even know it.”

Each one-hour episode focuses on a different topic:

1. The Old Playbook. Discover how public health has doubled life expectancy, but the system is now in jeopardy. When the world has to cope with the COVID-19 pandemic, the public health sector revisits the past to create solutions.
2. Follow The Data. Learn how data collection has been an essential public health tool for centuries. Increasing understanding and mitigating the spread of disease, data has helped make sense of the threats to collective health.
3. Inoculation & Inequity. Explore how disinformation, science skepticism, and government distrust impacted COVID-19 vaccination efforts. Historical injustices and inequities lead to apprehension, forcing public health to refine its approach.
4. The New Playbook. Discover how experts are rethinking the public health system in the face of declining life expectancy, inequality, and deaths of despair. How will the next generation of committed public health workers overcome the obstacles they will confront?

The link for the series can be found at: <https://www.pbs.org/show/the-invisible-shield/>. If you scroll down the page, click on the box that says, "The Invisible Shield, Explore Discussion Guide." Once you click on "Explore Discussion Guide", then scroll down, you can watch all four episodes of the documentary. If you scroll down a little more, there is a box that says, "Discussion Guide". You can download this wonderful Discussion Guide; it presents questions that encourage critical thinking, powerful discussion, and expanded understanding regarding public health.

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

Board of Commissioners - Department Update
Human Resources – April 2024
Helen Foster – Human Resources Director

Employment Activity for March

During the month of April, we had 7 (seven) new hires and 6 (six) separations from employment. This month we received a total of 153 applications through April 26th. We went from 20 active job postings to 17 active job postings for the month of April. April has been an active month for applications and new hires.

Evaluations

Evaluations have been completed. Human Resources will be doing an analysis of the data from the evaluations to review the pay for performance model with the new evaluation. This will consist of using the data to compile different options for the application of pay for performance. I will be working with Randy for insight to make the process better and more welcomed by managers.

Upcoming Projects

Human Resources has welcomed a new team member. Payroll was moved from the County Clerk to Human Resources on April 15, 2024. I am working with the payroll associate to learn payroll. This will be a task that all the Human Resource Full-Time staff will learn so that we always have backup for the payroll associate.

The Human Resource team is currently working diligently on compiling all the data and preparing the presentations for the Supervisor Seminar. This seminar will consist of all staff presenting on different aspects of HR compliance and processes utilized in the HR office. We are excited to have this in motion.

HPO Training

May will begin the start of all the HR team attending the 2-day HPO training conducted by KU. All staff in HR are excited to attend the training and I am looking forward to everyone learning the concepts taught through HPO. This office has always communicated well, and we all make a great team. This training will further grow our team and open areas for conversation around effectiveness and efficiency of practices. New perspectives will be a great addition to the team!

Budget

Currently, I have used 27% of my overall budget. Many of the contractual service renewals will happen in the next couple of months which will make an impact on my budget usage. Elise will begin making preparations in the coming months for service awards.

April 26, 2024
Monthly Report Information Services

Michael Mathews

Staffing changes or issues

We have no staffing changes currently.

Budget YTD summary

We are in the middle of paying most of our large software maintenance agreements. It will appear as we are spending a large percentage of our budget but will even out over the year.

Projects/Issues/Challenges/Concerns

We are still helping with the Tyler Eagle recording software installation. It is slated to go live sometime in september2024.

We are currently working very closely with GovBuilt on the county website redesign and content review. We are currently reviewing the first draft of the site and sending corrections and changes to the vendor. We will be live on the site by May 1.

We are currently working with several departments to find more innovative ways to be more efficient.

We conducted a Cyber Security training session with a focus group during April. We are collecting feedback and will make a few adjustments and then require all computer users to attend a session in the very near future.

I am also working with the staff to make sure that they all have a good grasp of what each other does and to be prepared to help should a staff member be out. We have so many different responsibilities that it is easy for our duties to not overlap. As much cross training as possible will provide better end user support.

Issues that we dealt with in the past month include. Just managing our cyber security. It is an ongoing battle.



Maintenance & Purchasing Monthly Report 4/25/2024

Harlen Depew, Director

Staffing: All custodial positions are now filled, pending pre-employment testing. We've had several promising candidates and are in the process of interviewing for our open Tech I position at the present time.

Budget YTD summary

One third of the way into the year, operating expenditures are at 28%.

Projects/Issues/Challenges/Concerns

Courthouse Remodel

Carpet installation on the 5th floor wrapped up this week, with new furniture scheduled to be installed in the west offices the first week of May. That will substantially complete the contractual portion of the remodel project, with a few remaining details to wrap up with county employees.

Courthouse Network Cabling

This project is approximately 33% complete. Will continue to work on this as time allows, with a goal of completing it before the end of 2024.

Surplus Property

Purple Wave Auction has informed us that they will no longer be selling small, non-equipment related items on their site, so we have been looking at other options for disposing of surplus furniture and other miscellaneous items. We thought Ebay was going to be a viable option to try, but found out in the final stages of setting up an account that they do not allow sales by government entities. So, we're back looking for other options.

April, 2024 Monthly Report

Asphalt Crew will start asphalt overlaying within the second week of May.

Mowing/Sign has begun mowing county road ditches.

Dirt Crew is cleaning ditches and replacing culverts beneath the roads that will be overlayed this year.

Bridge Crew has started replacing Peace Road Bridge, 5.20 miles south of Parallel Road. and repairing bridges as needed.

Planning & Zoning Planning & Zoning Commission has completed working on limited scale regulations and trying to finish private solar regulations.

Environmental / Utilities. Grants are being applied for Both SD201-202 and Yoder WD101 projects and Public Works staff has applied for grants for these projects. Utility and Environmental being combined is working out very well.

Contracted Projects

Woody Seat Bridge: The work on the Woody Seat Bridge has been completed other than pavement markings that will be installed by county forces this month. The road will continue to be closed due to work being performed on city infrastructure, north of the bridge.

The Willowbrook Bridge construction has been completed. The old bridge is now being removed.

Applied for a federal grant to replace the Buhler Rd. Bridge, $\frac{3}{4}$ mile south of the City of Buhler and raise a portion of the roadway north of the bridge location, to prevent flooding of the roadway.

Challenges

Water District 101 project timeline, not moving fast enough.
Sewer District 201-202 project timeline, not moving fast enough.
Finalizing solar regulations.



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

Solid Waste Monthly Update April 2024
Prepared by Megan Davidson, Director

Staffing: We currently are full staff at the landfill.

Projects/Issues/Challenges/Concerns: Wind, wind, and more wind has been the theme around the landfill. We have been busy trying to maintain blowing litter outside the fences. We are gearing up for another busy mowing season onsite as well as dirt work projects preparing for the next Phase III project in construction and demolition.

I attended the KS WORKS Recycling conference in Salina in April.

The Household Hazardous Waste Trailer will be visiting a few towns in Reno County in the next coming weeks. This is a service that we offer to cities in Reno County to help residents clean out old paints, chemicals, fertilizers, etc.

Budget: We have spent approximately 9% of our overall budget.



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

April 24, 2024

Monthly Report – Treasurer’s Office

STAFFING CHANGES:

We have promoted several employees to new positions within our office after a long time employee left for a position with the City of Cheney. These employees are presently learning their new roles and additional responsibilities.

We still have one opening left in the Tag Department to fill. Training remains on-going for the Tag employees hired a few months ago.

PROJECTS:

During April, we opened the online portal for real estate tax payments. The 2023 second half real estate and personal property tax payments come due on May 10, 2024, and payments are starting to come in.

Our first multi-million dollar escrow tax file of the tax season was processed yesterday, and several more large escrow tax files were processed today. The incoming mail volume will be increasing substantially over the next week or two.

We have been working very closely with First National Bank to be sure that Reno County’s funds are fully insured as our deposits are greatly increasing due to incoming taxes. Deposits will continue to be high over the next several weeks. Daily notifications will be provided to First National when expected deposits exceed certain thresholds so that they can secure the necessary additional pledgings for protection of our funds.

With month end for the Tag Office approaching, plus the looming property tax deadline for the Treasurer’s Office, we will be extremely busy in the next few weeks.



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

Youth Services Monthly Report

April 2024

Staffing changes or issues (if any)

April ended with fewer job openings for shelter, as well as detention. We are currently seeking to fill one full-time, male only, Juvenile Corrections Officer position for the afternoon shift. A tentative offer has been made for the full-time morning shift position in detention. The Detention Supervisor for first shift has moved on and the replacement for that position will be filled by the current night shift supervisor, Josh Pettay. Angie Fant has been promoted to the 3rd shift supervisor position for shelter and detention. Congratulations, Angie. On the shelter side, we currently have a first shift, male only position open, and recently filled a male only position in shelter. We still have another male only, night shift position remaining open and we seek to fill a 30-hour maintenance position. All these positions offer insurance benefits and KPERs. Those interested in the open positions can apply online at Renogov.org. The staff member for the month of April has yet to be named but will be noted in May's monthly report.

Budget YTD Summary

As of 4/4/2024, we have spent 22% of our Shelter budget (Dept.90). We have spent 28% of our detention budget (Dept.91).

Projects/Issues/Challenges/Concerns

No major projects planned for next month. It's time to get ready for summer as school will be winding down mid-May. Many of our youth are working hard to be eligible for a few trips to Wichita this summer as Youth Services is planning outings to the trampoline park, baseball games and water parks. We also have two of our youth who will be graduating from Hutchinson High School this May. Congratulations to both of them as they prepare to move out into the world and begin their own lives.

2024 YTD BUDGET REPORT

AGENDA ITEM 8.B

As of 4/30/2024

	Amended Budget	Amt Received / Expended	% Recd / Used
001 General Fund			
00 Unclassified			
Revenue			
Interest	558,000.00	1,425,419.26	255%
Taxes	14,684,287.00	6,990,860.53	48%
Licenses, Permits, and Fees	229,450.00	137,134.58	60%
Reimbursements	795,500.00	531,272.86	67%
Transfers In from Other Funds	30,000.00	0.00	0%
Other Revenue	0.00	415,963.55	
Revenue Total	16,297,237.00	9,500,650.78	58%
Expenses			
Other Expense & Reimbursements	0.00	1,007.92	
Expenses Total	0.00	1,007.92	
01 County Commission			
Expenses			
Personnel Services	54,000.00	18,692.10	35%
Contractual Services	4,300.00	1,422.15	33%
Commodities	2,000.00	0.00	0%
Expenses Total	60,300.00	20,114.25	33%
02 County Clerk			
Revenue			
Reimbursements	15,000.00	0.00	0%
Revenue Total	15,000.00	0.00	0%
Expenses			
Personnel Services	237,727.00	101,786.60	43%
Contractual Services	27,070.00	2,757.28	10%
Commodities	3,400.00	509.00	15%
Expenses Total	268,197.00	105,052.88	39%
03 County Treasurer			
Revenue			
Licenses, Permits, and Fees	0.00	1.00	
Reimbursements	0.00	284.00	
Revenue Total	0.00	285.00	
Expenses			
Personnel Services	211,852.00	74,217.33	35%
Contractual Services	53,735.00	7,267.83	14%
Commodities	36,650.00	1,169.15	3%
Expenses Total	302,237.00	82,654.31	27%

2024 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
04 District Attorney			
Revenue			
Licenses, Permits, and Fees	100,000.00	45,137.00	45%
Reimbursements	4,000.00	13,187.56	330%
Revenue Total	104,000.00	58,324.56	56%
Expenses			
Personnel Services	1,252,528.00	445,003.91	36%
Contractual Services	370,900.00	36,046.58	10%
Commodities	49,000.00	6,261.97	13%
Expenses Total	1,672,428.00	487,312.46	29%
05 Register of Deeds			
Revenue			
Licenses, Permits, and Fees	400,000.00	124,425.00	31%
Revenue Total	400,000.00	124,425.00	31%
Expenses			
Personnel Services	170,324.00	57,907.60	34%
Contractual Services	10,555.00	3,401.56	32%
Commodities	6,050.00	502.65	8%
Expenses Total	186,929.00	61,811.81	33%
06 Sheriff			
Revenue			
Licenses, Permits, and Fees	32,000.00	9,455.00	30%
Reimbursements	18,000.00	8,360.36	46%
Grant Revenues	12,000.00	1,877.19	16%
Revenue Total	62,000.00	19,692.55	32%
Expenses			
Personnel Services	3,402,568.00	1,149,379.01	34%
Contractual Services	407,380.00	202,105.36	50%
Commodities	484,500.00	70,369.41	15%
Capital Improvement & Outlay	310,974.00	24,590.77	8%
Other Expense & Reimbursements	2,000.00	783.23	39%
Expenses Total	4,607,422.00	1,447,227.78	31%
07 County Administration			
Expenses			
Personnel Services	619,009.00	191,772.24	31%
Contractual Services	59,150.00	4,072.82	7%
Commodities	2,500.00	571.40	23%
Expenses Total	680,659.00	196,416.46	29%

2024 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
08 District Court			
Revenue			
Reimbursements	10,000.00	636.55	6%
Revenue Total	10,000.00	636.55	6%
Expenses			
Contractual Services	561,990.00	164,703.06	29%
Commodities	55,100.00	11,167.58	20%
Expenses Total	617,090.00	175,870.64	28%
09 Courthouse General			
Revenue			
Reimbursements	11,000.00	2,844.10	26%
Revenue Total	11,000.00	2,844.10	26%
Expenses			
Personnel Services	85,084.00	34,711.74	41%
Contractual Services	411,500.00	91,130.16	22%
Commodities	2,000.00	3,761.46	188%
Other Expense & Reimbursements	15,000.00	0.00	0%
Transfers Out to Other Funds	750,000.00	0.00	0%
Expenses Total	1,263,584.00	129,603.36	10%
10 County General			
Expenses			
Contractual Services	978,850.00	777,100.42	79%
Commodities	6,500.00	801.18	12%
Other Expense & Reimbursements	10,000.00	266.05	3%
Outside Agencies Appropriation	578,000.00	300,000.00	52%
Ambulance Services	1,907,451.00	294,799.52	15%
Emergency Communications	977,500.00	219,435.45	22%
Economic Development Projects	400,000.00	0.00	0%
Transfers Out to Other Funds	1,017,655.00	0.00	0%
Commission Discretionary	20,000.00	190.00	1%
Expenses Total	5,895,956.00	1,592,592.62	27%
11 Maintenance			
Revenue			
Reimbursements	30,000.00	10,433.95	35%
Revenue Total	30,000.00	10,433.95	35%
Expenses			
Personnel Services	874,619.00	268,806.90	31%
Contractual Services	91,440.00	29,615.86	32%
Commodities	84,915.00	27,677.60	33%
Expenses Total	1,050,974.00	326,100.36	31%

2024 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
12 Planning & Zoning			
Expenses			
Personnel Services	92,233.00	31,167.33	34%
Contractual Services	17,950.00	258.45	1%
Commodities	140.00	0.00	0%
Expenses Total	110,323.00	31,425.78	28%
13 Emergency Management			
Revenue			
Reimbursements	110,000.00	0.00	0%
Revenue Total	110,000.00	0.00	0%
Expenses			
Personnel Services	321,379.00	111,306.14	35%
Contractual Services	45,575.00	16,781.43	37%
Commodities	35,450.00	12,024.42	34%
Expenses Total	402,404.00	140,111.99	35%
14 Sheriff - Jail			
Revenue			
Reimbursements	50,000.00	19,090.86	38%
Grant Revenues	0.00	46,356.50	
Other Revenue	500.00	0.00	0%
Revenue Total	50,500.00	65,447.36	130%
Expenses			
Personnel Services	2,503,334.00	1,021,731.64	41%
Contractual Services	1,078,428.00	277,798.46	26%
Commodities	217,250.00	57,124.75	26%
Capital Improvement & Outlay	32,000.00	0.00	0%
Expenses Total	3,831,012.00	1,356,654.85	35%
15 Human Resources			
Expenses			
Personnel Services	216,012.00	73,553.81	34%
Contractual Services	47,100.00	11,409.96	24%
Commodities	17,000.00	958.79	6%
Expenses Total	280,112.00	85,922.56	31%

2024 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
16 Appraiser			
Revenue			
Reimbursements	7,500.00	3,789.00	51%
Revenue Total	7,500.00	3,789.00	51%
Expenses			
Personnel Services	701,019.00	238,564.76	34%
Contractual Services	77,450.00	21,788.89	28%
Commodities	18,350.00	2,243.32	12%
Expenses Total	796,819.00	262,596.97	33%
17 County Clerk - Election			
Revenue			
Reimbursements	52,750.00	10.00	0%
Revenue Total	52,750.00	10.00	0%
Expenses			
Personnel Services	213,074.00	47,023.97	22%
Contractual Services	249,760.00	84,815.53	34%
Commodities	14,300.00	4,976.56	35%
Other Expense & Reimbursements	52,000.00	53,124.68	102%
Expenses Total	529,134.00	189,940.74	36%
18 Information Technology			
Revenue			
Reimbursements	28,000.00	10,160.10	36%
Revenue Total	28,000.00	10,160.10	36%
Expenses			
Personnel Services	589,731.00	204,331.55	35%
Contractual Services	50,375.00	47,212.96	94%
Commodities	9,500.00	2,607.84	27%
Capital Improvement & Outlay	0.00	1,225.16	
Expenses Total	649,606.00	255,377.51	39%
19 Environmental Division			
Revenue			
Licenses, Permits, and Fees	0.00	14,160.00	
Revenue Total	0.00	14,160.00	
Expenses			
Personnel Services	0.00	55,372.46	
Contractual Services	0.00	1,516.29	
Commodities	0.00	321.87	
Expenses Total	0.00	57,210.62	

2024 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
24 Auto Center			
Revenue			
Reimbursements	20,000.00	12,668.72	63%
Revenue Total	20,000.00	12,668.72	63%
Expenses			
Personnel Services	178,597.00	61,847.48	35%
Contractual Services	15,995.00	6,205.84	39%
Commodities	15,380.00	5,970.83	39%
Expenses Total	209,972.00	74,024.15	35%

REVENUE TOTALS	17,197,987.00	9,823,527.67	57%
EXPENSE TOTALS	23,415,158.00	7,079,030.02	30%
Fund 001 General Fund	-6,217,171.00	2,744,497.65	

Beginning Fund Balance: 15,122,234.00
Ending Fund Balance: 17,866,731.65

Cash Balance Forward (Budgeted Resource): 11,079,696.00
Reserve for Cash Carryover & Contingencies: 4,610,289.00

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
002 Aging & Transit Fund				
Revenue				
Taxes	327,668.00	194,274.01	59%	
Licenses, Permits, and Fees	100.00	0.00	0%	
Reimbursements	6,125.00	5,093.44	83%	
Grant Revenues	1,087,751.00	1,093,842.51	101%	
Transfers In from Other Funds	492,655.00	0.00	0%	
Other Revenue	310,795.00	15,296.00	5%	
Revenue Total	2,225,094.00	1,308,505.96	59%	
Expenses				
Personnel Services	1,318,662.00	375,014.80	28%	
Contractual Services	662,415.00	152,855.87	23%	
Commodities	241,850.00	26,502.16	11%	
Capital Improvement & Outlay	317,550.00	771,599.60	243%	
Other Expense & Reimbursements	425.00	0.00	0%	
Expenses Total	2,540,902.00	1,325,972.43	52%	
	REVENUE TOTALS	2,225,094.00	1,308,505.96	59%
	EXPENSE TOTALS	2,540,902.00	1,325,972.43	52%
Fund 002-Aging & Transit Totals	(315,808.00)	(17,466.47)		
	Beginning Fund Balance:	647,325.00		
	Ending Fund Balance:	629,858.53		
	Cash Balance Forward (Budgeted Resource):	324,858.00		

003 Public Health Fund				
Revenue				
Taxes	603,811.00	348,535.95	58%	
Licenses, Permits, and Fees	10,500.00	671.10	6%	
Reimbursements	570,000.00	119,676.02	21%	
Grant Revenues	1,113,500.00	686,065.55	62%	
Other Revenue	750.00	1,712.81	228%	
Revenue Total	2,298,561.00	1,156,661.43	50%	
Expenses				
Personnel Services	2,583,533.00	693,014.36	27%	
Contractual Services	653,870.00	174,072.83	27%	
Commodities	260,950.00	46,277.98	18%	
Expenses Total	3,498,353.00	913,365.17	26%	
	REVENUE TOTALS	2,298,561.00	1,156,661.43	50%
	EXPENSE TOTALS	3,498,353.00	913,365.17	26%
Fund 003-Public Health Totals	(1,199,792.00)	243,296.26		
	Beginning Fund Balance:	2,035,384.00		
	Ending Fund Balance:	2,278,680.26		
	Cash Balance Forward (Budgeted Resource):	1,215,693.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used
004 Noxious Weed Fund			
Revenue			
Taxes	137,104.00	78,813.70	57%
Other Revenue	12,000.00	1,016.62	8%
Revenue Total	149,104.00	79,830.32	54%
Expenses			
Personnel Services	89,625.00	28,629.49	32%
Contractual Services	3,425.00	922.83	27%
Commodities	52,350.00	28,029.83	54%
Transfers Out to Other Funds	10,000.00	0.00	0%
Expenses Total	155,400.00	57,582.15	37%
	REVENUE TOTALS	149,104.00	79,830.32 54%
	EXPENSE TOTALS	155,400.00	57,582.15 37%
Fund 004-Noxious Weed Totals	(6,296.00)	22,248.17	
	Beginning Fund Balance:	21,858.00	
	Ending Fund Balance:	44,106.17	
	Cash Balance Forward (Budgeted Resource):	9,956.00	

006 Special Bridge Fund			
Revenue			
Taxes	1,290,491.00	791,556.12	61%
Grant Revenues	600,000.00	158,764.38	26%
Reimbursements	300,000.00	0.00	0%
Revenue Total	2,190,491.00	950,320.50	43%
Expenses			
Contractual Services	2,150,000.00	607,054.34	28%
Commodities	350,000.00	0.00	0%
Expenses Total	2,500,000.00	607,054.34	24%
	REVENUE TOTALS	2,190,491.00	950,320.50 43%
	EXPENSE TOTALS	2,500,000.00	607,054.34 24%
Fund 006-Special Bridge Totals	(309,509.00)	343,266.16	
	Beginning Fund Balance:	956,976.00	
	Ending Fund Balance:	1,300,242.16	
	Cash Balance Forward (Budgeted Resource):	346,798.00	

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
007 Road & Bridge Fund				
Revenue				
Taxes	5,738,049.00	3,316,060.36	58%	
Reimbursements	0.00	9,069.07		
Other Revenue	1,498,325.00	378,440.27	25%	
Revenue Total	7,236,374.00	3,703,569.70	51%	
Expenses				
Personnel Services	2,459,920.00	741,576.01	30%	
Contractual Services	286,375.00	106,278.84	37%	
Commodities	4,118,500.00	198,751.73	5%	
Capital Improvement & Outlay	500,000.00	0.00	0%	
Transfers Out to Other Funds	300,000.00	0.00	0%	
Expenses Total	7,664,795.00	1,046,606.58	14%	
	REVENUE TOTALS	7,236,374.00	3,703,569.70	51%
	EXPENSE TOTALS	7,664,795.00	1,046,606.58	14%
	Fund 007-Road & Bridge Totals	(428,421.00)	2,656,963.12	
		Beginning Fund Balance:	1,539,211.00	
		Ending Fund Balance:	4,196,174.12	
		Cash Balance Forward (Budgeted Resource):	581,665.00	

008 Solid Waste Fund				
Revenue				
Licenses, Permits, and Fees	5,380,000.00	3,252,001.00	60%	
Reimbursements	55,000.00	36,385.75	66%	
Other Revenue	5,000.00	0.00	0%	
Revenue Total	5,440,000.00	3,288,386.75	60%	
Expenses				
Personnel Services	1,697,584.00	518,652.62	31%	
Contractual Services	1,257,950.00	218,436.09	17%	
Commodities	609,000.00	126,929.59	21%	
Capital Improvement & Outlay	1,325,000.00	9,700.00	1%	
Transfers Out to Other Funds	649,750.00	44,875.00	7%	
Expenses Total	5,539,284.00	918,593.30	17%	
	REVENUE TOTALS	5,440,000.00	3,288,386.75	60%
	EXPENSE TOTALS	5,539,284.00	918,593.30	17%
	Fund 008-Solid Waste Totals	(99,284.00)	2,369,793.45	
		Beginning Fund Balance:	5,529,015.00	
		Ending Fund Balance:	7,898,808.45	
		Cash Balance Forward (Budgeted Resource):	4,261,336.00	
		Reserve for Cash Carryover & Contingencies:	4,162,052.00	

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
009 Youth Services Fund				
Revenue				
Reimbursements	1,498,845.00	424,781.79	28%	
Transfers In from Other Funds	400,000.00	0.00	0%	
Revenue Total	1,898,845.00	424,781.79	22%	
Expenses				
Personnel Services	1,795,420.00	594,879.33	33%	
Contractual Services	119,465.00	25,555.17	21%	
Commodities	50,400.00	6,891.70	14%	
Other Expense & Reimbursements	134,800.00	32,998.38	24%	
Expenses Total	2,100,085.00	660,324.58	31%	
	REVENUE TOTALS	1,898,845.00	424,781.79	22%
	EXPENSE TOTALS	2,100,085.00	660,324.58	31%
Fund 009-Youth Services Totals	(201,240.00)	(235,542.79)		
	Beginning Fund Balance:	539,585.00		
	Ending Fund Balance:	304,042.21		
	Cash Balance Forward (Budgeted Resource):	503,010.00		
	Reserve for Cash Carryover & Contingencies:	301,770.00		

013 Solid Waste Post-Closure Fund				
Revenue				
Transfers In from Other Funds	400,000.00	0.00	0%	
Revenue Total	400,000.00	0.00	0%	
Expenses				
Contractual Services	312,500.00	34,961.93	11%	
Capital Improvement & Outlay	7,077,113.00	0.00	0%	
Expenses Total	7,389,613.00	34,961.93	0%	
	REVENUE TOTALS	400,000.00	0.00	0%
	EXPENSE TOTALS	7,389,613.00	34,961.93	0%
Fund 013-Solid Waste Post-Closure Totals	(6,989,613.00)	(34,961.93)		
	Beginning Fund Balance:	7,526,537.00		
	Ending Fund Balance:	7,491,575.07		
	Cash Balance Forward (Budgeted Resource):	6,989,613.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
015 Employee Benefits Fund				
Revenue				
Taxes	6,346,152.00	3,706,110.52	58%	
Reimbursements	1,408,000.00	459,845.35	33%	
Revenue Total	7,754,152.00	4,165,955.87	54%	
Expenses				
Personnel Services	4,870,874.00	1,837,499.84	38%	
Contractual Services	3,500.00	0.00	0%	
Other Expense & Reimbursements	4,000.00	0.00	0%	
Transfers Out to Other Funds	4,500,000.00	1,240,943.00	28%	
Expenses Total	9,378,374.00	3,078,442.84	33%	
	REVENUE TOTALS	7,754,152.00	4,165,955.87	54%
	EXPENSE TOTALS	9,378,374.00	3,078,442.84	33%
Fund 015-Employee Benefits Totals	(1,624,222.00)	1,087,513.03		
	Beginning Fund Balance:	3,546,377.00		
	Ending Fund Balance:	4,633,890.03		
	Cash Balance Forward (Budgeted Resource):	2,795,389.00		
	Reserve for Cash Carryover & Contingencies:	1,000,000.00		
017 TECH Center Fund				
Revenue				
Taxes	394,806.00	223,475.40	57%	
Revenue Total	394,806.00	223,475.40	57%	
Expenses				
Contractual Services	400,000.00	243,000.00	61%	
Expenses Total	400,000.00	243,000.00	61%	
	REVENUE TOTALS	394,806.00	223,475.40	57%
	EXPENSE TOTALS	400,000.00	243,000.00	61%
Fund 017-TECH Center Totals	(5,194.00)	(19,524.60)		
	Beginning Fund Balance:	21,656.00		
	Ending Fund Balance:	2,131.40		
	Cash Balance Forward (Budgeted Resource):	15,375.00		
018 Mental Health Fund				
Revenue				
Taxes	396,954.00	226,683.15	57%	
Revenue Total	396,954.00	226,683.15	57%	
Expenses				
Contractual Services	400,000.00	243,000.00	61%	
Expenses Total	400,000.00	243,000.00	61%	
	REVENUE TOTALS	396,954.00	226,683.15	57%
	EXPENSE TOTALS	400,000.00	243,000.00	61%
Fund 018-Mental Health Totals	(3,046.00)	(16,316.85)		
	Beginning Fund Balance:	18,417.00		
	Ending Fund Balance:	2,100.15		
	Cash Balance Forward (Budgeted Resource):	13,443.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used
029 Special Parks & Recreation Fund			
Revenue			
Taxes	19,000.00	7,320.68	39%
Revenue Total	19,000.00	7,320.68	39%
REVENUE TOTALS	19,000.00	7,320.68	39%
Fund 029 Special Parks & Recreation Totals	19,000.00	7,320.68	
Beginning Fund Balance:		25,820.00	
Ending Fund Balance:		33,140.68	
Cash Balance Forward (Budgeted Resource):		22,537.00	
Reserve for Cash Carryover & Contingencies:		41,537.00	
030 Special Alcohol & Drug Fund			
Revenue			
Taxes	19,000.00	7,342.47	39%
Revenue Total	19,000.00	7,342.47	39%
Expenses			
Contractual Services	10,000.00	10,000.00	100%
Expenses Total	10,000.00	10,000.00	100%
REVENUE TOTALS	19,000.00	7,342.47	39%
EXPENSE TOTALS	10,000.00	10,000.00	100%
Fund 030 Special Alcohol & Drug Totals	9,000.00	(2,657.53)	
Beginning Fund Balance:		52,530.00	
Ending Fund Balance:		49,872.47	
Cash Balance Forward (Budgeted Resource):		47,489.00	
Reserve for Cash Carryover & Contingencies:		56,489.00	
083 Bond & Interest Fund			
Revenue			
Taxes	1,497,286.00	885,225.02	59%
Transfers In from Other Funds	249,750.00	45,036.34	18%
Other Revenue	52,003.00	32,992.20	63%
Revenue Total	1,799,039.00	963,253.56	54%
Expenses			
Contractual Services	1,812,188.00	193,043.75	11%
Expenses Total	1,812,188.00	193,043.75	11%
REVENUE TOTALS	1,799,039.00	963,253.56	54%
EXPENSE TOTALS	1,812,188.00	193,043.75	11%
Fund 083 Bond & Interest Totals	(13,149.00)	770,209.81	
Beginning Fund Balance:		264,724.00	
Ending Fund Balance:		1,034,933.81	
Cash Balance Forward (Budgeted Resource):		204,423.00	
Reserve for Cash Carryover & Contingencies:		150,000.00	

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used
085 Noxious Weed Capital Outlay Fund			
Revenue			
Transfers In from Other Funds	10,000.00	0.00	0%
Revenue Total	10,000.00	0.00	0%
	REVENUE TOTALS	10,000.00	0.00
	EXPENSE TOTALS	0.00	0.00
Fund 085 Noxious Weed Capital Outlay Totals	10,000.00	0.00	
	Beginning Fund Balance:	116,276.00	
	Ending Fund Balance:	116,276.00	
	Cash Balance Forward (Budgeted Resource):	114,276.00	
	Reserve for Cash Carryover & Contingencies:	124,276.00	

086 Public Health Capital Outlay Fd			
Expenses			
Capital Improvement & Outlay	25,000.00	0.00	0%
Expenses Total	25,000.00	0.00	0%
	REVENUE TOTALS	0.00	0.00
	EXPENSE TOTALS	25,000.00	0.00
Fund 086 Public Health Capital Outlay Totals	(25,000.00)	0.00	0%
	Beginning Fund Balance:	663,201.00	
	Ending Fund Balance:	663,201.00	
	Cash Balance Forward (Budgeted Resource):	388,201.00	
	Reserve for Cash Carryover & Contingencies:	363,201.00	

087 Historical Museum Fund			
Revenue			
Taxes	184,621.00	106,194.50	58%
Revenue Total	184,621.00	106,194.50	58%
Expenses			
Contractual Services	185,000.00	112,000.00	61%
Expenses Total	185,000.00	112,000.00	61%
	REVENUE TOTALS	184,621.00	106,194.50
	EXPENSE TOTALS	185,000.00	112,000.00
Fund 087 Historical Museum Totals	(379.00)	(5,805.50)	
	Beginning Fund Balance:	7,574.00	
	Ending Fund Balance:	1,768.50	
	Cash Balance Forward (Budgeted Resource):	5,284.00	

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used
093 Special Equipment Fund			
Revenue			
Taxes	732,643.00	427,982.02	58%
Reimbursements	160,400.00	990.00	1%
Revenue Total	893,043.00	428,972.02	48%
Expenses			
Contractual Services	432,235.00	513,218.43	119%
Capital Improvement & Outlay	601,776.00	18,891.37	3%
Expenses Total	1,034,011.00	532,109.80	51%
	REVENUE TOTALS	893,043.00	428,972.02 48%
	EXPENSE TOTALS	1,034,011.00	532,109.80 51%
Fund 093 Special Equipment Fund Totals	(140,968.00)	(103,137.78)	
	Beginning Fund Balance:	184,392.00	
	Ending Fund Balance:	81,254.22	
	Cash Balance Forward (Budgeted Resource):	160,936.00	
094 Special Road Fund			
Revenue			
Taxes	0.00	1,349.50	
Grant Revenues	0.00	43,174.60	
Revenue Total	0.00	44,524.10	
Expenses			
Contractual Services	0.00	32,863.73	
Capital Improvement & Outlay	823,722.00	0.00	0%
Expenses Total	823,722.00	32,863.73	4%
	REVENUE TOTALS	0.00	44,524.10
	EXPENSE TOTALS	823,722.00	32,863.73 4%
Fund 094 Special Road Fund Totals	823,722.00	32,863.73	
	Beginning Fund Balance:	1,073,063.00	
	Ending Fund Balance:	1,040,199.27	
	Cash Balance Forward (Budgeted Resource):	823,722.00	
098 CIP Fund			
Revenue			
Taxes	524,849.00	316,136.50	60%
Revenue Total	524,849.00	316,136.50	60%
Expenses			
Capital Improvement & Outlay	665,000.00	8,989.65	1%
Expenses Total	665,000.00	8,989.65	1%
	REVENUE TOTALS	524,849.00	316,136.50 60%
	EXPENSE TOTALS	665,000.00	8,989.65 1%
Fund 098 CIP Totals	(140,151.00)	307,146.85	
	Beginning Fund Balance:	188,962.00	
	Ending Fund Balance:	496,108.85	
	Cash Balance Forward (Budgeted Resource):	154,906.00	

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used
180 Internal Services Fund			
Revenue			
Reimbursements	685,846.00	110,186.44	16%
Revenue Total	685,846.00	110,186.44	16%
Expenses			
Commodities	665,846.00	115,119.93	17%
Expenses Total	665,846.00	115,119.93	17%
	REVENUE TOTALS	110,186.44	16%
	EXPENSE TOTALS	115,119.93	17%
Fund 180 Internal Services Totals	20,000.00	(4,933.49)	
	Beginning Fund Balance:	103,221.00	
	Ending Fund Balance:	98,287.51	
	Cash Balance Forward (Budgeted Resource):	13,141.00	
	Reserve for Cash Carryover & Contingencies:	33,141.00	

994 Municipalities Fight Addiction			
Revenue			
Grant Revenues	200,000.00	37,217.26	19%
Revenue Total	200,000.00	37,217.26	19%
Expenses			
Other Expense & Reimbursements	340,952.00	0.00	0%
Expenses Total	340,952.00	0.00	0%
	REVENUE TOTALS	37,217.26	
	EXPENSE TOTALS	0.00	
Fund 994 Municipalities Fight Addiction Totals	200,000.00	37,217.26	
	Beginning Fund Balance:	116,925.00	
	Ending Fund Balance:	154,142.26	
	Cash Balance Forward (Budgeted Resource):	140,952.00	