

**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**

1. 2023 Budget Year Revenue Neutral Rate Hearing – Resolution No. 22-592

Mayor Nisly will open the Budget Year 2023 Revenue Neutral Rate Hearing and allow for public comment before considering motions to close the hearing and to adopt Resolution No. 22-592.

Motion to close the hearing

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to adopt Resolution No. 22-592 to Levy a Property Tax Rate Exceeding the Revenue Neutral Rate calculated at 41.886 mills.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

2. 2023 Budget Hearing

Mayor Nisly will open the 2023 Budget Hearing and allow for public comment before considering motions to close the hearing and to adopt Resolution No. 22-592.

Motion to close the hearing

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to adopt the proposed 2023 budget setting the mill levy at 43.500 mills

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**F. CONSENT AGENDA**

1. Approval of Minutes – Regular Meeting, August 22, 2022
2. Approval of Invoices

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**G. ACTION ITEMS**

1. Remove former utility clerk Jamie Arneson as a signer to all accounts at Simmons Bank

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

2. Ordinance No. 22-07 Water Bill Base Rate Charge Amendment

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

3. League of Kansas Municipalities Voting Delegate

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**H. DISCUSSION ITEMS**

1. Water Rates
2. Code Enforcement
3. IdeaTek Fiber Project

**I. CITY ADMINISTRATOR'S REPORT**

**J. GOVERNING BODY COMMENTS**

**K. EXECUTIVE SESSION**

**L. ADJOURNMENT**

**RESOLUTION NO. 22-592**

**A RESOLUTION OF THE CITY OF SOUTH HUTCHINSON, KANSAS TO LEVY A PROPERTY TAX RATE EXCEEDING THE REVENUE NEUTRAL RATE;**

**WHEREAS**, the Revenue Neutral Rate for the City of South Hutchinson was calculated as 41.886 mills by the Reno County Clerk; and

**WHEREAS**, the budget proposed by the Governing Body of the City of South Hutchinson will require the levy of a property tax rate exceeding the Revenue Neutral Rate; and

**WHEREAS**, the Governing Body held a hearing on September 19<sup>th</sup>, allowing all interested taxpayers desiring to be heard an opportunity to give oral testimony; and

**WHEREAS**, the Governing Body of the City of South Hutchinson, having heard testimony, still finds it necessary to exceed the Revenue Neutral Rate.

**NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SOUTH HUTCHINSON:**

The City of South Hutchinson shall levy a property tax rate of 43.500 mills and exceed the Revenue Neutral Rate of 41.886 mills.

The Resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the Governing Body.

**ADOPTED this 19<sup>th</sup> day of September, 2022 and Signed by the Mayor.**

\_\_\_\_\_  
Matt Nisly, Mayor

ATTEST:

\_\_\_\_\_  
Denise McCue, City Clerk

**CERTIFICATE**

To the Clerk of Reno County, State of Kansas

We, the undersigned, officers of

**City of South Hutchinson**

- certify that: (1) the hearing mentioned in the attached publication was held;  
 (2) after the Budget Hearing this budget was duly approved and adopted as the maximum expenditure for the various funds for the year 2023; and  
 (3) the Amount(s) of 2022 Ad Valorem Tax are within statutory limitations.

		2023 Adopted Budget			
		Page No.	Budget Authority for Expenditures	Amount of 2022 Ad Valorem Tax	County Clerk's Use Only
<b>Table of Contents:</b>					
Allocation of MVT, RVT, and 16/20M Veh Tax		2			
Schedule of Transfers		3			
Statement of Indebtedness		4			
Statement of Lease-Purchases		5			
<b>Fund</b>	<b>K.S.A.</b>				
General	12-101a	6	3,543,729	687,267	
Debt Service	10-113	7	938,286	363,087	
Employee Benefits	12-16,102	8	73,460	51,866	
Flood Control	12-646a	8	50,470	25,934	
Special Highway		9	177,966		
Water Utility		9	788,877		
Wastewater		10	1,254,096		
Convention & Tourism		10	70,000		
Special Park		11	3,758		
Diversion		11	29,900		
Local Option Sales Tax		12	428,294		
Non-Budgeted Funds-A		13			
Non-Budgeted Funds-B		14			
Non-Budgeted Funds-C		15			
<b>Totals</b>		xxxxx	7,358,836	1,128,154	
Budget Summary		16			County Clerk's Use Only
Neighborhood Revitalization		17			
					Nov 1, 2022 Total Assessed Valuation

Assisted by: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Date Attested: \_\_\_\_\_ 2022

County Clerk

Governing Body

City of South Hutchinsor

2023

**Allocation of MV, RV, 16/20M, Commercial Vehicle, and Watercraft Tax Estimates**

Budgeted Funds for 2022	Ad Valorem Levy Tax Year 2021	Allocation for Proposed Year 2023				
		MVT	RVT	16/20M Veh	Comm Veh	Watercraft
General	672,797	63,797	1,105	477	5,884	475
Debt Service	357,409	33,890	587	253	3,125	243
Library						
Employee Benefits	31,230	2,961	51	22	273	21
Flood Control	24,975	2,368	41	18	218	0
<b>TOTAL</b>	<b>1,086,411</b>	<b>103,016</b>	<b>1,784</b>	<b>770</b>	<b>9,500</b>	<b>739</b>

County Treas Motor Vehicle Estimate	<u>103,016</u>	
County Treas Recreational Vehicle Estimate		<u>1,784</u>
County Treas 16/20M Vehicle Estimate		<u>770</u>
County Treas Commercial Vehicle Tax Estimate		<u>9,500</u>
County Treas Watercraft Tax Estimate		<u>739</u>
Motor Vehicle Factor	<u>0.09482</u>	
Recreational Vehicle Factor	<u>0.00164</u>	
16/20 Vehicle Factor	<u>0.00071</u>	
Commercial Vehicle Factor	<u>0.00874</u>	
Watercraft Factor	<u>0.00068</u>	

State of Kansas  
City of South Hutchinson

City of South Hutchinson

2023

**Schedule of Transfers**

<b>Expenditure Fund Transferred From:</b>	<b>Receipt Fund Transferred To:</b>	<b>Actual Amount for 2021</b>	<b>Current Amount for 2022</b>	<b>Proposed Amount for 2023</b>	<b>Transfers Authorized by Statute</b>
General	Equipment Reserve	162,000	175,000	269,000	K.S.A 12-1,117
General	Capital Improvement/Building Reserve	883,112	26,000	26,000	K.S.A 12-1,118
Water	Bond & Interest	0	75,150	75,150	K.S.A 12-825d
Water	Water Reserve	661,000	100,000	100,000	K.S.A 12-825d
Water	Equipment Reserve	30,000	0	0	K.S.A 12-1,117
Water	Capital Improvement/Building Reserve	10,000	0	0	K.S.A 12-1,118
Water	General Fund	38,934	36,000	36,000	
Water	General Fund (emp. benefits)	0	8,600	8,600	
Wastewater	Bond & Interest	371,250	375,900	175,100	K.S.A 12-825d
Wastewater	Sewer Reserve	1,053,000	100,000	200,000	K.S.A 12-825d
Wastewater	Equipment Reserve	50,000	0	0	K.S.A 12-1,117
Wastewater	Capital Improvement/Building Reserve	50,000	0	0	K.S.A 12-1,118
Wastewater	General Fund	63,834	60,000	60,000	
Wastewater	General Fund (emp. benefits)	0	8,000	8,000	
	<b>Totals</b>	3,373,130	964,650	957,850	
	<b>Adjustments*</b>				
	<b>Adjusted Totals</b>	3,373,130	964,650	957,850	

\*Note: Adjustments are required only if the transfer is being made in 2022 and/or 2023 from a non-budgeted fund.

**STATEMENT OF INDEBTEDNESS**

Type of Debt	Date of Issue	Date of Retirement	Interest Rate %	Amount Issued	Beginning Amt Outstanding Jan 1, 2022	Date Due		Amount Due 2022		Amount Due 2023	
						Interest	Principal	Interest	Principal	Interest	Principal
General Obligation:											
Series 2012	7/26/2012	9/1/2032	3 to 3.25	5,680,000	1,040,000	3-1/9-1	9/1	32,300	405,000	20,150	210,000
Series 2016	9/12/2016	11/1/2036	2 to 3	3,845,000	2,580,000	5-1/11-1	11/1	70,000	145,000	67,100	150,000
Series 2017	9/28/2017	10/1/2032	4.75	565,000	435,000	4-1/10-1	10/1	20,663	40,000	18,763	40,000
Series 2018	9/27/2018	10/1/2038	3 to 4	1,755,000	1,565,000	4-1/10-1	10/1	57,400	70,000	55,300	75,000
Series 2019	7/31/2019	9/1/2039	3.00	2,200,000	2,035,000	3-1/9-1	9/1	61,050	85,000	58,500	90,000
Series 2021 (Temp. Notes)	6/1/2021	6/1/2025	0.05	300,000	225,000	6/1	6/1	150	75,000	113	75,000
<b>Total G.O. Bonds</b>					<b>7,880,000</b>			<b>241,563</b>	<b>820,000</b>	<b>219,926</b>	<b>640,000</b>
Revenue Bonds:											
<b>Total Revenue Bonds</b>					<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other:											
<b>Total Other</b>					<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Indebtedness</b>					<b>7,880,000</b>			<b>241,563</b>	<b>820,000</b>	<b>219,926</b>	<b>640,000</b>

City of South Hutchinson

2023

**STATEMENT OF CONDITIONAL LEASE-PURCHASE AND CERTIFICATE OF PARTICIPATION\***

Items Purchased	Contract Date	Term of Contract (Months)	Interest Rate %	Total Amount Financed (Beginning Principal)	Principal Balance As Beginning of 2022	Payments Due 2022	Payments Due 2023
<b>Totals</b>					<b>0</b>	<b>0</b>	<b>0</b>

Exhibit H

**\*\*\*If you are merely leasing/renting with no intent to purchase, do not list--such transactions are not lease-purchases.**



City of South Hutchinson

2023

**OPTIONAL DETAIL PAGE FOR ANY FUND**

Adopted Budget Fund - Detail Expend	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
<b>Expenditures:</b>			
<b>General Administration</b>			
Salaries	54,699	87,000	95,000
Contractual	120,321	89,500	120,000
Commodities	11,781	8,000	12,500
Transfer to:			
Equipment Reserve	6,000	6,000	6,000
Capital Improvement Reserve	6,000	6,000	6,000
<b>Total</b>	<b>198,801</b>	<b>196,500</b>	<b>239,500</b>
<b>Police Department</b>			
Salaries	489,322	477,000	550,000
Contractual	93,485	107,327	107,327
Commodities	32,569	64,000	51,000
Capital Outlay	13,000	0	0
Transfer to:			
Equipment Reserve	15,000	28,000	65,000
Capital Improvement Reserve	0	0	0
<b>Total</b>	<b>643,376</b>	<b>676,327</b>	<b>773,327</b>
<b>Fire Department</b>			
Salaries	176,600	174,500	194,500
Contractual	58,302	66,604	66,604
Commodities	16,362	25,300	25,300
Capital Outlay	14,725	15,000	0
Transfer to:			
Equipment Reserve	66,000	66,000	123,000
Capital Improvement Reserve	10,112	10,000	10,000
<b>Total</b>	<b>342,101</b>	<b>357,404</b>	<b>419,404</b>
<b>Streets</b>			
Salaries	184,151	205,125	205,125
Contractual	39,761	132,000	132,000
Commodities	9,000	17,100	17,100
Transfer to:			
Equipment Reserve	50,000	50,000	50,000
Capital Improvement Reserve	0	0	0
<b>Total</b>	<b>282,912</b>	<b>404,225</b>	<b>404,225</b>
<b>Parks</b>			
Salaries	0	0	0
Contractual	8,470	11,000	11,000
Commodities	407	1,000	1,000
Transfer to:			
Equipment Reserve	25,000	25,000	25,000
Capital Improvement Reserve	10,000	10,000	10,000
<b>Total</b>	<b>43,877</b>	<b>47,000</b>	<b>47,000</b>
<b>Municipal Court</b>			
Salaries	56,365	67,075	67,075
Contractual	60,514	94,400	94,400
Commodities	648	4,000	4,000
Transfer to:			
Equipment Reserve	0	0	0
Capital Improvement Reserve	0	0	0
<b>Total</b>	<b>117,527</b>	<b>165,475</b>	<b>165,475</b>
<b>Non-Departmental</b>			
Refuse	104,785	105,000	108,000
Street Lighting	53,924	77,000	64,000
Commodities	1,107	5,000	5,000
Capital Outlay	0	95,110	95,110
Other Improvements	65,100	125,753	0
Transfer to:			
Capital Improvement Fund	857,000		191,953
<b>Total</b>	<b>1,081,916</b>	<b>407,863</b>	<b>464,063</b>
<b>Page Total</b>	<b>2,710,510</b>	<b>2,254,794</b>	<b>2,512,994</b>

City of South Hutchinson

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**FUND PAGE FOR FUNDS WITH A TAX LEVY**

Adopted Budget	Prior Year	Current Year	Proposed Budget
<b>Debt Service</b>	Actual for 2021	Estimate for 2022	Year for 2023
Unencumbered Cash Balance Jan 1	35,532	88,781	87,007
Receipts:			
Ad Valorem Tax	411,885	357,409	xxxxxxxxxxxxxxxxxxx
Delinquent Tax	7,625	4,000	4,000
Motor Vehicle Tax	43,849	44,557	33,890
Recreational Vehicle Tax	769	718	587
16/20M Vehicle Tax	46	386	253
Commercial Vehicle Tax	3,874	4,096	3,125
Watercraft Tax	0	239	243
In-Lieu of Tax	0	0	0
Special Assessments	215,039	210,000	215,000
Transfer from:			
Sewer Fund	371,250	375,900	175,100
Water Utility Fund	0	75,150	75,113
Neighborhood Revitalization Rebate	(17,374)	(12,666)	-12,000
Miscellaneous			
Does miscellaneous exceed 10% of Total R			
<b>Total Receipts</b>	<b>1,036,963</b>	<b>1,059,789</b>	<b>495,311</b>
<b>Resources Available:</b>	<b>1,072,495</b>	<b>1,148,570</b>	<b>582,318</b>
Expenditures:			
Principal	720,000	745,000	565,000
Interest	263,714	241,413	219,813
Principal - Temp. Financing	0	75,000	75,000
Interest - Temp. Financing	0	150	113
Cash Forward (2023 column)			78,360
Miscellaneous			
Does miscellaneous exceed 10% of Total Ex			
<b>Total Expenditures</b>	<b>983,714</b>	<b>1,061,563</b>	<b>938,286</b>
Unencumbered Cash Balance Dec 31	88,781	87,007	xxxxxxxxxxxxxxxxxxx
2021/2022/2023 Budget Authority Amount	1,033,713	1,096,563	938,286
Non-Appropriated Balance			0
Total Expenditure/Non-Appr Balance			938,286
Tax Required			355,968
Delinquent Comp Rate: 2.0%			7,119
Amount of 2022 Ad Valorem Tax			363,087

CPA Summary
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**FUND PAGE FOR FUNDS WITH A TAX LEVY**

Adopted Budget <b>Employee Benefits</b>	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	27,476	32,402	17,283
Receipts:			
Ad Valorem Tax	52,317	31,230	xxxxxxxxxxxxxxxxxxx
Delinquent Tax	904	3,000	3,000
Motor Vehicle Tax	4,606	4,847	2,961
Recreational Vehicle Tax	80	63	51
16/20M Vehicle Tax	42	43	22
Commercial Vehicle Tax	426	454	273
Watercraft Tax	0	28	21
Neighborhood Revitalization Rebate	(2,207)	(1,100)	(1,000)
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>56,168</b>	<b>38,565</b>	<b>5,328</b>
<b>Resources Available:</b>	<b>83,644</b>	<b>70,967</b>	<b>22,611</b>
Expenditures:			
Workers Compensation	46,070	48,684	48,000
Disability Insurance	5,172	5,000	6,000
Cash Forward (2023 column)			19,460
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>51,242</b>	<b>53,684</b>	<b>73,460</b>
Unencumbered Cash Balance Dec 31	32,402	17,283	xxxxxxxxxxxxxxxxxxx
2021/2022/2023 Budget Authority Amount	61,000	53,684	73,460
		Non-Appropriated Balance	0
		Total Expenditure/Non-Appr Balance	73,460
		Tax Required	50,849
		Delinquent Comp Rate: 2.0%	1,017
		Amount of 2022 Ad Valorem Tax	51,866

Adopted Budget <b>Flood Control</b>	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	1,230	19,933	22,600
Receipts:			
Ad Valorem Tax	24,631	24,975	xxxxxxxxxxxxxxxxxxx
Delinquent Tax	500	600	600
Motor Vehicle Tax	2,610	2,747	2,368
Recreational Vehicle Tax	45	36	41
16/20M Vehicle Tax	24	25	18
Commercial Vehicle Tax	242	258	218
Watercraft Tax	0	16	0
In lieu of Taxes		0	0
Neighborhood Revitalization Rebate	(1,039)	(880)	(800)
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>27,013</b>	<b>27,777</b>	<b>2,445</b>
<b>Resources Available:</b>	<b>28,243</b>	<b>47,710</b>	<b>25,045</b>
Expenditures:			
Contractual Services	8,310	25,110	25,170
Cash Forward (2023 column)			25,300
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>8,310</b>	<b>25,110</b>	<b>50,470</b>
Unencumbered Cash Balance Dec 31	19,933	22,600	xxxxxxxxxxxxxxxxxxx
2021/2022/2023 Budget Authority Amount	29,315	32,008	50,470
		Non-Appropriated Balance	0
		Total Expenditure/Non-Appr Balance	50,470
		Tax Required	25,425
		Delinquent Comp Rate: 2.0%	509
		Amount of 2022 Ad Valorem Tax	25,934

**CPA Summary**

City of South Hutchinson

2023

**FUND PAGE FOR FUNDS WITH NO TAX LEVY**

Adopted Budget	Prior Year	Current Year	Proposed Budget
<b>Special Highway</b>	Actual for 2021	Estimate for 2022	Year for 2023
Unencumbered Cash Balance Jan 1	109,352	94,446	99,136
Receipts:			
State of Kansas Gas Tax	72,297	68,130	69,170
County Transfers Gas	10,818	9,510	9,660
Miscellaneous			
Does miscellaneous exceed 10% of Total R			
<b>Total Receipts</b>	<b>83,115</b>	<b>77,640</b>	<b>78,830</b>
<b>Resources Available:</b>	<b>192,467</b>	<b>172,086</b>	<b>177,966</b>
Expenditures:			
Contractual Services	0	72,950	177,966
Commodities	98,021	0	0
Carry Over			0
Cash Forward (2023 column)			
Miscellaneous			
Does miscellaneous exceed 10% of Total E			
<b>Total Expenditures</b>	<b>98,021</b>	<b>72,950</b>	<b>177,966</b>
Unencumbered Cash Balance Dec 31	94,446	99,136	0
2021/2022/2023 Budget Authority Amount	130,817	124,835	177,966

Adopted Budget	Prior Year	Current Year	Proposed Budget
<b>Water Utility</b>	Actual for 2021	Estimate for 2022	Year for 2023
Unencumbered Cash Balance Jan 1	462,809	62,377	62,377
Receipts:			
Charges of Service	756,325	662,000	700,000
Reimbursed expense	15,910	25,000	20,000
Interest Income	538	8,000	1,500
Miscellaneous	5,909	5,000	5,000
Miscellaneous			
Does miscellaneous exceed 10% of Total R			
<b>Total Receipts</b>	<b>778,682</b>	<b>700,000</b>	<b>726,500</b>
<b>Resources Available:</b>	<b>1,241,491</b>	<b>762,377</b>	<b>788,877</b>
Expenditures:			
Personal Services	191,447	234,800	275,000
Contractual Services	135,494	133,950	147,500
Commodities	50,562	50,500	50,500
Sales Tax	61,677	61,000	61,000
Transfers to Reserves			
Bonds & Interest	0	75,150	75,113
Water Reserve	661,000	100,000	100,000
Equipment Reserve	30,000	0	0
Capital Improvement Reserve	10,000	0	0
General Fund	38,934	36,000	36,000
General Fund (emp. benefits)		8,600	8,600
Cash Forward (2023 column)			35,164
Miscellaneous			
Does miscellaneous exceed 10% of Total E			
<b>Total Expenditures</b>	<b>1,179,114</b>	<b>700,000</b>	<b>788,877</b>
Unencumbered Cash Balance Dec 31	62,377	62,377	0
2021/2022/2023 Budget Authority Amount	1,179,895	700,000	788,877

CPA Summary
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City of South Hutchinson

2023

**FUND PAGE FOR FUNDS WITH NO TAX LEVY**

Adopted Budget	Prior Year	Current Year	Proposed Budget
<b>Wastewater</b>	Actual for 2021	Estimate for 2022	Year for 2023
Unencumbered Cash Balance Jan 1	841,262	49,021	49,096
Receipts:			
Charges of Service	1,271,341	1,250,000	1,200,000
Reimbursed Expense	5,340	5,000	5,000
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% of Total R			
<b>Total Receipts</b>	<b>1,276,681</b>	<b>1,255,000</b>	<b>1,205,000</b>
<b>Resources Available:</b>	<b>2,117,943</b>	<b>1,304,021</b>	<b>1,254,096</b>
Expenditures:			
Personal Services	213,166	244,025	275,000
Contractual Services	220,669	289,000	289,000
Commodities	47,003	53,000	53,000
Capital Outlay	0	125,000	125,000
Transfers to:			
Sewer Reserve	1,053,000	100,000	200,000
Bonds & Interest	371,250	375,900	175,100
Equipment Reserve	50,000	0	0
Building Reserve	50,000	0	0
General Fund	63,834	60,000	60,000
General Fund (emp. benefits)		8,000	8,000
Cash Forward (2023 column)			68,996
Miscellaneous			
Does miscellaneous exceed 10% of Total R			
<b>Total Expenditures</b>	<b>2,068,922</b>	<b>1,254,925</b>	<b>1,254,096</b>
Unencumbered Cash Balance Dec 31	49,021	49,096	0
2021/2022/2023 Budget Authority Amount	2,069,778	1,281,484	1,254,096

Adopted Budget	Prior Year	Current Year	Proposed Budget
<b>Convention &amp; Tourism</b>	Actual for 2021	Estimate for 2022	Year for 2023
Unencumbered Cash Balance Jan 1	0	0	0
Receipts:			
Guest Tax	34,783	70,000	70,000
Miscellaneous			
Does miscellaneous exceed 10% of Total R			
<b>Total Receipts</b>	<b>34,783</b>	<b>70,000</b>	<b>70,000</b>
<b>Resources Available:</b>	<b>34,783</b>	<b>70,000</b>	<b>70,000</b>
Expenditures:			
Contractual Services	34,783	70,000	70,000
Cash Forward (2023 column)			
Miscellaneous			
Does miscellaneous exceed 10% of Total R			
<b>Total Expenditures</b>	<b>34,783</b>	<b>70,000</b>	<b>70,000</b>
Unencumbered Cash Balance Dec 31	0	0	0
2021/2022/2023 Budget Authority Amount	70,000	70,000	70,000

CPA Summary

City of South Hutchinson

2023

**FUND PAGE FOR FUNDS WITH NO TAX LEVY**

Adopted Budget	Prior Year	Current Year	Proposed Budget
<b>Special Parks</b>	Actual for 2021	Estimate for 2022	Year for 2023
Unencumbered Cash Balance Jan 1	3,758	3,758	3,758
Receipts:			
Alcohol Tax	0	0	0
Miscellaneous			
Does miscellaneous exceed 10% of Total R			
<b>Total Receipts</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Resources Available:</b>	<b>3,758</b>	<b>3,758</b>	<b>3,758</b>
Expenditures:			
Capital Outlay	0	0	3,758
Cash Forward (2023 column)			
Miscellaneous			
Does miscellaneous exceed 10% of Total E			
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>3,758</b>
Unencumbered Cash Balance Dec 31	3,758	3,758	0
2021/2022/2023 Budget Authority Amount	4,043	0	3,758

Adopted Budget	Prior Year	Current Year	Proposed Budget
<b>Diversion</b>	Actual for 2021	Estimate for 2022	Year for 2023
Unencumbered Cash Balance Jan 1	7,725	9,900	9,900
Receipts:			
Fees and Miscellaneous	2,175	20,000	20,000
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% of Total R			
<b>Total Receipts</b>	<b>2,175</b>	<b>20,000</b>	<b>20,000</b>
<b>Resources Available:</b>	<b>9,900</b>	<b>29,900</b>	<b>29,900</b>
Expenditures:			
Contractual Services	0	20,000	20,000
Cash Forward (2023 column)			9,900
Miscellaneous			
Does miscellaneous exceed 10% of Total E			
<b>Total Expenditures</b>	<b>0</b>	<b>20,000</b>	<b>29,900</b>
Unencumbered Cash Balance Dec 31	9,900	9,900	0
2021/2022/2023 Budget Authority Amount	13,930	20,000	29,900

CPA Summary
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**FUND PAGE FOR FUNDS WITH NO TAX LEVY**

Adopted Budget <b>Local Option Sales Tax</b>	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1	179,766	318,253	278,294
Receipts:			
Sales Tax	152,489	130,000	150,000
Miscellaneous			
Does miscellaneous exceed 10% of Total R			
<b>Total Receipts</b>	<b>152,489</b>	<b>130,000</b>	<b>150,000</b>
<b>Resources Available:</b>	<b>332,255</b>	<b>448,253</b>	<b>428,294</b>
Expenditures:			
Contractual Services	14,002	169,959	150,000
Commodities	0	0	0
Cash Forward (2023 column)			278,294
Miscellaneous			
Does miscellaneous exceed 10% of Total E			
<b>Total Expenditures</b>	<b>14,002</b>	<b>169,959</b>	<b>428,294</b>
Unencumbered Cash Balance Dec 31	318,253	278,294	0
2021/2022/2023 Budget Authority Amount	249,807	169,959	428,294

Adopted Budget	Prior Year Actual for 2021	Current Year Estimate for 2022	Proposed Budget Year for 2023
Unencumbered Cash Balance Jan 1		0	0
Receipts:			
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% of Total R			
<b>Total Receipts</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Resources Available:</b>	<b>0</b>	<b>0</b>	<b>0</b>
Expenditures:			
Contractual Services			
Cash Forward (2023 column)			
Miscellaneous			
Does miscellaneous exceed 10% of Total E			
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>
Unencumbered Cash Balance Dec 31	0	0	0
2021/2022/2023 Budget Authority Amount	0	0	0

CPA Summary
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City of South Hutchinson

**NON-BUDGETED FUNDS**

2023

*(Only the actual budget year for 2021 is to be shown)*

Non-Budgeted Funds -A

(1) Fund Name:                      (2) Fund Name:                      (3) Fund Name:                      (4) Fund Name:                      (5) Fund Name:

<b>Equipment Reserve</b>		<b>CIP Reserve</b>		<b>Community Improve</b>		<b>Technology</b>		<b>ASAP</b>		
Unencumbered		Unencumbered		Unencumbered		Unencumbered		Unencumbered		<b>Total</b>
Cash Balance Jan 1	390,540	Cash Balance Jan 1	560,399	Cash Balance Jan 1	5,875	Cash Balance Jan 1	4,210	Cash Balance Jan 1	26,805	987,829

Receipts:		Receipts:		Receipts:		Receipts:		Receipts:		
Transfer In	227,000	Transfer In	958,000	Sales Tax	23,622	Fines/Penalties	2,185	Fines/Penalties	6,715	
Miscellaneous	0	Miscellaneous	35,754					Miscellaneous	11,555	
Interest Income	906	Reimbursed Expense	0							
Reimbursed Expense	8,995									
<b>Total Receipts</b>	<b>236,901</b>	<b>Total Receipts</b>	<b>993,754</b>	<b>Total Receipts</b>	<b>23,622</b>	<b>Total Receipts</b>	<b>2,185</b>	<b>Total Receipts</b>	<b>18,270</b>	<b>1,274,732</b>
<b>Resources Available:</b>	<b>627,441</b>	<b>Resources Available:</b>	<b>1,554,153</b>	<b>Resources Available:</b>	<b>29,497</b>	<b>Resources Available:</b>	<b>6,395</b>	<b>Resources Available:</b>	<b>45,075</b>	<b>2,262,561</b>

Expenditures:		Expenditures:		Expenditures:		Expenditures:		Expenditures:		
Capital Outlay	120,310	Capital Outlay	24,039	Contractual Services	23,508	Contractual Services	1,373	Contractual Services	15,785	
						Commodities	755			
<b>Total Expenditures</b>	<b>120,310</b>	<b>Total Expenditures</b>	<b>24,039</b>	<b>Total Expenditures</b>	<b>23,508</b>	<b>Total Expenditures</b>	<b>2,128</b>	<b>Total Expenditures</b>	<b>15,785</b>	<b>185,770</b>
Cash Balance Dec 31	507,131	Cash Balance Dec 31	1,530,114	Cash Balance Dec 31	5,989	Cash Balance Dec 31	4,267	Cash Balance Dec 31	29,290	2,076,791 **
										2,076,791 **

\*\* Note: These two block figures should agree.

CPA Summary
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City of South Hutchinson

**NON-BUDGETED FUNDS**  
*(Only the actual budget year for 2021 is to be shown)*

2023

Non-Budgeted Funds -B

(1) Fund Name:		(2) Fund Name:		(3) Fund Name:		(4) Fund Name:		(5) Fund Name:		
<b>Special Projects</b>		<b>Special Law Enforcement</b>		<b>Donations</b>		<b>Community Center</b>		<b>Health Insurance</b>		<b>Total</b>
Unencumbered		Unencumbered		Unencumbered		Unencumbered		Unencumbered		
Cash Balance Jan 1	838	Cash Balance Jan 1	1,453	Cash Balance Jan 1	7,000	Cash Balance Jan 1	10,886	Cash Balance Jan 1	184,321	204,498

Receipts:		Receipts:		Receipts:		Receipts:		Receipts:		
				Donations	1	Rental Income	15,590	Claim reserve	32,042	
								Interest	0	
								Miscellaneous	2,936	
Total Receipts	0	Total Receipts	0	Total Receipts	1	Total Receipts	15,590	Total Receipts	34,978	50,569
Resources Available:	838	Resources Available:	1,453	Resources Available:	7,001	Resources Available:	26,476	Resources Available:	219,299	255,067

Expenditures:		Expenditures:		Expenditures:		Expenditures:		Expenditures:		
				Commodities	1,294	Contractual Services	12,117	Employee Benefits	12,957	
						Commodities	704	Contractual Services	12,745	
Total Expenditures	0	Total Expenditures	0	Total Expenditures	1,294	Total Expenditures	12,821	Total Expenditures	25,702	39,817
Cash Balance Dec 31	838	Cash Balance Dec 31	1,453	Cash Balance Dec 31	5,707	Cash Balance Dec 31	13,655	Cash Balance Dec 31	193,597	215,250
										215,250

\*\* Note: These two block figures should agree.

CPA Summary
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**NOTICE OF BUDGET HEARING**

The governing body of  
**City of South Hutchinson**  
will meet on September 19, 2021 at 6:00 PM at City Hall 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. Detailed budget information is available at City Hall and will be available at this hearing.

**BUDGET SUMMARY**

Proposed Budget 2023 Expenditures and Amount of Current Year Estimate for 2022 Ad Valorem Tax establish the maximum limits of the 2023 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2021		Current Year Estimate for 2022		Proposed Budget for 2023		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2022 Ad Valorem Tax	Estimate Tax Rate*
General	2,710,510	23.291	2,559,739	26.939	3,543,729	687,267	26.500
Debt Service	983,714	16.722	1,061,563	14.311	938,286	363,087	14.000
Employee Benefits	51,242	2.124	53,684	1.250	73,460	51,866	2.000
Flood Control	8,310	1.000	25,110	1.000	50,470	25,934	1.000
Special Highway	98,021		72,950		177,966		
Water Utility	1,179,114		700,000		788,877		
Wastewater	2,068,922		1,254,925		1,254,096		
Convention & Tourism	34,783		70,000		70,000		
Special Park					3,758		
Diversion			20,000		29,900		
Local Option Sales Tax	50,000		0		428,294		
Non-Budgeted Funds-A	185,770						
Non-Budgeted Funds-B	39,817						
Non-Budgeted Funds-C	717,069						
<b>Totals</b>	<b>7,370,386</b>	<b>43.137</b>	<b>5,817,971</b>	<b>43.500</b>	<b>7,358,836</b>	<b>1,128,154</b>	<b>43.500</b>
<i>Revenue Neutral Rate**</i>							<i>41.886</i>
Less: Transfers	3,373,130		964,650		957,850		
Net Expenditure	3,997,256		4,853,321		6,400,986		
Total Tax Levied	1,082,142		1,086,411		XXXXXXXXXXXXXXXXXXXX		
Assessed Valuation	25,085,882		24,974,049		25,934,566		

Outstanding Indebtedness,

January 1,	2020	2021	2022
G.O. Bonds	9,095,000	8,700,000	7,880,000
Revenue Bonds	0	0	0
Other	0	0	0
Lease Purchase Principal	0	0	0
<b>Total</b>	<b>9,095,000</b>	<b>8,700,000</b>	<b>7,880,000</b>

\*Tax rates are expressed in mills

\*\*Revenue Neutral Rate as defined by 2021 Kansas Senate Bill 13

**Denise McCue**

City Official Title: City Clerk

**Meeting Date:** September 19, 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.

Notable Items:

- Approval of Minutes from September 6, 2022 regular meeting
- Approval of Invoices

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

**Exhibit A** – Minutes from September 6, 2022 Regular Meeting

**Exhibit B** – AP Invoices

- A. **CALL TO ORDER/ROLL CALL**  
X Nisly X Schmidt X Weber X Garretson X Fairbanks \_\_ Scofield
- B. **PLEDGE OF ALLEGIANCE**
- C. **APPROVAL OF AGENDA (ADDITIONS/DELETIONS) Added an additional Executive Session K2.**
- D. **CITIZEN COMMENTS-Doug Haskins regarding an HOA**
- E. **HEARINGS, PRESENTATIONS, PROCLAMATIONS & RECOGNITIONS**
- F. **CONSENT AGENDA**
1. Approval of Minutes – Regular Meeting, August 22, 2022
  2. Approval of Invoices  
*Motion:* Weber                      *Second:* Garretson    *Vote:* 4-0
- G. **ACTION ITEMS**
- H. **DISCUSSION ITEMS**
1. Utility Rates Discussion-Looking at our water rate structure
  2. FY 2023 Budget Discussion-Reviewed the proposed budget for the budget hearing.
- I. **CITY ADMINISTRATOR’S REPORT**
- J. **GOVERNING BODY COMMENTS**
- K. **EXECUTIVE SESSION**
1. Non-elected Personnel
 

I, Jeremy Schmidt, move that the governing body recess into executive session pursuant to K.S.A. 75-4319(b)(1) to discuss personnel matters of nonelected personnel; to include the City Attorney, and not to include the City Administrator; with the open meeting to resume at 7:23 p.m. in the City Council Chambers.

Motion was made to bring the meeting back in session resuming at 7:23 p.m.  
*Motion:* Schmidt                      *Second:* Weber                      *Vote:* 4-0
  2. Attorney/Client Privilege
 

I, Jeremy Schmidt, move that the governing body recess into executive session pursuant to K.S.A. 75-4319(b)(1) to discuss attorney/client privileges; to include the City Administrator and City Attorney; with the open meeting to resume at 7:34 p.m. in the City Council Chambers.

Motion was made to bring the meeting back in session resuming at 7:34 p.m.  
*Motion:* Schmidt                      *Second:* Weber                      *Vote:* 4-0
- L. **ADJOURNMENT**  
*Motion:* Schmidt                      *Second:* Fairbanks                      *Vote:* 4-0

**Invoice Approval List  
September 19, 2022**

<b>Gen Gov</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-101-6000	Cable	Cox Communications	\$16.78
101-101-6000	Electric Billing	Everygy	\$514.67
101-101-6000	Gas Service	Kansas Gas Service	\$38.51
101-101-6002	Insurance Fee	Freedom Claims Management	\$3,747.53
101-101-6002	Memorial - Branscom	HCC Endowment Association	\$50.00
101-101-6002	Publication-Budget Hearing	Prairie Publications	\$77.70
101-101-6003	Cleaning Contract	Freshco Cleaning	\$150.00
101-101-6004	Postage Meter Rental	Pitney Bowes	\$59.37
101-101-7000	Paper, Ribbon, Name Plate	Office Plus	\$140.38
101-101-7001	Clerk Institute	Wichita State University	\$485.00
			<b>\$5,279.94</b>
<b>Police</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-102-6000	Cable	Cox Communications	\$39.87
101-102-6000	Electric Billing	Everygy	\$854.80
101-102-6000	Gas Service	Kansas Gas Service	\$85.26
101-102-6002	Server Warranty	Leading Edge Technology	\$1,135.49
101-102-6004	Postage Meter Rental	Pitney Bowes	\$59.37
101-102-6004	Roller/Pad Kit-HP	Better Image	\$174.50
101-102-6004	Janitorial Services	Tabitha Maxwell	\$150.00
101-102-6004	Battery	Dynamic Electronics Sales & Services	\$26.40
101-102-6005	MIFI & Aircards	Verizon	\$120.03
101-102-6005	Cell Phone	Verizon	\$164.60
101-102-7003	Fuel	Bridgman	\$485.10
101-102-7004	Tires-Firestone	Tom & Dan's Tire Service	\$704.36
			<b>\$3,999.78</b>
<b>Street</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-103-6000	Electric Billing	Everygy	\$498.70
101-103-6000	Gas Service	Kansas Gas Service	\$54.35
101-103-6004	Postage Meter Rental	Pitney Bowes	\$59.37
101-103-6005	Cell Phone	Verizon	\$24.34
101-103-7002	Batteries, Oil, Filter, Tire Rep. Kit	CarQuest	\$213.43
101-103-7002	Door Opened Manually-N. Bldg	Cheney Door Company	\$112.00
101-103-7002	Toggle	Fairview Service	\$23.82
101-103-7002	Replace PTO Shield	KanEquip Inc	\$2,207.64
101-103-7003	Fuel	Bridgman	\$101.22
			<b>\$3,294.87</b>
<b>Fire</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-104-6000	Cable	Cox Communications	\$10.49
101-104-6000	Electric Billing	Everygy	\$682.94
101-104-6000	Gas Service	Kansas Gas Service	\$36.98
101-104-6002	Drug Test	Hutchinson Clinic P.A.	\$50.00
101-104-6005	Cell Phone & Tablet	Verizon	\$144.37
101-104-7002	Shipping	Joy's Packing & Shipping LLC	\$94.25
			<b>\$1,019.03</b>
<b>Park</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-105-6000	Electric Billing	Everygy	\$250.31
101-105-6003	Cleaning Contract	Freshco Cleaning	\$100.00
			<b>\$350.31</b>

**Invoice Approval List  
September 19, 2022**

<b>Court</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-106-6004	Retrievals	Underground Vaults & Storage	\$7.50
101-106-6017	August Jail Fees	Reno County Sheriff's Dept	\$880.00
101-106-6018	Court Appointed Attorney	Shawnah Bennett	\$150.00
			<b>\$1,037.50</b>
<b>Non Dept</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-109-6000	Electric Billing	Evergy	\$506.99
101-109-6000	Street Lights	Evergy	\$5,787.62
			<b>\$6,294.61</b>
		<b>GENERAL TOTAL</b>	<b>\$21,276.04</b>
<b>Water</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
201-000-6000	Electric Billing	Evergy	\$8,577.62
201-000-6004	Postage Meter Rental	Pitney Bowes	\$59.37
201-000-6005	Cell Phone	Verizon	\$145.91
201-000-7002	Billing Cards	Advantage Computer	\$702.50
201-000-7002	Shipping	Joy's Packing & Shipping LLC	\$19.14
201-000-7003	Fuel	Bridgman	\$98.45
			<b>\$9,602.99</b>
<b>Sewer</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
301-000-6000	Electric Billing	Evergy	\$13,424.13
301-000-6000	Phone Service	Verizon	\$320.98
301-000-6002	Lab Analysis	SDK Laboratories	\$897.00
301-000-6004	Postage Meter Rental	Pitney Bowes	\$59.37
301-000-6005	Cell Phone	Verizon	\$105.88
301-000-7002	Billing Cards	Advantage Computer	\$702.50
301-000-7002	Battery	CarQuest	\$85.00
301-000-7002	Gasket, Inspect Plate, Belt	S&S Equipment Co.	\$96.41
301-000-7002	DO Module	USA Bluebook	\$239.29
301-000-7003	Fuel	Bridgman	\$120.45
			<b>\$16,051.01</b>
<b>Special Hwy</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
401-000-6002	Concrete West E & S Adams	Mid America Redi-Mix Inc.	\$10,324.06
			<b>\$10,324.06</b>
<b>Bond &amp; Int</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
601-000-8003	GO Bond 2016-Principal	Office of the State Treasurer	\$145,000.00
601-000-8004	GO Bond 2016-Interest	Office of the State Treasurer	\$35,000.00
			<b>\$180,000.00</b>
<b>ASAP</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
801-000-6004	Restitution	Jane Baize	\$20.00
801-000-6004	Restitution	Megan Weber	\$20.00
801-000-6004	Restitution	South Hutch Municipal	\$200.00
			<b>\$240.00</b>

**Invoice Approval List  
September 19, 2022**

<b>Comm Ctr</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
811-000-6000	Electric Billing	Evergy	\$513.88
811-000-6000	Gas Service	Kansas Gas Service	\$61.75
811-000-6004	Cleaning Contract	FreshCo	\$550.00
811-000-6004	Sonicwall Renewal	Leading Edge Technology	\$912.87
811-000-7002	Trash Can Liners	Janitorial Supply	\$211.48
			<b>\$2,249.98</b>
		<b>GRAND TOTAL</b>	<b>\$239,744.08</b>

**Meeting Date:** September 19, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** Bank Account Authorization Changes

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**Background/Analysis** – Utility Clerk Jamie Arneson is no longer with the organization as of Friday, September 9<sup>th</sup>.

Our bank requires council action to add and remove authorized signers.

**Financial Impact** – None.

**Recommendation** – Staff recommends the council vote to remove Jamie Arneson as a signer to all accounts at Simmons Bank, including Certificates of Deposit.

**Meeting Date:** September 19, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** Ordinance 22-07 Water Bill Clarification Regarding Monthly Base Charge

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**Background/Analysis** – I recently pivoted my attention to reviewing and analyzing our water and sewer bills in more detail and discovered that we have failed to correctly bill our water customers their monthly base charge going back twenty years.

Unlike our wastewater customers who get billed a monthly base charge plus usage charges based on the gallons of consumption, our water customers have instead been billed a monthly minimum charge in the amount of the base charge. This effectively means that all consumers who use more water than the monthly minimum charge for their rate class have not paid this amount.

This mistake cost the city about \$101,000 in 2021.

I have reviewed water rate ordinances for 16 other cities in the region and we are the only one that does not charge a monthly base rate charge.

Standard residential customers (5/8-inch line) currently being billed less than \$13.13 per month will see a rate increase of up to \$6.56 per month which will vary based on their usage. Any standard residential customer with a bill greater than \$13.13 per month will see a \$6.56 increase.

The impact on the more than two dozen other rate classes will vary based on usage.

Our current ordinance allows for a 1.5% per annum increase in water charges, but that only applies to the “monthly minimum” charge. As such, any user who exceeds the monthly minimum for their rate class is effectively paying the same price for water that they paid in January 2018. Consequently, our rate structure is actually regressive and increases the charges on our lowest volume consumers. This ordinance also calls for an annual review of our water and sewer rates to occur in November of each year.

The recommended ordinance would merely amend the existing code to clarify that all customers are required to pay a base rate charge in addition to a per gallon usage rate charge.

**Financial Impact** – Approximately \$100,000 increase in revenues to water utility fund based on 2021 billing.

**Recommendation** – Staff recommends the council vote to approve Ordinance No. 22-07

**Exhibit E** – Ordinance No. 22-07

**ORDINANCE NO. 22-07**

**AN ORDINANCE AMENDING CERTAIN PORTIONS OF CHAPTER 15, ARTICLE 1, SECTION 15-131 OF THE CODE OF THE CITY OF SOUTH HUTCHINSON, KANSAS, RELATED TO MONTHLY RATES FOR WATER**

WITNESSETH:

WHEREAS, the Governing Body of the City of South Hutchinson, Kansas, has determined that Chapter 15, Article 1, Section 15-131 of the Code of the City of South Hutchinson, Kansas, establishing monthly rates for water furnished by the city should be amended.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SOUTH HUTCHINSON, KANSAS, AS FOLLOWS:

SECTION 1. Chapter 15, Article 1, Section 15-131(c) of the City Code of the City of South Hutchinson, Kansas is hereby amended to read as follows:

(c) In addition to the flat rate provided for in subsection (a) above, water users within the City limits of the City of South Hutchinson shall pay to the City a minimum monthly fee which shall be determined by the size of the meter as follows:

- .625 inch - \$5.91;
- 1-inch - \$12.43;
- 2 inch - \$28.58;
- 3 inch - \$43.92;
- 4 inch - \$175.05;
- 6-inch - \$350.10

SECTION 2. Chapter 15, Article 1, Section 15-131(d) of the City Code of the City of South Hutchinson, Kansas is hereby amended to read as follows:

(d) In addition to the flat rate provided for in subsection (b) above, water users which are outside the City limits of the City of South Hutchinson, Kansas shall pay to the City a minimum monthly fee to be determined by the size of the meter as follows:

- .625 inch - \$12.98;
- 1-inch - \$27.35;
- 2 inch - \$62.89;
- 3 inch - \$96.62;
- 4 inch - \$385.11;
- 6-inch - \$770.21.

SECTION 3. All other ordinances, or parts thereof, or City policies inconsistent with Sections 1 and 2 hereof, are hereby repealed and held for naught.

SECTION 4. This Ordinance shall be effective upon its passage and publication on the South Hutchinson City website, [www.southhutch.com](http://www.southhutch.com), the official city newspaper.

PASSED, APPROVED AND ADOPTED by the governing body of the City of South Hutchinson, Kansas, this 19<sup>th</sup> day of September, 2022.

\_\_\_\_\_  
Matt Nisly, Mayor

ATTEST:

\_\_\_\_\_  
Denise McCue, City Clerk

**Meeting Date:** September 19, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** League of Kansas Municipalities Voting Delegate

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**Background/Analysis** – The Business Meeting & Convention of Voting Delegates will be meeting on Monday, October 10 during the annual meeting of the League of Kansas Municipalities.

K.S.A. Supp. 12-1601f provides that “The governing body of each member city may elect city delegates from among the city’s officers to represent the city in the conduct and management of the affairs of the League of Kansas Municipalities.”

Article 2, Section 2 of the League Bylaws states “When a city is a member of the League, any elected or appointed officers of such city may be elected by the city governing body as voting delegates and alternate voting delegates, in accordance with the provisions of Article 4 of these Bylaws, to represent the city in any meeting of the voting delegates and in the conduct of any other affairs of the instrumentality requiring action of the member cities. Alternate voting delegates may vote on matters before a meeting of the voting delegates in the absence of the regular delegate. A voting delegate or alternate shall qualify by having his or her name, city, title, and address registered with the executive director and shall hold such position while qualified and until a successor is elected and qualified.”

**Financial Impact** – None.

**Recommendation** – Staff recommends the council elect City Administrator Joseph Turner to serve as a voting delegate at the League of Kansas Municipalities annual conference.

**Meeting Date:** September 19, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** Utility Rate Discussion

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**Background/Analysis** – At the last meeting I brought up the issue of our utility rates and the governing body asked that staff put together a review of rates in the region. I have looked at seventeen (17) cities and will report on my findings below.

Please note that while the rate information below is highly illustrative of actual market conditions, I have not done an exhaustive triple-check of all my figures and some data may be slightly incorrect for a variety of reasons. Note that I have had direct communication with the cities highlighted in green to verify data and those numbers are accurate or may have minor immaterial discrepancies.

Before we get into that data, here are some facts related to the City of South Hutchinson water rates and usage:

- Our current ordinance has an automatic 1.5% per annum increase in water charges that ONLY applies to the minimum monthly charge
  - This means all residential and commercial customers exceeding the monthly minimum charges (the heaviest users) for their rate class are effectively paying the same price per gallon of water that they paid in January 2018
  - This also means that every customer (residential and commercial) who exceed the monthly minimum charge for their rate class effectively pays the same per gallon rate
- Even though we consistently use more than 90% of our annual water allocation we employ a flat rate pricing structure that does not discourage consumption or encourage conservation
- 65-80% of our standard residential customers pay less than \$13.13 per month (less than 5,000 gallons)

I do not believe that there has been much internal understanding of our water rate ordinance by previous governing bodies and staff. I base this on the following:

1. When I asked members of the governing body to read the ordinance and calculate the correct rates for a sample customer, we all interpreted the existing ordinance as levying a base monthly fee in addition to the usage charges.
2. We have not billed customers this way going back to the early 2000's.
3. As currently written, our ordinance only increases water rates based on the "minimum monthly charge." Are we to believe that it was the previous governing body's desire to never increase water rates on our heaviest users, but instead only on our lowest volume consumers? That seems illogical.

## Overview of Regional Water Rates

### Base Charge Analysis:

- Every community surveyed (except South Hutchinson) had a base monthly charge in addition to billing a usage rate based on consumption
- The base charge (for standard residential customers) ranged from \$8.00 per month (Hesston) to \$40.73 per month (Haven)
  - Hesston has not updated their rates since 2007 and it is on their radar based on my conversations with their staff
  - Roughly 1/3<sup>rd</sup> of the base charges included 2-3,000 gallons of water
  - Roughly 1/3<sup>rd</sup> included 1-2,000 gallons of water
  - A little less than 1/3<sup>rd</sup> did not include any gallons in the base charge

### Rate Structure Analysis:

- 9 of 17 cities had an “increasing block” tiered pricing structure which means that the per unit rate increased as customers used more water
- 2 of 17 cities had a “decreasing block” pricing structure (e.g., Hutchinson and Nickerson)

### Per Gallon Cost Analysis:

The City of South Hutchinson charges .00254 cents per gallon, or \$2.54 per 1,000 gallons.

- Four (4) communities have lower prices than South Hutchinson when you look at their first rate tier. Only two of these communities are lower than South Hutchinson when you reach their highest rate tier.
- Although Hutchinson customers pay higher rates on the first tier, their high-volume customers in the last tier pay slightly lower rates per 1,000 gallons (\$2.54 vs \$2.51)

### Water Allocations

For the purposes of this study, staff did not attempt to ascertain annual water allocations for each community. With that said, I believe it is reasonable to assume that the smaller communities with lower per gallon rates than South Hutchinson (e.g., Buhler, Cheney, Sterling) have fewer gallons available to sell to customers.

### Standard Residential Customer Pricing Analysis

When you look at hypothetical water bills for standard residential customers on a 5/8-inch meter, it is clear that South Hutchinson residents enjoy significantly lower water rates than other residents throughout the region. The only city that really comes close to matching us is the City of Hesston and they have not updated their rates since 2007.

Below is a table depicting the highest and lowest monthly bills for the hypothetical customers. South Hutchinson customers enjoy the lowest rates by far.

	2,500 gal		5,000 gal		10,000 gal	
Low/Hi Range	\$ 6.56	\$ 47.61	\$ 12.70	\$ 87.75	\$ 25.40	\$ 180.25
Average	\$29.06		\$40.44		\$67.81	

Our low volume customers, or about 33-40% of our standard residential customers, pay approximately 75% less per month than their City of Hutchinson counterparts (\$6.56 vs \$24.17). Our middle range of customers consuming between 2,500 and 5,000 gallons account for another 31-40% of our total customer base. They save more than \$20.00 per month (\$12.70 vs \$33.41).

#### Commercial Customer (2-inch) Pricing Analysis

South Hutchinson commercial customers pay incredibly low rates, but not the lowest in this survey. Our customers pay the third lowest rate. Only Buhler and Cheney offer commercial customers with a 2-inch meter lower rates.

	100,000 gal		250,000 gal		500,000 gal	
Low/Hi Range	\$ 172.20	\$ 1,845.25	\$ 419.70	\$ 4,620.25	\$ 832.20	\$ 9,245.25
Average	\$575.75		\$1,458.80		\$2,927.14	
South Hutch	\$254.00		\$635.00		\$1,270.50	

When you compare our rates to any comparable community capable of handling large commercial and industrial water customers, South Hutchinson charges the lowest rates.

#### Commercial Customer (6-inch) Pricing Analysis

Our commercial 6-inch customer pricing analysis is very similar to the 2-inch results.

	1,000,000 gal		5,000,000 gal		10,000,000 gal	
Low/Hi Range	\$ 1,657.20	\$ 18,495.25	\$ 8,257.20	\$ 92,495.25	\$ 16,507.20	\$ 184,995.25
Average	\$5,857.69		\$29,240.38		\$58,394.54	
South Hutch	\$2,540.00		\$12,700.00		\$25,400.00	

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Standard Residential Customers (5/8-inch Meter)					Sample Customers				
	Base Rate	Usage Included	Rate Structure	Tier 1 Lowest Rate	Final Tier Rate	2,500 gal	5,000 gal	10,000 gal	
Bel Aire	\$ 32.24	0	Increasing	3.98 per 1,000 gal	6.30 per 1,000 gal	\$ 44.18	\$ 55.06	\$ 84.22	RESIDENTIAL ONLY
Buhler	\$ 25.00	3000	Increasing	1.35 per 1,000 gal	1.65 per 1,000 gal	\$ 25.00	\$ 27.70	\$ 34.45	Updated Wastewater in Aug 2022, water next
Cheney	\$ 21.50	1000	Uniform	2.20 per 1,000 gal	2.20 per 1,000 gal	\$ 25.90	\$ 30.30	\$ 41.30	Data from website
Clearwater	\$ 14.78	3000	Increasing	4.25 per 1,000 gal	5.75 per 1,000 gal	\$ 14.78	\$ 23.28	\$ 47.53	Based on 4,999 and 9,999 gallons
Derby	\$ 25.97	2000	Increasing	5.19 per 1,000 gal	9.18 per 1,000 gal	\$ 28.57	\$ 41.54	\$ 70.42	Per gallon calculation
Garden Plain	\$ 19.00	1000	Increasing	3.00 per 1,000 gal	3.50 per 1,000 gal	\$ 25.00	\$ 31.00	\$ 46.00	Price reflects
Halstead	\$ 23.00	1500	Uniform	18.50 per 1,000 gal	18.50 per 1,000 gal	\$ 41.50	\$ 87.75	\$ 180.25	Per gallon calculation
Haven	\$ 40.73	3000	Increasing	2.29 per 1,000 gal	4.79 per 1,000 gal	\$ 40.73	\$ 45.31	\$ 59.20	Price reflects per 1,000 gal increment
Herington	\$ 26.07	0	Uniform	7.18 per 1,000 gal	7.18 per 1,000 gal	\$ 47.61	\$ 61.97	\$ 97.87	Prices reflects per 1,000 gal increment
Hesston	\$ 8.00	3000	Uniform	3.10 per 1,000 gal	3.10 per 1,000 gal	\$ 8.00	\$ 14.20	\$ 29.70	City planning to update rates in future
Hutchinson	\$ 11.85	0	Decreasing	3.08 per 750 gal	2.51 per 750 gal	\$ 24.17	\$ 33.41	\$ 54.97	Price reflects per 1 HCF increment (or 748.1 gallons)
Newton	\$ 17.65	1500	Uniform	5.95 per 750 gal	5.95 per 750 gal	\$ 29.55	\$ 47.40	\$ 89.05	Price reflects per 1 HCF increment (or 748.1 gallons)
Nickerson	\$ 22.75	2000	Decreasing	6.50 per 1000 gal	6.00 per 1,000 gal	\$ 29.25	\$ 42.25	\$ 74.75	
North Newton	\$ 25.00	2250	Increasing	5.30 per 750 gal	6.00 per 750 gal	\$ 30.30	\$ 46.20	\$ 83.30	Resolution 379-21
Rose Hill	\$ 25.01	1000	Increasing	4.74 per 1,000 gal	9.22 per 1,000 gal	\$ 39.23	\$ 49.01	\$ 79.61	Effective 2017
Sedgwick	\$ 28.50	1000	Uniform	5.75 per 1,000 gal	5.57 per 1,000 gal	\$ 40.00	\$ 51.50	\$ 80.25	Unchanged since 2017
South Hutchinson	\$ -	0	Uniform	2.54 per 1,000 gal	2.54 per 1,000 gal	\$ 6.56	\$ 12.70	\$ 25.40	Ordinance effective Jan 1, 2018
Sterling	\$ 19.25	0	Increasing	1.00 per 1,000 gal	6.00 per 1,000 gal	\$ 22.75	\$ 27.25	\$ 42.25	2019 Ordinance

Commercial (2-inch Meter)						Sample Customers			
	Base Rate	Usage Included	Rate Structure	Tier 1 Lowest Rate	Final Tier Rate	100K gal	250K gal	500K gal	
Bel Aire	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
Buhler	\$ 30.00	3000	Increasing	1.35 per 1,000 gal	1.65 per 1,000 gal	\$ 172.20	\$ 419.70	\$ 832.20	Updated Wastewater in Aug 2022, water next
Cheney	\$ 21.50	1000	Uniform	2.20 per 1,000 gal	2.20 per 1,000 gal	\$ 241.50	\$ 571.50	\$ 1,121.50	Data from website
Clearwater	\$ 14.78	3000	Increasing	4.25 per 1,000 gal	5.75 per 1,000 gal	\$ 560.03	\$ 1,422.53	\$ 2,860.03	Based on 4,999 and 9,999 gallons
Derby	\$ 25.97	2000	Increasing	5.19 per 1,000 gal	9.18 per 1,000 gal	\$ 846.51	\$ 2,223.51	\$ 4,518.51	Per gallon calculation
Garden Plain	\$ 23.25	1000	Increasing	3.00 per 1,000 gal	3.50 per 1,000 gal	\$ 362.75	\$ 887.75	\$ 1,762.75	Price reflects
Halstead	\$ 23.00	1500	Uniform	18.50 per 1,000 gal	18.50 per 1,000 gal	\$ 1,845.25	\$ 4,620.25	\$ 9,245.25	Per gallon calculation
Haven	\$ 59.93	5000	Increasing	2.52 per 1,000 gal	5.17 per 1,000 gal	\$ 401.88	\$ 1,177.38	\$ 2,469.88	Price reflects per 1,000 gal increment
Herington	\$ 25.36	0	Uniform	2.74 per 1,000 gal	2.74 per 1,000 gal	\$ 299.36	\$ 710.36	\$ 1,395.36	Prices reflects per 1,000 gal increment
Hesston	\$ 8.00	3000	Uniform	3.10 per 1,000 gal	3.10 per 1,000 gal	\$ 308.70	\$ 773.70	\$ 1,548.70	City planning to update rates in future
Hutchinson	\$ 25.49	0	Decreasing	3.08 per 750 gal	2.51 per 750 gal	\$ 438.21	\$ 1,054.21	\$ 2,033.62	Price reflects per 1 HCF increment (or 748.1 gallons)
Newton	\$ 17.65	1500	Uniform	5.95 per 750 gal	5.95 per 750 gal	\$ 803.05	\$ 1,999.00	\$ 3,986.30	Price reflects per 1 HCF increment (or 748.1 gallons)
Nickerson	\$ 34.75	2000	Decreasing	6.50 per 1000 gal	6.00 per 1,000 gal	\$ 628.00	\$ 1,528.00	\$ 3,028.00	
North Newton	\$ 25.00	2250	Increasing	5.00 per 750 gal	5.00 per 750 gal	\$ 680.00	\$ 1,685.00	\$ 3,355.00	Resolution 379-21
Rose Hill	\$ 25.01	1000	Increasing	4.74 per 1,000 gal	9.22 per 1,000 gal	\$ 900.79	\$ 2,283.79	\$ 4,588.79	Effective 2017
Sedgwick	\$ 28.50	1000	Uniform	5.75 per 1,000 gal	5.57 per 1,000 gal	\$ 597.75	\$ 1,460.20	\$ 2,897.75	Unchanged since 2017
South Hutchinson	\$ -	0	Uniform	2.54 per 1,000 gal	2.54 per 1,000 gal	\$ 254.00	\$ 635.00	\$ 1,270.00	Ordinance effective Jan 1, 2018
Sterling	\$ 19.25	0	Increasing	1.00 per 1,000 gal	6.00 per 1,000 gal	\$ 447.75	\$ 1,347.75	\$ 2,847.75	2019 Ordinance

Commercial (6-inch Meter)						Sample Customers			
	Base Rate	Usage Included	Rate Structure	Tier 1 Lowest Rate	Final Tier Rate	1 Mil. gal	5 Mil. gal	10 Mil. gal	
Bel Aire	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
Buhler	\$ 30.00	3000	Increasing	1.35 per 1,000 gal	1.65 per 1,000 gal	\$ 1,657.20	\$ 8,257.20	\$ 16,507.20	Updated Wastewater in Aug 2022, water next
Cheney	\$ 21.50	1000	Uniform	2.20 per 1,000 gal	2.20 per 1,000 gal	\$ 2,221.50	\$ 11,021.50	\$ 22,021.50	Data from website
Clearwater	\$ 14.78	3000	Increasing	4.25 per 1,000 gal	5.75 per 1,000 gal	\$ 5,735.03	\$ 28,735.03	\$ 57,485.03	Based on 4,999 and 9,999 gallons
Derby	\$ 25.97	2000	Increasing	5.19 per 1,000 gal	9.18 per 1,000 gal	\$ 9,108.51	\$ 45,828.51	\$ 91,728.51	Per gallon calculation
Garden Plain	\$ 23.25	1000	Increasing	3.00 per 1,000 gal	3.50 per 1,000 gal	\$ 3,512.75	\$ 17,512.75	\$ 35,012.75	Price reflects
Halstead	\$ 23.00	1500	Uniform	18.50 per 1,000 gal	18.50 per 1,000 gal	\$ 18,495.25	\$ 92,495.25	\$ 184,995.25	Per gallon calculation
Haven	\$ 59.93	5000	Increasing	2.52 per 1,000 gal	5.17 per 1,000 gal	\$ 5,054.88	\$ 25,734.88	\$ 51,584.88	Price reflects per 1,000 gal increment
Herington	\$ 144.90	0	Uniform	2.74 per 1,000 gal	2.74 per 1,000 gal	\$ 2,884.90	\$ 13,844.90	\$ 27,544.90	Prices reflects per 1,000 gal increment
Hesston	\$ 8.00	3000	Uniform	3.10 per 1,000 gal	3.10 per 1,000 gal	\$ 3,098.70	\$ 15,498.70	\$ 30,998.70	City planning to update rates in future
Hutchinson	\$ 80.60	0	Decreasing	3.08 per 750 gal	2.51 per 750 gal	\$ 3,939.09	\$ 18,312.44	\$ 35,089.28	Price reflects per 1 HCF increment (or 748.1 gallons)
Newton	\$ 17.65	1500	Uniform	5.95 per 750 gal	5.95 per 750 gal	\$ 7,960.90	\$ 39,775.55	\$ 79,545.35	Price reflects per 1 HCF increment (or 748.1 gallons)
Nickerson	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
North Newton	\$ 25.00	2250	Increasing	5.00 per 750 gal	5.00 per 750 gal	\$ 6,695.00	\$ 33,430.00	\$ 66,850.00	Resolution 379-21
Rose Hill	\$ 25.01	1000	Increasing	4.74 per 1,000 gal	9.22 per 1,000 gal	\$ 9,198.79	\$ 46,078.79	\$ 92,178.79	Effective 2017
Sedgwick	\$ 28.50	1000	Uniform	5.75 per 1,000 gal	5.57 per 1,000 gal	\$ 5,772.75	\$ 28,772.75	\$ 57,522.75	Unchanged since 2017
South Hutchinson	\$ -	0	Uniform	2.54 per 1,000 gal	2.54 per 1,000 gal	\$ 2,540.00	\$ 12,700.00	\$ 25,400.00	Ordinance effective Jan 1, 2018
Sterling	\$ 19.25	0	Increasing	1.00 per 1,000 gal	6.00 per 1,000 gal	\$ 5,847.75	\$ 29,847.75	\$ 59,847.75	2019 Ordinance

**Meeting Date:** September 19, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** Code Enforcement Discussion

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**Background/Analysis** – Code enforcement is a very tricky and complex issue in most communities. The primary reason for this is because the governing body does not fully empower staff with a mandate to enforce the codes.

When I first arrived, I articulated my philosophical approach to code enforcement during multiple conversations. I also made it very clear that in order to be successful it was imperative that the governing body support staff in their efforts to enforce compliance.

Shortly thereafter, we began a code enforcement blitz and sent out over 100 notices. The positive impacts were felt immediately. This included the owner of 100 S. Main Street removing nearly every inoperable vehicle. The public feedback was overwhelmingly positive.

The “used car lot” owner, along with another individual, subsequently complained during a public meeting and members of the council began questioning the “aggressiveness” of our approach to code enforcement, encouraged a more lenient tact, and effectively disincentivized enforcement by staff.

It is no coincidence that these two individuals were some of the more egregious offenders on that list and that both of those individuals still have active cases in municipal court a year later despite repeated efforts to “play nice.”

It is clear and obvious that the governing body’s approach to code enforcement and/or relying on our municipal court is not effective. And it is very clear and obvious that my approach to code enforcement is extremely effective. When I get involved and put my finger on the scale, it moves. This is because I am in the “gets results” business, not the “be nice, be liked, and get rolled” business.

The council allows a few, obnoxiously loud code enforcement violators to have a very outsized voice of influence on this issue. In fact, you reward and incentivize this behavior because it results in staff being dissuaded and discouraged from engaging in enforcement. It simply is not worth the “drama” for most public employees.

The overwhelming majority of code enforcement cases are handled without issue, but council actions and communications do not acknowledge that reality or reward it.

### **Governing Body Options**

There are essentially three options for the governing body to consider moving forward:

1. Maintain Status Quo

A reactive and lackadaisical approach.

As your city administrator I do not have any desire to engage in any proactive code enforcement because the governing body has pushed back on multiple occasions on this issue. And I refuse to push staff to be proactive if I do not feel there is governing body support or clear direction.

2. Delegate to City Administrator

A proactive and sustained approach.

My philosophy on code enforcement works and delivers results, and if evaluated holistically, it is clear that that is because it is firm, but fair. It will be outlined in more detail below.

3. Governing Body Directive

A custom approach articulated by the governing body to city staff.

### **City Administrator's Philosophy on Code Enforcement**

My philosophy on code enforcement is outlined below:

1. Property owners enter into a social contract with their neighbors when they own land in South Hutchinson. Neighbors have the right to enjoy their property without living next to blight and public nuisances. If property owners want to be left to do as they please, they should move into an unincorporated area of the county.
2. Code enforcement preserves property values, reduces crimes, and ultimately prevents the taxpayers as a whole from being forced to burden the cost of razing structures. Everyone benefits from maintaining a minimum level of standards.
3. Encourage compliance by working with property owners and being flexible. This includes allowing for grace periods and rewarding those who communicate with city staff in good faith and/or also take diligent steps to make incremental progress.

I do not believe I have ever denied anyone who has requested a time extension. And there have been numerous instances where I have accommodated individuals who have reached out to me directly and worked with to arrive at a compromise that is amenable to both sides.

4. Methodically and systematically see that each matter is resolved, and this includes using all available options in my toolbox to secure compliance.

This approach is fair and reasonable. And it gets results.

When residents contact you or come to a council meeting to complain, the governing body's response should be to direct that individual to address the matter with staff. Before you make any comments to that individual that may appear sympathetic or even worse, assume that city staff has behaved inappropriately in some way, it is incumbent upon each of you to hear the facts and city staff's version of events.

And this should not play out as a public debate during public comment period.

**Meeting Date:** September 19, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** IdeaTek Fiber Project Update

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**Background/Analysis** – An update on the IdeaTek/CID fiber project will be provided.

I have received a rough final draft of the development agreement and still need to review this with our attorney. I will provide a more comprehensive overview of this document at the meeting.

In addition to approving that agreement at a later date, the governing body will need to authorize a bond sale resolution. I would also like to explore setting a date for a possible special meeting so the council can take action on these items before the October 10 meeting.

**CITY OF SOUTH HUTCHINSON, KANSAS  
AUGUST 1 - AUGUST 31, 2022**

(THIS FORM MEETS THE REQUIREMENTS OF KSA 12-1608)

Fund	FUND NAME	OLD	RECEIPTS	DISBURSEMENTS	NEW	WARRANTS	DESCRIPTION
		BALANCES		(Warrants Pd)	BALANCES	OUTSTANDING	check number
101	General Operating	2,064,057.92	67,845.14	156,901.46	1,975,001.60		
201	Water Utility	159,317.85	64,529.75	47,481.14	176,366.46	80.00	114938
202	Principle & Interest	0.00	0.00	0.00	0.00	23.00	115389
204	Water Reserve	791,565.37	8,333.33	0.00	799,898.70	96.38	115646
301	Sewer Utility	384,409.22	100,842.60	54,527.54	430,724.28	100.00	116327
303	Sewer Reserve	1,221,594.91	8,333.33	0.00	1,229,928.24	334.28	116497
401	Special Highway	135,328.18	0.00	0.00	135,328.18	0.00	
402	Flood Control Maintenance	19,305.24	0.00	0.00	19,305.24	75.00	116563
403	St/Econ Dev-Sales Tax	408,912.34	0.00	0.00	408,912.34	265.00	116713
501	Employee Benefit	34,964.27	0.00	402.06	34,562.21	412.24	116724
502	Employee Health Insurance	203,021.56	3,986.87	11,497.87	195,510.56	225.00	116730
601	Bond & Interest	552,517.17	0.00	536,675.00	15,842.17	149.00	116732
701	Convention/Tourism	0.00	15,141.93	15,141.93	0.00	875.00	116748
702	Donations	5,498.24	1,500.00	550.00	6,448.24	635.03	116751
703	Special Park	3,757.94	0.00	0.00	3,757.94	778.18	116752
705	CID Love's	2,132.92	0.00	0.00	2,132.92	100.00	116757
801	ASAP	29,536.30	650.00	900.00	29,286.30	3,360.00	116771
802	Diversion	11,949.49	75.00	0.00	12,024.49	50.00	116775
805	Special Events	837.48	0.00	0.00	837.48	145.05	116783
806	Special Law Fund	2,953.12	0.00	0.00	2,953.12	5,494.00	116780
808	ARPA	379,691.58	0.00	0.00	379,691.58		
810	Neighborhood Revitalization	0.00	0.00	0.00	0.00		
811	Community Center	19,784.31	1,560.00	1,237.15	20,107.16		
812	Technology	5,747.44	210.00	0.00	5,957.44		
901	Equipment Reserve	757,117.69	17,983.01	30,726.28	744,374.42		
902	Capital Improvement Reserve	1,472,317.08	2,166.68	4,980.00	1,469,503.76		
911	2021 Temp Notes	0.00	0.00	0.00	0.00	0.00	Cr Card OSD
912	Bond Cost of Issuance	0.00	0.00	0.00	0.00		
913	Insurance Proceeds	5,000.00	0.00	0.00	5,000.00		
	<b>TOTALS</b>	<b>8,671,317.62</b>	<b>293,157.64</b>	<b>861,020.43</b>	<b>8,103,454.83</b>	<b>13,197.16</b>	<b>8,116,651.99</b>
AVAILABLE CASH:							
	Petty Cash				450.00		
1001	SIMMONS BANK - CHECKING ACCOUNT #100366				284,669.70		
1000	SIMMONS BANK - MMDA ACCOUNT #603570				3,909,535.48		
1008	SIMMONS BANK - CHECKING RESERVE # 1725				1,700,365.99		
1006	FARMERS BANK - FREEDOM CLAIMS MANAGEMENT INC				196,630.56		
1020	MUNICIPAL INVESTMENT POOL FUND 0203-01				0.26		
1050	SIMMONS BANK - Certificate of Deposit 06-02-2022 - Cap Equip 197818529				300,000.00		
1055	SIMMONS BANK - Certificate of Deposit 05-18-2022 General 197817117				500,000.00		
1056	SIMMONS BANK - Certificate of Deposit 06-02-2022 - General 197818420				200,000.00		
1057	SIMMONS BANK - Certificate of Deposit 06-02-2022 - General 197818503				250,000.00		
1075	SIMMONS BANK - Certificate of Deposit 06-02-2022 - Water 197818511				275,000.00		
1076	SIMMONS BANK - Certificate of Deposit 11-05-2021 - Water 197789886				200,000.00		
1080	Temporary Notes 2021				300,000.00		
	<b>TOTAL AVAILABLE CASH (TO AGREE WITH TOTAL FUNDS)</b>				<b>8,116,651.99</b>		
I, SHEILA STEVENS, DO HEREBY CERTIFY THAT THE ABOVE STATEMENT IS CORRECT.							
<i>Sheila Stevens</i>					CITY TREASURER		9/14/2022

**2022 Monthly Water and Sewer Accounts**

<b>Month</b>	<b>Res Acct.</b>	<b>Com Act</b>	<b>Total</b>	<b>New</b>	<b>Disconnect</b>	<b>Late</b>
January	851	213	1064	9	9	112 Res 11 Comm
February	848	211	1059	8	10	115 Res 12 Comm
March	849	212	1061	9	13	114 Res 11 Comm
April	849	211	1060	11	9	127 Res 4 Comm
May	848	211	1059	8	15	113 Res 7 Comm
June	846	211	1057	13	18	130 Res 12 Comm
July	844	213	1057	19	10	129 Res 16 Comm
Aug	848	214	1062	15	14	126 Res 6 Comm
September						
October						
November						
December						



## PUBLIC WORKS REPORT

To: Honorable Mayor and City Council

From Ronnie Pederson, Public Works Superintendent

Re: Public Works Superintendent report for September 19<sup>th</sup>, 2022 City Council Meeting

Date: September 15<sup>th</sup>, 2022

### Streets

- Mowed irrigated city property.
- Mowed rough cut city property.
- Tractor mowing.
- Repaired hoses on service truck. (03 chevy)
- Clean and trim trees on nature trail.
- Cleaned and maintained splash park.

### Water

- Weekly checks and inspections completed.
- One call utility locates.
- Prepared equipment/valves and hydrant for replacement of fire hydrant on Mills rd.
- Changed out fire hydrant on Scott Blvd.
- Water main break on South Valley pride rd. (repaired)
- Changed light on top of water tower and replaced photo eye.
- New meter lid at 314 N Main.
- Water shut offs.

### Wastewater

- Daily and weekly inspections completed.
- Monthly KDHE state test collected and sent for analysis.
- Wasted sludge at wastewater facility.
- One call utility locates.
- Utility maintenance contractors are still in the process of completing manhole rehab in town.
- Located manholes for utility maintenance contractors.
- Rodded sewer lines and vac out multiple manholes in town.

The Community Assistance Visit audit that was conducted by the Department of Agriculture is Officially closed.

Zoning questions.

Inspections.

Customer concern questions/issues.

Building permits.

Code enforcement/building permit questions/flood plain questions.

## Activity Report Sept. 19th, 2022

- South Hutch Elementary 3<sup>rd</sup> grade tour on Sept. 12th
- HCC Fire Science students toured the station on Sept. 13th
- Finishing up Hydrant flushing and flow testing.
- Our 2<sup>nd</sup> Annual 9/11 Memorial Walk for Sept. 10<sup>th</sup> was a great success. We had Firefighters from the Wichita area, Burton Fire, and Nickerson Fire Dept. join us along with friends and family members.
- Quint 87 Aerial testing is completed. The truck passed it inspection.
- Pump and Ladders annual testing will be the week of Sept. 19<sup>th</sup>.
- Working on a plan for the Haunted House for Trunk or Treat on Oct. 30<sup>th</sup>.
- Chief will be attending a tabletop discussion with regional Chiefs to discuss issues in the Fire service on Sept. 22<sup>nd</sup> at HFD.
- Chief attended the Reno County Fire Chiefs meeting on Sept. 3<sup>rd</sup>. Discussing changing Task Force Calls for the county. SHFD will be placed on a 2<sup>nd</sup> call out statis.

### Calls for Aug 2022

EMS Incident	38
Gas/Flammable Leak	1
Search for Person	1
Assist Invalid	2
Unintentional Transmission	1
Medical Assist	2
MVA w/Injuries	1
Brush Fire	2
Haz Mat Release	1
Fire System Malfunction	1

**50 Calls**

**Total for 2022: 425 Jan-Aug**



## **CITY ADMINISTRATOR'S REPORT**

**To:** Honorable Mayor and City Council

**From:** Joseph Turner, City Administrator

**Re:** City Administrator Report for September 19<sup>th</sup> Regular City Council Meeting

**Date:** September 16, 2022

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### **Scott Blvd Bridge**

The Scott Boulevard bridge is virtually 100% complete and has been re-opened to traffic. Traffic striping still needs to be applied. Note that one resident visited with me this week to discuss concerns about vehicle traffic along Avenue F. This included speeding, volume of work trucks, as well as complaints about semi-truck traffic that has used the thoroughfare despite the "No Truck Traffic" signage.

### **SRS Building Sale**

The old SRS building sold at auction. I have been in conversations with the new owner and I am optimistic that a new business with a significant number of employees will soon be occupying the premises.

### **Utility Clerk Vacancy**

A replacement was identified and selected. We anticipate her start date being Friday, September 23<sup>rd</sup>.

### **Reminder: Council Meeting Schedule Change**

Beginning in October our council meetings will move to the second and fourth Mondays, or October 10<sup>th</sup> and 24<sup>th</sup>, respectively.

### **Elementary School Field Trip**

Third graders from South Hutchinson Elementary toured City Hall, as well as the police and fire stations. I was interviewed and queried about a number of subjects. It was a great time and I want to thank Chief Pickering and Chief Barajas-Brooks for supporting the outing and ensuring that staff were available to visit with the children.

### **Neighborhood Revitalization Program Update**

I have initiated contact with Reno County Administrator Randy Partington about our desire to update our NRP program and to secure the support and participation of Reno County.

### **Adams & Avenue F Street Repairs**

Demo of failing asphalt surface will commence this week and full concrete replacement will follow soon after.

### **USDA Grant Funds**

The city did receive the USDA grant funds totaling \$30,200.

### **Denise McCue Retirement**

City Clerk Denise McCue's final day will be Friday, October 7<sup>th</sup>. We will miss her greatly but wish her nothing but happiness as she begins her well-deserved retirement.