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- A. **CALL TO ORDER/ROLL CALL**  
\_\_Nisly \_\_Schmidt \_\_Weber \_\_Garretson \_\_Fairbanks \_\_Scofield
- B. **PLEDGE OF ALLEGIANCE**
- C. **APPROVAL OF AGENDA (ADDITIONS/DELETIONS)**
- D. **CITIZEN COMMENTS**
- E. **HEARINGS, PRESENTATIONS, PROCLAMATIONS & RECOGNITIONS**
- F. **CONSENT AGENDA**  
1. Approval of Minutes – Regular Meeting, February 21, 2022  
2. Approval of Invoices
- Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_
- G. **ACTION ITEMS**
- H. **DISCUSSION ITEMS**  
1. Surplus Property – Wheel Loader & Misc. Equipment  
2. Insurance Renewal  
3. Code Enforcement  
4. Water Towers  
5. Road Maintenance Update  
6. Council Goals & Priorities
- I. **CITY ADMINISTRATOR’S REPORT**
- J. **GOVERNING BODY COMMENTS**
- K. **EXECUTIVE SESSION**
- L. **ADJOURNMENT**

**Meeting Date:** March 7, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** Consent Agenda

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**Background/Analysis** – Consent agendas are designed to take routine business items, non-controversial items, and other matters where a consensus has been reached and combine them into one single motion and vote. Items on the consent agenda should not be discussed or debated by the governing body. Any member of the governing body may elect to pull an item from the consent agenda for a separate vote.

**Recommendation** – Motion to approve the consent agenda as presented.

**Exhibit A** – Minutes from February 21, 2022 Regular Meeting

**Exhibit B** – AP Invoices

A. **CALL TO ORDER/ROLL CALL**

X Nisly X Schmidt X Weber X Garretson X Fairbanks X Scofield

B. **PLEDGE OF ALLEGIANCE**

C. **APPROVAL OF AGENDA (ADDITIONS/DELETIONS)**

D. **CITIZEN COMMENTS**

E. **HEARINGS, PRESENTATIONS, PROCLAMATIONS & RECOGNITIONS**

1. Firehouse Subs Public Safety Foundation Grant Award

F. **CONSENT AGENDA**

1. Approval of Minutes – Regular Meeting, February 7, 2022
2. Approval of Invoices
3. Approval of Community Center Rental Policy
4. Approval to change name of Building Reserve Fund to Capital Improvement Reserve
5. Approval to change name of Water Emergency Replacement Fund to Water Reserve
6. Approval to change name of Sewer Emergency Replacement Fund to Sewer Reserve

Motion: Garretson Second: Weber Vote: 5-0

G. **ACTION ITEMS**

1. Authorize Repairs Associated with December Windstorm Insurance Claim

**ACTION:** Motion to authorize repairs associated with the December Windstorm Insurance Claim not to exceed \$23,663.

**Motion:** Schmidt **Second:** Scofield **Vote:** 0-5 **Motion failed**

**ACTION:** Motion to authorize Zenor Electric to repair the damages associated with the December Windstorm Insurance Claim.

**Motion:** Schmidt **Second:** Scofield **Vote:** 5-0

2. Crack Sealing Authorization

**There was no Action taken on this matter. Council wanting bids.**

3. Designation of Funds for Economic Development & Infrastructure

**ACTION:** Motion to allocate \$500,000 for the purposes of economic development and infrastructure improvements to be split equally in reserve accounts between the general fund, water utility, and sewer utility.

**Motion:** Garretson **Second:** Weber **Vote:** 5-0

4. Authorization of Fund Transfers from Utility Funds to General Fund

**ACTION:** Motion to authorize the City Administrator to make the following transfers in an amount not to exceed the stated sums listed below for franchise fees.

**Transfer \$38,934 from the Water Fund to General Fund**

**Transfer \$63,834 from the Sewer Fund to General Fund.**

**Motion:** Fairbanks **Second:** Weber **Vote:** 5-0

5. Authorization of Fund Transfers to Reserve Accounts

**ACTION:** Motion to authorize the City Administrator to make the following transfers in an amount not to exceed the stated sums listed below.

**Transfer \$857,000 from the General Fund to Capital Improvement Reserve (902)**

**Transfer \$661,000 from the Water Fund to the Water Reserve (204)**

**Transfer \$1,053,000 from the Sewer Fund to the Sewer Reserve (303)**

**Motion:** Fairbanks      **Second:** Scotfield      **Vote:** 5-0

H. **DISCUSSION ITEMS**

1. Water Rights Perfection Plan Update
2. Road & Streets Maintenance Plan Update
3. Council Goals & Priorities
  - a. Fiscal Sustainability & Accountability
  - b. Economic Development
  - c. Employee Satisfaction & Retention
  - d. Quality of Life & Community Amenities
4. Woodie Seat Bridge

I. **CITY ADMINISTRATOR'S REPORT**

J. **GOVERNING BODY COMMENTS**

K. **EXECUTIVE SESSION**

L. **ADJOURNMENT**

**Motion:** Scotfield      **Second:** Schmidt      **Vote:** 5-0

**Invoice Approval List  
March 7, 2022**

Exhibit B

<b>Gen Gov</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-101-6000	Phone System	Vaspian	\$118.50
101-101-6000	Phone Service	Ideatek	\$27.50
101-101-6002	Attorney Service	Stan Juhnke	\$2,000.00
101-101-6002	Computer Support	Leading Edge Technology	\$111.00
101-101-6004	Hutch news on line subscription	First Bank Card	\$1.00
101-101-7000	White board, markers, eraser	First Bank Card	\$183.29
101-101-7001	Lunch with Ronnie and Hutch	First Bank Card	\$54.15
101-101-7001	Work lunch with Ronnie	First Bank Card	\$16.21
101-101-7002	LED lights	Sunflower	\$182.00
101-101-7002	Flags	First Bank Card	\$64.41
101-101-7005	Reimbursement	Joseph Turner	\$350.00
			<b>\$3,108.06</b>
<b>Police</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-102-6000	Phone System	Vaspian	\$288.00
101-102-6000	Phone Service	Ideatek	\$27.50
101-102-6002	Computer Support	Leading Edge Technology	\$872.51
101-102-6002	Amazon membership	First Bank Card	\$12.99
101-102-6004	Screen savers for cell phones	First Bank Card	\$54.96
101-102-6004	Oil change and check brakes	Allen Samuels	\$68.00
101-102-6012	Training-Domestic Violence	University of Kansas	\$35.00
101-102-7002	Filters	Decker Mattison	\$35.26
101-102-7002	Flags	First Bank Card	\$64.41
101-102-7003	Fuel	Bridgman	\$583.63
101-102-7009	Uniform pants and name tags	Galls	\$167.16
101-102-7009	Gun and tasor holsters	First Bank Card	\$179.16
			<b>\$2,388.58</b>
<b>Street</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-103-6000	Phone System	Vaspian	\$85.00
101-103-6000	Phone Service	Ideatek	\$27.50
101-103-6002	Computer Support	Leading Edge Technology	\$96.67
101-103-7002	Hydraulic hose, adapters	B&B Hydraulics	\$616.41
101-103-7002	Fittings and paint	Westlake	\$44.96
101-103-7002	Flags	First Bank Card	\$64.41
101-103-7002	Replace water pump	Red Equipment	\$3,677.97
101-103-7002	Clamps and ties	Rose Motor	\$17.15
101-103-7002	Coveralls-Mock	Tractor Supply	\$39.99
101-103-7003	Fuel	Bridgman	\$148.58
			<b>\$4,818.64</b>
<b>Fire</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-104-6000	Phone System	Vaspian	\$67.50
101-104-6000	Phone Service	Ideatek	\$27.50
101-104-6002	Computer support	Leading Edge Technology	\$106.23
101-104-6002	Drug test	Hutchinson Clinic	\$50.00
101-104-6004	Scheduling software/Dropbox	First Bank Card	\$623.88
101-104-7001	Pizza	First Bank Card	\$30.00
101-104-7002	Paint and batteries	Westlake	\$104.72
101-104-7002	Filters	Decker Mattison	\$45.00
101-104-7002	Bulbs, adapters	First Bank Card	\$77.91

**Invoice Approval List  
March 7, 2022**

Exhibit B

101-104-7004	Rental of floor buffer	First Bank Card	\$62.99
101-104-7009	Embroidery patches	First Bank Card	\$340.00
			<b>\$1,535.73</b>
<b>Court</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-106-6015	Court fees to State	Kansas State Treasurer	\$1,407.00
101-106-6016	Judge Service	Larry Bolton	\$1,100.00
101-106-6016	Attorney service	Rick Roberts	\$1,100.00
101-106-6017	January jail fees	Reno County Sheriff	\$1,720.00
			<b>\$5,327.00</b>
<b>Non Dept</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-109-6026	Refuse Payment	Nisly Brothers	\$8,809.87
			<b>\$8,809.87</b>
		<b>GENERAL TOTAL</b>	<b>\$25,987.88</b>
<b>Water</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
201-000-6002	Computer Support	Leading Edge Technology	\$151.45
201-000-7002	Fittings	Westlake	\$21.16
201-000-7002	Shipping of water samples	First Bank Card	\$18.85
201-000-7002	PVC, Curb cut	Ferguson Waterworks	\$451.30
201-000-7003	Fuel	Bridgman	\$162.17
			<b>\$804.93</b>
<b>Sewer</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
301-000-6002	Computer Support	Leading Edge Technology	\$151.45
301-000-6002	KDHE Compliance	PEC	\$787.50
301-000-7000	White board, markers, eraser	First Bank Card	\$183.29
301-000-7000	Business cards	First Bank Card	\$28.99
301-000-7001	Supervisor training	Kansas Municipal Utilities	\$125.00
301-000-7002	Chemicals for WWTP lab	USA Bluebook	\$344.48
301-000-7003	Fuel	Bridgman	\$59.94
			<b>\$1,680.65</b>
<b>Bond &amp; Int</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
601-000-8004	GO BOND 2018 Interest	Office of the State Treasurer	\$28,700.00
601-000-8004	GO BOND 2017 Interest	Office of the State Treasurer	\$10,331.25
			<b>\$39,031.25</b>
<b>Com Ctr</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
811-000-7002	Flags	First Bank Card	\$64.42
811-000-7002	Filters	Decker Mattison	\$3.69
			<b>\$68.11</b>
<b>Equip Res</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
901-000-8021	TV and warranty	First Bank Card	\$444.99
			<b>\$444.99</b>
<b>Build Res</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
902-000-8021	Install new Cat 6 (evidence room)	Mike Williams	\$250.00
902-000-8024	Red shale-Ball Diamond	Terry Dowers	\$10,000.00
			<b>\$10,250.00</b>
		<b>GRAND TOTAL</b>	<b>\$78,267.81</b>

**Meeting Date:** March 7, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** Surplus Equipment Discussion

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**Background/Analysis** – The City of South Hutchinson currently owns two (2) wheel loaders. With the results from our most recent surplus auctions, I wanted to revisit this matter as I have often wondered if having two was justifiable and prudent for a city of our size. Superintendent Pederson has similarly expressed a belief that two of these machines was overkill.

In researching the matter, one of the wheel loaders is used almost exclusively for tending to the brush/burn pile and loading aggregate. We are not even sure when was the last time the vehicle left the public works yard. Pederson and I do not believe we can justify the need for owning two loaders and the costs associated with it.

Reno Township Commissioner James Dull contacted city staff expressing an interest in purchasing the machine for their usage. The governing body has repeatedly expressed a desire to have the city administrator and city staff build relationships and work cooperatively with our sister government agencies in the region.

I would like to discuss the Council's viewpoints on selling the wheel loader, method of disposals (auction vs intergovernmental agency sale), and conditions of sale.

Additionally, we have crack sealing equipment that we would like to discuss as being potential surplus.

**Meeting Date:** March 7, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** Insurance Renewal Discussion

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**Background/Analysis** – Our insurance coverage will need to be approved for renewal at our next council meeting. I have enclosed a handout that outlines the changes in premium amounts based on various factors.

The first column represents our existing coverage, and the second column illustrates the changes to our policy upon renewal, all things remaining equal. Our cost would increase about \$16,500 per year.

I asked for a quote based on increasing our deductible to \$25,000. The third column (Option 2) shows that we would save about \$11,000 versus our renewal quote.

Option 3 reflects an increase in our coverage from \$500,000 to \$1,000,000.

Options 4 and 5 show the changes in cost related to beefing up our protections in the event of employee theft from \$25,000 to \$50,000 and \$100,000, respectively.

I would like to draw your attention to our property coverage. We are paying for more than \$20,000,000 in replacement cost coverage for our wastewater treatment plant. I believe this is excessive and could be a significant cost factor in our premiums. I am awaiting feedback on the impact this valuation has on our policy cost.

Note that our workers compensation insurance accounts for about one-third of our total expense and that there was a significant bump this year. I believe this is primarily due to two separate worker injuries in 2021. I am exploring the idea of shifting our workers compensation coverage over to KMIT, a pool of local governments in Kansas. I am awaiting a price quote on that coverage in comparison to what we currently have with EMC. Also, the proposal does not reflect recent changes regarding property we have sold off as surplus.

**EXHIBIT C** – Insurance Proposal

**RENEWAL COMPARISON WORKSHEET**

Insured: City of South Hutch											
Effective Date: 4/01/2022											
	\$500K Casualty Lines	\$500K Casualty Lines	\$500K Casualty Lines	\$500K Casualty Lines	\$1M Casualty Lines	\$500K Casualty Lines					
	Expiring	Option 1 Renewal	Option 2	Option 3	Option 4	Option 5	Option 6	Option 7	Option 8	Option 9	Option 10
	\$5K/\$10K W/H Ded	\$5K/\$10K W/H Ded	\$25K AOP Ded	Opt Incr Limits	Opt Crime \$50K	Opt Crime \$100K	Opt Crime \$50K	Opt Crime \$100K	Opt Crime \$50K	Opt Crime \$100K	Opt Crime \$100K
Property	\$ 51,954	\$ 57,577	\$ 46,365	\$ 57,577	\$ 9,114	\$ 57,577	\$ 57,577	\$ 57,577	\$ 57,577	\$ 57,577	\$ 57,577
Equipment	\$ 9,114	\$ 9,114	\$ 9,114	\$ 9,114	\$ 9,114	\$ 9,114	\$ 9,114	\$ 9,114	\$ 9,114	\$ 9,114	\$ 9,114
General Liability	\$ 6,871	\$ 7,172	\$ 7,172	\$ 7,172	\$ 7,760	\$ 7,172	\$ 7,172	\$ 7,172	\$ 7,172	\$ 7,172	\$ 7,172
Business Auto	\$ 19,196	\$ 20,376	\$ 20,376	\$ 22,448	\$ 20,376	\$ 20,376	\$ 20,376	\$ 20,376	\$ 20,376	\$ 20,376	\$ 20,376
Law Enforcement	\$ 2,382	\$ 2,917	\$ 2,917	\$ 3,408	\$ 2,917	\$ 2,917	\$ 2,917	\$ 2,917	\$ 2,917	\$ 2,917	\$ 2,917
Workers Compensation	\$ 43,570	\$ 51,990	\$ 51,990	\$ 51,990	\$ 51,990	\$ 51,990	\$ 51,990	\$ 51,990	\$ 51,990	\$ 51,990	\$ 51,990
Linebacker	\$ 4,205	\$ 4,736	\$ 4,736	\$ 5,530	\$ 4,736	\$ 4,736	\$ 4,736	\$ 4,736	\$ 4,736	\$ 4,736	\$ 4,736
Cyber	\$ 660	\$ 660	\$ 660	\$ 660	\$ 660	\$ 660	\$ 660	\$ 660	\$ 660	\$ 660	\$ 660
Crime	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 125	\$ 125	\$ 166	\$ 166
<b>Total</b>	<b>\$ 138,052</b>	<b>\$ 154,642</b>	<b>\$ 143,430</b>	<b>\$ 158,587</b>	<b>\$ 154,667</b>	<b>\$ 154,708</b>					



# INSURANCE PROPOSAL

APRIL 1, 2022

City Of South Hutchinson

PROVALUE INSURANCE

DAVE VOGEL | 620-899-0599 | DVOGEL@PROVALUEINS.COM



# PROPERTY

## LOCATION SCHEDULE

LOCATION #	BLDG #	ADDRESS
0	0	Blanket
1	1	2 S MAIN ST SOUTH HUTCHINSON City Office
2	1	503 E AVENUE C SOUTH HUTCHINSON Storage Building
2	2	503 E AVENUE C SOUTH HUTCHINSON Storage Building
3	1	TOWER DRIVE HUTCHINSON Water Tower
4	1	725 E AVE D SOUTH HUTCHINSON Waste Treatment Plant Incl Support Struct Bldgs
4	2	725 E AVE D SOUTH HUTCHINSON Maintenance Building
4	3	725 E AVE D SOUTH HUTCHINSON Storage Building
5	1	500 E AVE C SOUTH HUTCHINSON Shop & Storage Building
6	1	220 S WASHINGTON SOUTH HUTCHINSON Lift Station
7	1	401 N WASHINGTON SOUTH HUTCHINSON Lift Station
8	1	10 E BLANCHARD AVE SOUTH HUTCHINSON Public Safety Building
8	2	10 E BLANCHARD AVE SOUTH HUTCHINSON Public Safety Building
8	3	10 E BLANCHARD AVE SOUTH HUTCHINSON Evidence Storage
8	4	10 E BLANCHARD AVE SOUTH HUTCHINSON Evidence Storage
9	1	291 FRIENDSHIP RD SOUTH HUTCHINSON Lift Station
10	1	NW1/4 S11 T24 R6 SOUTH HUTCHINSON Well House No. 3





10	2	NW1/4 S11 T24 R6 SOUTH HUTCHINSON Well House No. 4
10	3	NW1/4 S11 T24 R6 SOUTH HUTCHINSON Well House No. 5 Including Generator
11	1	E 6TH AVE AT N MAIN ST SOUTH HUTCHINSON Traffic Signal
12	1	N ADAMS ST AT APOLLO DR HUTCHINSON Water Tower
13	1	100 W AVE C SOUTH HUTCHINSON Stands-Dugouts-Etc. City Park and Ball Field
14	1	13 W 6TH AVE SOUTH HUTCHINSON Lift Station
15	1	WABASH ST AT S MAPLE ST SOUTH HUTCHINSON Lift Station
16	1	18 E 3RD AVE SOUTH HUTCHINSON Lift Station
17	1	13 N MAPLE ST SOUTH HUTCHINSON Lift Station
18	1	INSURED PREMISES/OPS SOUTH HUTCHINSON Lift Station
19	1	120 E 7TH AVE SOUTH HUTCHINSON Lift Station
20	1	500 WILBECK DR SOUTH HUTCHINSON Lift Station
21	1	301 DISCOVERY LOOP HUTCHINSON Monument
22	1	1 S MAIN ST HUTCHINSON KS 67501 Traffic Signal
23	1	20 E BLANCHARD AVE SOUTH HUTCHINSON Garage
24	1	924 S MAIN ST SOUTH HUTCHINSON Traffic Signal
25	1	7 E AVE B SOUTH HUTCHINSON Pavilion & Bathrooms & Water Park
26	1	500 W AVE D SOUTH HUTCHINSON Shop
27	1	101 W AVE C SOUTH HUTCHINSON Community Building
28	1	302 DISCOVERY LOOP SOUTH HUTCHINSON Veterans Memorial





PROPERTY LIMITS

LOC #	BLDG #	SUBJECT OF INSURANCE	AMOUNT	DED	VALUATION	CAUSE OF LOSS
0	0	Blanket	\$30,303,641		RC	Special
1	1	City Office Building	\$563,503	5,000	RC	Special
1	1	City Office Building	\$563,503	10,000	RC	W/H
1	1	City Office, BPP	\$38,628	5,000	RC	Special
1	1	City Office, BPP	\$38,628	10,000	RC	W/H
2	1	Storage Building	\$11,021	5,000	RC	Special
2	1	Storage Building	\$11,021	10,000	RC	W/H
2	1	Storage Building, BPP	\$3,512	5,000	RC	Special
2	1	Storage Building, BPP	\$3,512	10,000	RC	W/H
2	2	Storage Building	\$126,742	5,000	RC	Special
2	2	Storage Building	\$126,742	10,000	RC	W/H
2	2	Storage Building, BPP	\$9,365	5,000	RC	Special
2	2	Storage Building, BPP	\$9,365	10,000	RC	W/H
3	1	Water Tower	\$2,187,549	5,000	RC	Special
3	1	Water Tower	\$2,187,549	10,000	RC	W/H
4	1	Waste Treatment Plant Incl Support Struct Bldgs	\$20,059,066	5,000	RC	Special
4	1	Waste Treatment Plant Incl Support Struct Bldgs	\$20,059,066	10,000	RC	W/H
4	1	Waste Treatment Plant Incl Support Struct Bldgs, BPP	\$58,528	5,000	RC	Special
4	1	Waste Treatment Plant Incl Support Struct Bldgs, BPP	\$58,528	10,000	RC	W/H
4	2	Maintenance Building	\$192,798	5,000	RC	Special
4	2	Maintenance Building	\$192,798	10,000	RC	W/H
4	2	Maintenance Building, BPP	\$29,264	5,000	RC	Special
4	2	Maintenance Building, BPP	\$29,264	10,000	RC	W/H
4	3	Storage Building	\$33,823	5,000	RC	Special
4	3	Storage Building	\$33,823	10,000	RC	W/H
5	1	Shop & Storage Building	\$204,991	5,000	RC	Special
5	1	Shop & Storage Building	\$204,991	10,000	RC	W/H





5	1	Shop & Storage Building, BPP	\$46,821	5,000	RC	Special
5	1	Shop & Storage Building, BPP	\$46,821	10,000	RC	W/H
6	1	Lift Station	\$198,549	5,000	RC	Special
6	1	Lift Station	\$198,549	10,000	RC	W/H
6	1	Lift Station	\$25,364	5,000	RC	Special
6	1	Lift Station	\$25,364	10,000	RC	W/H
7	1	Lift Station	\$99,879	5,000	RC	Special
7	1	Lift Station	\$99,879	10,000	RC	W/H
8	1	Public Safety Building	\$1,828,294	5,000	RC	Special
8	1	Public Safety Building	\$1,828,294	10,000	RC	W/H
8	1	Public Safety Building, BPP	\$137,971	5,000	RC	Special
8	1	Public Safety Building, BPP	\$137,971	10,000	RC	W/H
8	1	Public Safety Building, Fence	\$28,175	5,000	RC	Special
8	1	Public Safety Building, Fence	\$28,175	10,000	RC	W/H
8	2	PSB – Building Generator	\$37,747	5,000	RC	Special
8	2	PSB - Building Generator	\$37,747	10,000	RC	W/H
8	3	Evidence Storage	\$181,885	5,000	RC	Special
8	3	Evidence Storage	\$181,885	10,000	RC	W/H
8	4	Evidence Storage, BPP	\$33,112	5,000	RC	Special
8	4	Evidence Storage	\$33,112	10,000	RC	W/H
9	1	Lift Station	\$106,771	5,000	RC	Special
9	1	Lift Station	\$106,771	10,000	RC	W/H
10	1	Well House No. 3	\$44,987	5,000	RC	Special
10	1	Well House No. 3	\$44,987	10,000	RC	W/H
10	1	Well House No. 3, BPP	\$65,551	5,000	RC	Special
10	1	Well House No. 3, BPP	\$65,551	10,000	RC	W/H
10	2	Well House No. 4	\$44,987	5,000	RC	Special
10	2	Well House No. 4	\$44,987	10,000	RC	W/H
10	2	Well House No. 4, BPP	\$65,551	5,000	RC	Special
10	2	Well House No. 4, BPP	\$65,551	10,000	RC	W/H
10	3	Well House No. 5 Including Generator	\$94,270	5,000	RC	Special

1515 EAST 30TH AVENUE | P.O. BOX 1747 | HUTCHINSON, KS 67504  
 620.662.5406 DIRECT | 800.362.2194 TOLL-FREE  
 contact@provalueins.com | www.provalueinsurance.com





10	3	Well House No. 5 Including Generator	\$94,270	10,000	RC	W/H
10	3	Well House No. 5 Including Generator, BPP	\$91,301	5,000	RC	Special
10	3	Well House No. 5 Including Generator, BPP	\$91,301	10,000	RC	W/H
11	1	Traffic Signal	\$259,490	5,000	RC	Special
11	1	Traffic Signal	\$259,490	10,000	RC	W/H
12	1	Water Tower	\$888,331	5,000	RC	Special
12	1	Water Tower	\$888,331	10,000	RC	W/H
13	1	Stands-Dugouts-Etc. City Park and Ball Field	\$238,703	5,000	RC	Special
13	1	Stands-Dugouts-Etc. City Park and Ball Field	\$238,703	10,000	RC	W/H
13	1	Stands-Dugouts-Etc. City Park and Ball Field	\$19,685	5,000	RC	Special
13	1	Stands-Dugouts-Etc. City Park and Ball Field	\$19,685	10,000	RC	W/H
14	1	Lift Station	\$115,662	5,000	RC	Special
14	1	Lift Station	\$115,662	10,000	RC	W/H
15	1	Lift Station	\$131,811	5,000	RC	Special
15	1	Lift Station	\$131,811	10,000	RC	W/H
16	1	Lift Station	\$115,662	5,000	RC	Special
16	1	Lift Station	\$115,662	10,000	RC	W/H
17	1	Lift Station	\$115,662	5,000	RC	Special
17	1	Lift Station	\$115,662	10,000	RC	W/H
18	1	Lift Station	\$115,662	5,000	RC	Special
18	1	Lift Station	\$115,662	10,000	RC	W/H
19	1	Lift Station	\$115,662	5,000	RC	Special
19	1	Lift Station	\$115,662	10,000	RC	W/H
20	1	Lift Station	\$130,524	5,000	RC	Special
20	1	Lift Station	\$130,524	10,000	RC	W/H
21	1	Monument	\$36,390	5,000	RC	Special
21	1	Monument	\$36,390	10,000	RC	W/H
22	1	Traffic Signal	\$259,490	5,000	RC	Special
22	1	Traffic Signal	\$259,490	10,000	RC	W/H





23	1	Garage	\$28,921	5,000	RC	Special
23	1	Garage	\$28,921	10,000	RC	W/H
24	1	Traffic Signal	\$64,871	5,000	RC	Special
24	1	Traffic Signal	\$64,871	10,000	RC	W/H
25	1	Pavilion & Bathrooms & Water Park	\$40,707	5,000	RC	Special
25	1	Pavilion & Bathrooms & Water Park	\$40,707	10,000	RC	W/H
25	1	Pavilion & Bathrooms & Water Park	\$122,237	5,000	RC	Special
25	1	Pavilion & Bathrooms & Water Park	\$122,237	10,000	RC	W/H
25	1	Pavilion & Bathrooms & Water Park	\$39,631	5,000	RC	Special
25	1	Pavilion & Bathrooms & Water Park	\$39,631	10,000	RC	W/H
26	1	Shop	\$62,071	5,000	RC	Special
26	1	Shop	\$62,071	10,000	RC	W/H
26	1	Shop	\$24,401	5,000	ACV	Special
26	1	Shop	\$24,401	10,000	ACV	W/H
27	1	Community Building	\$550,380	5,000	RC	Special
27	1	Community Building, BPP	\$11,037	5,000	RC	Special
28	1	Veterans Memorial	\$110,376	5,000	RC	Special
28	1	Veterans Memorial	\$110,376	10,000	RC	W/H
29	1	Light Tower/Pole	\$56,270	5,000	RC	Special
29	1	Light Tower/Pole	\$56,270	10,000	RC	W/H

## EQUIPMENT FLOATER

### COVERAGE

Scheduled

Actual Cash Value

### DEDUCTIBLE & ADDITIONAL INFO

Total Scheduled Amount | \$1,007,604

Deductible Type | Flat  
Deductible | \$500

1515 EAST 30TH AVENUE | P.O. BOX 1747 | HUTCHINSON, KS 67504  
620.662.5406 DIRECT | 800.362.2104 TOLL-FREE  
contact@provalueins.com | www.provalueinsurance.com





## SCHEDULED EQUIPMENT

ITEM #	YEAR/MAKE/MODEL	DESCRIPTION	ID & SERIAL #	AMT OF INS
SEE ATTACHED				\$1,007,604 CAT LIMIT

## UNSCHEDULED EQUIPMENT

DESCRIPTION	MAX ITEM AMOUNT	AMOUNT OF INS
Small Tools	30,000	1,000
Leased/Rented Equip Others	185,000	185,000
Employee Tools (ACV)		5,000
Newly Purchased Equip-30% of Catastrophe Limit		





## BUSINESS AUTO

### COVERAGE / LIMITS / AUTO SYMBOLS

Combined Single Limit	\$500,000	1
Bodily Injury and Property Damage		
Personal Injury Protection (PIP)		
Medical Expenses and Wage Loss		
Medical Payments (Ea Insured)	\$1,000	7
Uninsured Motorist (UM)	\$500,000	6
Underinsured Motorist (UIM)	\$500,000	6
Hired Auto Liability	Y	
Non Owned Auto Liability	Y	

### VEHICLE SCHEDULE

VEH #	YEAR/MAKE/MODEL	VIN	COMP	COLL	SPECIFIED COL
1	2000 HOMEMADE FLAT BED	1234			\$1,000
2	1981 INTL TRUCK DUMPBED	1HTAA17E4BHA25101			
4	1997 ACT TRAILER	45XTB1621VACC2737		\$1,000	\$1,000
5	1997 STARLITE TRAILER	13YFS1826YC065097		\$1,000	\$1,000
6	2000 ACT 16 TRLR	45XTB1627YAC06535		\$1,000	\$1,000
7	1970 FORD HIGH RANGER	F61CCJ12837	\$1,000	\$1,000	
8	1989 FORD DUMP TRUCK	1FDYW82A8KVA08144	\$1,000	\$1,000	
9	2003 CHEV 3/4 TON PICKUP	1GCHC29U03E257114	\$1,000	\$1,000	
10	2003 CHEVROLET WHITE 3/4	1GCHC24UX3E266300	\$1,000	\$1,000	



12	2005 VACTOR 2110X SEWER	2FZAATDC05AN80288	\$1,000	\$1,000	
13	2005 CHEVROLET SILVERADO	2GCEK19B451324946	\$1,000	\$1,000	
15	1995 FORD TANDEM AXEL DUMP	1FDYW82E6SVA44594	\$1,000	\$1,000	
16	2005 PIERCE CONTENDER	4P1CC01M15A004928	\$1,000	\$1,000	
17	1996 MACK SPREADER	1M2P267C2TM027415	\$1,000	\$1,000	
18	2008 FLAT TRAILER (ATV)	3CVU71292131954			
19	2009 CHEVROLET SILVERADO	1GCEC14X19Z227488	\$1,000	\$1,000	
20	2011 CHEVY 3500 SILVERADO	1GC5KZCG2BZ136111	\$1,000	\$1,000	
21	2011 CHEVY 3500 SILVERADO	1GC5KZCG5BZ141173	\$1,000	\$1,000	
23	2012 MAXEY ANGLETOP	5GXAG1217CM015322	\$1,000	\$1,000	
24	2013 KAWASAKI MULE	KAF400BDF		\$1,000	
26	2013 FORD F550 FIRE	1FD0W5HT1DEB59110	\$1,000	\$1,000	
27	1991 HARSCO M923A2	2305686	\$1,000	\$1,000	
28	2014 KAWASAKI MULE	JK1AFCM18EB516085		\$1,000	
29	2014 KAWASAKI MULE	JK1ARCM12EB516275		\$1,000	
31	2007 SPTN 75 LADDER	4S7AU2F957C057571	\$1,000	\$1,000	
32	2015 MAGNUM LIGHT TOWER	5AJLS1418FB500212	\$1,000	\$1,000	
34	2015 RAVO 5 ISERI WANDER HOS	XL95FCHB7FA020011	\$1,000	\$1,000	
35	1995 FORD LNT8000 DUMP	1FDYW82E1SVA44602	\$1,000	\$1,000	
38	2006 GATOR UTILITY	M0HP4GX041477		\$1,000	
39	2017 CHEVY COMMAND	1GB6GUBG9H1110286	\$1,000	\$1,000	
41	2017 LAMAR TRAILER	5RVSH1214HHP05234	\$1,000	\$1,000	



42	2020 DODGE DURANGO	1C4RDJFG5LC165437	\$1,000	\$1,000	
44	2020 FORD EXPLORER	1FM5K8AW6LGA95351	\$1,000	\$1,000	
46	2014 DODGE CHARGER	2C3CDXAG2EH367933	\$1,000	\$1,000	
47	2015 DODGE CHARGER	2C3CDXAG6FH890969	\$1,000	\$1,000	
48	2021 NORSTAR DUMP LOW PRO	50HDB1629M1059797	\$1,000	\$1,000	
49	2021 DODGE RAM 1500 C	1C6RR7XT3MS523357	\$1,000	\$1,000	

### Commercial Auto Elite Extension/Municipal

#### COVERED AUTO SYMBOLS

- (1) Any Auto
- (2) All Owned Autos
- (3) Owned Private Passenger Autos
- (4) Owned Autos other than Private Passenger Autos
- (5) All Owned Autos Requiring No Fault
- (6) Owned Autos Subject to Compulsory UM
- (7) Specified Autos
- (8) Hired Autos
- (9) Non-Owned Autos
- (10) Company Unique



## GENERAL LIABILITY

### GENERAL LIABILITY LIMITS

General Aggregate Limit	\$1,000,000
Products/Completed Operations Aggregate Limit	\$1,000,000
Personal/Advertising Injury Limit	\$500,000
Each Occurrence	\$500,000
Fire Damage Limit	\$500,000
Medical Expense Limit	\$10,000
Policy Type	Occurrence
Employee Benefits Deductible	\$500,000/\$500,000 1,000
Municipal Violent Event Response Aggregate Limit	\$100,000
Each Event Limit	\$100,000
Each Person Limit	\$ 25,000





## ADDITIONAL COVERAGES:

### COVERAGE DESCRIPTION

### COVERAGE LIMIT

General Liability Elite Extension/Municipal

## HAZARD SCHEDULE

LOC #	CLASS CODE	RATING CLASSIFICATION	RATING BASIS	EXPOSURE
1	99943	WATER COMPANIES (4)	Payroll - Per \$1,000/Pay	126310
1	87702	SEXUAL ABUSE OR SEXUAL MISCONDUCT	Population	2486
1	87718	PESTICIDE OR HERBICIDE APPLICATOR COVERAGE	Flat Charge	1
1	87852	MUNICIPAL - VIOLENT EVENT RESPONSE COVERAGE	Population	2486
1	87825	EMPLOYEE BENEFITS LIABILITY COVERAGE	Employees	23
1	87523	TOWN LIABILITY- PREM/OPS IN PROGRESS INCL WORK SUBCONTR TO OTHERS (3)	Per Capita	2486





## CYBERSOLUTIONS LIABILITY

### DATA COMPROMISE COVERAGE -

RESPONSE EXPENSES LIMIT		\$ 50,000 ANNUAL AGGREGATE
LEGAL REVIEW SUBLIMIT	\$ 25,000	
FORENSIC IT REVIEW SUBLIMIT	\$ 25,000	
NAMED MALWARE SUBLIMIT	\$ 50,000	
PUBLIC RELATIONS SUBLIMIT	\$ 10,000	
REGULATORY FINES AND PENALTIES	\$ 25,000	
PCI FINES AND PENALTIES	\$ 25,000	
DEDUCTIBLE		\$ 1,000

### DATA COMPROMISE DEFENSE AND LIABILITY LIMIT \$ 50,000 ANNUAL AGGREGATE

NAMED MALWARE SUBLIMIT		\$ 50,000
DEDUCTIBLE		\$ 1,000

### IDENTITY RECOVERY COVERAGE -

IDENTITY RECOVERY LIMIT		\$ 25,000 ANNUAL AGGREGATE
EXPENSE REIMBURSEMENT DEDUCTIBLE		\$ 0

### CYBER COVERAGE -

COMPUTER ATTACK LIMIT		\$ 100,000 ANNUAL AGGREGATE
LOSS OF BUSINESS SUBLIMIT	\$ 50,000	
PUBLIC RELATIONS SUBLIMIT	\$ 10,000	
CYBER EXTORTION	\$ 10,000	
MISDIRECTED PAYMENT FRAUD	\$ 5,000	
DEDUCTIBLE		\$ 1,000

### NETWORK SECURITY DEFENSE AND LIABILITY LIMIT \$ 100,000 ANNUAL AGGREGATE

DEDUCTIBLE		\$ 1,000
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### ELECTRONIC MEDIA LIABILITY \$ 100,000 ANNUAL AGGREGATE

DEDUCTIBLE		\$ 1,000
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## WORKERS COMPENSATION

### PART 1 | STATES KS

<b>EMPLOYERS LIABILITY COVERAGE</b>	<b>LIMITS</b>
Bodily Injury by Accident- Each Accident	\$1,000,000
Bodily Injury by Disease- Policy Limit	\$1,000,000
Bodily Injury by Disease – Each Employee	\$1,000,000
Experience Modification – 4/01/2021	0.91%
Experience Modification – 4/01/2022	1.57%

### CLASSIFICATIONS

LOC #	STATE	CLASS CODE	DESCRIPTION	ESTIMATED ANNUAL REMUNERATION/PAYROLL
1	KS	9015	BUILDING OR PROPERTY MANAGEMENT - ALL OTHER EMPLOYEES	IF ANY
1	KS	5506	STREET OR ROAD CONSTRUCTION - PAVING OR REPAVING & DRIVERS	\$132,560
1	KS	7520	WATERWORKS OPERATION & DRIVERS	\$126,319
1	KS	7580	SEWAGE DISPOSAL PLANT OPERATION & DRIVERS	\$75,710
1	KS	7720	POLICE OFFICERS & DRIVERS	\$318,690
1	KS	8810	CLERICAL OFFICE EMPLOYEES NOC	\$190,523
1	KS	9410	MUNICIPAL, TOWNSHIP, COUNTY OR STATE EMPLOYEE NOC	\$65,658
1	KS	7710	FIREFIGHTERS & DRIVERS	\$144,803
1	KS	7711	VOLUNTEER FIREFIGHTERS	IF ANY

Medical Provider Credit





# LINEBACKER PUBLIC OFFICIALS AND EMPLOYMENT PRACTICES LIABILITY

THIS IS A CLAIMS MADE POLICY

\*\*\*\*\*

LIMITS OF LIABILITY

EACH LOSS	\$ 500,000
AGGREGATE FOR EACH POLICY TERM	\$ 1,000,000
INSURED'S DEDUCTIBLE EACH CLAIM (INCLUDING DEFENSE EXPENSE)	\$ 2,000

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**RETROACTIVE DATE AND EXCESS EXTENDED REPORTING PERIOD:  
THIS INSURANCE DOES NOT APPLY TO WRONGFUL ACTS WHICH OCCUR  
BEFORE THE RETROACTIVE DATE SHOWN BELOW.  
RETROACTIVE DATE: 04/01/88  
AVAILABLE SUPPLEMENTAL EXTENDED REPORTING PERIOD: (UNLIMITED)**



## LAW ENFORCEMENT LIABILITY

### LIABILITY LIMITS

General Aggregate Limit	\$1,000,000
Each Occurrence	\$500,000
Medical Expense Limit	\$5,000
Deductible Per Occurrence	\$2,500

### ADDITIONAL COVERAGES:

COVERAGE DESCRIPTION	COVERAGE LIMIT
Lexipol Program Discount Applied	

### HAZARD SCHEDULE

LOC #	CLASS CODE	RATING CLASSIFICATION	RATING BASIS	EXPOSURE
1	88500	Peace Officers/Full Time	Other	7
1		Population		2486





## GOVERNMENT CRIME

### COVERAGE LIMITS

Employee Theft – Blanket (Per Employee)  
Deductible

\$10,000 Limit Per Occurrence  
\$500 Per Occurrence



# EQUIPMENT FLOATER

## Irrigation Equipment

### COVERAGE

Scheduled

### DEDUCTIBLE & ADDITIONAL INFO

Total Scheduled Amount | \$183,000

### SCHEDULED EQUIPMENT

ITEM #	YEAR/MAKE/MODEL	DESCRIPTION	ID & SERIAL #	AMT OF INS
1	2017 Valley 7000	8-Tower Irrigation System w/Equip	11235090	96,500 RC
2	2017 Valley 7000	8-Tower Irrigation System w/Equip	11259565	86,500 RC

Mechanical Breakdown Included on RC  
Pivots



## PREMIUM SUMMARY

COVERAGE	PREMIUM AMOUNT
Commercial Property	\$57,577
Equipment Floater	\$9,114
Commercial General Liability	\$7,172
Commercial Auto	\$20,376
Workers Compensation	\$51,990
Crime	\$100
Cyber	\$660
Law Enforcement Liability	\$2,917
D&O-Linebacker PO & EPL	\$4,736
<b>EMC TOTAL</b>	<b>\$154,642</b>
Irrigation (Ideal Marine Renewal) or Irrigation (Chubb Rewrite)	\$5,380 \$4,081



**Meeting Date:** March 7, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** Code Enforcement Discussion

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**Background/Analysis** – Soon after I arrived, I initiated code enforcement actions upon receiving support from the governing body. In advance of this support, I stated the following:

- Code enforcement is an unpleasant task for staff and in order to be successful we need to have the full support of the Council
- Lack of support from the Council will lead to a lack of enforcement
- The most vocal individuals will be the alleged violators and supporters of the code enforcement will primarily remain silent
- All code enforcement actions will include opportunities for extensions and that staff will work with any alleged violator so long as they communicate and work with staff in good faith

Soon after our enforcement began, a few residents with some of the more egregious violations protested their abatement notices at council meetings. Various council members expressed concerns about enforcement activities.

It was at that point that code enforcement actions were curtailed significantly. Unsurprisingly, these violations remain with minimal to no progress made in the interim (e.g., 100 S. Main St.).

If Council wants code enforcement action to take place in this community, staff needs their unequivocal support.

Moreover, when a resident complains to a member of the council individually or appears at a council meeting to air their grievance, the governing body should refrain from assuming that the facts are as presented by the alleged violator and defer making any definitive statements until after they have consulted with city staff to get the full case history.

Staff seeks direction as to how the Council would like to proceed on code enforcement issues.

**Meeting Date:** March 7, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** Water Towers Discussion

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**Background/Analysis** – Water tower maintenance is extremely expensive and is also a niche space where few vendors operate. Staff have been assessing and exploring our options.

We have two water towers:

- 125,000-gallon ellipsoidal tower built circa 1972 and located by Collins Manufacturing
- 750,000-gallon fluted column tower built circa 1999 and located adjacent to Hwy 50

Recently, Rick Penner of Viking Industrial Painting (VIP) inspected both towers for free and provided a detailed report for each. It should be noted that Penner used to work for Tnemec, a commercial and industrial painting vendor, and wrote the specifications PEC used to bid out the interior and exterior painting of our 750,000-gallon water tower on our behalf back in 2013.

Market dynamics have changed over the years such that vendors are now charging for inspections. Alternatively, we can hire an independent engineering firm to inspect our towers.

Individually, vendor inspections are cheaper than an independent engineering firm. In the aggregate, it is probably cheaper to have an independent engineer inspect the towers. In addition, you receive a neutral third-party assessment.

VIP has not yet provided us with an itemized estimate for the identified repairs they believe are needed to the towers. They will also provide us with annual maintenance program cost estimate.

During the VIP inspection, a couple of notable items were discovered regarding the 750,000-gallon tower. Central Tank Coatings, the low bidder, does not appear to have fully painted the top of the tower. Images taken by VIP show the roller marks from the second coat not extending across the full length of the top of the tower. Pictures also show an excessive amount of rust on the interior that should not be present had Penner's specifications been followed.

Superintendent Pederson and I met with PEC representatives to research this project. PEC informed us that they were not hired to conduct inspections of the tower painting and that pre-construction meeting minutes indicate the City was going to conduct its own inspections. I cannot speak to what was or was not done by City staff at that time.

Inspections during painting projects are extremely expensive. PEC suggested that inspections of water tower painting operations is running about \$90,000.

Staff is looking at the following options for inspections:

1. Consult with multiple vendors and pay them for their inspections and reports
2. Enter into a contract with an independent engineering firm recommended by PEC
3. Utilize the free report generated by VIP to solicit bids/estimates

Staff is looking at the following options for completing maintenance/repairs:

1. "Pay-as-you-go" model
2. Annual maintenance agreement

One of the potential downsides of the "pay-as-you-go" model is the aforementioned quality control issues. However, you have the ability to bid out each job and that competition should put pressure on keeping costs low.

However, annual maintenance agreements are prized by vendors because it decreases their revenue volatility. In theory, vendors are going to be willing to offer a discount on services rendered in exchange for a consistent and reliable stream of revenue. There are additional pros and cons to either scenario that needs further discussion and consideration.

**Meeting Date:** March 7, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** Road Maintenance Discussion

---

**Background/Analysis** – Staff have been actively working on road maintenance issues and putting together a plan to ensure our streets are being cared for properly and that the appropriate level of investment is made to ensure maximum life expectancy.

We are in the process of soliciting bids/estimates on crack filling our entire network of city streets. I want to caution the Council that it will be very difficult to have a good idea of how much this is going to cost because the volume of material needed to fill cracks vary significantly based on their width and depth.

We are seeking bids based on a per pound price and will need to be flexible on budgeting for the total project.

We are also awaiting bid estimates on the part of Circle C Paving to see if they will be a viable option as it would be advantageous for staff if we could program our work to coincide with Hutchinson's chip and seal projects this summer. Circle C has made it expressly clear that they desire a package deal and that absent a package deal and due to increases in the cost of inputs, their chip and seal price will be considerably higher than what they bid for Hutchinson.

With that said, staff will offer up a scenario for consideration that calls for focusing solely on crack filling this year and punting our chip and seal work until 2023. There are various reasons we would like this to be considered:

1. Uncertainty surrounding total cost of crack filling
2. Supply chain disruption, Inflation, and inflated oil and gas prices have increased costs dramatically for all types of road repair and maintenance options
3. Staff would prefer to reduce future mobilization costs and increase the size and scope of future chip and seal projects to save taxpayer dollars
4. Create a more organized/sectioned off areas of road work to minimize disruption to residents and make it easier to communicate information to the public

**Meeting Date:** March 7, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** City Council Goals and Priorities Discussion

---

**Background/Analysis** – We have had extensive conversations over the last several months about the goals and priorities of the city council.

City staff built a list of projects for each of the six core focus areas separated by department and divisions. These projects were then ranked by priority (e.g., low, medium, and high).

Councilman Garretson expressed a desire to then aggregate this list and incorporate a ranking system for these priorities. To accomplish this, I separated these priorities into three different areas:

1. Enterprise Funds

Since our two utilities are supposed to be self-sustaining, there was no need to rank these items in comparison to other projects since they have independent funding sources.

2. Projects requiring financial investments

Each project has a “\$” sign symbol denoting cost level. The more dollars signs, the more expensive the project.

Each project also had a time rating scale to denote staff time commitments that would need to be made. The higher the number, the greater the time investment.

3. Projects primarily requiring staff time investments

Projects labeled with a “4” are believed to be the most time intensive for staff.

It is important to note that the points rankings are designed to highlight or illustrate the individual preferences of council members. Further, it is staff’s understanding that rankings of projects and priorities are designed to facilitate a pecking order within each of the previously assigned “Priority” scales. Thus, a project rated as a “medium” priority receiving more points than a “high” priority project would not necessarily usurp the “high” priority project.

**EXHIBIT D** – Council Goals & Priorities (Ranked)

Council Focus Area	Depart/Division	Objectives	Priority	Expected Deliverables for 2022
Infrastructure	Water (Production)	Water Quantity Issues	High	Explore acquisition of additional water rights from GMD2 or purchase from Hutchinson
Infrastructure	Water (Production)	Water Well Maintenance	High	Service/assess water wells
Infrastructure	Water (Production)	Water Rights Perfection	High	Perfect Well #4 and/or Well #5
Infrastructure	Water (Production)	Well Motor Redundancy	Medium	Purchase spare motor
Infrastructure	Water (Production)	Well Generator (Well #4)	Medium	Install generator
Infrastructure	Water (Production)	Well Houses	Medium	Repair/paint
Infrastructure	Water (Production)	Water Quality	Low	Multiyear project - not sure on deliverables
Infrastructure	Water (Storage)	Water Towers	High	Develop a maintenance plan/schedule/agreement
Infrastructure	Water (Storage)	Water Towers	High	Complete any mission critical safety/sanitary repairs
Infrastructure	Water (Storage)	Water Towers	Low	Complete any aesthetic maintenance/repairs
Infrastructure	Water (Distribution)	Valve Exercising & Repairs	High	Completely exercise entire network of valves and complete repairs
Infrastructure	Water (Distribution)	End Line Blow Outs	High	Start blowing out end of lines (ideally monthly)
Infrastructure	Water (Distribution)	Lead & Copper Regulations	High	Inspect every meter can for lead and copper lines
Infrastructure	Water (Distribution)	Fire Hydrants	High	Repair/replace hydrants
Infrastructure	Water (Distribution)	Meter Can Repairs	Medium	Clean out all cans, make needed repairs and replace broken setters
Infrastructure	Water (Distribution)	Water Rate Study	Medium	Hire consultants to conduct water rate review and analysis
Infrastructure	Water (Distribution)	Water Line Replacements	Low	Des Moines/Detroit neighborhood and industrial area in northeast section of city
Infrastructure	Sewer (Treatment)	KDHE Consent Order	High	Finalize KDHE consent order and draft wastewater ordinance
Infrastructure	Sewer (Treatment)	Aeration Basin	High	Replace aeration basis diffusers and repair damaged drains
Infrastructure	Sewer (Treatment)	Digesters	Medium	Replace barrel diffusers with coarse air diffusers
Infrastructure	Sewer (Treatment)	Gate Acces/Security	Low	Install automatic gate entry to wastewater plant
Infrastructure	Sewer (Collection)	Sewer Maintenance	High	Initiate sewer maintenance program
Infrastructure	Sewer (Collection)	"Profits" Lift Station	High	Replace clay pipe on force main
Infrastructure	Sewer (Collection)	Maholes	High	Launch sewer manhole rehabilitation program
Infrastructure	Sewer (Collection)	Bowling Alley Lift Station	Medium	Retrofit/update station
Infrastructure	Sewer (Collection)	Service Road	Low	Sewer line east of 96 needs a service road for vehicle access to manholes

Council Focus Area	Objectives	Priority	Expected Deliverables for 2022	Cost	Time	Niely	Schmidt	Weber	Garretson	Fair	Schofield	Totals
Infrastructure	Scott Blvd bridge	High	Complete replacement	\$\$\$\$	1		3				5	8
Infrastructure	Road Maintenance	High	Complete annual/scheduled road maintenance (e.g., chip seal, mill & overlay, etc.)	\$\$\$\$	2	4	5	4	1		5	19
Infrastructure	Main St. Resurfacing	High	Resurface Main St.	\$\$\$\$	2	1		4				5
Infrastructure	Striping	High	Stripe Blanchard (West of Main) and other areas of town	\$\$	1	1	1	3				5
Infrastructure	Crack Sealing	High	Crack seal our entire system of roads	\$\$	1	4	4	4	2		5	19
Infrastructure	Adams Street Repairs	Med	Concrete patch Adams at intersections of E & F	\$\$	4	1						1
Infrastructure	Street Sign Replacement	Med	Order and replace street signs	\$\$\$	4	1		1		10		12
Infrastructure	Valley Gutters	Low	Replace concrete valley gutters	\$\$	4		1		2			3
Infrastructure	Avenue B	Low	Looking at possibly completing concrete work in-house	\$\$	4	2	1				3	6
Infrastructure	Avenue F Resurfacing	Low	Resurface Avenue F.	\$\$	1	2			2		5	9
Infrastructure	Hwy 50/96 Roundabout	Low	Elevate only if we can secure grant funding	\$\$\$\$	2				2			2
Infrastructure	Des Moines West	Low	Expand turning radii/Progress highly correlated to roundabout project	\$\$	2							
Infrastructure	Des Moines West	Low	Replace deteriorating asphalt with concrete improvements	\$\$\$	1	1						1
Infrastructure	Washington/Blanchard	Low	Replace deteriorating asphalt with concrete improvements at entire intersection	\$\$\$	1	1						1
Infrastructure	Wood Report	Low	Implement Wood Report option(s)	\$\$\$\$	2		6					6
Infrastructure	Pumping Station	Low	Wood Report stated that pumping station was not economically feasible	\$\$\$\$	2		4					4
<b>Tot Pts</b>					<b>18</b>	<b>25</b>	<b>16</b>	<b>9</b>	<b>10</b>	<b>23</b>	<b>101</b>	

Council Focus Area	Objectives	P	Expected Deliverables for 2022	Cost	Time	N	S	W	G	F	S	T
Econ. Dev.	Regional Partnerships	High	Collaborate/support regional partners (e.g., letters of support, financial participation)	\$\$\$\$	3			4	2		3	9
Econ. Dev.	Business Recruitment/Expansion	High	Support private sector business w expansion plans (e.g., letters of support, incentives, etc.)	\$\$	3	1		4	2		2	9
Econ. Dev.	Housing Starts	High	Get new homes built in Prairie Ridge and infill lots	\$\$\$	4	3		2				5
Econ. Dev.	Incentive Programs	High	Review/update incentive programs	\$\$	3	1			4	10		15
Econ. Dev.	Business Loans	Med	Offer low/no-interest loans to businesses (e.g., micro loans, façade improvements, etc.)	\$\$\$	3	1			5		2	8
Econ. Dev.	Access to Capital	Med	Explore ways we can provide cheap access to capital to spur ecodev projects	\$\$\$	4	1			5			6
Econ. Dev.	Land Acquisition	Low	Seek to acquire land when beneficial	\$\$\$	3	1			2			3
Econ. Dev.	Commercial Park	Low	Work with developer to assist efforts where possible	\$\$	2		1					1
<b>Tot Pts</b>					<b>8</b>	<b>1</b>	<b>10</b>	<b>20</b>	<b>10</b>	<b>7</b>	<b>56</b>	

Council Focus Area	Objectives	P	Expected Deliverables for 2022	Cost	Time	N	S	W	G	F	S	T
Quality of Life	Baseball Field Improvements	High	Repair/rehabilitate soil/dirtwork	\$	1					10		10
Quality of Life	Home Improvement Loans	Med	Explore creation of home improvement loan program	\$\$	2	1						1
Quality of Life	Broadband	Med	Explore ways to bring fiber/high-quality broadband to community	\$\$\$\$	3	1		3				4
Quality of Life	Wooden Bleachers	Low	Repair or replace with metal bleachers	\$	1			1				1
Quality of Life	Community Center Grass Area	Low	Make improvements to the grass area west of the community center (e.g., manicured grass/trees, volleyball, pickleball, horseshoes, frisbee golf, dog park)	\$\$\$	2	1						1
Quality of Life	Salt Fest	Low	Explore reviving Salt Fest	\$	4	1	2					3
Quality of Life	Voss Park Playground	Low	Use poured in place rubber matting instead of wood chips	\$\$	2		1					1
Quality of Life	Ballfields Playground	Low	Use poured in place rubber matting instead of wood chips	\$\$	2		1					1
Quality of Life	Westside Park	Low	Build a park on west side of town	\$\$\$\$	4				1			1
<b>Tot Pts</b>					<b>4</b>	<b>4</b>	<b>4</b>	<b>1</b>	<b>10</b>	<b>0</b>	<b>23</b>	

\$ <= \$25,000  
 \$\$ \$25,000 - \$100,000  
 \$\$\$ \$100,000 - \$250,000  
 \$\$\$\$ >= \$250,000

Council Focus Area	Objectives	Priority	Expected Deliverables for 2022	Staff							Totals
				Time	Niely	Schmidt	Weber	Garretson	Fairbanks	Scofield	
Infrastructure	GIS/Asset Management	High	Choose GIS/asset management vendor and map/catalogue or physical assets	4	2	3	4			3	12
Infrastructure	CIP Program	High	Put together a 5-year Capital Improvement Plan outlining future/desired projects	4	2	3	4	1			10
Infrastructure	Road Maintenance Plan	High	Develop plan to repair/maintain existing road infrastructure	2	2	3	4	2		2	13
Infrastructure	Scott Boulevard road	Low	Assess/evaluate after Scott Blvd bridge replacement	1		2					
Infrastructure	Garber Surveying Project	Med	Need concerted push to get homes enrolled to take advantage of it	2							
Infrastructure	Avenue B	Med	Assessment of concrete overlay	2	2	1		2			5
Infrastructure	Floodplain Philosophy	Low	Governing body believes City has invested enough resources on floodplain issues	1							
<b>Totals</b>				<b>8</b>	<b>12</b>	<b>12</b>	<b>5</b>	<b>0</b>	<b>5</b>	<b>42</b>	

Council Focus Area	Objectives	P	Expected Deliverables for 2022	Staff								
				ST	N	S	W	G	F	S	T	
Public Safety	Department Review	High	End hemorrhaging/Get revenues in excess of expenses	3	2							2
Public Safety	Hwy 50/96	High	Stricter enforcement of traffic laws to address safety concerns at interchange	2								
Public Safety	Department Review	Med	Conduct a thorough review of department operations/provide an assessment report	4	2					5		7
Public Safety	Department Review	Med	Conduct a thorough review of department operations/provide an assessment report	3	2							2
<b>Totals</b>				<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>11</b>	

Council Focus Area	Objectives	P	Expected Deliverables for 2022	Staff								
				ST	N	S	W	G	F	S	T	
Fiscal Responsibility	Fiscal Sustainability	High	Complete fiscal sustainability and accountability assessment: Review existing revenue types, uses & limitations, explore new revenue opportunities Determine the most reasonable means to grow existing revenue sources Encourage ideas for improving operational efficiencies Fully project and address deferred maintenance needs Review bonding options and limitations to addressing future capital needs Prudently maximize idle funds investment options	4	3	4	4	4				15
Fiscal Responsibility	Surplus Property	High	Dispose of surplus property (in process)	2								
Fiscal Responsibility	Municipal Court	High	See Public Safety goals and objectives	3								
Fiscal Responsibility	Contracted Services	High	Review/solicit bids (e.g., IT, audit, legal/muni court, engineering, and insurance services)	3	1							1
Fiscal Responsibility	Market South Hutch	High	Conduct a thorough review of Market South Hutch expenditures/return on investment	3	1	2	4	5	10			22
Fiscal Responsibility	Grants	Med	Pursue grant opportunities to leverage resources	3	1	2	3				5	11
Fiscal Responsibility	Public Partnerships	Med	Partner w/other agencies to consolidate operations and be more efficient	2								
Fiscal Responsibility	Private Partnerships	Med	Explore ways City can partner with private entities to generate revenue/cut expenses	2				4				4
Fiscal Responsibility	Update Fee Schedule	Low	Review our fees to ensure they are capturing the cost of services provided	2		1		2			5	8
Fiscal Responsibility	Review Expenses	Low	Passively monitor expenses /haven't seen significant waste for the most part thus far	1		1					2	3
Fiscal Responsibility	Franchise Agreements	Low	Review franchise agreements	1								
<b>Totals</b>				<b>6</b>	<b>10</b>	<b>11</b>	<b>15</b>	<b>10</b>	<b>12</b>	<b>64</b>		

Council Focus Area	Objectives	Priority	Expected Deliverables for 2022	Staff Time	Niely	Schmidt	Weber	Garretson	Fairbanks	Scofield	Totals

Council Focus Area	Objectives	P	Expected Deliverables for 2022	ST	N	S	W	G	F	S	T
Employees	Work Schedule	High	Summer hours for public works staff	1	1	1	1	1	5		9
Employees	Job Descriptions	High	Review/update job descriptions	2							0
Employees	Employee Handbook	Med	Review/update employee handbook	3				1			1
Employees	Work Schedule	Med	Explore 4/10 and 9/80 work schedules for City Hall and Public Works staff	1	1	1	1	1			4
Employees	Salary Survey	Med	Conduct wage/salary survey	3	1			1		3	5
Employees	Employee Recognition	Med	Implement employee recognition programs	2				1			1
Employees	Benefits Survey	Med	Conduct a benefits/perks survey	3				1		2	3
<b>Totals</b>				<b>3</b>	<b>2</b>	<b>2</b>	<b>6</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>23</b>

Council Focus Area	Objectives	P	Expected Deliverables for 2022	ST	N	S	W	G	F	S	T
Quality of Life	Baseball Lease	High	Review/update the baseball field lease agreement	2				1			1
Quality of Life	Fireworks Show	High	Put on a community fireworks show and Independence Day event	4	1	3	2	1	10		17
Quality of Life	Halloween Trunk or Treat	High	Continue this event and look for ways to expand it	2		1		1			2
Quality of Life	Nuisance Abatement	High	Enforce codes to improve aesthetics and quality of our neighborhoods	3	2				5	3	10
Quality of Life	Dilapidated Buildings	High	Develop measures to address dilapidated buildings and remove blight	3	2		3	1			6
Quality of Life	Community Center Events	Med	Develop events/interaction with public at community center (e.g., safety courses, training, community breakfasts, movie night in the park)	2	2	1					3
Quality of Life	National Night Out	Med	Police department/community outreach	2		1					1
<b>Totals</b>				<b>7</b>	<b>6</b>	<b>5</b>	<b>4</b>	<b>15</b>	<b>3</b>	<b>40</b>	

## CITY ADMINISTRATOR'S REPORT

**To:** Honorable Mayor and City Council

**From:** Joseph Turner, City Administrator

**Re:** City Administrator Report for March 7<sup>th</sup> Regular City Council Meeting

**Date:** March 3, 2022

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Since our meeting last week, staff have tackled the following issues:

### **Woodie Seat Bridge**

I sent a letter expressing the City's opposition to Option #5 to the Hutchinson City Council. Our opposition has also been covered locally by the Hutchinson News and HutchPost.com. Additionally, Chief Barajas-Brooks and I were interviewed by KSN News.

Hutchinson is in the process of hiring consultants to study the true financial costs of Option #5 and the impact it will have on the provision of emergency services.

### **Public Safety**

Our recently hired officer will be departing to the police academy in the very near future. He is currently being on-boarded by the department and receiving preliminary FTO training. Chief Pickering has expressed nothing but praise for the young man.

We expect to trade out the Ford Explorer hybrid patrol vehicle in the next few days and take delivery of our new vehicle. It will still need to be upfitted. I have not received any updates since our last council meeting regarding our USDA grant application.

Chief Barajas Brooks and I were interviewed by KSN News this week about the Woodie Seat bridge and how tearing it down would negatively impact our residents and employees who live in Hutchinson. This was in response to the letter I sent to the Hutchinson Council expressing our governing body's opposition to Option #5.

Most recent news updates indicate that Hutchinson is going to solicit bids from firms to study the impacts this option would have on emergency response times as well as assess the true costs associated with improving the infrastructure to accommodate traffic volumes on the surface streets and South Main. It appears that a study will not be completed until the latter part of this year.

### **Personnel/Public Works**

This week one of our public works employees separated from the organization. We are now down to five full-time employees from the eight that were here when I started. We are running very lean, and this really is highlighted on days when individuals are out sick or on vacation. Our

productivity has been very high, and I am incredibly pleased with the performance of this department. With that said, we are going to be looking to fill this position and/or seeking out part-time or seasonal help very soon.

### **Infrastructure (Streets)**

We are in the process of soliciting bids/estimates to completely crack seal our entire city limits and waiting to get more information from Circle C regarding estimates to complete our chip sealing project.

### **Infrastructure (Water)**

At our last meeting I informed the council that we had exercised all of the valves in our water distribution system and that this was the first time this had been completed in about a decade. Our public works department has also re-started the process of flushing dead ends in our water system. This will be completed monthly after being neglected for quite some time.

The team also completed various water repairs, including one at the ball field complex.

### **Infrastructure (Wastewater)**

We have not received any updates from KDHE regarding the compliance schedule we submitted for their review last month. We expect to receive word by the next council meeting.

### **Facilities**

Public works employees have begun updating the police department and city hall with new energy efficient LED lighting and associated accessories.

Additionally, the public works yard has been thoroughly cleaned up. Various piles of debris and aggregate have been transported to the dump or relocated and neatly organized throughout our yard. We are talking about piles that have been sitting for decades and were an eye sore. A significant benefit is that our burn pile is much more visible, and it will be easier for our police officers to inspect and patrol our facility and discourage potential theft and vandalism.

### **KDHE Inspections**

Previously scheduled water and wastewater inspections were rescheduled and should be completed next week. We expect to get dinged on various items, especially on the water side. With that said, we are extremely pleased with the progress we are making in the department to address deficiencies that were identified during the last inspection which were ignored/neglected.

## Economic Development

I submitted letters of support for various economic development projects and visited with Lona DuVall, President/CEO of the Finney County Economic Development Corporation. Ms. DuVall also sits on the economic revitalization advisory panel that is reviewing SPARK project submissions, including one I submitted on behalf of our city.

## Surplus Property

Our motor grader ended up selling at auction for \$61,000. All told, our surplus auction items generated about \$80,000 in revenue across all departments.

## Bond Rating

Moody's upgraded our bond rating from Baa1 to A3. They cited our improved financials, bolstered reserves, and guidance provided by the city administrator in the absence of formal financial policies.

## Water Rights Perfection Update

The table below provides an update on our plans to perfect Well #4 in 2022.

2022 Water Usage (gal.)				
	Well #3	Well #4	Well #5	Total
January	3,901,600	10,857,400	5,757,600	20,516,600
February	274,300	12,465,100	6,934,000	19,673,400
March	0	0	0	0
April	0	0	0	0
May	0	0	0	0
June	0	0	0	0
July	0	0	0	0
August	0	0	0	0
September	0	0	0	0
October	0	0	0	0
November	0	0	0	0
December	0	0	0	0
	4,175,900	23,322,500	12,691,600	40,190,000
Auth. Qty.	139,610,000	144,310,000	148,110,000	349,433,000
Amt. to Perfect	n/a	120,987,500	135,418,400	n/a