



REGULAR SESSION

REVISED
8.27.2024

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, August 28, 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**
 - 3.A Proclaim September as National Recovery Month
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 final minutes for May, June, and July for approval
7. **Business Items**
 - 7.A Horizons Quarterly Report
 - 7.B Consider for approval, a bid from Sunrise Elevator for repairs and modernization of the public elevator at the Law Enforcement Center
 - 7.C Addition - Interfaith Housing ARPA Budget Modification
8. **Budget Items**
 - 8.A Revenue Neutral Rate and Budget Hearing for the **Reno County 2025 Budget** for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax and Revenue Neutral Rate; and for the proposed use of all funds and the amount of ad valorem tax for the Reno County 2025 Budget.
 1. Open the Hearing
 2. Discussion
 3. Close the Hearing
 - 8.B Resolution 2024-_____ for the **Reno County 2025 Budget** to levy a property tax rate exceeding the revenue neutral

Randy Parks
District 1

Ron Hirst
District 2

Daniel P. Friesen
District 3

John Whitesel
District 4

Don Bogner
District 5

- 8.C Discussion and Adoption of the **Reno County 2025 Budget**
- 8.D Revenue Neutral Rate and Budget Hearing for the **Reno County Special Districts' 2025 Budget** for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax and Revenue Neutral Rate; and for the proposed use of all funds for the Reno County 2025 Budget.
 - 1. Open the Hearing
 - 2. Discussion
 - 3. Close the Hearing
- 8.E Resolution 2024-_____ for the **Reno County Special Districts' 2025 Budget** to levy a property tax rate exceeding the revenue neutral.
- 8.F Adopt the **Reno County Special Districts' 2025 Budget**

9. County Administrator Report

- 9.A Monthly Department Reports

10. County Commission Report/Comments

11. Adjournment



AGENDA ITEM

AGENDA ITEM #3.A

AGENDA DATE: August 28, 2024

PRESENTED BY: Thomas Simmons, Substance Misuse Health Educator; Candace Davidson, Supervisor of Health Education; and members of the Reno Recovery Collaborative

AGENDA TOPIC:
Proclaim September as National Recovery Month

SUMMARY & BACKGROUND OF TOPIC:

The Reno County Health Department, the lead organization of the Reno Recovery Collaborative, understands that the misuse of alcohol and illicit substances costs our country hundreds of billions of dollars every year and we also see the devastating costs on quality of life and mortality that impacts Kansas.

The Reno Recovery Collaborative, one of the local resources for recovery and resilience-based services, is building a durable network of community partners from the medical and behavior health sector, social services, law enforcement, persons with lived experience, and Oxford Houses. The Reno Recovery Collaborative partners are poised to offer and refer families the means to build resilience, offsetting the effects of ACEs and reducing the public cost of substance use disorder.

ALL OPTIONS:

1. Approve and sign the attached Proclamation
2. Send the Proclamation back to staff for editing
3. Deny the Proclamation

RECOMMENDATION / REQUEST:

The Chairman of the Board of County Commissions to assist in presenting and signing the attached Proclamation.

PROCLAMATION

NATIONAL RECOVERY MONTH

SEPTEMBER 2024

WHEREAS, the misuse of alcohol and illicit substances costs our country hundreds of billions of dollars every year and we also see the devastating cost on quality of life and mortality that even rural America and Kansas is not immune to; and

WHEREAS, the impacts stretch from families to the workforce, from schools to the medical community and all feel the effects; and

WHEREAS, recovery is a process of change through which people improve their health and wellness, build resilience, live self-directed lives, and strive to reach their full potential by better managing health, home, purpose, and community.

FURTHERMORE, the Reno Recovery Collaborative, is one of the local resources for recovery and resilience-based services; and

FURTHERMORE, that by building a durable network of community partners from the medical and behavioral health sector, substance use prevention and education, social services, law enforcement, persons with lived experience, and Oxford Houses, the Reno Recovery Collaborative partners are poised to offer and refer families the means to build resilience, offsetting the effects of ACEs and reducing the public cost of substance use disorder; and

FURTHERMORE, as Reno County has been leading the charge in promoting a thriving recovery community by giving support and understanding, instilling in the hearts and minds of our children that there is hope, that all can live a happy and healthy life, and that recovery is possible.

NOW, THEREFORE, BE IT PROCLAIMED by the Board of County Commissioners of Reno County, Kansas, that September, 2024, shall be known as

National Recovery Month

IN WITNESS THEREOF, we have hereunto set our hands and caused the Seal of Reno County, Kansas to be affixed this 28th day of August, 2024.

BOARD OF RENO COUNTY COMMISSIONERS

Randy Parks, Chairperson

Daniel Friesen, Commissioner

Ron Hirst, Commissioner

Don Bogner, Commissioner

John Whitesel, Commissioner

ATTEST:

Donna Patton, Reno County Clerk



AGENDA ITEM

AGENDA ITEM #6.B

AGENDA DATE: August 28, 2024

PRESENTED BY: Cindy Martin

AGENDA TOPIC:
BOCC final minutes for May, June, and July for approval

ALL OPTIONS:

1. Approve
2. Make changes
3. Deny

RECOMMENDATION / REQUEST:

Approve minutes as presented

July 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 Hutchinson Police Department/Reno County Sheriff Chaplain Adam Wooten.

Reno County 4-H Ambassadors invited the Board to the 4-H Fair at the Kansas State Fairgrounds July 24th through July 29th, 2024. They left programs and jerky gift bags then thanked the Board for their continued support.

6. **Mr. Friesen moved, seconded by Mr. Hirst**, to approve the consent agenda consisting of items 6A and 6B which includes the: **(6A)** Accounts Payable Ledger for claims payable on July 5th, 2024, totaling \$312,287.00; Accounts Payable Ledger for claims payable on July 12th, 2024, totaling \$400,315.90; **(6B)** approve a resolution **#2024-18; A RESOLUTION AUTHORIZING THE DIRECTOR OF ACCOUNTS AND REPORTS TO WAIVE THE REQUIREMENTS OF K.S.A. 75-1120a**, as presented by staff. The motion was approved by a roll call vote of 5-0.

7A. At 9:05 a.m. **Mr. Parks read the motion, Mr. Bogner moved, Mr. Friesen seconded the motion** for the Board to recess into executive session until 9:20 a.m. with the County Administrator Randy Partington, County Counselor Patrick Hoffman, the subject matter to be county employee performance and the justification for the executive session is to discuss personnel matters of non-elected personnel. The motion was approved by a 5-0 vote.

8A. At 9:20 a.m. Mr. Parks opened the public hearing for the Reno County Water District - Yoder Loan Financing.

At 9:23 a.m. Mr. Parks closed the public hearing.

Rose Mary Saunders, Ranson Financial Group LLC spoke about the process of loan financing for the total project cost of \$1,000,000 to connect Hutchinson to Yoder with a twenty-year loan at 2.5 to 3 percent interest. The first \$600,000 will be from grant funding and Reno County will be responsible for \$400,000. She spoke about loan forgiveness at the end of the loan.

She recommended signatures on **resolution 2024-19; A RESOLUTION AUTHORIZING THE COMPLETION OF AN APPLICATION TO THE KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT REGARDING A LOAN FROM THE KANSAS PUBLIC WATER SUPPLY LOAN FUND.** **Mr. Hirst moved, seconded by Mr. Bogner,** to approve resolution 2024-19 as presented by staff. The motion was approved by a roll call vote of 5-0.

9A. Mr. Partington and Director of Human Resources Helen Foster explained the policy change for the "Residency Policy for Department Heads". He said in the current Department Head Policy, it requires appointed directors to live inside Reno County or relocate within eight months. Ms. Foster stated the new policy would be placing exceptions and provisions for hardships. Any exceptions would go to the County Administrator, then he would bring the recommendation to the Board for final approval on a case-by-case basis. **Mr. Friesen moved, seconded by Mr. Bogner,** to approve the changes to the policy as recommended by staff. The motion was approved by a roll call vote of 4-1 with Mr. Whitesel opposed.

9B. Jami Benyshek, Assurance Senior Manager and Alexis Crispin Assurance Senior Staff from AdamsBrown, LLC gave a presentation of the 2023 Audit Report. Ms. Benyshek stated the Governance Letter had no problems or "findings" and in their opinion it was a clean audit. Reno County Financial Specialist Leslie Roederer clarified sweep CEDERS. Ms. Crispin explained a single audit. **Mr. Friesen moved, seconded by Mr. Whitesel,** to approve the audit as presented by staff from AdamsBrown. The motion was approved with a roll call vote of 5-0.

10A. Mr. Partington reviewed the 2025 County and Special Districts Budgets. He stated the county was keeping the mill levy at 35.762 and needed to schedule a public hearing for possible exceeding the RNR. He said Special Districts would go over for 2025. He explained the process and the intent for Reno County mill levy max to not exceed RNR of 35.762 mills, it could go down but not up keeping it at a flat rate.

#1 **Mr. Hirst moved, seconded by Mr. Friesen,** to approve a Notice of Revenue Neutral Rate Intent with a maximum mill levy of 35.762 for the Reno County budget. The motion was approved with a roll call vote of 4-1 with Mr. Whitesel opposed.

#2 **Mr. Parks moved, seconded by Mr. Hirst,** to approve a Notice of Revenue Neutral Rate Intent with a maximum mill levy specified for each of the county's special districts. The motion was approved with a roll call vote of 4-1 with Mr. Whitesel opposed.

#3 **Mr. Whitesel moved, seconded by Mr. Bogner,** to approve setting an RNR and Budget Hearing date for the County and Special District Budgets to be held on August 28th, 2024, during the regularly scheduled meeting which begins at 9:00 a.m. in the Reno County Veterans Room. The motion was approved by a roll call vote of 5-0.

11A. Mr. Partington asked if there were any questions on the monthly department reports, no one had any questions. He reminded the Board of the town hall meetings on Monday July 22nd at Arlington beginning at 6:30 p.m., Tuesday July 23rd at Pretty Prairie same time, regarding zone vs unzone areas in Reno County.

12. Mr. Hirst mentioned the Hutch Tribune awards and the National Pre-teen award and invited the public to attend the 4-H Fair. He attended three different fourth of July celebrations, all were great fun for the communities. He said Reno County was ranked 15th lowest for taxes in Kansas.

Mr. Bogner stated a deputy from the Sheriff's Office rescued a calf loose on the road, potentially keeping the animal and the public safe, which was a good deed by Law Enforcement.

Mr. Friesen commented on a calendar date he would possibly be gone and wondered if IT could improve the zoom experience for both parties.

Mr. Parks invited the public to come out for the town hall meetings so they could discuss zone and unzone areas. He and Mr. Partington attended the mayor's meeting in South Hutchinson. We partner to grow small communities and is looking for good things to happen.

At 10:50 a.m. the meeting adjourned until Wednesday, July 24th, 2024, at 9:00 a.m.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date

July 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 John Whitesel, and Commissioner Ron Hirst, County Counselor Patrick Hoffman, County Administrator Randy Partington, and Minutes Clerk Cindy Martin, present. Commissioner Daniel Friesen joined the meeting via video.

The meeting began at 9:00 a.m. with the Pledge of Allegiance followed by a short sectarian prayer led by Pastor Craig Hauschild Trinity United Methodist Church.

Carrissa Paxton Housing Program Coordinator for the City of Hutchinson is asking for participation in the Reno County Housing Survey. It is a housing needs assessment for all of Reno County. Mr. Hirst suggested she send paper copies to all city offices in the rural area.

Enrico Villegas new City Manager for the City of Hutchinson introduced himself to the Board.

Mr. Whitesel requested to pull consent item 6D to set a date and time for County Canvass following the August 6, 2024, Primary Election and November 5, 2024, General Election for discussion placing it as #7D in the business section.

6. **Mr. Whitesel moved, seconded by Mr. Bogner,** to approve the consent agenda consisting of items 6A through 6K except for moving 6D to 7D which includes the: **(6A)** Accounts Payable Ledger for claims payable on July 19th, 2024, totaling \$1,975,094.39; Accounts Payable Ledger for claims payable on July 26th, 2024, totaling \$514,195.09; **(6B)** approve Audit Engagement Agreement 2024-2026 with Adams Brown; **(6C)** approval to authorize County Administrator to sign title for 2018 Ram 2500 ¾ ton pickup, VIN#3C6TR5HT9JG301417, that was deemed a total loss by Travelers Insurance; **(6E)** approve Community Corrections FY25 Kansas Department of Corrections Grant Application Budget Adjustment; **(6F)** approve Community Corrections FY2024 Kansas Department of Corrections Year End Report; **(6G)** approve Community Corrections FY2024 Kansas Department of Corrections Year-end Grant Budget Adjustments; **(6H)** approve Community Corrections Agency Policy Updates; **(6I)** approve Community Corrections contract extension for juvenile substance use disorder treatment service with the Substance Abuse Center of Kansas;

(6J) approve Community Corrections FY2025 Carryover Reimbursement Budgets; (6K) approve to authorize County Administrator Randy Partington to sign the title for a 2006 Kubota RTV 900 that was traded in on April 11, 2023, to Agri Center, Hutchinson, Kansas; as amended by staff. The motion was approved by a roll call vote of 5-0.

7A. **Mr. Parks read the motion, Mr. Hirst seconded the motion** for the Board to enter executive session until 9:30 a.m. with the County Administrator Randy Partington, County Counselor Patrick Hoffman, and Hutchinson City Manager Enrico Villegas, the subject of matter to be potential land acquisition by the county and the justification for the executive session is to keep confidential information related to the county's negotiations for potential land acquisition. The motion was approved by a 5-0 vote.

Mr. Parks moved, seconded by Mr. Whitesel, and approved to extend the executive session until 9:45 a.m. The motion was approved by a roll call vote of 5-0.

Mr. Parks moved, seconded by Mr. Whitesel, approves extending the executive session until 9:57 a.m. and at 10:00 a.m. reopened the agenda meeting. The motion was approved by a roll call vote of 5-0.

Mr. Friesen requested to move business item #7C after #7D because of a conflict of interest.

7A. **Mr. Whitesel moved, seconded by Mr. Bogner,** to approve resolution #2024-20 and the Planning Case #2024-07 - a request by S&J McMaster Properties, LLC (Stephen McMaster) for a conditional use permit to establish a private dining hall on a parcel of land zoned AG - Agricultural District. The property is located at the northwest corner of S. K-14 Highway and W. Parallel Road, the property address is 19807 S. K-14 Highway. **Resolution 2024-20; A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR THE ESTABLISHMENT OF A PRIVATE DINING HALL LAND USE ON A PARCEL OF LAND LOCATED IN THE SOUTHWEST QUARTER OF SECTION 36, TOWNSHIP 25 SOUTH, RNGE 6 WEST OF THE 6TH P.M. IN RENO COUNTY, KANSAS,** as presented by staff. The motion was approved by a roll call vote of 5-0.

7B. Mr. Partington explained Viewpoint with Dennis Quaid, a promotional video to market Reno County. The video would be about Reno County and what we offer. He said we would partner with the Chamber of Commerce highlighting Reno County. Estimated costs with Viewpoint were approximately \$30,000.

Mr. Parks spoke about conversations via phone with Viewpoint. He said at the mayor's meeting they were inquiring about how to market Reno County. They showed a brief current video with highlights of Reno County.

Debra Teufel of The Chamber of Commerce stated any marketing of Reno County would be a good opportunity to get the word out. She stated there was potential to partner with local vendors and produce a video at a minimum cost. She recommended looking at local producers and seeing what they can do for us. She said using the Eco Dev funds for the costs was a great idea. We would like to reach a broad audience.

There was a consensus to move forward with a local provider getting bids. Mr. Partington clarified to partner with the Chamber and local vendors.

7C. This was from the consent agenda #6D for setting a date and time for County Canvass following the August 6, 2024, Primary Election and November 5, 2024, General Election. Mr. Whitesel suggested having the canvass on an agenda meeting day. There was a large discussion on the day and time by the County Counselor and Board. County Counselor Patrick Hoffman stated canvass has to be published with date, time and location in one place to comply with Kansas statues. **Mr. Whitesel moved, Mr. Friesen seconded,** to approve canvass at 8:00 a.m. on Wednesday, August 14, 2024, for the August 6th Primary Election at the Reno County Annex Conference Room then return to certify the election at 4:00 p.m. at the same location. The motion was approved with a roll call vote of 4-1 Mr. Bogner was opposed.

Mr. Whitesel moved, seconded by Mr. Friesen, to approve canvass at 8:00 a.m. on Wednesday, November 13th, 2024, for the November 5th General Election at the Reno County Annex Conference Room then return to certify the election at 4:00 p.m. at the same location. The motion was approved with a roll call vote of 4-1 with Mr. Bogner opposed.

Mr. Friesen requested moving 7D to the end of the agenda for the discussion of Broadband by IdeaTek.

8A. County Administrator Randy Partington asked if there were any questions on monthly department reports, there were no questions.

8B. Mr. Partington reviewed the financial report through June 30th on General Funds stating it was in really good shape. He said 79 percent of the taxes were in and went over some of the funds. He reminded the Board of a meeting on July 31st for health insurance, renewal recommendations set rates for the employees. The Sheriff and IT were working on jail left over funds about \$5000 to use on technology.

9. Commissioner reports:

Mr. Whitesel had no comments.

Mr. Bogner mentioned attending the town hall meetings, he now has a good idea of what residents want. They had a good turnout from the public.

Mr. Hirst thanked the cities for hosting the town hall meetings. The comments from the public would be good ideas to discuss in the future. He reminded the public about the 4-H fair being held July 24th until July 29th and the stock sale was on Monday evening. There was a public hearing on solar on Monday at Public Works. Also, the Pretty Prairie Rodeo turnout was good with approximately 4,000 people a night attending. Open house in Pretty Prairie's new EMS building will give us some ideas and need to provide more funds toward building costs.

Mr. Friesen had no comments, and signed off the video call at 10:55 a.m.

Mr. Parks mentioned how good the town hall meetings were and he also received good input from the public. He was in discussions with Randy Partington, EMS Chief David Johnson regarding buildings and coverage for response times.

7D. James Krstolich, Communication and Public Relations Manager with IdeaTek had a presentation. His request was for a Letter of Support along with \$50,000 to accompany the application for the BEAD program. Discussing Reno County becoming a Broadband Ready Communities Program. He had an area map with the 600 homes on it stating they were trying to cover as much area as possible, however the grant told them what houses would be covered. The BEAD program would not fix all the homes without broadband but would be a good start. He said there were 5,500 residences that had no coverage at all. After discussion by the Board Mr. Hirst moved, seconded by Mr. Whitesel, to approve the IdeaTek Letter of Support and \$50,000 to participate with application using Eco Dev funds. The motion was approved by a roll call vote of 4-0.

At 11:30 a.m. the meeting adjourned until Wednesday, July 31st, 2024, at 9:00 a.m.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date

July 31st, 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, Commissioner Ron Hirst, Commissioner Daniel Friesen, 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 Steve Gill with Turon Community Church.

Casey Swarts, 207 Buckskin Road, expressed his opinion and insights on whether to ban or not to ban solar in zone and unzone areas.

Mr. Whitesel informed the Board that he would excuse himself when they discussed business item #7B.

6. **Mr. Whitesel moved, seconded by Mr. Bogner**, to approve the consent agenda consisting of item 6A which includes the: **(6A)** Accounts Payable Ledger for claims payable on August 2nd, 2024, totaling \$165,421.32; as presented by staff. The motion was approved by a roll call vote of 5-0.

7A. Helen Foster Director of Human Resource introduced Rick Beins with USI. He gave a presentation and recommendation on the proposed group health plan changes. The changes will save the county money. Ms. Foster reviewed the new premiums for employees and said the number of enrolled employees had dropped to 308.

Mr. Hirst moved, seconded by Mr. Bogner, to approve the recommendation to move to Ventegra as the new Pharmacy Benefit Manager as presented by Mr. Beins. The motion was approved by a 5-0 vote.

Mr. Bogner moved, seconded by Mr. Hirst, to approve the recommendations from Mr. Beins for an enhancement of the benefits with Tria Health. The motion was approved by a 5-0 vote.

Mr. Parks moved, seconded by Mr. Bogner, for approval of the Health and Dental premiums as presented by Ms. Foster, HR Director. The motion was approved by a 5-0 vote.

At 9:35 a.m. Mr. Whitesel temporarily excused himself from the meeting.

7B. Mr. Timothy McClatchey, IT Director reviewed the Technology upgrade for Reno County Correctional Facility through LT Solutions with an estimated cost of \$487,239.21 out of fund 097, the County Equipment Reserve Fund. Sheriff Campbell spoke about the video cameras malfunctioning at the jail and how they need 24/7 surveillance to keep staff and inmates safe, he recommended LT Solutions. There would be an additional cost of \$101,000 for Millstone software. **Mr. Friesen moved, seconded by Mr. Bogner, to approve moving forward with the purchase of the new technology for the Reno County Correctional Facility through LT Solutions estimated at \$487,239.21 and the motion includes the additional cost of \$101,000 for software as recommended by staff. The motion was approved by a roll call vote of 4-0.**

At 9:45 a.m. Mr. Whitesel returned to the agenda meeting.

7C. County Counselor Patrick Hoffman explained the Water Purchase Agreement for Yoder Water District 101 with the City of Hutchinson. He said Yoder Water District without additional water supply the Water District will not be able to serve all its consumers, and the City of Hutchinson is the most convenient option. Once the agreement is approved by Reno County it must be approved by the City of Hutchinson. There was currently no alternative plan for water for the district.

Mr. Hirst moved, seconded by Mr. Whitesel, to approve the contract for water to Yoder Water District as explained. The motion was approved by a roll call vote of 5-0.

8A. County Administrator Randy Partington spoke about tax credits from the courthouse roof of \$293,706 with \$88,112 available to buy back credits putting in banks in August. City of Hutchinson has a housing survey that is printed in English and a Spanish version or QR codes, the survey is open for a month to the entire county.

9. Commissioner reports:

Mr. Friesen complimented IT explaining he had no problems with the technology when he was away. After a brief discussion on information from Planning and Zoning regarding solar recommendation. Mr. Friesen said he was trying to get the rules straight for everyone. Mr. Hoffman made clarifications on representation of the public. **Mr. Friesen made a motion, seconded by Mr. Whitesel,** to place a study session on this item for the September 11th, 2024, meeting, to review the solar recommendations from Planning and Zoning placing the business item on September 25th, 2024, agenda session. The motion was approved by a roll call vote of 5-0.

Mr. Bogner thought it was a good idea to discuss more. There are new laws that have come out on solar. He thought we need regulations to fall back on.

Mr. Parks commented on the process if no super majority comes back. Mr. Friesen asked Mr. Hoffman if we don't agree it requires a super majority? Mr. Hoffman will have an answer after further review.

Mr. Hirst thanked everyone for their support with the 4-H fair and livestock sale, it was a very good fair.

Mr. Whitesel commented on the last day on the month for "Make America Great Again". He suggested people get involved with neighbors. He attended the City of Hutchinson.

Mr. Parks moved for the Board enter executive session until 10:35 a.m. with the County Administrator Randy Partington and County Counselor Patrick Hoffman, the subject matter is private personnel matters and the justification for the executive session is to discuss personnel matters of non-elected personnel, **seconded by Mr. Whitesel.** The motion was approved by a roll call vote of 5-0.

At 10:35 a.m. the meeting adjourned until Wednesday, August 14, 2024, at 9:00 a.m.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date

June 12th, 2024
Reno County Courthouse
Hutchinson, Kansas

The Board of Reno County Commissioners held an agenda session with Commissioner Don Bogner, Commissioner John Whitesel, and Commissioner Ron Hirst, County Counselor Patrick Hoffman, County Administrator Randy Partington, and Minutes Clerk Cindy Martin, present. Chairman Randy Parks and Commissioner Daniel Friesen were not available.

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.

Mr. Bogner read a statement and presented a plaque that will be displayed at the Aging Department for the retirement recognition of Aging and Public Transportation Director Barbara Lilyhorn.

Mr. Bogner read a statement and presented a plaque for the retirement recognition of Information Technology Director Mike Mathews.

The Board and Mr. Randy Partington thanked and gave their appreciation for both employees' long years of service to Reno County, both are respected and will be missed.

4. Esmeralda Tovar-Mora Executive Director of Hutch in Harmony, 1404 W. 30th Avenue, Hutchinson invited the Commissioners to the Juneteeth celebration events planned for this weekend starting on Thursday at 6:00 p.m. at the first Civil Rights memorial. This weekend Pride events will be held at the fairgrounds. Hutch in Harmony celebrations coming up on Thursday through Saturday.

5. Mr. Bogner stated there were two additions, 6H and 6I, to the consent agenda for O'Brien's Marina LLC on and off premises Cereal Malt Beverage permits. Mr. Whitesel requested to remove consent item (6E) to business item (7B) resolution for Planning Case 2024-05 a request by John Van Bruggen and Clydesdale Frames Company, Inc. for a conditional use permit to establish a church and clinical counseling center on a parcel of land zoned R2 Suburban Residential District. The property is located on the south side of E. 4th Avenue, approximately 430 feet east of the intersection of E. 4th Avenue and Eastside Drive. The property address is 7201 E. 4th Avenue.

He also requested removing consent item (6G) to business item (7C) an agreement with Wichita State University to assist in Archaeological Survey of Reno County's property in H.A.B.I.T. to be used for the expanded H.A.B.I.T./Yoder Sewer District Project. **Mr. Whitesel moved, seconded by Mr. Hirst,** to amend the consent agenda moving (6E) and (6G) to business items. The motion was approved by a roll call vote of 3-0.

6. **Mr. Whitesel moved, seconded by Mr. Hirst,** to approve the consent agenda consisting of items 6A through 6D and 6F which includes the: **(6A)** Accounts Payable Ledger for claims payable on June 7th, 2024, totaling \$107,471.21; Accounts Payable Ledger for claims payable on June 14th, 2024, totaling \$833,877.68; **(6B)** approve per KDOT policy on selling released transit vehicles, acknowledge KDOT's determination that 3 RCAT cutaway buses, a 2014 Ford Eldorado Aerotech VIN 1FDFF4FS2DDB30741 with 138,889 miles, a 2013 Ford Eldorado Aerotech VIN 1FDFF4FS3DDA59551 with 222,679 miles and a 2019 Ford Eldorado Aerotech 220 VIN 1FDFF4FSXJDC42800 with 153,516 miles will transfer to another agency in need and authorize County Administrator Randy Partington to sign the titles; **(6C)** approve to declare as surplus 3 Reno County Area Transit buses; 2018 Ford Eldorado Aerotech Cutaway bus VIN 1FDFF4FSHDC72075 with 174,515 miles, 2017 Ford Goshen Cutaway bus VIN 1FDFF4FS0HDC22209 with 222,679 miles and a 2018 Ford Eldorado Advantage VIN 1FDFF4FS8HDC72078 with 190,457 miles as surplus to be auctioned on Purple Wave and authorize County Administrator Randy Partington to sign the titles; **(6D)** approve the Annual Review and Revisions to the South-Central Kansas Solid Waste Management Plan; **(6F)** approve **resolution #2024-15; A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR THE ESTABLISHMENT OF A RESIDENTIAL DUPLEX LAND USE ON A PARCEL OF LAND LOCATED IN THE NORTHEAST QUARTER OF SECTION 28, TOWNSHIP 24 SOUTH, RANGE 5 WEST OF THE 6TH P.M., IN RENO COUNTY, KANSAS.** Planning Case #2024-06 A request by Horst Properties, LLC for a conditional use permit to construct a residential duplex on a parcel of land zoned V-1 Village District. The property is located on the south side of E. Red Rock Road, approximately 350 feet east of the intersection of E. Red Rock Road and S. Main Street. The address is 3501 E. Red Rock Road; as presented by staff. The motion for the consent agenda was approved by a roll call vote of 3-0.

7A. Mr. Partington explained an application recommended appointment of Lindsey Herndon to the Reno County Council on Aging to fill a vacancy. **Mr. Hirst moved, seconded by Mr. Bogner,** to approve the appointment of Lindsey Herndon to fill a vacancy on Reno County Council on Aging as presented by staff. The motion was approved by a roll call vote of 2-1 with Mr. Whitesel opposed.

7B. This item was on the consent agenda (6E). Mr. Whitesel requested to discuss the fence around the church area. He asked for the full body of the Board to discuss and vote on the issues. **Mr. Hirst moved, seconded by Mr. Whitesel**, to table this requested item until the next agenda session on June 26th, 2024. The motion was approved by a roll call vote of 3-0.

7C. This item was on the consent agenda (6G) an agreement with Wichita State University to assist in Archaeological Survey of Reno County's property in H.A.B.I.T. to be used for the expanded H.A.B.I.T./Yoder Sewer District Project. Mr. Whitesel questioned #2-1 on the contract, if they cancel the commitment Reno County still had to pay and stated it should be on them for cancellation.

Mr. Hoffman explained how he understood the contract, we were not paying them in advance, and would not pay for them canceling. Mr. Whitesel also questioned #16, reasonable attorney fees. Public Works Director Don Brittain agreed with Mr. Hoffman to send the Reno County standard addendum to Wichita State clearing up the questions Mr. Whitesel had. **Mr. Whitesel moved, seconded by Mr. Bogner**, to approve attaching the Reno County Standard Addendum to the contract with Wichita State University to assist with Archaeological Survey. The motion was approved with a roll call vote of 3-0.

8A. Mr. Partington asked the Board if there were any questions about this month's department reports, there were no questions.

9. Commissioner Comments:

Mr. Whitesel stated Pride events are coming up this month. If you want an alternative, the church is putting on Lift Up Jesus story hour event.

Mr. Hirst mentioned there was a time constraint to enter written comments to the Kansas Corp Commission for increased cost of natural gas prices to the consumers' homes using less than 72 units. He stated he won't be able to attend the NAACP Saturday at 3 p.m. at the Stringer Fine Arts Center. He will be out of state for a burial service.

Mr. Bogner commented on a conversation with Emergency Management Director Adam Weishaar regarding the burn permit denials because of wind speeds. He stated make your calls to the people who can help with your issues, not to the Commissioners for action.

Mr. Hirst mentioned meeting with Representative Seiwert, Sheriff Campbell, and individuals regarding theft activity in the western half of the county.

At 9:35 a.m. Mr. Hoffman read the motion for the Board to recess into executive session until 9:50 a.m. with the county administrator Randy Partington and county counselor Patrick Hoffman, to discuss the subject of non-elected employee performance, the justification for the executive session is to discuss matters which have a reasonable expectation of privacy. **Mr. Hirst moved to recess as stated by county counselor, seconded by Mr. Whitesel.** The motion was approved by a 3-0 vote.

At 9:50 a.m. the Board returned to the agenda meeting and adjourned until Wednesday, June 26th, 2024, at 9:00 a.m.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date

June 26th, 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 Ron Kyker, Countryside Baptist Church.

Chairman Randy Parks read a brief history of Deputy Clayton Beaird's service to the Sheriff's Office. He then presented a retirement plaque to Deputy Beaird for his service from the Reno County Sheriff's Office. Sheriff Darrian Campbell, Captain Steve Lutz, and Undersheriff Shawn McHaley were also in attendance. Deputy Beaird thanked the Board.

4. Kari Mailloux, Director of Strategic Initiatives with Hutchinson Community Foundation spoke about "Love where you Live" Community Empowerment Initiative. She said there was a survey to help shape the future of local communities until August 4th, 2024.

5. Mr. Whitesel requested to move consent agenda item 6G, amended Memorandum of Understanding and Recipient Agreement between Reno County Board of Commissioners and United Way of Reno County to business item 7E.

Mr. Friesen requested to move consent agenda item 6E, resolution to extend solar moratorium to business item 7F. He also asked to have business items 7C and 7D moved to the top of the business items.

6. **Mr. Friesen moved, seconded by Mr. Whitesel,** to approve the consent agenda consisting of items 6A through 6D and 6F which includes the: **(6A)** Accounts Payable Ledger for claims payable on June 21st, 2024, totaling \$2,051,879.32; Accounts Payable Ledger for claims payable on June 28th, 2024, totaling \$567,141.37; **(6B)** approve BOCC final minutes for March 13th, March 27th, March 27th Canvass, April 10th, and April 24, 2024 also drafted minutes for May 8th, May 22nd, May 29th, June 12th, 2024; **(6C)** approve Community Corrections Behavioral Health Services Contract Extension Letters, **(6D)** approval for a new cereal malt beverage license for Inland Ocean Vineyards, LLC for on promises sales in the amount of \$125.00; **(6F)** approve ARPA Revised Agreement- Growth Inc. with above mentioned items removed by staff. The motion for the consent agenda was approved by a roll call vote of 5-0.

7C. Clint Nelson CEO Interfaith Housing update with ARPA funds. They are fourteen months into the housing project. He showed a presentation with the community impact and spoke about the improvement costs and Brush Up program. They have expended \$2.8 million of the \$4 million ARPA funds. He said they had a working partnership with SCKEDD. He updated the Board on the demolition of St. Elizabeth building, he said hopefully it be completed by the end of this year.

7D. Lacey Mills, United Way/Reno County Childcare Task Force, Heather Faulkner Consultant, Abby Stockebrand Consultant had a presentation on childcare addressing needs of the community. Ms. Mills said they are looking for how to become self-sustainable in the future. They were speaking about laying the foundation to solve the problem of childcare. They are a pilot program across the county and their communities and are being watched at the state level.

7E. **Mr. Friesen moved, seconded by Mr. Bogner,** to approve amendment in the agreement with United Way as explained by County Counselor Patrick Hoffman. The motion was approved by a roll call vote of 5-0.

7A. Kyle Berg, Director of the Automotive Department gave his annual report. He stated the last windstorm did damage to a few vehicles.

7B. County Administrator Randy Partington said this resolution was previously tabled. He and County Planner Mark Vonachen answered questions regarding resolution **#2024-16; A RESOLUTION FOR A CONDITIONAL USE PERMIT TO ESTABLISH A CHURCH AND CLINICAL COUNSELING CENTER ON A PARCEL OF LAND ZONED R-2 SUBURBAN RESIDENTIAL DISTRICT.** A request by John Van Bruggen and Clydesdale Frames Company, Inc. The property is located on the south side of E. 4th Avenue, approximately 430 feet east of the intersection of E. 4th Avenue and Eastside Drive. The property address is 7201 E. 4th Avenue. **Mr. Whitesel moved, seconded by Mr. Friesen,** to approve resolution #2024-16 with changes to remove fence and add language as discussed by Board. The motion was approved with a roll call vote of 5-0.

7F. The Board had a large discussion on the resolution to extend the solar moratorium that expires on June 30th, 2024. They had a large discussion on using the solar through a conditional use permit as an accessory. **Mr. Friesen motioned, seconded by Mr. Whitesel, then they agreed to withdraw the motion for the printed draft resolution from Mr. Hoffman.**

8A. County Administrator Randy Partington asked if there were any questions on the monthly department report, no one had any questions.

8B. Mr. Partington stated revenue for May 31st, 2024, was in good shape. The Board had no questions on the financial report. He had the new Aging/Transportation Director Kandance Bonnesen give a brief introduction to the Board. He mentioned the audit contract agreement staying with a flat fee this year and possibly raising in a small amount each year after 2024, the Board would have this item put on the agenda in July. Schedule Townhall meetings in Nickerson on July 8th at 6:30 pm, July 9th at 6:30 pm Pretty Prairie, July 16th at 6:30 pm Arlington regarding information on some issues in the unzone area, whether residents want to have zoning countywide or not. Comments would be compiled for the rest of the Board to review.

Mr. Partington spoke about letting the County Clerk know by July 10th agenda that the 2025 budget will not exceed the RNR, keeping it a flat mill levy, then public hearings on August 20th and September 20th. **Mr. Friesen moved, seconded by Mr. Bogner,** to authorize county staff to give notice of RNR as required by state statutes and not authorizing to set the final numbers so Mr. Partington could bring them back for the July 10th agenda session. Public notice to be given as directed. The motion was approved by a roll call vote of 4-1 with Mr. Whitesel opposed.

8C. Mr. Friesen moved, seconded by Mr. Whitesel, to approve resolution #2024-17; 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 as presented. The motion was approved by a roll call vote of 5-0.

9. Commissioner Comments:

Mr. Hirst commented on the SCKEDD Annual meeting presentation.

Mr. Whitesel spoke about activities in July and challenged residents in August to meet a new family in their neighborhoods.

Mr. Bogner cautioned the public not to set off fireworks in the county because of the extreme dry conditions which could start a fire, he said shoot them where you purchased them.

Mr. Parks reminded the public to know your candidates before placing your votes in the upcoming elections.

Mr. Friesen read a motion for the Board to recess into executive session with the county administrator Randy Partington, county counselor Patrick Hoffman, and Human Resources Director Helen Foster to discuss the subject of non-elected employee performance, the justification for the executive session is to discuss matters which have a reasonable expectation of privacy, and the executive session to end at 12:00 p.m. **Mr. Hirst seconded the motion.** The motion was approved by a 5-0 vote.

Mr. Friesen moved, seconded by Mr. Hirst, to extend the executive session for five minutes until 12:05 p.m. The motion was approved by unanimous vote.

At 12:05 p.m. the meeting returned to open session and adjourned until Wednesday, July 10th, 2024, at 9:00 a.m.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date

May 8th, 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 Robert Courtney with Union Valley Bible Church.

There were no public comments or additions to the agenda.

Mr. Whitesel moved, seconded by Mr. Bogner, to approve the consent agenda consisting of items 6A and 6B which includes the: **(6A)** Accounts Payable Ledger for claims payable on May 3rd, 2024, totaling \$439,529.95; Accounts Payable Ledger for claims payable on May 10th, 2024, totaling \$719,565.46; **(6B)** approve the renewal application for a Cereal Malt Beverage License for Oasis Convenience Store for OFF PREMISES sales; as presented by staff. The motion for the consent agenda was approved by a roll call vote of 5-0.

7A. Megan Davidson, Director of Solid Waste gave her Annual Report. She went over some projects, spring cleanups, household hazardous waste, and municipal solid waste construction and demolition at the landfill. Mr. Friesen asked about rates. She said there would be no increase for 2024 nor residential for 2025. There was mention of possible interest from Kansas Ethanol for the methane gas.

7B. County Counselor Patrick Hoffman gave an explanation to open the discussion on four categories of solar regulations asking the Board for clarification for the zoned area for Public Works Director Don Brittain. He suggested working on the four, one at a time, to get through them. After a brief discussion **Mr. Hirst moved, seconded by Mr. Bogner,** to have the Planning and Zoning Commission work on prohibiting large commercial solar systems in zoned portions of Reno County. There was not a vote at this time.

The Board along with Mr. Hoffman had a very large discussion on several aspects of the solar regulations.

Mr. Whitesel called for the question with needing four commissioners to end the discussion. **Mr. Hirst seconded.** The motion was approved by a 4-1 vote with Mr. Friesen opposed.

Mr. Hirst moved, seconded by Mr. Bogner, to approve the motion having Planning and Zoning Commission work on prohibiting large commercial solar systems in zoned portions of Reno County. The motion was approved by a 3-2 vote with Mr. Friesen and Mr. Whitesel opposed.

Mr. Brittain questioned the Board if they wanted to regulate private solar in zoned areas of the county?

Mr. Friesen moved to not regulate private solar zoning in the zoned areas of the county, **seconded by Mr. Whitesel.** They discussed creating an accessory use which has exact meaning in zoning regulations with setbacks like buildings. Mr. Friesen asked, "if you come up with something not currently in the definition of the written laws, you could do whatever you wanted." Mr. Brittain explained if you want to regulate where private solar panels go, then make it an accessory use, and now there would be setbacks, otherwise the people can put them where they want. **Mr. Friesen withdrew his motion along with Mr. Whitesel.** Mr. Brittain stated making it an accessory use is the easiest.

Mr. Hirst said the administration was in the process of setting up three meetings in District #2 for information in the unzone area to discuss solar zoning.

Mr. Hirst moved, seconded by Mr. Bogner, to extend the moratorium until October 1, 2024, as it applies to commercial large scale solar systems and only limited solar in the unzone area. After a brief discussion Mr. Hirst amended his motion to include zoned and unzone areas. Mr. Hirst withdrew his motion and amendment along with Mr. Bogner. The Board wanted to move this discussion to the second meeting in June.

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 person stepped down from the Health Advisory Board and stated that position would be open until end of May and bring the names back to the Board at that time.

9. Commissioner Comments:

Mr. Whitesel asked people to watch the height of grass in the City of Hutchinson, help your neighbor out it cost \$250 to \$300 to mow. Be safe for Memorial Day.

Mr. Hirst congratulated the students in Buhler FFA who received National Scholarship winners. He said HCC meat judging team had another National Champion, congrats to team members and coach. SCKEED and Interfaith Housing are working with three rural towns with housing assistance. On May 14th who want to bid on work on these houses if interested get ahold of SCKEED or Interfaith Housing. Problem with comps look at state regulations with appraisals in the same areas not far away from properties.

Mr. Friesen updated that Mr. Bogner and he are on the methane gas second cycle of questions for a meeting, maybe wrapped in end of May. He worked with second graders from area schools and asked them what qualifications they thought County Commissioners needed and what pay. It was a good event for everyone.

Mr. Bogner mentioned three things; 1) have neighbor consent to help them, 2) new website finding items in different places or missing information, they have to look around for information, 3) it was fun to see what the younger minds are thinking.

Mr. Parks thanked the IT Department for keeping us out of trouble in the light of what happened in Wichita last week. Kudos to Hutchinson High School baseball they finished strong beating two teams with a clean sweep.

At 10:35 a.m. the meeting adjourned until Wednesday, May 22nd, 2024, at 9:00 a.m.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date

May 22nd, 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 Reverend Harold Nelson.

Mr. Parks read a statement regarding the annual banquet on May 1st, 2024, of KACP (Kansas Association of Chief Police) and Valor Foundation Awards Ceremony. He read the four different awards given to 54 Law Enforcement Officers across the State of Kansas: Bronze, Silver, Gold, and the Chiefs Award. He stated an event involved two Reno County Sheriff Officers (Sgt. Levi Conard and Deputy Derrek Berg) and Highway Patrol Officer Jeffrey Schawe regarding a young suicidal woman. These officers found and saved her life, each receiving the Silver Award.

At 9:10 a.m. Mr. Parks read a motion for the Board to recess into executive session until 9:25 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. **Mr. Friesen seconded the motion.** The motion was approved by a 5-0 vote.

4. There were no public comments.

5. Mr. Whitesel requested to remove 6F resolution for Planning Case 2024-04 a request 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 $\frac{3}{4}$ of a mile north of the intersection of E. 69th Avenue and N. Lorraine Street; and 6G Revision of the Electronic Media, Mobile Device Security, and Training Policy from the consent agenda to discuss them in the business items 7E and 7F. Mr. Parks stated there was an addition to the business section, item 7D a Declaration of Emergency Disaster Proclamation.

6. **Mr. Whitesel moved, seconded by Mr. Bogner,** to approve the consent agenda consisting of items 6A through 6E which includes the: **(6A)** Accounts Payable Ledger for claims payable on May 17th, 2024, totaling \$553,488.58; Accounts Payable Ledger for claims payable on May 24th, 2024, totaling \$516,756.69; **(6B)** approve BOCC drafted minutes for March 13th, March 27th, March 27th Canvass 2024; **(6C)** approve BOCC drafted minutes for April 10th and April 24th, 2024; **(6D)** approve the purchase of 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. Authorize County Administrator Randy Partington to sign the title work; **(6E)** approve **resolution #2024-13; 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.** Planning Case #2024-03 a request and resolution by Unified School District #313 (Applicant: Landmark Architects).

The property is located at 509 E. 56th Avenue, which is at the southeast corner of N. Plum Street and E. 56th Avenue as presented by staff. The motion for the consent agenda was approved by a roll call vote of 5-0.

7A. Karla Nichols, Director of Public Health gave a presentation for her annual report. The Board did not have any questions.

7B. County Administrator Randy Partington explained the replacement appointment to the Reno County Health Department (RCHD) Advisory Board. Current Advisory Board member, Aubrey Nuss, submitted her resignation to Hutchinson Regional Healthcare System, and the Advisory Board. The Health Department is asking for Aubrey's replacement to be a current employee of Hutchinson Regional Healthcare System. A recommendation was given from Aubrey and Hutchinson Regional leadership for Kelli Miller, Care Management Director, to be her replacement. The Advisory Board was recommending Ms. Miller begin the term June 1, 2024, and continue until that term expires December 31, 2025. There was another applicant Jamee Lynne Archer who may be selected at the year end when additional spots open up. **Mr. Friesen moved, seconded by Mr. Bogner**, to approve the appointment of Kelli Miller to the Health Departments Advisory Board as recommended by Ms. Nuss and Hutchinson Regional. The motion was approved by a 4-1 vote with Mr. Whitesel opposed because the applicants were not interviewed by the Board.

7C. Sheriff Darrian Campbell gave a power point on the shooting range. He said Phase I was almost complete for the shooting platform and awning. The Sheriff was requesting to move forward on the Phase II project scope for the training building. They were currently using the Hutchinson Correctional facilities which were limited. The Sheriff said they had to scale down since not receiving enough private funds.

County Administrator Randy Partington recapped and would work to prepare documents for a short-term bond to pay for Phase II and Fire District projects.

Adam Weishaar, Emergency Management Director discussed the Fire District #7 in Turon and Fire District #3 in Nickerson both needed a new fire station/building. FD #7 had an estimated cost of \$400,000 but will go out for bid per county policy, the district will pay all but \$150,000 from their reserve fund.

Emergency Management would like to keep at least \$100,000 in the reserve fund for non-building costs. FD #3 would be a similar building to FD#7, so the cost would be closer to \$400,000 instead of \$1 million as estimated a few years ago. FD #3 has a reserve balance of \$313,020 and would like to use \$200,000 to go toward building costs. The remaining balance for both districts will need to be financed with a short-term pay off. The buildings would be a 60'x100' steel frame with up to 6 bays.

After a discussion, **Mr. Hirst moved, seconded by Mr. Bogner,** to instruct administration staff to move forward with the financing for shooting range phase II and fire districts #3 and #7 with Reno County Public Building Commission. Come back later to the Board with final costs for each project. There was no vote at this time, so the Board went into a larger discussion.

The motion was approved with a 4-1 vote with Mr. Whitesel was opposed wanting other finance options.

At 10:22 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.

Mr. Hoffman started the discussion by reading from Reno County Policy 2019 and K.S.A. 12-757 regarding the Planning Commission action by the Board.

Mark Vonachen, Reno County Planner gave explanation for the consent item 6F was now business item 7E for resolution 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 $\frac{3}{4}$ of a mile north of the intersection of E. 69th Avenue and N. Lorraine Street. The Planning Commission approved the petition as presented by a 4-1 vote based on the eleven factors and attached seven conditions of approval. There was a large discussion on conditional use of AG land and requirements.

Mr. Friesen moved, seconded by Mr. Hirst, to approve as recommended with a slight change in conditions to clear the fall distance 1 to 1, clarifying outside requirement of 1 to 1, he stated construction has to be done that way. The motion had to be 4 votes to make any changes by a super majority vote. The motion was approved by a roll call vote of 4 to 1 with Mr. Bogner opposed. Mr. Hirst requested in the future regarding towers, he wanted the County Planner to contact the FFA to check on ALES radar for red lights. Mr. Vonachen stated he would check.

Mr. Whitesel has requested moving consent item 6G to business item 7F for the revision of the Electronic Media, Mobile Device Security, and Training Policy because there needs to be a second person. After a brief discussion the Board decided to table this item. **Mr. Friesen moved, seconded by Mr. Whitesel,** to table this item before the first week's agenda meeting in June to do some areas that need a little refinement on the Boards protection for information. The motion was approved by a vote of 5-0. Mr. Friesen requested to send to policy in Word form, sending any replies to Mr. Partington using redline mode.

8A. Mr. Partington asked the Board if there were any questions about this month's department reports, there were no questions.

8B. Mr. Partington explained briefly about the financial report. He reminded the Board about next week's budget meeting for some departments and outside agencies. He made a timeline of 15 to 30 minutes for selected departments. The Board mentioned revenue neutral rates.

9. Commissioner Comments:

Mr. Friesen mentioned there was good communication on storms and getting the information out. He heard Haven got hit the worst in Reno County and the community came together to help out. He thanked and appreciated Adam Weishaar and the emergency staff.

Mr. Bogner spoke about the Haven fire station having no roof, but they were an active and functioning fire department. He received a call thanking everyone for the good outcome of the sanitation process. Mr. Friesen thanked Ron Vincent for his input on the sanitation process.

Mr. Hirst commented that he met with a group of concerned citizens regarding horse racing events at (bush tracks) out northwest of Pretty Prairie. He did not feel it was a good event for the Reno County community and noted that June 15th is the first horse race. He reminded everyone about the mayor's meeting at Gambino's Tuesday, May 28th from 5:30 to 7:30 p.m. Please remember Memorial Day is coming up, thanks to all veterans.

Mr. Parks questioned Mr. Partington about remote working. Mr. Partington stated there were only very limited personnel remotely working.

Mr. Whitesel reviewing agenda saw willingness to help neighbors with storm damage, good to see community come together. Budget notice to do cuts to agencies.

At 11:35 a.m. the meeting adjourned until Wednesday, June 12th, 2024, at 9:00 a.m.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date

Reno County Courthouse Veterans Room
206 W. 1st Avenue
Hutchinson, KS 67501
Wednesday, May 29, 2024, 9:00 AM

1. Call to Order
2. 2025 Budget
 - .ABudget Work Session Schedule, Subject to Change
 - 9:00 AM - Randy - Intro
 - 9: 15 AM - Randy - City Info & County General
 - 9:30 AM - Chaplaincy & Sheriff
 - 9:45 AM - Sheriff
 - 10:00 AM -Horizons Mental District
 - 10:15 AM- Conservation District
 - 10:30 AM- County Fair
 - 10:45 AM - TECH
 - 11:00 AM - TECH
 - 11:15 AM-Don Brittain
 - 11:30 AM - Adam Weishaar (Fire Districts)
 - 11:45 AM - Randy - Cthse General, Admin, BOCC
 - 12:00 PM -Randy - Cthse General, Admin, BOCC
 - 12:15 PM - Lunch Break
 - 12:30 PM - Lunch Break
 - 12:45 PM - Mike Mathews (IT CIP)
 - 1:00 PM -Harlen Depew (CIP)
 - 1:15 PM - Kyle (Auto CIP)
 - 1:30 PM -Eco Devo
 - 1:45 PM - StartUp Hutch

2:00 PM -Extension Office

2:15 PM -Michelle Updegrove

2:30 PM -Producer's (Farmer's) Market

2:45 PM -Karla Nichols

3:00 PM -District Attorney

3:15 PM -Museum

3:30 PM -Museum

AGENDA

1. Mission Moment
2. Services Report
 - a. Reno County Services
 - b. Jail Services
 - i. From 1/1/23-6/24/24 - 362 inmates received mental health services.
 - ii. Of the 209 inmates who received services that were released - 98 (47%) returned to jail
 1. 4 returned after 2 years; 28 returned after 1 year; 33 returned after 6 months; 33 returned in less than 6 months.
 - c. Crisis Services - Since June no individuals discharged from Larned to Reno County who were not from Reno County.
 - d. Individual Placement and Support Services: We assist individuals find employment. We have had 115 individuals enrolled in the program and we have been able to help 35 individuals find employment.
3. Financial Review
 - e. June Financials
4. Other Updates

Horizons Mental Health Center
Statement of Revenue and Expense
For The Month and Year To Date Ended June 30, 2024

MTD						YTD						
Actual	Budget	Variance	% Change	Prior Year	Prior Yr Variance		Actual	Budget	Variance	% Change	Prior Year	Prior Yr Variance
3,167,217	2,587,151	580,066	22.42%	2,282,134	885,083	Patient Revenue	35,172,716	32,856,817	2,315,899	7.05%	23,803,045	11,369,671
<u>3,167,217</u>	<u>2,587,151</u>	<u>580,066</u>	<u>22.42%</u>	<u>\$ 2,282,134</u>	<u>885,083</u>	Total Patient Revenue	<u>35,172,716</u>	<u>32,856,817</u>	<u>2,315,899</u>	<u>7.05%</u>	<u>23,803,045</u>	<u>11,369,671</u>
614,410	71,190	543,220	763.1%	68,759	545,651	Contractual Adjustments	3,515,769	854,277	2,661,491	311.6%	790,163	2,725,606
557	35,595	(35,038)	-98.4%	24,777	(24,220)	Charity Care	381,150	427,139	(45,988)	-10.8%	407,697	(26,547)
24,837	23,635	1,202	5.1%	(167,265)	192,101	Other Deductions	368,960	283,620	85,340	30.1%	(56,862)	425,823
499,774	567,240	(67,466)	-11.9%	658,594	(158,820)	Other Adjustments - CCBHC Adjustment	7,729,935	6,806,881	923,054	13.6%	7,345,012	384,923
56,599	14,238	42,361	297.5%	75,606	(19,007)	Provision for Bad Debt	434,162	170,855	263,307	154.1%	201,632	232,530
<u>1,196,176</u>	<u>711,898</u>	<u>484,279</u>	<u>955.3%</u>	<u>660,471</u>	<u>535,706</u>	Total Deductions from Revenue	<u>12,429,976</u>	<u>8,542,772</u>	<u>3,887,204</u>	<u>498.5%</u>	<u>8,687,642</u>	<u>3,742,334</u>
1,971,041	1,875,253	95,788	5.1%	\$ 1,621,663	349,378	Net Patient Revenue	22,742,740	24,314,045	(1,571,305)	-6.5%	15,115,402	7,627,338
387,704	348,854	38,850	11.1%	616,726	(229,022)	Other Operating Revenue	4,784,833	4,186,248	598,585	14.3%	5,625,602	(840,769)
<u>2,358,745</u>	<u>2,224,107</u>	<u>134,638</u>	<u>16.25%</u>	<u>2,238,389</u>	<u>120,356</u>	Total Operating Revenue	<u>27,527,573</u>	<u>28,500,293</u>	<u>(972,720)</u>	<u>7.84%</u>	<u>20,741,004</u>	<u>6,786,569</u>
						Expenses						
1,403,272	1,426,228	(22,956)	-1.6%	1,213,727	189,545	Salaries	15,303,882	17,114,743	(1,810,861)	-10.6%	13,157,945	2,145,936
23,616	26,350	(2,734)	-10.4%	29,922	(6,305)	Purchased Labor	319,901	316,200	3,701	1.2%	329,745	(9,844)
405,586	579,567	(173,981)	-30.0%	267,777	137,809	Employee Benefits	5,812,084	6,954,816	(1,142,732)	-16.4%	4,647,026	1,165,058
-	-	-	0.0%	-	-	Physician Fees	-	-	-	0.0%	-	-
24,544	46,058	(21,514)	-46.7%	259,016	(234,472)	Rent	257,486	552,696	(295,209)	-53.4%	522,692	(265,206)
16,719	18,458	(1,740)	-9.4%	11,233	5,486	Utilities	171,971	221,498	(49,526)	-22.4%	151,288	20,683
5,572	7,162	(1,590)	-22.2%	2,547	3,025	Maintenance	67,041	85,944	(18,903)	-22.0%	50,531	16,509
60,341	107,892	(47,551)	-44.1%	119,882	(59,541)	Purchased Services	1,010,491	1,294,705	(284,214)	-22.0%	1,244,308	(233,816)
12,410	14,610	(2,200)	-15.1%	6,821	5,588	Other Supplies	131,252	175,318	(44,067)	-25.1%	188,197	(56,945)
57,453	30,597	26,856	87.8%	58,442	(988)	Computer Software Services	388,055	367,169	20,886	5.7%	411,323	(23,268)
85,828	62,039	23,789	38.4%	13,893	71,935	Other	760,594	744,467	16,127	2.2%	507,135	253,460
<u>2,095,341</u>	<u>2,318,962</u>	<u>(223,621)</u>	<u>-9.6%</u>	<u>1,983,260</u>	<u>112,081</u>	Total Expenses	<u>24,222,758</u>	<u>27,827,556</u>	<u>(3,604,798)</u>	<u>-13.0%</u>	<u>21,210,190</u>	<u>3,012,568</u>
<u>\$ 263,405</u>	<u>\$ (94,855)</u>	<u>\$ 358,259</u>	<u>-377.7%</u>	<u>\$ 255,129</u>	<u>\$ 8,275</u>	*EBIDA	<u>\$ 3,304,815</u>	<u>\$ 672,737</u>	<u>\$ 2,632,078</u>	<u>391.3%</u>	<u>\$ (469,186)</u>	<u>\$ 3,774,001</u>
<u>11.2%</u>	<u>-4.3%</u>	<u>15.4%</u>	<u>-361.8%</u>	<u>11.4%</u>	<u>-0.2%</u>	EBIDA as percent of net revenue	<u>12.0%</u>	<u>2.4%</u>	<u>9.6%</u>	<u>408.6%</u>	<u>-2.3%</u>	<u>14.3%</u>
395	-	395	19.8%	-	395	Interest	541	-	541	0.00%	28	513
43,939	49,217	(5,278)	-10.7%	(267,447)	311,386	Depreciation	537,024	590,608	(53,584)	-9.07%	220,298	316,726
<u>\$ 219,070</u>	<u>\$ (144,072)</u>	<u>\$ 363,142</u>	<u>-252.1%</u>	<u>\$ 522,576</u>	<u>\$ (303,506)</u>	Operating Margin	<u>\$ 2,767,250</u>	<u>\$ 82,129</u>	<u>\$ 2,685,121</u>	<u>3269.4%</u>	<u>\$ (689,512)</u>	<u>\$ 3,456,762</u>
\$ -	\$ -	-	#DIV/0!	\$ 4	\$ (4)	Investment Income	\$ -	\$ -	\$ -	#DIV/0!	\$ 1,442	(1,442)
101,934	12,500	89,434	715.5%	557,561	(455,627)	Investment Interest Income	821,215	150,000	671,215	447.5%	913,114	(91,899)
-	-	-	0.0%	(16,507)	16,507	Gain or Loss On Disposal	(18,867)	-	(18,867)	0.0%	(16,507)	(2,360)
5,880	833	5,047	605.6%	5,412	468	Other	71,608	10,000	61,608	616.1%	41,217	30,391
<u>\$ 107,814</u>	<u>\$ 13,333</u>	<u>\$ 94,481</u>	<u>708.60%</u>	<u>\$ 546,470</u>	<u>\$ (438,656)</u>	Total Other Non-Operating Income	<u>\$ 873,956</u>	<u>\$ 160,000</u>	<u>\$ 713,956</u>	<u>446.22%</u>	<u>\$ 939,267</u>	<u>\$ (65,311)</u>
<u>\$ 326,884</u>	<u>\$ (130,739)</u>	<u>\$ 457,623</u>	<u>-350.0%</u>	<u>\$ 1,069,046</u>	<u>\$ (742,163)</u>	Excess (Deficiency) of Revenue Over Expenses	<u>\$ 3,641,206</u>	<u>\$ 242,129</u>	<u>\$ 3,399,077</u>	<u>1403.8%</u>	<u>\$ 249,755</u>	<u>\$ 3,391,452</u>
<u>9.29%</u>	<u>-6.48%</u>	<u>15.77%</u>		<u>23.35%</u>	<u>-14.1%</u>	Operating Margin %	<u>10.05%</u>	<u>0.29%</u>	<u>9.76%</u>		<u>-3.32%</u>	<u>13.4%</u>
<u>13.25%</u>	<u>-5.84%</u>	<u>19.09%</u>		<u>38.39%</u>	<u>-25.14%</u>	Excess (Deficiency) %	<u>12.82%</u>	<u>0.84%</u>	<u>11.98%</u>		<u>1.15%</u>	<u>11.67%</u>

Reno County February-June 2024

Client Count

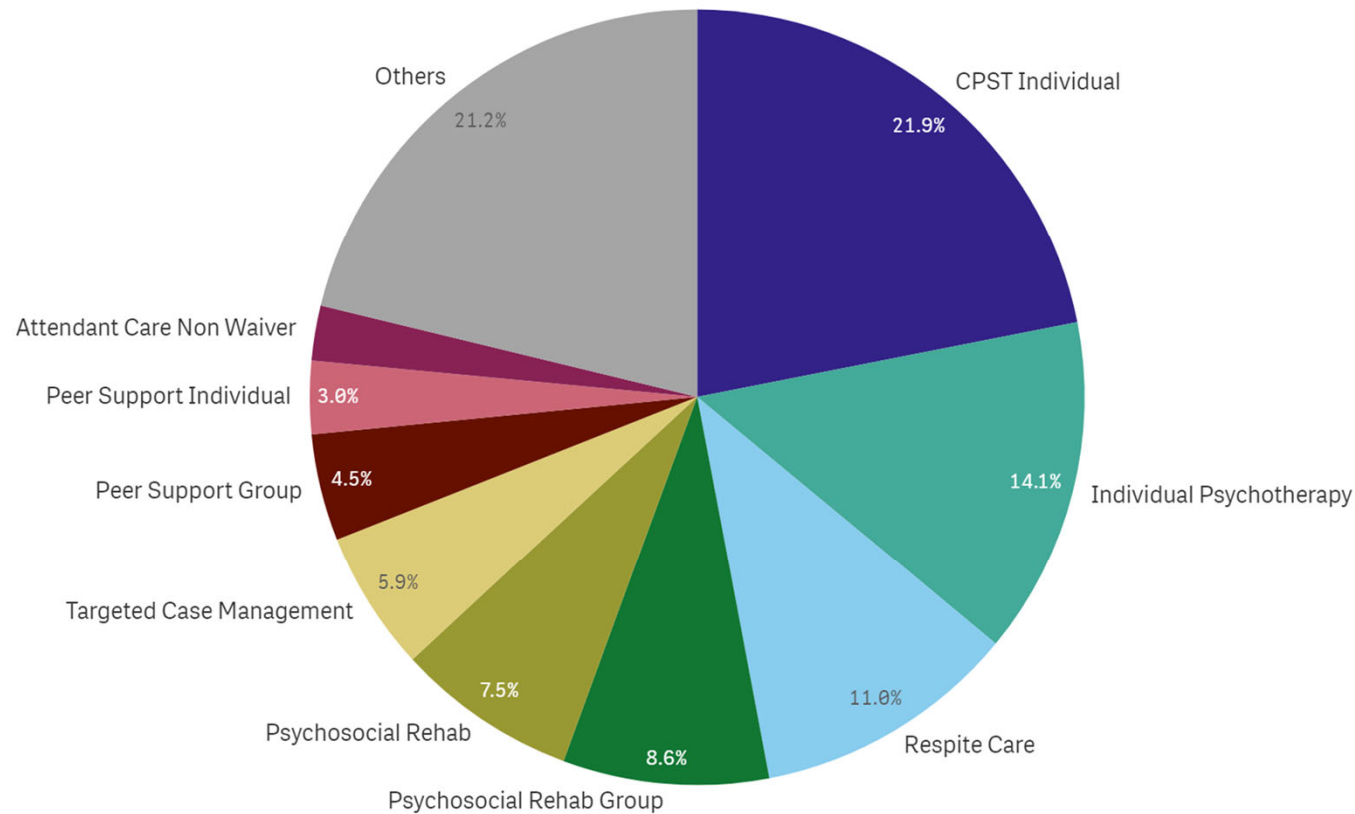
3,542

Service Count

54,567

Total Service Hours

52.71k



All Counties February-June 2024

Client Count

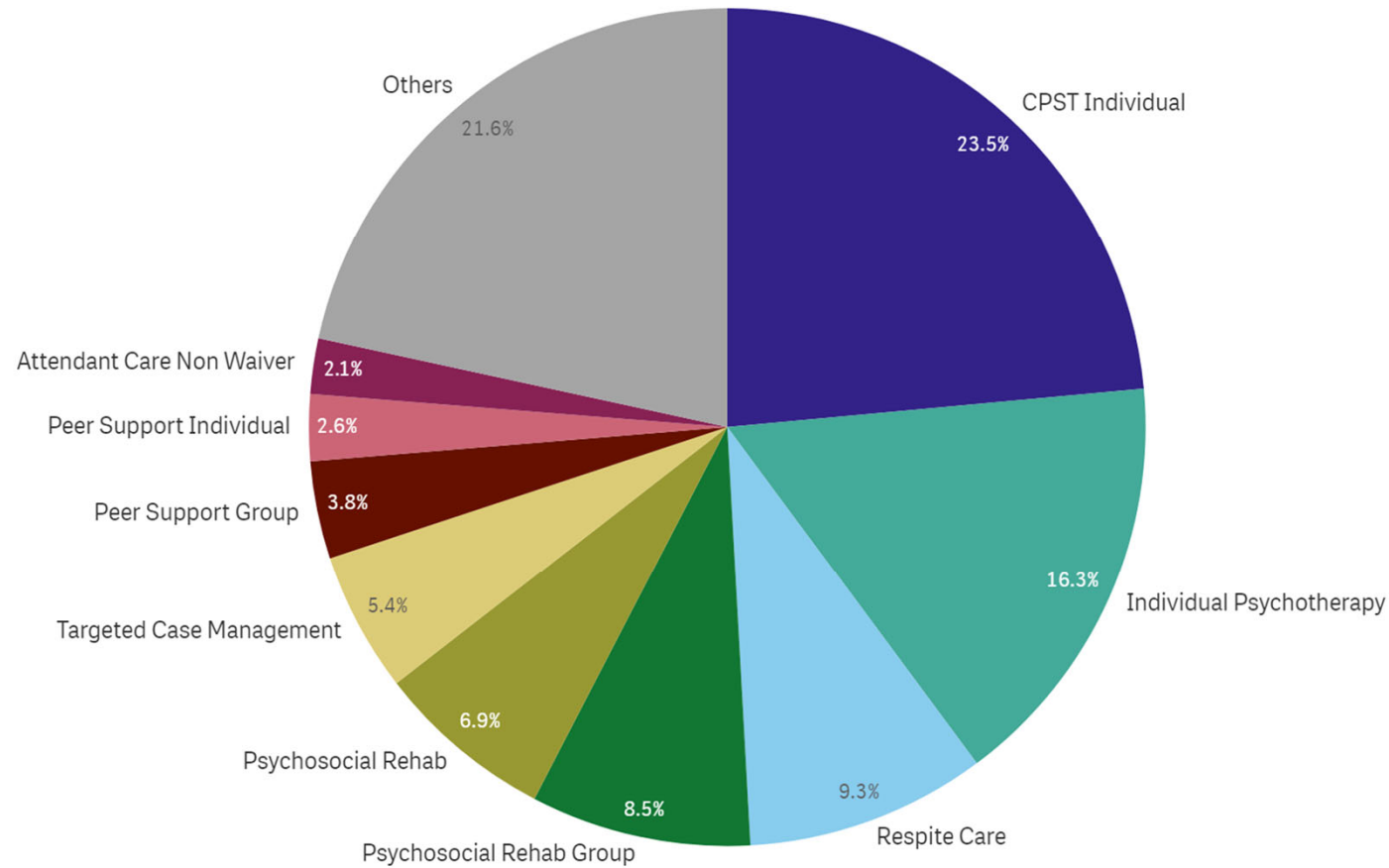
4,420

Service Count

66,551

Total Service Hours

63.35k





AGENDA ITEM

AGENDA ITEM #7.B

AGENDA DATE: August 28, 2024

PRESENTED BY: Harlen Depew, Maintenance Director

AGENDA TOPIC:

Consider for approval, a bid from Sunrise Elevator for repairs and modernization of the public elevator at the Law Enforcement Center

SUMMARY & BACKGROUND OF TOPIC:

Both elevators at the LEC are original to the building and parts are hard to find. Our plan was to modernize both elevators this year, and we budgeted accordingly. However, since that budget was adopted, the State of Kansas has implemented new requirements for elevators throughout the State. This triggered quite a number of things that were not in the original budget. The City's lease agreement states that they will reimburse 50% of the cost. So, after discussions with them, we have agreed to recommend modernizing the public elevator first, and then budget for the secure elevator in a future year.

Earlier this year, the main hydraulic cylinder on the public elevator developed a leak, so it's been out of order. This project would retain the car, but replace the cylinder, modernize the controls and mechanical equipment, and bring the elevator up to current State code requirements.

We received bids from TK Elevator, Sunrise Elevator, and Schindler Elevator. Otis declined to bid. TK was the lowest bid with Sunrise close behind. We believe the best overall bid is from Sunrise Elevator due to the fact that their contract terms and conditions are more favorable, leaving less risk on the County for things that could come up during the project.

ALL OPTIONS:

1. Award the bid to Sunrise Elevator, Benton Kansas in the amount of \$ \$149,857.64
2. Award the bid to the low bidder, TK Elevator, Wichita, Kansas \$144,140.25
3. Repair the public elevator this year to get it back in service and defer modernization of both elevators until another year.

RECOMMENDATION / REQUEST:

Award the bid to Sunrise Elevator in the amount of \$149,857.64

POLICY / FISCAL IMPACT:

The project will be funded through the CIP budget, with 50% of the cost reimbursed by the City of Hutchinson.

In addition to the base bid, there is a significant amount of, "work by others", that will need to be completed in order to meet the new State of Kansas requirements. This work is estimated not to exceed \$50,000.

Until demolition begins, we won't know if the hydraulic cylinder is installed in casing below grade or not. If it is not cased, soil samples will need to be taken, and any contaminated soil may need to be remediated. This would be at an additional cost as well.



07/10/2024

PROJECT LOCATION

Reno County Law Enforcement Center
210 W. 1st St.
Hutchinson, KS 67501

PROJECT DESCRIPTION

Modernization of 2 hydraulic elevators
with cylinder replacement

Submitted to:

Reno County Law Enforcement Center
210 W. 1st St.
Hutchinson, KS 67501

Attention: Harlen Depew

Submitted from:

Sunrise Elevator, Inc.
PO Box 123
Benton, KS 67017
Phone (316) 737-0083

Sunrise Elevator, Inc will furnish all labor and materials to modernize the equipment mentioned above.

Equipment Description

- (2) hydraulic elevators
- (1) 3 stop front and rear, (1) 2 stop front only
- Capacity: 3 stop- 3000lbs, 2 stop- 1500lbs
- ASME 17.1-2022 code (per state requirements)

NEW EQUIPMENT TO BE INSTALLED:

- New non-proprietary microprocessor controllers- EC Pixel Hydro
- New hydraulic cylinders- ITI Hydraulics
- New buffers- ITI Hydraulics
- New leveling system to ensure floor accuracy- EC Pixel
- New car operating panel with all new ADA compliant features required by elevator code- Innovation Industries stainless steel, 2022 code
- New hall fixtures that meet all ADA requirements required by elevator code including fire service key switch and operating instructions- Innovation Industries labor saver in stainless steel, 2019 code
- New inspection controls to safely work on top of the elevator- Integrated controls from EC Pixel
- New door operator and necessary equipment- MAC door operator and accessories
- Re-new and service interlocks and gate switch as needed
- New car door restrictor system
- New 3D door detector
- New pit stop switch
- New wiring throughout entire elevator system
- New pit ladder

EQUIPMENT TO BE RETAINED:

- Car sling and structure
- Hoistway doors
- Car Doors
- Rails

At the completion of the work, the elevators listed above will meet all state and federal elevator code requirements and will be tested by a qualified elevator inspector. All equipment will meet or exceed the applicable version of ASME/ANSI A17.1 required by local authorities.

POWER SUPPLY

The power supply of 480 volts, 3 phase, 60 hertz will be retained with the new equipment provided by the building/contractor.

GENERAL REQUIREMENTS

OLD/UNUSED MATERIALS

Sunrise Elevator, Inc. reserves the right to obtain and remove any old or unused equipment off of the jobsite.

PERMITS AND INSPECTIONS

Sunrise Elevator, Inc. will furnish required licenses and permits and will schedule all inspections or tests required by local authorities.

STORAGE

Provide dry, secure, and protected storage space adjacent to the elevator shaft

ASBESTOS

Should any asbestos be found to be present in the building which is related to any elevator work shall be the responsibility of others to abate, contain or prepare the workplace as safe for our employees to work within or around. Sunrise Elevator, Inc. will not be responsible for working with asbestos that may be disturbed or uncontained. Sunrise Elevator, Inc. will not be responsible for any costs associated with delay of the work should asbestos be detected and require removal by others

NON-ELEVATOR EQUIPMENT

Remove or properly cover any non-elevator related pipes or wiring located in the elevator machine room or hoistway.

OPERATING ELEVATOR FOR OTHER TRADES

If Sunrise Elevator, Inc. is required to operate the elevator to facilitate the work of other trades, we shall be reimbursed appropriately for our time and schedule delay.

WORK BY OTHERS SCHEDULING

All work by others must be completed prior to the start of the elevator project or properly scheduled as to not obstruct or delay the progress of the project. Most of our crews work 4-10s so Fridays work best for us.

HOISTWAY VENTILATION

Provide code compliant hoistway ventilation. Building Codes require a means to prevent the accumulation of hot air and gasses at the top of the hoistway. Vents shall not be less than 3.5% of the area of the hoistway or less than 3 sq. ft. for each elevator car, whichever is greater. Elevator/building codes change frequently, therefore this requirement is subject to local authorities discretion.

Water Damage

Any water damage beyond this scope of work will be the responsibility of the owner/contractor.

CONSTRUCTION USE OF ELEVATORS IF APPLICABLE

Construction use of elevators will be provided for up to 30 days of use. After 30 days, the contractor or owner listed on this contract is responsible for paying Sunrise Elevator, Inc. \$25/day per elevator for continued use while under construction. Any damages to the equipment will be the responsibility of the contractor or owner listed on this contract.

WORK REQUIRED BY OTHER CONTRACTORS OR BUILDING PERSONNEL

The following items must be supplied or completed by others and you agree to:

Machine room:

- Self closing/self locking fire rated door
- Fire rate machine room penetrations and holes
- Provide dual outlet GFCI on stand alone circuit
- Provide lighting intensity at a minimum of 200 LUX in all areas on stand alone circuit
- Provide suitable ventilation and cooling for machine room equipment, requirements include maintaining a temperature between 50-90 degrees F and shall not exceed 90% non- condensing humidity
- Provide smoke/fire system per elevator fire service requirements, provide sprinkler system and heat sensors for hydraulic elevator applications
- Provide a lockable and fused disconnect that has a maximum short circuit current rating of 5K amps on the load side. Disconnect must be labeled with short circuit rating and up feed circuit information.
- Provide a lockable and fused (15 amp) stand alone 120VAC circuit for car lighting requirements
- Provide a lockable and fused (15 amp) stand alone 120VAC circuit for emergency communication requirements
- Provide a telephone line and internet line to each controller
- Provide a fire extinguisher
- Machine room must be free of any non-elevator related equipment

Hoistway:

- Do any cutting, including cutouts to accommodate hall signal fixtures, patching (including fire caulking) and painting of walls, floors or partitions.
- Hoistway must be clear of any equipment not related to the elevator
- Fire rate hoistway penetrations and holes
- Provide a 75° angle constructed of a non-combustible material on all ledges that are 4 inches or greater

Pit:

- Provide dual outlet GFCI on stand alone circuit
- Provide lighting intensity at a minimum of 100 LUX in all areas on stand alone circuit
- Provide single outlet, GFCI breaker protected outlet for sump pump
- Provide a sump pump with flush, non-combustible grating over the sump hole in the elevator pit floor. Location of sump pump to be installed to not interfere with any elevator equipment.

MAINTENANCE

Sunrise Elevator, Inc. will provide maintenance on the elevator equipment provided for under this contract for a period of twelve (12) months starting on the date the elevator equipment is turned over for use.

Maintenance will consist of regular examinations and any necessary adjustment and lubrication of the equipment. The required supplies and parts will be furnished except such parts that may be needed because of negligence, misuse or accidents not caused by us. If needed and upon your request, special examination will be made if the elevator has issues between regular examinations and you agree to notify us promptly of any such issue. No work or service other than that specifically mentioned is included. All work will be performed during our regular working hours of our regular working days, except for emergency callback service, which will be charged at our standard overtime rate.

It is agreed that we do not assume possession or control of any part of the equipment, but such remains yours exclusively as the owner (or lessee) thereof.

We shall not be liable for any loss, damage or delay due to any cause beyond our reasonable control including, but not limited to, acts of government, strikes, lockouts, fire, explosion, theft, floods, riot, civil commotion, war, malicious mischief or act of God. Under no circumstances shall we be liable for consequential damages.

New Cylinder with PVC Protection

The existing cylinder is single bottom and considered a code violation. The NEW cylinder shall be of a double bottom design constructed of steel pipe of sufficient thickness and suitable for the operating pressure as prescribed by the latest revision of the ASME A17.1 code. The top of the cylinder shall be equipped with a new cylinder head with a drip ring to collect any oil seepage, as well as internal guide ring and self-adjusting packing. The cylinder exterior shall be covered with a protective coating. PVC Protection helps protect the cylinder from corrosion, permits monitoring and evacuation of liquids to make sure the cylinder does not come in contact with water, and helps contain oil should the cylinder leak. The PVC Protection can help protect your property against possible environmental contamination and clean-up costs.

New Plunger

The plunger shall be constructed of selected steel tubing or pipe of proper diameter machined true and smooth with a fine polished finish. The plunger shall be provided with a stop ring electrically welded to it to prevent the plunger from leaving the cylinder.

Installation

The plunger and new cylinder shall be installed plumb and shall operate freely with minimum friction.

Pit Equipment, Pit Channel and Buffer Springs

New Pit channels and Buffer springs will be provided. The Pit channels will accommodate the new buffer springs and cylinder evacuation fittings. The Pit channels and springs shall comply with latest revision of ASME A17.1 code.

Cylinder Head Support Removal

Sunrise Elevator, Inc. will remove the existing cylinder-head support for cylinder replacement. After installation of the new cylinder and PVC Protection System is complete, Sunrise Elevator, Inc. will provide a new cylinder-head support.

Removal of Equipment and Hole Preparation

This proposal includes removing the existing cylinder from the original well hole. **Drilling work is not included in this proposal.** If any physical obstruction, hindrance, ground water, or cave-in is encountered below the ground, we shall be provided with written authorization to proceed with the excavation utilizing any additional special hoisting or excavating equipment required. Sunrise Elevator, Inc. shall be reimbursed for all additional costs incurred subsequent to encountering the physical obstruction or hindrance, including the costs of the special equipment, at our regular billing rates.

Removal of Excavation Spoils

All excavation spoils removed by Sunrise Elevator, Inc. and its agents or subcontractors during the performance of this work will be placed in 55 gallon drums at the site. It shall remain the owner's responsibility to properly label and dispose of the excavation spoils and existing cylinder according to regulatory requirements. To complete this plunger and cylinder installation, the following items must be performed or furnished by the GC, owners or their agent according to governing codes. The price and installation schedule of Sunrise Elevator, Inc. is based on the following conditions prevailing at the beginning and during installation of the elevator equipment and includes the following:

- Owner will provide electric power for light, tools, hoists, welding, drilling rig (if necessary), etc. required for the duration of this protect.
- Owner will provide full access to the work area for the contractors work and their agents at all times during the agreed upon work hours for the duration of the project.
- Owner will provide onsite storage space adequate to store cylinder, oil, tools, etc. during the project. The storage space should be in close proximity to the work area.
- Owner will be responsible for keeping the well hole free of contaminants and clear of any obstruction.

PRICING

Please select which option

Front Elevator: \$149,857.64 plus applicable sales tax

yes no

Rear Elevator: \$147,154.26 plus applicable sales tax

yes no

This price is based on a **forty percent (40%)** payment due at signing for engineering and the procurement of materials.

This contract, including the provisions printed on the pages following, shall be a binding contract between you, or the party identified below for whom you are authorized to contract (collectively referred to herein as "you"), and Sunrise Elevator, Inc. when accepted by you through execution of this proposal by you and approved by our authorized representative; or by your authorizing us to perform work for the project and our commencing such work.

This quote expires in 60 days

Submitted by: _____
Matthew Whitley

Customer

Sunrise Elevator, Inc.

Approved by Authorized Representative

Approved by Authorized Representative

Date: August 28, 2024

Date: _____

Signed: _____

Signed: _____

Print Name: Randy Parks

Print Name: _____

Title: Chairman

Title: _____

Phone: 620-259-8171

Phone: _____

Email: harlen.depew@renogov.org

Email: _____

Name of Company: Reno County

† Principal, Owner or Authorized Representative of Principal or Owner

† Agent Harlen Depew, Director, Maintenance & Purchasing
(Name of Principal or Owner)

TERMS AND CONDITIONS

The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law. In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described. This quotation is subject to change or withdrawal by us prior to acceptance.

We warrant to you that the work performed by us hereunder shall be free from defects, no inherent in the quality required or permitted, in material and workmanship for one (1) year from the date of substantial completion. Our duty and your remedy under this warranty are limited to our correcting any such defect you report to us within the warranty period by, at our opinion, repair or replacement, provided all payments due under the terms of this contract have been made in full. All parts used for repair or replacement under this warranty shall be good quality and furnished on an exchange basis. Printed circuit boards used for replacement parts under this warranty may be refurbished boards. Exchanged parts become our property. We shall perform the work during our regular working hours of our regular working days unless otherwise agreed in writing. You shall be responsible for providing suitable storage space at the site for our material.

You shall obtain title to all the equipment furnished hereunder when final payment for such material is received by us. In addition, you shall be granted a license to use any software incorporated into any such equipment solely for operating such equipment.

Any drawings, illustrations or descriptive matter furnished with the proposal are submitted only to show the general style, arrangement and dimensions of the equipment.

Payments shall be made as follows: A down payment of forty percent (40%) of the price shall be paid after we have completed processing your equipment requirements; the balance shall be paid on completion if the work is completed within a thirty day period. If the work is not completed within a thirty day period, monthly progress payments shall be made based on the value of any equipment ready or delivered, if any, and labor performed through the end of the month less a five percent (5%) retainage and the aggregate of previous payments. The retainage shall be paid when the work is completed. We reserve the right to discontinue our work at any time until payments shall have been made as agreed and we have assurance satisfactory to us that subsequent payments will be made when due. Payments not received within thirty (30) days of the date of invoice shall be subject to interest accrued at the rate of sixteen percent (16%) per annum or at the maximum rate allowed by applicable law, whichever is less. We shall also be entitled to reimbursement from you of the expenses, including attorney's fees, incurred in collecting any overdue payments.

Any material removed by us in the performance of the work shall become our property.

Our performance is conditioned upon your securing any required governmental approvals for the installation of any equipment provided hereunder and your providing our workman with adequate electrical power at no cost to us with a safe place in which to work, and we reserve the right to discontinue our work in the building whenever in our opinion working conditions are unsafe. If overtime work is mutually agreed upon and performed, an additional charge thereof, at our usual rates for such work, shall be added to the contract price. The performance of our work hereunder is conditioned on your performing the preparatory work and supplying the necessary data specified on the front of this proposal or in the attached specification, if any. Should we be required to make an unscheduled return to your site to begin or complete the work due to your request, acts or omissions, then such return visits shall be subject to additional charges at our current labor rates.

We shall retain a security interest in all material furnished hereunder and not paid for in full. You agree that a copy of this Agreement may be used as a financing statement for the purpose of placing upon public record our interest in any material furnished hereunder, and you agree to execute a UCC-1 form or any other document reasonably requested by us for that purpose.

Except insofar as your equipment may be covered by a Sunrise Elevator, Inc. maintenance or service contract, it is agreed that we will make no examination of your equipment other than that necessary to do the work described in this contract and assume no responsibility for any part of your equipment except that upon which work has been done under this contract.

Neither you nor we shall be liable to the other party hereto for any loss, damage or delay due to any cause beyond your or our reasonable control, including, but not limited to, acts of government, strikes, lockouts, fire, explosion, theft, floods, riot, civil commotion, war, malicious mischief, or act of God; provided, however, that should loss of or damage to our material or work occur at the site, you shall compensate us therefore unless such loss or damage results from our acts or omissions.

We do not agree under our warranty to bear the cost of repairs or replacements due to vandalism, abuse, misuse, neglect, normal wear and tear, modifications not performed by us, improper or insufficient maintenance by others, or any cause beyond our control.

THE EXPRESS WARRANTIES SET FORTH IN THIS AGREEMENT ARE THE EXCLUSIVE WARRANTIES GIVEN: WE MAKE NO OTHER WARRANTIES EXPRESS OR IMPLIED, AND SPECIFICALLY MAKE NO WARRANTY OF MERCHANTABILITY OR OF FITNESS FOR ANY PARTICULAR PURPOSE; AND THE EXPRESS WARRANTIES SET FORTH IN THIS AGREEMENT ARE IN LIEU OF ANY SUCH WARRANTIES AND ANY OTHER OBLIGATION OR LIABILITY ON OUR PART.

Under no circumstances shall we be liable for any special, indirect or consequential damages of any kind including, but not limited to, loss of profit, loss of good will, loss of business opportunity, additional financing costs, or loss of use of any equipment or property, whether in contract, in tort, in warranty or otherwise. Your remedies set forth herein are exclusive and our liability with respect to any contract, or anything done in connection therewith such as performance or warranty or otherwise, shall not exceed the price for the equipment or services rendered.

It is agreed that after completion of our work, you shall be responsible for ensuring that the operation of any equipment furnished hereunder is periodically inspected. The interval between such inspections shall not be longer than what may be required by the applicable governing safety code. Our work shall not include the identification, detection, abatement, encapsulation or removal of asbestos, polychlorinated biphenyl (PCB), or products or materials containing asbestos, PCB's or other hazardous substances. In the event we encounter any such product or materials in the course of performing work, we shall have the right to discontinue our work and remove our employees from the project until you have taken the appropriate action to abate, encapsulate or remove such products or materials, and any hazards connected therewith, or until it is determined that no hazard exists (as the case may require). We shall receive an extension of time to complete the work hereunder and compensation for delays encountered as a result of such situation.

This Agreement constitutes the entire understanding between the parties regarding the subject matter hereof and may not be modified by any terms on your order form or any other document, and supersedes any prior written or oral communication relating to the same subject. Any amendment or modifications to this Agreement shall not be binding upon either party unless agreed to in writing by an authorized representative of each party. Both parties agree that any form issued by you that contains any terms that are inconsistent with those contained herein shall not modify this Agreement, nor shall it constitute an acceptance of any additional terms.



Modernization Proposal



LAW ENFORCEMENT CT

July 11, 2024

Purchaser: Reno County Maintenance
Address: 206 W 1st Ave
Hutchinson, KS 67501-5204

Location: LAW ENFORCEMENT CT
Address: 218 W 1st Ave
Hutchinson, KS 67501-5204

TK Elevator Corporation (hereinafter "TK" or "TK Elevator") is dedicated to delivering Reno County Maintenance (hereinafter "Purchaser") the safest, highest quality vertical transportation solutions. I am pleased to present this customized Proposal (the "Proposal") in the amount of \$275,097.73 to modernize the elevator equipment described in the pages that follow at the above-referenced location. Until Purchaser provides an applicable and properly completed tax exemption certificate, Purchaser will be billed not only the price set forth in this Proposal but also all applicable sales tax.

Our modernization package is engineered specifically for your elevator system and will include the elevator mechanical and electrical components being replaced, refurbished or retained.

Benefits of Modernization include:

- Increased durability and reliability
- Improved fire and life safety features
- Decreased waiting times
- Reduced energy consumption
- Reduced operational cost
- Reduced troubleshooting time

This Proposal shall remain in effect for the next forty-five (45) days unless it is revoked earlier by TK Elevator in writing. The price above is subject to escalation - even after Purchaser's acceptance of this Proposal - under certain circumstances including TK Elevator being subjected to increased charges by its suppliers for any of the applicable materials and/or components due to supply chain issues; the imposition of new or increased taxes, tariffs, or other charges imposed by applicable governmental authorities; TK Elevator being subjected to increased charges from its shippers and/or freight forwarders; any material called for in this Proposal being released into production more than 6 months following the written acceptance of this Proposal; or any work described in this Proposal is not completed by December 31, 2025. 3rd party elevator inspector cost is included.

In the event you have any questions regarding the content of this Proposal, please do not hesitate to contact me. We appreciate your consideration.

Sincerely,

Brian Russell
Account Executive
brian.russell@tkelevator.com
+1 316 5292233

Modernization Proposal



Modernization Proposal



SCOPE OF WORK

Grouping Name: 1

Equipment Type: Hydraulic

Speed: 75 fpm

3 Stops (2 Front /1 Rear)

Capacity: 3000 lbs.

Units Included

Building Address	Nickname	TKE Serial #
218 W 1st Ave	Main Passenger	US51153
Price breakdown this car = \$144,140.25	Elev 1	

Description of Work

Controller

- Battery Lowering
- Pixel Hydro Controller by EC (Elevator Controls)
- Machine Room Wiring

Power Unit

- Oil
- Power Unit Maxton Valve by EC

Jack

- Complete Jack by ITI Hydraulik
- PVC by ITI Hydraulik
- Pit Mounting Channels by ITI.

Car

- Crosshead data tag (for existing car slings)
- Car Top Exit Switch

Hoistway

- Hoistway Wiring (Traveling Cable)
- Landing System for Pixel Hydro
- Hoistway Duct Kit (per run) (not available with controllers by others)

Pit

- Shutoff Valve Kit (Pit)
- Pit Switches
- Buffers by ITI.
- 16" Retractable Pit Ladder with Sensors (Flooded)

Modernization Proposal



Cab

Door Equipment

- MAC Closed Loop Door Operators
- 3D Door Detector
- Gibs
- Hoistway Hanger / Hanger Rollers

Car Fixtures

- Car Riding Lantern by Innovation
- Main Car Station (COP) by Innovation

Hall Fixtures

- Jamb Braille (Pairs)
- Car Identification Plate (Pair)
- Hall Stations Terminal by Innovation
- Hall Stations Intermediate by Innovation

Grouping Name: 2

Equipment Type: Hydraulic	Speed: 75 fpm
2 Stops (2 Front /0 Rear)	Capacity: 1500 lbs.

Units Included

Building Address	Nickname	TKE Serial #
218 W 1st Ave	Jail	US51152
Price breakdown this car = \$130,957.48	Elev 2	

Description of Work

Controller

- Battery Lowering
- Pixel Hydro Controller by EC
- Machine Room Wiring

Power Unit

- Oil
- Power Unit Maxton Valve by EC

Jack

- Complete Jack by ITI Hydraulik
- PVC by ITI Hydraulik
- Pit Mounting Channels by ITI.

Car

Modernization Proposal



- Crosshead data tag (for existing car slings)
- Car Top Exit Switch

Hoistway

- Hoistway Wiring (Traveling Cable)
- Landing System by EC
- Hoistway Duct Kit (per run) (not available with controllers by others)

Pit

- Shutoff Valve Kit (Pit)
- Pit Switches
- Buffers by ITI
- 16" Retractable Pit Ladder with Sensors (Flooded)

Cab

Door Equipment

- MAC Door Operator
- 3D Door Detector
- Gibs
- Hoistway Hanger / Hanger Rollers

Car Fixtures

- Main Car Station (COP) by Innovation

Hall Fixtures

- Hall Lanterns by Innovation
- Jamb Braille (Pairs)
- Car Identification Plate (Pair)
- Hall Stations Terminal by Innovation
- Hall Stations Terminal by Innovation

1. Key Tasks and Approximate Lead Times

Key Tasks to be performed to be performed by Purchaser prior to equipment fabrication:

- Execution of this Proposal
- Payment for pre-production and engineering
- Approval of layout (if applicable)
- Execution of TK Elevator's Material Release Form

Approximate Durations/Lead Times

Contract execution

(can run concurrently with layout drawing package preparation and approval)

Varies

Modernization Proposal



Survey and Order of Materials (additional time required for cab, signal, entrance preparation and approval, if applicable)	6 Weeks
Fabrication time (from receipt of all approvals, fully executed contract, Material Release Form and initial progress payment)	5 Weeks
Modernization of elevator system (Per Unit): (Upon completion of all required preparatory work by others)	7 Weeks

The durations or lead times listed above are strictly approximations that can vary due to factors both within and outside of TK Elevator's control, are subject to change without notice to Purchaser and shall not be binding on TK Elevator.

2. Payment Terms

50% of the price set forth in this Proposal as modified by options selected from the section entitled "Value Engineering Opportunities & Alternates" (if applicable) will be due and payable as an initial progress payment within 30 days from TK Elevator's receipt of a fully executed copy of this Proposal. This initial progress payment will be applied to project management, permits, engineering and shop drawings, submittals, and drilling mobilizations (if required). The material will not be ordered until this payment is received, and the parties have both executed this Proposal and the Material Release Form.

25% of the price set forth in this Proposal as modified by options selected from the section entitled "Value Engineering Opportunities & Alternates" (if applicable) shall be due and payable when the material described above has been furnished. Material is considered furnished when it has been received at the jobsite or TK Elevator staging facility. Supporting documentation of materials stored shall be limited to stored materials certificates of insurance and bills of lading. Receipt of this payment is required prior to mobilization of labor.

25% of the price set forth in this Proposal shall be made as progress payments throughout the life of the project. In the event TK Elevator fails to receive payment within thirty (30) days of the date of a corresponding invoice, TK Elevator reserves the right to demobilize until such a time that the payments have been brought up to date, and TK Elevator has the available manpower.

It is agreed that there will be no withholding of retainage from any billing and by the customer from any payment.

The payment terms breakdown above shall be considered the Schedule of Values for the project as written. Billing shall be submitted on or before the 25th day of the month according to the payment schedule above and accompanied by a form of G702-703 pay application/schedule of values and a conditional waiver, the format of which is hereby acknowledged and accepted.

The use of online Portals for the submission of billing shall follow the terms of the Proposal and Customer agrees to permit billing in accordance with the executed contract terms. Portal access and usage is to be provided free of additional charge to TK Elevator and any additional cost for such use is to be reimbursed to TK Elevator via a reimbursable change order immediately upon acceptance.

Purchaser agrees that TK Elevator shall have no obligation to complete any steps necessary to provide Purchaser with full use and operation of the installed equipment until such time as TK Elevator has been paid 100% both of the price reflected in this Proposal and for any other work performed by TK Elevator or its subcontractors in furtherance of this

Modernization Proposal



Proposal. Purchaser agrees to waive any and all claims to the turnover and/or use of that equipment until such time as those amounts are paid in full.

Proposal price:		\$275,097.73
Initial progress payment:	(40%)	\$110,039.09
Material furnished:	(30%)	\$82,529.32
Total of remaining progress payments:	(30%)	\$82,529.32

Any work that Purchaser may require prior to turnover of the equipment that is outside of the scope described in this Proposal - other than Temporary Use as described below - will be performed only after the full execution of a mutually agreeable change order and only at the following rates:

Mechanic (Standard) per hour	\$278.00
Mechanic (OT) per hour	\$586.00
Team (Standard) per hour	\$500.00
Team (OT) per hour	\$1,055.00

Rates are not inclusive of any per diem, mileage or other expenses which may be dependent on jobsite location.

3. Warranty

TK Elevator warrants any equipment it installs as described in this Proposal against defects in material and workmanship for a period of one (1) year from the date of Purchaser's execution of TK Elevator's "Final Acceptance Form" on the express conditions that all payments made under this Proposal and any mutually agreed-to change orders have been made in full and that such equipment is currently being serviced by TK Elevator. In the event that TK Elevator's work is delayed for a period greater than six (6) months, the warranty shall be reduced by the amount of the delay. This warranty is in lieu of any other warranty or liability for defects. TK Elevator makes no warranty of merchantability and no warranties which extend beyond the description in this Proposal, nor are there any other warranties, expressed or implied, by operation of law or otherwise. Like any piece of fine machinery, the equipment described in this Proposal should be periodically inspected, lubricated, and adjusted by competent personnel. This warranty is not intended to supplant normal maintenance service and shall not be construed to mean that TK Elevator will provide free service for periodic examination, lubrication, or adjustment, nor will TK Elevator correct, without a charge, breakage, maladjustments, or other trouble arising from normal wear and tear or abuse, misuse, improper or inadequate maintenance, or any other causes other than defective material or workmanship. In order to make a warranty claim, Purchaser must give TK Elevator prompt written notice at the address listed on the cover page of this Proposal and provided all payments due under the terms of this Proposal and any mutually agreed to written change orders have been made in full, TK Elevator shall, at its own expense, correct any proven defect by repair or replacement. TK Elevator will not, under any circumstances, reimburse Purchaser for cost of work done by others, nor shall TK Elevator be responsible for the performance of any equipment that has been the subject of service, repair, replacement, revisions or alterations by others. If there is more than one (1) unit which is the subject of work described in this Proposal, this section shall apply separately to each unit as accepted.

Modernization Proposal



4. Preventative Maintenance Program

This Proposal does not include any maintenance, service, repair or replacement of the equipment or any other work not expressly described herein. TK Elevator may submit a separate proposal to Purchaser covering the maintenance and repair of this equipment to be supplied to Purchaser at an additional cost. In the event the Purchaser and TK Elevator have a new or existing maintenance Agreement in effect at the time of the acceptance of this proposal and/or during the scope of this work, the terms of the Agreement shall remain in full force and effect throughout the performance of this scope of work and continue throughout the duration of the stated term in that Agreement.

5. Work Not Included

There are certain items that are not included in this Proposal, many of which must be completed by Purchaser prior to and as a condition precedent to TK Elevator's performance of its work as described in this Proposal. In order to ensure a successful completion of this project, it shall be solely Purchaser's responsibility to coordinate its own completion of those items with TK Elevator. The following is a list of those items that are not included in this Proposal:

A. Hoistways and Equipment Rooms

1. Purchaser shall provide the following:

- a. A dry legal hoistway, properly framed and enclosed, and including a pit of proper depth and overhead. This is to include steel safety beam, inspection or access platforms, access doors, sump pump, lights, waterproofing and venting as required; dewatering of pit(s) and required permanent screening/
- b. A dry legal machine/control room, with clear rollable access adequate for the elevator equipment, including floors, trap doors, properly sized legal machine room doors, gratings, machine room or roof access platforms, roof/loading protection, ladders, railings, foundations, all hoist beams, lighting, ventilation sized per the TK Elevator shop drawings and/or code requirements. Purchaser must maintain machine/control room (or machine/control space within the shaft for MRL equipment) temperature between 55 and 90 degrees Fahrenheit, with relative humidity less than 95% non-condensing at all times.
- c. Adequate bracing of entrance frames to prevent distortion during wall construction.
- d. All grouting, fire caulking, cutting, x-ray and removal of walls and floors, patching, coring, setting of sleeves/knockouts, penetrations and painting (except as specified) and removal of obstructions required for elevator work; along with all proper trenching and backfilling for any underground piping and/or conduit.
- e. All labor and materials necessary to support the full width of the hoistway at each landing for anchoring or welding TK Elevator sill supports, steel angles, sill recesses;
- f. The furnishing, installing and maintaining of the required fire rating of elevator hoistway walls, including the penetration of firewall by elevator fixture boxes;
- g. Ensuring that the elevator hoistways and pits are dewatered, cleaned and properly waterproofed;

B. Electrical and Life Safety:

1. Purchaser shall provide a dedicated, analog telephone or data line to the elevator telephone or communication device; one additional data line per group of elevators for diagnostic capability wired to designated controller; This Proposal includes the installation of an in-car emergency elevator communication system for the benefit of the deaf, hard of hearing and speech impaired (the "Multimedia Equipment") in accordance with the current applicable requirements of both the International Building Code and ASME A17.1. Purchaser shall provide one permanent 110V 20 amp circuit with all piping and wiring to controller for the emergency elevator communication system. This Proposal does not, however, include the monitoring of any communications to and from that

Modernization Proposal



Multimedia Equipment and Purchaser (and any end user of the units) expressly acknowledge that it is solely their responsibility to ensure that any and all such communications are appropriately monitored in accordance with all applicable rules, codes, statutes and/or laws as a condition precedent to turnover of the units including but not limited to a modem and internet connection and a minimum of four (4) hours of battery backup for all communications.

2. Purchaser shall provide the following:

- a. suitable connections from the power main to each controller and signal equipment feeders as required, including necessary circuit breakers and fused mainline disconnect switches per N.E.C. prior to installation. Suitable power supply capable of operating the new elevator equipment under all conditions;
- b. piping and wiring to controller for mainline power, car lighting, and any other building systems that interface with the elevator controls per N.E.C. Articles 620-22 and 620-51;
- c. any required hoistway / wellway, machine room, pit lighting and/or 110v service outlets;
- d. conduit and wiring for remote panels to the elevator machine room(s) and between panels. Remote panels required by local jurisdictions are not included in this proposal;
- e. a bonded ground wire, properly sized, from the elevator controller(s) to the primary building ground; and all remote wiring to the outside alarm bell as requested by all applicable code provisions;
- f. installed sprinklers, smoke/heat detectors on each floor, machine room and hoistways / wellways, shunt trip devices (not self-resetting) and access panels as may be required as well as normally open dry contacts for smoke/heat sensors, which shall be terminated by Purchaser at a properly marked terminal in the elevator controller;
- g. a means to automatically disconnect the main line and the emergency power supply to the elevator prior to the application of water in the elevator machine room that shall not be self-resetting;
- h. emergency power supply including automatic time delay transfer switch and auxiliary contacts with wiring to the designated elevator controller and along with electrical cross connections between elevator machine rooms for emergency power purposes;
- i. the following emergency power provisions are not included: interface in controller, pre-testing and testing, emergency power keyswitches;
- j. emergency power operation is included as part of the design of the elevator control system and based on each car in the group only, to properly sequence, one at a time to the programmed landing, and park. The design requires that the generator, transfer switch, and related circuitry are sufficient to run this function or any other function for any building other system that is associated with this project. In the event that the generator, transfer switch, and related circuitry are not sufficient, TK Elevator will provide Purchaser with a written change order for Purchaser's execution.
- k. a dry set of contacts which close 20 seconds prior to the transfer from normal power to emergency power or from emergency power to normal power whether in test mode or normal operating conditions in the event that an emergency power supply will be provided for the elevator;
- l. confirmation that the emergency standby power generator and/or building can accept the power generated to and from the elevator during both Hi-Speed and Deceleration. In cases where the generator and/or building load is not electrically sized to handle the power return from the regen drive, additional separate chopper and resistor units are available for purchase but not included in this proposal. The additional chopper and resistor units allow regenerated power to be dissipated in the resistor bank and not sent back into the building grid.

C. Miscellaneous:

1. Purchaser shall provide all work relating to the finished cab flooring including, but not limited to, the provision of materials and its installation to comply with all applicable codes;
2. Hydraulic jack replacement:

Modernization Proposal



- a. the excavation of the elevator cylinder well hole in the event drilling is necessary through soil that is not free from rock, sand, water, building construction members and obstructions. Should obstructions be encountered, TK Elevator will proceed only after written authorization has been received from the Purchaser. The contract price shall be increased by the amount of additional labor at TK Elevator's standard labor rates as per the local office along with any additional expenses and materials required;
- b. adequate ingress and egress, including ramping, for rail-mounted or truck-mounted drill rig;
- c. Purchaser is responsible for pumping truck contractor to remove and dispose of spoils from the site. In the event that unforeseen and unfavorable below ground conditions are encountered, including but not limited to concrete around the cylinder, construction debris, adverse water and/or soil conditions, erosion, cavitations, oil contamination, or circumstances necessitating increased hole depth, etc., which require the employment of specialized contractors, TK Elevator shall immediately advise the Purchaser and costs will be extra to the contract;
- d. in ground protection systems other than TK Elevator's standard HDPE or PVC protection system with bottomless corrugated steel casing;
- e. any required trenching and backfilling for underground piping or casings, and conduit as well as any compaction, grouting, and waterproofing of block-out;
- f. engineering, provision and installation of methane barriers or coordination/access;
- g. access to 2" pressurized water supply within 100'-0" of the jack hole location;
- h. a safe, accessible storage area for placement of D.O.T. 55 gallon containers for the purpose of spoils containment; obtaining of local environmental or disposal permits
- i. any spoils or water testing;

6. Working Hours, Logistics and Mobilization

- a. All work described in this Proposal shall be performed during TK Elevator's regular working days – defined as Monday thru Friday and excluding IUEC recognized holidays – and regular working hours – defined as those hours regularly worked by TK Elevator modernization mechanics at the TK Elevator branch office that will provide labor associated with the performance of the work described in this Proposal - unless otherwise specified and agreed to in writing by both TK Elevator and Purchaser (hereinafter TK Elevator's regular working days and regular working hours shall be collectively defined as "normal working hours"). TK Elevator shall be provided with uninterrupted access to the elevator hoistway and machine room areas to perform work during normal working hours.
- b. Purchaser shall provide on-site parking to all TK Elevator personnel at no additional cost to TK Elevator.
- c. Purchaser shall provide traffic control, lane closures, permits and flagmen to allow suitable access/unload of tractor trailer(s).
- d. Purchaser agrees to provide unobstructed tractor-trailer access and roll-able access from the unloading area to the elevator or escalator hoistways or wellways (as applicable).
- e. Purchaser will be required to sign off on the Material Release Form, which will indicate the requested delivery date of equipment to the site. If Purchaser is not ready to accept delivery of the equipment within ten (10) business days of the agreed upon date, Purchaser will immediately make payments due for equipment and designate an area adjacent to the elevator shaft where Purchaser will accept delivery. If Purchaser fails to provide this location or a mutually agreeable alternative, TK Elevator is authorized to warehouse the equipment at the TK Elevator warehouse or designated distribution facility at Purchaser's risk and expense. Purchaser shall reimburse TK Elevator for all costs due to extra handling and warehousing. Storage beyond ten (10) business days will be assessed at a rate of \$100.00 per calendar day for each unit listed in this Proposal, which covers storage and insurance of the elevator equipment and is payable prior to delivery.

Modernization Proposal



- f. Purchaser agrees to provide a dry and secure area adjacent to the hoistway(s) at the ground level for storage of the elevator equipment and tools within ten (10) business days from receipt at the local TK Elevator warehouse. Any warranties provided by TK Elevator for vertical transportation equipment will become null and void if equipment is stored in any manner other than a dry, enclosed building structure. Any relocation of the equipment as directed by Purchaser after initial delivery will be at Purchaser's expense.
- g. TK Elevator includes one mobilization to the jobsite. A mobilization fee of \$5,000.00 per crew per occurrence will be charged for pulling off the job or for any delays caused by others once material has been delivered and TK Elevator's work has commenced.
- h. Access for this project shall be free and clear of any obstructions. A forklift for unloading and staging material shall also be provided by Purchaser at no additional cost.
- i. Purchaser shall provide an on-site dumpster. TK Elevator will be responsible for cleanup of elevator/ escalator packaging material; however, composite cleanup participation is not included in this Proposal.
- j. The hiring of a disposal company which MUST be discussed prior to any material being ordered or work being scheduled. TK Elevator will provide environmental services ONLY if this is specifically included under the "Scope of Work" section above. TK Elevator assumes no responsibility and/or liability in any way whatsoever for spoils or other contamination that may be present as a result of the cylinder breach and/or other conditions present on the work site.
- k. One or more of the units described in this Proposal will be out of service and unavailable to move passengers and/or property during entire duration of the performance of the work described in this Proposal until re-certified by the applicable authority(ies) having jurisdiction and in good standing with payment schedules.
- l. If site specific rules and regulations classify the elevator pit as confined space, elevator pits will need to reclassify a permit-required space to a non-permit required space prior to mobilization.

7. Temporary Use, Inspection and Turnover

- a. Unless required by specification, TK Elevator will not provide for "temporary use" of the elevator(s) described in this Proposal prior to completion and acceptance of the complete installation. Temporary use shall be agreed to via a change order to this Proposal which shall require Purchaser's execution of TK Elevator's standard Temporary Use Agreement. Cost for temporary use of an elevator shall be \$200.00 per calendar day per hydraulic elevator and \$250.00 per calendar day for each traction elevator for rental use only, excluding personnel to operate. All labor and parts, including callbacks required during the temporary use period will be billed at TK Elevator's standard local billing rates. In the event that an elevator must be provided for temporary use, TK Elevator will require 30 days to perform final adjustments and re-inspection after the elevator has been returned to TK Elevator with all protection, intercoms and temporary signage removed. This duration does not include any provisions for finish work or for repairs of same, which shall be addressed on a project-by-project basis. Cost for preparation of controls for temporary use, refurbishment due to normal wear and tear, readjustment and re-inspection is \$5,000.00 per elevator up to 10 floors. For projects above 10 stops, an additional cost of \$1,500.00 / 10 floors shall apply. These costs are based on work performed during normal working hours. Temporary use excludes vandalism or misuse. Any required signage, communication devices, elevator operators, and protection are not included while temporary use is being provided. All overtime premiums for repairs during the temporary use period will be billed at TK Elevator's local service billing rates.
- b. The Proposal price set forth above includes one (1) inspection per unit by the applicable authority having jurisdiction if required by the government of the locality where the equipment is located. In the event the equipment fails that inspection due to no fault of TK Elevator, TK Elevator will charge Purchaser for both the cost of each re-inspection which shall be \$1,500.00 and a remobilization fee which shall be \$5,000.00 via change order prior to scheduling a re-inspection.

Modernization Proposal



- c. Upon notice from TK Elevator that the installation and/or modernization of the equipment is complete, Purchaser will arrange to have present at the jobsite a person authorized to make the final inspection and to execute TK Elevator's "Final Acceptance Form." The date and time that such person will be present at the site shall be mutually agreed upon but shall not be more than ten (10) business days after the date of TK Elevator's notice of completion to Purchaser unless both TK Elevator and Purchaser agree to an extension of that ten (10) day period in writing. Such final inspection and execution of TK Elevator's "Final Acceptance Form" shall not be unreasonably delayed or withheld.
- d. Should the Purchaser or the local authority having jurisdiction require TK Elevator's presence at the inspection of equipment installed by others in conjunction with the work described in this Proposal, Purchaser agrees to compensate TK Elevator for its time at TK Elevator's current billing rate as posted at its local office.
- e. At the conclusion of its work, TK Elevator will remove all equipment and unused or removed materials from the project site and leave its work area in a condition that, in TK Elevator's sole opinion, is neat and clean.
- f. Purchaser agrees to accept a live demonstration of equipment's owner-controlled features in lieu of any maintenance training required in the bid specifications.
- g. Purchaser agrees to accept TK Elevator's standard owner's manual in lieu of any maintenance, or any other, manual(s) required in the bid specifications.

9. Additional Terms and Conditions

- a. In no event shall TK Elevator be responsible for liquidated, consequential, indirect, incidental, exemplary, and special damages associated with the work described in this Proposal.
- b. This Proposal is made without regard to compliance with any special purchasing, manufacturing or construction/installation requirements including, but not limited to, any socio-economic programs, such as small business programs, minority or woman owned business enterprise programs, or local preferences, any restrictive sourcing programs, such as Buy American Act, or any other similar local, state or federal procurement regulations or laws that would affect the cost of performance. Should any such requirements be applicable to the work described in this Proposal, TK Elevator reserves the right to modify this Proposal or rescind it altogether.
- c. TK Elevator is an equal opportunity employer.
- d. TK Elevator's performance of the work described in this Proposal is contingent upon Purchaser furnishing TK Elevator with any and all necessary permission or priority required under the terms and conditions of government regulations affecting the acceptance of this Proposal or the manufacture, delivery or installation of the equipment. All applicable sales and use taxes, permit fees and licenses imposed upon TK Elevator as of the date of the Proposal are included in the price of the Proposal. Purchaser is responsible for any additional applicable sales and use taxes, permit fees and licenses imposed upon TK Elevator after the date of the Proposal or as a result of any law enacted after the date of the Proposal.
- e. All taxes, tariffs, duties, permit and/or license fees imposed upon TK Elevator as of the date of the execution of this Proposal are included in the price of the Proposal. After the date of acceptance of this Proposal and in addition to the Proposal price, Purchaser is also responsible to pay TK Elevator for any new (or any increase in): (1) applicable taxes, tariffs, duties, permit and/or license fees; (2) charges from its suppliers for any of the applicable materials and/or components: (A) due to supply chain issues, the imposition of new or increased taxes, tariffs, or other charges by applicable governmental authorities; (B) if the release of materials called for in this Proposal occurs after the milestone mentioned earlier in this Proposal; and/or (C) if the completion of work called for in this Proposal occurs after the milestone mentioned earlier in this Proposal; and/or (3) charges from TK Elevator's shippers and/or freight forwarders.
- f. Purchaser agrees to provide TK Elevator's personnel with a safe place in which to work and TK Elevator reserves the right to discontinue work at the jobsite whenever, in TK Elevator's sole opinion, this provision is being violated.

Modernization Proposal



- g. The pricing set forth in this Proposal assumes that the elevator pits will not be classified as a confined space. TK Elevator will follow its standard safety policy and procedures. Any job specific safety requirements over and above TK Elevator's standard practices and policies may require additional costs.
- h. TK Elevator will furnish and install all equipment in accordance with the terms, conditions, scope and equipment nomenclature as noted herein. Requested changes or modifications to such provisions will require a written change order issued on the Purchaser's letterhead and accepted by TK Elevator in writing prior to the execution of such work. This change order shall detail the current contract price, the amount of the change, and new contract value.
- i. This Proposal does not include a schedule for the work described and any such schedule shall be mutually agreed upon by an authorized representative of both TK Elevator and Purchaser in writing before becoming effective.
- j. In the event asbestos material is knowingly or unknowingly removed or disturbed in any manner at the jobsite, Purchaser shall monitor TK Elevator's work place and prior to and during TK Elevator's manning of the job, Purchaser shall certify that asbestos in the environment does not exceed .01 fibers per cc as tested by NIOSH 7400. In the event TK Elevator's employees or those of TK Elevator's subcontractors are exposed to an asbestos hazard, PCP's, lead or other hazardous substances, Purchaser agrees, to the fullest extent permitted by law, to indemnify, defend, and hold TK Elevator harmless from all damages, claims, suits, expenses, and payments resulting from such exposure. Identification, notification, removal and disposal of asbestos containing material, PCP's lead or other hazardous substances are the responsibility of the Purchaser.
- k. TK Elevator retains title to and a security interest in all equipment it supplies – which TK Elevator and Purchaser agree can be removed without material injury to the real property – until all payments including deferred payments and any extensions thereof, are made. In the event of any default by Purchaser on any payment, or any other provision of this Proposal, TK Elevator may take immediate possession of the equipment and enter upon the premises where it is located – without legal process – and remove such equipment or portions thereof, irrespective of the matter of its attachment to the real estate or the sale, mortgage or lease of the real estate. Pursuant to the Uniform Commercial Code, and at TK Elevator's request, Purchaser agrees to execute any financial or continuation statements which may be necessary for TK Elevator to file in public offices in order to perfect TK Elevator's security interest in such equipment.
- l. TK Elevator reserves the right to assign payments owed to TK Elevator under this Proposal.
- m. TK Elevator shall not be liable for any loss, damage or delay caused by acts of government, labor troubles, strikes, lockouts, fire, explosion, theft, floods, riot, civil commotion, war, malicious mischief, acts of God or any cause beyond its control.
- n. The rights of TK Elevator under this Proposal shall be cumulative and the failure on the part of the TK Elevator to exercise any rights hereunder shall not operate to forfeit or waive any of said rights. Any extension, indulgence or change by TK Elevator in the method, mode or manner or payment or any of its other rights shall not be construed as a waiver of any of its rights under this Proposal.
- o. In the event TK Elevator engages a third party to enforce the terms of this Proposal, and/or to collect payment due hereunder, either with or without suit, Purchaser agrees to pay all costs thereof together with reasonable attorney's fees. Purchaser does hereby waive trial by jury and does hereby consent to the venue of any proceeding or lawsuit under this Proposal to be in the county where the work covered by this Proposal is located.
- p. TK Elevator can furnish Certificate of Workers' Compensation, Bodily Injury and Property Damage Liability Insurance coverage to Purchaser upon written request.
- q. Should loss of or damage to TK Elevator's material, tools or work occur at the project site, Purchaser shall compensate TK Elevator for such loss, unless such loss or damage results from TK Elevator's own acts or omissions.
- r. Purchaser, in consideration of TK Elevator performing the services set forth in this Proposal, to the fullest extent permitted by law expressly agrees to indemnify, defend, save harmless, discharge, release and forever acquit TK

Modernization Proposal



Elevator Corporation, TK Elevator Manufacturing, Inc., their respective employees, officers, agents, insurers, affiliates, and subsidiaries (hereinafter singularly a "TK Elevator party" and collectively the "TK Elevator parties") from and against any and all claims, demands, suits, and proceedings for loss, property damage (including damage to the equipment which is the subject matter of this Proposal), personal injury or death that are alleged to either have arisen out of or be connected with the sale, marketing, presence, use, misuse, maintenance, installation, removal, modernization, manufacture, design, operation or condition of the equipment that is the subject matter of this Proposal or the labor and materials furnished in connection with this Proposal. Purchaser's duty to indemnify a TK Elevator party does not apply to the extent that the loss, property damage (including damage to the equipment which is the subject matter of this Proposal), personal injury or death is determined to be caused by or resulting from the negligence of that TK Elevator party. Purchaser recognizes that its obligation to defend the TK Elevator parties under this clause, which is separate and apart from its duty to indemnify the TK Elevator parties, includes payment of all attorneys' fees, court costs, judgments, settlements, interest and any other expenses of litigation arising out of such claims, demands, suits or proceedings.

s. Purchaser further expressly agrees to name Tk Elevator Corporation and TK Elevator Manufacturing, Inc. along with their respective officers, agents, affiliates and subsidiaries as additional insureds in Purchaser's liability and any excess (umbrella) liability insurance policy(ies). Such insurance must insure TK Elevator Corporation and TK Elevator Manufacturing, Inc. for those claims and/or losses referenced in the above paragraph and those claims and/or losses arising from the negligence of TK Elevator Corporation and TK Elevator Manufacturing, Inc. Such insurance must specify that its coverage is primary and non-contributory. Purchaser hereby waives its right of subrogation.

t. TK Elevator's participation in any controlled insurance program is expressly conditioned upon review and approval of all controlled insurance program information and documentation prior to enrollment. Any insurance credits if applicable, will be provided at that time.

u. Unless so mutually agreed upon in a separate signed agreement, TK Elevator shall not be required to interact or correspond with any third party with whom Subcontractor is not in privity of contract concerning matters pertinent to this Agreement.

v. The Purchaser must inform TK Elevator if Purchaser is, or becomes, an individual or entity that is - or that is majority owned or controlled by a party that is - included on any list of restricted parties maintained by (i) the United States of America; (ii) the United Nations; (iii) the European Union or any EU member state; (iv) the UK; or (v) any other national authority binding the parties of this contract.

In case the Purchaser, or any other beneficiary of this transaction, e.g. the end-user, is or becomes an individual or entity that is - or that is majority owned or controlled by a party that is - included on any list of restricted parties, TK Elevator reserves the right to cancel this Proposal immediately.

If the goods subject to this Proposal would be exported, re-exported, resold, used, transferred or otherwise disposed of in violation of any sanctions applicable to TK Elevator, TK Elevator also reserves the right to cancel this Proposal immediately. In this respect, the Purchaser shall be obliged to disclose the final delivery address, end-user and end-use of the goods upon request - insofar as legally permissible - and to notify TK Elevator of all circumstances that indicate an aforementioned infringement.

"Sanctions" means here any economic, trade or financial sanctions, laws, regulations, embargoes or restrictive measures imposed, enacted, administered or enforced by any Sanctions Authority. "Sanctions Authority" means (i) the US;(ii) the UN Security Council;(iii) the EU and any EU member state;(iv) the UK; or(v) any governmental institutions of any of the foregoing which administer Sanctions, including HM Treasury, OFAC, the US State Department and the US Department of the Treasury.

Modernization Proposal



Acceptance

Purchaser's acceptance of this Proposal and its approval by an authorized manager of TK Elevator will constitute exclusively and entirely the agreement between the parties for the goods and services herein described and full payment of the sum of Two Hundred Seventy Five Thousand Ninety Seven Dollars and Seventy Three Cents (\$275,097.73) plus any applicable sales tax.

All other prior representations or regarding this work, whether written or verbal, will be deemed to be merged herein and no other changes in or additions to this Proposal will be recognized unless made in writing and properly executed by both parties as a change order. Should Purchaser's acceptance be in the form of a purchase order or other similar document, the provisions of this Proposal will exclusively govern the relationship of the parties with respect to this transaction. No agent or employee shall have the authority to waive or modify any of the terms of this Proposal without the prior written approval of an authorized TK Elevator manager.

**Reno County Maintenance
(Purchaser):**

By:	By
_____ (Signature of Authorized Individual) Harlan Depew	_____ (Signature of Branch Representative) David Ferran Branch Manager
----- (Print or Type Name)	
----- (Print or Type Title)	
_____ \d1\	_____ \d2\
(Date of Acceptance)	(Date of Execution)

Elevator Modernization Projects - *Related Work / Work by Others*

Unless noted as included within TK Elevator's proposal scope of work, the following work **has not** been included in our standard proposal. The standard "related work" also known as "work by others," is outlined below for your information and in order to provide you with a full understanding of the associated costs involved with the elevator modernization project. A check list at the end of this form has been provided to assist in the identification process. A TK Elevator representative will assist you identifying the actual items required for your specific project. The most common items required by various Authorities Having Jurisdiction (AHJ) are:

- MACHINE ROOM DOOR MECHANISM** - Machine room doors must have self-locking, self-closing mechanisms.
- MACHINE ROOM DOOR RATING** - Machine room doors must carry 1 ½ hr. UL B Label rating unless the machine room is remote AND the building is three (3) stories or less per code/IBC.
- MACHINE ROOM IDENTIFICATION** - Machine rooms must be identified and labeled on the door or entry wall.



- MACHINE ROOM LOCATION / RATING** - Machine rooms must be separate from all other non-elevator equipment within the building. They must also be finished and carry a fire rating which may require that the existing machine room be walled in at the top of the room.
- ELECTRICAL DISCONNECT SWITCHES** - Disconnect switches must be lockable, fusible and sized to accept new incoming power requirements from the new equipment. **If the elevator power unit is upgraded, the existing power feeders, disconnects size and electrical conduit sizes may be affected. This cost is not included in our proposal.**



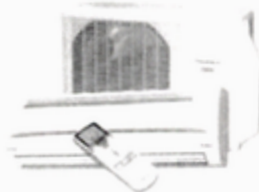
- AUXILIARY CONTACTS** - If emergency battery lowering is being added to each hydraulic elevator, a separate set of auxiliary contacts will be required for the battery lowering feature per code (installed within a new electrical disconnect).
- EARTH GROUND** - Provide a building Earth ground to each elevator disconnect switch in the machine room for proper elevator operation.
- EMERGENCY POWER** - If emergency power is currently operational at the building and connected to the elevator(s), a separate electrical transfer switch and pre-signal connection may be required for the elevator(s). This may also require additional electrical conduit, wiring and testing of the emergency power.
- FIRE SERVICE** - Phase I (hall recall) and Phase II (elevator cab operation) fire recall will be required by current codes. Specifically, a smoke sensor and/or heat or rise detector as applicable must reside in each machine room, hoistway (if required by the AHJ including sprinklers in the hoistway) and elevator lobby to initiate fire recall sequences spelled out by the relevant code. If an existing system is in place within the building, the system will need to be connect with the new elevator controls in the machine room including "fire hat" operation per current AHJ/building code requirements.



- 110V CAR LIGHTING** - Dedicated 110V fused cab lighting disconnect located next to an existing disconnect or elevator controller.



- HVAC RECOMMENDATION** - Air conditioning (AC), mechanical or natural ventilation independently maintained in the elevator machine room is a code requirement. AC is strongly recommended to keep the equipment operating at an optimum temperature per the controller manufacturer recommendations for temperature range (60-85F degrees range, non-condensing).



TK Elevator

- MACHINE ROOM VENTILATION / SCREENING - Please be advised, the new controllers can be subject to excessive heat loads above 90 degrees Fahrenheit. Existing conditions should be checked to ensure current conditions will not affect the new controllers and all ventilation openings must be screened.
- HOISTWAY VENTILATION - Hoistway ventilation for elevators with three (3) or more landings as required by the AHJ/code.
- VENTILATION COVERING - All ventilation openings (i.e. machine room, hoistway) are required to have protective covering/screens installed over them to keep foreign objects and debris from entering the openings.
- FIRE RATING / PATCHING - The machine room and hoistway needs to maintain a two-hour (2) rating. This may require holes to be patched and covered with fire-resistant drywall and taping to retain the rating. In addition, any ledges beyond 4" in length must be covered with bevel cants to prevent anyone from standing in the hoist-way while the car is moving.
- PIT / MACHINE ROOM LIGHTING - Additional lighting may need to be added inside the pit area and machine room. Ten (10) foot candles are required in each elevator pit and 19-foot candles are required in each machine room per code. Fluorescent or LED light fixtures are recommended in the machine rooms, overhead and pit areas with an easy-accessible light switch installed in all locations.

- GFCI OUTLETS - Confirmation that existing outlets in machine room and pit are GFCI outlets or replace with GFCI outlets per code.



- MACHINE ROOM EXPOSED BUILDING EQUIPMENT - Any exposed pipes or non-elevator related equipment in the machine room will need to be encapsulated/soffited or troughs placed below to prevent liquid exposure to elevator equipment inside the machine room and hoist-way. Existing ceilings may need to be patched contingent upon decision by the local AHJ.

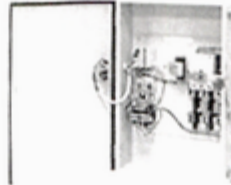
TK Elevator

- NO FOREIGN EQUIPMENT - No foreign equipment may be installed (i.e. telephone equipment, sewer/drainage piping) or material stored (i.e. ladders, spare light fixtures, furniture, trash receptacles, etc.) inside the elevator machine room or hoistway.

- FIRE EXTINGUISHER - A class A-B-C Fire extinguisher is required in each machine room.



- SHUNT TRIP OPERATION – A shunt trip disconnect in the elevator machine room is required per NFPA Code if there are existing sprinklers or new sprinklers are installed. This may involve the installation of heat detectors and/or sprinkler flow switches as triggering devices.



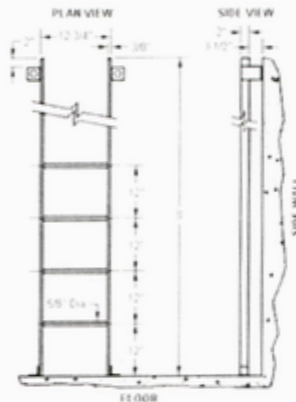
- SPRINKLERS - Sprinkler fitting(s) with guard(s) in the hoistway, pit and machine room per AHJ/code/fire marshal – possible addition of heat detector or flow switch.



- EMERGENCY TELEPHONE - A dedicated phone line *per elevator* as required by code.



- SUMP PUMP** - A sump pump in the elevator pit may be required by the local AHJ. Check with the local AHJ to determine if a surface-level sump pump may be required or a variance for a water sensor is applicable for a modernization project.
- HYDRAULIC JACK ASSEMBLY SEAL** - All in-ground hydraulic elevators must have a sealed jack hole (watertight) in the pit.
- WALK-IN PITS** - If a walk-in pit is present on a traction elevator project, the AHJ may require the installation of an electric interlock and/or vision window on the door to shut off the elevator in the event the door is opened during normal elevator operation.
- PIT LADDER** - A code-compliant pit ladder must be installed unless a walk-in pit is present.



- ELEVATOR CAB FLOORING** - A finished elevator cab floor must be present and flush with the car sill so as not to create a tripping hazard inside the elevator.



- ENTRANCE TRIPPING HAZARDS** - No tripping hazards in front of each elevator entrance/landing are to be present and the flooring must meet the hall sill at the same level.

- ASBESTOS / LEAD PAINT** - Please provide TK Elevator with a copy of any available report regarding the presence of existing asbestos, lead paint or any other known hazard within the project including areas around the machine room, pit, entrances and hoistway equipment.
- CUTTING / PATCHING / FINISHING** - If a purchaser chooses to have flush-mount hall stations and/or flush-mount hall/car lanterns, it is possible that there will be cutting, patching, and painting to install these types of fixtures. This cost is not included in our proposal and will likely require a separate contractor/cost.

The above noted requirements are consolidated from various applicable codes, guidelines and regulations in effect throughout the United States and Canada including but not limited to:

1. *Safety Code for Elevators and Escalators*, ASME/ANSI A17.1;
2. *Elevator and Escalator Electrical Equipment*, ASME/ANSI A17.5;
3. *Guide for Inspection of Elevators, Escalators and Moving Walks*, ASME/ANSI A17.2;
4. Life Safety Code, NFPA 101;
5. National Electrical Code, NFPA 70;
6. Uniform Building Code;
7. Americans with Disabilities Act, ADA guidelines;
8. Uniform Federal Accessibility Standard, UFAS;
9. Local Fire Authority;

Since many of the noted items are subject to interpretation or variance dependent upon inspection authority and applicable code(s), having an AHJ inspector review the site conditions if feasible may assist in determining actual total project costs for your modernization project and associated related work. Please discuss a site-specific assessment of your building's existing site conditions with your TK Elevator representative.

In order to assist you in the related work assessment process, a checklist of the above noted items has been provided for your reference/use.



INTERFAITH HOUSING &
COMMUNITY SERVICES, INC.

Helping hands helping people.

**ADDITION
AGENDA
ITEM #7.C**

Dear Randy Partington-

In good faith, Interfaith Housing & Community Services, Inc. respectfully requests authorization from Reno County to revise project outcomes originally identified in our SLFRF/ARPA Contract Agreement executed on February 7, 2023. Please find our requested revisions on the attached budget worksheet and as described below:

- *Current remaining un-allocated funding projected at approx. \$120,000 to be utilized on priority rehabilitation projects including those identified within the town of Hutchinson*
- *Acquisition/rehab project total reduced to 3 finished homes with 210 W. 25th staged as final*
- *Acquisition/rehab sell proceeds to be utilized on future Interfaith owner-occupied rehab projects*
- *Addition of St. Elizabeth demolition to scope of SLFRF/ARPA project outcomes*
- *All outcomes to be completed by 12/31/2025 with final sub-recipient reporting qtr1 2026*

Currently Interfaith has completed/closed 135 total SLFRF/ARPA projects throughout Reno County. Arlington, Buhler, and Hutchinson are on pace to exceed their initial budgetary goals. In process we have 83 major projects under-contract, 65 active Brush Up projects, and an additional 56 Brush Up vouchers issues. Reno County leading with investment in this housing initiative, and the resulting impact, has laid groundwork for new multi-agency partnerships and task force strategies to identify future funding of this much needed community resource. We very much appreciate your review and consideration and are available to discuss in more detail.

Clint Nelson
Interfaith President and CEO

Expense Categories	#63	#64	Expenditures for Invoice Period #65	Previous Cumulative Expenditures from #62	Inception to Date Cumulative		Funds Allocated to specific identified projects	Total Spent plus Allocated	UnAllocated Funds to be distributed	Total Budget
									\$ 456,306.54	
Hutchinson	\$15,119.07	\$3,662.79	\$2,445.38	\$353,775.67	\$375,002.91		\$ 188,964.81	\$ 563,967.72		\$500,000
Hutchinson-Acquisition/Rehab	(\$2,821.13)			\$300,000.00	\$297,178.87			\$ 297,178.87		\$300,000
Hutchinson-SCKEDD	\$110.00	\$18,919.00	\$4,750.00	\$925,767.17	\$949,546.17		\$ 50,453.83	\$ 1,000,000.00		\$1,000,000
Hutchinson-Mirco Projects	\$6,086.77	\$2,740.35	\$4,131.05	\$89,102.43	\$102,060.60		\$ 46,508.57	\$ 148,569.17		\$150,000
Rural Reno Micro Projects	\$4,289.39	\$4,829.54	\$1,482.93	\$92,724.74	\$103,326.60		\$ 52,500.00	\$ 52,500.00		\$150,000
South Hutchinson		\$5,300.00		\$4,291.58	\$9,591.58		\$ 62,905.34	\$ 72,496.92		\$330,000
Buhler	\$25,710.00			\$116,698.31	\$142,408.31		\$ 123,221.89	\$ 265,630.20		\$255,000
Haven				\$39,582.47	\$39,582.47		\$ 200,000.00	\$ 239,582.47		\$250,000
Nickerson	(\$8,692.50)	\$22,500.00	\$1,500.00	\$84,322.17	\$99,629.67		\$ 39,480.00	\$ 139,109.67		\$180,000
Pretty Prairie	\$4,289.39			\$90,309.28	\$94,598.67		\$ 55,116.66	\$ 149,715.33		\$125,000
Arlington	\$811.98	\$19,733.40	\$15,565.00	\$36,082.41	\$72,192.79		\$ 54,601.79	\$ 126,794.58		\$125,000
St. Elizabeth	\$1,139.79	\$5,190.00	\$976.10	\$53,743.66	\$61,049.55		\$ 53,950.45	\$ 115,000.00		\$115,000
General Reno County	\$3,088.59	\$3,638.61	\$3,088.58	\$75,942.15	\$85,757.93		\$ 27,390.60	\$ 113,148.53	\$ 336,000	\$260,000
	\$44,841.96	\$81,684.15	\$32,456.11	\$2,169,617.30	\$2,328,599.52		\$955,093.94	\$3,283,693.46		\$ 3,740,000
Administrative Indirect Costs	\$8,930.36	\$149.00	\$6,707.24	\$182,533.01	\$198,319.61		\$61,680.39			\$260,000
	\$53,772.32	\$81,833.15	\$39,163.35	\$2,352,150.31	\$2,526,919.13		\$1,016,774.33			\$ 4,000,000



AGENDA ITEM

AGENDA ITEM #8.A

AGENDA DATE: August 28, 2024

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:

Revenue Neutral Rate and Budget Hearing for the **Reno County 2025 Budget** for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax and Revenue Neutral Rate; and for the proposed use of all funds and the amount of ad valorem tax for the Reno County 2025 Budget.

1. Open the Hearing
2. Discussion
3. Close the Hearing

SUMMARY & BACKGROUND OF TOPIC:

The public hearing takes place before the budget discussion among the commission to give anyone from the public an opportunity to comment on the proposed budget.

After the close of the budget hearing, the commission can discuss the budget and possible cuts.

RECOMMENDATION / REQUEST:

Hold the 2025 County Budget Hearing

Reno County

2025

NOTICE OF HEARING TO EXCEED REVENUE NEUTRAL RATE AND BUDGET HEARING

The governing body of **Reno County**

will meet on August 28, 2024 during their regularly scheduled meeting which begins at 9:00 a.m. in the Reno County Courthouse Veterans Room, 206 W. 1st., Hutchinson, KS, for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax and Revenue Neutral Rate. Detailed budget information is available at the Reno County Clerk's Office and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2025 Expenditures and Amount of 2024 Ad Valorem Tax establish the maximum limits of the 2025 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2023		Current Year Estimate for 2024		Proposed Budget Year for 2025			
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2024 Ad Valorem Tax	Proposed Estimated Tax Rate*	
General Fund 001	22,690,369	17.993	23,415,158	12.126	29,617,841	8,920,775	12.038	
Bond & Interest Fund 083	1,749,800	1.259	1,812,188	1.984	1,931,463	863,228	1.165	
Road & Bridge Fund 007	6,815,021	7.253	7,664,795	7.367	7,893,195	4,806,848	6.487	
Special Road Fund 094	226,902		250,000		823,063			
Special Bridge Fund 006	2,261,081	0.241	2,500,000	1.792	2,463,000	1,435,014	1.937	
Aging & Transit Fund 002	2,046,125	0.267	2,540,902	0.435	2,238,478	229,045	0.309	
Public Health Fund 003	3,410,108	0.874	3,498,353	0.764	3,345,124	611,063	0.825	
Noxious Weed Fund 004	147,698	0.174	155,400	0.175	164,364	126,739	0.171	
Employee Benefits Fund 015	8,304,081	7.193	9,128,374	8.228	11,224,964	7,213,042	9.734	
TECH Center Fund 017	510,000	0.678	400,000	0.489	400,000	353,448	0.477	
Mental Health Fund 018	452,025	0.602	400,000	0.499	400,000	354,678	0.479	
Historical Museum Fund 087	185,000	0.246	185,000	0.235	185,000	163,985	0.221	
CIP Fund 098	448,027	0.300	665,000	0.709	573,000	486,321	0.656	
Special Equipment Fund 093	707,126	0.728	1,034,011	0.959	1,196,151	936,004	1.263	
Solid Waste Fund 008	5,914,796		5,539,284		11,019,731			
Youth Services Fund 009	2,002,411		2,100,085		2,349,220			
Solid Waste Post-Closure Fund 013	685,649		312,500		9,114,037			
Special Parks & Recreation Fund 029	10,000				63,820			
Special Alcohol & Drug Fund 030	10,000		10,000		80,530			
Noxious Weed Capital Outlay Fund 085					136,276			
Public Health Capital Outlay Fund 086			25,000		638,201			
Internal Services Fund 180	494,436		698,987		775,926			
Municipalities Fight Addiction Fund 994	50,000		50,000		466,925			
Non-Budgeted Funds-A	2,347,535							
Non-Budgeted Funds-B	449,592							
Non-Budgeted Funds-C	2,440,887							
Non-Budgeted Funds-D	5,421,199							
Totals	69,779,868	37.808	62,385,037	35.762	87,100,309	26,500,190	35.762	
<i>Revenue Neutral Rate **</i>								34.461

Less: Transfers	10,637,469	7,027,963	8,547,142
Net Expenditure	59,142,399	55,357,074	78,553,167
Total Tax Levied	25,549,031	25,544,928	xxxxxxxxxxxxxxx
Assessed Valuation	675,742,359	714,163,928	741,022,053
Outstanding Indebtedness, January 1,	2022	2023	2024
G.O. Bonds	16,315,000	14,955,000	13,480,000
Temporary Notes	0	0	355,000
Lease Pur. Princ.	127,856	21,797	0
Total	16,442,856	14,976,797	13,835,000

*Tax rates are expressed in mills

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

Donna Patton
County Clerk



AGENDA ITEM

AGENDA ITEM #8.B

AGENDA DATE: August 28, 2024

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:

Resolution 2024-_____ for the **Reno County 2025 Budget** to levy a property tax rate exceeding the revenue neutral

SUMMARY & BACKGROUND OF TOPIC:

The adoption of this resolution is required prior to the adoption of the official budget.

ALL OPTIONS:

1. Adoption of Resolution 2024-_____ stating Reno County will exceed the Revenue Neutral Rate for the 2025 Budget.
2. Deny the Resolution and pass a budget that is at or below the Revenue Neutral Rate for 2025.

RECOMMENDATION / REQUEST:

Adoption of Resolution 2024-_____ stating Reno County will exceed the Revenue Neutral Rate for the 2025 Budget.

RENO COUNTY RESOLUTION NO. 2024-_____

A RESOLUTION OF THE COUNTY OF RENO, KANSAS TO LEVY A PROPERTY TAX RATE EXCEEDING THE REVENUE NEUTRAL RATE.

WHEREAS, the Revenue Neutral Rate for the County of Reno, Kansas was calculated as 34.461 mills by the Reno County Clerk; and

WHEREAS, the budget proposed by the Governing Body of the County of Reno, Kansas will require the levy of a property tax exceeding the Revenue Neutral Rate; and

WHEREAS, the Governing Body held a hearing on August 28, 2024, allowing all interested taxpayers desiring to be heard an opportunity to give oral testimony; and

WHEREAS, the Governing Body of the County of Reno, Kansas having heard testimony, still finds it necessary to exceed the Revenue Neutral Rate.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE COUNTY OF RENO, KANSAS:

The County of Reno, Kansas shall levy a property tax rate exceeding the Revenue Neutral Rate of 34.461 mills.

BE IT FURTHER RESOLVED THAT this resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the Reno County Board of County Commissioners.

ADOPTED this _____ day of _____, 2024

BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS

Randy Parks, Chairman

Ron Hirst, Member

Daniel Friesen, Member

Don Bogner, Member

John Whitesel, Member

ATTEST:

Donna Patton, Reno County Clerk

Roll Call Vote

A Roll Call Vote of the Board of County Commissioners of Reno County, Kansas to Levy a Property Tax Exceeding the Revenue Neutral Rate.

Hearing to Exceed the Revenue Neutral Rate held on August 28, 2024

Resolution No. 2024-_____

Governing Body Member	Yes	No	No Vote
Randy Parks			
Ron Hirst			
Daniel Friesen			
Don Bogner			
John Whitesel			
TOTAL			

Certified:



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

To: County Commission
From: Randy Partington
Date: August 28, 2024
RE: **2025 Budget Summary/Highlights**

**AGENDA
ITEM 8.C**

Reno County began working on the 2025 requests in February, beginning with their capital requests, followed by operating requests. Direction at the time for departments was to keep the budget requests as flat as possible. During this time, human resources and administration worked on personnel budgeting to estimate the cost for an employee increase based on the employee cost at that time, along with additional position requests. Capital budgets were reviewed and revised to account for other funding opportunities via reserve funds or special non-budgeted funds that may be available for specific items. Commodities and contractual costs for all departments are at as flat of a budget level as is practical.

The overall budget for that is being presented as the maximum budget (not final budget) is \$87,100,309, compared with \$81,386,438 in 2024, the total budget includes funds that are not tax levied. The tax levy maximum for 2025 is set at \$26,500,190 compared with \$25,544,928 for 2024 (3.7% increase). In mill levy rates, this accounts for a flat mill levy of 35.762. To reach the Revenue Neutral Rate (RNR) or 34.461 mills, an additional \$963,829 of cuts from tax levied funds is needed.

The RNR is 34.461 mills and would leave Reno County with the same property tax revenues as budgeted for in 2024. There has already been approximately \$3 million in budget adjustments to revenues, cash balances, and expenditure requests to get a budget with a flat mill levy. Additional cuts may be achieved but will have long-lasting impacts on future budgets and service levels of the county's various departments.

Highlights of the 2025 budget

- Partner agency budget recommendations reflect no increase. The EMS/Ambulance service budget has a decreased request of \$8,945.
- County personnel increases represent a total wage increase of \$1.045 million pertaining to the COLA and PFP mentioned above. There are additional costs for KPERS, KP&F, FICA, and Unemployment Insurance.
- Personnel budgets for each department have two separate line items depicted as 2% for Cost-of-Living Adjustment (COLA) and 3% for Pay for Performance (PFP). Every 1% of salary increase in the 2025 budget equals approximately \$200,000. The COLA might cover the current estimated inflation rates and is an amount that will also increase all of the pay ranges by 50% of the percent approved. To keep the current level of services for county residents and businesses, there is an increase in the recommended budget's expenditures.
- Staffing levels in the budget show an increase of 4.75 Full-Time Equivalents (FTE's).
 - There are several departments with a decrease in personnel that is offset by more additions in other departments. Shifts in departments also impact some departments, such as payroll moving from the County Clerk to Human Resources and Environmental moving from the Health Department to Public Works.

- Vehicle purchases in the recommended budget are in the Appraiser's Office, Health Department, Youth Services, and Sheriff's Office with four Police Interceptor SUV's, an F150 Police Responder and two detective vehicles. The departments listed above also had a reduction of one (1) vehicle from their request to help offset the budget increase.
- Inflation of all supplies, including gasoline, has resulted in significant portions of the increased budget requests.

Highlights of the summary sheets

Attached are summary sheets for the county budget, that are shown behind the state summary page and notice of Revenue Neutral Rate Intent sheets. The first is an expenditure summary by department and fund that indicates the amount spent during previous years, along with the recommended budget and the difference between years, followed by a Full-Time Equivalent (FTE) sheet for a staffing comparison between 2024 and 2025. The third summary is a tax levy comparison over time compared with inflation rates (actual and estimates). A fourth summary sheet is a list of the cuts from the 2025 budget requests to get to a flat mill levy. The fifth summary sheet is an overview of the CIP programs that are recommended for 2025 that includes the county budget and fire districts' budget.

The state budget form summary sheet lists past expenditures and tax rates by fund. At the bottom of the page, the form lists the assessed valuation amounts and total taxes levied for the 2023 budget, the 2024 budget, and the 2025 budget. The 2025 budget information for expenditures is based on the recommended budget. The numbers per fund shown on this sheet are the maximum amounts that can be approved if this is the maximum budget that is sent to the County Clerk and published for the Revenue Neutral Rate Public Hearing and the Reno County Budget Public Hearing.

The expenditure summary by department and fund lists the operating departments and funds for Reno County. Included are actual expenditures for 2022 and 2023, followed by the 2024 budget and 2025 recommended amounts. Below is a quick explanation of the spreadsheet.

- Shown on the right side of the spreadsheet are columns that highlight the expenditure difference by fund and the ad valorem amount change for each fund in 2025. The expenditure totals on this spreadsheet do not include other funds that are shown on the state budget form summary, which have 100% of their expected cash to be considered as budget authority, even if we do not have a plan to spend all of those funds. An example is \$11 million for the Solid Waste Closure Fund's budget authority when we spend less than \$1 million annually from the fund.
- The percentage change of overall expenditure increases for departments/funds that are included in the tax levied funds is 5.28%. The increase factors in all operating and capital expenditures for each of those funds. The ad valorem increase for these expenses is \$955,262, which is an increase of 3.74% from the previous year.
 - The total amount does not include \$4,947,800 that accounts for the cash balance reserves for the General Fund (\$3.9 million) and the Employee Benefits Fund (\$1 million). These are the only two funds that have a meaningful level of cash balance reserves.
 - The ad valorem increase has accounted for the cash balance reserves mentioned above, but not the expenditure increase.
 - The cash balance reserves for the General Fund is 15.38% of the fund's expenditures (after removing them from the amount), which equates to just under 2 months of operating cash. In 2024's budget, the cash balance reserve was 19.6% or 2 ½ months of operating cash.

- Two months is the lowest recommended amount by the Government Financial Officers Association (GFOA) for government's general fund cash balances. There are other areas of the General Fund that can result in additional cash balance amounts, but this is the only guaranteed area.
 - The Employee Benefits cash reserve amount of \$1 million is only 9.78% of the fund's expenditure amount. There is no formal recommendation for the level of cash balance on this fund. The Employee Benefits Fund pays for all of the employer's personnel taxes and most of the health insurance costs.
- The attached FTE list by county department shows a comparison of employment by the departments, both tax levied and non-tax levied departments for 2024 and 2025. The overall increase is 4.75 FTE's. Highlights for the FTE increase includes three (3) FTE's requested by the District Attorney for two (2) attorneys and one (1) staff member. The Sheriff's Office has an increase in FTE's related to the county considering changing courthouse security from contract based to employees of the Sheriff's Office. There are three (3) FTE's listed as position discretionary, meaning the commission would have the ability during the year to approve new employee requests that may come up after the budget is finalized. To access the new FTE's, any department that feels the need for an additional position must make a request to county administration and then receive approval from the commission for use of the discretionary positions. There are also position decreases by departments such as the Health Department, Aging/Transit, Maintenance, and Solid Waste.
- The estimated assessed valuation increased by 3.76%, allowing for a flat mill levy to result in a 3.74% tax levy (dollars not rate) increase. The estimated rate of inflation for 2025, according to Statista, is 2.1%, but this can easily change between now and next year. Note that the rate of inflation does not always cover the true inflation we face for the products we buy to provide county services and is estimated for both 2024 and 2025.
 - The attached tax levy history shows that over the past 12 years, the county's increase for taxes levied averages the same percentage (2.59%) as the rate of inflation for the same period.
 - The county's net expenditure changes for the same 12 years comes to just under the average rate of inflation for the same period. County's rate of change is 2.51% compared with inflation at 2.59%.
- The recommended maximum budget for the commission has a flat mill levy and is over the Revenue Neutral Rate (RNR) by 1.301 mills (\$963,829).

The attached document listing the steps taken to get to a flat mill levy budget include capital reductions, money transfer reductions, and other items that are 1-time fixes. Any cuts to capital or transfer amounts will place more of a burden on future budget years when items needed to be repaired or replaced cost more than they do at this point in time.

2025 Expenditure Summary by Department

Fund	Department	2022 Actual	2023 Actual	2024 Budget	2025 Recommended	Difference	Ad Valorem Change
General	Commission	\$58,936	\$59,407	\$60,300	\$106,700	\$46,400	
General	Clerk	\$303,006	\$314,731	\$233,094	\$288,879	\$55,785	
General	Elections	\$388,913	\$378,837	\$529,134	\$399,900	-\$129,234	
General	Treasurer	\$242,966	\$277,573	\$302,237	\$379,655	\$77,418	
General	District Attorney	\$1,230,594	\$1,453,829	\$1,672,428	\$2,158,410	\$485,982	
General	Register of Deeds	\$165,046	\$171,498	\$186,929	\$194,555	\$7,626	
General	Sheriff	\$3,872,153	\$4,135,527	\$4,607,422	\$4,870,919	\$263,497	
General	Jail	\$3,681,212	\$3,720,358	\$3,831,012	\$4,473,654	\$642,642	
General	Administration	\$537,016	\$570,696	\$680,659	\$730,053	\$49,394	
General	District Court	\$541,952	\$577,497	\$617,090	\$634,740	\$17,650	
General	Courthouse General	\$6,885,196	\$7,497,693	\$7,159,540	\$7,473,837	\$314,297	
General	Maintenance	\$864,424	\$898,597	\$1,050,974	\$1,097,558	\$46,584	
General	Planning & Zoning	\$96,448	\$95,836	\$110,323	\$109,349	-\$974	
General	Emergency Management	\$335,507	\$373,205	\$402,404	\$424,668	\$22,264	
General	Human Resources	\$229,364	\$246,462	\$315,215	\$349,292	\$34,077	
General	Appraiser	\$708,053	\$940,413	\$796,819	\$823,949	\$27,130	
General	Information Technology	\$806,963	\$982,419	\$649,606	\$695,142	\$45,536	
General	Environmental Division	\$0	\$0	\$0	\$237,876	\$237,876	
General	Auto Center	\$189,243	\$195,794	\$209,972	\$220,905	\$10,933	
General	Total	\$21,136,992	\$22,890,372	\$23,415,158	\$25,670,041	\$2,254,883	\$260,642
Public Health	Health Department	\$3,289,479	\$3,410,108	\$3,498,353	\$3,345,124	-\$153,229	\$65,143
Bond & Interest		\$1,695,363	\$1,749,800	\$1,962,188	\$1,931,463	-\$30,725	-\$553,855
Road & Bridge	Public Works	\$6,669,330	\$6,815,021	\$7,664,795	\$7,893,195	\$228,400	-\$454,528
Special Road	Public Works	\$335,305	\$226,902	\$823,722	\$823,063	-\$659	\$0
Special Bridge	Public Works	\$2,418,507	\$2,261,081	\$2,500,000	\$2,463,000	-\$37,000	\$154,771
Noxious Weeds	Public Works	\$146,757	\$147,699	\$155,400	\$164,364	\$8,964	\$1,094
Aging	Aging & RCAT	\$1,988,890	\$2,046,125	\$2,540,902	\$2,238,478	-\$302,424	-\$81,664
Employee Benefits		\$8,356,794	\$8,304,081	\$9,378,374	\$10,224,964	\$846,590	\$1,336,306
TECH Center	Allocation	\$510,000	\$510,000	\$400,000	\$400,000	\$0	\$3,901
Mental Health	Allocation	\$452,025	\$452,025	\$400,000	\$400,000	\$0	-\$2,269
Museum	Allocation	\$185,000	\$185,000	\$185,000	\$185,000	\$0	-\$4,429
Capital Improvements	Overall County	\$761,748	\$448,027	\$665,000	\$573,000	-\$92,000	-\$20,275
Special Equipment	Overall County	\$440,088	\$707,127	\$1,034,011	\$1,196,151	\$162,140	\$250,425
Total for Tax Levied Departments/Funds		\$45,096,799	\$46,743,260	\$54,622,903	\$57,507,843	\$2,884,940	\$955,262
					Percent Increase	5.28%	
Youth Services	Shelter & Detention	\$1,914,365	\$2,002,411	\$2,401,855	\$2,349,220		
Solid Waste	Landfill	\$7,265,179	\$5,914,797	\$5,539,284	\$6,801,344		
Special Parks	Allocation	\$13,165	\$10,000	\$0	\$0		
Special Alcohol	Allocation	\$10,000	\$10,000	\$10,000	\$11,000		

Tax Levied Funds

General Fund Highlighted - \$3,947,800 in cash carryover not included
 Employee Benefits Fund Highlighted - \$1,000,000 in cash carryover not included
 Solid Waste Fund Highlighted - \$4,218,387 in cash carryover not included

	Total Full-Time Equivalents (FTE's) by Year								Change from 24 to 25
	2024				2025				
Department	Appt/Elec	Full Time	Part-Time	Total	Appt/Elec	Full Time	Part-Time	Total	
Aging/Pubic Transportation	1	24	0	25	1	22	0	23	-2
Automotive	1	1	0	2	1	1	0	2	0
County Administrator	1	5	0.8	6.8	1	5	0.8	6.8	0
County Appraiser	1	13	0	14	1	13	0	14	0
County Clerk	1	7	0	8	1	6	0	7	-1
County Commission	0.5	0	0	0.5	0.5	0	0	0.5	0
Position Discretionary	0	0	0	0	0	3	0	3	3
County Sheriff	1	93	1.9	95.9	1	97	1.9	99.9	4
County Treasurer	1	13	0	14	1	14	0	15	1
District Attorney	1	18	0	19	1	21	0	22	3
Emergency Management	1	3	0	4	1	3	0	4	0
Health	1	38	5.8	44.8	1	32.75	5.8	39.55	-5.25
Human Resources	1	3	0.98	4.98	1	3	0.98	4.98	0
Information Technology	1	7	0	8	1	7	0	8	0
Maintenance	1	20	1.5	22.5	1	19	1.5	21.5	-1
Public Works	1	55	0	56	1	59	0	60	4
Register of Deeds	1	2	0.48	3.48	1	2	0.48	3.48	0
Solid Waste Management	1	23	0	24	1	22	0	23	-1
Community Corrections	1	13	0.93	14.93	1	13	0.93	14.93	0
Youth Services	1	34	3.5	38.5	1	34	3.5	38.5	0
	18.5	372	15.89	406.39	18.5	376.75	15.89	411.14	
Tax Levied	16.5	336	14.96	367.46	16.5	341.75	14.96	373.21	5.75
Non-Tax Levied	1	23	0	24	1	22	0	23	-1
Non-Budgeted	1	13	0.93	14.93	1	13	0.93	14.93	0
Total FTE's	18.5	372	15.89	406.39	18.5	376.75	15.89	411.14	4.75

RENO COUNTY TAX LEVIES (2013-2025)

Year	Taxes Levied	% Change	Inflation Rate	Difference btw Increase and Inflation
2013	\$19,747,472	3.61%	1.47%	2.14%
2014	\$20,643,534	4.54%	1.62%	2.92%
2015	\$21,786,815	5.54%	0.12%	5.42%
2016	\$23,059,431	5.84%	1.26%	4.58%
2017	\$23,654,753	2.58%	2.13%	0.45%
2018	\$24,141,271	2.06%	2.44%	-0.38%
2019	\$24,716,096	2.38%	1.81%	0.57%
2020	\$25,080,339	1.47%	1.25%	0.22%
2021	\$25,601,671	2.08%	4.69%	-2.61%
2022	\$25,309,526	-1.14%	8.00%	-9.14%
2023	\$25,549,032	0.95%	4.50%	-3.55%
2024	\$25,544,928	-0.02%	2.30%	-2.32%
2025	\$26,500,190	3.74%	2.10%	1.64%
	Average	2.59%	2.59%	0.00%

RENO COUNTY BUDGET (2013-2025)

Year	County Net Expenditure Budget	% Change	Inflation Rate	Difference btw Increase and Inflation
2013	\$56,300,184	-2.14%	1.47%	-3.61%
2014	\$54,591,748	-3.03%	1.62%	-4.65%
2015	\$55,058,174	0.85%	0.12%	0.73%
2016	\$55,265,410	0.38%	1.26%	-0.88%
2017	\$55,363,165	0.18%	2.13%	-1.95%
2018	\$58,237,715	5.19%	2.44%	2.75%
2019	\$60,852,714	4.49%	1.81%	2.68%
2020	\$69,052,590	13.47%	1.25%	12.22%
2021	\$68,695,495	-0.52%	4.69%	-5.21%
2022	\$73,301,265	6.70%	8.00%	-1.30%
2023	\$74,096,116	1.08%	4.50%	-3.42%
2024	\$74,129,033	0.04%	2.30%	-2.26%
2025	\$78,553,167	5.97%	2.10%	3.87%
	Average	2.51%	2.59%	-0.08%

Inflation rates at the link below (Statista).

<https://www.statista.com/statistics/244983/projected-inflation-rate-in-the-united-states/>

Fiscal Budget Year

Fiscal Calendar 2025

2025 Partner Agencies - Expense Summary

Fund/Department	2022 Actual	2023 Actual	2024 Budget	Dept Request	Current Stage	2025 vs 2024
001 General Fund	2,192,389.35	1,885,977.57	2,470,451.00	2,476,506.00	2,457,506.00	(12,945.00)
10 County General	2,192,389.35	1,885,977.57	2,470,451.00	2,476,506.00	2,457,506.00	(12,945.00)
Expenses	2,192,389.35	1,885,977.57	2,470,451.00	2,476,506.00	2,457,506.00	(12,945.00)
Outside Agencies Appropriation	559,500.00	604,000.00	578,000.00	503,000.00	574,000.00	(4,000.00)
001-10-6800-003 - Economic Development Council	50,000.00	70,000.00	50,000.00	50,000.00	50,000.00	0.00
001-10-6800-004 - County Fair	18,000.00	20,000.00	20,000.00	20,000.00	20,000.00	0.00
001-10-6800-007 - Startup Hutch	70,000.00	80,000.00	75,000.00	90,000.00	75,000.00	0.00
001-10-6800-009 - Cultural Commission	7,000.00	7,000.00	4,000.00	4,000.00	4,000.00	0.00
001-10-6800-038 - Police Chaplain	2,000.00	2,000.00	4,000.00	4,000.00	0.00	(4,000.00)
001-10-6800-039 - Extension Council	365,000.00	375,000.00	375,000.00	375,000.00	375,000.00	0.00
001-10-6800-040 - Reno County Conservation Dist	47,500.00	50,000.00	50,000.00	50,000.00	50,000.00	0.00
Ambulance Services	1,632,889.35	1,281,977.57	1,892,451.00	1,883,506.00	1,883,506.00	(8,945.00)
001-10-6800-041 - Reno County Ambulance-HRMC	1,632,889.35	1,281,977.57	1,892,451.00	1,883,506.00	1,883,506.00	(8,945.00)
017 TECH Center Fund						0.00
Expenses	510,000.00	510,000.00	400,000.00	400,000.00	400,000.00	0.00
Contractual Services	510,000.00	510,000.00	400,000.00	400,000.00	400,000.00	0.00
017-00-6800-000 - Agreements/Resolutions/Alloc	510,000.00	510,000.00	400,000.00	400,000.00	400,000.00	0.00
018 Mental Health Fund						0.00
Expenses	452,025.00	452,025.00	400,000.00	400,000.00	400,000.00	0.00
Contractual Services	452,025.00	452,025.00	400,000.00	400,000.00	400,000.00	0.00
018-00-6800-000 - Agreements/Resolutions/Alloc	452,025.00	452,025.00	400,000.00	400,000.00	400,000.00	0.00
029 Special Parks & Recreation Fund						0.00
Expenses	13,165.00	10,000.00	0.00	0.00	0.00	0.00
Contractual Services	13,165.00	10,000.00	0.00	0.00	0.00	0.00
029-6800-000 - Agreements/Resolutions/Alloc	13,165.00	10,000.00	0.00	0.00	0.00	0.00
030 Special Alcohol & Drug Fund						1,000.00
Expenses	10,000.00	10,000.00	10,000.00	11,000.00	11,000.00	1,000.00
Contractual Services	10,000.00	10,000.00	10,000.00	11,000.00	11,000.00	1,000.00
030-6800-000 - Agreements/Resolutions/Alloc	10,000.00	10,000.00	10,000.00	11,000.00	11,000.00	1,000.00
087 Historical Museum Fund						0.00
Expenses	185,000.00	185,000.00	185,000.00	232,000.00	185,000.00	0.00
Contractual Services	185,000.00	185,000.00	185,000.00	232,000.00	185,000.00	0.00
087-6800-000 - Agreements/Resolutions/Alloc	185,000.00	185,000.00	185,000.00	232,000.00	185,000.00	0.00
Grand Total	3,362,579.35	3,053,002.57	3,465,451.00	3,519,506.00	3,453,506.00	(11,945.00)



AGENDA ITEM

AGENDA ITEM #8.D

AGENDA DATE: August 28, 2024

PRESENTED BY:

AGENDA TOPIC:

Revenue Neutral Rate and Budget Hearing for the **Reno County Special Districts' 2025 Budget** for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax and Revenue Neutral Rate; and for the proposed use of all funds for the Reno County 2025 Budget.

1. Open the Hearing
2. Discussion
3. Close the Hearing

NOTICE OF HEARING TO EXCEED REVENUE NEUTRAL RATE AND BUDGET HEARING

The Reno County Board of Commissioners, acting as the governing body of

Reno County Fire Districts, Reno County Sewer Districts, and Reno County Water Districts

will meet on August 28, 2024 during the regularly scheduled meeting which begins at 9:00 a.m. in the Reno County Courthouse Veterans Room, 206 W. 1st., Hutchinson, KS, for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax Revenue Neutral Rates. Detailed budget information is available at the Reno County Clerk's office and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2025 Expenditures and Amount of 2024 Ad Valorem Tax establish the maximum limits of the 2025 budget. Estimated Tax Rate is subject to change dependent on the final assessed valuation.

	Prior Year Actual 2023		Current Yr Estimate 2024		Proposed Budget Year 2025				
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2024 Ad Valorem Tax	July 1, 2024 Estimated Valuation	Proposed Estimated Tax Rate*	Revenue Neutral Rate**
Special District Funds									
Fire District No. 2 General Fund 020	2,523,654	22.927	2,840,807	23.492	3,071,151	2,636,160	110,166,494	23.929	22.740
Fire District No. 3 General Fund 021	202,410	5.595	237,555	6.058	252,255	207,129	34,533,228	5.998	5.889
Fire District No. 4 General Fund 022	245,771	6.270	297,125	7.140	306,100	276,202	38,082,352	7.253	7.014
Fire District No. 6 General Fund 024	99,588	13.705	133,880	13.215	154,830	148,248	7,630,661	19.428	13.576
Fire District No. 7 General Fund 025	104,912	8.333	130,845	8.376	147,320	134,635	11,960,521	11.257	8.986
Fire District No. 8 General Fund 026	169,859	5.441	196,645	6.212	208,975	189,709	29,731,936	6.381	5.823
Fire District No. 9 General Fund 023	196,924	5.035	265,130	6.582	274,131	239,076	34,750,585	6.880	6.572
Fire District No. 9 Bond & Interest Fund 112	62,500	1.572	9,133		1,001	0			
Fire District Jt. No. 1 Rn-Km General Fund 027	165,696	6.008	197,855	7.032	215,340	190,671	25,373,156	7.515	6.934
Fire District Jt. No. 2 Rn-Hv General Fund 028	189,912	5.746	224,260	6.785	238,410	200,512	28,893,993	6.940	6.746
Fire District Jt No. 2 Rn-Hv Bond & Interest Fund 104	25,641	0.935	21,242	0.529	22,744	19,051	28,893,993	0.659	0.525
Sewer District No. 1 (Cedarview) Fund 135	5,955	10.471	6,583		18,371	0			
Sewer District No. 3&10 (Blue Spruce) Fund 137	40,953	8.597	76,267		82,292	0			
Sewer District No. 3&10 (Blue Spruce) Bond & Interest Fund 187	41,875	0.000	40,938		93,654	0			
Sewer District No. 201 (Yoder) Fund 145	31,875	22.700	60,041		40,761	0			
Sewer District No. 202 (HABIT) Fund 146	36,364	22.071	66,071		55,921	0			
Sewer District No. 8 (Highlands) Fund 142	106,748	0.000	124,572		195,425	0			
Sewer District No. 8 (Highlands) Bond & Interest Fund 190	102,750	8.502	101,100		150,744	0			
Water District No. 8 (Highlands) Fund 124	81,385	0.000	104,272		558,976	0			
Water District No. 101 (Yoder) Fund 123	47,716	0.000	90,942		75,126	0			
Non-Budgeted Funds - A	715,670								
Non-Budgeted Funds - B	355,093								

*Tax rates are expressed in mills

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

Donna Patton
Clerk



AGENDA ITEM

AGENDA ITEM #8.E

AGENDA DATE: August 28, 2024

PRESENTED BY:

AGENDA TOPIC:

Resolution 2024-_____ for the **Reno County Special Districts' 2025 Budget** to levy a property tax rate exceeding the revenue neutral.

SUMMARY & BACKGROUND OF TOPIC:

The adoption of this resolution is required prior to the adoption of the official budget.

ALL OPTIONS:

1. Adoption of Resolution 2024-_____ stating Reno County's Special Districts' Budget will exceed the Revenue Neutral Rate for the 2025 Budget.
2. Deny the Resolution and pass a budget that is at or below the Revenue Neutral Rate for 2025.

RECOMMENDATION / REQUEST:

Adoption of Resolution 2024-_____ stating Reno County's Special Districts' Budget will exceed the Revenue Neutral Rate for 2025.

RENO COUNTY RESOLUTION NO. 2024-_____

A RESOLUTION OF RENO COUNTY, KANSAS TO LEVY A PROPERTY TAX RATE EXCEEDING THE REVENUE NEUTRAL RATE FOR RENO COUNTY FIRE DISTRICTS NOS 2, 3, 4, 6, 7, 8, 9, JOINT 1 RN-KM, JOINT 2 RN-HV, AND JOINT 2 RN-HV BOND & INTEREST

WHEREAS, the Reno County Board of County Commissioners, as the governing body of the Reno County Fire Districts listed below, is statutorily required to provide notice and hearing prior to exceeding the Revenue Neutral Rate; and

WHEREAS, the Revenue Neutral Rates for tax year 2024 for said Reno County Fire Districts were calculated by the County Clerk to have the following mills for such districts:

Special District	Mills calculated for Revenue Neutral Rate
Fire District No. 2	22.740
Fire District No. 3	5.889
Fire District No. 4	7.014
Fire District No. 6	13.576
Fire District No. 7	8.986
Fire District No. 8	5.823
Fire District No. 9	6.572
Fire District Jt. No. 1 RN-KM	6.934
Fire District Jt. No. 2 RN-HV	6.746
Fire District Jt. No. 2 RN-HV Bond & Interest	0.525

WHEREAS, the budgets proposed by the Reno County Board of County Commissioners on behalf of said Districts will require the levy of property tax rates exceeding the Revenue Neutral Rate; and

WHEREAS, the Reno County Board of County Commissioners held a hearing on August 28, 2024, allowing all interested taxpayers desiring to be heard an opportunity to give oral testimony; and

WHEREAS, the Reno County Board of County Commissioners having heard testimony, have determined that it is in the best interests of said Reno County Fire Districts to exceed the Revenue Neutral Rate.

NOW, THEREFORE, BE IT RESOLVED BY THE RENO COUNTY BOARD OF COUNTY COMMISSIONERS that property tax rates exceeding the Revenue Neutral Rates indicated above shall be levied to fund the 2025 budgets for Reno County Fire Districts Nos 2, 3, 4, 6, 7, 8, 9 Joint 1 RN-KM, Joint 2 RN-HV, and Joint 2 RN-HV Bond & Interest.

BE IT FURTHER RESOLVED THAT this resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the Reno County Board of County Commissioners.

ADOPTED this _____ day of _____ 2024.

BOARD OF COUNTY COMMISSIONERS OF
RENO COUNTY, KANSAS ACTING AS THE
GOVERNING BODY OF RENO COUNTY FIRE
DISTRICTS NOS 2, 3, 4, 6, 7, 8, 9 JOINT NO. 1
RN-KM, JOINT NO.2 RN-HV, AND JOINT NO. 2
RN-HV BOND & INTEREST

Randy Parks, Chairman

Ron Hirst, Member

Daniel Friesen, Member

Don Bogner, Member

John Whitesel, Member

ATTEST:

Donna Patton, Reno County Clerk

Roll Call Vote

A Roll Call Vote of the Board of County Commissioners of Reno County, Kansas, Acting as the Governing Body of Reno County Fire Districts Nos 2, 3, 4, 6, 7, 8, 9, Joint No. 1 RN-KM, Joint No. 2 RN-HV, and Joint No. 2 RN-HV Bond & Interest To Levy a Property Tax Exceeding the Revenue Neutral Rate

Hearing to Exceed the Revenue Neutral Rate held on August 28, 2024

Resolution No. 2024-_____

Governing Body Member	Yes	No	No Vote
Randy Parks			
Ron Hirst			
Daniel Friesen			
Don Bogner			
John Whitesel			
TOTAL			

Certified:



AGENDA ITEM

AGENDA ITEM #8.F

AGENDA DATE: August 28, 2024

PRESENTED BY:

AGENDA TOPIC:

Adopt the **Reno County Special Districts' 2025 Budget**

SUMMARY & BACKGROUND OF TOPIC:

Attached is the Reno County Special District's budget summary. The summary shows all special fire districts will go above the RNR. Reasons for this include low assessment increases in various districts, along with increased costs and the build-up of their reserve funds. Sewer and water districts do not have tax levies any longer but are part of the special districts' budget worksheet. We will watch the budgets for utility districts to make sure that the user fees are adequate to fund their budget, as 2024 is the first full year of not having property taxes for the districts that aided the user fees.

NOTICE OF HEARING TO EXCEED REVENUE NEUTRAL RATE AND BUDGET HEARING

The Reno County Board of Commissioners, acting as the governing body of

Reno County Fire Districts, Reno County Sewer Districts, and Reno County Water Districts

will meet on August 28, 2024 during the regularly scheduled meeting which begins at 9:00 a.m. in the Reno County Courthouse Veterans Room, 206 W. 1st., Hutchinson, KS, for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax Revenue Neutral Rates. Detailed budget information is available at the Reno County Clerk's office and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2025 Expenditures and Amount of 2024 Ad Valorem Tax establish the maximum limits of the 2025 budget. Estimated Tax Rate is subject to change dependent on the final assessed valuation.

	Prior Year Actual 2023		Current Yr Estimate 2024		Proposed Budget Year 2025				
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2024 Ad Valorem Tax	July 1, 2024 Estimated Valuation	Proposed Estimated Tax Rate*	Revenue Neutral Rate**
Special District Funds									
Fire District No. 2 General Fund 020	2,523,654	22.927	2,840,807	23.492	3,071,151	2,636,160	110,166,494	23.929	22.740
Fire District No. 3 General Fund 021	202,410	5.595	237,555	6.058	252,255	207,129	34,533,228	5.998	5.889
Fire District No. 4 General Fund 022	245,771	6.270	297,125	7.140	306,100	276,202	38,082,352	7.253	7.014
Fire District No. 6 General Fund 024	99,588	13.705	133,880	13.215	154,830	148,248	7,630,661	19.428	13.576
Fire District No. 7 General Fund 025	104,912	8.333	130,845	8.376	147,320	134,635	11,960,521	11.257	8.986
Fire District No. 8 General Fund 026	169,859	5.441	196,645	6.212	208,975	189,709	29,731,936	6.381	5.823
Fire District No. 9 General Fund 023	196,924	5.035	265,130	6.582	274,131	239,076	34,750,585	6.880	6.572
Fire District No. 9 Bond & Interest Fund 112	62,500	1.572	9,133		1,001	0			
Fire District Jt. No. 1 Rn-Km General Fund 027	165,696	6.008	197,855	7.032	215,340	190,671	25,373,156	7.515	6.934
Fire District Jt. No. 2 Rn-Hv General Fund 028	189,912	5.746	224,260	6.785	238,410	200,512	28,893,993	6.940	6.746
Fire District Jt No. 2 Rn-Hv Bond & Interest Fund 104	25,641	0.935	21,242	0.529	22,744	19,051	28,893,993	0.659	0.525
Sewer District No. 1 (Cedarview) Fund 135	5,955	10.471	6,583		18,371	0			
Sewer District No. 3&10 (Blue Spruce) Fund 137	40,953	8.597	76,267		82,292	0			
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Water District No. 101 (Yoder) Fund 123	47,716	0.000	90,942		75,126	0			
Non-Budgeted Funds - A	715,670								
Non-Budgeted Funds - B	355,093								

*Tax rates are expressed in mills

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

Donna Patton
Clerk



AGENDA ITEM

AGENDA ITEM #9.A

AGENDA DATE: August 28, 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, Human Resources, IT, Maintenance, Public Works, Solid Waste, Treasurer, and Youth Services.

Dear Randy Partington, County Administrator:

RE: Monthly report ending July 31, 2024

Staffing Vacancies:

Current vacancy is for a PRN Public Health Nurse.

Program Updates:

Admin/Finance/Health Information Management (HIM). We are participating in an administrative learning collaborative with the Riley County and Shawnee County Health Departments. This month, the directors of these health departments toured the Riley County Health Department in an effort to review best practices and to work on process improvement initiatives.

Childcare Licensing (CCL) Staff conducted 2 initial surveys, 2 complaints visits, 3 amendments visits, and 1 compliance visit. Our replacement Childcare Licensing Specialist started this month and has been completing new employee orientation requirements. Staff assisted childcare providers getting on zoom trainings, so they are aware and educated about the new KDHE Childcare Regulations going into effect in August.

Clinical – Basic Health Services (BHS), Maternal Child Health (MCH), Family Planning (FP), and Older Adult Services (OAS). We are offering three Back To School Vaccine Clinics; call 620-694-2900 to schedule an appoint to make sure your child(ren) are ready for school starting in August. These dates are:

- Tuesday, July 30th-Extended hours to 8pm.
- Saturday, August 3rd-8am to Noon.
- Monday, August 12th-Extended hours to 8pm.

Epidemiology and COVID-19 Update. Staff conducted 13 infectious disease investigations, with 14 confirmed or probable cases. There were 2 animal bite investigations conducted. A travel-related case of Dengue was reported and a case of neuroinvasive West Nile virus was reported. As of 7/31/24, the percentage of COVID-19 emergency department (ED) visits increased to around 1% of all visits. The most week, COVID-19 ED visits made up 0.5% of all visits. As of July 31st, there was 1 patient hospitalized with COVID-19.

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 look for ways to initiate education and prevention of commercial tobacco among young people. 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. Substance Misuse-We hosted the Department of Justice, and their Reaching Rural initiative, for a 2-day overview of Reno County's efforts to address substance use disorder. COSSUP-For



Medication Assisted Treatment (MAT): had a site visit to a similar-sized MAT provider. For Overdose Fatality Review Board (OFRB): completed 6 case reviews and are in the process of establishing a governing council. Pathways-Our speaker series highlighting the Community Health Improvement Plan (CHIP) initiatives, will finalize this month. The residents of Reno County are invited to join in on the conversation to learn and be engaged in the efforts being made to improve gaps of care and areas identified by the CHIP. The opportunities to participate are as follows:

- July 10th Dakota Sanders, Author and ACT Peer Support Specialist at Horizons
 - o Presenting on: Substance Misuse
 - o 5:30 to 6:30 at Wool Market
 - o Sponsor: Reno Recovery Collaborative
- July 24th David Jordan, President and CEO of United Methodist Health Ministry Fund
 - o Presenting on: Child Care
 - o 5:30 to 6:30 at Wool Market
 - o Sponsor: Reno County Child Care Task Force

Preparedness (PHEP) and Medical Reserve Corp (MRC). Staff presented to the Reno County Childcare Coalition, assisted the Milestone Clubhouse in creating a safety and preparedness plan, completed an annual review and update of our preparedness policies, presented on Eagle Radio about the MRC and preparedness program, and held a virtual MRC meeting.

WIC – Women, Infant & Children. We have 1210 active clients (have used at least 1 item on food benefits) out of 1407 participating (received benefits). Breastfeeding Peer Counselors assisted 16 individuals with breastfeeding. Staff held 2 Bump to Baby classes with 8 participants. A replacement WIC Nutritionist has hired this month; they are completing new employee requirements. Along with performing normal dietitian services in Reno and McPherson counties and temporarily covering dietitian services for Rice County, staff are providing dietitian services for Harvey County.

Becoming a High(er) Performing Organization. Three staff members participated in the Reno County/KU HPO Training July 10-11.

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 – July 2024
Helen Foster – Human Resources Director

Employment Activity

During the month of July, we had 13 (thirteen) new hires and 6 (six) separations from employment. This month we received a total of 129 applications through July 29th. We went from 23 active job postings to 13 active job postings for the month of July.

Service Awards

Elise has begun preparations for the annual service awards ceremony. Employees will begin getting their questionnaire and award selection sheet for those celebrating their 5 year milestone anniversaries with the County. There will be additional information distributed to the Commission once all the details are completed. It is always a pleasure to have members of the Commission at the events to celebrate the employees of Reno County.

Open Enrollment

We are coming closer to our annual open enrollment dates. This year we will be hosting in-person open enrollment meetings with the USI team. These are informational meetings that will help employees make informed decisions for their benefits that fit their personal/family needs. Open enrollment meetings will be held on Monday, August 19th and Wednesday, August 21st. We will record one of the meetings for those that are unable to attend. Open enrollment will be from August 19th through August 30th. Enrollments can be completed through the Benefits Direct portal or through a phone call with an enrollment specialist.

HPO

In August, KU will begin working with the trainers. They are working to complete a training manual and materials to work from with the trainers. This is exciting for all of us who will be trainers to start helping to facilitate the trainings with the staff and for us to be ready to bring the training in-house for our new employees coming on board.

Budget

Currently, I have used 51% of my overall budget. This would be on track for our department. The end of the year is when there is an increase in our spending for service awards and enrollment materials.



Reno County Information Technology
206 W First Avenue
Hutchinson KS 67501-5245
(620) 694-2523 • help.desk@renogov.org

Thursday, August 1st, 2024

Re: Information Technology Monthly Report

Staffing

The Director and Data Analyst positions have been filled and we are actively reviewing applicants and interviewing candidates to fill the Assistant Director position. These changes have been impactful to our workflows, but we are working through them.

Budget YTD Summary

We are currently utilizing about 75% of our overall budget. This is typical for this time of year as we pay most of our largest annual support contracts in Q1 and Q2. Overall, we are presently on track to remain within budget.

Projects/Issues/Challenges/Concerns

July was a challenging month due to staffing changes, however, these challenges have been met by the IT staff and we have successfully worked through them.

- **Helpdesk Activity:** During the month of July, we received 415 new tickets. Of those tickets, 358 were solved leaving 49 in an active state and 8 in a pending state. Pending tickets are waiting for a delivery, the vendor, a project, or the end user. In total, we currently have 127 open tickets, 24 of which are in a pending state.
- **Cybersecurity:** Maintaining our cybersecurity is a never-ending concern. Staff have reported 122 suspicious emails during July and of those: 55 were considered clean, 30 were marked as spam, and 35 were considered as a threat. There were 2 additional emails that had not been resolved by the end of the month, which is typically due to time received on the last day of the month or waiting on feedback from the user. We had no significant cybersecurity incidents for this month.
- **Training and Education:** We've completed annual certifications for all county staff on cyber security. We have an onboarding training scheduled every Monday morning at 9:00 for new county users.

We typically have a significant number of projects being undertaken at any point. This is not an exhaustive list, but the current projects that are the most impactful to the commission and community:

- **Tyler Eagle Recording Software:** Modernizes the filing and tracking software in use by the Register of Deeds. We are expecting minor delays due to staffing changes but are currently awaiting follow-ups from Tyler.
- **Website Redesign and Review:** We've completed the project and training for our new website, <https://renocounty.gov/>, which lowers costs on web hosting as well as utilizes our new .GOV domain.
- **Email Domain Change:** We are actively migrating users and mailboxes from renogov.org to renocountyks.gov domains. This will improve transparency, trust, and security.
- **Security Upgrades at RCCF:** We are actively working on improving security at the facility by investigating security system options. We are also purchasing video storage separately to improve security, stability, and retention of video storage. This is expected to cost around \$100,000 and be paid using commissary funds by the Sheriff's Office.
- **Infrastructure Update for County Equipment:** The servers and storage that run the county infrastructure are nearing end-of-life. Later in the year, we hope to present options to upgrade this aging equipment to the commission.



Maintenance & Purchasing Monthly Report 7/31/2024

Harlen Depew, Director

Staffing: This month we promoted one individual from a PT custodial position to FT maintenance. This leaves us with one PT and one FT custodial position and one FT maintenance position. We've had several good candidates for the maintenance position who have declined employment due to the starting wage we offered them but will continue to take applications.

Budget YTD summary

Contractual services expenditures continue to rise so we're somewhat ahead of where I would like to be in that category at the present time. Overall the department budget is tight but on track with expectations.

Projects/Issues/Challenges/Concerns

Courthouse Remodel

The now vacated 2nd floor Legal Services offices will be complete and ready for use the first full week of August. Renovations included cleanup, painting, new carpet and revised network cabling. This space will be used as a meeting space for the IT department, with one office available for use by commissioners, and one for future occupancy.

Courthouse Network Cabling

is on hold for the time being. Will pick this back up when outdoor projects die down in the fall.

Law Enforcement Elevator Modernization

This project consists of replacing the mechanical, hydraulic, electrical, and controls portions on both elevators at the LEC. This also brings them into current State Elevator Code compliance. New State requirements have complicated this project and have added substantial costs. We have bids back for the actual elevator work but are still working out the details of work required outside of the elevator bids that will need to be completed by others. We plan to have this item on the agenda for the second meeting in August.

New EMS Station

We're still working on the negotiations for the design work at the EMS building. The project funds need to be encumbered before the end of the year. The first proposal was sent back for further revisions to keep costs down.

Other projects in the development stage are upgrades to one of our building controls systems, some minor updates at the Health Department, replacement windows and skylights at Youth Services, shower renovations at Youth Services, replacement of the obsolete fire alarm system at the courthouse, and a scheduled replacement of a split HVAC unit at the Maintenance & Purchasing office. These are all works in progress.



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

July, 2024 Monthly Report

Asphalt Crew has finished asphalt overlaying Pretty Prairie Road, Partridge Road, and High Point Road. They will now start on Trail West Road. The crew will overlay 31 miles of road in 2024 and is now 50% complete.

Mowing/Sign has finished mowing the second round of road right-of-way mowing that consists of approximately 1,100 miles of road ditches. The Mowing Crew mows all the road ditches four times per year. The last round involves mowing out the entire road ditch from road edge to property line.

Dirt Crew is cleaning ditches and replacing culverts beneath the roads that will be overlayed this year.

Bridge Crew will soon complete the replacement of Peace Road Bridge, 5.20 miles south of Parallel Road and will then start replacing Riverton Road Bridge 12.95, located approximately 5 miles east of the City of Arlington, and repairing bridges as needed.

Planning & Zoning – The Planning & Zoning Commission has completed holding public hearings with the question of prohibiting large scale commercial solar within the zoned area of the county and regulations on ground mounted private solar within the zoned area of the county, and other text amendments. The County Commission will receive a recommendation from the Planning & Zoning Commission to not prohibit large scale solar projects within the zoned area of the county.

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. The Environmental Division is now fully staffed. The agreement to purchase water from The City of Hutchinson for the Yoder Water District 101 is completed and will go before the County Commission for approval and then to the Hutchinson City Council for their approval.

Contracted Projects

The Victory Road Bridge, south of Buhler will let in October .

Challenges



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

Solid Waste Monthly Update July 2024
Prepared by Megan Davidson, Director

Staffing: We currently have a 1 Equipment Operator position open.

Projects/Issues/Challenges/Concerns: Employees are still working when we have time on the dirt work construction at the Gun Range as well as starting Phase III of our C&D site plan.

Landfill staff have been busy maintaining the sites, hauling cover dirt, mowing, weed eating, etc. We also have been cross training employees on different pieces of equipment. The office staff has been working on Solid Waste User Fee assessments.

The 826 Compactor is back in operation and the D8T has been sent off to Wichita for a CPT Rebuild.

Construction and Demolition has been busier this month with various projects around the area.

Budget: We have spent approximately 17% of the entire budget.

July 29, 2024

Monthly Report – Treasurer’s Office



Our office now has an art display of license plates both old and new. This fun display gives our customers the chance to see some of the options available beyond standard license plates. We will continue to save specialty tags that are returned as examples for our wall.

STAFFING:

Our most recent hire is in training. She came to our office with years of experience at a local dealership and is very familiar with titles and title requirements. She has been processing mailed in renewals with minimal oversight needed as she awaits full training on our system and KDOR requirements.

My Deputy Treasurer’s and I have met several times over the past months to discuss the ever increasing office workload and brainstorm about ideas to improve processes. We have seen an increase in both regular motor vehicle title transactions as well as commercial motor vehicle title transactions over the past few years. These transaction increases, along with the extra time involved with KDOR’s on-going embossed standard plate re-issue has resulted in longer wait times and customer frustration. The embossed

plate reissue is only in stage one. Other embossed plate types will be replaced next year. In addition, 2025 marks the next 5 year cycle for the reorder and reissue of all personalized plates. As our office is increasingly busy, not only do customers face longer wait times, but our clerks do not have any time left to complete necessary title corrections. Tag renewal mail is now taking much longer for us to process. It is becoming increasingly apparent that we will need additional help to keep up.

I have inquired about the process for requesting an additional staff member for the Tag Department. Space is tight in our office and we do not have any room up front to add another Tag Clerk. We can squeeze another desk in the back of our office and make do until a future date when additional space can be added to our office. An extra staff member would allow Tag employees to rotate and each spend one day in the back processing mail and performing necessary title corrections. They would also handle customer transaction from the back on busier days.

PROJECTS:

During July, the Treasurer's Office offered up for bid \$1 million from our General MIP account. These were funds sitting idle, earning 4.02% which we hoped to invest at a higher rate. The opportunity was provided to local financial institutions to bid on these investment funds. Five financial institutions bid on these funds with First National Bank winning the bid with a CD offering of 5.41%. This is now our highest earning CD and we considered our first investment bid opportunity a success. We plan to offer some more idle funds up for investment in September. We are staggering our CD renewal dates throughout the year so that should the county ever need additional funds, a maturing CD would be coming available that month.

All upcoming bond payments due 9/01/2024 for Reno County have been scheduled at the MIP and entered into our New World financial system. It is imperative that these payments be scheduled at least 21 days prior to the due date.

Although we are only midway to our next distribution in September, we continue to balance each of our GLs weekly to make sure that everything remains in complete balance.

A list of delinquent real estate taxes with payoffs good through 7/31/2024 was posted on our website and information was posted on social media along with a link to the delinquent list reminded taxpayers of unpaid taxes. Hutch Post also posted the delinquent tax information and link. All real estate taxes remaining unpaid will be turned over for publication to the Ninnescah Valley News as of 8/01/2024 and publication fees of \$16.00 will be added to each unpaid parcel.

With month end for the Tag Office once again approaching, our entire office will stay extremely busy.



JUVENILE DETENTION CENTER
JUVENILE INTAKE & ASSESSMENT
BOB JOHNSON YOUTH SHELTER

RENO COUNTY YOUTH SERVICES

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

Youth Services Monthly Report

July 2024

Staffing changes or issues (if any)

As of today, all positions in the facility have been filled. Three new staff will begin training during the second week of August and should be ready to be on the floor by the first of September. Staff member for the month of July was Hannah Alvarenga.

Budget YTD Summary

As of 7/31/2024, we have spent 40% of our Shelter budget (Dept.90). We have spent 51% of our detention budget (Dept.91)..

Projects/Issues/Challenges/Concerns

July has wrapped up and all the youths in the shelter have been enrolled for the school year which will begin in just over two weeks. One of our youths successfully discharged from the program this week and entered the Independent Living Program after obtaining his high school diploma while with us. We are very proud of his accomplishments and wish him the best moving forward. Youth Services recorded just over 50 hours of community service this summer which was a very positive experience for many of them.