



*AGENDA
CITY COUNCIL MEETING
COUNCIL CHAMBERS – HUTCHINSON, KANSAS
MARCH 1, 2016
9:00 A.M.*

1. ROLL CALL

Dechant ____ Inskeep ____ Daveline ____ Soldner ____ Piros de Carvalho ____

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. PRAYER

4. PETITIONS, REMONSTRANCES, AND COMMUNICATIONS

a. Presentation by Civitans Club.

b. Oral communications from the audience. (Please limit your remarks to five (5) minutes and to items NOT on the agenda.)

5. CONSENT AGENDA

a. Approval of Minutes of February 16, 2016 City Council meeting.

b. Approval of January financial reports.

c. Approval of appropriation ordinance in the amount of \$2,040,659.65.

Action – Motion to **approve** the Consent Agenda and authorize the Mayor to sign.

Motion _____ Second _____
Dechant ____ Inskeep ____ Daveline ____ Soldner ____ Piros de Carvalho ____

6. ORDINANCES AND RESOLUTIONS

a. Consider **Resolution permitting Fairfield Inn Consent to Mortgage.**

Action – Motion to **approve/not approve** Resolution consenting to a leasehold mortgage in connection with a facility financed with Industrial Revenue Bonds (Fairfield Inn Project); and authorize the Mayor to sign.

Motion _____ Second _____
Dechant ____ Inskeep ____ Daveline ____ Soldner ____ Piros de Carvalho ____

- b. Consider *Ordinance amending Chapter 4 of the Hutchinson City Code regarding Historic Preservation.***

Action – Motion to ***approve and adopt/amend and adopt/return to the Landmarks Commission*** Ordinance amending Chapter 4 – Historic Preservation, of the Code of the City of Hutchinson, Kansas; and repealing the existing Chapter 4 of the Code of the City of Hutchinson, Kansas as recommended by the Landmarks Commission; and authorize the Mayor to sign.

Motion _____ Second _____
Dechant _____ Inskeep _____ Daveline _____ Soldner _____ Piros de Carvalho _____

- c. Consider *Resolution adopting a Master Fee Schedule.***

Action – Motion to ***accept and approve/amend and approve/return to staff*** Resolution establishing and amending fees as authorized by Chapter 4, Chapter 9 and Chapter 27 of the Code of the City of Hutchinson relating to Historical Preservation, Subdivision Regulations and Zoning Regulations; and authorize the Mayor to sign.

Motion _____ Second _____
Dechant _____ Inskeep _____ Daveline _____ Soldner _____ Piros de Carvalho _____

- d. Consider *Ordinance amending Rental Registration and Inspection Program.***

Action – Motion to ***accept and approve/return to staff/deny*** Ordinance amending Section 21-1105 of Article XI. Residential Rental Registration and Inspection of Chapter 21 of the Code of the City of Hutchinson, Kansas; and authorize the Mayor to sign.

Motion _____ Second _____
Dechant _____ Inskeep _____ Daveline _____ Soldner _____ Piros de Carvalho _____

7. NEW BUSINESS

- a. Consider *2016 Residential Rehabilitation Grant.***

Action – Motion to ***accept and approve/amend and approve/return for further refinements*** the recommendation of the Housing Commission to approve a 2016 Residential Rehabilitation Grant in the amount of \$50,000 to Interfaith Housing Services; and authorize the Mayor to sign the grant agreement.

Motion _____ Second _____
Dechant _____ Inskeep _____ Daveline _____ Soldner _____ Piros de Carvalho _____

b. Consider *final plat for Sandy Lake Addition.*

Action – Motion to ***accept and approve/amend and approve/deny/return to the Planning Commission for further review*** the recommendation of the Planning Commission to approve the final plat of the Sandy Lake Addition with conditions as presented.

Motion _____ Second _____
Dechant _____ Inskeep _____ Daveline _____ Soldner _____ Piros de Carvalho _____

c. Consider *rezoning request for tract on East 11th between Halstead Street and Alcoa Drive.*

Action – Motion to ***accept and approve/amend and approve/override and deny by at least a majority vote of 4 of the 5 council members/return to the Planning Commission*** the recommendation of the Planning Commission to approve the request to rezone a 61.042-acre tract at 00000 East 11th Avenue (the proposed Sandy Lake Addition) from I-3 Heavy Industrial District to C-3 Outdoor Commercial District based on due consideration of the factors below, adopt an ordinance for publication; and authorize the Mayor to sign.

Motion _____ Second _____
Dechant _____ Inskeep _____ Daveline _____ Soldner _____ Piros de Carvalho _____

d. Consider *Conditional Use Permit to establish a single family dwelling.*

Action – Motion to ***accept and approve/amend and approve/deny/override and deny by at least a majority vote of 4 of the 5 council members/return to the Planning Commission*** the recommendation of the Planning Commission to approve the conditional use permit for a single family dwelling at 00000 East 11th Avenue (Lot 1 of the proposed Sandy Lake Addition) pursuant to the factors and conditions listed.

Motion _____ Second _____
Dechant _____ Inskeep _____ Daveline _____ Soldner _____ Piros de Carvalho _____

e. Consider *recommendation on Sports Arena Public Art.*

Action – Motion to ***approve/reject*** the selection panel's recommendation to hire Koryn Rolstad as the artist for the Sports Arena Public Art for the sum of Two Hundred Thirty Thousand Dollars (\$230,000); and direct staff to prepare an agreement with Koryn Rolstad for the commission of the public art.

Motion _____ Second _____
Dechant _____ Inskeep _____ Daveline _____ Soldner _____ Piros de Carvalho _____

f. Consider *proposal for Rice Park Splash Pad.*

Action – Motion to **approve** the Proposal with Athco LLC to design, supply and install Water Odyssey splash pad equipment at Rice Park for an amount not to exceed \$275,000.00; and authorize the Mayor to sign.

Motion _____ Second _____
Dechant _____ Inskeep _____ Daveline _____ Soldner _____ Piro de Carvalho _____

8. REPORT OF CITY OFFICIALS

a. Council

b. City Manager

9. ADJOURNMENT

Motion _____ Second _____
Dechant _____ Inskeep _____ Daveline _____ Soldner _____ Piro de Carvalho _____

COUNCIL COMMUNICATION	
FOR MEETING OF	3-01-16
AGENDA ITEM	59
FOR ACTION	✓
INFORMATION ONLY	



CITY OF
HUTCHINSON

MINUTES
CITY COUNCIL MEETING
COUNCIL CHAMBERS - HUTCHINSON, KANSAS
FEBRUARY 16, 2016
9:00 A.M.

1. The Governing Body of the City of Hutchinson, Kansas met in regular session at 9:00 a.m. on Tuesday, February 16, 2016 in the City Council Chambers with Mayor Piros de Carvalho presiding. Councilmembers Dechant, Inskeep, Daveline and Soldner were present.

2. The Pledge of Allegiance to the flag was recited.
3. The prayer was given by Pastor Darryl Peterson of Grace Christian Church.
4. Petitions, Remonstrances, and Communications

Richard Greever, 3409 N. Maple, President of the Central Kansas Landlords Association, spoke about the inspection program. Mr. Greever said this is a violation of the 4th amendment; and said the 4th amendment requires a probable cause warrant. He went on to read portions of the 4th amendment.

Scott Brown announced he and two other partners will be opening a canoe/kayak/tube rental and shuttle service which will operate along the Arkansas River between 4th and Carey Park. The projected opening is May 7, 2016.

5. Consent Agenda
 - a. Approval of Minutes of February 2, 2016 City Council meeting.
 - b. Approval of License Agreement with Kwik Shop, Inc. for groundwater monitoring well installation.
 - c. Approval of T-Hangar Lease Agreement with Tony Beauchamp.
 - d. Approval of December, 2015 financial reports.
 - e. Approval of appropriation ordinance in the amount of \$1,538,242.72.

Councilmember Inskeep asked about the T-hangar lease waiting list. Pieter Miller, Airport Manager, said Tony Beauchamp of Midwest Malibu has been on the waiting list for approximately four years; and said there are six more people on the list.

Motion by Councilmember Soldner, second by Councilmember Inskeep, to approve the Consent Agenda and authorize the Mayor to sign. The motion passed unanimously.

6. Ordinances and Resolutions

a. Consider Ordinance amending the Rental Registration and Inspection Program. Jana McCarron, Director of Planning and Development, spoke. Ms. McCarron said staff has reviewed various options; and recommends making no amendments to the ordinance. She said this is a new program; and they would like to have a better feel about the state of the rental units, etc. Ms. McCarron said there are 1,446 units registered to date. Final notices will be mailed on March 1, 2016, with the deadline for registration being March 31, 2016.

Motion by Councilmember Daveline, second by Councilmember Dechant, to deny the request of Investment Resource Corporation (IRC) to approve amendments to Hutchinson City Code Sections 21-1101, et seq., of the City of Hutchinson Municipal Code pertaining to the Rental Registration and Inspection Program.

Councilmember Daveline said he was a strong advocate of what was being proposed, but since the January 19, 2016 presentation, he has had a lot of feedback about this issue. He said he had a conversation with John Deardoff and Trent Maxwell; and now has a better appreciation of the inspection process. Councilmember Daveline said he does have an alternate thought. In talking with Mr. Deardoff and Mr. Maxwell, he would propose a six year inspection cycle on newly constructed rental units after the occupancy permit is issued; and the \$25.00 registration fee would be paid annually.

Mayor Piros de Carvalho asked Ms. McCarron about the inspection cycle in the current ordinance. Ms. McCarron said it allows a three year period, not six. She said there has been discussion about this; and staff would have no issue with this amendment for new construction, saying it was simply an oversight on their part.

Jim Oswald, a local attorney and landlord, also spoke for himself and on behalf of Jim and Barbara Nunns. He said he doesn't object to Councilmember Daveline's proposal; and said he assumes after the six year initial period, units will be on a three year inspection cycle. Mr. Oswald said he wants something that is consistent and fair; everyone ought to be under the same inspection period; and everyone should pay the same fee.

Richard Greever, 3409 N. Maple, President of the Central Kansas Landlords Association, said he objects to the request of Investment Resources Corporation saying their properties were built with tax credits; and they should be required to pay the same fees and have the same inspections as everyone else.

Shara Gonzales, Executive Director of New Beginnings, spoke. Ms. Gonzales said they fall under Section 42 of the IRS Code; and every transaction is scrutinized by the federal government. She also talked about the various inspections they are subjected to each year; and said compliance with this is so immense they have had to hire additional

people to deal with it. She said they pay out approximately \$25,000 a year for inspections; and now we want to add another layer of government inspection. Ms. Gonzales said they have a cap on what they can charge for rent; and to pass the fees on makes the properties less affordable.

Mayor Piros de Carvalho asked about inspections of Section 8 housing. Matt Catanese of Investment Resources, spoke. He said with Section 8 housing there is a fixed rent; and you don't have an opportunity to raise the rent to cover any additional costs. Mr. Catanese said HUD does the real estate inspections at least every third year; they are done on random units; and 25% is typical. He said it costs him approximately \$10,000 a year for the inspections, and he doesn't have anywhere to go for that money. He said he is trying to make the properties better; and trying to make them affordable. Mr. Catanese said the last time he appeared before the council he was told staff would contact him. He said he never heard from staff; and he would like to sit down and talk about this matter.

The Mayor asked Ms. McCarron about inspections for New Beginnings. Trent Maxwell, Building Official, spoke. Mr. Maxwell said he hadn't had any conversations with Ms. Gonzales, but he had spoken with Mr. Catanese and a HUD inspector. Ms. Gonzales was asked if every unit is inspected; and who does the inspections. Ms. Gonzales said all units are inspected; and there are two layers of inspection. One is done by the Kansas Housing Resource Corporation; and the other is the investors inspection.

Councilmember Dechant said the \$25.00 fee comes down to \$2.00 per month; and that shouldn't make or break a business plan. He said even with subsidized properties or Section 8 properties, it's not going to make or break the business plan in terms of operations. Councilmember Dechant said this should be true for any landlord.

Councilmember Inskeep said most individuals he has talked with are in favor of what Councilmember Daveline proposed, that being no amendments. Councilmember Soldner said she agrees; and that comments she has received are that it should be fair and equitable. She said she is concerned that they are just now hearing Ms. Gonzales' comments. Ms. Gonzales replied saying she did tell the Housing Commission the units were inspected; and was told they would not be a part of the City's inspection process. She further stated she was told subsidized units would not be inspected. Mr. Catanese said Prairie Village had a lot of community support; and they don't make much on these properties. He said he is only asking for consideration to visit with staff; and that he never received anything in the mail until he got the billing. Jana McCarron said several notices had been sent; and he should have received those. She also said Ms. Gonzales serves on the Housing Commission; and this item came up for discussion several times. Additional discussion ensued.

The Mayor said the feedback she has received has been in favor of retaining the rental registration program as written. She said we have to start somewhere; and commended staff for their work on this issue. The Mayor said she believes there were

multiple mailings sent to owners; and they should have received at least three pieces of correspondence. Councilmember Inskeep said we need to let the program work, find out where the flaws are; and go from there. Councilmember Daveline said there has been a lot of deliberation in the last couple of years on this issue; and this is a compromise.

The motion passed unanimously.

Councilmember Daveline said he wants to pursue an alternate proposal for new construction. Motion by Councilmember Daveline, second by Councilmember Inskeep, to allow a six year inspection cycle after the occupancy permit is issued by the Inspection Department, with the \$25.00 rental registration fee being paid annually. The motion passed unanimously.

7. New Business

a. Consider Contract Amendment No. 1 with J. E. Dunn Construction Company. John Deardoff, City Manager, spoke. Discussion ensued.

Scott Sherry of J. E. Dunn Construction, spoke about the guaranteed maximum price (GMP); and how that is typically set up. Discussion ensued.

Motion by Councilmember Daveline, second by Councilmember Inskeep, to approve Contract Amendment No. 1 (BP No.1) for the Hutchinson Sports Arena Project. The motion passed unanimously.

b. Consider Real Estate Contract for purchase of land at 11th and Hendricks. Paul Brown, City Attorney, spoke. Discussion ensued.

Motion by Councilmember Soldner, second by Councilmember Inskeep, to approve the Real Estate Contract for acquisition of the West 7.50 feet of Lot 3 and Lots 4 thru 7, Block 6, Fairmount Addition, Hutchinson, Reno County, Kansas; and authorize the Mayor to sign the contract and all other documents necessary for closing the transaction. The motion passed unanimously.

c. Consider 2016 KLINK Resurfacing Project Agreement with KDOT. Jeff Peterson, Interim Director of Engineering, spoke. Discussion ensued.

Motion by Councilmember Dechant, second by Councilmember Soldner, to approve to the Agreement with KDOT for the 2016 KLINK Resurfacing Project (K-61 between Lorraine and 11th); and authorize the Mayor to sign. The motion passed unanimously.

d. Consider bid tabulation and award for Avenue C and Main parking lot. Jeff Peterson, Interim Director of Engineering, spoke. Mr. Peterson said the base bid was 9% over the engineer's estimate, but that the costs are in line for the type of work being done. Discussion ensued.

Motion by Councilmember Dechant, second by Councilmember Inskeep, to award the project to APAC-Kansas, Inc., Shears Division, in the amount of \$195,772.50, subject to compliance with all legal requirements; and authorize the Mayor to sign. The motion passed unanimously.

e. Consider Lease Agreement with Blue Sky Aviators for Hangar 4. Pieter Miller, Airport Manager, spoke. Mr. Miller said he is excited about this agreement as it will be beneficial for the airport. A background of Hangar 4 was given. Mr. Miller reviewed the terms of the proposed lease agreement; and said Blue Sky Aviators are willing to invest approximately \$100,000.00 in improvements to the hangar. Mr. Miller said the owner of Blue Sky wants to offer a not-for-profit flight school for young people that may have an interest in flying. Discussion ensued.

Councilmember Dechant asked about the improvements to be made. Mr. Miller said there will be upgrades to the heating, air, windows, insulation, etc. He also said there will be additional office space, conference room space, and the hangar doors will have electrical upgrades. Councilmember Dechant asked about the rental value after improvements. Mr. Miller said with the proposed improvements, rent should be between \$900 to \$1,200.00 per month. Additional discussion ensued.

Don Rogers of Wells Aircraft, spoke. Mr. Rogers said he supports this project; and it will be good for the airport. He said the airport is an asset to this community; and additional funds from the City need to be spent. The Mayor said she appreciates the investment Mr. Rogers has made; and said there is a lot of potential at the airport.

Motion by Councilmember Inskeep, second by Councilmember Dechant, to approve the Lease Agreement with Blue Sky Aviators LLC for Hanger 4; and authorize the Mayor to sign. The motion passed unanimously.

f. Consider authority for filing of civil lawsuit. Paul Brown, City Attorney, spoke.

Motion by Councilmember Dechant, second by Councilmember Soldner, to approve the filing of a civil action by the Hutchinson City Attorney regarding issues before the Public Employee Relations Board; and authorize the Mayor to sign all relevant documents. The motion passed unanimously.

8. Report of City Officials

a. Council

- Councilmember Soldner commended Amy Bickel from the Hutchinson News, as well as several local photographers, for their contribution to the most recent Kansas magazine about things to do in Hutchinson.

- Councilmember Dechant said the musical “Mary Poppins” begins on Thursday at Memorial Hall; and encouraged people to attend.
- Councilmember Inskeep had no comments.
- Councilmember Daveline had no comments.
- Mayor Piros de Carvalho asked Paul Brown about the 4th amendment rights on the rental registration program. Mr. Brown said he would prepare a response for her. The Mayor also commented about Bid Package #2 on the Sports Arena saying a priority should be put toward parking. Councilmember Daveline said that has been expressed and conveyed to the building committee on numerous occasions. Their goal is for a full resurface of the parking area, as well as addressing diagonal parking on East 13th Street.

b. City Manager

Mr. Deardoff reminded the council about the Study Session on Thursday, February 18, 2016 to review council goals, water and sewer rate studies, and the December ice storm.

Mr. Deardoff said the Sports Arena Building Committee will have a special meeting on Thursday, February 18, 2016 at 3:30 p.m. to revisit the public art issue. The artists’ presentation will be shown to the Building Committee. He said there has been discussion about whether the Sports Arena applies to the public art ordinance because of the timing of the bonds, the passage of the ordinance, etc. He said he doesn’t want a \$29 million project coming down to public art. Mr. Deardoff said it’s a part of the project just like lockers. He also said groundbreaking will be March 7, 2016 at 2:00 p.m.

9. Adjournment

Motion by Councilmember Inskeep, second by Councilmember Dechant, to adjourn. The motion passed unanimously.

COUNCIL COMMUNICATION	
FOR MEETING OF	3-01-16
AGENDA ITEM	50
FOR ACTION	✓
FOR INFORMATION ONLY	

City of Hutchinson

Finance Department

Interoffice Memorandum

To: Honorable Mayor and City Council
From: Frank Edwards, Director of Finance
Date: March 1, 2016
Re: January 2016 City Council Financial Reports

Each month the Finance Department provides three monthly reports consisting of 1) Statement of Cash Receipts, 2) Statement of Expenditures, 3) Statement of Cash Receipts, Expenditures and Cash Balances. These financial reports for January 2016 are submitted for your information and review.

The Statement of Cash Receipts for January is a Year-to-Date report of all cash received. Through January the General Fund collections were \$7.3 Million. The key revenue items were Property Taxes of \$5.4 Million due to the 1st half Property Tax payments. The property tax collection represented 54.3% of the full year budget for this item. Sales Taxes were \$0.9 Million, slightly below budget. Franchise fees were \$0.5 Million. Special Revenue Funds, which includes the Recreation Commission and Sports Arena sales tax were \$1.4 Million. Beginning in October, 2015 an additional 0.35% sales tax was received which will be used to service bond debt for the voter approved Sports Arena renovation of \$29.4 Million. Through January 2016 the Arena Sales Tax collected is \$1.2 Million. The Recreation Commission has collected 49.4% of the full year budget due to the 1st half Property Tax payments. The Debt Service Fund is for collection of special assessments and taxes to support bonded City projects. January collections were \$2.3 Million or 39.1% of the annual budget. The Enterprise Funds are for services that are intended to be fully self-supported. The largest of these funds are the Refuse Collection, Water and Sewer which account for approximately 90% of the Enterprise Fund collections. The collection within these funds was \$1.2 Million in January.

The Statement of Expenditures is a report of expenditures by the four fund categories mentioned in the preceding paragraph. For January, the General Fund expenditures were \$1.6 Million compared to collections of \$9.3 Million as the 1st half property tax collections impact this comparison. The Special Revenue Fund expenditures are listed by fund type for review and are impacted by seasonal usage in several of these funds.

City of Hutchinson
Statement of Cash Receipts - Actual versus Budget
Budgeted Funds
For the Period Ending January 31, 2016

	Original Budget	Cash Receipts	Over (Under) Budget	Percentage of Budget Collected	Percentage of Year Complete
General Fund					
Taxes					
Ad Valorem Property Tax	\$ 9,938,527	\$ 5,398,123	\$ (4,540,404)	54.32%	8.33%
Vehicle Tax	1,420,291	20,806	(1,399,485)	1.46%	8.33%
Other Vehicle Taxes	67,290	23	(67,267)	0.03%	8.33%
In Lieu of Taxes	6,600	14,078	7,478	213.30%	8.33%
Delinquent Tax Collections	232,365	16,198	(216,167)	6.97%	8.33%
Local Sales Tax - Countywide	5,496,853	421,020	(5,075,833)	7.66%	8.33%
Local Sales Tax - Citywide	6,584,143	519,928	(6,064,215)	7.90%	8.33%
Intoxicating Liquor Tax	12,500	500	(12,000)	4.00%	8.33%
Other Revenue					
Franchise Fees	5,050,897	484,200	(4,566,697)	9.59%	8.33%
Intergovernmental	2,606,552	185,706	(2,420,846)	7.12%	8.33%
Licenses and Permits	559,200	81,563	(477,637)	14.59%	8.33%
Fines and Forfeitures	680,300	52,766	(627,534)	7.76%	8.33%
Use of Money & Property	21,000	10,577	(10,423)	50.37%	8.33%
Public Safety	102,500	12,757	(89,743)	12.45%	8.33%
Recreation and Concessions	112,000	2,780	(109,220)	2.48%	8.33%
Central Garage/Custodial Services	1,343,732	62,898	(1,280,834)	4.68%	8.33%
Miscellaneous Revenue	156,470	28,117	(128,353)	17.97%	8.33%
Interfund Transfers	15,000	-	(15,000)	0.00%	8.33%
Total General Fund	34,406,220	\$ 7,312,040	(27,094,180)	21.25%	8.33%
Special Revenue Funds					
Special Street	2,603,639	\$ 287,892	\$ (2,315,747)	11.06%	8.33%
Special Parks & Recreation	239,060	-	(239,060)	0.00%	8.33%
Special Alcohol Programs	97,209	-	(97,209)	0.00%	8.33%
Arena Sales Tax	501,623	242,633	(258,990)	48.37%	8.33%
Convention & Tourism Promotion	725,000	192,347	(532,653)	26.53%	8.33%
Fun Valley	317,463	-	(317,463)	0.00%	8.33%
Recreation Commission	1,219,876	602,104	(617,772)	49.36%	8.33%
Animal Shelter	419,537	8,230	(411,307)	1.96%	8.33%
Tax Incremental Financing	50,000	50,124	124	100.25%	8.33%
Community Improvement District	370,000	31,364	(338,636)	8.48%	8.33%
E 911 Surcharge	335,242	29,064	(306,178)	8.67%	8.33%
Total Special Revenue Fund	6,878,649	1,443,758	(5,434,891)	20.99%	8.33%
Debt Service Funds					
Bond and Interest	5,921,039	\$ 2,313,977	\$ (3,607,062)	39.08%	8.33%
Enterprise Funds					
Refuse Collection	2,321,385	181,896	(2,139,489)	7.84%	8.33%
Golf Course	921,694	31,502	(890,192)	3.42%	8.33%
Airport	586,772	24,311	(562,461)	4.14%	8.33%
Water Utility	7,244,998	503,474	(6,741,524)	6.95%	8.33%
Sewer Utility	5,994,419	419,329	(5,575,090)	7.00%	8.33%
Storm Water Utility	2,401,000	45,314	(2,355,686)	1.89%	8.33%
Total Enterprise Fund	\$ 19,470,268	\$ 1,205,826	\$ (18,264,442)	6.19%	8.33%
Total Budgeted Funds	\$ 66,676,176	\$ 12,275,601	\$ (54,400,575)	18.41%	8.33%

City of Hutchinson
Statement of Expenditures - Actual versus Budget
Budgeted Funds
For the Period Ending January 31, 2016

	Original Budget	Expenditures	Over (Under) Budget	Percentage of Budget Expended	Percentage of Year Complete
General Fund:					
City Council	\$ 24,000	\$ 6,762	\$ 17,238	28.18%	8.33%
City Manager	351,877	29,282	322,595	8.32%	8.33%
Human Resources	505,777	25,428	480,349	5.03%	8.33%
Finance	394,092	25,990	368,102	6.59%	8.33%
Utility Billing	774,446	30,301	744,145	3.91%	8.33%
Purchasing	139,541	6,629	132,912	4.75%	8.33%
Information Technology	637,883	31,956	605,927	5.01%	8.33%
Planning	321,234	17,180	304,054	5.35%	8.33%
Downtown Development	136,166	8,294	127,872	6.09%	8.33%
Housing Development	150,365	4,878	145,487	3.24%	8.33%
City Attorney	206,686	12,455	194,231	6.03%	8.33%
Municipal Court	450,987	20,440	430,547	4.53%	8.33%
Public Works	1,283,179	57,949	1,225,230	4.52%	8.33%
Engineering	1,390,430	49,530	1,340,900	3.56%	8.33%
Central Garage	1,762,243	65,410	1,696,833	3.71%	8.33%
Street Lighting	752,268	61,154	691,114	8.13%	8.33%
Parks	3,626,035	141,494	3,484,541	3.90%	8.33%
Police	8,842,348	531,586	8,310,762	6.01%	8.33%
Fire	8,104,812	348,095	7,756,717	4.29%	8.33%
Inspection	635,498	26,167	609,331	4.12%	8.33%
Animal Control	179,827	6,886	172,941	3.83%	8.33%
Growth Fund	784,000	55,638	728,362	7.10%	8.33%
Economic Development	145,719	12,500	133,219	8.58%	8.33%
Non-Departmental	7,543,619	358,732	7,184,887	4.76%	8.33%
Overhead Cost Allocation	(3,444,233)	(287,019)	(3,157,214)	8.33%	8.33%
Total General Fund	\$ 35,698,799	\$ 1,647,717	\$ 34,051,082	4.62%	8.33%
Special Revenue Funds:					
Special Street	\$ 2,603,639	129,940	\$ 2,473,699	4.99%	8.33%
Special Park and Pool	239,060	2,451	236,609	1.03%	8.33%
Special Alcohol	90,000	-	90,000	0.00%	8.33%
Convention and Tourism	725,000	192,347	532,653	26.53%	8.33%
Fun Valley	317,463	4,331	313,132	1.36%	8.33%
Recreation Commission	1,219,876	602,104	617,772	49.36%	8.33%
Animal Shelter	419,537	16,062	403,475	3.83%	8.33%
Tax Incremental Financing	530,100	-	530,100	0.00%	8.33%
Community Improvement District	370,000	8,655	361,345	2.34%	8.33%
E-911 Surcharge	370,070	6,382	363,688	1.72%	8.33%
Total Special Revenue Funds	\$ 6,884,745	\$ 962,272	\$ 5,922,473	13.98%	8.33%
Debt Service Funds:					
Bond and Interest	\$ 5,587,508	625	\$ 5,586,883	0.01%	8.33%
Proprietary Funds:					
Refuse Collection	\$ 2,294,273	12,796	\$ 2,281,477	0.56%	8.33%
Golf Course	921,694	36,187	885,507	3.93%	8.33%
Airport	586,772	10,890	575,882	1.86%	8.33%
Water Utility	7,618,119	329,485	7,288,634	4.33%	8.33%
Sewer Utility	6,907,860	326,239	6,581,621	4.72%	8.33%
Storm Water Utility	2,294,716	162,698	2,132,018	7.09%	8.33%
Total Enterprise Funds	20,623,434	878,295	19,745,139	4.26%	8.33%
Total Budgeted Funds	\$ 68,794,486	\$ 3,488,909	\$ 65,305,577	5.07%	8.33%

City of Hutchinson
Statement of Cash Receipts, Expenditures and Cash Balance
All City Funds
For the Period Ending January 31, 2016

	Unencumbered Cash Balance January 1, 2015	Cash Receipts	Expenditures	Unencumbered Cash Balance January 31, 2015	Outstanding Encumbrances and Accounts Payable	Ending Cash Balance January 31, 2015
Governmental Type Funds						
General	\$6,714,008	\$7,312,040	\$1,647,717	\$12,378,331	\$29,917	\$12,408,248
Special Revenue Funds						
Special Street	-	287,892	129,940	157,952	3,395	161,347
Special Parks & Recreation	-	-	2,451	(2,451)	-	(2,451)
Special Alcohol Programs	13,129	-	-	13,129	-	13,129
Arena Sales Tax	997,336	242,633	-	1,239,969	-	1,239,969
Convention & Tourism Promotion	-	192,347	192,347	-	-	-
Fun Valley	-	-	4,331	(4,331)	-	(4,331)
Recreation Commission	-	602,104	602,104	-	-	-
Animal Shelter	-	8,230	16,062	(7,832)	-	(7,832)
Tax Incremental Financing	1,034,071	50,124	-	1,084,195	-	1,084,195
Community Improvement District	9,755	31,364	8,655	32,464	-	32,464
E 911 Surcharge	764,416	29,064	6,382	787,098	-	787,098
Federal and State Grants	312,803	54,230	56,378	310,655	1,262	311,917
Planning Projects	51,509	-	-	51,509	-	51,509
Gossage Animal Shelter	-	3,280	4,767	(1,487)	-	(1,487)
Municipal Equipment Reserve	1,656,792	200,782	87,979	1,769,595	52,627	1,822,222
Debt Service Funds						
Bond and Interest	418,464	2,313,977	625	2,731,816	-	2,731,816
Enterprise Funds						
Refuse Collection	184,202	181,896	12,796	353,302	-	353,302
Golf Course	-	31,502	36,187	(4,685)	-	(4,685)
Airport	(4,293)	24,311	10,890	9,128	-	9,128
Water Utility	4,814,608	503,474	329,485	4,988,597	3,338	4,991,935
Sewer Utility	3,915,812	419,329	326,239	4,008,902	-	4,008,902
Storm Water Utility	1,631,299	45,314	162,698	1,513,915	-	1,513,915
Fiduciary Funds						
Hutchinson Community Foundati	101,835	-	-	101,835	-	101,835
Donations	205,990	11,314	5,626	211,678	-	211,678
Payroll Clearing	(26,605)	-	12,615	(39,220)	-	(39,220)
Fire Proceeds	47,862	-	-	47,862	-	47,862
Internal Service Funds						
Health & Dental Insurance	3,811,354	226,749	182,487	3,855,616	-	3,855,616
Risk Management	1,982,900	238	109,861	1,873,277	3,893	1,877,170
Worker's Compensation	1,603,621	246	25,405	1,578,462	610	1,579,072
Central Purchasing	84,851	14,101	25,647	73,305	-	73,305
Capital Project Funds						
Special Assessments	-	-	-	-	-	-
Capital Improvement Projects	5,575,448	212,193	5,562	5,782,079	49,382	5,831,461
Capital Improvement Reserve	10,846,826	417,030	9,845	11,254,011	55,178	11,309,189
Total All Funds	\$46,747,994	\$13,415,764	\$4,015,081	\$56,148,677	\$199,602	\$56,348,279

PREPARED 02/24/2016, 10:33:34
 PROGRAM: GM339L
 City of Hutchinson

EXPENDITURE APPROVAL LIST
 AS OF: 02/26/2016 CHECK DATE: 02/26/2016

COUNCIL COMMUNICATION	
FOR MEETING OF	3-01-16
AGENDA ITEM	SC
FOR ACTION	✓
FOR INFORMATION ONLY	

VEND NO	SEQ#	VENDOR NAME	INVOICE NO	VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	CHECK #	AMOUNT
0000940	00	HUTCHINSON GOVERNMENT EMPLOYEE									
022616			000171			01 02/26/2016	015-0000-228.00-00	PAYROLL DATED 02 26 16		2016033	6,739.60
								VENDOR TOTAL *	.00		6,739.60
0000557	00	ICMA RETIREMENT TRUST-457									
022616			000170			01 02/26/2016	015-0000-232.00-00	PAYROLL DATED 02 26 16		2016032	6,144.38
								VENDOR TOTAL *	.00		6,144.38
0000949	00	UNITED WAY OF RENO COUNTY									
022616			000172			01 02/26/2016	015-0000-227.00-00	PAYROLL DATED 02 26 16	304.21		
								VENDOR TOTAL *	304.21		
								HAND ISSUED TOTAL ***			12,883.98
								TOTAL EXPENDITURES ****	304.21		12,883.98
								GRAND TOTAL *****			13,188.19

13,188.19 +
 720,733.76 +
 1,181,232.46 +
 125,505.24 +
 2,040,659.65 +

VEND NO	SEQ#	VENDOR NAME	INVOICE NO	VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0000121	00	ACE FIRE EXTINGUISHER CO	14570	1671	V01148	01	02/19/2016	001-3100-452.29-57	FIRE EXT SERVICE/IT	9.00	
VENDOR TOTAL *										9.00	
0000139	00	AGRI CENTER	IA40067	1909	V01215	01	02/22/2016	001-6310-554.32-16	UNIT #100 PARTS	87.59	
VENDOR TOTAL *										87.59	
0005439	00	AIRGAS USA, LLC	9933302369	1626	V01116	01	02/17/2016	050-6971-573.29-57	CYLINDER RENTAL	3.10	
9933301045				1672	V01149	01	02/19/2016	051-6621-491.29-57	CYLINDER RENTAL	9.30	
VENDOR TOTAL *										12.40	
0004816	00	ALAMAR UNIFORMS	505437	1934	V01240	01	02/23/2016	001-7130-502.32-21	BOOTS		EFT: 100.75
503529-80				1935	V01241	01	02/23/2016	001-7130-502.32-21	CREDIT ON FREIGHT		EFT: 18.69-
503529				1936	V01242	01	02/23/2016	001-7130-502.32-21	BOOTS/PO #160112		EFT: 2,940.44
VENDOR TOTAL *										.00	3,022.50
0000247	00	APCO INTERNATIONAL INC	24687	1937	V01243	01	02/23/2016	001-7190-509.29-60	CTO RECERT	30.00	
VENDOR TOTAL *										30.00	
0002141	00	ARNOLD GROUP,THE	2190070	1910	V01216	01	02/22/2016	001-4120-462.29-57	RRIP TEMP/020716	568.00	
VENDOR TOTAL *										568.00	
0000215	00	AT&T	6206699371	FEB161673	V01150	01	02/19/2016	001-7150-504.26-40	FEB 16 SERV/POLICE HOUSE	52.66	
VENDOR TOTAL *										52.66	
0002596	00	AT&T	6206942580	FEB161938	V01244	01	02/23/2016	001-3100-452.26-40	FEB 16 SERVICE	1,203.83	
6206942580				FEB161954	V01244	01	02/23/2016	001-4110-461.26-40	FEB 16 SERVICE	58.33	
6206942580				FEB161939	V01244	01	02/23/2016	001-6910-560.26-40	FEB 16 SERVICE	58.33	
6206942580				FEB161940	V01244	01	02/23/2016	001-6910-560.26-40	FEB 16 SERVICE	58.33	
6206942580				FEB161941	V01244	01	02/23/2016	001-6970-564.26-40	FEB 16 SERVICE	123.32	
6206942580				FEB161942	V01244	01	02/23/2016	001-6970-564.26-40	FEB 16 SERVICE	116.66	
6206942580				FEB161943	V01244	01	02/23/2016	001-6980-565.26-40	FEB 16 SERVICE	492.24	
6206942580				FEB161944	V01244	01	02/23/2016	001-7110-500.26-40	FEB 16 SERVICE	116.66	
6206942580				FEB161945	V01244	01	02/23/2016	001-7150-504.26-40	FEB 16 SERVICE	58.33	
6206942580				FEB161946	V01244	01	02/23/2016	001-7150-504.26-40	FEB 16 SERVICE	287.36	
6206942580				FEB161947	V01244	01	02/23/2016	001-7190-509.26-40	FEB 16 SERVICE	3,014.87	
6206942580				FEB161948	V01244	01	02/23/2016	001-7210-520.26-40	FEB 16 SERVICE	58.33	
6206942580				FEB161949	V01244	01	02/23/2016	001-7230-522.26-40	FEB 16 SERVICE	339.07	
6206942580				FEB161950	V01244	01	02/23/2016	031-6991-567.26-40	FEB 16 SERVICE	116.66	
6206942580				FEB161951	V01244	01	02/23/2016	044-7420-700.26-40	FEB 16 SERVICE	280.74	
6206942580				FEB161955	V01244	01	02/23/2016	048-0000-630.26-40	FEB 16 SERVICE	1,393.22	
6206942580				FEB161952	V01244	01	02/23/2016	050-6971-573.26-40	FEB 16 SERVICE	291.65	
6206942580				FEB161953	V01244	01	02/23/2016	051-6621-491.26-40	FEB 16 SERVICE	339.07	

VEND NO	SEQ#	VENDOR NAME						EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	HAND ISSUED
NO	NO	NO		DATE	NO	DESCRIPTION	AMOUNT	AMOUNT
0000737	00	CITY OF SOUTH HUTCHINSON						
FEB16VERIZON	1961	V01250	01	02/23/2016	346-7190-509.29-50	FEB 16 AIR CARDS	80.02	
						VENDOR TOTAL *	80.02	
0007173	00	CIVIC PLUS						
157564	1677	V01154	01	02/19/2016	036-0000-640.29-00	WEBSITE YEAR 2 OF 3	15,902.99	
						VENDOR TOTAL *	15,902.99	
0000462	00	COMMUNICATIONS TECHNOLOGY ASSOC, INC						
217830	1962	V01251	01	02/23/2016	001-7130-502.29-57	T & M ON-SITE	105.00	
						VENDOR TOTAL *	105.00	
0000087	00	CONAN MCGILL						
REFUNDMCGILL	1914		01	02/22/2016	044-0000-358.35-81	RETURN DOG/CONAN MCGILL	150.00	
						VENDOR TOTAL *	150.00	
0000487	00	COOPER TIRE SERVICE INC						
1GS216507	1630	V01119	01	02/17/2016	001-6310-554.32-16	UNIT #231 NEW TIRES	285.22	
1216569	1631	V01120	01	02/17/2016	001-6310-554.32-16	UNIT #78 TIRE REPAIR	30.90	
1216534	1632	V01121	01	02/17/2016	001-6310-554.32-16	UNIT #116 TIRE REPAIR	20.60	
						VENDOR TOTAL *	336.72	
0003616	00	COX COMMUNICATIONS (OK CITY)						
017252202FEB16	1682	V01155	01	02/19/2016	001-2100-420.26-40	FEB 16 SERVICE	90.00	
017252202JAN16	1719	V01156	01	02/19/2016	001-2100-420.26-40	JAN 16 SERVICE	90.00	
017252202FEB16	1683	V01155	01	02/19/2016	001-2300-430.26-40	FEB 16 SERVICE	90.00	
017252202JAN16	1720	V01156	01	02/19/2016	001-2300-430.26-40	JAN 16 SERVICE	90.00	
017252202FEB16	1684	V01155	01	02/19/2016	001-3000-451.26-40	FEB 16 SERVICE	105.00	
017252202JAN16	1721	V01156	01	02/19/2016	001-3000-451.26-40	JAN 16 SERVICE	105.00	
017252202FEB16	1685	V01155	01	02/19/2016	001-3050-455.26-40	FEB 16 SERVICE	165.00	
017252202JAN16	1722	V01156	01	02/19/2016	001-3050-455.26-40	JAN 16 SERVICE	165.00	
017252202FEB16	1686	V01155	01	02/19/2016	001-3060-456.26-40	FEB 16 SERVICE	45.00	
017252202JAN16	1723	V01156	01	02/19/2016	001-3060-456.26-40	JAN 16 SERVICE	45.00	
017252202FEB16	1681	V01155	01	02/19/2016	001-3100-452.26-45	FEB 16 SERVICE	3,146.68	
017252202FEB16	1687	V01155	01	02/19/2016	001-3100-452.26-40	FEB 16 SERVICE	435.00	
017252202JAN16	1718	V01156	01	02/19/2016	001-3100-452.26-45	JAN 16 SERVICE	3,100.37	
017252202JAN16	1724	V01156	01	02/19/2016	001-3100-452.26-40	JAN 16 SERVICE	435.00	
017252202FEB16	1688	V01155	01	02/19/2016	001-4100-460.26-40	FEB 16 SERVICE	120.00	
017252202JAN16	1725	V01156	01	02/19/2016	001-4100-460.26-40	JAN 16 SERVICE	120.00	
017252202FEB16	1689	V01155	01	02/19/2016	001-4110-461.26-40	FEB 16 SERVICE	15.00	
017252202JAN16	1726	V01156	01	02/19/2016	001-4110-461.26-40	JAN 16 SERVICE	15.00	
017252202FEB16	1690	V01155	01	02/19/2016	001-5000-471.26-40	FEB 16 SERVICE	30.00	
017252202JAN16	1727	V01156	01	02/19/2016	001-5000-471.26-40	JAN 16 SERVICE	30.00	
017252202FEB16	1691	V01155	01	02/19/2016	001-6100-550.26-40	FEB 16 SERVICE	75.00	
017252202JAN16	1728	V01156	01	02/19/2016	001-6100-550.26-40	JAN 16 SERVICE	75.00	
017252202FEB16	1692	V01155	01	02/19/2016	001-6150-574.26-40	FEB 16 SERVICE	15.00	
017252202JAN16	1729	V01156	01	02/19/2016	001-6150-574.26-40	JAN 16 SERVICE	15.00	
017252202FEB16	1693	V01155	01	02/19/2016	001-6210-551.26-40	FEB 16 SERVICE	180.00	
017252202JAN16	1730	V01156	01	02/19/2016	001-6210-551.26-40	JAN 16 SERVICE	180.00	
017252202FEB16	1694	V01155	01	02/19/2016	001-6215-552.26-40	FEB 16 SERVICE	30.00	

VEND NO	SEQ#	VENDOR NAME				ITEM	CHECK	EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	DESCRIPTION	AMOUNT	HAND-ISSUED
NO	NO	NO		DATE	NO			AMOUNT
0003616	00	COX COMMUNICATIONS (OK CITY)						
017252202JAN16	1731	V01156	01	02/19/2016	001-6215-552.26-40	JAN 16 SERVICE	30.00	
017252202FEB16	1695	V01155	01	02/19/2016	001-6320-555.26-40	FEB 16 SERVICE	90.00	
017252202JAN16	1732	V01156	01	02/19/2016	001-6320-555.26-40	JAN 16 SERVICE	90.00	
017252202FEB16	1696	V01155	01	02/19/2016	001-6470-557.26-40	FEB 16 SERVICE	15.00	
017252202JAN16	1733	V01156	01	02/19/2016	001-6470-557.26-40	JAN 16 SERVICE	15.00	
017252202FEB16	1697	V01155	01	02/19/2016	001-6910-560.26-40	FEB 16 SERVICE	45.00	
017252202JAN16	1734	V01156	01	02/19/2016	001-6910-560.26-40	JAN 16 SERVICE	45.00	
017252202FEB16	1698	V01155	01	02/19/2016	001-6940-561.26-40	FEB 16 SERVICE	105.00	
017252202JAN16	1735	V01156	01	02/19/2016	001-6940-561.26-40	JAN 16 SERVICE	105.00	
017252202FEB16	1699	V01155	01	02/19/2016	001-6945-562.26-40	FEB 16 SERVICE	120.00	
017252202JAN16	1736	V01156	01	02/19/2016	001-6945-562.26-40	JAN 16 SERVICE	120.00	
017252202FEB16	1700	V01155	01	02/19/2016	001-6970-564.26-40	FEB 16 SERVICE	15.00	
017252202JAN16	1737	V01156	01	02/19/2016	001-6970-564.26-40	JAN 16 SERVICE	15.00	
017252202FEB16	1701	V01155	01	02/19/2016	001-6995-693.26-40	FEB 16 SERVICE	15.00	
017252202JAN16	1738	V01156	01	02/19/2016	001-6995-693.26-40	JAN 16 SERVICE	15.00	
017252202FEB16	1702	V01155	01	02/19/2016	001-7210-520.26-40	FEB 16 SERVICE	150.00	
017252202JAN16	1739	V01156	01	02/19/2016	001-7210-520.26-40	JAN 16 SERVICE	150.00	
017252202FEB16	1678	V01155	01	02/19/2016	001-7230-522.26-40	FEB 16 SERVICE	1,667.06	
017252202FEB16	1703	V01155	01	02/19/2016	001-7230-522.26-40	FEB 16 SERVICE	210.00	
017252202JAN16	1740	V01156	01	02/19/2016	001-7230-522.26-40	JAN 16 SERVICE	210.00	
017252202JAN16	1753	V01156	01	02/19/2016	001-7230-522.26-40	JAN 16 SERVICE	1,667.06	
017252202FEB16	1704	V01155	01	02/19/2016	001-7310-480.26-40	FEB 16 SERVICE	135.00	
017252202JAN16	1741	V01156	01	02/19/2016	001-7310-480.26-40	JAN 16 SERVICE	135.00	
017252202FEB16	1705	V01155	01	02/19/2016	001-7410-481.26-40	FEB 16 SERVICE	15.00	
017252202JAN16	1742	V01156	01	02/19/2016	001-7410-481.26-40	JAN 16 SERVICE	15.00	
017252202FEB16	1706	V01155	01	02/19/2016	003-6420-559.26-40	FEB 16 SERVICE	75.00	
017252202JAN16	1743	V01156	01	02/19/2016	003-6420-559.26-40	JAN 16 SERVICE	75.00	
017252202FEB16	1707	V01155	01	02/19/2016	008-6920-570.26-40	FEB 16 SERVICE	75.00	
017252202JAN16	1744	V01156	01	02/19/2016	008-6920-570.26-40	JAN 16 SERVICE	75.00	
017252202FEB16	1708	V01155	01	02/19/2016	031-6991-567.26-40	FEB 16 SERVICE	60.00	
017252202JAN16	1745	V01156	01	02/19/2016	031-6991-567.26-40	JAN 16 SERVICE	60.00	
017252202FEB16	1709	V01155	01	02/19/2016	044-7420-700.26-40	FEB 16 SERVICE	45.00	
017252202JAN16	1746	V01156	01	02/19/2016	044-7420-700.26-40	JAN 16 SERVICE	45.00	
017252202FEB16	1710	V01155	01	02/19/2016	048-0000-630.26-40	FEB 16 SERVICE	15.00	
017252202JAN16	1747	V01156	01	02/19/2016	048-0000-630.26-40	JAN 16 SERVICE	15.00	
017252202FEB16	1711	V01155	01	02/19/2016	050-6971-573.26-40	FEB 16 SERVICE	60.00	
017252202JAN16	1748	V01156	01	02/19/2016	050-6971-573.26-40	JAN 16 SERVICE	60.00	
017252202FEB16	1679	V01155	01	02/19/2016	051-6621-491.26-40	FEB 16 SERVICE	709.89	
017252202FEB16	1712	V01155	01	02/19/2016	051-6621-491.26-40	FEB 16 SERVICE	195.00	
017252202JAN16	1716	V01156	01	02/19/2016	051-6621-491.26-40	JAN 16 SERVICE	709.89	
017252202JAN16	1749	V01156	01	02/19/2016	051-6621-491.26-40	JAN 16 SERVICE	195.00	
017252202FEB16	1713	V01155	01	02/19/2016	051-6624-492.26-40	FEB 16 SERVICE	90.00	
017252202JAN16	1750	V01156	01	02/19/2016	051-6624-492.26-40	JAN 16 SERVICE	90.00	
017252202FEB16	1680	V01155	01	02/19/2016	052-6510-494.26-40	FEB 16 SERVICE	861.73	
017252202FEB16	1714	V01155	01	02/19/2016	052-6510-494.26-40	FEB 16 SERVICE	135.00	
017252202JAN16	1717	V01156	01	02/19/2016	052-6510-494.26-40	JAN 16 SERVICE	861.73	
017252202JAN16	1751	V01156	01	02/19/2016	052-6510-494.26-40	JAN 16 SERVICE	135.00	
017252202FEB16	1715	V01155	01	02/19/2016	052-6520-495.26-40	FEB 16 SERVICE	90.00	
017252202JAN16	1752	V01156	01	02/19/2016	052-6520-495.26-40	JAN 16 SERVICE	90.00	

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR HAND- ISSUED AMOUNT
INVOICE NO	VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT		
0003616	00	COX COMMUNICATIONS (OK CITY)							
						VENDOR TOTAL *	19,024.41		
0003794	00	CRYSTAL LAKE FISHERIES, INC							
15865	1963	V01252	01	02/23/2016	002-0000-400.32-01	FISH	EFT:		1,275.00
						VENDOR TOTAL *	.00		1,275.00
0006638	00	DATA911 - HUBB SYSTEMS, LLC							
SI-105022	1964	V01253	01	02/23/2016	036-0000-640.29-00	MOBILE COMPUTERS/PO #1602	17,146.80		
SI-105191	1965	V01254	01	02/23/2016	036-0000-640.29-00	MOUNTS	1,357.50		
						VENDOR TOTAL *	18,504.30		
0003020	00	DELL COMPUTER							
XJWJD5JW2	1755	V01158	01	02/19/2016	001-3100-452.29-63	SAN MAINTENANCE	2,432.00		
XJW989C99	1754	V01157	01	02/19/2016	036-0000-640.29-00	POLICE PC	808.32		
XJWFRFJM1	1756	V01159	01	02/19/2016	036-0000-640.29-00	ZOO & POLICE PC	3,038.64		
XJWM38W11	1915	V01221	01	02/22/2016	036-0000-640.29-00	IT SWITCH	189.95		
XJWM38W97	1916	V01222	01	02/22/2016	036-0000-640.29-00	IT SWITCH	563.03		
XJWFRFJM1	1757	V01159	01	02/19/2016	089-9900-650.29-00	FOTZ PC	759.66		
						VENDOR TOTAL *	7,791.60		
0006264	00	DIAMOND VANTAGE							
3072498	1993		01	02/23/2016	046-0000-112.00-00	SAW BLADES	41.04		
						VENDOR TOTAL *	41.04		
0005913	00	DILLONS LOSS PREVENTION							
C194503#2	1758	V01160	01	02/19/2016	048-0000-630.29-01	RESTITUTION MELISSA MATLO	20.00		
						VENDOR TOTAL *	20.00		
0000585	00	DITCH WITCH OF KANSAS							
E00494	1966	V01255	01	02/23/2016	001-6950-563.43-01	TRENCHER/PO #160235	9,100.00		
						VENDOR TOTAL *	9,100.00		
0004521	00	DLT SOLUTIONS, INC.							
4482868A	1759	V01161	01	02/19/2016	001-3100-452.29-63	AUTOCAD MAINT	EFT:		4,698.54
						VENDOR TOTAL *	.00		4,698.54
0000460	00	DPC ENTERPRISES, L.P.							
282000039-16	1760	V01162	01	02/19/2016	051-6621-491.32-03	CAUSTIC SODA TOTES	1,361.49		
282000030-16	1761	V01163	01	02/19/2016	051-6621-491.32-03	CAUSTIC SODA TOTES	1,361.49		
282000511-15	1762	V01164	01	02/19/2016	051-6621-491.32-03	CAUSTIC SODA TOTES	2,042.24		
						VENDOR TOTAL *	4,765.22		
0002838	00	EMPOWER A FAMILY HEALTH AMERICA LC							
FEB16	1633	V01122	01	02/17/2016	032-9210-432.21-70	FEB 16 EMPOWER FEE	EFT:		1,577.25
						VENDOR TOTAL *	.00		1,577.25
0000686	00	FASTENAL CO							
KSHUT188300	1917	V01223	01	02/22/2016	001-6320-555.32-14	DRILL BITS/SHOP TOOLS	238.84		
						VENDOR TOTAL *	238.84		
0000776	00	GADES SALES CO INC							

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
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0000776	00	GADES SALES CO INC							
0068030	1763	V01165	01	02/19/2016	035-9840-474.29-05	5TH & POPLAR STREET LIGHT		EFT:	6,662.00
						VENDOR TOTAL *	.00		6,662.00
0000377	00	GINGERICH RON							
000000739	UT		04	02/18/2016	051-0000-110.01-00	MANUAL CHECK	29.74		
						VENDOR TOTAL *	29.74		
0005795	00	HD SUPPLY WATERWORKS LTD							
F079737	1764	V01166	01	02/19/2016	001-3050-455.32-19	WATER METERS	1,057.85		
F047746	1634	V01123	01	02/17/2016	051-6624-492.42-10	WATER METERS	3,323.00		
						VENDOR TOTAL *	4,380.85		
0005539	00	HILL'S PET NUTRITION SALES, INC.							
225024494	1967	V01256	01	02/23/2016	044-7420-700.32-06	FOOD	51.12		
						VENDOR TOTAL *	51.12		
0000981	00	HILTON RADIATOR SERVICE							
0015215	1918	V01224	01	02/22/2016	001-6310-554.32-16	UNIT #326 PARTS	50.00		
						VENDOR TOTAL *	50.00		
0000988	00	HORNE BODY SHOP, INC							
021616	1765	V01167	01	02/19/2016	035-9840-474.29-05	UNIT #222 REPAIRS	846.00		
						VENDOR TOTAL *	846.00		
0001021	00	HUTCHINSON CLINIC, PA							
366090	1635	V01124	01	02/17/2016	001-7230-522.21-40	FIREFIGHTER SURV EXAMS	130.00		
364420	1637	V01125	01	02/17/2016	001-7230-522.21-40	FIREFIGHTER SURV EXAMS	221.00		
364420	1636	V01125	01	02/17/2016	035-9840-474.21-40	OUTSIDE MEDICAL	368.50		
						VENDOR TOTAL *	719.50		
0005605	00	HUTCHINSON SMALL ANIMAL HOSPITAL PA							
252787	1968	V01257	01	02/23/2016	044-7420-700.29-52	SPAY	95.00		
252786	1969	V01258	01	02/23/2016	044-7420-700.29-52	SPAY	115.00		
252785	1970	V01259	01	02/23/2016	044-7420-700.29-52	SPAY	115.00		
252826	1971	V01260	01	02/23/2016	044-7420-700.29-52	SPAY	95.00		
252825	1972	V01261	01	02/23/2016	044-7420-700.29-57	VET EXAM	78.50		
252827	1973	V01262	01	02/23/2016	044-7420-700.29-52	SPAY	95.00		
						VENDOR TOTAL *	593.50		
0001002	00	HUTCHINSON SYMPHONY ASSOCIATION							
2015SUBSIDY	1974	V01263	01	02/23/2016	001-9500-620.21-80	2015 MISSED SUBSIDY	8,600.00		
						VENDOR TOTAL *	8,600.00		
0000547	00	IBT INC							
6728499	1919	V01225	01	02/22/2016	001-6310-554.32-16	STOCK FILTERS	398.10		
						VENDOR TOTAL *	398.10		
0003333	00	INDUSTRIAL SALES CO							
942289-000	1975	V01264	01	02/23/2016	089-9900-650.29-00	IRRIGATION SUPPLIES	53.24		

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
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0003333	00	INDUSTRIAL SALES CO							
						VENDOR TOTAL *	53.24		
0005898	00	INTERSTATE ALL BATTERY CENTER							
1913201004329	1766		01	02/19/2016	046-0000-112.00-00	BATTERIES		EFT:	98.40
						VENDOR TOTAL *	.00		98.40
0005919	00	JARROD R GOERTZ							
I101562BDRET	1767	V01169	01	02/19/2016	048-0000-630.29-02	BOND RETURN JARROD GOERTZ	50.00		
						VENDOR TOTAL *	50.00		
0000714	00	KANSAS CORRECTIONAL INDUSTRIES							
162458	1920		01	02/22/2016	046-0000-112.00-00	PRINTING	363.01		
162500	1976		01	02/23/2016	046-0000-112.00-00	PRINTING	57.45		
162497	1977		01	02/23/2016	046-0000-112.00-00	PRINTING	15.08		
						VENDOR TOTAL *	435.54		
0000744	00	KANSAS DEPT HEALTH/ENVIRONMENT							
C2078000056	1769	V01171	01	02/19/2016	051-6621-491.21-70	KDHE OVERSIGHT/OBEE RD	1,387.24		
C2078000032	1770	V01172	01	02/19/2016	055-0000-670.21-70	4TH & CAREY TIF REMEDIATI	2,707.38		
						VENDOR TOTAL *	4,094.62		
0003130	00	KANSAS DEPT HEALTH/ENVIRONMENT							
SEP15-FEB16	1652	V01139	01	02/17/2016	051-6625-493.47-11	C20 1666 LOAN PYMT	232,861.35		
SEP15-FEB16	1653	V01139	01	02/17/2016	051-6625-493.47-21	C20 1666 LOAN PYMT	82,181.24		
SEP15-FEB16	1654	V01139	01	02/17/2016	051-6625-493.47-50	C20 1666 LOAN PYMT	8,560.55		
SEP15FEB16/71801655	V01140	01	02/17/2016	052-6510-494.47-11	C20 1780 LOAN PYMT	65,854.92			
SEP15FEB16/71801656	V01140	01	02/17/2016	052-6510-494.47-21	C20 1780 LOAN PYMT	31,101.49			
SEP15FEB16/71801657	V01140	01	02/17/2016	052-6510-494.47-50	C20 1780 LOAN PYMT	3,147.92			
						VENDOR TOTAL *	423,707.47		
0000542	00	KANSAS DEPT OF AGRICULTURE							
2016RENEW#5506	1768	V01170	01	02/19/2016	001-6970-564.29-53	LIC #5506/MEM HALL RENEWA	110.00		
						VENDOR TOTAL *	110.00		
0003517	00	KANSAS GAS SERVICE							
51000326FEB16	1978	V01267	01	02/23/2016	051-6621-491.26-20	FEB 16 SERV/WATER TOWER G	67.66		
						VENDOR TOTAL *	67.66		
0000810	00	KANSAS GLASS INC							
61130	1771	V01173	01	02/19/2016	089-9900-650.29-00	NFRONT DOORS/CTC	2,612.30		
						VENDOR TOTAL *	2,612.30		
0005913	00	KELLY BRUCE							
MC081223#8	1772	V01174	01	02/19/2016	048-0000-630.29-01	RESTITUTION TITO ENRIQUEZ	20.00		
						VENDOR TOTAL *	20.00		
0007168	00	LINCOLN NATL LIFE INSURANCE CO, THE							
3189816974MAR161638			01	02/17/2016	015-0000-223.00-00	MAR 16 INV/POLICE/EXEMPT		EFT:	317.20
						VENDOR TOTAL *	.00		317.20
0005913	00	LISA HAGLEY							

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND- ISSUED
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0005913	00	LISA HAGLEY							
MC0712887#9	1773	V01175	01	02/19/2016	048-0000-630.29-01	RESTITUTION JEREMY DRISKE	30.00		
						VENDOR TOTAL *	30.00		
0005913	00	MARCUS CURRAN							
C187814#1	1774	V01176	01	02/19/2016	048-0000-630.29-01	RESTITUTION GABRIEL SANCH	50.00		
						VENDOR TOTAL *	50.00		
0004770	00	MARK BORECKY CONSTRUCTION, INC.							
335	1979	V01268	01	02/23/2016	089-9900-650.29-00	CLUBHOUSE REPAIRS/PO #150	6,777.00		
						VENDOR TOTAL *	6,777.00		
0006884	00	MAXX SUNGLASSES							
144255	1980	V01269	01	02/23/2016	008-6920-570.39-67	PRO SHOP MERCHANDISE	217.84		
						VENDOR TOTAL *	217.84		
0000905	00	MID-AMERICA REDI-MIX INC							
38871	1775	V01177	01	02/19/2016	051-6624-492.32-05	CONCRETE		EFT:	498.90
38869	1776	V01178	01	02/19/2016	057-6530-558.32-05	CONCRETE		EFT:	241.75
						VENDOR TOTAL *	.00		740.65
0006549	00	MIDWAY MOTORS							
304395	1639	V01127	01	02/17/2016	001-6310-554.32-16	STOCK FILTERS	124.91		
304396	1777	V01179	01	02/19/2016	001-6310-554.32-16	UNIT #001 PARTS	48.38		
304393	1924	V01230	01	02/22/2016	001-6310-554.32-16	UNIT #204 PARTS	125.29		
85649	1921	V01227	01	02/22/2016	036-0000-640.29-00	NEW UNIT #230/POLICE/PO#	21,905.00		
85650	1922	V01228	01	02/22/2016	036-0000-640.29-00	NEW UNIT#227/POLICE/PO# 1	21,905.00		
85652	1923	V01229	01	02/22/2016	036-0000-640.29-00	NEW UNIT #228/POLICE/PO#	21,905.00		
						VENDOR TOTAL *	66,013.58		
0001071	00	MIDWEST SUPERSTORE FORD-LINCOLN							
3980	1640	V01128	01	02/17/2016	001-6310-554.32-16	STOCK FILTERS/ANTIFREEZE	358.14		
						VENDOR TOTAL *	358.14		
0000914	00	MIDWEST TRUCK EQUIPMENT INC							
9092	1641	V01129	01	02/17/2016	001-6310-554.32-16	UNIT #203 PARTS		EFT:	171.43
						VENDOR TOTAL *	.00		171.43
0000377	00	MMCI INC							
000079171	UT		04	02/18/2016	051-0000-110.01-00	MANUAL CHECK	27.38		
						VENDOR TOTAL *	27.38		
0002075	00	MOBILE RADIO SERVICE, INC.							
3478300	1981	V01270	01	02/23/2016	001-7191-511.32-14	RADIO REPAIRS		EFT:	2,142.40
						VENDOR TOTAL *	.00		2,142.40
0000943	00	MOTOROLA SOLUTIONS, INC.							
13098738	1778	V01180	01	02/19/2016	001-7230-522.27-70	RADIO SERV & EQUIP/PO #16	3,052.00		
						VENDOR TOTAL *	3,052.00		
0005299	00	MSDS ON LINE, INC							

VEND NO	SEQ#	VENDOR NAME	EFT, EPAY OR
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	ACCOUNT	ITEM	
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			AMOUNT
0005582	00	RENO COUNTY SOLID WASTE DEPT	
10498	1783	V01185 01 02/19/2016	052-6510-494.26-60 DEWATERED SOLIDS DISPOSAL
			201.97
			VENDOR TOTAL *
			201.97
0001196	00	ROSE MOTOR SUPPLY CO INC	
211977B	1647	V01134 01 02/17/2016	001-6310-554.32-16 UNIT #6/#46 PARTS
			EFT: 124.22
212133B	1648	V01135 01 02/17/2016	001-6310-554.32-16 UNIT #287 PARTS
			EFT: 216.26
211983B	1649	V01136 01 02/17/2016	001-6310-554.32-16 UNIT #502 PARTS
			EFT: 16.24
212634B	1784	V01186 01 02/19/2016	001-6310-554.32-16 BRUSH #42 PARTS
			EFT: 53.58
212476B	1785	V01187 01 02/19/2016	001-6310-554.32-16 UNIT #001 PARTS
			EFT: 2.88
212657B	1987	V01276 01 02/23/2016	001-6310-554.32-16 UNIT #98 PARTS
			EFT: 67.95
			VENDOR TOTAL *
			.00
0007100	00	SCHENDEL PEST SERVICES	
60304667	1926	V01232 01 02/22/2016	001-6990-566.29-57 FEB 16 PEST CONTROL/CITY
			29.00
60304674	1787	V01189 01 02/19/2016	001-7250-523.29-57 FEB 16 PEST CONTROL/ST #4
			19.00
60304678	1788	V01190 01 02/19/2016	001-7250-523.29-57 FEB 16 PEST CONTROL/ST #7
			19.00
60304671	1789	V01191 01 02/19/2016	001-7250-523.29-57 FEB 16 PEST CONTROL/ST #1
			19.00
60304683	1790	V01192 01 02/19/2016	001-7250-523.29-57 FEB 16 PEST CONTROL/CTC
			24.00
60304670	1988	V01277 01 02/23/2016	008-6920-570.29-57 FEB 16 SERVICE/CLUB HOUSE
			24.00
60304682	1989	V01278 01 02/23/2016	044-7420-700.29-57 FEB 16 SERVICE/ANIMAL SHE
			33.00
60304681	1650	V01137 01 02/17/2016	050-6971-573.29-57 FEB 16 PEST CONTROL/AIRPO
			43.00
60304684	1786	V01188 01 02/19/2016	051-6621-491.29-57 FEB 16 PEST CONTROL/WTC
			52.00
			VENDOR TOTAL *
			262.00
0002577	00	SHARON THIESZEN	
REIMBR/THIESZEN1791	V01193	01 02/19/2016	052-6510-494.22-40 AIRFARE/WWTP CANDIDATE/S
			314.20
			VENDOR TOTAL *
			314.20
0001258	00	SHERWIN-WILLIAMS CO	
6786-0	1651	V01138 01 02/17/2016	050-6971-573.32-17 PAINT
			16.99
			VENDOR TOTAL *
			16.99
0005109	00	SOUTHERN UNIFORM & EQUIPMENT	
28554	1991	V01280 01 02/23/2016	001-7130-502.32-21 CLOTHING
			52.95
			VENDOR TOTAL *
			52.95
0001848	00	STATE OF KANSAS TREASURER (BONDS)	
2016A/ARENABOND1990	V01279	01 02/23/2016	088-9900-650.29-00 2016A ARENA BOND FEES
			2,580.00
			VENDOR TOTAL *
			2,580.00
0000377	00	SWARTZ CARISSA L	
000092827	UT	04 02/23/2016	051-0000-110.01-00 REF CREDIT/1401 E 23RD
			19.94
			VENDOR TOTAL *
			19.94
0000119	00	TBS ELECTRONICS, INC	
00083718	1792	V01194 01 02/19/2016	001-7230-522.27-70 RADIO SERVICE REPAIR
			61.00
			VENDOR TOTAL *
			61.00
0005544	00	THINK! TONER AND INK	

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
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0005544	00	THINK! TONER AND INK							
10048701	1927	V01233	01	02/22/2016	001-3100-452.31-05	TONER	579.97		
10048662	1928	V01234	01	02/22/2016	001-3100-452.31-05	TONER	439.97		
						VENDOR TOTAL *	1,019.94		
0000821	00	TRUCK CENTER COMPANIES							
688975E	1929	V01235	01	02/22/2016	001-6310-554.32-16	UNIT #98 PARTS	111.98		
689392E	1930	V01236	01	02/22/2016	001-6310-554.32-16	UNIT #98 PARTS	98.77		
						VENDOR TOTAL *	210.75		
0005818	00	TYLER TECHNOLOGIES, INC							
025-148186	1992	V01281	01	02/23/2016	001-5400-473.29-63	MAR 16 ONLINE COMPONENT	100.00		
						VENDOR TOTAL *	100.00		
0005919	00	TYRONE BAKER							
MC1600099BDRET	1793	V01195	01	02/19/2016	048-0000-630.29-02	BOND RETURN/TYRONE BAKER	100.00		
						VENDOR TOTAL *	100.00		
0005861	00	ULTIMATE SOFTWARE GROUP, INC							
576889	1794	V01196	01	02/19/2016	001-2300-430.31-01	TAX FORMS & SUPPLIES	1,237.10		
						VENDOR TOTAL *	1,237.10		
0004614	00	UNIVERSAL LUBRICANTS, INC.							
10964941	1931	V01237	01	02/22/2016	001-6310-554.32-16	BULK OIL	791.25		
						VENDOR TOTAL *	791.25		
0001432	00	VALIDITY SCREENING SOLUTIONS							
128583	1658	V01141	01	02/17/2016	035-9840-474.29-61	BACKGROUND CHECKS	EFT:	268.30	
128831	1659	V01142	01	02/17/2016	035-9840-474.29-61	BACKGROUND CHECKS	EFT:	22.00	
						VENDOR TOTAL *	.00	290.30	
0006583	00	VERITIV OPERATING COMPANY							
9019130277	1854		01	02/19/2016	046-0000-112.00-00	JANITORIAL SUPPLIES	173.50		
9019126292	1855		01	02/19/2016	046-0000-112.00-00	JANITORIAL SUPPLIES	38.86		
						VENDOR TOTAL *	212.36		
0002384	00	VERIZON WIRELESS							
442038697JAN16	1815	V01199	01	02/19/2016	001-1100-410.26-40	JAN 16 SERVICE	EFT:	16.74	
442038697FEB16	1834	V01200	01	02/19/2016	001-1100-410.26-40	FEB 16 SERVICE	EFT:	16.11	
286395553JAN16	1795	V01197	01	02/19/2016	001-3100-452.26-40	JAN 16 SERVICE	EFT:	40.01	
286395553FEB16	1805	V01198	01	02/19/2016	001-3100-452.26-40	FEB 16 SERVICE	EFT:	109.99	
442038697JAN16	1816	V01199	01	02/19/2016	001-3100-452.26-40	JAN 16 SERVICE	EFT:	60.21	
442038697JAN16	1828	V01199	01	02/19/2016	001-3100-452.26-40	JAN 16 SERVICE	EFT:	280.38	
442038697FEB16	1835	V01200	01	02/19/2016	001-3100-452.26-40	FEB 16 SERVICE	EFT:	58.27	
442038697FEB16	1847	V01200	01	02/19/2016	001-3100-452.26-40	FEB 16 SERVICE	EFT:	326.13	
442038697JAN16	1817	V01199	01	02/19/2016	001-4100-460.26-40	JAN 16 SERVICE	EFT:	33.47	
442038697FEB16	1836	V01200	01	02/19/2016	001-4100-460.26-40	FEB 16 SERVICE	EFT:	32.18	
442038697JAN16	1818	V01199	01	02/19/2016	001-6210-551.26-40	JAN 16 SERVICE	EFT:	100.42	
442038697JAN16	1829	V01199	01	02/19/2016	001-6210-551.26-40	JAN 16 SERVICE	EFT:	46.73	
442038697FEB16	1837	V01200	01	02/19/2016	001-6210-551.26-40	FEB 16 SERVICE	EFT:	96.55	

VEND NO	SEQ#	VENDOR NAME	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE	VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND ISSUED
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0002384	00	VERIZON WIRELESS						
442038697FEB16	1848	V01200	01	02/19/2016	001-6210-551.26-40	FEB 16 SERVICE	EFT:	120.54
442038697JAN16	1819	V01199	01	02/19/2016	001-6220-553.26-40	JAN 16 SERVICE	EFT:	26.74
442038697JAN16	1830	V01199	01	02/19/2016	001-6220-553.26-40	JAN 16 SERVICE	EFT:	46.73
442038697FEB16	1838	V01200	01	02/19/2016	001-6220-553.26-40	FEB 16 SERVICE	EFT:	26.09
442038697FEB16	1849	V01200	01	02/19/2016	001-6220-553.26-40	FEB 16 SERVICE	EFT:	46.08
286395553JAN16	1796	V01197	01	02/19/2016	001-6320-555.26-40	JAN 16 SERVICE	EFT:	12.68
286395553FEB16	1806	V01198	01	02/19/2016	001-6320-555.26-40	FEB 16 SERVICE	EFT:	13.07
286395553JAN16	1797	V01197	01	02/19/2016	001-6910-560.26-40	JAN 16 SERVICE	EFT:	37.72
286395553FEB16	1807	V01198	01	02/19/2016	001-6910-560.26-40	FEB 16 SERVICE	EFT:	37.72
442038697JAN16	1831	V01199	01	02/19/2016	001-6910-560.26-40	JAN 16 SERVICE	EFT:	46.73
442038697FEB16	1850	V01200	01	02/19/2016	001-6910-560.26-40	FEB 16 SERVICE	EFT:	46.08
442038697JAN16	1820	V01199	01	02/19/2016	001-6940-561.26-40	JAN 16 SERVICE	EFT:	39.44
442038697FEB16	1839	V01200	01	02/19/2016	001-6940-561.26-40	FEB 16 SERVICE	EFT:	38.79
782942436FEB16	1994	V01283	01	02/23/2016	001-7110-500.26-40	FEB 16 SERVICE	EFT:	658.59
587087258FEB16	1996	V01284	01	02/23/2016	001-7110-500.26-40	FEB 16 SERVICE	EFT:	3,960.18
286395553JAN16	1798	V01197	01	02/19/2016	001-7210-520.26-40	JAN 16 SERVICE	EFT:	10.85
286395553FEB16	1808	V01198	01	02/19/2016	001-7210-520.26-40	FEB 16 SERVICE	EFT:	10.19
442038697JAN16	1821	V01199	01	02/19/2016	001-7210-520.26-40	JAN 16 SERVICE	EFT:	313.84
442038697FEB16	1840	V01200	01	02/19/2016	001-7210-520.26-40	FEB 16 SERVICE	EFT:	308.67
442038697JAN16	1822	V01199	01	02/19/2016	001-7230-522.26-40	JAN 16 SERVICE	EFT:	150.63
442038697FEB16	1841	V01200	01	02/19/2016	001-7230-522.26-40	FEB 16 SERVICE	EFT:	144.82
286395553JAN16	1799	V01197	01	02/19/2016	001-7310-480.26-40	JAN 16 SERVICE	EFT:	274.81
286395553FEB16	1809	V01198	01	02/19/2016	001-7310-480.26-40	FEB 16 SERVICE	EFT:	237.72
286395553JAN16	1800	V01197	01	02/19/2016	003-6420-559.26-40	JAN 16 SERVICE	EFT:	17.14
286395553FEB16	1810	V01198	01	02/19/2016	003-6420-559.26-40	FEB 16 SERVICE	EFT:	89.69
442038697FEB16	1853	V01200	01	02/19/2016	036-0000-640.29-00	FEB 16 SERVICE	EFT:	2,499.95
442038697JAN16	1823	V01199	01	02/19/2016	050-6971-573.26-40	JAN 16 SERVICE	EFT:	16.74
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442038697FEB16	1842	V01200	01	02/19/2016	050-6971-573.26-40	FEB 16 SERVICE	EFT:	16.09
442038697FEB16	1851	V01200	01	02/19/2016	050-6971-573.26-40	FEB 16 SERVICE	EFT:	11.26
442038697JAN16	1824	V01199	01	02/19/2016	051-6621-491.26-40	JAN 16 SERVICE	EFT:	26.74
442038697FEB16	1843	V01200	01	02/19/2016	051-6621-491.26-40	FEB 16 SERVICE	EFT:	26.09
286395553JAN16	1801	V01197	01	02/19/2016	051-6624-492.26-40	JAN 16 SERVICE	EFT:	61.93
286395553FEB16	1811	V01198	01	02/19/2016	051-6624-492.26-40	FEB 16 SERVICE	EFT:	61.93
442038697JAN16	1825	V01199	01	02/19/2016	051-6624-492.26-40	JAN 16 SERVICE	EFT:	23.34
442038697FEB16	1844	V01200	01	02/19/2016	051-6624-492.26-40	FEB 16 SERVICE	EFT:	23.04
286395553JAN16	1802	V01197	01	02/19/2016	051-6625-493.26-40	JAN 16 SERVICE	EFT:	57.26
286395553FEB16	1812	V01198	01	02/19/2016	051-6625-493.26-40	FEB 16 SERVICE	EFT:	46.57
286395553JAN16	1803	V01197	01	02/19/2016	052-6510-494.26-40	JAN 16 SERVICE	EFT:	93.70
286395553FEB16	1813	V01198	01	02/19/2016	052-6510-494.26-40	FEB 16 SERVICE	EFT:	92.47
442038697JAN16	1827	V01199	01	02/19/2016	052-6510-494.26-40	JAN 16 SERVICE	EFT:	73.46
442038697FEB16	1846	V01200	01	02/19/2016	052-6510-494.26-40	FEB 16 SERVICE	EFT:	72.17
286395553JAN16	1804	V01197	01	02/19/2016	052-6520-495.26-40	JAN 16 SERVICE	EFT:	40.01
286395553FEB16	1814	V01198	01	02/19/2016	052-6520-495.26-40	FEB 16 SERVICE	EFT:	40.01
442038697JAN16	1826	V01199	01	02/19/2016	052-6520-495.26-40	JAN 16 SERVICE	EFT:	23.36
442038697JAN16	1833	V01199	01	02/19/2016	052-6520-495.26-40	JAN 16 SERVICE	EFT:	46.73
442038697FEB16	1845	V01200	01	02/19/2016	052-6520-495.26-40	FEB 16 SERVICE	EFT:	23.04
442038697FEB16	1852	V01200	01	02/19/2016	052-6520-495.26-40	FEB 16 SERVICE	EFT:	46.08
782942436FEB16	1995	V01283	01	02/23/2016	346-7190-509.29-50	FEB 16 SERVICE	EFT:	439.07

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND- ISSUED
NO	NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
0002384	00	VERIZON WIRELESS							
						VENDOR TOTAL *	.00		11,585.71
0005913	00	VICS BAR							
MC1500071#1	1856	V01203	01	02/19/2016	048-0000-630.29-01	RESTITUTION CRAIG SCHRODE	150.00		
MC1500071FINAL	1857	V01204	01	02/19/2016	048-0000-630.29-01	RESTITUTION CRAIG SCHROED	108.64		
						VENDOR TOTAL *	258.64		
0005913	00	VICTORIA RIVERA							
MC1500872FINAL	1858	V01205	01	02/19/2016	048-0000-630.29-01	RESTITUTION STARR VANOUS	60.00		
						VENDOR TOTAL *	60.00		
0003623	00	VISA - HEARTLAND CREDIT UNION							
0940JAN16	1884	V01209	01	02/19/2016	001-3100-452.27-50	AMAZON/IT PARTS	83.94		
0940JAN16	1886	V01209	01	02/19/2016	001-3100-452.27-50	AMAZON/PHONE MOUNT	9.99		
0940JAN16	1887	V01209	01	02/19/2016	001-3100-452.27-50	AMAZON/ADAPTER	23.99		
0940JAN16	1888	V01209	01	02/19/2016	001-3100-452.27-50	BESTBUY/SCANNER	1,229.98		
0940JAN16	1890	V01209	01	02/19/2016	001-3100-452.27-50	BEST BUY/CASE	69.95		
0940JAN16	1891	V01209	01	02/19/2016	001-3100-452.27-50	HDTV SUPP/SWITCH	699.95		
0940JAN16	1892	V01209	01	02/19/2016	001-3100-452.29-63	LOGMEI/REMOTE ACESS MAINT	1,499.00		
0940JAN16	1893	V01209	01	02/19/2016	001-3100-452.27-50	AMAZON/CABLES	25.92		
0940JAN16	1894	V01209	01	02/19/2016	001-3100-452.27-50	AMAZON/CABLES	41.42		
0940JAN16	1897	V01209	01	02/19/2016	001-3100-452.29-63	FRED PRYOR/TRAINING	99.00		
0940JAN16	1898	V01209	01	02/19/2016	001-3100-452.27-50	HOME DEPOT/TOOLS	10.03		
0940JAN16	1899	V01209	01	02/19/2016	001-3100-452.27-50	AMAZON/CREDIT	83.94		
0940JAN16	1902	V01209	01	02/19/2016	001-3100-452.27-50	AMAZON/CABLES	37.44		
0940JAN16	1903	V01209	01	02/19/2016	001-3100-452.27-50	AMAZON/CABLES	133.82		
0446JAN16	1876	V01208	01	02/19/2016	001-6940-561.32-14	LOWES/BALL VALVE/CRIMP TE	46.06		
0940JAN16	1889	V01209	01	02/19/2016	001-6940-561.32-15	AMAZON/CABLES	985.08		
0940JAN16	1901	V01209	01	02/19/2016	001-6940-561.32-15	AMAZON/SCREEN	516.51		
6978JAN16	1859	V01206	01	02/19/2016	001-6950-563.32-14	ECOSGREEN/PLANTERS	1,872.72		
6978JAN16	1860	V01206	01	02/19/2016	001-6950-563.22-40	FLYING J/FUEL	19.44		
6978JAN16	1861	V01206	01	02/19/2016	001-6950-563.22-40	KWIK SHOP/FUEL	4.15		
6978JAN16	1862	V01206	01	02/19/2016	001-6950-563.22-40	MIDWEST FORD/CAR RENTAL	124.20		
6978JAN16	1863	V01206	01	02/19/2016	001-6950-563.22-40	RAMADA/LODGING	363.80		
6978JAN16	1864	V01206	01	02/19/2016	001-6950-563.22-40	SHERATON/LODGING	971.16		
6978JAN16	1865	V01206	01	02/19/2016	001-6950-563.32-14	WESTLAKE/ADAPTER	3.99		
0446JAN16	1875	V01208	01	02/19/2016	001-6950-563.32-14	COLLADAY/BLADES	69.97		
0446JAN16	1877	V01208	01	02/19/2016	001-6950-563.32-14	LOWES/LUMBER	104.88		
0446JAN16	1879	V01208	01	02/19/2016	001-6950-563.32-18	STANION/IRRIGATION PARTS	133.98		
0446JAN16	1880	V01208	01	02/19/2016	001-6950-563.32-18	WESTERN SUPP/PLUMBING PAR	442.68		
0446JAN16	1882	V01208	01	02/19/2016	001-6950-563.32-14	WESTLAKE/FASTENERS/HOSES/	72.42		
0446JAN16	1878	V01208	01	02/19/2016	001-6970-564.32-14	ORSCHELN/CLOTH	7.99		
0446JAN16	1883	V01208	01	02/19/2016	001-6970-564.32-14	WESTERN SUPP/CLAMP	13.00		
9604JAN16	1664	V01144	01	02/17/2016	001-6995-693.32-17	WESTLAKE/PAINT/BRUSHES	19.53		
6732JAN16	1998	V01286	01	02/23/2016	001-7190-509.29-60	APCO/MEMBERSHIP	25.00		
6732JAN16	1999	V01286	01	02/23/2016	001-7190-509.29-57	AMAZON/MEMBERSHIP	99.00		
6732JAN16	2000	V01286	01	02/23/2016	001-7190-509.29-57	LOWES/SPRINGS	14.15		
5650JAN16	1660	V01143	01	02/17/2016	003-6420-559.29-60	KU TRANSP/TRAINING	75.00		
5650JAN16	1661	V01143	01	02/17/2016	003-6420-559.29-60	KU TRANSP/SAFETY TRAINING	75.00		

VEND NO	SEQ#	VENDOR NAME	INVOICE NO	VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND- ISSUED AMOUNT
0003623	00	VISA - HEARTLAND CREDIT UNION									
5650JAN16	1662	V01143	01	02/17/2016			003-6420-559.29-60		KU TRANSP/SKILLS PROGRAM	35.00	
5650JAN16	1663	V01143	01	02/17/2016			003-6420-559.29-60		KU TRANSP/SKILLS PROGRAM	35.00	
0446JAN16	1881	V01208	01	02/19/2016			031-6991-567.32-18		WESTERN SUPP/COUPLING/ETC	95.06	
0940JAN16	1885	V01209	01	02/19/2016			036-0000-640.29-00		BEST BUY/PRINTER	489.92	
0940JAN16	1895	V01209	01	02/19/2016			036-0000-640.29-00		AMAZON/PRINTERS	229.99	
0940JAN16	1896	V01209	01	02/19/2016			036-0000-640.29-00		AMAZON/PRINTERS	229.99	
0940JAN16	1900	V01209	01	02/19/2016			036-0000-640.29-00		AMAZON/PARTS MERF PC	95.94	
1000JAN16	1866	V01207	01	02/19/2016			050-6971-573.32-15		GRAINGER/BALLAST	155.44	
1000JAN16	1867	V01207	01	02/19/2016			050-6971-573.32-14		GRAINGER/SUCTION CUP LIFT	21.72	
1000JAN16	1868	V01207	01	02/19/2016			050-6971-573.27-10		HOME DEPOT/DOOR CLOSER	64.98	
1000JAN16	1869	V01207	01	02/19/2016			050-6971-573.27-10		LOWES/LOCKNUT/COUPLING	22.08	
1000JAN16	1870	V01207	01	02/19/2016			050-6971-573.32-14		LOWES/SURGE PROTECTOR/CAB	88.23	
1000JAN16	1871	V01207	01	02/19/2016			050-6971-573.32-15		LOWES/BULBS	23.73	
1000JAN16	1872	V01207	01	02/19/2016			050-6971-573.32-15		SUNFLOWER ELECT/FLOOD LAM	532.29	
1000JAN16	1873	V01207	01	02/19/2016			050-6971-573.32-14		WESTLAKE/PLUMBING PARTS	65.26	
1000JAN16	1874	V01207	01	02/19/2016			050-6971-573.32-18		WESTLAKE/PLUMBING PARTS	31.14	
5650AJAN16	1667	V01147	01	02/19/2016			052-6520-495.22-20		JOYS/SHIPPING	13.33	
5650AJAN16	1668	V01147	01	02/19/2016			052-6520-495.32-16		ROSE MTR/FLASHER RELAY	16.17	
5650AJAN16	1669	V01147	01	02/19/2016			052-6520-495.32-16		ROSE MTR/RETURN PART	16.17	
5650AJAN16	1670	V01147	01	02/19/2016			052-6520-495.32-14		WESTLAKE/CAULKING	5.49	
									VENDOR TOTAL *	12,174.79	
0000975	00	VOSS LIGHTING									
17191963-00	1932		01	02/22/2016			046-0000-112.00 00		LIGHTING SUPPLIES	378.60	
									VENDOR TOTAL *	378.60	
0001299	00	WARNKEN ENTERPRISES									
GW2016/LIMBS	2001	V01287	01	02/23/2016			086-0000-660.29-00		300-308 E AVE C/LIMBS		EFT: 75.00
									VENDOR TOTAL *	.00	75.00
0004484	00	WESTAR ENERGY									
1472390945FEB161933	V01239	01	02/22/2016				001-4110-461.26-10		FEB 16 SERV/DOWNTOWN DIST	257.71	
8279607286FEB161665	V01145	01	02/17/2016				001-6215-552.26-10		FEB 16 SERV/A & MAIN TRAF	126.83	
8804893185FEB161666	V01146	01	02/17/2016				001-6810-453.26-10		FEB 16 SERV/C & MAIN STRE	23.63	
3240962166FEB161997	V01285	01	02/23/2016				001-6940-561.26-10		FEB 16 SERVICE/ORCHARD PA	686.84	
6084185308FEB161904	V01210	01	02/19/2016				052-6510-494.26-10		FEB 16 SERVICE/WWTP	27,349.54	
8331422870FEB161905	V01211	01	02/19/2016				052-6510-494.26-10		FEB 16 SERVICE/WWTP	36.41	
									VENDOR TOTAL *	28,480.96	
0005919	00	WILLARD LAGRANGE									
MC1500579BDRET	1906	V01212	01	02/19/2016			048-0000-630.29-02		BOND RETURN WILLARD LAGRA	150.00	
									VENDOR TOTAL *	150.00	
0006656	00	ZONES									
K02156490102	1907	V01213	01	02/19/2016			001-6940-561.32-15		PROJECTOR	850.36	
K02156490201	1908	V01214	01	02/19/2016			036-0000-640.29-00		PW CONF PROJECTOR	507.74	
									VENDOR TOTAL *	1,358.10	
									EFT/EPAY TOTAL ***		49,857.71

PREPARED 02/24/2016, 9:03:26
PROGRAM: GM339L
City of Hutchinson

EXPENDITURE APPROVAL LIST
AS OF: 02/24/2016 CHECK DATE: 02/24/2016

VEND NO	SEQ#	VENDOR NAME	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE	VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND- ISSUED
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0006656	00							
						TOTAL EXPENDITURES ****	670,876.05	49,857.71
						GRAND TOTAL *****		720,733.76

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	HAND-ISSUED	
NO	NO	NO		DATE	NO	DESCRIPTION	AMOUNT	AMOUNT	
0000121	00	ACE FIRE EXTINGUISHER CO							
14799	1068	V00891	01	02/11/2016	001-7230-522.32-03	FIRE EXT RECHARGED	25.00		
						VENDOR TOTAL *	25.00		
0000133	00	ADVANCE TERMITE & PEST CTRL, INC							
217431	1069	V00892	01	02/11/2016	001-7250-523.29-57	PRAIRIE DOG CONTROL/CTC	EFT:	640.00	
217424	1624	V01114	01	02/16/2016	001-7250-523.29-57	PRAIRIE DOG TREATMENT/CTC	EFT:	760.00	
						VENDOR TOTAL *	.00	1,400.00	
0000132	00	ADVERTISING SPECIALTIES							
044721	1383		01	02/15/2016	046-0000-112.00-00	SPECIALTY BUSINESS CARDS	EFT:	33.72	
						VENDOR TOTAL *	.00	33.72	
0005439	00	AIRGAS USA, LLC							
9933302368	1070	V00893	01	02/11/2016	001-6940-561.32-08	CYLINDER RENTAL	46.50		
9933301042	1298	V00972	01	02/12/2016	001-6995-693.29-57	CYLINDER RENTAL	3.10		
9933302370	1381	V01014	01	02/15/2016	008-6920-570.29-57	CYLINDER RENTAL	4.65		
9933301044	1010	V00866	01	02/10/2016	031-6991-567.28-50	CYLINDER RENTAL	7.75		
9933301047	1382	V01015	01	02/15/2016	052-6510-494.29-57	CYLINDER RENTAL	4.65		
						VENDOR TOTAL *	66.65		
0005040	00	ALLYSON CAUDILLO							
1726CAUDILLO	1299	V00973	01	02/12/2016	048-0000-630.29-00	HBS 020716/A CAUDILLO	25.00		
						VENDOR TOTAL *	25.00		
0007317	00	AMEC EARTH & ENVIRONMENTAL, INC							
S39990734	1011	V00867	01	02/10/2016	088-9900-650.29-00	DRAINAGE ANALYSIS	6,953.75		
S41100084	1012	V00868	01	02/10/2016	088-9900-650.29-00	DRAINAGE ANALYSIS	6,425.00		
S39990641	1013	V00869	01	02/10/2016	088-9900-650.29-00	DRAINAGE ANALYSIS	5,995.00		
						VENDOR TOTAL *	19,373.75		
0000079	00	AMERICAN FUN FOOD CO. INC							
204262-0	1014		01	02/10/2016	046-0000-112.00-00	JANITORIAL SUPPLIES	EFT:	136.56	
						VENDOR TOTAL *	.00	136.56	
0005913	00	ANIMAL SHELTER							
C180456#15	1300	V00974	01	02/12/2016	048-0000-630.29-01	RESTITUTION M HARRIS JR	12.43		
						VENDOR TOTAL *	12.43		
0002141	00	ARNOLD GROUP,THE							
2189941	1015	V00871	01	02/10/2016	001-4120-462.29-57	RRIP TEMP 01/31/16	553.80		
						VENDOR TOTAL *	553.80		
0000215	00	AT&T							
3166775969FEB161016	V00872	01	02/10/2016	346-7190-509.29-50	FEB 16 SERVICE	4,133.20			
3161400053FEB161017	V00873	01	02/10/2016	346-7190-509.29-50	FEB 16 SERVICE	613.76			
						VENDOR TOTAL *	4,746.96		
0006718	00	ATLANTIC PACIFIC							
10258	1071	V00894	01	02/11/2016	001-6945-562.32-06	FISH	668.14		

VEND NO	SEQ#	VENDOR NAME	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE	VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
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0006718	00	ATLANTIC PACIFIC						
						VENDOR TOTAL *	668.14	
0000227	00	B & B HYDRAULICS, INC						
3008878	1301	V00975	01	02/12/2016	001-6310-554.32-16	UNIT #649 PARTS		EFT: 25.04
3008855	1072	V00895	01	02/11/2016	036-0000-640.29-00	BRUSH TRUCK SUPPLIES		EFT: 21.92
						VENDOR TOTAL *	.00	46.96
0007242	00	BANK SNB						
7272900	FEB16	1384	V01017	01	02/15/2016	036-0000-640.29-00	FIRE TRUCK LOAN	8,454.75
						VENDOR TOTAL *	8,454.75	
0000363	00	BG CONSULTANTS, INC						
151170H	JAN16	1018	V00874	01	02/10/2016	088-9900-650.29-00	WELL #17-#13 WATERLINE	EFT: 4,036.50
						VENDOR TOTAL *	.00	4,036.50
0005913	00	BRUCE CHALMERS						
C180456	PYMT15	1302	V00976	01	02/12/2016	048-0000-630.29-01	RESTITUTION M HARRIS JR	87.57
						VENDOR TOTAL *	87.57	
0002659	00	BRYANT & BRYANT CONST, INC						
15-47#2		1073	V00896	01	02/11/2016	003-6420-559.29-57	REPLACE CURBING/PO #16005	5,177.50
						VENDOR TOTAL *	5,177.50	
0002577	00	C & M INVESTMENTS						
FIRE429	LIBERTY	1386	V01018	01	02/15/2016	001-9500-620.29-00	FIRE PROCEEDS/429 LIBERTY	1.48
FIRE429	LIBERTY	1385		01	02/15/2016	047-0000-287.00-00	FIRE/429 LIBERTY	7,050.00
						VENDOR TOTAL *	7,051.48	
0006715	00	CENTRAL NEBRASKA PACKING, INC						
029295		1074	V00897	01	02/11/2016	001-6945-562.32-06	ANIMAL FOOD	692.00
						VENDOR TOTAL *	692.00	
0000349	00	CENTRAL WELDING & MACHINE, LLC						
4471		1387	V01019	01	02/15/2016	001-6310-554.32-16	UNIT #649 REPAIRS	656.00
						VENDOR TOTAL *	656.00	
0000087	00	CHASE SCHEIBLER						
REFUNDS	SCHEIBLER1075			01	02/11/2016	044-0000-358.35-81	RETURN DOG/C SCHEIBLER	150.00
						VENDOR TOTAL *	150.00	
0001602	00	CHENEY DOOR CO, INC						
0301847		1625	V01115	01	02/16/2016	001-7250-523.27-10	ST #7 DOOR REPAIR	207.00
						VENDOR TOTAL *	207.00	
0002740	00	CHIEF-LAW ENFORCEMENT SUPPLY						
459519		1530	V01065	01	02/16/2016	036-0000-640.29-00	BRACKETS FOR TAHOES	1,159.45
						VENDOR TOTAL *	1,159.45	
0000377	00	CITY OF HUTCHINSON						

VEND NO	SEQ#	VENDOR NAME	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE	VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND- ISSUED
NO	NO	NO						AMOUNT
0000377	00	DOMINGUEZ MIGUEL A						
000009697	UT		04	02/15/2016	051-0000-110.01-00	REF CREDIT/1201 E 16TH	10.47	
						VENDOR TOTAL *	10.47	
0003542	00	DONDLINGER & SONS						
PYMT#6BIP14-09	1019	V00875	01	02/10/2016	088-9900-650.29-00	AIRPORT BRIDGE	40,620.38	
						VENDOR TOTAL *	40,620.38	
0005040	00	DORTHEA WOOTEN						
1729WOOTEN	1535	V01070	01	02/16/2016	048-0000-630.29-00	RICE 021316 D WOOTEN	50.00	
						VENDOR TOTAL *	50.00	
0000657	00	ENGINEERING CONSULTANTS, PA						
15-061	1389	V01021	01	02/15/2016	089-9900-650.29-00	PROFESSIONAL SERVICES	2,040.00	
						VENDOR TOTAL *	2,040.00	
0000686	00	FASTENAL CO						
KSHUT188265	1311	V00980	01	02/12/2016	001-6310-554.32-16	UNIT #649 PARTS	5.75	
KSHUT188092	1536		01	02/16/2016	046-0000-112.00-00	HARDWARE SUPPLIES	377.74	
						VENDOR TOTAL *	383.49	
0005843	00	FBINAA						
6973/2016DUES	1537	V01072	01	02/16/2016	001-7110-500.29-53	2016 DUES	95.00	
						VENDOR TOTAL *	95.00	
0000694	00	FEE INSURANCE GROUP INC						
383540	1390	V01022	01	02/15/2016	035-9840-474.25-30	INSURANCE RENEWAL	120,375.00	
383540	1391	V01022	01	02/15/2016	035-9840-474.25-50	INSURANCE RENEWAL	86,450.00	
383540	1392	V01022	01	02/15/2016	035-9840-474.25-83	INSURANCE RENEWAL	25,332.00	
383540	1393	V01022	01	02/15/2016	035-9840-474.25-82	INSURANCE RENEWAL	81,410.00	
383540	1394	V01022	01	02/15/2016	035-9840-474.25-10	INSURANCE RENEWAL	126,434.00	
383540	1395	V01022	01	02/15/2016	035-9840-474.25-50	INSURANCE RENEWAL	6,158.00	
						VENDOR TOTAL *	446,159.00	
0000742	00	FOLEY EQUIPMENT CO.						
S7873601	1079	V00902	01	02/11/2016	036-0000-640.29-00	REPLACEMENT ROLLER UNIT #	EFT:	24,685.00
S7878801	1080	V00903	01	02/11/2016	036-0000-640.29-00	TRAILER FOR COMPACT ROLLE	EFT:	4,995.00
S7855601	1081	V00904	01	02/11/2016	036-0000-640.29-00	REPLACEMENT LOADER #17	EFT:	173,475.00
						VENDOR TOTAL *	.00	203,155.00
0005377	00	FORT BEND SERVICES, INC						
0201029	1396	V01023	01	02/15/2016	052-6510-494.32-03	POLMER/PO #160039	6,900.00	
						VENDOR TOTAL *	6,900.00	
0000776	00	GADES SALES CO INC						
0068002	1083	V00905	01	02/11/2016	001-7130-502.27-40	DAMAGE TO ST LIGHT/5TH &	EFT:	1,000.00
0068002	1082	V00905	01	02/11/2016	035-9840-474.29-05	DAMAGE TO ST LIGHT/5TH &	EFT:	123.00
						VENDOR TOTAL *	.00	1,123.00
0005919	00	GAVIN J ELLIS						

VEND NO	SEQ#	VENDOR NAME	INVOICE NO	VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0005919	00	GAVIN J ELLIS	C191771BDRET	1312	V00981	01	02/12/2016	048-0000-630.29-02	BOND RETURN GAVIN ELLIS	24.00	
VENDOR TOTAL *										24.00	
0000790	00	GILLILAND & HAYES, LLC	417809	1084	V00906	01	02/11/2016	001-5400-473.21-32	JAN 16 MUNIC COURT JUDGE	4,340.00	
VENDOR TOTAL *										4,340.00	
0001687	00	GROWTH INC	11-154	1313	V00982	01	02/12/2016	001-7600-610.29-00	2016 SUBSIDY		EFT: 749.56
VENDOR TOTAL *										.00	749.56
0000377	00	HAMMERMAN PAUL D	000090663	UT		04	02/16/2016	051-0000-110.01-00	REF CREDIT/225 E 2ND	195.57	
VENDOR TOTAL *										195.57	
0005919	00	HECTOR FLORES-ALVARENGA	C180087BDRET	1314	V00983	01	02/12/2016	048-0000-630.29-02	BOND RETURN HECTOR FLORES	464.00	
VENDOR TOTAL *										464.00	
0001867	00	HIEB & ASSOCIATES, LLC	PYMT#2CITYHALL	1538	V01073	01	02/16/2016	088-9900-650.29-00	CITY HALL RENOVATION	12,228.14	
VENDOR TOTAL *										12,228.14	
0006160	00	HIGHWAY 50 STORAGE	FEB16	1085	V00907	01	02/11/2016	001-6945-562.29-57	FEB 16 STORAGE	65.00	
VENDOR TOTAL *										65.00	
0005539	00	HILL'S PET NUTRITION SALES, INC.	224979924	1539	V01074	01	02/16/2016	044-7420-700.32-06	FOOD	139.96	
VENDOR TOTAL *										139.96	
0005226	00	HINKLE LAW FIRM LLC	030116SEMINAR	1540	V01075	01	02/16/2016	001-2300-430.29-60	EMPLYMT LAW SEMINAR/TOM S	25.00	
VENDOR TOTAL *										25.00	
0001492	00	HOOK-FAST SPECIALTIES, INC.	305610	1541	V01076	01	02/16/2016	001-7130-502.32-21	NAME PLATES	89.05	
VENDOR TOTAL *										89.05	
0001021	00	HUTCHINSON CLINIC, PA	358301	1397	V01024	01	02/15/2016	001-7230-522.21-40	FIREFIGHTER SURV EXAMS	691.90	
VENDOR TOTAL *										691.90	
0001013	00	HUTCHINSON PUBLISHING CO	595957/12440	1542	V01077	01	02/16/2016	089-9900-650.29-00	ADVERTISING FOR 2016 BIDS		EFT: 392.34
VENDOR TOTAL *										.00	392.34
0001006	00	HUTCHINSON REGIONAL MEDICAL CENTER	55974331	1543	V01078	01	02/16/2016	001-7120-501.21-40	MEDICAL/S HEMPHILL	21.61	

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND- ISSUED
NO	NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
0001006	00	HUTCHINSON REGIONAL MEDICAL CENTER							
28139749	1544	V01079	01	02/16/2016	001-7120-501.21-40	MEDICAL/R HILL	93.49		
28139004	1545	V01080	01	02/16/2016	001-7120-501.21-40	MEDICAL/B REED	60.61		
27732718	1546	V01081	01	02/16/2016	001-7120-501.21-40	MEDICAL/J CRANE	213.98		
						VENDOR TOTAL *	389.69		
0005605	00	HUTCHINSON SMALL ANIMAL HOSPITAL PA							
252738	1547	V01082	01	02/16/2016	044-7420-700.29-52	NEUTER	100.00		
252737	1548	V01083	01	02/16/2016	044-7420-700.29-52	SPAY	115.00		
252725	1549	V01084	01	02/16/2016	044-7420-700.29-57	VET SERVICES	18.75		
252714	1550	V01085	01	02/16/2016	044-7420-700.29-57	VET SERVICES	63.25		
252697	1551	V01086	01	02/16/2016	044-7420-700.29-57	VET SERVICES	36.50		
252698	1552	V01087	01	02/16/2016	044-7420-700.29-52	NEUTER	100.00		
252699	1553	V01088	01	02/16/2016	044-7420-700.29-52	NEUTER	100.00		
252700	1554	V01089	01	02/16/2016	044-7420-700.29-52	SPAY	115.00		
252682	1555	V01090	01	02/16/2016	044-7420-700.29-57	VET SERVICES	60.00		
252686	1556	V01091	01	02/16/2016	044-7420-700.29-52	NEUTER	75.00		
252687	1557	V01092	01	02/16/2016	044-7420-700.29-52	NEUTER	100.00		
						VENDOR TOTAL *	883.50		
0000547	00	IBT INC							
6723151	1398		01	02/15/2016	046-0000-112.00-00	JANITORIAL SUPPLIES	85.08		
						VENDOR TOTAL *	85.08		
0003333	00	INDUSTRIAL SALES CO							
941258-000	1399	V01026	01	02/15/2016	089-9900-650.29-00	IRRIGATION SUPPLIES	357.38		
						VENDOR TOTAL *	357.38		
0005913	00	JADIAN CASANOVA							
MC091056#4	1315	V00984	01	02/12/2016	048-0000-630.29-01	RESTITUTION STEVEN GODWIN	33.00		
						VENDOR TOTAL *	33.00		
0002577	00	JOHN B JARROTT							
REIMBRJARROTT	1400	V01027	01	02/15/2016	001-6945-562.22-40	FUEL/COLORADO/JACK JARROT	86.19		
						VENDOR TOTAL *	86.19		
0005040	00	KALLY STAUFFER							
1746STAUFFER	1558	V01093	01	02/16/2016	048-0000-630.29-00	HBS 021316 K STAUFFER	50.00		
						VENDOR TOTAL *	50.00		
0000813	00	KANSAS COSMOSPHERE & SPACE CNT							
57735	1529	V01064	01	02/15/2016	002-0000-400.29-57	ROOM RENTAL		EFT:	158.25
						VENDOR TOTAL *	.00		158.25
0000830	00	KANSAS FIRE EQUIPMENT CO							
0422990	1086	V00908	01	02/11/2016	001-7230-522.32-10	REPLACEMENT COLLAR	34.66		
						VENDOR TOTAL *	34.66		
0003517	00	KANSAS GAS SERVICE							
51036265JAN16	1560	V01095	01	02/16/2016	001-3100-452.26-20	JAN 16 SERVICE	130.82		

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR HAND- ISSUED AMOUNT
INVOICE NO	VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT		
0003517	00	KANSAS GAS SERVICE							
51036265JAN16	1561	V01095	01	02/16/2016	001-6215-552.26-20	JAN 16 SERVICE	135.18		
51036265JAN16	1562	V01095	01	02/16/2016	001-6910-560.26-20	JAN 16 SERVICE	115.83		
51036265JAN16	1564	V01095	01	02/16/2016	001-6940-561.26-20	JAN 16 SERVICE	2,126.11		
510036265ZFEB16	1316	V00985	01	02/12/2016	001-6945-562.26-20	FEB 16 SERVICE/ZOO	298.94		
51036265JAN16	1566	V01095	01	02/16/2016	001-6945-562.26-20	JAN 16 SERVICE	458.14		
510298307FEB16	1402	V01029	01	02/15/2016	001-6970-564.26-20	FEB 16 SERVICE/MEM HALL3	1,336.58		
510130667FEB16	1403	V01030	01	02/15/2016	001-6980-565.26-20	FEB 16 SERVICE/SPORTS ARE	2,726.87		
51036265JAN16	1565	V01095	01	02/16/2016	001-6990-566.26-20	JAN 16 SERVICE	548.23		
51036265JAN16	1567	V01095	01	02/16/2016	001-7250-523.26-20	JAN 16 SERVICE	3,636.21		
510551027FEB16	1404	V01031	01	02/15/2016	003-6420-559.26-20	FEB 16 SERVICE/PW	543.68		
51036265JAN16	1568	V01095	01	02/16/2016	008-6920-570.26-20	JAN 16 SERVICE	384.86		
51036265JAN16	1563	V01095	01	02/16/2016	009-6930-571.26-20	JAN 16 SERVICE	31.26		
51036265JAN16	1569	V01095	01	02/16/2016	050-6971-573.26-20	JAN 16 SERVICE	529.32		
51036265JAN16	1570	V01095	01	02/16/2016	051-6621-491.26-20	JAN 16 SERVICE	719.62		
510551027FEB16	1405	V01031	01	02/15/2016	051-6624-492.26-20	FEB 16 SERVICE/PW	543.68		
51036265JAN16	1571	V01095	01	02/16/2016	051-6624-492.26-20	JAN 16 SERVICE	31.26		
510115506FEB16	1559	V01094	01	02/16/2016	052-6510-494.26-20	FEB 16 SERVICES/WWTP	1,548.35		
51036265JAN16	1572	V01095	01	02/16/2016	052-6510-494.26-20	JAN 16 SERVICE	31.26		
510551027FEB16	1406	V01031	01	02/15/2016	052-6520-495.26-20	FEB 16 SERVICE/PW	543.67		
						VENDOR TOTAL *	16,419.87		
0006167	00	KANSAS STATE UNIVERSITY							
109684/19617	1091	V00910	01	02/11/2016	001-6945-562.21-70	VET CARE	553.21		
						VENDOR TOTAL *	553.21		
0005040	00	KARRI LOVETT							
1594LOVETT	1317	V00986	01	02/12/2016	048-0000-630.29-00	RICE 020716 K LOVETT	50.00		
						VENDOR TOTAL *	50.00		
0005913	00	KBI LAB FUND							
0101080#3	1318	V00987	01	02/12/2016	048-0000-630.29-01	RESTITUTION BRANDI HARRIN	100.00		
						VENDOR TOTAL *	100.00		
0005881	00	KELLY, JESSICA							
022116LAWRENCE	1401	V01028	01	02/15/2016	001-7110-500.22-40	PER DIEM/TRAINING LAWRENC	230.00		
						VENDOR TOTAL *	230.00		
0005070	00	KNIPP EQUIPMENT, INC							
032141	1319	V00988	01	02/12/2016	051-6621-491.29-57	HVAC QRTLY SERV CONTRACT	271.00		
						VENDOR TOTAL *	271.00		
0000371	00	KONICA MINOLTA BUSINESS SOLUTIONS							
9002144258	1573		01	02/16/2016	046-0000-112.00-00	COPIER MAINTENANCE	1,765.87		
						VENDOR TOTAL *	1,765.87		
0005040	00	KRISSIE SMITH							
1724SMITH	1574	V01097	01	02/16/2016	048-0000-630.29-00	RICE 021216 K SMITH	50.00		
						VENDOR TOTAL *	50.00		
0000221	00	LANGUAGE LINE SERVICES							

VEND NO	SEQ#	VENDOR NAME	INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
NO			NO	NO	NO		DATE	NO	DESCRIPTION	AMOUNT	HAND- ISSUED
											AMOUNT
0000221	00	LANGUAGE LINE SERVICES									
3763387		1320 V00989 01 02/12/2016						001-5400-473.26-40	LANGUAGE LINE SERVICE JAN	25.90	
3763387		1321 V00989 01 02/12/2016						001-7190-509.26-40	LANGUAGE LINE SERVICE JAN	25.89	
									VENDOR TOTAL *	51.79	
0000377	00	LEXI YINGLING									
000090305		UT 04 02/15/2016						051-0000-110.01-00	REFUND CREDIT	300.00	
									VENDOR TOTAL *	300.00	
0002577	00	LISA KEITH									
MILEAGE/KEITH		1092 V00911 01 02/11/2016						001-6910-560.22-40	MILEAGE/INTERVIEW PROCESS	132.84	
									VENDOR TOTAL *	132.84	
0005236	00	LYLE JR., WILLIAM F.									
020916		1020 V00876 01 02/10/2016						001-5400-473.21-32	PRO TEM JUDGE 020916	93.75	
									VENDOR TOTAL *	93.75	
0005919	00	MICHAEL B SMITH JR									
P101407BDRET		1322 V00990 01 02/12/2016						048-0000-630.29-02	BOND RETURN MICHAEL SMITH	50.00	
									VENDOR TOTAL *	50.00	
0001071	00	MIDWEST SUPERSTORE FORD-LINCOLN									
FOCQ473798		1093 V00912 01 02/11/2016						001-6310-554.32-16	NEW TRANSMISSION	4,146.84	
3883		1407 V01032 01 02/15/2016						001-6310-554.32-16	UNIT #201 PARTS	298.92	
CM3883		1408 V01033 01 02/15/2016						001-6310-554.32-16	RETURN CORE	75.00	
									VENDOR TOTAL *	4,370.76	
0002075	00	MOBILE RADIO SERVICE, INC.									
3473300		1021 V00877 01 02/10/2016						001-7191-511.32-14	RADIO REPAIR		EFT: 62.00
									VENDOR TOTAL *	.00	62.00
0001130	00	NUNNS CONSTRUCTION, INC.									
PYMT#1FIREST#3		1094 V00913 01 02/11/2016						088-9900-650.29-00	FIRE ST #3	62,100.00	
									VENDOR TOTAL *	62,100.00	
0001077	00	ORKIN - SALINA									
107504240		1022 V00878 01 02/10/2016						001-6940-561.29-57	PEST CONTROL/RICE PARK	23.00	
107504128		1023 V00879 01 02/10/2016						001-6940-561.29-57	PEST CONTROL/HBS	23.00	
									VENDOR TOTAL *	46.00	
0005040	00	PATTY BORCHERT									
1770BORCHERT		1095 V00914 01 02/11/2016						048-0000-630.29-00	CANCEL RICE 071616/P BORC	71.00	
									VENDOR TOTAL *	71.00	
0006544	00	PIONEER MATERIALS, INC									
1506949-00		1096 V00915 01 02/11/2016						001-6940-561.32-14	TOOLS	74.55	
									VENDOR TOTAL *	74.55	
0001126	00	PRAIRIE VISTA VETERINARY HOSPITAL									
3977JAN16		1097 V00916 01 02/11/2016						001-6945-562.21-70	VET SERVICES	87.00	

VEND NO	SEQ#	VENDOR NAME				ITEM	CHECK	EFT, EPAY OR	
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	DESCRIPTION	AMOUNT	HAND- ISSUED	
NO	NO	NO		DATE	NO			AMOUNT	
0001126	00	PRAIRIE VISTA VETERINARY HOSPITAL							
							VENDOR TOTAL *	87.00	
0000095	00	PRAIRIELAND PARTNERS							
1238225	1323	V00991	01	02/12/2016	001-6310-554.32-16	UNIT #107 PARTS	EFT:	253.82	
1238588	1409	V01034	01	02/15/2016	036-0000-640.29-00	NEW GATOR UTILITY VEHICLE	EFT:	6,966.00	
1239538	1578	V01101	01	02/16/2016	036-0000-640.29-00	NEW UTILITY VEHICLE #329/	EFT:	13,537.00	
							VENDOR TOTAL *	.00	
0002593	00	PRESTIGE FLAG							
410554	1410	V01035	01	02/15/2016	008-6920-570.32-19	FLAGS	365.96	20,756.82	
							VENDOR TOTAL *	365.96	
0003186	00	PROFESSIONAL TURF PRODUCTS, LP							
1325458-00	1411	V01036	01	02/15/2016	001-6310-554.32-16	UNIT #325 PARTS	EFT:	277.95	
							VENDOR TOTAL *	.00	
0002249	00	PROPANE CENTRAL LLC							
U1451000	1324	V00992	01	02/12/2016	001-6995-693.32-29	PROPANE	389.06	277.95	
							VENDOR TOTAL *	389.06	
0001159	00	RAMSEY OIL							
94357	1325	V00993	01	02/12/2016	052-6510-494.32-11	OIL FOR PUMPS	EFT:	1,638.97	
							VENDOR TOTAL *	.00	
0001173	00	RENO COUNTY HEALTH DEPT							
9271	1412	V01037	01	02/15/2016	035-9840-474.21-41	VACCINATIONS	67.00	1,638.97	
							VENDOR TOTAL *	67.00	
0005913	00	ROSE HARRIS							
MC1400416#1	1098	V00917	01	02/11/2016	048-0000-630.29-01	RESTITUTION/K MCMILLAN	100.00		
MC1400968#6	1099	V00918	01	02/11/2016	048-0000-630.29-01	RESTITUTION/C KRAMER	40.00		
							VENDOR TOTAL *	140.00	
0001196	00	ROSE MOTOR SUPPLY CO INC							
211374B	1326	V00994	01	02/12/2016	001-6310-554.32-16	UNIT #45 PARTS	EFT:	5.83	
211188B	1327	V00995	01	02/12/2016	001-6310-554.32-16	UNIT #571 PARTS	EFT:	13.56	
211570B	1328	V00996	01	02/12/2016	001-6310-554.32-16	STOCK BRAKE PADS	EFT:	285.05	
211572B	1329	V00997	01	02/12/2016	001-6310-554.32-16	UNIT #284 PARTS	EFT:	94.72	
211501B	1330	V00998	01	02/12/2016	001-6310-554.32-16	TRUCK #4 PARTS	EFT:	16.79	
210912B	1413	V01038	01	02/15/2016	001-6310-554.32-16	UNIT #2 PARTS	EFT:	325.03	
211409B	1414	V01039	01	02/15/2016	001-6310-554.32-16	UNIT #47 PARTS	EFT:	92.24	
211875B	1415	V01040	01	02/15/2016	001-6310-554.32-16	UNIT #201 PARTS	EFT:	189.60	
211774B	1416	V01041	01	02/15/2016	001-6310-554.32-16	UNIT #28/#284 PARTS	EFT:	31.59	
211801B	1417	V01042	01	02/15/2016	001-6310-554.32-16	RETURN PART	EFT:	92.24	
209280B	1100	V00919	01	02/11/2016	036-0000-640.29-00	BRUSH TRUCK SUPPLIES	EFT:	4.14	
							VENDOR TOTAL *	.00	
0001478	00	SAFETY-KLEEN CORP							
69149293	1418	V01043	01	02/15/2016	008-6920-570.29-57	SOLVENT	99.00	966.31	

VEND NO	SEQ#	VENDOR NAME				ITEM	CHECK	EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	DESCRIPTION	AMOUNT	HAND- ISSUED
NO	NO	NO		DATE	NO			AMOUNT
0001478	00	SAFETY-KLEEN CORP						
						VENDOR TOTAL *	99.00	
0007100	00	SCHENDEL PEST SERVICES						
60304679	1101	V00920	01	02/11/2016	001-6980-565.29-57	PEST CONTROL/SPORTS ARENA	28.00	
60304668	1102	V00921	01	02/11/2016	003-6420-559.29-57	PEST CONTROL/PW	14.33	
60301961	1331	V00999	01	02/12/2016	051-6621-491.29-57	PEST CONTROL JAN 16	52.00	
60304668	1104	V00921	01	02/11/2016	051-6624-492.29-57	PEST CONTROL/PW	14.34	
60304668	1103	V00921	01	02/11/2016	052-6520-495.29-57	PEST CONTROL/PW	14.33	
						VENDOR TOTAL *	123.00	
0000071	00	SEW IN 2 IT DESIGNS						
020716	1580	V01103	01	02/16/2016	001-7130-502.29-57	SEW ON PATCHES	30.00	
						VENDOR TOTAL *	30.00	
0002197	00	STANION WHOLESALE ELECTRIC CO						
4011604-01	1105	V00922	01	02/11/2016	001-6940-561.32-15	ELECTR. MATERIALS	99.50	
						VENDOR TOTAL *	99.50	
0004017	00	STATE OF KANSAS TREASURER (MUN CT)						
JAN15STATEFEES	1087	V00909	01	02/11/2016	048-0000-630.29-07	JUDGE FEES	157.52	
JAN15STATEFEES	1088	V00909	01	02/11/2016	048-0000-630.29-06	TRAINING FEES	4,372.94	
JAN15STATEFEES	1089	V00909	01	02/11/2016	048-0000-630.29-05	REINSTATEMENT FEES	558.00	
JAN15STATEFEES	1090		01	02/11/2016	048-0000-333.33-37	COM CORR SUPERVISION FEES	2,359.00	
						VENDOR TOTAL *	7,447.46	
0001225	00	STRAWN CONTRACTING, INC						
4087	1419	V01044	01	02/15/2016	001-7310-480.29-57	REMOVE BRUSH 201 W 24TH	90.00	
4086	1420	V01045	01	02/15/2016	001-7310-480.29-57	REMOVE REFRIGERATOR	90.00	
4085	1421	V01046	01	02/15/2016	001-7310-480.29-57	REMOVE CHAIR	45.00	
						VENDOR TOTAL *	225.00	
0001237	00	STUTZMAN REFUSE DISPOSAL INC						
10921542JAN16	1332	V01000	01	02/12/2016	001-6995-693.26-60	REFUSE SERVICE	66.06	
10921893	1106	V00923	01	02/11/2016	001-7230-522.29-57	ROLLOFF/CTC	60.00	
						VENDOR TOTAL *	126.06	
0001240	00	SUNFLOWER ELECTRIC SUPPLY INC						
147158-00	1107	V00924	01	02/11/2016	001-7250-523.32-14	PLUG ENDS FOR EXT CORDS	39.99	
						VENDOR TOTAL *	39.99	
0001243	00	T & E OIL COMPANY INC						
000426372	1333	V01001	01	02/12/2016	001-6310-554.32-28	UNLEADED FUEL	EFT:	8,767.11
						VENDOR TOTAL *	.00	8,767.11
0005338	00	THE RADAR SHOP, INC.						
RS-9078	1579	V01102	01	02/16/2016	001-7130-502.29-57	RADAR REPAIRS	215.00	
						VENDOR TOTAL *	215.00	
0005544	00	THINK! TONER AND INK						

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
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0005544	00	THINK! TONER AND INK							
10048569	1108	V00925	01	02/11/2016	001-3100-452.31-05	TONER	339.97		
10048591	1334	V01002	01	02/12/2016	001-3100-452.31-05	TONER	129.99		
						VENDOR TOTAL *	469.96		
0005913	00	TODD BRILLHART							
C126244#23	1335	V01003	01	02/12/2016	048-0000-630.29-01	RESTITUTION DIANA STARK	50.00		
						VENDOR TOTAL *	50.00		
0001277	00	UNDERGROUND VAULTS AND							
133837	1111	V00926	01	02/11/2016	001-2100-420.29-57	SHREDDING SERVICE	5.00		
133837	1110	V00926	01	02/11/2016	001-3000-451.29-57	SHREDDING SERVICE	5.00		
133837	1109	V00926	01	02/11/2016	001-5000-471.29-57	SHREDDING SERVICE	5.00		
133837	1112	V00926	01	02/11/2016	001-5400-473.29-57	SHREDDING SERVICE	45.00		
						VENDOR TOTAL *	60.00		
0004614	00	UNIVERSAL LUBRICANTS, INC.							
10961638	1422	V01047	01	02/15/2016	001-6310-554.32-16	BULK OIL & ANTIFREEZE	2,367.00		
						VENDOR TOTAL *	2,367.00		
0006583	00	VERITIV OPERATING COMPANY							
9019092594	1113		01	02/11/2016	046-0000-112.00-00	JANITORIAL SUPPLIES	175.65		
9019092553	1114		01	02/11/2016	046-0000-112.00-00	JANITORIAL SUPPLIES	20.88		
						VENDOR TOTAL *	196.53		
0000087	00	VICKY OGRAIN, RVT, MBA, VTS							
MEMBERSH/DOVER	1067	V00890	01	02/10/2016	044-7420-700.29-53	MEMBERSHIP/M DOVER/KVTA	25.00		
						VENDOR TOTAL *	25.00		
0003623	00	VISA - HEARTLAND CREDIT UNION							
0932JAN16	1193	V00946	01	02/11/2016	001-3100-452.27-50	AMAZON/CABLES	16.70		
0932JAN16	1194	V00946	01	02/11/2016	001-3100-452.27-50	AMAZON/AUTO INVERTERS	44.79		
0932JAN16	1195	V00946	01	02/11/2016	001-3100-452.27-50	AMAZON/AUTO INVERTERS	38.89		
0577JAN16	1375	V01011	01	02/12/2016	001-4100-460.29-57	ALLIES/LUNCH LANDMARKS CO	26.15		
0577JAN16	1376	V01011	01	02/12/2016	001-4100-460.29-57	JILLIANS/LUNCH PLANNER AP	43.20		
8994JAN16	1377	V01012	01	02/12/2016	001-4100-460.29-53	KANSAS PRESERVATION/DUES	50.00		
8994JAN16	1378	V01012	01	02/12/2016	001-4100-460.29-57	DWTWN SAMPLER/LUNCH PLANN	37.14		
2247JAN16	1379	V01013	01	02/12/2016	001-4100-460.29-53	AMERICAN PLANNING ASSOC/D	205.00		
6546JAN16	1029	V00881	01	02/10/2016	001-5400-473.43-08	LOWES/REFRIGERATOR	151.05		
7607JAN16	1241	V00964	01	02/11/2016	001-6150-574.32-14	PRAIRIELAND/CHAINS	49.98		
7607JAN16	1242	V00964	01	02/11/2016	001-6150-574.32-31	STRAUB/SHOP OIL	155.90		
4019JAN16	1243	V00965	01	02/11/2016	001-6150-574.32-14	TRACTOR SUPP/GREASE GUNS	98.34		
6476JAN16	1423	V01048	01	02/15/2016	001-6215-552.32-16	MIDWEST ELECT/CONNECTOR	19.20		
6476JAN16	1425	V01048	01	02/15/2016	001-6215-552.32-14	SUNFLOWER ELECT/FLASH LIG	170.04		
6476JAN16	1426	V01048	01	02/15/2016	001-6215-552.32-14	WESTLAKE/FASTENERS	12.15		
8803JAN16	1518	V01063	01	02/15/2016	001-6215-552.22-20	GOLIGHT/FREIGHT	12.31		
8803JAN16	1519	V01063	01	02/15/2016	001-6215-552.32-16	GOLIGHT/PARTS	9.49		
8803JAN16	1520	V01063	01	02/15/2016	001-6215-552.29-53	IMS/2016 DUES	85.00		
8803JAN16	1521	V01063	01	02/15/2016	001-6215-552.32-33	MIDWEST ELECT/TEST LEAD	24.20		
8803JAN16	1522	V01063	01	02/15/2016	001-6215-552.32-14	STANION/TRUCK BAGS	77.40		

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	HAND- ISSUED	
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8803JAN16	1524	V01063	01	02/15/2016	001-6215-552.32-33	SUNFLOWER ELECT/BENCH CLI	32.25		
8803JAN16	1525	V01063	01	02/15/2016	001-6215-552.32-14	TRACTOR SUPP/BALL HITCH	9.99		
8803JAN16	1526	V01063	01	02/15/2016	001-6215-552.32-16	WESTLAKE/CIRCUT ALERT/HEA	45.98		
8803JAN16	1527	V01063	01	02/15/2016	001-6215-552.32-14	WESTLAKE/GLUE/SILICONE/SE	89.13		
8803JAN16	1528	V01063	01	02/15/2016	001-6215-552.32-14	SUNFLOWER ELECT/DRIVER BI	20.17		
0701JAN16	1203	V00950	01	02/11/2016	001-6310-554.32-16	WESTLAKE/PARTS	30.24		
0610JAN16	1204	V00951	01	02/11/2016	001-6310-554.32-16	RENO CO TREAS/TAG #8	2.56		
9421JAN16	1207	V00952	01	02/11/2016	001-6310-554.32-16	LOWES/CREDIT TAX	1.47-		
9421JAN16	1208	V00952	01	02/11/2016	001-6310-554.32-16	WESTLAKE/PARTS	8.15		
9421JAN16	1209	V00952	01	02/11/2016	001-6310-554.32-16	WESTLAKE/RETURN PARTS	3.58-		
1293JAN16	1210	V00953	01	02/11/2016	001-6310-554.32-16	OREILLYS/PARTS #57	16.02		
1293JAN16	1211	V00953	01	02/11/2016	001-6310-554.32-16	OREILLYS/PARTS #512	46.64		
1293JAN16	1212	V00953	01	02/11/2016	001-6310-554.32-16	POORMAN/PARTS #001	227.18		
1293JAN16	1213	V00953	01	02/11/2016	001-6310-554.32-16	POORMAN/RETURN PART	227.18-		
6416JAN16	1214	V00954	01	02/11/2016	001-6310-554.32-16	RUSTY ECK/PARTS #542	89.37		
6416JAN16	1215	V00954	01	02/11/2016	001-6310-554.32-16	RUSTY ECK/PARTS STOCK	69.45		
6416JAN16	1216	V00954	01	02/11/2016	001-6310-554.32-16	RUSTY ECK/PARTS	160.04		
6416JAN16	1217	V00954	01	02/11/2016	001-6310-554.32-16	RUSTY ECK/RETURN PARTS	160.04-		
3325JAN16	1513	V01061	01	02/15/2016	001-6470-557.32-14	WESTLAKE/PAINT	29.94		
4521JAN16	1514	V01062	01	02/15/2016	001-6470-557.32-22	FASTENAL/HARDWARE	8.97		
4521JAN16	1515	V01062	01	02/15/2016	001-6470-557.32-14	LOWES/RATCHET STRAP	27.41		
4521JAN16	1516	V01062	01	02/15/2016	001-6470-557.32-22	FASTENAL/HARDWARE	183.41		
6476JAN16	1424	V01048	01	02/15/2016	001-6810-453.29-57	SUNFLOWER ELECT/LIGHTS	153.84		
8076JAN16	1219	V00955	01	02/11/2016	001-6910-560.29-60	KRPA/REGISTR FEES	300.00		
1447JAN16	1229	V00960	01	02/11/2016	001-6910-560.24-60	COOLBEANS/LUNCH W/APPLICA	32.03		
1447JAN16	1230	V00960	01	02/11/2016	001-6910-560.29-60	HUTCH CHAMBER/LEADERSHIP	750.00		
1447JAN16	1232	V00960	01	02/11/2016	001-6910-560.29-60	KRPA/REGISTR FEES	290.00		
7159JAN16	1192	V00945	01	02/11/2016	001-6940-561.32-18	RICE EXHAUST/BEND PIPES	20.00		
8977JAN16	1221	V00957	01	02/11/2016	001-6940-561.32-14	HOME DEPOT/TOOLS	47.63		
8977JAN16	1222	V00957	01	02/11/2016	001-6940-561.32-14	LOWES/NAILS/SCREWS	17.19		
8977JAN16	1223	V00957	01	02/11/2016	001-6940-561.32-14	LOWES/LADDER	94.96		
8704JAN16	1226	V00959	01	02/11/2016	001-6940-561.32-14	WALMART/PUNCH INGREDIENTS	46.15		
8704JAN16	1227	V00959	01	02/11/2016	001-6940-561.32-14	WESTLAKE/CONE STRAINER	2.32		
8704JAN16	1228	V00959	01	02/11/2016	001-6940-561.32-14	WESTLAKE/FITTING BRUSH	3.79		
1447JAN16	1231	V00960	01	02/11/2016	001-6940-561.29-57	KDHE/PERMIT	60.00		
7313JAN16	1254	V00968	01	02/11/2016	001-6940-561.32-14	HOME DEPOT/SNIPS/BITS/WED	73.47		
7313JAN16	1255	V00968	01	02/11/2016	001-6940-561.27-10	HOME DEPOT/CEILING TILES	125.44		
7313JAN16	1256	V00968	01	02/11/2016	001-6940-561.32-14	LOWES/NAILS/FASTENERS	339.73		
7313JAN16	1257	V00968	01	02/11/2016	001-6940-561.32-12	LOWES/PANELING/LUMBER	1,252.93		
7313JAN16	1258	V00968	01	02/11/2016	001-6940-561.27-10	LOWES/MATERIALS/COVE BASE	210.21		
7313JAN16	1259	V00968	01	02/11/2016	001-6940-561.32-17	LOWES/STAIN/BRUSHES	119.32		
7313JAN16	1260	V00968	01	02/11/2016	001-6940-561.32-14	MIDWEST IRON/IRON	23.40		
7313JAN16	1261	V00968	01	02/11/2016	001-6940-561.32-14	TRUCK STORE/BALL MOUNT	290.00		
7313JAN16	1262	V00968	01	02/11/2016	001-6940-561.32-14	WESTLAKE/TOOL OIL	4.49		
1118JAN16	1266	V00969	01	02/11/2016	001-6940-561.32-18	LOWES/SPRAY FOAM	5.21		
1118JAN16	1267	V00969	01	02/11/2016	001-6940-561.32-18	LUDEMAN INSUL/ADHESIVE	49.33		
1118JAN16	1268	V00969	01	02/11/2016	001-6940-561.32-14	ROSE MTR/ADAPTER/COUPLER	17.51		
1118JAN16	1272	V00969	01	02/11/2016	001-6940-561.32-18	WSPLMBG/COUPLING	7.90		
1118JAN16	1276	V00969	01	02/11/2016	001-6940-561.32-14	WESTERN SUPP/BALL VALVE/C	44.32		

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	HAND- ISSUED	
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1118JAN16	1277	V00969	01	02/11/2016	001-6940-561.32-18	WESTERN SUPP/PRIMER/CEMEN	15.82		
1118JAN16	1278	V00969	01	02/11/2016	001-6940-561.32-18	WESTERN SUPP/BALL VALVE	8.99		
1118JAN16	1279	V00969	01	02/11/2016	001-6940-561.32-14	WESTERN SUPP/PIPE CUTTER	7.67		
1118JAN16	1281	V00969	01	02/11/2016	001-6940-561.32-14	WESTLAKE/FASTENERS/PIPE	11.81		
3939JAN16	1363	V01007	01	02/12/2016	001-6940-561.32-14	COMFORT PROD/SWITCH/TRANS	146.73		
3939JAN16	1365	V01007	01	02/12/2016	001-6940-561.32-18	FERGUSON/CONTACTOR	8.67		
3939JAN16	1367	V01007	01	02/12/2016	001-6940-561.32-14	JOHNSTONE SUPP/ACTUATOR/S	288.52		
3939JAN16	1368	V01007	01	02/12/2016	001-6940-561.32-14	KNIPP/IGNITION MODULE	199.98		
3939JAN16	1369	V01007	01	02/12/2016	001-6940-561.27-10	KNIPP/IGNITION CONTROL	115.96		
3939JAN16	1370	V01007	01	02/12/2016	001-6940-561.32-14	LOWES/MATERIALS	101.99		
3939JAN16	1371	V01007	01	02/12/2016	001-6940-561.32-15	SUNFLOWER ELECT/SCREWDRIV	14.05		
4554JAN16	1591	V01107	01	02/16/2016	001-6940-561.32-14	LOWES/MATERIALS	146.08		
4554JAN16	1592	V01107	01	02/16/2016	001-6940-561.32-12	LOWES/LUMBER	399.78		
4554JAN16	1593	V01107	01	02/16/2016	001-6940-561.27-10	LOWES/MATERIALS	217.24		
4554JAN16	1594	V01107	01	02/16/2016	001-6940-561.32-15	STANION/GRIPPLE/RECESSED	282.88		
4554JAN16	1595	V01107	01	02/16/2016	001-6940-561.32-14	WALMART/COFFEE/ETC	35.92		
4554JAN16	1596	V01107	01	02/16/2016	001-6940-561.32-14	WESTLAKE/BOLTS/SCREWS	35.35		
6122JAN16	1601	V01108	01	02/16/2016	001-6940-561.32-14	FASTENAL/ANCHORS/BOLTS	8.60		
6122JAN16	1602	V01108	01	02/16/2016	001-6940-561.32-15	LOWES/SPACERS	10.68		
6122JAN16	1603	V01108	01	02/16/2016	001-6940-561.32-15	STANION/CABLE TRAY/BOX CO	715.06		
6122JAN16	1607	V01108	01	02/16/2016	001-6940-561.32-14	STANION/HOSE/ROUND COMBIN	14.30		
6122JAN16	1612	V01108	01	02/16/2016	001-6940-561.32-15	SUNFLOWER ELECT/WIRE & TE	148.73		
6122JAN16	1618	V01108	01	02/16/2016	001-6940-561.32-14	WESTLAKE/EXT CORD	37.99		
6450JAN16	1291	V00971	01	02/11/2016	001-6945-562.32-21	ARTSHIRT/VOLUNTEER SHIRTS	470.64		
6450JAN16	1292	V00971	01	02/11/2016	001-6945-562.29-53	ASSOC OF ZOOS/DUES	95.00		
6450JAN16	1293	V00971	01	02/11/2016	001-6945-562.32-14	HOME DEPOT/MATERIALS	39.88		
6450JAN16	1294	V00971	01	02/11/2016	001-6945-562.32-06	TAILS&SCALES/MICE	60.00		
6450JAN16	1295	V00971	01	02/11/2016	001-6945-562.32-06	WALMART/PRODUCE	577.47		
6450JAN16	1296	V00971	01	02/11/2016	001-6945-562.32-07	WALMART/RECEPTION SUPPLIE	15.42		
6450JAN16	1297	V00971	01	02/11/2016	001-6945-562.32-01	LOWES/MULCH	36.54		
8922JAN16	1342	V01006	01	02/12/2016	001-6945-562.32-14	AMAZON/SCATTER GUARD/CAGI	249.98		
8922JAN16	1343	V01006	01	02/12/2016	001-6945-562.29-53	AMER ASSOC ZOOKEEPERS/DUE	90.00		
8922JAN16	1344	V01006	01	02/12/2016	001-6945-562.22-40	APPLEBEES/DIRECT CANDIDAT	47.07		
8922JAN16	1345	V01006	01	02/12/2016	001-6945-562.32-14	HOME DEPOT/LIGHTS	25.69		
8922JAN16	1346	V01006	01	02/12/2016	001-6945-562.32-15	HOME DEPOT/TAPE/BLANKET C	36.61		
8922JAN16	1347	V01006	01	02/12/2016	001-6945-562.22-20	JOYS/SHIPPING	26.15		
8922JAN16	1348	V01006	01	02/12/2016	001-6945-562.29-53	KS DEPT WILDLIFE/PERMITS	12.50		
8922JAN16	1349	V01006	01	02/12/2016	001-6945-562.32-06	LAYNE LAB/FROZEN MICE, RA	1,091.00		
8922JAN16	1350	V01006	01	02/12/2016	001-6945-562.32-06	CRICKETS	827.03		
8922JAN16	1351	V01006	01	02/12/2016	001-6945-562.32-15	MOR ELECT.BULB REPLACEMEN	65.84		
8922JAN16	1352	V01006	01	02/12/2016	001-6945-562.32-06	PETCO/FERRET DIET	32.98		
8922JAN16	1353	V01006	01	02/12/2016	001-6945-562.32-06	REPTILE BASICS/PINKIE PUM	41.98		
8922JAN16	1354	V01006	01	02/12/2016	001-6945-562.32-06	TRACTOR SUPP/HORSE BEDDIN	5.50		
8922JAN16	1355	V01006	01	02/12/2016	001-6945-562.32-14	TRACTOR SUPP/KENNEL	99.99		
8922JAN16	1356	V01006	01	02/12/2016	001-6945-562.32-17	TRACTOR SUPP/BRUSHES	37.46		
8922JAN16	1357	V01006	01	02/12/2016	001-6945-562.32-15	TRACTOR SUPP/LAMPS	36.49		
8922JAN16	1358	V01006	01	02/12/2016	001-6945-562.32-17	TRACTOR SUPP/RETURN PAINT	29.99		
8922JAN16	1359	V01006	01	02/12/2016	001-6945-562.32-06	TRACTOR SUPP/ANIMAL FOOD	23.48		
8922JAN16	1360	V01006	01	02/12/2016	001-6945-562.32-06	WALMART/PRODUCE	740.41		

VEND NO	SEQ#	VENDOR NAME				ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE			DESCRIPTION	AMOUNT	HAND-ISSUED
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8922JAN16	1361	V01006	01	02/12/2016	001-6945-562.32-14	WALMART/LIGHTERS		9.88	
8922JAN16	1362	V01006	01	02/12/2016	001-6945-562.32-14	WESTLAKE/BRUSHES/RAKES		93.39	
3939JAN16	1364	V01007	01	02/12/2016	001-6945-562.32-14	DECKER MATT/CYLINDER		83.40	
3416JAN16	1233	V00961	01	02/11/2016	001-6950-563.32-14	ORSCHELN/ADAPTERS		14.99	
3416JAN16	1234	V00961	01	02/11/2016	001-6950-563.32-14	REDD-JOSEPH/SHOT LAUNCHER		382.43	
2703JAN16	1239	V00963	01	02/11/2016	001-6950-563.32-14	ROSE MTR/PARTS		314.46	
2703JAN16	1240	V00963	01	02/11/2016	001-6950-563.32-14	WESTLAKE/RAKES		33.98	
0189JAN16	1586	V01105	01	02/16/2016	001-6950-563.32-14	GEMPLERS/SPRAYER/CHAPS		843.30	
0551JAN16	1587	V01106	01	02/16/2016	001-6950-563.32-14	WESTLAKE/ELEMENTS		23.98	
1118JAN16	1263	V00969	01	02/11/2016	001-6990-566.32-18	FERGUSON/STEM UNIT ASSY		17.73	
9572JAN16	1155	V00935	01	02/11/2016	001-7110-500.22-10	USPS/SHIPPING		16.95	
0447JAN16	1184	V00942	01	02/11/2016	001-7110-500.32-14	OUTDOOR EXTREMIST/HEADLAM		59.95	
0447JAN16	1185	V00942	01	02/11/2016	001-7110-500.29-53	APCO INTL/MEMBERSHIP		92.00	
0447JAN16	1186	V00942	01	02/11/2016	001-7110-500.29-60	APCO INTL/REGISTRATION		25.00	
0447JAN16	1187	V00942	01	02/11/2016	001-7110-500.22-40	RAMADA/LODGING		90.95	
1214JAN16	1190	V00944	01	02/11/2016	001-7110-500.22-10	USPS/SHIPPING		72.29	
9572JAN16	1125	V00935	01	02/11/2016	001-7130-502.29-57	GOOGLE/SERVICE		40.00	
9572JAN16	1127	V00935	01	02/11/2016	001-7130-502.32-14	LOWES/CLEANING SUPPLIES		36.87	
9572JAN16	1129	V00935	01	02/11/2016	001-7130-502.32-14	WESTLAKE/FASTENERS		12.28	
9572JAN16	1130	V00935	01	02/11/2016	001-7130-502.32-14	OFFICEMAX/KEYBOARD		59.99	
9572JAN16	1131	V00935	01	02/11/2016	001-7130-502.32-14	LOWES/SCREWS		5.14	
9572JAN16	1133	V00935	01	02/11/2016	001-7130-502.32-14	HOME DEPOT/SOCKET RAIL		19.42	
9572JAN16	1135	V00935	01	02/11/2016	001-7130-502.32-14	FASTENAL/SCREWS		48.48	
9572JAN16	1136	V00935	01	02/11/2016	001-7130-502.32-14	NORTHERN TOOLS/WIRE RACK		404.57	
9572JAN16	1138	V00935	01	02/11/2016	001-7130-502.32-14	FASTENAL/WIRE CLIPS		7.80	
9572JAN16	1140	V00935	01	02/11/2016	001-7130-502.32-14	POWERWERX/POWER ADAPTER		51.47	
9572JAN16	1141	V00935	01	02/11/2016	001-7130-502.32-14	LOWES/SHOPLIGHT/BULBS		44.74	
9572JAN16	1142	V00935	01	02/11/2016	001-7130-502.32-14	B&H PHOTO/MICROPHONE		132.49	
9572JAN16	1143	V00935	01	02/11/2016	001-7130-502.32-14	TRACTOR SUPP/ANGLE IRON/T		50.93	
9572JAN16	1144	V00935	01	02/11/2016	001-7130-502.32-14	HOME DEPOT/PEGBOARD		22.05	
9572JAN16	1145	V00935	01	02/11/2016	001-7130-502.32-14	NEWEGG/WIRELESS PRINTER		135.47	
9572JAN16	1146	V00935	01	02/11/2016	001-7130-502.32-14	NEWEGG/FLASHDRIVES		17.90	
9572JAN16	1147	V00935	01	02/11/2016	001-7130-502.32-14	WESTLAKE/BULK WASHES		45.35	
9572JAN16	1148	V00935	01	02/11/2016	001-7130-502.32-14	HOME DEPOT/PAINT/PRIMER		33.62	
9572JAN16	1149	V00935	01	02/11/2016	001-7130-502.32-14	HOME DEPOT/ANGLE GRINDER		71.72	
9572JAN16	1150	V00935	01	02/11/2016	001-7130-502.32-14	LOWES/CLAMPS/PAINT		60.18	
9572JAN16	1151	V00935	01	02/11/2016	001-7130-502.32-14	PROVANTAGE/REPLACEMENT CA		25.72	
9572JAN16	1152	V00935	01	02/11/2016	001-7130-502.29-60	CONT EDUCATION/REGIST FOR		30.00	
9572JAN16	1153	V00935	01	02/11/2016	001-7130-502.32-14	ROSE MTR/BOLTS		5.16	
9572JAN16	1154	V00935	01	02/11/2016	001-7130-502.32-14	NEWEGG/LAN EXTENSION		14.98	
9572JAN16	1156	V00935	01	02/11/2016	001-7130-502.32-14	WESTLAKE/FASTENERS		15.38	
9572JAN16	1157	V00935	01	02/11/2016	001-7130-502.32-14	LOWES/BOLTS/NUTS		8.98	
9572JAN16	1159	V00935	01	02/11/2016	001-7130-502.32-14	WESTLAKE/GLUE/DRILL BIT		15.98	
9572JAN16	1160	V00935	01	02/11/2016	001-7130-502.32-14	FASTENAL/SCREWS		18.59	
9572JAN16	1161	V00935	01	02/11/2016	001-7130-502.32-14	LOWES/PILERS/SNIPS		99.74	
9572JAN16	1163	V00935	01	02/11/2016	001-7130-502.29-57	JOYS/SHIPPING		19.48	
9572JAN16	1164	V00935	01	02/11/2016	001-7130-502.32-14	LOWES/POWERSTRIP/CABLE		122.35	
9572JAN16	1165	V00935	01	02/11/2016	001-7130-502.32-14	LOWES/WALL PLATES		29.71	
8028JAN16	1167	V00936	01	02/11/2016	001-7130-502.32-28	KWIK SHOP/FUEL		16.24	

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND ISSUED
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8028JAN16	1168	V00936	01	02/11/2016	001-7130-502.32-21	AMAZON/JACKET	249.99		
8028JAN16	1170	V00936	01	02/11/2016	001-7130-502.32-23	AMAZON/HANDGUN SIGHT	105.68		
8028JAN16	1171	V00936	01	02/11/2016	001-7130-502.32-14	AMAZON/UNDERHOOD LIGHT	97.84		
8028JAN16	1172	V00936	01	02/11/2016	001-7130-502.32-14	AMAZON/CARRYING BAG	22.99		
8028JAN16	1173	V00936	01	02/11/2016	001-7130-502.32-14	AMAZON/HEADSET CUSHION	32.00		
8028JAN16	1174	V00936	01	02/11/2016	001-7130-502.32-14	EASY TO GET WIELESS/EARPI	45.45		
7063JAN16	1175	V00937	01	02/11/2016	001-7130-502.29-57	NATIONAL MINORITY/ADV FEE	195.00		
8829JAN16	1176	V00938	01	02/11/2016	001-7130-502.32-14	LOWES/FIREARM PARTS	5.69		
0255JAN16	1178	V00939	01	02/11/2016	001-7130-502.29-60	CONTINUING ED/REGIST J LO	30.00		
0255JAN16	1179	V00939	01	02/11/2016	001-7130-502.29-60	CONTINUING ED/REGIST J RA	30.00		
3622JAN16	1180	V00940	01	02/11/2016	001-7130-502.32-14	DILLONS/ZIPLOCK BAGS	4.98		
1163JAN16	1182	V00941	01	02/11/2016	001-7130-502.32-14	MALWAREBYTES/ENDPOINT SEC	99.90		
1163JAN16	1183	V00941	01	02/11/2016	001-7130-502.29-57	GOTOMYPC/SOFTWARE	495.00		
2047JAN16	1188	V00943	01	02/11/2016	001-7130-502.32-23	SHOOTERS SUPP/AMMO	188.08		
1214JAN16	1189	V00944	01	02/11/2016	001-7130-502.32-14	HOME DEPOT/FILTERS	25.97		
1214JAN16	1191	V00944	01	02/11/2016	001-7130-502.32-14	ULINE/CART	135.89		
8803JAN16	1523	V01063	01	02/15/2016	001-7191-511.32-14	SUNFLOWER ELECT/FUSES/CON	231.63		
7797JAN16	1122	V00933	01	02/11/2016	001-7230-522.32-14	LOWES/TAPE	22.68		
4098JAN16	1123	V00934	01	02/11/2016	001-7230-522.31-02	RESCUE METHODS/ONLINE SUB	3.99		
4098JAN16	1124	V00934	01	02/11/2016	001-7230-522.32-14	WEIGHTVESTS/PACK TEST PAC	1,646.55		
3275JAN16	1339	V01005	01	02/12/2016	001-7230-522.32-14	WESTLAKE/SPRAY PAINT	42.88		
5788JAN16	1619	V01109	01	02/16/2016	001-7230-522.32-14	WESTLAKE/PAINT	6.98		
7797JAN16	1120	V00933	01	02/11/2016	001-7250-523.32-14	WESTLAKE/SPRAY PAINT	46.00		
7797JAN16	1121	V00933	01	02/11/2016	001-7250-523.32-14	SOUNDOFF/LENS FOR LED LIG	23.66		
1118JAN16	1280	V00969	01	02/11/2016	001-7250-523.32-14	WESTERN SUPP/BALL VALVE/T	28.34		
3275JAN16	1341	V01005	01	02/12/2016	001-7250-523.32-14	WESTLAKE/BELT SANDER SHEE	8.49		
6122JAN16	1609	V01108	01	02/16/2016	001-7250-523.32-14	STANION/BATTERIES/PARTS	83.51		
6122JAN16	1613	V01108	01	02/16/2016	001-7250-523.32-14	SUNFLOWER ELECT/LIGHT FIX	131.18		
7512JAN16	1030	V00882	01	02/10/2016	001-7310-480.21-70	PEARSON VUE/IPMC TEST FEE	199.00		
7512JAN16	1031	V00882	01	02/10/2016	001-7310-480.29-57	AJ'S/HBA MEETING	13.23		
2004JAN16	1032	V00883	01	02/10/2016	001-7310-480.29-53	IAEI/DUES	120.00		
2004JAN16	1033	V00883	01	02/10/2016	001-7310-480.32-14	STANION/CIRCUIT TESTER	15.96		
9603JAN16	1036	V00885	01	02/10/2016	001-7310-480.29-57	ATELIER DESIGN/BOOKLETS	284.00		
9603JAN16	1037	V00885	01	02/10/2016	001-7310-480.29-57	OFFICE MAX/CERT. COPIES	8.91		
4406JAN16	1027	V00880	01	02/10/2016	001-7410-481.29-54	GALLS/ACO SUPPLIES	85.43		
8452JAN16	1512	V01060	01	02/15/2016	001-9500-620.29-00	DILLONS/EMP AWARDS LUNCH	944.01		
2247JAN16	1380	V01013	01	02/12/2016	002-0000-400.29-57	DWNTWN SAMPLER/HEALTHY NE	132.84		
1118JAN16	1270	V00969	01	02/11/2016	003-6420-559.27-10	ROSE MTR/PARTS	18.92		
1118JAN16	1273	V00969	01	02/11/2016	003-6420-559.27-10	WESTERN SUPP/AIRLINE PART	43.91		
8452JAN16	1510	V01060	01	02/15/2016	003-6420-559.29-60	KANPAY/ROAD SCHOLAR CLASS	75.00		
8452JAN16	1511	V01060	01	02/15/2016	003-6420-559.29-60	KANPAY/ROAD SCHOLAR CLASS	75.00		
4521JAN16	1517	V01062	01	02/15/2016	003-6420-559.32-24	LOWES/SIDE BOARD	18.40		
4554JAN16	1590	V01107	01	02/16/2016	003-6420-559.27-10	COLOR BY DESIGN/PAINT	11.66		
6122JAN16	1600	V01108	01	02/16/2016	003-6420-559.27-10	CHENEY DOOR/SENSOR	95.66		
6122JAN16	1606	V01108	01	02/16/2016	003-6420-559.27-10	STANION/LIGHT FIXTURE	130.82		
6122JAN16	1615	V01108	01	02/16/2016	003-6420-559.27-10	SUNFLOWER ELECT/RECEPTICA	49.64		
3440JAN16	1224	V00958	01	02/11/2016	008-6920-570.32-24	PRAIRIELAND/LOOPS/SLIM BA	190.93		
3440JAN16	1225	V00958	01	02/11/2016	008-6920-570.32-24	VANWALL/BEARINGS/SCREWS/K	1,668.54		
7436JAN16	1244	V00966	01	02/11/2016	008-6920-570.32-07	DILLONS/CONCESSION PRODUC	168.67		

VEND NO	SEQ#	VENDOR NAME	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE	VOUCHER	P.C.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
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7436JAN16	1245	V00966	01	02/11/2016	008-6920-570.39-50	JOYS/SHIPPING	85.43	
7436JAN16	1247	V00966	01	02/11/2016	008-6920-570.32-07	WALMART/CORN OIL	35.92	
3298JAN16	1248	V00967	01	02/11/2016	008-6920-570.29-57	AIRGAS/CO2	12.00	
3298JAN16	1250	V00967	01	02/11/2016	008-6920-570.27-50	FAIRVIEW SERV/BLADE SHARP	29.00	
3298JAN16	1251	V00967	01	02/11/2016	008-6920-570.32-14	HARLEYS/TOOL REPAIR	210.00	
3298JAN16	1252	V00967	01	02/11/2016	008-6920-570.32-14	ROSE MTR/AIR COUPLER	4.62	
3298JAN16	1253	V00967	01	02/11/2016	008-6920-570.32-18	SWS PLMBG/ADAPTER	17.36	
2013JAN16	1581	V01104	01	02/16/2016	008-6920-570.32-14	ATC MEDICAL/HYDRAULIC LIF	385.31	
2013JAN16	1582	V01104	01	02/16/2016	008-6920-570.29-53	GCSAA/DUES	130.00	
2013JAN16	1583	V01104	01	02/16/2016	008-6920-570.29-60	GOLF IND SHOW//REGIST FEE	420.00	
2013JAN16	1584	V01104	01	02/16/2016	008-6920-570.29-53	KS GOLF COURSE/DUES	80.00	
2013JAN16	1585	V01104	01	02/16/2016	008-6920-570.29-53	KS TURFGRASS FOUN/DUES	75.00	
6122JAN16	1597	V01108	01	02/16/2016	008-6920-570.32-15	AMERICAN ELECT/CIRCUIT BR	21.00	
6122JAN16	1617	V01108	01	02/16/2016	008-6920-570.32-15	SUNFLOWER ELECT/JCT BOX/P	9.91	
4190JAN16	1235	V00962	01	02/11/2016	031-6991-567.32-14	AIRGAS/SPOOLRUNNER	271.48	
4190JAN16	1236	V00962	01	02/11/2016	031-6991-567.32-16	COOPER TIRE/TIRE REPAIR	27.49	
4190JAN16	1237	V00962	01	02/11/2016	031-6991-567.32-14	TRACTOR SUPP/RUBBER WHEEL	39.98	
4190JAN16	1238	V00962	01	02/11/2016	031-6991-567.32-14	WESTLAKE/STARTER FLUID	18.47	
7694JAN16	1034	V00884	01	02/10/2016	032-9210-432.21-90	DILLONS/HEALTH SCREENING	124.52	
7694JAN16	1035	V00884	01	02/10/2016	032-9210-432.21-90	DILLONS/HEALTH SCREENING	98.73	
9572JAN16	1126	V00935	01	02/11/2016	036-0000-640.29-00	SUMMIT RACING/BATTERY BOX	83.45	
9572JAN16	1128	V00935	01	02/11/2016	036-0000-640.29-00	FRONT RUNNER/BATTERY KIT	368.69	
9572JAN16	1132	V00935	01	02/11/2016	036-0000-640.29-00	HINT PERIPHERALS/BASE MOU	187.50	
9572JAN16	1134	V00935	01	02/11/2016	036-0000-640.29-00	DATA911/GLOVEBOX MOUNT	125.00	
9572JAN16	1137	V00935	01	02/11/2016	036-0000-640.29-00	DEL CITY/FUSES	61.68	
9572JAN16	1139	V00935	01	02/11/2016	036-0000-640.29-00	OREILLYS/BATTERIES	485.98	
9572JAN16	1158	V00935	01	02/11/2016	036-0000-640.29-00	FRONT RUNNER/BATTERY	368.69	
9572JAN16	1162	V00935	01	02/11/2016	036-0000-640.29-00	DEL CITY/WIRES	734.36	
8028JAN16	1166	V00936	01	02/11/2016	036-0000-640.29-00	PULSETECH/SOLAR PANELS	2,367.99	
8028JAN16	1169	V00936	01	02/11/2016	036-0000-640.29-00	AMAZON/FLOOR LINERS	93.86	
8829JAN16	1177	V00938	01	02/11/2016	036-0000-640.29-00	SPORTS SHACK/SHIRTS	568.65	
1163JAN16	1181	V00941	01	02/11/2016	036-0000-640.29-00	AMAZON/EXT CABLES	12.49	
3275JAN16	1340	V01005	01	02/12/2016	036-0000-640.29-00	WESTLAKE/PAINT	20.94	
4406JAN16	1024	V00880	01	02/10/2016	044-7420-700.32-09	WALMART/SHELTER SUPPLIES	22.30	
4406JAN16	1025	V00880	01	02/10/2016	044-7420-700.32-09	WESTLAKE/SHELTER SUPPLIES	64.99	
4406JAN16	1026	V00880	01	02/10/2016	044-7420-700.32-09	TRACTOR SUPP/SHELTER SUPP	9.98	
4406JAN16	1028	V00880	01	02/10/2016	044-7420-700.32-09	LOWES/SHELTER SUPPLIES	14.24	
7922JAN16	1336	V01004	01	02/12/2016	044-7420-700.32-14	VITAL INFO/ID TAGS	191.95	
7922JAN16	1337	V01004	01	02/12/2016	044-7420-700.29-60	KSU/TRAINING	125.00	
7922JAN16	1338	V01004	01	02/12/2016	044-7420-700.32-14	LOWES/SHELTER SUPPLIES	187.80	
8076JAN16	1218	V00955	01	02/11/2016	048-0000-630.32-41	DILLONS/FRUIT	4.66	
4927JAN16	1220	V00956	01	02/11/2016	050-6971-573.29-57	HUTCH NEWS/SUBSCRIPTION	17.78	
1118JAN16	1264	V00969	01	02/11/2016	050-6971-573.27-10	FERGUSON/SENSOR KIT/BATTE	1,692.90	
1118JAN16	1265	V00969	01	02/11/2016	050-6971-573.27-10	FERGUSON/MANU TEMP MIX VA	242.87	
7292JAN16	1282	V00970	01	02/11/2016	050-6971-573.32-14	FASTENAL/CABLE TIES	24.55	
7292JAN16	1283	V00970	01	02/11/2016	050-6971-573.32-14	HOME DEPOT/PUNCH/DRILL/TO	486.25	
7292JAN16	1284	V00970	01	02/11/2016	050-6971-573.32-21	LONGS/AIRPORT COATS	231.00	
7292JAN16	1285	V00970	01	02/11/2016	050-6971-573.32-14	LOWES/MATERIALS	323.19	
7292JAN16	1286	V00970	01	02/11/2016	050-6971-573.27-10	LOWES/WATER HEATER	265.05	

VEND NO	SEQ#	VENDOR NAME				ITEM	CHECK	EFT, BPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCCOUNT	DESCRIPTION	AMOUNT	HAND- ISSUED
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7292JAN16	1287	V00970	01	02/11/2016	050-6971-573.32-18	LOWES/GASKETS	4.71	
7292JAN16	1288	V00970	01	02/11/2016	050-6971-573.32-14	TRACTOR SUPP/CABINET/TRAY	49.96	
7292JAN16	1289	V00970	01	02/11/2016	050-6971-573.27-10	WESTERN SUPP/FLOOR DRAIN	18.56	
7292JAN16	1290	V00970	01	02/11/2016	050-6971-573.32-18	WESTLAKE/PLMBG PARTS	28.95	
3939JAN16	1366	V01007	01	02/12/2016	050-6971-573.27-10	GRAINGER/IGNITION BOARD	161.07	
6122JAN16	1608	V01108	01	02/16/2016	050-6971-573.27-10	STANION/EXT CORD/RECEPTIC	297.69	
6122JAN16	1611	V01108	01	02/16/2016	050-6971-573.32-15	STANION/LIGHT SWITCH	25.48	
4315JAN16	1427	V01049	01	02/15/2016	051-6621-491.32-14	ADVANCE TERM/RODENT BLOCK	105.00	
4315JAN16	1428	V01049	01	02/15/2016	051-6621-491.32-14	LOWES/ADHENSIVE/BRUSHES	20.92	
4315JAN16	1429	V01049	01	02/15/2016	051-6621-491.32-14	WESTLAKE/WRENCH SET	39.98	
3704JAN16	1430	V01050	01	02/15/2016	051-6621-491.32-14	AIRGAS/NITROGEN	8.90	
3704JAN16	1431	V01050	01	02/15/2016	051-6621-491.32-14	FASTENAL/PUMP VALVE/SCALA	66.42	
3704JAN16	1432	V01050	01	02/15/2016	051-6621-491.32-14	GRAINGER/FILTERS/GUAGE	476.45	
3704JAN16	1433	V01050	01	02/15/2016	051-6621-491.32-18	GRAINGER/SS BRUSHING/PLUG	82.15	
3704JAN16	1434	V01050	01	02/15/2016	051-6621-491.32-14	HIGH REACH/LIFT	185.00	
3704JAN16	1435	V01050	01	02/15/2016	051-6621-491.32-14	LOWES/LADDER/COOLANT DIPS	153.40	
3704JAN16	1436	V01050	01	02/15/2016	051-6621-491.32-18	MCMMASTER/FILTER/PLUG	62.78	
3704JAN16	1437	V01050	01	02/15/2016	051-6621-491.22-20	MCMMASTER/FREIGHT	19.71	
3704JAN16	1438	V01050	01	02/15/2016	051-6621-491.32-14	OREILLYS/ANTI FREEZE/COOL	49.25	
3704JAN16	1439	V01050	01	02/15/2016	051-6621-491.32-18	STANION/WELDER PLUG	29.49	
3704JAN16	1440	V01050	01	02/15/2016	051-6621-491.32-15	STANION/PUMP VALVE	320.47	
3704JAN16	1441	V01050	01	02/15/2016	051-6621-491.32-18	USA BLUEBOOK/LINE CLAMP	150.95	
3704JAN16	1442	V01050	01	02/15/2016	051-6621-491.22-20	USA BLUEBOOK/FREIGHT	21.30	
3704JAN16	1443	V01050	01	02/15/2016	051-6621-491.32-18	WESTLAKE/AIR REG INSTALL	3.98	
1727JAN16	1444	V01051	01	02/15/2016	051-6621-491.32-18	B & B HYDR/FITTINGS	29.10	
1727JAN16	1445	V01051	01	02/15/2016	051-6621-491.32-14	ROSE MTR/FILTER	50.22	
1727JAN16	1446	V01051	01	02/15/2016	051-6621-491.32-14	ROSE MTR/TAX CREDIT	3.64-	
1727JAN16	1447	V01051	01	02/15/2016	051-6621-491.32-18	TRACTOR SUPP/PSI REGULATO	27.99	
3531JAN16	1448	V01052	01	02/15/2016	051-6621-491.32-18	GRAINGER/THREAD OUTLET	57.63	
3531JAN16	1449	V01052	01	02/15/2016	051-6621-491.32-15	INVENSYS/TAX CREDIT	69.59-	
6363JAN16	1450	V01053	01	02/15/2016	051-6621-491.32-13	CULLIGAN/LAB WATER	11.80	
6363JAN16	1451	V01053	01	02/15/2016	051-6621-491.32-18	FASTENAL/SKID VALVES	41.02	
6363JAN16	1452	V01053	01	02/15/2016	051-6621-491.32-14	HIGH REACH/SCISSOR LIFT	340.00	
6363JAN16	1453	V01053	01	02/15/2016	051-6621-491.32-14	TRACTOR SUPP/TAPE MEASURE	11.98	
6363JAN16	1454	V01053	01	02/15/2016	051-6621-491.32-18	WESTERN SUPP/PLUGS/BUSHIN	20.26	
3322JAN16	1457	V01054	01	02/15/2016	051-6621-491.22-20	HACH CO/FREIGHT	41.67	
3322JAN16	1458	V01054	01	02/15/2016	051-6621-491.32-13	HACH CO/INDICATORS	328.88	
6122JAN16	1610	V01108	01	02/16/2016	051-6621-491.32-15	STANION/CONDUIT	477.08	
0610JAN16	1205	V00951	01	02/11/2016	051-6624-492.32-10	RENO CO TREAS/TAG RENEW	431.53	
0610JAN16	1206	V00951	01	02/11/2016	051-6624-492.32-10	RENO CO TREAS/TAG RENEW	4,971.76	
1118JAN16	1271	V00969	01	02/11/2016	051-6624-492.27-10	ROSE MTR/PARTS	18.92	
1118JAN16	1274	V00969	01	02/11/2016	051-6624-492.27-10	WESTERN SUPP/AIRLINE PART	43.92	
3143JAN16	1492	V01057	01	02/15/2016	051-6624-492.32-21	FASTENAL/STEEL BANDED EAR	36.20	
3143JAN16	1493	V01057	01	02/15/2016	051-6624-492.32-18	FERGUSON/PIPE CLEANER	43.60	
3143JAN16	1494	V01057	01	02/15/2016	051-6624-492.32-31	PRAIRIELAND/OIL	23.40	
3143JAN16	1495	V01057	01	02/15/2016	051-6624-492.32-14	ROSE MTR/HAMMER/BOLTS	62.65	
3143JAN16	1496	V01057	01	02/15/2016	051-6624-492.32-21	SAYOR CLEANERS/CLEANING	5.00	
3143JAN16	1497	V01057	01	02/15/2016	051-6624-492.32-14	SUNFLOWER ELECT/WIRE PART	64.72	
5643JAN16	1498	V01058	01	02/15/2016	051-6624-492.32-21	HEARTLAND OUTDOOR/BOOTS	109.99	

VEND NO	SEQ#	VENDOR NAME			ACCOUNT	ITEM	CHECK	EFT, EPAY OR
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5643JAN16	1499	V01058	01	02/15/2016	051-6624-492.32-14	HOME DEPOT/PUNCH KIT	12.96	
5643JAN16	1500	V01058	01	02/15/2016	051-6624-492.32-14	LOWES/GREASE GUNS	425.20	
5643JAN16	1501	V01058	01	02/15/2016	051-6624-492.32-12	LOWES/MAILBOX POST	23.72	
5643JAN16	1502	V01058	01	02/15/2016	051-6624-492.32-14	WESTLAKE/SCREWDRIVER	17.98	
5643JAN16	1503	V01058	01	02/15/2016	051-6624-492.31-01	WESTLAKE/DESK KEY	1.99	
5643JAN16	1504	V01058	01	02/15/2016	051-6624-492.32-21	SAYLOR CLEANERS/CLEANING	5.00	
4281JAN16	1505	V01059	01	02/15/2016	051-6624-492.32-14	LOWES/BOLTS/COTTER PINS	110.33	
4281JAN16	1506	V01059	01	02/15/2016	051-6624-492.32-20	MIDWEST IRON/REPAIR LIGHT	4.99	
4281JAN16	1507	V01059	01	02/15/2016	051-6624-492.32-18	MORRISON SUPP/BUSHING/GRE	63.54	
4281JAN16	1508	V01059	01	02/15/2016	051-6624-492.32-18	ORSCHELN/COUPLER/HOSE ADA	33.24	
4281JAN16	1509	V01059	01	02/15/2016	051-6624-492.32-14	ROSE MTR/BOLTS/NUTS/WASHE	274.82	
4554JAN16	1588	V01107	01	02/16/2016	051-6624-492.27-10	COLOR BY DESIGN/PAINT	11.67	
6122JAN16	1598	V01108	01	02/16/2016	051-6624-492.27-10	CHENEY DOOR/SENSOR	95.67	
6122JAN16	1604	V01108	01	02/16/2016	051-6624-492.27-10	STANION/LIGHT FIXTURES	130.82	
6122JAN16	1616	V01108	01	02/16/2016	051-6624-492.27-10	SUNFLOWER ELECT/RECEPTICA	49.63	
3322JAN16	1455	V01054	01	02/15/2016	052-6510-494.32-13	FISHER SCI/SOLUTION/GLOVE	82.43	
3322JAN16	1456	V01054	01	02/15/2016	052-6510-494.22-20	FISHER SCI/FREIGHT	15.10	
3322JAN16	1459	V01054	01	02/15/2016	052-6510-494.32-13	HACH CO/SULFATE & ABSENCE	228.10	
3322JAN16	1460	V01054	01	02/15/2016	052-6510-494.22-20	IDEXX/FREIGHT	16.08	
3322JAN16	1461	V01054	01	02/15/2016	052-6510-494.32-13	IDEXX/VESSELS	124.26	
3322JAN16	1462	V01054	01	02/15/2016	052-6510-494.32-13	IDEXX/DISPOSABLE TRAYS	420.34	
3322JAN16	1463	V01054	01	02/15/2016	052-6510-494.22-20	IDEXX/FREIGHT	28.38	
3322JAN16	1464	V01054	01	02/15/2016	052-6510-494.32-13	MIDLAND SCI/PHENYLARSINE	73.96	
3322JAN16	1465	V01054	01	02/15/2016	052-6510-494.22-20	MIDLAND SCI/FREIGHT	20.25	
3322JAN16	1466	V01054	01	02/15/2016	052-6510-494.32-13	USA BLUEBOOK/PHOSPHATE BU	112.64	
3322JAN16	1467	V01054	01	02/15/2016	052-6510-494.22-20	USA BLUEBOOK/FREIGHT	30.86	
1215JAN16	1468	V01055	01	02/15/2016	052-6510-494.32-15	CENTRAL ELECT/BEARINGS	56.00	
1215JAN16	1469	V01055	01	02/15/2016	052-6510-494.32-17	COLOR BY DESIGN/PAINT	85.00	
1215JAN16	1470	V01055	01	02/15/2016	052-6510-494.32-14	LOWES/HEATER/SOCKETS/HEAD	121.53	
1215JAN16	1471	V01055	01	02/15/2016	052-6510-494.32-15	LOWES/ELECT COVERS	15.97	
1215JAN16	1472	V01055	01	02/15/2016	052-6510-494.32-17	LOWES/PAINT THINNER	10.44	
1215JAN16	1473	V01055	01	02/15/2016	052-6510-494.32-15	SUNFLOWER ELECT/ELECT REC	76.81	
1215JAN16	1474	V01055	01	02/15/2016	052-6510-494.32-17	TRACTOR SUPP/PAINT/PAINT	39.97	
1215JAN16	1475	V01055	01	02/15/2016	052-6510-494.32-14	WESTLAKE/TOOLBOX/SCREWDRI	109.98	
5517JAN16	1476	V01056	01	02/15/2016	052-6510-494.32-17	COLOR BY DESIGN/PAINT	99.00	
5517JAN16	1477	V01056	01	02/15/2016	052-6510-494.32-18	FERGUSON/PIPE FITTING	17.60	
5517JAN16	1478	V01056	01	02/15/2016	052-6510-494.32-14	FISHER SCI/SENSOR SET	363.93	
5517JAN16	1479	V01056	01	02/15/2016	052-6510-494.32-14	IFM EFECTOR/FLOW SENSOR	445.00	
5517JAN16	1480	V01056	01	02/15/2016	052-6510-494.32-14	OREILLYS/OIL FILTER	10.71	
5517JAN16	1481	V01056	01	02/15/2016	052-6510-494.32-24	OREILLYS/BATTERY	40.10	
5517JAN16	1482	V01056	01	02/15/2016	052-6510-494.32-14	ORSCHELN/CASTER ASSEMBLY	17.99	
5517JAN16	1483	V01056	01	02/15/2016	052-6510-494.22-20	PAYPAL/FREIGHT	17.41	
5517JAN16	1484	V01056	01	02/15/2016	052-6510-494.32-14	PAYPAL/METER DIGESTER	139.99	
5517JAN16	1485	V01056	01	02/15/2016	052-6510-494.32-24	PAYPAL/MOWER PARTS	4.95	
5517JAN16	1486	V01056	01	02/15/2016	052-6510-494.32-15	SUNFLOWER ELECT/BALLAST	154.40	
5517JAN16	1487	V01056	01	02/15/2016	052-6510-494.32-14	TRACTOR SUPP/BRUSH/CASTER	73.96	
5517JAN16	1488	V01056	01	02/15/2016	052-6510-494.32-11	TRACTOR SUPP/MINERAL OIL	35.98	
5517JAN16	1489	V01056	01	02/15/2016	052-6510-494.32-14	WALMART/MICROWAVE	73.00	
5517JAN16	1490	V01056	01	02/15/2016	052-6510-494.32-18	WESTERN SUPP/PIPE FITTING	30.11	

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5517JAN16	1491	V01056	01	02/15/2016	052-6510-494.32-14	WESTLAKE/SPRAYER/HOSE/STE	75.95		
0858JAN16	1196	V00947	01	02/11/2016	052-6520-495.32-14	LOWES/RAKES	37.96		
0858JAN16	1197	V00947	01	02/11/2016	052-6520-495.32-14	TRACTOR SUPP/LINCH PINS	5.98		
0858JAN16	1198	V00947	01	02/11/2016	052-6520-495.32-14	WESTLAKE/CABLE/CLAMPS	13.74		
7250JAN16	1199	V00948	01	02/11/2016	052-6520-495.32-14	LOWES/FLEX SEAL	12.31		
0866JAN16	1200	V00949	01	02/11/2016	052-6520-495.32-14	COLLADAY/SHOVELS	114.78		
0866JAN16	1201	V00949	01	02/11/2016	052-6520-495.32-21	ORSHELIN/BOOTS	49.99		
0866JAN16	1202	V00949	01	02/11/2016	052-6520-495.32-14	WESTLAKE/HAMMERS/SCREWDRI	105.74		
1118JAN16	1269	V00969	01	02/11/2016	052-6520-495.27-10	ROSE MTR/PARTS	18.92		
1118JAN16	1275	V00969	01	02/11/2016	052-6520-495.27-10	WESTERN SUPP/AIRLINE PART	43.92		
4554JAN16	1589	V01107	01	02/16/2016	052-6520-495.27-10	COLOR BY DESIGN/PAINT	11.67		
6122JAN16	1599	V01108	01	02/16/2016	052-6520-495.27-10	CHENEY DOOR/SENSOR	95.67		
6122JAN16	1605	V01108	01	02/16/2016	052-6520-495.27-10	STANION/LIGHT FIXTURES	130.82		
6122JAN16	1614	V01108	01	02/16/2016	052-6520-495.27-10	SUNFLOWER ELECT/RECEPTICA	49.63		
7436JAN16	1246	V00966	01	02/11/2016	089-9900-650.29-00	LOWES/MATERIALS	395.00		
3298JAN16	1249	V00967	01	02/11/2016	089-9900-650.29-00	COLOR BY DESIGN/PAINT	192.00		
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0002577	00	VITREO RETINAL CONSULTANTS							
31558/WINTERS	1115	V00929	01	02/11/2016	001-2300-430.21-70	FFDE EXAM ORDERED BY HR/B	140.00		
						VENDOR TOTAL *	140.00		
0005913	00	WALMART RESTITUTION RECOVERY							
MC1500941FINAL	1372	V01008	01	02/12/2016	048-0000-630.29-01	RESTITUTION JONATHAN ADAM	43.77		
						VENDOR TOTAL *	43.77		
0007092	00	WATCH GUARD VIDEO							
4BOINV0001021	1621	V01111	01	02/16/2016	001-7130-502.43-08	ROBOT/PO #160219	4,045.00		
4REINV0004337	1620	V01110	01	02/16/2016	036-0000-640.29-00	CAMERAS/CABLE/SOFTWARE MA	28,076.00		
						VENDOR TOTAL *	32,121.00		
0001503	00	WEIS FIRE & SAFETY EQ CO INC							
149562	1116	V00930	01	02/11/2016	001-7230-522.32-21	HELMETS	664.18		
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0004484	00	WESTAR ENERGY							
4674335501JAN161039		V00887	01	02/10/2016	001-3100-452.26-10	JAN 16 SERVICE	432.97		
4674335501JAN161055		V00887	01	02/10/2016	001-4110-461.26-10	JAN 16 SERVICE	23.63		
4674335501JAN161058		V00887	01	02/10/2016	001-4110-461.26-10	JAN 16 SERVICE	42.24		
4674335501JAN161041		V00887	01	02/10/2016	001-6150-574.26-10	JAN 16 SERVICE	23.63		
4674335501JAN161040		V00887	01	02/10/2016	001-6215-552.26-10	JAN 16 SERVICE	8,315.65		
8831865106FEB161038		V00886	01	02/10/2016	001-6810-453.26-10	STREET LIGHTS	61,622.72		
4674335501JAN161042		V00887	01	02/10/2016	001-6810-453.26-10	JAN 16 SERVICE	3,033.13		
9241402343FEB161373		V01009	01	02/12/2016	001-6810-453.26-10	FEB 16 SERV/WELC TO HUTCH	31.99		
4674335501JAN161043		V00887	01	02/10/2016	001-6910-560.26-10	JAN 16 SERVICE	544.13		
4674335501JAN161045		V00887	01	02/10/2016	001-6940-561.26-10	JAN 16 SERVICE	4,531.23		
7453156885FEB161622		V01112	01	02/16/2016	001-6940-561.26-10	FEB 16 SERV/GEO PYLE PARK	25.78		
4674335501JAN161049		V00887	01	02/10/2016	001-6945-562.26-10	JAN 16 SERVICE	2,582.57		
4674335501JAN161046		V00887	01	02/10/2016	001-6970-564.26-10	JAN 16 SERVICE	923.53		

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4674335501	JAN161048	V00887	01	02/10/2016	001-6990-566.26-10	JAN 16 SERVICE	1,614.70	
4674335501	JAN161051	V00887	01	02/10/2016	001-6995-693.26-10	JAN 16 SERVICE	210.20	
4674335501	JAN161052	V00887	01	02/10/2016	001-7160-507.26-10	JAN 16 SERVICE	44.68	
4674335501	JAN161053	V00887	01	02/10/2016	001-7250-523.26-10	JAN 16 SERVICE	5,953.94	
4674335501	JAN161054	V00887	01	02/10/2016	003-6420-559.26-10	JAN 16 SERVICE	1,625.53	
4674335501	JAN161056	V00887	01	02/10/2016	008-6920-570.26-10	JAN 16 SERVICE	1,201.88	
4674335501	JAN161044	V00887	01	02/10/2016	009-6930-571.26-10	JAN 16 SERVICE	529.48	
4674335501	JAN161050	V00887	01	02/10/2016	031-6991-567.26-10	JAN 16 SERVICE	1,294.79	
8043381842	FEB161374	V01010	01	02/12/2016	035-9840-474.29-40	FEB 16 SERV/POLICE IMP LO	157.80	
4674335501	JAN161057	V00887	01	02/10/2016	044-7420-700.26-10	JAN 16 SERVICE	1,172.48	
4674335501	JAN161059	V00887	01	02/10/2016	050-6971-573.26-10	JAN 16 SERVICE	3,318.31	
4674335501	JAN161060	V00887	01	02/10/2016	051-6621-491.26-10	JAN 16 SERVICE	52,374.71	
4674335501	JAN161061	V00887	01	02/10/2016	051-6624-492.26-10	JAN 16 SERVICE	1,980.56	
4674335501	JAN161062	V00887	01	02/10/2016	052-6510-494.26-10	JAN 16 SERVICE	3,390.81	
4674335501	JAN161063	V00887	01	02/10/2016	052-6520-495.26-10	JAN 16 SERVICE	1,600.56	
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0005755	00	WICHITA STATE UNIVERSITY						
39391	1065	V00888	01	02/10/2016	001-2100-420.29-60	DEARDOFF/KS TAX LID SEMIN		EFT: 130.00
VENDOR TOTAL *							.00	130.00
0001345	00	WILSON & COMPANY, INC.						
63625	1066	V00889	01	02/10/2016	088-9900-650.29-00	LEVEE CERT. PHASE II/DECI	1,948.52	
VENDOR TOTAL *							1,948.52	
0006398	00	WOODARD MERCANTILE						
131602050002	1117	V00931	01	02/11/2016	001-6945-562.32-06	ANIMAL FOOD	746.92	
VENDOR TOTAL *							746.92	
0004551	00	YINGLING, JASON						
REIMBR/YINGLING1623	V01113	01	02/16/2016	001-7130-502.32-14	AMAZON/AIR WEDGE TOOL/CAR		39.80	
VENDOR TOTAL *							39.80	
0007203	00	ZAYO GROUP LLC						
016715FEB16	1118	V00932	01	02/11/2016	051-6621-491.26-40	JAN 16 SERVICE		EFT: 250.00
016715FEB16	1119	V00932	01	02/11/2016	052-6510-494.26-40	JAN 16 SERVICE		EFT: 250.00
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0006651	00	911 CUSTOM, LLC						
19889	1575	V01098	01	02/16/2016	001-7130-502.32-21	TACTICAL OUTER CARRIER	197.00	
18574	1576	V01099	01	02/16/2016	001-7130-502.32-21	LAPD CARRIER	100.92	
18470	1577	V01100	01	02/16/2016	001-7130-502.32-21	LAPD CARRIER	100.92	
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TOTAL EXPENDITURES ****							936,537.98	244,694.48

PREPARED 02/17/2016, 9:50:29
PROGRAM: GM339L
City of Hutchinson

EXPENDITURE APPROVAL LIST
AS OF: 02/17/2016 CHECK DATE: 02/17/2016

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012716	000167		01	02/12/2016	032-9210-432.29-04	INSURANCE CLAIMS	CHECK #: 2016029	44,154.75
020316	000168		01	02/12/2016	032-9210-432.29-04	INSURANCE CLAIMS	CHECK #: 2016030	31,750.88
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0000293	00	BLUE CROSS BLUE SHIELD OF KANSAS						
020216	000160		01	02/12/2016	032-9210-432.29-04	INSURANCE CLAIMS	CHECK #: 2016024	23,697.40
020316	000164		01	02/12/2016	032-9210-432.29-04	INSURANCE CLAIMS	CHECK #: 2016027	27.09
020316	000165		01	02/12/2016	032-9210-432.29-04	INSURANCE CLAIMS	CHECK #: 2016027	15,775.56
						VENDOR TOTAL *	.00	39,500.05
0000016	00	CITY BEVERAGE COMPANY INC						
253851	000161		01	02/12/2016	008-6920-570.32-40	PRODUCT RETURN	CHECK #: 2016025	29.58-
252062	000162		01	02/12/2016	008-6920-570.32-40	BEER	CHECK #: 2016025	127.00
						VENDOR TOTAL *	.00	97.42
0006330	00	COBRAGUARD, INC						
4547469	000163		01	02/12/2016	032-9210-432.21-70	INSURANCE SERVICES	CHECK #: 2016026	390.00
						VENDOR TOTAL *	.00	390.00
0007327	00	SURENCY LIFE AND HEALTH						
021216	000169		01	02/12/2016	032-9210-432.29-04	INSURANCE CLAIMS	CHECK #: 2016031	270.00
						VENDOR TOTAL *	.00	270.00
						HAND ISSUED TOTAL ***		125,505.24
						TOTAL EXPENDITURES ****	.00	125,505.24
						GRAND TOTAL *****		125,505.24

COUNCIL COMMUNICATION	
FOR MEETING OF	3-01-16
AGENDA ITEM	602
FOR ACTION	✓
INFORMATION ONLY	

City of Hutchinson

Finance Department

Interoffice Memorandum

To: City Council and John Deardoff, City Manager
From: Frank Edwards, Director of Finance
Date: May 1, 2016
Re: Resolution Permitting Fairfield Inn Consent to Mortgage

BACKGROUND

The City of Hutchinson previously issued taxable Industrial Revenue Bonds (IRB's) for building a hotel at 1111 N. Lorraine known as the Fairfield Inn. The City also leased this property to Hutchinson Hotel LLC (the tenant). While the City owns the property the tenant assumes all responsibilities of the property and the City has no liabilities for this property.

ISSUE

The tenant is requesting consent from the City to approve a leasehold mortgage. The tenant intends to purchase 100% of the outstanding Bonds which will be placed as collateral for the mortgage. Our legal counsel, Kutak Rock LLP has reviewed the Resolution and supports approving the document

PROCEDURE

If the City Council must decide to approve or reject this Resolution. Staff recommends approving the Resolutions as presented.

RESOLUTION NO. 2016 R _____

A RESOLUTION CONSENTING TO A LEASEHOLD MORTGAGE IN CONNECTION WITH A FACILITY FINANCED WITH INDUSTRIAL REVENUE BONDS (FAIRFIELD INN PROJECT).

WHEREAS, the City of Hutchinson, Kansas (the “City”), has previously issued its Taxable Industrial Revenue Bonds, Series A, 2011 (Fairfield Inn Project), in the aggregate principal amount not to exceed \$4,000,000 (the “Series A Bonds”) and its Taxable Industrial Revenue Bonds, Series B, 2011 (Fairfield Inn Project), in the aggregate principal amount not to exceed \$2,300,000 (the “Series B Bonds” and together with the Series A Bonds, the “Bonds”); and

WHEREAS, the proceeds of the Bonds were used to finance the acquisition, construction, equipping and furnishing of a hotel facility located at 1111 North Lorraine Street in the City (the “Facility”), which Facility is leased by the City to Hutchinson Hotel LLC (the “Tenant”), pursuant to a Lease dated as of May 1, 2011 (the “Lease”), between the City and the Tenant; and

WHEREAS, pursuant to Section 9.2 of the Lease, the Tenant may mortgage its interest in the Lease with the prior written consent of the City and the owners of 100% of the Series A Bonds; and

WHEREAS, the Tenant is the owner of, or intends to purchase, 100% of the outstanding Bonds and intends to pledge the Bonds to Rose Hill Bank (the “Bank”), as collateral for a loan from the Bank to the Tenant (the “Loan”); and

WHEREAS, the Bank has requested that the City consent to the Tenant’s grant of a leasehold mortgage to the Bank for the purpose of securing the Loan as described in that certain Mortgage and Security Agreement by the Tenant in favor of the Bank securing the maximum aggregate principal amount of \$5,250,000 in substantially the form on file with the City Clerk (the “Leasehold Mortgage”); and

WHEREAS, under the terms of the Lease, the mortgage of the Tenant’s interest in the Lease does not relieve the Tenant of its liability to perform its duties and obligations under the Lease;

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

Section 1. The City hereby consents to the Tenant’s grant of the Leasehold Mortgage for the purposes herein described. The Mayor, City Clerk or other officers or agents of the City are authorized to execute such other documents as may be necessary in connection with the City’s consent provided such documents are consistent with the intent of this Resolution.

Section 2. This Resolution shall take effect and be in full force immediately after its adoption by the City Council of the City.

ADOPTED by the Governing Body of the City of Hutchinson, Kansas on March 1, 2016.

CITY OF HUTCHINSON, KANSAS

Jade Piros de Carvalho, Mayor

(Seal)

ATTEST

Karen Weltmer, City Clerk



CITY COUNCIL AGENDA REPORT

DATE: February 23, 2016

SUBMITTED BY: Jana McCarron, AICP
Director of Planning and Development

Casey Jones, AICP, CFM
Senior Planner

COUNCIL COMMUNICATION	
FOR MEETING OF	March 1, 2016
AGENDA ITEM	6b
FOR ACTION	X
INFORMATION ONLY	

REQUEST: Case #16-PLN-04
Request for repeal of the existing regulations and adoption of new regulations pertaining to Chapter 4, *Historic Preservation of the Hutchinson City Code*

CITY COUNCIL ACTION REQUIRED:

Motion to (approve and adopt/amend and adopt/return to the Landmarks Commission) the recommendation of the Landmarks Commission to repeal existing and adopt new regulations for Chapter 4, *Historic Preservation of the Hutchinson City Code*. (See **Exhibit 1**)

LANDMARKS COMMISSION RECOMMENDATION:

The Landmarks Commission, on a motion by Holmes, seconded by McGovern, recommended approval of this request by a vote of 5-0, with Commissioners Armstrong and Schmitt absent. (See **Exhibit 2**)

BACKGROUND:

The City's current *Historic Preservation Regulations* were adopted in 1991 (Ord. 7346). In 2011, the City began the process of making amendments to the current regulations. Due to the number of amendments desired by staff, the Landmarks Commission and the State, a completely new Historic Preservation Ordinance was developed. Work on the new regulations was slowed by numerous staffing changes that occurred in the Planning and Development Department. On June 26, 2014, the Landmarks Commission reviewed and approved a final draft, which was then forwarded to the City Attorney for review and comment. The City Attorney transmitted his comments to the Planning and Development Department in February 2015; however, due to workload and staffing constraints, the regulations were not forwarded to City Council at that time.

On April 23, 2015, staff provided the Landmarks Commission with a copy of the regulations to ensure no additional changes were desired. The Landmarks Commission concurred with their original recommendation to approve the new regulations. A motion to approve the revisions to the Preservation Ordinance was made by Maready, seconded by Sipe, and passed by a vote of 6-0. (See **Exhibit 3**)

Please note that the proposed regulations apply to **local landmarks only**. **All historic properties that are on the state and national registers will continue to be reviewed using the *Secretary of the Interior's Standards for Rehabilitation* and according to State Statute and Federal Law.**

ANALYSIS:

Exhibit 4 contains a comparison between the existing regulations and the proposed regulations according to the following criteria:

	Description
Addition	A new provision not formerly in the <i>Historic Preservation Regulations</i> .
Clarification	A change intended to make the regulations easier to understand or interpret.
Correction	A change to correct either grammatical errors or to reflect operational changes.
Deletion	Removal of a portion of the code.
Modification	A change in policy, standard or practice.

Significant changes between the existing and proposed regulations include:

- Updated definitions of terms used;
- Historic Review for local landmarks is to be based upon the *Secretary of the Interior's Standards for Rehabilitation*, the same standards for review of state and national register historic properties;
- Added provisions to establish a Design Review Committee;
- Added provisions for Certificate of Appropriateness and Certificate of Economic Hardship;
- Added public hearing requirement for appeals to City Council;
- Added factors to be considered during City Council review of appeals; and
- Deleted references to a Preservation Association.

STATE REVIEW:

The State Historic Preservation Office (SHPO) has reviewed and approved the proposed regulations.

ATTACHMENTS:

- Exhibit 1 – Proposed Historic Preservation Ordinance
- Exhibit 2 – Landmarks Commission Minutes, June 26, 2014
- Exhibit 3 – Landmarks Commission Minutes, April 23, 2015
- Exhibit 4 – Overview of Proposed Amendments

Introduced: March 1, 2016
Passed: March 1, 2016
Published: March 4, 2016

ORDINANCE NO. 2016 - _____

**AN ORDINANCE AMENDING CHAPTER 4 – HISTORIC PRESERVATION,
OF THE CODE OF THE CITY OF HUTCHINSON, KANSAS.**

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF
HUTCHINSON, KANSAS:

Section 1. That Chapter 4 of the Hutchinson City Code be amended as follows:

CHAPTER 4

HISTORIC PRESERVATION

Article I. General

Sec. 4-101. Title.

This chapter shall be known as the "Historic Preservation Chapter" or the "Historic Preservation Ordinance" of the City, may be cited as such, and will be referred to herein as "this Chapter."

Sec. 4-102. Statement of Purposes.

- a. The purposes of this chapter are to:
 - 1. Preserve buildings and sites of historic and architectural importance and safeguard the heritage and culture of Hutchinson;
 - 2. Promote orderly, efficient and harmonious development, including harmony in the outward appearance of buildings;
 - 3. Stabilize and improve property values;
 - 4. Encourage the maintenance of historic and architecturally significant structures, property and areas;
 - 5. Foster pride in Hutchinson and the appearance of the community, assist in attracting visitors to Hutchinson and help improve the overall economy of Hutchinson;

6. Promote the restoration and productive use of historic and architecturally significant structures, property and areas; and

7. Promote the study of history, culture and architectural design.

b. These purposes will be achieved by, among other things:

1. Creation of a Landmarks Commission;

2. Designation of historic and architecturally important structures, properties and districts;

3. Reviewing and approving or disapproving alterations to designated landmarks and structures or properties within landmark districts;

4. Reviewing and approving or disapproving new construction within landmark districts;

5. Reviewing, approving or disapproving, and making recommendation on proposed demolitions of designated landmarks, structures or properties;

6. Establishing maintenance recommendations for designated structures, properties or districts;

7. Creating resources for the community to access for purposes of education, awareness and active engagement in historic preservation; and\

8. Establishing a procedure whereby the City may accept preservation easements.

c. The regulations and standards listed herein have been made after reasonable consideration was given to the nature and character of historic and architecturally important structures, properties and districts within the City.

Sec. 4-103. Application.

Applications for all actions specified within this chapter shall be made on forms provided by the Administrator and within the timelines provided on the application form(s).

Sec. 4-104. Definitions.

For the purposes of this chapter, certain terms and words are hereby defined. Words used in the present tense include the future, words in the singular number include the plural and words in the plural number include the singular. The word "shall" is mandatory and not discretionary.

Accessory Structure shall mean a subordinate structure or portion of the main structure, located on the same property as, and the use of which is clearly incidental to, that of the main structure or to the principal use of the property on which it is located. Customary accessory structures include but are not limited to garages, carports, garden houses, storage sheds and children's playhouses.

Accessory Use shall mean a subordinate use which serves an incidental function to that of the principal use of the property. Customary accessory uses include but are not limited to tennis courts, swimming pools, air conditioners, barbecue ovens, fireplaces and off-street parking.

Acquisition shall mean the act or process of acquiring fee title or interest other than fee title of real property, including development rights.

Adaptive Use shall mean the process of changing the use of a structure or property to a use other than that for which the structure or property was originally designed.

Adjacent shall mean a structure or parcel having a common parcel boundary or located immediately next to a structure or parcel.

Administrator shall mean the designated individual assigned by the Governing Body to administer, interpret and enforce this chapter.

Alley shall mean a dedicated public right-of-way, other than a street, which provides only a secondary means of access to abutting property, the right-of-way of which is 20 feet or less in width.

Alteration shall mean, as applied to a structure, a change or rearrangement in the parts of an existing structure. Enlargement, whether by extending a side, increasing in height, or the moving from one location or position to another shall be considered as an alteration.

Applicant shall mean the owner, or duly designated representative, of a structure(s) or property(ies) proposed for nomination as a landmark or historic district; obtaining a building or demolition permit; receiving a certificate of appropriateness or certificate of economic hardship; establishing a preservation easement; or filing an appeal.

Application shall mean one of several forms provided by the Administrator to a person(s) who wishes to initiate a particular action, including nomination of a landmark or historic district; obtaining a building or demolition permit; receiving a certificate of appropriateness or certificate of economic hardship; establishing a preservation easement; or filing an appeal.

Building shall mean a structure, such as a house, barn, church, hotel, courthouse, city hall, social hall, commercial building, library, factory, mill, train depot, theater, school, store or similar construction, created to shelter any form of human activity. The term also may refer to a small group of buildings consisting of a main building and subsidiary buildings which

constitute a historically and functionally related unit such as a courthouse and jail, house and barn, mansion and carriage house, church and rectory, and farmhouse and related out-buildings.

Certificate of Appropriateness shall mean a certificate issued by the Commission or Administrator indicating historic review approval of plans for alteration, construction, removal or demolition of a landmark or of a structure within a landmark district, based primarily on design considerations.

Certificate of Economic Hardship shall mean a certificate issued by the Commission indicating its historic review approval of plans for alteration, construction, removal, or demolition of a landmark or of a structure within a landmark district, based primarily on economic considerations.

Certified Local Government (CLG) shall mean a program of the National Park Service designed to promote the preservation of prehistoric and historic sites, structures, objects, buildings, and historic districts by establishing a partnership between the local government, a division of the Kansas State Historical Society, and the National Park Service. A certified local government carries out the purposes of the National Historic Preservation Act, as amended. Each certified local government is required to maintain a system of ongoing surveys compatible with the Kansas State Historical Society process.

Character-Defining Feature shall mean a physical characteristic(s) or element(s) that indicates the integrity of design and materials of a historic property or a building or structure within a landmark district.

City shall mean the municipal corporation named the City of Hutchinson, Kansas.

City Council shall mean the Governing Body of the City of Hutchinson, Kansas.

City Limits shall mean the established corporate boundary of the City of Hutchinson, Kansas.

City's Legal Counsel shall mean any attorney specified by the Governing Body as responsible for assisting in the implementation of the provisions of this chapter.

Commission shall mean the Hutchinson Landmarks Commission.

Commissioners shall mean members of the Landmarks Commission, unless otherwise indicated.

Contributing shall mean a building, site, structure or object which adds to the architectural qualities, historic association or archeological values of a district for which a property is significant because:

- a. It was present during the pertinent historical time; or

- b. It possesses integrity and reflects its significant historic character or is capable of yielding important information about the pertinent historic period; or
- c. It independently meets the standards and criteria of this chapter.

County shall mean Reno County, Kansas.

Dedicate shall mean the transfer of ownership or property rights from the property owner to another individual or entity.

Demolition shall mean the partial or complete removal of a building or structure, the components of a building or structure, or the manmade components of the site where the building or structure is located, including walks, driveways, retaining walls, and fences.

Demolition by Neglect shall mean the failure to provide ordinary and necessary maintenance and repair to a landmark or a contributing structure located within a landmark district, whether such neglect is willful or not, on purpose or by design, by the owner or any party in possession of such a site, which results in the deterioration of features so as to create or permit an unsafe or dangerous condition to exist, as defined by Section 21-701 of the City Code.

Design Criteria shall mean a standard of appropriate activity that will preserve the historic and architectural character of a structure or area.

Design Review Committee shall mean a committee of no more than three voting members of the Landmarks Commission with one alternate which may be appointed by the Chairman when necessary to assist the Commission in reviewing Certificates of Appropriateness.

Designation shall mean official recognition of a historic landmark or historic district by the Commission and City Council according to the procedures and provisions in this Chapter.

Developer shall mean the legal property owner, the holder of a purchase option or contract, an entity having an interest in real property, or any agency of the legal property owner of any structure or property to be included in a development:

- a. Who causes it to be used for development;
- b. Who sells, leases or develops; offers to sell, lease or develop; or advertises for sale, lease or development any lot, plot, parcel, site, unit of interest, or structure for development; or
- c. Who engages directly or through an agent in the business or occupation of selling, leasing, developing, or offering for sale, lease or development, any lot, plot, parcel, site, unit of interest, or structure for development.

Development shall mean a subdivision; the construction or reconstruction of streets and utilities; the construction, expansion or remodeling of structures; a change in the use of a structure or parcel; or the clearing of land.

District shall mean an area that possesses a significant concentration, relationship among, or continuity of sites, buildings, structures or objects united historically or architecturally by plan or physical development. Districts include college campuses, the downtown area, residential areas, commercial areas, industrial complexes, civic centers, planned street systems and large parks. The term also may apply to individual associated or functionally related sites, buildings, structures or objects which are geographically separated. In such cases, visual continuity should not be necessary to convey the historic relationship of a group of related resources.

Easement shall mean the authorization by a property owner to allow specific uses of a designated part of a property by another individual, individuals or entity.

Emergency Demolition shall mean the demolition of a building or structure which the Building Official has determined is unfit for use or human habitation and for which conditions exist that are dangerous to the health, welfare or safety of the occupants of such structure, the occupants of neighboring structures, dwellings or other residents of the City.

Endangered Resource shall mean a resource under a known or anticipated threat of damage to the integrity or existence of the resource, such as:

- a. Immediate threat which will result in loss of or collapse of structure;
- b. Immediate threat or destruction by private action; and
- c. Condemnation for code violations.

Exterior Feature shall mean elements and components of the outer surface of a structure including, but not limited to, building materials, windows, outside doors, outdoor light fixtures, attached signs, fixtures, carvings, columns, railings, stairs and steps, retaining walls, fences and fence posts, hitching posts, decorations, dormers, chimneys, false fronts, paint colors, surfaces, surface textures or parapets.

Exterior Lighting shall mean lights installed outdoors on an outside wall, a roof, a standard pole or other device, not including lights that shine on or which are a part of a sign but including security lights, flood lights, decorative lights, parking lot lights and similar lights.

Façade shall mean the exterior face of a building which is the architectural front, sometimes distinguished by elaboration or architectural or ornamental details.

Feasible and Prudent Alternative shall mean an alternative solution that can be reasonably accomplished and that is sensible or realistic. Factors that shall be

considered when determining whether or not a feasible and prudent alternative exists include, but are not limited to, the following:

- a. Technical issues;
- b. Design issues;
- c. The project's relationship to the community-wide plan,
- d. Economic issues; and
- e. Planning issues or alternatives.

Fence shall mean an unroofed barrier or unroofed enclosing structure.

Governing Body shall mean the City Council of the City of Hutchinson, Kansas.

Historically or Architecturally Important shall mean that quality present in a structure, property or district because it:

- a. Is associated with an event or events that significantly contributed to the broad patterns of the history or architectural heritage of the City, Reno County, the State or the Nation;
- b. Is associated with the lives of a person or persons significant in the history of the City, Reno County, the State or the Nation;
- c. Embodies distinctive characteristics of a type, design, period or method of construction;
- d. Represents the work of a master or possesses high artistic value;
- e. Exemplifies the cultural, political, economic, social or historic heritage of the City;
- f. Contains elements of design, detail, materials or craftsmanship which represent a significant style of construction;
- g. Is part of or related to a square, park or other distinctive area that was or should be developed or preserved according to a plan based on a historic or architectural motif;
- h. Is an established and familiar visual feature of a neighborhood or the entire community; and
- i. Has yielded, or is likely to yield archeological artifacts and/or information.

Historic Preservation shall mean the study, identification, protection, restoration and rehabilitation of buildings, sites, structures, objects, districts and areas significant in the history, architecture, archeology or culture of the City, Reno County, the State or the Nation.

Historic Resource shall mean a district, site, land, area, building, structure or object, including appurtenances and environmental setting, which has historical, cultural, aesthetic, architectural and/or archeological significance, or other character-defining features with potential importance or value.

Improvement shall mean any physical change in a structure or property including the addition of exterior features, any change in landscape features, alteration of a structure, new construction, painting or repainting, reconstruction, restoration or remodeling, but excluding normal maintenance.

Interior Feature shall mean elements and components of the inside of a structure including, but not limited to, building materials, inside doors, door and window moldings, wall covering, paint colors, indoor light fixtures, lamps, furniture, draperies, fireplace hearths, stairways, appliances, heating and ventilating equipment, carvings, columns, railings, decorations and surface textures.

Kansas Register shall mean the current Kansas Register of Historic Places as prepared, approved and amended by the Kansas Historic Sites Board of Review and authorized by K.S.A. 75-2715 and following.

Key Contributing shall mean a building, site, structure or object of such an outstanding quality and state of preservation that it significantly adds to the architectural qualities, historic association, or archeological values of a landmark district because:

- a. It was present during the pertinent historic time;
- b. It possesses integrity and reflects its significant historic character or is capable of yielding important information about the pertinent historic period; and
- c. It independently meets the standards and criteria of this chapter.

Landmark shall mean a site, structure or object designated as a landmark by ordinance of the City Council, pursuant to procedures prescribed herein, that is worthy of rehabilitation, restoration, and preservation because of its historic and/or architectural significance to the City.

Landmark District shall mean a group of buildings, properties or sites that have been designated by the City Council, pursuant to procedures described herein, as worthy of rehabilitation, restoration, and preservation due to their historic and/or architectural significance to the City.

Landscape Feature shall mean any element or component of outdoor open space including, but not limited to, fences, walls, retaining walls, gates, sidewalks, walkways, driveways, parking lots, patios, terraces, decks, ground covers, trees, plants, outdoor furniture, exterior light standards, fountains, statuary, detached signs and other such elements.

List shall mean the List of Hutchinson Landmarks and Landmark Districts. The List includes buildings, sites, structures, objects and districts located within the City and designated in accordance with this article as landmarks or landmark districts.

Lot shall mean a portion of a subdivision or other parcel of land intended as a unit of ownership and occupied or intended to be occupied by one main structure and accessory structures or a complex of structures, including open spaces and parking. A lot may be more than one lot of record or may be a metes-and-bounds-described tract, having its principal frontage upon a street or officially approved place.

Lot of Record shall mean a lot which is a part of a subdivision, the plat of which has been recorded in the office of the Register of Deeds or a lot described by metes-and-bounds, the description of which has been recorded in the office of the Register of Deeds.

Maintenance and Repair shall mean any improvement or work for which a building permit is not, in most cases, required by city code, which is designed to correct deterioration, decay or damage and restore, as may be practicable, a structure or property to the condition that existed prior to the deterioration, decay or damage.

Master Fee Schedule shall mean a fee schedule maintained by the City which establishes the required fees to be collected for specific planning, zoning, subdivision and similar activities.

National Register shall mean the current National Register of Historic Places established by passage of the National Historic Preservation Act of 1966, 16 U.S.C. 470 and following, as amended.

Noncontributing shall mean a building, site, structure or object that does not add to the architectural qualities, historic association or archeological values of a landmark or landmark district because:

- a. It was not present during the pertinent historic time;
- b. Due to alterations, disturbances, additions or other changes, it no longer possesses integrity, reflects its significant historic character or is capable of yielding important information about the pertinent historic period; or
- c. It does not independently meet the standards and criteria of this chapter.

Nuisance shall mean physical conditions (affecting land, water, groundwater, the air, noise levels or other elements of the environment) that endanger human health or safety, injure persons or property or constitute a clear danger to property.

Object shall mean those constructions that are primarily artistic in nature or are relatively small in scale and simply constructed. While an object may be by nature or design movable, it should be located in a specific setting or environment appropriate to its significant historic use, role or character. Objects include sculpture, monuments, street signs, fence posts, hitching posts, mileposts, boundary markers, statuary and fountains.

Off-Street Parking shall mean an area on a property specifically set aside and constructed to provide for vehicle parking.

Open Space shall mean land outside or not underneath any structure.

Owner or Owners shall mean those individuals, partnerships, firms, corporations, public agencies or any other legal entity holding fee simple title to or sufficient proprietary interest in property, but not including legal entities holding easements or less than fee simple interests. Ownership does not include leaseholds of any nature.

Preservation shall mean the application of measures designed to retain and sustain the existing nature, form, integrity, material and extent of a historically or architecturally important structure, property or district. Preservation may include initial work to halt the process of decay as well as ongoing maintenance of the building, site, structure or object.

Preservation Easement shall mean an easement established for the purpose of preserving historic properties or structures.

Project shall mean:

- a. activities involving the issuance of a lease, permit, license, certificate or other entitlement for use to any party, by the City;
- b. activities of a person which are supported in whole or in part through grants, subsidies, loans or other forms of financial assistance from the City of Hutchinson Landmarks Commission, or instrumentality thereof; and
- c. activities directly undertaken by the City of Hutchinson Landmarks Commission.

Property shall mean an area of land, undivided by any street, alley, railroad, stream or similar physical feature, under single ownership or control, which is or will be occupied by one structure or land use, and any accessory structures and uses. A property could be made up of one or more lots of record, one or more portions of a lot or lots of record, or any combination thereof. This term shall include landscape features.

Protection shall mean the application of measures to defend, guard, cover or shield a building, site, structure or object from deterioration, loss, attack, danger or injury. In the case of buildings, structures or objects, such measures generally are of a temporary nature and usually precede preservation. In the case of archeological sites, protective measures may be temporary or permanent.

Reconstruction/Reconstruct shall mean the reproduction of the exact form and detail of a vanished building, site, structure, object or a part thereof, as it appeared at the pertinent time, using both original and modern materials and based on precise historical documentation and physical evidence.

Rehabilitation/Rehabilitate shall mean the act of returning a building, site, structure or object to a useful state through its repair and/or alteration while retaining the characteristic features of the property which are significant to its historical and architectural value.

Remodel shall mean the modification and modernization of a structure or property without striving to return to or replicate the original historical and architectural character of the structure or property.

Resource shall mean any building, site, structure, object or area that constitutes a source of present and future usefulness.

Restoration/Restore shall mean the act of accurately recovering the form and details, based on precise historical documentation and physical evidence, of a building, site, structure or object as it appeared at a pertinent time, including the removal of improvements that are not appropriate and the replacement of missing or deteriorated features.

Right-of-Way shall mean a strip of land occupied or intended to be occupied by a street, crosswalk, railroad, road, electric transmission line, oil or gas pipeline, water main, sanitary or storm sewer main, or another such use.

Sign shall mean any surface, fabric, device or display designed to visually convey information to the general public.

Site shall mean the location of a significant event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined or vanished, where the location itself possesses historic, cultural or archeological value, regardless of the value of any existing structure.

Stabilization shall mean taking measures to return an unsafe or deteriorated building, site, structure or object to a safe and secure condition while maintaining the existing form and detail of the building, site, structure or object.

State Historic Preservation Officer (SHPO) shall mean the person who has been designated by law and by the Governor of the State of Kansas to administer the state historic preservation program.

State Historic Preservation Program shall mean the program established by the State of Kansas and approved by the U.S. Secretary of the Interior for the purpose of carrying out the provisions of the National Historic Preservation Act of 1966, as amended, and related laws and regulations.

Street shall mean a right-of-way, other than an alley, dedicated to the public use, which provides principal access to adjacent properties.

Street Lights shall mean lights installed within the public right-of-way, which illuminate public streets and/or sidewalks.

Structure shall mean anything constructed or built, any edifice or building of any kind, or any piece of work artificially built up or composed of parts jointed together in some definite manner, which requires location on the ground or is attached to something having a location on the ground, including swimming and wading pools, covered patios, excepting outdoor areas such as paved areas, walks, tennis courts and similar recreation areas.

Style shall mean specific identifying characteristics of a building, both as it appears to the eye and as it is known to exist in design and structure.

Survey shall mean an architectural and historical examination of historic resources to identify historic properties within an area.

Use shall mean the specific purpose for which a structure or property is utilized.

Article II. Landmarks Commission

Sec. 4-201. Creation of the Landmarks Commission and Purpose.

The Hutchinson Landmarks Commission ("Commission") is hereby created for the purpose of identification, designation, protection, enhancement, preservation and use of historic resources, said purpose being considered a public necessity and in the interest of the culture, prosperity, education and welfare of the people.

Sec. 4-202. Members.

The Commission shall consist of seven members appointed by the Governing Body. Commission members shall either be residents of the City or own property within the City. The Commission shall be composed of both professional and lay members, all of whom have demonstrated an interest, knowledge, or training in fields closely related to historic preservation. Such fields include history, architecture, landscape architecture, architectural history, archeology, planning, real estate, law, finance, building trades, urban design and geography. At least three members of the Commission shall be preservation-related professionals who have experience in such fields as architecture, history, conservation,

curation, engineering, cultural anthropology, landscape architecture, architectural history, planning, archaeology, urban design, geography, real estate, law, finance, building trades or related areas. The Administrator shall maintain a record of the credentials of the Commission members.

Sec. 4-203. Terms.

Each Commission member shall be appointed to a term of three years; provided, that of those first appointed to the Commission, one shall serve a one year term, two shall serve two year terms, and two shall serve three year terms. Should a Commission member resign, the vacancy shall be filled by appointment for the unexpired term only. Commission members may serve consecutively for no more than one partial term plus two, three-year terms. The Mayor, with the consent of the Governing Body, may remove any member of the Commission. Commission members shall serve without compensation but may be reimbursed for necessary expenses incurred in the performance of their duties.

Sec. 4-204. Officers.

Annually, the Commission shall elect a Chairman and Vice-Chairman from its members. The Administrator shall serve as Secretary of the Commission. In the absence of the Chairman and Vice-Chairman, the Secretary may convene a meeting of the Commission. In such case, the first order of business shall be to elect a temporary Chairman who shall conduct the meeting. The Chairman and Vice-Chairman may succeed themselves. The Chairman or Vice-Chairman may resign from office. In such event, the Commission shall elect another member to serve as Chairman for the unexpired term of office.

Sec. 4-205. Meetings.

The times, dates and locations of Commission meetings may be established by the Chairman or a majority of the Commission members. Meeting agendas shall be prepared by the Administrator of these regulations. A simple majority of Commission members shall constitute a quorum of the Commission. There must be a quorum present before the Commission may take any formal action but the Commission may discuss items of business in the absence of a quorum. The minutes of each meeting shall be filed with the State Historic Preservation Office (SHPO). All meetings of the Commission shall be open to the public. The Commission shall meet at least four times per year.

Sec. 4-206. Committees.

The Commission may establish a design review committee and other such additional committees as deemed necessary or convenient to carry out the various functions and duties of the Commission. Said committees shall be comprised of no more than three voting members of the Commission and may include members not on the Landmarks Commission. Committees may meet upon such schedule and for such purposes as established by the Commission.

Sec. 4-207. Staff of the Commission.

The Director of Planning and Development or designee shall provide staff support to the Commission and serve as the Administrator for these regulations. The Administrator shall keep minutes of all meetings, handle correspondence, receive applications and perform other duties as specified herein or as directed by the Commission.

Sec. 4-208. Authority and Responsibilities.

a. The geographic area of authority of the Commission shall be the area contained within the City of Hutchinson Zoning Jurisdiction.

b. The City shall enforce state and local legislation, as appropriate, for the designation and protection of historic properties. The City shall observe any requirements placed on it by the protective clause of the Kansas Historic Preservation Act. The City shall cooperate with the Kansas SHPO in any matters arising under that statute.

c. The Commission shall review all proposed historic nominations for properties and districts located within the Zoning Jurisdiction of the City according to the procedures and regulations contained in this chapter. When the Commission reviews a historic nomination or other actions which are normally evaluated by a professional in a specific discipline and that discipline is not represented on the Commission, the Commission may seek the advice of experts in that discipline before rendering its decision.

d. The Kansas SHPO may, at its discretion and by mutual agreement between the State and the City, delegate specified responsibilities to the Commission and the Administrator.

e. Each member of the Commission shall attend at least one information or training meeting pertaining to historic preservation each year.

f. The City shall maintain a system for the survey and inventory of historic properties. The City shall maintain a detailed inventory of the buildings, sites, structures, objects and districts that have been designated as Hutchinson landmarks or Hutchinson historic districts. All inventory materials shall be available to the public. All inventory materials shall be kept up-to-date. All new surveys and inventories of buildings, sites, structures and objects shall utilize the Kansas Historic Resources Inventory system. All survey efforts shall integrate with the Kansas historic preservation planning process.

g. The City shall provide for adequate public participation in all aspects of the implementation of this chapter, including the process of recommending properties for nomination to historic registers. All meetings of the Commission shall adhere to the provisions of the Kansas Open Meetings Act, K.S.A. 75-4317 and following. All decisions of the Commission or the Governing Body shall be made in a public forum and applicants shall be given written notification of any actions or decisions.

h. The Commission shall administer Certificates of Appropriateness and Certificates of Economic Hardship, in accordance with the provisions of this chapter.

i. In addition to other responsibilities specified in this chapter, the Commission may:

1. Develop and participate in public information programs concerning the value of the preservation of historically and architecturally important structures and properties;
2. Make recommendations to the Governing Body concerning the use of City funds to promote the preservation of historically or architecturally important structures, properties or districts;
3. Review, evaluate and comment on the Hutchinson Comprehensive Plan and other plans, policies and decisions being considered or made by public agencies and which affect historically or architecturally important structures, properties or districts; and
4. Perform any other responsibilities which may be designated by resolution or motion of the Governing Body.

j. To further the purposes of this chapter, the Commission may apply for and receive, with the approval of the Governing Body, any gift, grant, bequest, devise, lease, fee or lesser interest, development right, easement, covenant, contractual right or conveyance, whether in whole or with conditions, limitations or reversions, in any property within the Hutchinson Zoning Jurisdiction. To further the purposes of this chapter, the Commission may apply for, receive or expend, with the approval of the Governing Body, any federal, state or private grant, grant-in-aid, gift or bequest.

1. The Commission shall review this chapter at least every five years. In conjunction with the review, the Commission shall prepare a report to the Governing Body which:
 - a. Makes an assessment of progress in preserving the historical and architecturally important structures and properties within the City limits;
 - b. Analyzes the numbers, types, locations and disposition of applications for designation of landmarks and landmark districts, certificates of appropriateness, demolitions, preservation easements and appeals as provided for in this chapter;
 - c. Contains an assessment of progress and performance in educating the citizenry about the value of historic preservation;

- d. Analyzes the continued validity of any regulations imposed by this chapter; and
- e. Recommends changes in this chapter, if necessary.

Article III. Hutchinson Landmarks and District Regulations

Sec. 4-301. Establishing Hutchinson Landmarks and Historic Districts.

a. There is hereby established a List of Hutchinson Landmarks and Historic Districts (the "List"). The List shall include buildings, sites, structures, objects and districts ("landmark" or "landmarks") located within the Zoning Jurisdiction of the City and designated in accordance with this article as landmarks or historic districts. The List may include landmarks which are listed on the National Register, the Register of Historic Kansas Places or which have special historical or architectural value necessitating their preservation, restoration, reconstruction or rehabilitation. Landmarks may be listed individually or may be designated as a Hutchinson Historic District.

b. There is hereby established a Map of Historic Districts (the "Map"), upon which shall be recorded the boundaries of duly designated Hutchinson Historic Districts. In case of uncertainties regarding boundaries of such districts, they shall be presumed to follow:

1. City boundaries;
2. Centerlines of streets, alleys or public rights-of-way;
3. Lot lines, parcel boundaries or property lines;
4. Centerlines of the main tracks of railroad lines;
5. Centerlines of creeks, streams, rivers or drainage channels; or
6. Specific distances from a street line or other physical features when so indicated on the Map.

c. The List, the Map and all notations, symbols, dimensions and references shown thereon shall be as much a part of this chapter as though fully set forth herein, and they shall be maintained current by the Planning and Development Department.

1. Landmarks and historic districts may include:
 - a. The interior, or any portion thereof, of a structure; provided, that it is customarily open or accessible to the public or is an area into which the public is customarily invited;

- b. A structure or part thereof;
 - c. A property or part thereof;
 - d. An abutting property or part thereof, used as and constituting a part of the premises on which another landmark is situated;
 - e. A landscape feature or aggregate of landscape features; or
 - f. A monument or work of art.
2. Historic districts may include two or more landmarks. Individual landmarks within a historic district shall be designated on the List and may be classified as:
- a. Key Contributing;
 - b. Contributing; or
 - c. Non-contributing

Sec. 4-302. Application for Designation of Hutchinson Landmarks and Historic Districts.

To obtain the designation of a Hutchinson landmark or historic district, a property owner or owners, a developer, an organization, the Commission or the Governing Body may file an application. In most instances, the property owner or owners should approve submission of an application. In cases where the property owner or owners do not submit an application for designation of a landmark, the property owner or owners shall be consulted to seek their approval of the submission of the application. Applications for historic districts shall include written approval of the submission of the application by the owners of at least 50 percent of the property located within the proposed historic district. Written approval may consist of a signature on a petition, separate letters or other form with an original signature executed by the property owner or an authorized agent. The applications shall be filed with the Administrator. The applications shall contain, at a minimum:

- a. The legal description and address of the pertinent structures and/or properties;
- b. The name and address of all owners;
- c. The approximate date of original construction and the date of any major improvement or alteration, if known;
- d. The names of the architect and builder, if known;

- e. A description of the exterior features of the property or structure that are of historical or architectural importance;
- f. Photographs of the structures, features and/or properties.

Sec. 4-303 Designation of Landmarks and Historic Districts.

a. Upon receipt of an application for designation of a Hutchinson landmark or historic district, the following procedures shall apply:

1. The Administrator shall set the date for a public hearing on the application. The hearing shall be held no sooner than 45 days nor later than 60 days following submission of a complete application, and may be held in conjunction with a regular or special meeting of the Commission.
2. The Administrator shall publish notice of such public hearing in the official City newspaper at least 10 days before the hearing date. The notice shall describe the proposed designation in general terms and state the time, date and place of the hearing.
3. The Administrator shall prepare a report which shall be completed and available to the public at least seven days before the hearing date.
4. At least five days before the hearing, the Administrator shall mail or deliver a notice thereof to all owners of buildings, sites, structures or objects proposed to be designated a landmark or included within a historic district, as well as to other interested parties, such as neighborhood associations, the Downtown Partnership and the Building Official. The Administrator shall also mail or deliver such notice to all persons and organizations which have previously requested the same. Such notice shall include the time, date and place of the hearing and shall invite interested persons to appear and be heard. The failure of any person to receive such notice shall not invalidate any action subsequently taken on an application. No building, site, structure or object shall be designated as an individual landmark under the provisions of this section if any owner thereof submits a written protest to the Administrator to such designation on or before the date of the public hearing thereon.
5. The Commission shall conduct the hearing according to its adopted procedures, if any, and consistent with Kansas law. During the hearing, the Administrator shall make such recommendations as he or she deems appropriate. The hearing may be recessed from time to time.

6. The Commission may recommend such action as it deems appropriate to the Governing Body, including a recommendation that an application be made for listing on the National Register or the Register of Historic Kansas Places.
7. The Governing Body shall consider the application at a regular or special meeting, and may, by resolution, designate buildings, sites, structures or objects as landmarks or as a historic district, and direct their addition to the List or the Map, as appropriate. The Governing Body may likewise recommend an application for listing on the National Register or the Register of Historic Kansas Places.
8. Within 10 days after adoption of a resolution designating a landmark or historic district, the Administrator shall mail notice thereof to the owners of each landmark so designated, and shall likewise notify the Building Official of such designation.

b. The Commission may recommend and the Governing Body may designate a landmark or historic district which includes a portion of the structures and/or properties under consideration and described in any notice.

c. The Commission may recommend and the Governing Body may amend or rescind designation of a Hutchinson landmark or historic district in the same manner and by the same procedure as is followed in designation of a landmark or historic district.

d. Action on building or demolition permit applications except in cases where the Building Official has ordered a permit be issued to correct a life/safety threat shall not be delayed if the building or demolition permit application was submitted prior to the submission of a pertinent landmark or historic district application. Otherwise, action on building or demolition permit applications pertaining to buildings, sites, structures or objects proposed to be designated landmarks or included within a landmark district shall be delayed until final action has been taken on such designation.

e. The Administrator shall cause to be recorded in a timely manner at the office of the Reno County Register of Deeds a record of any designation of a landmark or historic district, amendment of such a designation or rescission of such a designation.

Sec. 4-304. Criteria for Designation.

In considering an application for landmark or historic district designation, the Commission and Governing Body shall consider the following review criteria.

- a. The building, structure, site, land, area, district or object is at least fifty years old, retains a significant degree of integrity and meets one or more of the following criteria:

1. Is associated with events that have made a significant contribution to the broad pattern of history of the City, County, State or Nation;
 2. Is associated with a significant person or group of persons in the history of the City, County, State or Nation;
 3. Embodies distinctive characteristics of a type, period or method of construction; represents the work of a master builder or architect; possesses high artistic value or represents a distinguishable entity whose components may lack individual distinction;
 4. Yields or is likely to yield information important to the history or pre-history of Hutchinson.
- b. Buildings, structures, sites, areas, districts or objects less than 50 years old may be considered for nomination, provided they are of exceptional importance.

Sec. 4-305. Preservation Fund.

a. There is hereby established the Hutchinson Preservation Fund (the "Fund"). The Fund shall be administered as directed by and according to any limitations and regulations imposed by the Governing Body and according to State law. The City may apply for, receive and place in the Fund any federal, state or private fees, grants, grants-in-aid, gifts, donations or bequests. The Governing Body may budget and incorporate City revenues into the Fund. Fees and fines imposed according to this chapter shall be placed in the Fund.

b. The Commission may recommend and the Governing Body may approve, on a case by case basis, use of the resources of the Fund for:

1. The purchase of fee simple title to landmarks or properties located in a historic district;
2. The purchase of preservation easements regarding landmarks or properties located in a historic district;
3. The purchase of fee simple title to landmarks or properties located in a historic district with the eventual objective of property resale to a preservation association;
4. Payment of installments and fees according to a contract to purchase fee simple title to landmarks or properties located in a historic district or a preservation easement regarding a landmark or property located in a historic district;

5. Grants and/or loans to owners, developers and organizations for preservation and/or rehabilitation of landmarks and properties in a historic district;
6. Grants and/or loans to organizations for programs and projects designed to achieve one or more of the purposes of this chapter;
7. The maintenance of landmarks and properties in historic districts or the maintenance of preservation easements;
8. The costs of conducting and preparing surveys of historically and architecturally important buildings, sites, structures and objects;
9. The costs of preparing nominations of buildings, sites, structures or objects to the National Register or the Register of Historic Kansas Places;
10. The costs of the preparation and presentation of reports, instructions, brochures, meetings, maps, press releases, conferences and other measures designed to acquaint citizens, owners and developers with the purposes of this chapter; and
11. Reasonable administrative, planning, architectural, engineering, financial, real estate, appraisal and/or legal costs associated with the purchase of property, the purchase and enforcement of preservation easements, the sale of property, the negotiation of contracts and the preparation of grant applications and legal actions.

c. The Commission may recommend and the Governing Body may approve criteria, standards, rules, limitations and regulations for projects and programs established pursuant to the requirements of this section.

Sec. 4-306. Maintenance of Landmarks and Properties in Historic Districts.

a. In order to preserve, protect and enhance landmarks and historic districts, such properties should receive reasonable care, maintenance and upkeep. In general, the City encourages, and by other references may require, owners, tenants or lessees to correct deterioration, decay, damage, structural defects and nuisances including:

1. Structural or property features which may fall and injure members of the public or may fall and cause damage to property;
2. Deteriorated or inadequate foundations, flooring or floor supports;

3. Members of walls, partitions or other vertical supports that are split, leaning, listing or buckled due to defective material or deterioration or which are of insufficient size or strength to carry imposed loads with safety;
4. Members of ceilings, roofs, ceiling and roof supports or other horizontal members which are sagging, split or buckled due to defective material or deterioration or which are of insufficient size or strength to carry imposed loads with safety;
5. Fireplaces or chimneys which list, bulge or have settled due to defective material or deterioration or which are of insufficient size or strength to carry imposed loads with safety;
6. Deteriorated, crumbling or loose plaster, mortar, cement or similar material;
7. Deteriorated or ineffective waterproofing of exterior walls, roofs, foundations or floors, including broken windows and doors or weathering due to the lack of paint or other protective covering; and
8. Deteriorated or ineffective sanitary sewer lines, septic tanks, septic systems or other sanitary sewage systems.

b. The Commission may recommend and the Governing Body may approve programs to encourage and assist owners to care for and maintain landmarks and properties in historic districts. Resources for such programs may come from the preservation fund. Such programs may include grants and loans to owners or organizations for:

1. Maintenance and cleanup projects;
2. Establishment of libraries of how-to materials;
3. Establishment of a tool lending program; and
4. The joint purchase, in bulk and at a discount, of maintenance equipment and supplies.

Sec. 4-307. Preservation Easements.

Preservation easements on the facades of buildings designated as landmarks or located within historic districts may be acquired by the City or other appropriate group through purchase, donation or condemnation pursuant to the laws of the State of Kansas. A preservation easement includes any easement, restriction, covenant or condition running with the land designed to preserve or maintain the significant features of a landmark.

Article IV. Certificate of Appropriateness

Sec. 4-401. When Certificate Required.

a. Nothing in this Chapter shall be construed to prevent the ordinary maintenance or repair of a structure or building.

b. A Certificate of Appropriateness shall be required before the following actions affecting the exterior or interior architectural appearance of any landmark or property within a historic district, as specified below:

1. Any exterior construction, alteration, or removal requiring a building permit from the City.
2. Any demolition in whole or in part requiring a demolition permit from the City.
3. Any construction, alteration, demolition, or removal affecting a significant exterior architectural or historical feature, as specified in the ordinance designating the landmark or historic district. However, such requirement shall not apply to such repairs and preventive measures as are minimally required to prevent additional loss or harm to the structure resulting from damage to the structure by accident or natural causes.
4. Any construction, alteration, demolition or removal affecting a significant interior historical feature, as specified in the ordinance designating the landmark or historic district.

Sec. 4-402. Applications for Certificate of Appropriateness.

a. Applications for review of construction, alteration, demolition or removal for which a Certificate of Appropriateness is required shall be initiated on a form provided by the Administrator. A complete Certificate of Appropriateness application and accompanying materials shall be submitted to the Planning and Development Department. The Administrator will review the application and determine if the proposed work can be reviewed administratively (minor project) or if review is required by the Landmarks Commission (major project). Said determination shall be made based upon the City of Hutchinson Project Review List for Historic Resources. In cases where Landmarks Commission review is required, said application shall be submitted no less than 15 days prior to the scheduled meeting of the Landmarks Commission.

b. In cases of Demolition by Neglect, a Certificate of Appropriateness shall be considered by the Commission in accordance with the provisions of this Chapter.

Sec. 4-403. Review Process.

a. Landmarks Commission Review (Major Project)

1. A Certificate of Appropriateness for a project requiring Landmarks Commission review shall be submitted to the Administrator, who shall prepare a report and make a recommendation to the Commission. The Commission shall review the application and recommend approval, approval with conditions, or denial within 45 days of the receipt of the complete application. The Administrator shall notify the applicant of the Commission's decision along with the Certificate of Appropriateness in the case of approval, and provide a copy to the applicant and the Building Official. If no action has been taken by the Commission within 45 days following receipt of a complete application, a building permit may be issued by the City for the project.
2. The Chair of the Landmarks Commission may appoint a Design Review Committee to assist applicants with project design. The Design Review Committee may be comprised of present and former members of the Landmarks Commission, as well as other members of the public with a specific area of expertise related to Historic Preservation. Said committee shall be authorized to make recommendations for modifications to projects that would make them compatible with the *Secretary of the Interior's Standards for Rehabilitation* in advance of the Landmarks Commission meeting.

b. Administrative Review Project (Minor Project) – A Certificate of Appropriateness for a Minor Project shall be reviewed and approved or denied by the Administrator. The Administrator shall notify, in writing, the applicant and the Building Official of the decision regarding the project. If no action has been taken by the Administrator within 15 days of receipt of a complete application, a building permit may be issued by the City for the project.

Sec. 4-404. Denial of Certificate of Appropriateness.

a. A denial of a Certificate of Appropriateness shall be accompanied by a statement of the reasons for the denial. The Commission or Administrator shall make recommendations to the applicant concerning changes, if any, in the proposed action that would cause the Commission/Administrator to reconsider its denial and shall confer with the applicant and attempt to resolve any differences as quickly as possible. The applicant may submit an amended application that takes into consideration the recommendations of the Commission or the Administrator.

b. Any person dissatisfied with a determination by the Administrator or Commission concerning a Certificate of Appropriateness may file an appeal to the next

higher authority within 15 days of the date of notification of that determination. The order of authority for appeals shall be: 1) Administrator, 2) Landmarks Commission, and 3) City Council. Appeals shall require a public hearing and be acted upon within 30 days of receipt of the appeal. Should the appeal fail to be considered within 30 days, the appeal shall be deemed granted.

Sec. 405. Standards for Review.

a. In considering an application for a Certificate of Appropriateness, the Commission and the Administrator shall use the *Secretary of the Interior's Standards for Rehabilitation*, in addition to any design criteria in this chapter, or other criteria adopted by the City or in the ordinance designating the landmark or historic district. The *Secretary of the Interior's Standards for Rehabilitation* are as follows:

1. A property shall be used for its historic purpose or placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment;
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided;
3. Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historic development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken;
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved;
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved;
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence;
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible;

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken;
9. New additions, exterior alterations, or related new construction shall not destroy historical materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment;
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Sec. 4-406. Design Criteria.

a. The following are specific design criteria used to promote the standards set forth in Sec. 4-405 of this Chapter. The purpose of these design criteria is to encourage preservation of intact significant properties; restoration of significant properties that have already undergone insensitive alterations; and new construction, as long as such complements the existing buildings and streetscapes. It is not the intention of these criteria to discourage new architectural styles.

b. The Commission shall prepare and adopt specific design criteria as it deems necessary to supplement the provisions of this ordinance for the review of Certificates of Appropriateness. The Commission shall prepare and adopt design criteria in accordance with the review standards set forth in Sec. 4-405 of this Chapter. Within each of the designated categories, the design criteria will be applied more stringently to properties of greater significance than those with lesser significance as determined by their respective designation. The Commission may recommend amendments and supplements to the criteria used for review of applications for Certificates of Appropriateness to the City Council. The City Council must first approve additional design criteria not listed in this chapter, and any changes thereto, before the criteria or changes shall become effective.

c. **Demolition, Relocation, and Land Surface Change.**

1. Demolition in whole or in part of an individual landmark or any contributing or key contributing structure within a historic district shall not be permitted. Exceptions are allowed only if a structure has been substantially damaged through fire or deterioration, and if there is reasonable proof that it would not be economically or physically feasible to rehabilitate. Other exceptions may be allowed if a structure does not possess the integrity, originality, craftsmanship, age or historical significance to merit preservation. However,

demolition of past additions which have not gained historical significance and which obscure original elements or facades are encouraged, as long as the intention is to restore such elements or facades. Demolition under this chapter shall be subject to Sec. 21-701, et seq. of the Hutchinson City Code, as amended.

2. Structures should not be removed from their original site. Exceptions will be allowed only if there is substantial evidence that it would not be practical or economical to utilize the building on its present site. If a structure lies in the path of a public improvement project involving the city and if the building is worthy of preservation by virtue of its integrity, originality, craftsmanship, age or historical significance, relocation may be considered as an alternative.
3. Major and substantial change of land surface within the boundaries of a landmark or landmark district should not be permitted. Exceptions will be allowed only if there is substantial evidence that the change would not be detrimental to the historical and architectural character of surrounding structures, discovered archeological resources or significant landscaping.

d. Signage. All signage requiring a sign permit shall be reviewed in accordance with these regulations. The following criteria shall be used for evaluation:

1. Historic Signs.
 - a. Signs that are individually designated as a landmark or specifically described in the landmark designation narrative for a landmark feature or district shall be reviewed in accordance with the provisions of this Chapter.
 - b. Signs should be maintained if they are determined to be an original part of the building or if they have acquired significance by virtue of their age, design, materials, craftsmanship, or historical significance.
2. New Signs.
 - a. New signs should be designed and placed so as to appear to be an integral part of the building design, in proportion to the structure and environment, and to respect neighboring properties within historic districts and shall be reviewed in accordance with the provisions of this Chapter.

- b. Obscuring or disrupting important design elements is discouraged. Signs should be designed with appropriateness relative to the services of the establishment served.
 - c. Illumination of signs should be properly shielded or diffused so as to eliminate glare and be of a low enough wattage to not detract from or set apart the structure.
 - d. Descriptive signs as an integral part of the structure are encouraged. Such signs could include building dates, historic descriptions, commemorations, etc.
 - e. Free-standing signs may be permitted, if appropriate and necessary to preserve the character of the landmark or landmark district.
- e. Accessory Structures and Landscaping-
- 1. Accessory structures to a designated landmark or within a historic district shall be appropriate to and compatible with the architectural features of the landmark or historic district. Structures accessory to noncontributory buildings within a designated historic district shall be so designed as to not detract from the historical or architectural character of the district.
 - 2. Landscaping for a designated landmark property or for property located within a historic district should be in scale with the landmark or district and should not obstruct historically significant features.

Article V. Certificate of Economic Hardship

Sec. 4-501. Purpose.

A Certificate of Economic Hardship serves as an alternative to a Certificate of Appropriateness wherever a Certificate of Appropriateness would otherwise be required. The purpose of the Certificate of Economic Hardship is to provide relief where the application of this Chapter would otherwise impose undue hardship.

Sec. 4-502. Application for Certificate.

a. Application for a Certificate of Economic Hardship shall be made on forms provided by the Administrator. Such application may be made in conjunction with, or separately from, an application for a Certificate of Appropriateness or upon the denial of a Certificate of Appropriateness. The Commission shall schedule a public hearing concerning such applications within 30 days of the receipt of a complete application.

b. The Administrator shall assist all applicants in the preparation of applications for Certificates of Economic Hardship. Every reasonable effort shall be made to limit the costs to the applicant and to assure efficient processing of the application. The Commission shall require the submission of financial documents, professional reports, and expert testimony only when they are necessary to review an application.

c. The notification and appeal provisions of this Chapter shall apply to applications for Certificate of Economic Hardship.

d. The Commission may solicit expert testimony or request that the applicant make submissions concerning any or all of the following information before it makes a determination on the application:

1. Estimate of the cost of the proposed construction, alteration, demolition or removal, and an estimate of any additional cost that would be incurred to comply with the recommendations of the Commission for changes necessary for the issuance of a Certificate of Appropriateness.
2. A report from a qualified or bonded person with experience in rehabilitation as to the structural soundness of any structures on the property and their suitability for rehabilitation.
3. Estimated market value of the property in its current condition; after completion of the proposed construction, alteration, demolition or removal; after any changes recommended by the Commission; and, in the case of a proposed demolition, after renovation of the existing property for continued use.
4. In the case of a proposed demolition, an estimate from an architect, developer, real estate consultant, appraiser, or other real estate professional experienced in rehabilitation as to the economic feasibility of rehabilitation or reuse of the existing structure on the property.
5. If the property is income-producing, the annual gross income from the property for the previous two years; itemized operating and maintenance expenses for the previous two years; and depreciation deduction and annual cash flow before and after debt service, if any, during the same period.
6. Remaining balance on any mortgage or other financing secured by the property and annual debt service, if any, for the previous two years.
7. All appraisals obtained within the previous two years by the owner or applicant in connection with the purchase, financing, or ownership of the property.

8. Any listing of the property for sale or rent, price asked and offers received, if any, within the previous two years.
9. Assessed value of the property according to the two most recent assessments.
10. Real estate taxes for the previous two years.
11. Form of ownership or operation of the property, whether sole proprietorship, for-profit or not-for-profit corporation, limited partnership, joint venture or other entity.
12. Any other information considered necessary by the Commission to make a determination as to whether the property does yield or may yield a reasonable return to the owners.

Sec. 4-503. Determination.

The Commission shall review all the evidence and information required of an applicant for a Certificate of Economic Hardship and make a determination within 30 days of receipt of a complete application whether the denial of the application will deprive the owner of the property of reasonable use of, or reasonable economic return on, the property. Written notice of the determination shall be provided in the same manner as notification of a determination concerning a Certificate of Appropriateness.

Sec. 4-504. Appeal.

Any person dissatisfied with a determination by the Commission concerning a Certificate of Economic Hardship may file an appeal to the City Council within 15 days of the date of notification of that determination. The City Council shall consider and act on the appeal request within 30 days of receipt of the appeal. Should the City Council fail to act within 30 days, the appeal shall be deemed granted.

Article VI. Demolition by Neglect

Sec. 4-601. Provisions.

In the event the Building Official determines that a landmark or a contributing structure located in a historic district is unsafe or dangerous, pursuant to Sec. 21-701, et seq. of the Hutchinson City Code, the following provisions shall apply:

- a. The Building Official shall provide a copy of the posting and notice of hearing to the Administrator. Notification shall follow the process outlined in Sec. 21-

703 of the Hutchinson City Code, except that additional time shall be added for Historic Review by the Landmarks Commission.

- b. If the property owner elects to correct deficiencies, the owner shall obtain a Certificate of Appropriateness in accordance with these regulations. If the property owner elects not to correct deficiencies or if the property owner fails to complete the repairs approved by the Certificate of Appropriateness within the timeframe established by Sec. 21-703 of the Hutchinson City Code, the Commission shall conduct a review for Demolition by Neglect.
- c. In the event that the Commission finds that the corrective actions needed to return the structure to a safe condition would impose a substantial hardship on the owner or any or all persons with any right, title or interest in the subject property, then the Commission shall establish a period of 45 days and direct the Administrator to seek alternative methods to preserve the landmark or contributing structure located within a historic district.
- d. If no alternative is found to preserve the structure without undue hardship to the owner, approval of the Demolition by Neglect shall be granted and a demolition permit may be issued.
- e. Any requirements imposed upon an applicant by the Commission under this section may be appealed to the City Council.

Article VII. Administration

Sec. 4-701. Administrator.

The Governing Body hereby appoints the Director of Planning and Development or the Director's designee as the Administrator of this chapter. The Administrator is authorized to enforce and carry out all provisions of this chapter. The Administrator is authorized to develop application forms and establish procedures consistent with this chapter. The Administrator has the following additional powers and responsibilities:

- a. Make determinations as to the type of Historic Review to be conducted – Administrative (Minor) or Landmarks Commission (Major).
- b. Perform Historic Review for Administrative (Minor) Review projects and make and file appropriate findings.
- c. Receive, review, process, prepare reports and recommendations and refer to the Commission and the Governing Body applications for designation of landmarks and historic districts, building permits, demolition and clearance permits, Certificates of Appropriateness, preservation easements and appeals as provided for in this chapter.

- d. Record and file approved landmark and historic district designations, Certificates of Appropriateness, Certificates of Economic Hardship, preservation easements and decisions on appeals.
- e. Request revocation by the Building Official of any permit mistakenly issued due to factual errors or contrary to the provisions of this chapter.
- f. Maintain an up-to-date copy of the Map and List.
- g. Maintain agendas, minutes and records of all meetings of the Commission, including voting records, attendance, resolutions, findings, determinations and decisions.
- h. Maintain a record of attendance for Landmarks Commissioners at training sessions.

Sec. 4-702. Landmark Determination.

Before the Building Official may issue a building permit for any development designated as a Landmark or located in an Historic District, the Administrator must make a landmark determination as to whether the proposed project requires Administrative Historic Review or Landmarks Commission Historic Review. No structure or property so designated or located may be occupied or used in a different manner unless the Administrator has made a landmark determination and the appropriate level of Historic Review is conducted. Landmark determinations shall not authorize any action not in conformance with this chapter. Landmark determinations shall not constitute a defense in any action to abate an unlawful structure or property.

Sec. 4-703. Reports.

The Administrator shall be responsible for the preparation of reports as required in this chapter. The reports may summarize the applicable sections of this chapter, describe the historical and architectural significance of pertinent structures and/or properties, indicate the physical condition of the structures and/or properties under consideration, record recent real estate transactions in the neighborhood, list the assessed value of the structures and/or properties under consideration, record whether property taxes have been paid for the structures and/or properties, list positive and detrimental effects on structures and/or properties if an application is approved or if an application is not approved and provide other appropriate data and information. The report also may contain the recommendations of the Administrator. All recommendations shall be made in consideration of the City's comprehensive plan, zoning requirements, projected public improvements and other policies and plans. The staff report shall be completed at least five days prior to the meeting at which the case will be discussed.

Sec. 4-704. Fees.

For the purpose of defraying processing costs, the Administrator is authorized to require and accept payment of fees for historic review, landmarks designations, certificates of appropriateness, certificates of economic hardship, demolition and clearance permits, appeals and establishment of preservation easements. Such payment shall be made at the time an application is submitted, when review of a case commences or as otherwise specified. Said fees shall be established by the Master Fee Schedule, as adopted by the Governing Body, and may be based upon notification costs, number of structures involved and other factors that impact processing costs. All fees received shall be placed in the Preservation Fund.

Sec. 4-705. Enforcement.

a. In the event that an alteration is made to any structure or property or any structure or property is demolished or cleared in violation of the provisions of this chapter, the City may institute an appropriate action or proceeding to prevent or abate such unlawful action. The imposition of any penalty hereunder shall not preclude the City from instituting any proper action or proceeding to require compliance with the provisions of this chapter and with administrative orders and determinations made hereunder.

b. The Administrator shall give written notification of any violation of this chapter to a property owner, lessor, trustee or other legally responsible party. The notification shall describe and explain in clear, precise terms the nature of the violation. The property owner, lessor, trustee or other legally responsible party shall, within 30 days, correct such violation or give satisfactory evidence that steps have been taken that will lead to correcting such violation within a specified time period. The Administrator must approve the specified time period for correction of such violation as being fair and reasonable. The responsible party may elect to apply for a certificate of economic hardship under the provisions of this chapter in lieu of correcting the violation. If the certificate is not granted, the compliance schedule will be reinvoiced.

c. The City may abate a violation of this chapter; provided, that notification of a violation has been correctly issued and the 30-day time period has elapsed. The cost of abating a violation by the City may be assessed as a special assessment against the parcel on which the structure is located. The City Clerk and the County Clerk shall extend the same on the tax rolls of the County against the lot or parcel.

d. Any person violating any of the provisions of this chapter shall be guilty of a Class A misdemeanor as defined in Sec. 24-901, et seq., of the Hutchinson City Code, as amended. Each day or portion thereof during which any such violation is committed, continued or permitted shall constitute a separate offense. Any fines collected by reason of violations of this chapter shall be placed in the Preservation Fund.

e. The City may bring an action to require the rebuilding or restoration of a building, site, structure or object, or any part thereof, by any person who alters or improves any building,

site, structure or object, or any part thereof, in violation of the provisions of this chapter. Such action shall be in addition to and not in lieu of any criminal prosecution and penalty.

Sec. 4-706 Appeals.

a. Any person aggrieved by, or any office of the City, a governmental agency or other entity affected by, any decision of the Administrator or Landmarks Commission made in administering this chapter may apply for an Appeal. Appeals shall be heard by the City Council.

b. Applications for Appeal shall be filed with the Administrator. Applications shall be filed within 15 days after the Administrator or Commission made the pertinent decision, order, requirement or determination. Upon receipt of an application for appeal, the following procedures shall apply:

1. The Administrator shall set a reasonable time and place for a public hearing regarding the application. The Administrator shall publish a notice of the hearing in the official City newspaper at least 10 days prior to the hearing. The notice shall contain the time, place and subject of the hearing. Copies of the notice shall be made to each party to the application and to the Commission.
2. Prior to the hearing, the Administrator shall notify the Governing Body of the case, transmit copies of the application, forward copies of any associated correspondence and provide copies of other pertinent reports and materials.
3. The Governing Body shall conduct the hearing according to any adopted procedures and consistent with Kansas law. The hearing may be recessed from time to time. The Governing Body shall evaluate Appeal requests to determine if there are feasible and prudent alternatives to the project. Feasible and prudent alternative solutions are those that can be reasonably accomplished and that are sensible or realistic. Factors that shall be considered when determining whether or not a feasible and prudent alternative exists include, but are not limited to, the following:
 - a. Technical issues;
 - b. Design issues;
 - c. The project's relationship to the Comprehensive Plan;
 - d. Economic issues: and
 - e. Planning issues or alternatives.

4. The Governing Body shall make a ruling on the application, if not immediately at the conclusion of the hearing, then no later than 15 days after the hearing date. The Governing Body may affirm, reverse in whole or in part, or modify any decision, order, requirement or determination of the Administrator or the Commission. The Governing Body may attach appropriate conditions. The Governing Body may issue or direct the issuance of a permit.
5. All rulings of the Governing Body shall be final and binding on all parties. Any decision of the Governing Body may be appealed to the District Court.

Sec. 4-707. Severability.

If for any reason any part, section, subsection, sentence, clause or phrase of this chapter, or the application thereof to any person or circumstance, is declared to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this chapter.

SECTION 2. That the original Chapter 4 – Historic Preservation of the Hutchinson City Code is hereby repealed.

SECTION 3. This ordinance shall take effect and be in force from and after its passage and publication once in the official City newspaper.

PASSED BY THE GOVERNING BODY, this 1st day of March, 2016, for the City of Hutchinson, Kansas.

Jade Piros de Carvalho, Mayor

ATTEST:

Karen Weltmer, City Clerk

MINUTES

HUTCHINSON LANDMARKS COMMISSION

City of Hutchinson

THURSDAY, JUNE 26, 2014 – 4:30 p.m.

EXECUTIVE CONFERENCE ROOM, CITY HALL, 125 E. AVE. B

1. Roll Call

Members present: Warren Hixson, Doug McGovern, Sarah Sipe, Tony Karam, and Greg Holmes.

Members absent: Lloyd Armstrong and Linda Schmitt.

Staff present: Jana McCarron, Director of Planning and Development; and Charlene Mosier, Secretary.

2. Approval of Minutes

The minutes of the June 12, 2014, meeting were approved on a motion by Karam, seconded by McGovern, passed unanimously.

McCarron explained new security doors have been installed at City Hall and they automatically lock at 5:00 p.m. If a meeting goes past 5:00 p.m., staff will need to unlock the door to make the building accessible to the public for any public hearings. It was suggested the Landmarks Commission could hold meetings earlier in the day if this would work with Staff schedules and the schedules of the rest of the members. Staff will look into this option.

3. Old Business

3a. Final Draft Landmarks Regulations

McCarron reviewed the final draft of the Landmarks Regulations. Included in the agenda packet was information on guidelines for evaluating and nominating properties that are less than fifty years old. Properties that are less than fifty years old must prove to be of exceptional importance. If the Commission would elect to nominate such a property, the nomination would mirror the national register nomination criteria. Holmes said this situation may apply to a property that had historical significance because of someone who lived there or an event that took place there rather than the historical significance of the structure. He would like to have this in the regulations as an option.

Karam thanked McCarron for all the work she did on updating the Landmarks Regulations.

A motion by Holmes, seconded by McGovern to approve the changes to the Hutchinson Preservation Ordinance, have the City Attorney review the document, and then present the Ordinance to the City Council, passed unanimously.

McCarron said at the next Landmarks Commission meeting there will be a case in which the owner of a house in the Houston Whiteside District is requesting to install vinyl siding and windows. Holmes asked if realtors notify a buyer about historic requirements when they purchase a home in an historic district. McGovern said it is illegal for realtors not to tell a buyer, but often it doesn't happen. McCarron said she recently spoke at the Board of Realtors meeting on this topic. City staff has also sent mailings to owners of properties in historic districts. It is challenging to get owners to come to meetings or read mailings that are sent. Hixson said information should also be listed on the title insurance and deed. McGovern said the biggest issue is owners do not have money to make repairs and maintenance falls behind. The State will help and tax credits can be utilized if there is money to make the repairs. If the Landmarks Commission denies the request for vinyl siding and windows, it is possible the City Council can approve the request on appeal.

McCarron said we can discuss the promotion of historic districts, street signs, and historic property signs at the July 24th meeting. Holmes suggested having a discussion on educating the public on purchasing homes in historic districts and educating realtors on this also. This could be especially helpful for buyers coming from out of town or out of state who are purchasing a home in an historic district.

McCarron said we have two new planners hired. Amy Denker will start on June 30th and Justin LaFountain will begin July 21st.

4. New Business

4a. Annual Conference – Emporia

McCarron explained that in the past the Kansas State Historic Preservation Officer has traveled to each Certified Local Government location for on-site training for local preservation commissions and staff. Because of budget restrictions this will no longer be feasible. A requirement of the CLG program is that staff and commission members attend preservation-related training annually. A single annual training will be offered for all CLGs combined into a statewide CLG forum. The first one will be held September 11 in Emporia. McCarron asked for availability of the commissioners. Sipe said she could attend; Karam and McGovern were not sure; Hixson and Holmes would not be able to attend. McCarron said she would forward this information to the State.

5. Adjournment – The meeting adjourned at 5:00 p.m. on a motion, passed unanimously.

MINUTES

HUTCHINSON LANDMARKS COMMISSION

City of Hutchinson

Thursday, April 23, 2015 – 4:00 p.m.
 CITY COUNCIL CHAMBERS, CITY HALL
 125 E. AVENUE B, HUTCHINSON, KANSAS

1. Roll Call

Members present: Lloyd Armstrong, Sarah Sipe, Ashley Maready, Greg Holmes, Wes Bartlett, and Tony Karam.

Members absent: Warren Hixson.

Staff present: Jana McCarron, Director of Planning; Casey Jones, Senior Planner; Justin LaFountain, Associate Planner; and Charlene Mosier, Secretary.

2. Welcome By Chairperson

Karam welcomed everyone in attendance and extended a special welcome to new member, Wes Bartlett.

3. Approval of Minutes

The minutes of the February 26, 2015 meeting were approved on a motion by Maready, seconded by Holmes, passed unanimously.

4. Projects Approved Administratively

Project #	Address	Description	Local Landmark	District
15-LM-06	607 E Sherman	Reroof/Porch Repair	No	Houston Whiteside District
15-LM-07	104 S Ford St	Repair/Maintenance of porch	No	Houston Whiteside District
15-LM-08	2 E 2 nd Ave	Wall Sign	No	Downtown Core North
15-LM-09	119 S Main St	Detached Carport	No	Downtown Core South
15-LM-10	735 E Avenue A	2 Bedroom Windows, 1 st floor porch	No	Houston Whiteside District

LaFountain said these permits were all fairly routine or were maintenance projects.

5. Projects Approved by SHPO

Project #	Address	Description	Local Landmark	District
15-LM-11	607 E Avenue A	Exterior Rehabilitation	No	Houston Whiteside District

15-LM-12	715 E Avenue A	Exterior Rehabilitation, side porch demolition/replacement	Yes	Houston Whiteside District
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LaFountain noted all projects involved in the CDBG grant are being reviewed by the State Historic Preservation Office. The grant could include up to 18 houses.

6. New Business

- a. 15-LM-05: 700-702 East Avenue A
Request to replace wooden windows with vinyl windows.

Karam asked if there were any outside contacts or conflicts of interest; there were none.

LaFountain reviewed the case. The property located at 700-702 East Avenue A is a contributing structure in the Houston Whiteside National Register District. The house is a duplex known as the Smith-Humphries Duplex. The two story side gable house has some Colonial Revival styling and was constructed circa 1934. The National Register of Historic Places Continuation Sheet description is as follows:

“This simple two-story side gable house with wood clapboard siding has some architectural features with Colonial Revival stylistic reference. The 6/6 double-hung windows, multi-light entry doors, and steeply pitched gable awnings over the entries, which are further demarcated by brick siding, are some of the revival-influenced details. There is a non-contributing garage at the rear.”

Staff noticed new windows had been installed without obtaining a building permit or historic review. Staff informed Mr. Tracy Metzger, property owner, the proposal would need to be reviewed by the Landmarks Commission prior to the issuance of a building permit. The project must be reviewed because historic wooden windows were removed and replaced with vinyl windows. LaFountain reviewed the Secretary of the Interior’s Standards for Rehabilitation. The historic character of the property has not been met, distinctive features, finishes and construction techniques or examples of craftsmanship were not preserved, and deteriorated features were replaced rather than repaired.

Photos of the wood windows that were removed and the vinyl windows that have been installed were shown.

Karam asked the applicant to give his presentation.

Tracy Metzger, 519 E. 41st Ave., said he purchased the property last August at auction and did not know it was in the historic district. It had been vacant for three years. He has repaired the roof and garage, replaced the windows and painted the house. He said the neighbors have told him they are happy with the appearance of the improvements. He compared the cost of vinyl and wood windows and the vinyl windows were less expensive.

Bartlett and Holmes commented repairing wood windows can be time consuming; however, historic training seminars have shown that repairing existing wooden windows on site are not more expensive than replacement with vinyl.

Armstrong commented that realtors and auction companies are required to disclose when a property they are selling is historic.

Mr. Metzger said if that was mentioned, he was not aware of it.

Karam asked for audience comments.

Joan Higgins, 615 E. Sherman, said she replaced a basement window and had a historic review. If a building permit would have been obtained first, the windows would not have been removed.

Jackie Roberts, 633 E. Sherman, said she has redone her historic home with all the proper permits and wood windows were not much different in price than other materials. She especially wants to see the single family historic homes in the neighborhood protected from remodeling that will ruin the historic character. She suggested realtors have an information sheet to give buyers who are interested in historic properties.

McCarron mentioned she has spoken to the Board of Realtors about historic district properties and all owners of historic properties have been mailed an informational book as well as been invited to seminars and workshops.

LaFountain gave the staff recommendation. Based upon the applicable standards specified in the Secretary of the Interior's Standard for Rehabilitation, specifically standards 2, 5, and 6, Staff recommended that the renovation be denied because it will destroy the historic character of the home and damage the character of the Houston Whiteside National Historic District.

Motion by Holmes, seconded by Armstrong to deny this request for Landmarks Commission approval to replace wooden windows with vinyl windows, based on due consideration of the following relevant factors set forth in the Secretary of the Interior's Standards for Rehabilitation:

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

5. Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.

The motion passed with the following vote: Yes – Sipe, Bartlett, Maready, Homes, Armstrong, Karam.

7. Old Business

a. Update on Historic Preservation Month

LaFountain said a proclamation for Preservation Month will be given at the City Council meeting on Tuesday, May 5. Karam agreed to attend the City Council meeting for the proclamation.

On Sunday, May 17 at 2:00 p.m., the street sign toppers will be unveiled and the Preservation Award plaques will be presented at the Houston Whiteside neighborhood park at 1st Avenue and Plum. Refreshments will also be served. Invitations will need to be sent to the Houston Whiteside Neighborhood and a notice about the event placed on Channel 7, and in the newspaper.

Jackie Roberts stated she would assist with walking tours of homes in the Houston Whiteside Neighborhood and staff agreed to make copies of the scripts of the walking tour.

The commission discussed properties for the Preservation Award. The Wiley Building was suggested and the Lofts owned by the Fast at 416 N. Main were also suggested. Staff indicated they were not familiar with the Fast building and would need to check it to ensure it was eligible. Plaques will be ordered for the selected properties.

Motion by Holmes, seconded by Maready to approve the Wiley Building for a Preservation Award and the Fast property, provided it is eligible, passed with the following vote: Yes – Sipe, Bartlett, Holmes, Maready, Armstrong, Karam.

b. Update on Houston Whiteside Street Sign Toppers

The signs will be installed by the Street Department and this will be coordinated for the unveiling on May 17.

c. Revisions to the City of Hutchinson Preservation Ordinance (Chapter 4 of the City Code)

McCarron said City Attorney, Paul Brown, has reviewed the Hutchinson Preservation Ordinance and staff has made his edits. The Final Draft of the ordinance was included in the packet. She asked the members if they had any additional comments. The commission was pleased with the ordinance.

Motion by Maready, seconded Sipe to approve the revisions to the Preservation Ordinance, passed with the following vote: Yes – Armstrong, Sipe, Bartlett, Maready, Holmes, Karam.

8. Other Business

- a. Open comments from the audience - none.
- b. Maready said the Reno County Museum has a display featuring Pat Mitchell and invited everyone to come see it.

9. Adjournment – The meeting adjourned at 5:00 p.m.

Respectfully Submitted,

Charlene Mosier

Approved this 14th day of May 2015

Attest:

Jana L McCarron

	Change	Change Type	Reason/Explanation	Code Section
1.	Added "Ordinance" to the title of this chapter.	<u>Clarification</u>	"Chapter" and "Ordinance" are used interchangeably throughout the chapter.	Throughout
2.	Removed "structural" from "Alteration" definition.	<u>Modification/ Correction</u>	For the purposes of Historic Preservation, an alteration is not necessarily structural.	4-104
3.	Revised "Applicant" definition.	<u>Modification/ Correction</u>	Revised to include "certificate of appropriateness," "certificate of economic hardship" and "appeal" in the list of items for which an applicant may apply.	4-104
4.	Added "Application" definition.	<u>Addition</u>	This definition clarifies that applications are to be made on official forms provided by the City.	
5.	Added "Certificate of Appropriateness" and "Certificate of Economic Hardship" definitions, provisions for submitting an application, LM Commission duty to review an application, and provision for appealing a Certificate of Economic Hardship determination.	<u>Addition</u>	The City will begin issuing official certificates to applicants upon approval of their projects. The City has not issued certificates in the past, but it is the common and recommended practice in most communities.	4-104 and 4-501 thru 4-504
6.	Added "Character-Defining Feature" and "Style" definitions.	<u>Addition</u>	These terms are used in the Secretary of the Interior's Standards for Rehabilitation and may be referenced by Staff and the LM Commission during review of a project.	4-104
7.	Deleted definitions for "Area," "County Engineer," "County Health Officer," "Junk," "Parking Lot," and "State Review Board."	<u>Deletion</u>	These terms do not appear in this chapter.	4-104
8.	Added definitions for "Certified Local Government (CLG)" "Commissioners," "Demolition," "Demolition by Neglect," "Design Criteria," "Design Review Committee," "Designation," "Emergency Demolition," "Endangered Resource," "Façade," "Feasible and Prudent Alternative," "Historic Resource," "Landmark," "Landmark District," "List," "Master Fee Schedule," "Resource" and "Survey."	<u>Additions/ Clarifications</u>		4-104
9.	Expanded and clarified the definition of "Project."	<u>Modification/ Clarification</u>	Definition expanded to include activities supported through grants, subsidies, loans or other financial assistance from the City; and activities undertaken by the LM Commission.	4-104
10.	In "National Register" definition, changed "National Register of Historic Sites" to "National Register of Historic Places."	<u>Correction</u>	Changed to reflect the correct name of the National Register.	4-104
11.	Deleted "State or Any Political Subdivision of the State" and "State Review Board" definitions.	<u>Deletion</u>	Deleted these state-law related terms as this is a local ordinance.	4-104
12.	Added "monuments and works of art" to the types of items that can be designated as landmarks.	<u>Modification/Clarification</u>	Provides more clarification than previous ordinance, which states that "objects" can be designated.	4-301.C.1.
13.	Added Sec. 4-304.A., which provides criteria to be considered when reviewing a proposed landmark or historic district designation.	<u>Addition</u>	The previous ordinance lacks any criteria to consider when determining whether to approve a proposed landmark designation.	4-304.A.
14.	Added Sec. 4-304.B., which references landmarks less than 50 years old.	<u>Addition</u>	Per discussion of LM Commission, there may be cases where a property less than 50 years old would warrant nomination provided it is of exceptional importance. This addition allows for such nomination if criteria of the National Historic Preservation Act are met.	4-304.B

	Change	Change Type	Reason/Explanation	Code Section
15.	Deleted lengthy regulations pertaining to preservation easements, including the establishment of application forms and fees, standards for review, appraisal, approval, and acceptance by the City, acknowledgement of the availability of charitable tax deductions, drafting and recording of easement documents and agreements, annual easement inspections by the City, review of alterations to a property containing a preservation easement, enforcement of easement provisions, and transfer of easements to qualified organizations.	<u>Deletion</u>	In the 28 years since the City's preservation ordinance was adopted, no preservation easements have been donated to or accepted by the City. The proposed ordinance simply states that preservation easements may be accepted by the City or other appropriate group pursuant to State Law.	4-307
16.	Added to Sec. 4-403.B.2: "The Design Review Committee may be comprised of present and former members of the Landmarks Commission, as well as other members of the public with a specific area of expertise related to Historic Preservation."	<u>Addition</u>	Added to reflect the discussion by the Landmarks Commission during review of this section.	4-403.B.2
17.	Under roles and duties of the administrator, added duty to make determinations as to the type of Historic Review to be conducted (administrative review or LM Commission review); and to maintain a record of attendance for LM Commissioners at training sessions.	<u>Addition</u>	Added to reflect duties already being handled by Staff as required by the City's Certified Local Government Agreement with the State. Per the CLG Agreement, each Landmarks Commissioner must attend training on Preservation each year, and Staff must provide a record of the training in the annual report to the State.	4-401
18.	Changed Sec. 4-404.B. to require a public hearing for appeals.	<u>Correction</u>	According to State Statute, appeals of LM Commission determinations to the City Council regarding National and State listed properties require a public hearing. Staff recommends that local landmark appeals also be conducted by public hearing for consistency.	4-404.B
19.	Clarified that historic review for local landmarks is to be based upon the Secretary of the Interior's Standards for Rehabilitation, the same standards for review of state and national register historic properties.	<u>Clarification</u>	Sec. 4-306 of the existing preservation ordinance lists 15 criteria for review of local landmarks. These 15 criteria are different from the 10 criteria found in Secretary of the Interior's Standards. Staff and the LM Commission recommend using the Secretary of the Interior's Standards as a uniform set of standards for review of local landmarks.	4-405
20.	Reworked Signage Section for clarification of new versus historic signage	<u>Modification</u>	Modified per discussion of Landmarks Commission on signage.	4-406.D
21.	Added "Landscaping for a designated landmark property or for property located within a historic district should be in scale with the landmark or district and should not obstruct historically significant features."	<u>Addition</u>	Added per LM discussion. Recommend changing to "should" not "shall" to give some leeway, as there could be a lot of variations here.	4-406.E
22.	Removed old Sec. 4-304 pertaining to Preservation Associations. This section encouraged the creation of preservation associations, provided for their registration with the City, and required City staff to notify them of any and all proposed actions, projects, ordinances, and meetings pertaining to Historic Preservation, and to send them meeting agendas and minutes.	<u>Deletion</u>	There are currently no known active Preservation Associations in Hutchinson. Meeting agendas and minutes are no longer mailed; they are available online, and anyone can sign up to be notified when minutes are posted. The City and LM Commission will work together with any active preservation association. This does not require an ordinance.	N/A
23.	Modified section on fees to state that fees associated with Historic Review shall be established by the Master Fee Schedule.	<u>Modification</u>	Changed so that Historic Review fees are referenced in one place together with other Planning-related fees.	4-704
24.	Changed "improvement" to "alteration" in Section 4-705.A.	<u>Modification</u>	Request by LM Commission	4-705.A.
25.	In section on appeals to the City Council, added that consideration of feasible and prudent alternatives is required, and factors that shall be considered include technical issues, design issues, the project's relationship to the Comprehensive Plan, economic issues, and planning issues or alternatives.	<u>Addition</u>	Added factors for consideration of appeals so that local landmark appeals will be subject to the same set of appeal factors as State and National Register properties for consistency.	4-706
26.	Updated Chapter Index	<u>Modification</u>	Chapter index updated to reflect current sections	



CITY COUNCIL AGENDA REPORT

COUNCIL COMMUNICATION	
FOR MEETING	March 1, 2016
AGENDA ITEM	6c
FOR ACTION	✓
INFORMATION ONLY	

DATE: February 22, 2016

SUBMITTED BY: Jana McCarron, AICP
Director of Planning and Development

**SUBJECT: Case #16-PLN-05
Planning & Development Department Master Fee Schedule**

CITY COUNCIL ACTION REQUIRED:

Motion to (accept and approve/amend and approve/return to staff) a Resolution adopting a **Master Fee Schedule** for Planning and Development cases.

BACKGROUND:

The following sections of the City Code authorize the Planning & Development Department to charge application fees based upon a Master Fee Schedule:

- 4-704, Historic Preservation (scheduled for adoption by City Council on 3/1/2016)
- 9-110, Subdivision Regulations
- 27-323, 27-427.J, 27-601.I, 27-805.G, 27-805.K & 27-1105, Zoning Regulations

The Department presently charges fees for various project types which have been authorized by City Council via resolution. This proposal establishes a Master Fee Schedule for Planning & Development fees.

DISCUSSION:

The attached schedule (**Exhibit 1**) includes currently-established fees, as well as recommended fees (marked by an asterisk) for Planning & Development case types. Fees are not intended to fund the full cost of application processing. Typical application processing costs include:

- Publication (legal ads)
- Postage (mailing packets and surrounding property owner notices)
- Photocopying
- Review & Analysis (staff time)

Exhibit 2 provides a caseload history from 2009 to 2015. **Exhibit 3** contains the proposed fee resolution.

ANALYSIS:

Staff is not recommending increasing already-established fees at this time, however, some new fees are proposed and are described below:

1. Historic Preservation
Presently, the City does not charge for historic preservation review, however, the new preservation ordinance authorizes collection of fees. Staff's recommendation is to continue to process minor projects that can be reviewed administratively with no charge. Those requiring Landmarks Commission review would be charged a nominal fee of \$20. This would assist in covering postage and photocopying costs associated with preparing packets. Additionally, staff is recommending a fee of \$165 for Appeal applications. These require publication of legal ads and staff review and analysis costs. The recommended fee will offset those costs.

Finally, staff is recommending establishing nominal fees for register nominations and register removals. These fees will offset some of the costs associated with these project types.

2. Service Charge (temporary sign retrieval)

While the City's *Zoning Ordinance* allows for a service charge to be assessed for temporary signs placed in violation of the ordinance (i.e., a recovery fee), no formal fee has been established. Staff recommends a small fee of \$10 per sign be charged. This should assist with keeping the City's right-of-way clear of signage. Signs that are not collected by their owners within 10 days may be discarded by the City. No fee would be charged for discarded signs.

3. Site Plan

The February 2011 *Zoning Ordinance* requires site plan review for new construction exceeding 1,000 square feet and additions exceeding 20% of existing floor area. Since 2013 when the Department began tracking site plan applications, 38 site plans have been reviewed with no charge to the customer. Staff recommends a nominal charge of \$50 to offset processing costs for this case type.

4. Subdivision

Under the City's former subdivision regulations, no fees were charged for final plats or for subdivision variances. Staff's recommendation is to charge minor fees to offset a portion of the processing costs for these project types, as noted in the fee schedule.

5. Zoning Certificate

The Department prepares an average of 19 zoning certificates per year. Zoning certificates confirm the zoning, permissible uses, parking and other requirements of specific properties. These are frequently used for refinancing or insurance claims and require significant staff time to process. Staff recommends charging a small fee of \$10 to partially offset the cost of preparation.

FISCAL IMPACTS:

The additional fees will have a small, positive impact on the City's revenues.

EXHIBITS:

- 1 – 2016 Master Fee Schedule
- 2 – Caseload Summary – 2009-2015
- 3 – Fee Resolution



**Planning & Development Department
Master Fee Schedule**

EXHIBIT 1

Application Type	Fee
Conditional Use Permit	\$165.00
Historic Preservation	
Appeal of Landmarks Commission Decision	\$165.00*
Landmarks Commission Review	\$20.00*
Local Register Nomination**	\$25.00*
Local Register Removal Petition**	\$25.00*
State/National Register Nomination	\$50.00*
Lot Split**	\$50.00
Planned Unit Development	\$210.00
Service Charge (temporary sign retrieval within 10 days)	\$10.00 / sign*
Sign Permit	
Awning (not illuminated)	\$10.00
Awning (illuminated)	\$20.00
Illuminated Sign	\$35.00
Non-Illuminated Sign	\$20.00
Single Sign or Multiple Signs > 150 SF	\$50.00
Temporary Portable Sign	\$10.00
Site Plan	\$50.00*
Special Use Permit	\$165.00
Temporary Use Permit	\$25.00
Subdivisions	
Final Plat (1-4 Lots)**	\$40.00*
Final Plat (5+ Lots)**	\$40.00 PLUS \$15 / Lot*
Preliminary Plat (1-4 Lots)	\$100.00
Preliminary Plat (5+ Lots)	\$100.00 PLUS \$15 / Lot
Preliminary/Final Plat (combined)	\$120.00*
Replat**	See Preliminary & Final Plat Fees
Variance (Subdivision)	\$165.00*
Variance	\$165.00
Zoning Amendment	\$210.00
Zoning Appeal	\$165.00
Zoning Certificate	10.00*

*Currently no fee established. Proposed fee covers a portion of publication and/or processing costs.

** Plus recording fees

Adopted: _____

Resolution Number: _____

Planning & Development Department 2009-2015 Caseload Summary

	2009	2010	2011	2012	2013	2014	2015
Board of Zoning Appeals Variance (BZA)	4	6	11	10	9	4	8
Certificates (HOC, WCF & ZCER)	18	36	29	33	34	67	34
Comprehensive Plan (CP)	1	0	0	0	0	0	2
Conditional Use Permit (CUP)*	--	--	11	8	7	11	12
Fence Permits***	--	--	--	--	--	--	94
Floodplain Development Permit (FP)	1	0	0	0	1	0	1
Landmarks Review (LM)	57	47	82	89	64	27	24
Landmarks Appeal (LMA)	2	0	1	3	1	2	3
Lot Split (LS)	5	7	4	2	1	1	5
Occupancy Inspections***	--	--	--	--	--	--	10
Occupancy Permits***	--	--	--	--	--	--	60
Plan Review (PR)**	--	--	--	--	--	4	7
Pre-submittal Analysis (PRE)**	--	--	--	--	--	24	18
Residential Accessory Buildings***	--	--	--	--	--	--	52
Residential Additions***	--	--	--	--	--	--	43
Residential Duplexes***	--	--	--	--	--	--	2
Residential Single Family Dwellings***	--	--	--	--	--	--	17
Residential Swimming Pools***	--	--	--	--	--	--	4
Subdivision (SD)	4	11	7	6	15	1	7
Sign Permits***	--	--	--	--	--	--	68
Site Plan (SITE)*	--	--	--	--	6	17	11
Special Use Permit (SUP)	17	13	7	2	2	2	4
Subdivision Variance (SV)**	--	--	--	--	--	1	0
Temporary Use Permit (TU)	19	18	23	32	21	19	16
Vacation (VAC)	4	3	5	4	0	3	6
Zoning Amendment (ZA)	5	5	4	7	5	5	10
Zoning Violation (ZV)	44	49	38	44	65	101	99
Total	181	195	222	240	231	289	617

*Not implemented until 2011.

**Implemented in 2014 or began tracking in 2014.

***Implemented in 2015 or began tracking in 2015.

Exhibit 3

Planning & Development Department

Master Fee Schedule

Resolution

RESOLUTION NO. 2016 R _____

A RESOLUTION ESTABLISHING AND AMENDING FEES AS AUTHORIZED BY CHAPTER 4, CHAPTER 9 AND CHAPTER 27 OF THE CODE OF THE CITY OF HUTCHINSON RELATING TO HISTORICAL PRESERVATION, SUBDIVISION REGULATIONS AND ZONING REGULATIONS.

WHEREAS, the Code of the City of Hutchinson in Chapters 4, 9 and 27 authorizes the establishment of a Master Fee Schedule; and

WHEREAS, the City's Governing Body has proposed fees and other charges, and the Governing Body has reviewed said fees and found them to be appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Hutchinson, Kansas:

Section 1. That Hutchinson City Code Section 4-704 of the Historical Preservation Chapter authorizes fees to be established by the Master Fee Schedule by the Governing Body with said fees for Chapter 4 of the Hutchinson City Code adopted as follows:

- a. That the fee for the appeal of a Landmarks Commission decision shall be \$165.00.
- b. That the fee for review by the Landmarks Commission shall be \$20.00.
- c. That the fee for a local register nomination shall be \$25.00 plus recording fees.
- d. That the fee for a local register removal petition shall be \$25.00 plus recording fees.
- e. That the fee for a State/National register nomination shall be \$50.00.

Section 2. That Hutchinson City Code Section 9-110 of the Subdivision Regulations authorizes fees to be established by the Master Fee Schedule by the Governing Body with said fees for Chapter 9 of the Hutchinson City Code adopted as follows:

- a. That the fee for a lot split shall be \$50.00 plus recording fees.
- b. That the fee for a subdivision final plat up to and including four (4) lots shall be \$40.00 plus recording fees.
- c. That the fee for a subdivision final plat of five (5) lots or more shall be a fee of \$40.00 plus \$15.00 per lot for each lot in excess of four (4) lots plus recording fees.

d. The fee for a subdivision preliminary plat for up to and including four (4) lots shall be \$100.00.

e. The fee for a subdivision preliminary plat of five (5) lots or more shall be \$100.00 plus \$15.00 per lot for each lot in excess of four (4) lots.

f. That the fee for a subdivision combined preliminary/final plat shall be \$120.00.

g. That the fee for a replat of a subdivision shall have the same fees as the preliminary and final plat fees stated above.

h. That the fee for a subdivision variance shall be in the amount of \$165.00.

Section 3. That Hutchinson City Code Section 27-323 of the Zoning Regulations authorizes fees established by the Master Fee Schedule by the Governing Body with said fees for Hutchinson City Code Section 27-323 of the Hutchinson City Code adopted as follows:

a. That the fee for a Conditional Use Permit shall be \$165.00

b. That the fee for a Site Plan shall be \$50.00.

c. That the fee for a Special Use Permit shall be \$165.00.

d. That the fee for a Zoning Amendment shall be \$210.00.

e. That the fee for a Zoning Certificate shall be \$10.00

Section 4. That Hutchinson City Code Section 27-427. J of the Zoning Regulations authorizes a fee to be established by the Master Fee Schedule by the Governing Body with said fee for Hutchinson City Code Section 27-427.J of the Hutchinson City Code adopted as follows:

a. The fee for a Planned Unit Development shall be in the amount of \$210.00.

Section 5. That Hutchinson City Code Section 27-601. I of the Zoning Regulations authorizes a fee to be established by the Master Fee Schedule by the Governing Body with said fee for Hutchinson City Code Section 27-601. I of the Hutchinson City Code adopted as follows:

a. That the fee for a Temporary Use Permit shall be in the amount of \$25.00.

Section 6. That Hutchinson City Code Section 27-805. G of the Zoning Regulations authorizes fees to be established by the Master Fee Schedule by the Governing Body with

said fees for Hutchinson City Code Section 27-805.G of the Hutchinson City Code adopted as follows:

- a. That the sign permit fee for an awning (not-illuminated) shall be \$10.00.
- b. That the sign permit fee for an awning (illuminated) shall be in the amount of \$20.00.
- c. That the sign permit fee for an illuminated sign shall be in the amount of \$35.00.
- d. That the sign permit fee for a non-illuminated sign shall be in the amount of \$20.00.
- e. That the sign permit fee for a single sign or multiple signs in excess of 150 square feet in size shall be \$50.00.
- f. That the sign permit fee for a temporary portable sign shall be in the amount of \$10.00.

Section 7. That Hutchinson City Code Section 27-805. K of the Zoning Regulations authorizes a fee to be established by the Master Fee Schedule by the Governing Body with said fee for Hutchinson City Code Section 27-805. K of the Hutchinson City Code adopted as follows:

- a. That the fee for retrieval of a temporary sign removed by the City shall be a service charge in the amount of \$10.00 per sign provided the owner redeems the sign within ten (10) days after removal by the City.

Section 8. That Hutchinson City Code Section 27-1105 of the Zoning Regulations authorizes a fee to be established by the Master Fee Schedule by the Governing Body with said fee for Hutchinson City Code Section 27-1105 of the Hutchinson City Code adopted as follows:

- a. That the fee for a variance shall be in the amount of \$165.00.
- b. That a fee for a Zoning Appeal shall be in the amount of \$165.00.

Section 9. This Resolution shall be in full force and effect from and after its adoption.

Section 10. This Resolution shall supersede any other Resolution conflicting with the provisions stated above.

ADOPTED BY THE GOVERNING BODY of the City of Hutchinson, Kansas, on this _____ day of _____, 2016.

CITY OF HUTCHINSON, KANSAS

Jade Piros de Carvalho, Vice Mayor

ATTEST:

Karen Weltmer, City Clerk



CITY COUNCIL AGENDA REPORT

DATE: February 25, 2016

SUBMITTED BY: Amy Denker, Housing Program Coordinator *ad*

THROUGH: Jana McCarron, AICP *JM*
Director of Planning & Development

COUNCIL COMMUNICATION	
FOR MEETING OF	MAR 1, 2016
AGENDA ITEM	<i>led</i>
FOR ACTION	<input checked="" type="checkbox"/>
INFORMATION ONLY	<input type="checkbox"/>

**REQUEST: Case #16-HOU-12
Rental Registration and Inspection Program Amendment**

CITY COUNCIL ACTION REQUIRED:

Motion to (accept and approve/return to staff/deny) amendments to Chapter 21-1105 of the City of Hutchinson Municipal Code pertaining to the Rental Registration and Inspection Program.

BACKGROUND:

On April 7, 2015, City Council approved Ordinance 2015-11 which enacted the Rental Registration and Inspection Program (RRIP). The program was established with the following goals:

- That all persons renting residential dwelling units within the City enjoy a habitable and safe place to live;
- Correct and prevent rental housing conditions that adversely impact life, health, safety and general welfare of tenants and the surrounding area;
- Protect the quality, character and stability of residential areas;
- Preserve the value of land and buildings and the local tax base;
- Reduce the number of complaint-based rental inspections; and
- Protect the public from increased criminal activity, which tends to occur in residential areas that are unstable, blighted or substandard.

On December 22, 2015, the City received a letter from Investment Resources Corporation requesting amendments to the program, including exemptions for newly constructed and major reconstructed rentals, as well as for federally mortgaged rental properties. An ordinance reflecting Investment Resources Corporation’s request was presented to Council on February 16, 2016. City Council voted to deny the request but instructed staff to prepare an amendment deferring inspections on new construction for six years (**Exhibit A**).

ANALYSIS:

When the original rental inspection ordinance was adopted, an incentive was included for inspected units that have 5 or fewer deficiencies. Those units receive a six year deferral from inspections. Due to the nature of the Certificate of Occupancy inspection, no deficiencies should exist at the time of approval. Thus, the six year deferral should apply to new construction.

RECOMMENDATION:

Staff recommends approval of the amendments to Chapter 21-1105 of the City of Hutchinson Municipal Code pertaining to the Rental Registration and Inspection Program.

NEXT STEPS:

Upon approval, a copy of the ordinance will be published in the local newspaper and all newly constructed unit inspections will be updated to comply with the amendment.

ATTACHMENTS:

Exhibit A – Ordinance amending §21-1105 of the Municipal Code

EXHIBIT A
ORDINANCE AMENDING §21-1105 of the
Municipal Code

Introduced: March 1, 2016
Passed: March 1, 2016
Published: March 4, 2016

ORDINANCE NO 2016-_____

**AN ORDINANCE AMENDING SECTION 21-1105 OF ARTICLE XI.
RESIDENTIAL RENTAL REGISTRATION AND INSPECTION OF
CHAPTER 21 OF THE CODE OF THE CITY OF HUTCHINSON,
KANSAS**

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF
HUTCHINSON, KANSAS:

Section 1. That Hutchinson City Code Section 21-1105, Rental inspection program of Chapter 21 be amended as follows:

Sec. 21-1105. Rental inspection program.

- a. Residential rental units registered in accordance with this Article shall be inspected by the Building Official approximately every three years.
- b. Residential rental units shall also be inspected upon change of ownership.
- c. Residential rental units shall be inspected for compliance with the International Property Maintenance Code, as amended by the City of Hutchinson.
 1. Inspections shall include the interior and exterior of rental units.
 2. Inspections shall include any and all common areas.
- d. Landlords with more than two rental units will have no more than one-third of said rental units inspected in any given year, unless the landlord requests an alternate schedule.
- e. The Building Official shall notify landlords of all residential rental units scheduled for inspection during a given calendar year. Notification shall be made by first class mail, email or text, dependent upon the notification method selected by the landlord or resident agent.

f. Rental inspections may be scheduled online or via telephone, with online inspections preferred.

g. For new construction, the Certificate of Occupancy shall count as the initial inspection. New construction shall receive a six year deferral from inspection. Subsequent inspections shall occur generally on a three-year cycle. Annual rental unit registration is still required.

h. A \$25 fee shall be charged for all missed inspections.

i. Landlords shall not be charged a fee for missed inspections caused by actions of any Tenant.

Section 2. That the existing Hutchinson City Code Section 21-1105 is hereby repealed.

Section 3. That all other sections of Chapter 21 shall remain in full force and effect.

Section 4. This ordinance shall take effect and be in force from and after its passage and publication once in the official City newspaper.

PASSED BY THE GOVERNING BODY this 1st day of March, 2016, for the City of Hutchinson, Kansas.

Jade Piros de Carvalho, Mayor

ATTEST:

Karen Weltmer, City Clerk



CITY COUNCIL AGENDA REPORT

DATE: February 25, 2016

SUBMITTED BY: Amy Denker, Housing Program Coordinator *ad*

THROUGH: Jana McCarron, AICP *JM*
Director of Planning & Development

COUNCIL COMMUNICATION	
FOR MEETING OF	MAR 1, 2016
AGENDA ITEM	7a
FOR ACTION	✓
INFORMATION ONLY	

REQUEST: Case #15-HOU-22
2016 Residential Rehabilitation Grant – Interfaith Housing Services

CITY COUNCIL ACTION REQUIRED:

Motion to (accept and approve/amend and approve/return for further refinements) the recommendation of the Housing Commission to approve a 2016 Residential Rehabilitation Grant in the amount of \$50,000 to Interfaith Housing Services and authorize the Mayor to sign the grant agreement.

HOUSING COMMISSION RECOMMENDATION:

In November 2015, Interfaith Housing Services (IHS) approached the City regarding participation in a revolving loan fund grant through the State. The State confirmed that the City would not be eligible for the grant program, but IHS and staff continued discussions about a possible rehabilitation loan program. The Housing Commission discussed the concept at its November 18, 2015 meeting and was supportive, but requested staff iron out the specific details of how such a program could work. On January 27, 2016, staff took a refined proposal to the Housing Commission (**Exhibit 1**), which was approved with the following amendment to requirement number 2:

A representative from Interfaith Housing Services, Inc. shall report to the Housing Commission upon completion of each project funded by the loan, including provision of a complete expenditure report.

The Commission also recommended the loan program be available to rehabilitate houses located south of 11th Avenue (**Exhibit 2**).

Following the Housing Commission’s January 27, 2016 recommendation, Staff met with the City Attorney and City Manager to discuss how to establish a loan agreement that would meet the desires of Interfaith and the Housing Commission. It was determined that the proposal actually represents a grant and not a loan and the agreement has been developed accordingly (**Exhibit 3**).

Another issue that has arisen since the Housing Commission review of the rehabilitation proposal is difficulty on the part of Interfaith Housing to fully fund one of the Avenue A CDBG grant projects (1213 E Avenue A). City Council approved the bid for this house on February 2, 2016 but the agreement has not been signed (**Exhibit 4**). Interfaith was under the impression that volunteer labor could be used for the full project, but, due to state regulations, this is not possible. Staff proposes that this grant be used for the 1213 E Avenue A property and that the total number of houses to be rehabilitated under the

grant program be increased to four. Staff presented a revised rehabilitation proposal to the Housing Commission on February 24, 2016. The Housing Commission approved the revisions.

ANALYSIS:

Staff has reviewed the 2016 Residential Rehabilitation Grant proposal in light of recent rehabilitation efforts in the City. The CDBG Housing Rehabilitation grant along Avenue A averages \$23,000 per unit to meet minimum health and safety standards, as determined by the Department of Housing and Urban Development. Many projects within that grant project area have cost more than the \$23,000 average. The proposed \$50,000 rehabilitation grant to IHS would result in an average investment for the City of \$12,500 per house, which is below the CDBG average. However, IHS will be able to take advantage of volunteer labor sources and donated materials, which makes their rehabilitation efforts more affordable. And, because IHS plans to sell the rehabbed residential units, the \$50,000 grant can be cycled through multiple houses (the grant requires a minimum of four houses in the next three years in order to be completed).

This grant meets multiple strategies identified in the 2009 Housing Needs Assessment, including “seek(ing) out business and philanthropic community to leverage additional funds for specific projects or housing programs.” If successful, it can be used as a model for future rehabilitation investment efforts.

STAFF’S RECOMMENDATION:

Staff recommends approval of the 2016 Residential Rehabilitation Grant to Interfaith Housing Services, including increasing the total number of rehabilitated units to four and allowing for 1213 E Avenue A to be included.

FINANCIAL IMPACT:

Funding for the 2016 Residential Rehabilitation Grant is budgeted in the 2016 Budget: Housing Initiatives.

NEXT STEPS:

1. Upon approval, the City will enter into the grant agreement with Interfaith Housing Services, Inc. and the funding will be transferred.
2. IHS will provide quarterly updates to the Housing Commission, with a detailed scope of work and expenditure report for homes rehabilitated through the grant.

ATTACHMENTS:

- Exhibit 1 – 15-HOU-22 Housing Commission Staff Report and Attachments
- Exhibit 2 – 2016 Residential Rehabilitation Grant Area Map
- Exhibit 3 – 2016 Residential Rehabilitation Grant Agreement
- Exhibit 4 – 1213 E Avenue A CDBG Grant Agreement



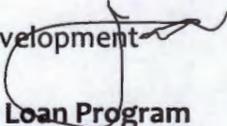
Housing Commission Staff Report

MEETING DATE: 1/27/2016

January 19, 2016

TO: Hutchinson Housing Commission

FROM: Amy Denker, Housing Program Coordinator *AD*

THROUGH: Jana McCarron, Director of Planning & Development 

SUBJECT: 15-HOU-22 2016 Residential Rehabilitation Loan Program

STAFF RECOMMENDATION:

Staff recommends approval of this request.

MOTION:

Motion to recommend to the City Council (approval / approval with modifications / denial) of the proposed 2016 Residential Rehabilitation Loan Program.

BACKGROUND:

During the 2016 Annual Budget process, City Council approved allocating \$70,000 for Housing Initiatives. In November 2015, Interfaith Housing Services (IHS), Inc. proposed partnering with the City to apply for a Moderate Income Housing grant to develop a Revolving Line of Credit program (Exhibit A). The proposal requested using \$50,000 from the Housing Initiatives allocation to use as match dollars for the grant. Due to a current open MIH grant through the City of Hutchinson, it was determined that the grant request would most likely not be funded by the State. IHS and the City have, therefore, decided to proceed with a revised proposal.

ANALYSIS:

Staff proposes to loan Interfaith Housing Services, Inc. \$50,000 from the 2016 Housing Initiatives budget with the following requirements:

1. The loan would be a 3-year forgivable loan. Over a three (3) year period, a minimum of three (3) homes must be rehabilitated.
2. A representative from Interfaith Housing Services, Inc. shall report to the Housing Commission upon completion of each project funded by the loan.
3. All funding received from the City shall be used for purchase of materials, supplies and/or labor associated with the renovation of housing.
4. All homes renovated by the loan shall be located in a target neighborhood as determined by the Housing Commission (Exhibit B). Should an opportunity arise outside of the target neighborhood area, Interfaith may submit a formal request to the Housing Commission to include the project.
5. A sign must be placed on each property rehabilitated with 2016 Residential Rehabilitation Loan Program funds indicating sponsorship of the project. The sign will be provided by the City.

-
6. Properties rehabilitated using the 2016 Residential Rehabilitation Loan Program funds shall not be eligible for the Neighborhood Revitalization Plan tax rebate funding.

PERFORMANCE:

During the three-year loan period, a minimum of three houses shall be rehabilitated using these funds. Should this performance standard not be met, a third of the loan amount shall be repaid to the City for each home not completed.

NEXT STEPS:

Following the Housing Commission's positive recommendation of the proposal, the following steps will be taken to formally launch the 2016 Residential Rehabilitation Program:

1. A draft loan agreement will be prepared for review and signature by IHS.
2. The loan agreement and Housing Commission recommendation will be forwarded to City Council for consideration and approval.

ATTACHMENTS:

Exhibit A – IHS Proposal to create a Revolving Line of Credit for housing rehabilitation
Exhibit B – Rehabilitation Loan Program Target Neighborhoods Map

Interfaith Housing Services
Proposal to create a Revolving Line of Credit for housing rehabilitation

Last year the City of Hutchinson and the Volunteer Center approached Interfaith Housing Services with a proposal to recruit and manage volunteers in an effort to strengthen the Brush-Up Hutch program. This led to a conversation on how we could expand that concept to incorporate a larger scope of homeowner assistance. Following discussions with the City of Hutchinson, United Way, and the Community Foundation, funding was made available for IHS to hire a full time Projects Coordinator. This was accomplished in the hiring of Jeff Thomson in December of 2014.

The impact of volunteers on housing in Hutchinson continues to grow significantly under Jeff's leadership. In November, IHS will host 10 to 12 full time volunteers through AmeriCorps. In addition the first group from the Conservative Anabaptist Service Program (CASP) will arrive in January and consecutive groups will work through March. It is highly likely we will have AmeriCorps back in May and June. We are also working on hosting an Amish group next November. This is all over and above our local volunteers who have been very supportive.

These volunteers, under Jeff's leadership, have the potential to accomplish a great deal, but only if the resources and houses are in the pipeline to keep them busy. Therefore, we are proposing an approach to acquire and renovate vacant single family homes and increase funding for homeowner occupied repair at the same time.

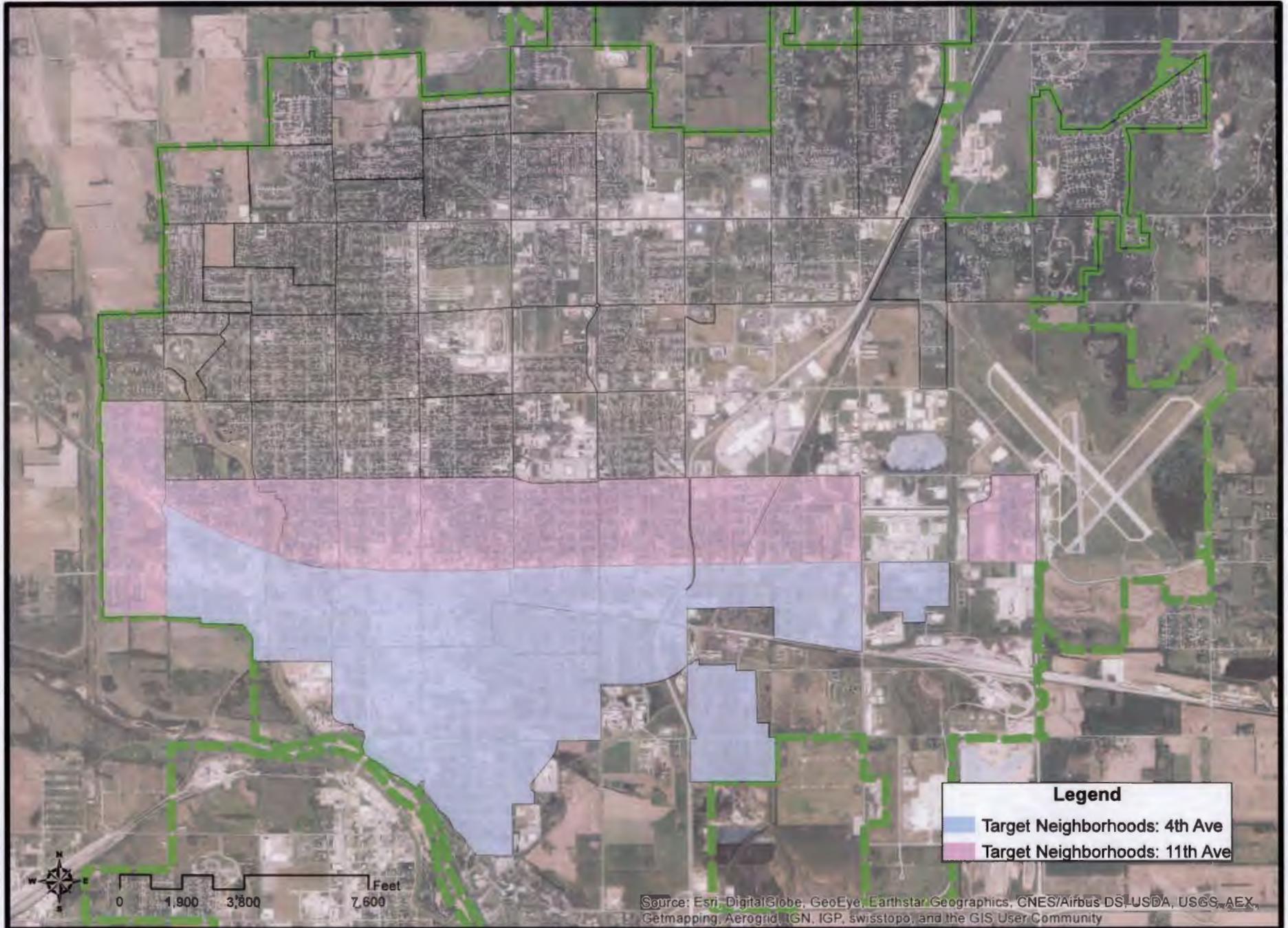
The Kansas Housing Resource Corporation (KHRC) offers a grant program called the Moderate Income Housing (MIH) program. This is a state-funded program which gives cities latitude to create programs and projects that best fit the needs of their community. IHS is proposing that the City apply for \$50,000 from the MIH program and match that with \$50,000 from City funds that have been budgeted for housing. The \$100,000 of combined funds will create a revolving line of credit for Interfaith Housing Services to acquire and/or renovate vacant single family homes using the volunteer groups mentioned above.

The line of credit will be an interest free loan. Once a house is complete and sold the revolving loan fund will be reimbursed from sale proceeds. Any remaining funds after repaying the loan will stay with IHS and used in the Homeowner Occupied Repair and Rehab program. This will provide funds to serve existing homeowners who for physical or financial reasons cannot make repairs to their own homes. If IHS places a house into their affordable rental pool, then IHS will replenish the borrowed funds through their own resources, which may include any combination of private donations, financing or other grant funds.

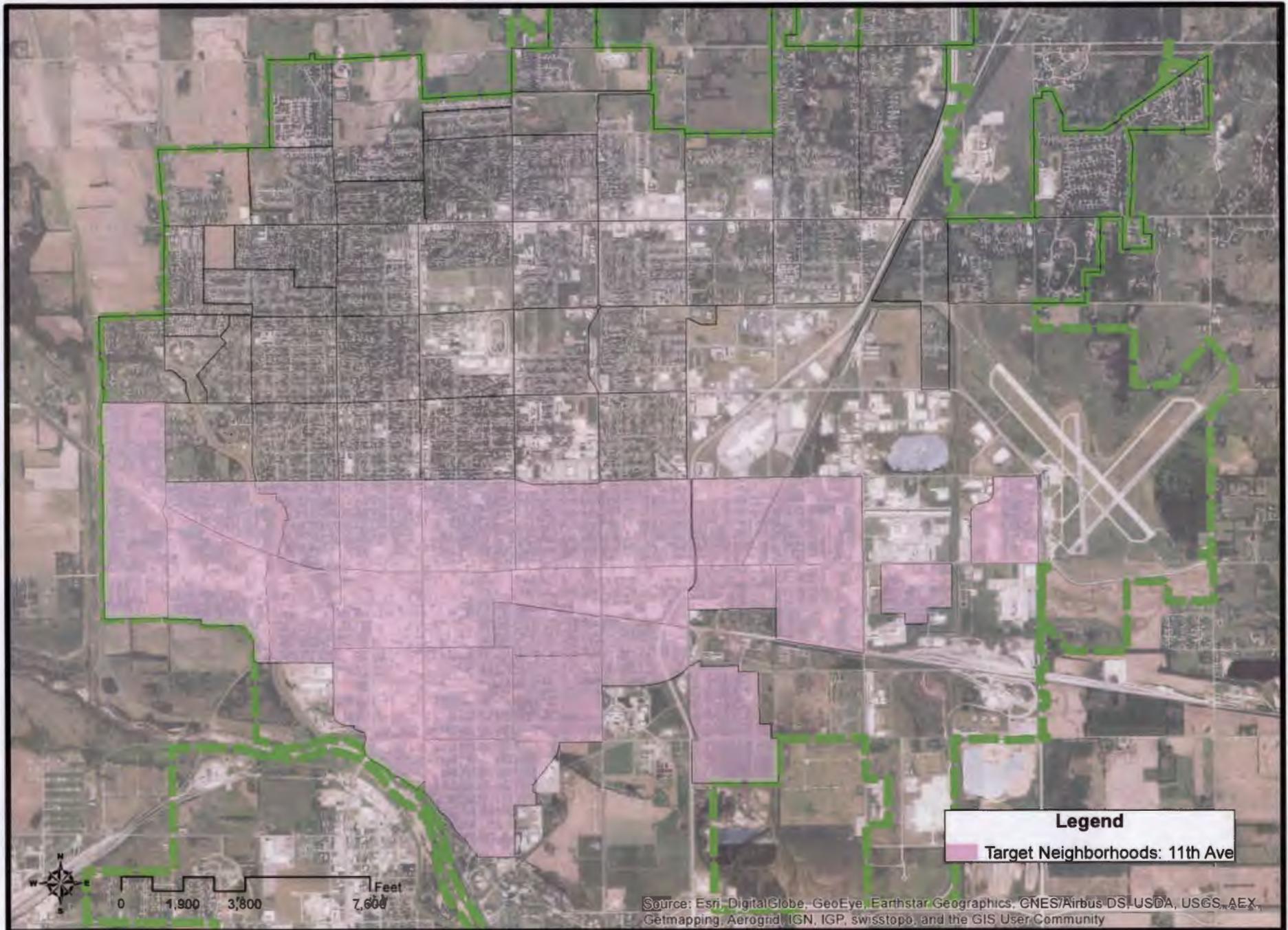
IHS has proven capacity and experience with the acquisition and renovation process as well as an existing Homeowner Occupied Repair and Rehab program. In addition, through the Creating Assets, Savings and Hope program we are constantly working with clients wanting to purchase their first home. By working together this could be a great opportunity to create an ongoing funding source that could be grow in the future for addressing some of the more critical housing needs in our community.

Interfaith Rehabilitation Program

EXHIBIT B



2016 Residential Rehabilitation Grant Area Map



Legend

Target Neighborhoods: 11th Ave

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

Exhibit 3

2016 Residential Rehabilitation Grant Agreement

CITY OF HUTCHINSON
2016 HOUSING REHABILITATION GRANT PROGRAM
GRANT AGREEMENT

This Grant Agreement is made and entered into this _____ day of March, 2016, between the City of Hutchinson (**GRANTOR**) and Interfaith Housing Services, Inc. (**GRANTEE**). In consideration of the mutual promises and agreements contained herein, the undersigned **GRANTOR** and **GRANTEE** agree to the following:

1. **GRANTOR** shall furnish **GRANTEE** with 2016 Housing Rehabilitation Grant Program funds in the amount of \$50,000.00 (**GRANT**); and
2. Said **GRANT** shall be used solely for the purchase of labor, supplies and/or materials associated with housing rehabilitation in the Target Neighborhood located south of 11th Avenue in the City of Hutchinson (Exhibit 1); and
3. Should the **GRANTEE** wish to use **GRANT** funds for rehabilitation of a house located outside of the Target Neighborhood, **GRANTEE** shall obtain prior approval from the City of Hutchinson Housing Commission; and
4. **GRANTEE** shall place a sign provided by the **GRANTOR** on any and all properties rehabilitated using **GRANT** funds, said sign to be provided by the **GRANTOR** and located on the rehabilitation property for the duration of the rehabilitation project; and
5. **GRANTEE** agrees that properties rehabilitated using **GRANT** funds shall not be eligible for tax rebate funding provided by the Neighborhood Revitalization Plan; and

6. **GRANTEE** agrees to provide quarterly updates to the **GRANTOR** and City of Hutchinson Housing Commission regarding use of **GRANT** funds to include detailed information regarding expenditures; and

7. **GRANTEE** shall expend **GRANT** funds to rehabilitate a minimum of four (4) houses within a period of three (3) years from the date of this Grant Agreement. In the event **GRANTEE** fails to rehabilitate four (4) houses during the three (3) year period from the date of this agreement, **GRANTEE** shall repay the sum of \$12,500.00 per house that is not rehabilitated to the **GRANTOR**.

8. Said repayment, if any, shall be due and payable in its entirety no later than December 1, 2019.

IN WITNESS WHEREOF, the parties hereto have caused this 2016 Housing Rehabilitation Grant Program Grant Agreement to be executed on behalf of the **GRANTOR** and **GRANTEE** the day and year first above written.

GRANTOR
City of Hutchinson, Kansas

Jade Piros de Carvalho, Mayor

ATTEST:

Karen Weltmer, City Clerk

GRANTEE
Interfaith Housing Services, Inc.

By: _____
Title: _____

Exhibit 1: 2016 Residential Rehabilitation Grant Area Map

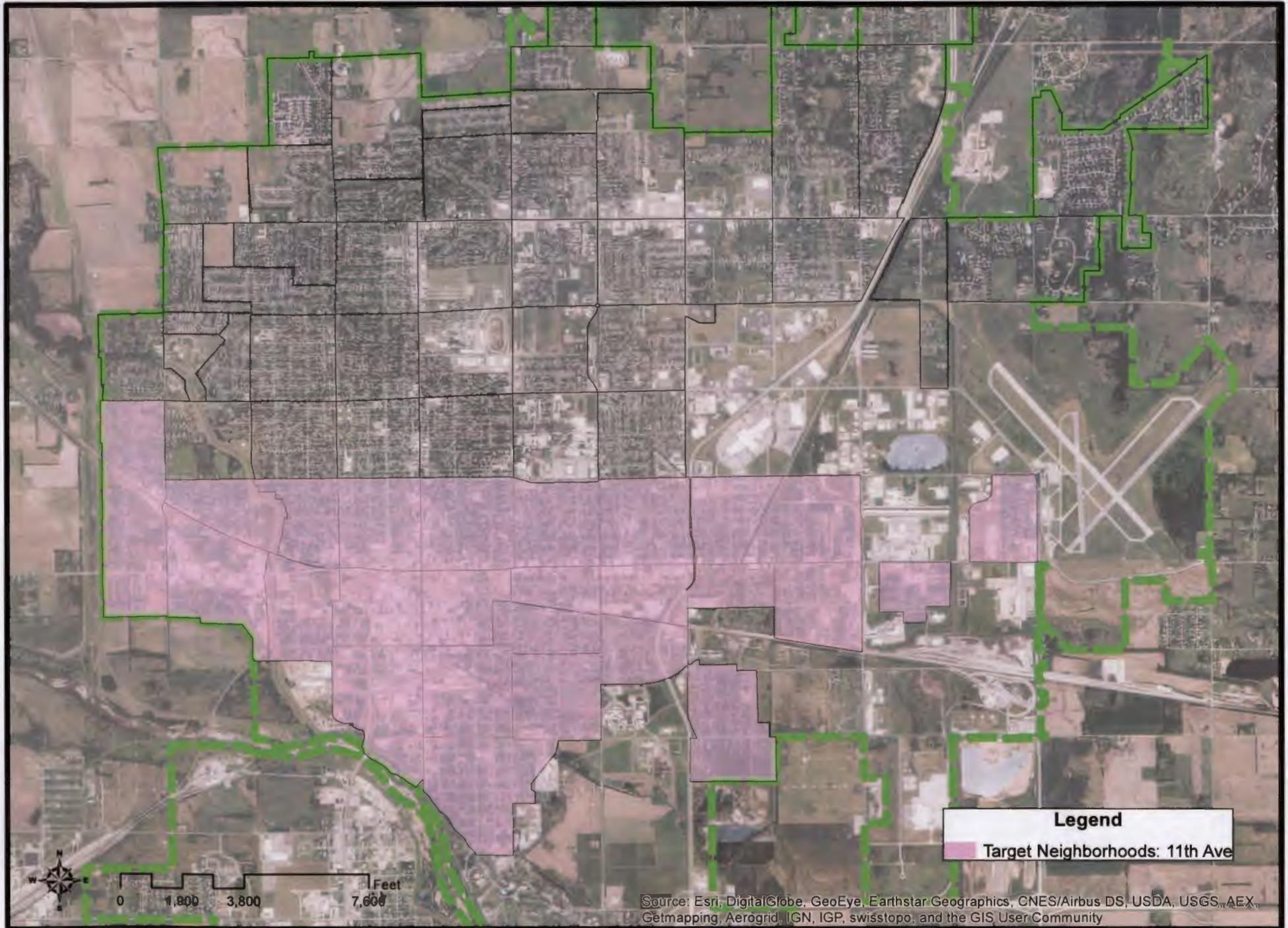


Exhibit 4

1213 E Avenue A CDBG Grant Agreement

**City of Hutchinson, Kansas
CDBG Rehabilitation Contract
1213 East Ave. A**

THIS AGREEMENT, made and entered into this ____ day of March, 2016, by and between Dean Hackenberger DH Home Improvement, 4-17th Crestview Street, Hutchinson, Kansas 67502, hereinafter called the "Contractor", Interfaith Housing Services 1326 East Avenue A. Hutchinson, Kansas 67501 hereinafter called the "Owner" and the City of Hutchinson, 125 East Avenue B. Hutchinson, Kansas 67501 hereinafter called the "City". In consideration of the mutual promises and agreements contained herein, the undersigned Contractor, Owner and City agree as follows:

I. The Contractor shall comply with the following provisions:

A. Labor, Materials, and Work Write-Up:

Furnish all labor, materials, supervision and services necessary to do the work specified in the "Work Write-Up" attached and made a part hereof for the total sum of \$. **(52,550.00 Landlord Contribution, 6,250.00 CDBG Housing Rehabilitation Program 18,750.00, Lead Safe Work Practices 2,500.00 and Inter-Faith Housing Services 25,050.00).**

B. Notice to Proceed:

Not to begin the work to be performed until receipt of Written Notice to Proceed issued by SCKEDD, after which the Contractor shall begin the work within 10 calendar days of the date of said Notice, and shall complete said work within 45 calendar days thereafter.

C. Specifications - Codes and Regulations:

Comply with all appropriate specifications and codes referred to and with all regulations, ordinances and laws of the City of Hutchinson, the State of Kansas, and the federal government, and permit reasonable inspection of all work by authorized inspectors.

D. Insurance:

1. The Contractor shall purchase and maintain such insurance as will protect him from claims set forth below which may arise out of or result from the Contractor's execution of the work, whether such execution be by himself or by any Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:
 - a. Claims for damages because of bodily injury, occupational sickness or diseases, or death of his employees;
 - b. Claims for damages because of bodily injury, sickness or disease, or death of any persons other than his employees;
 - c. Claims for damages insured by usual personal injury liability coverage that are sustained 1) by any person as a result of an offense directly or indirectly related to the employment of such person by the Contractor, or 2) by any other person;
 - d. Claims for damages because of injury to or destruction of tangible property, including loss of use resulting therefrom; and

- e. Bodily injury insurance shall be, at a minimum, in the amount of \$100,000.
2. Certificates of Insurance acceptable to the City shall be filed with the City prior to commencement of the work. These Certificates shall contain a provision that coverage afforded under the policies will not be canceled unless at least fifteen (15) days prior Written Notice has been given to the City.
3. The Contractor shall procure and maintain, at his own expense, during the contract time, public liability insurance as required by the city, at a minimum, in the amount of \$500,000.
4. The Contractor shall procure and maintain, at his own expense, during the contract time, in accordance with the provisions of the laws of the State in which the work is performed, Workmen's Compensation insurance, including occupational disease provisions, for all of his employees at the site of the project and in case any work is sublet, the Contractor shall require such Subcontractor similarly to provide Workmen's Compensation insurance, including occupational disease provisions for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor. In case any class of employees engaged in hazardous work under this Contract at the site of the project is not protected under Workmen's Compensation statute, the Contractor shall provide, and shall cause each Subcontractor to provide, adequate and suitable insurance for the protection of his employees not otherwise protected.

E. Lead Based Paint Prohibition:

The Contractor shall not use or subcontract to a Contractor that uses lead based paint having more than 6/100 of 1 percent lead content by weight in the performance of this contract. Contractors shall comply with the provisions of 29 CFR Part 1926, governing the protection of workers dealing with lead painted surfaces. The Contractor shall contact SCKEDD, the Certified Lead Risk Assessor hired by the city before disturbing any surfaces painted with lead paint and shall ensure that proper procedures are in place to protect the Contractor's employees and the occupants of the house.

F. Permits and Licenses:

Contractor must obtain all permits and licenses required by the City of Hutchinson necessary for the completion and execution of the work and labor to be performed within the City of Hutchinson. The City of Hutchinson will waive the fees associated with obtaining the permits. Copies of issued permits will need to be presented to SCKEDD prior to a Notice to Proceed being issued. Additionally Contractor must be a KDHE Licensed Renovation firm and all workers on site must be Lead Safe Work Practices certified. If any roofing work is involved in the project it must be performed by a firm certified through the Kansas Attorney General's office.

G. Debris and Material Removal:

Keep the premises clean and orderly during the course of the work and remove all debris as it accumulates. Materials and equipment that have been removed and replaced as part of the work shall belong to the Contractor, unless specifically spelled-out otherwise in the

“Work Write-Up”. Any debris containing lead or other controlled substances must be disposed of properly at a certified landfill.

H. Assignments and Subcontractors:

Shall not assign the Contract or subcontract any portion of this Contract without written consent of the Project Administrator. The request for the assignment must be addressed to the Project Administrator, SCKEDD. The Contractor is responsible for all work carried out by any Subcontractor. Additionally a complete Subcontractor Disclosure Form listing all sub-contractors that will be utilized on the project must be filed with Project Administrator prior to construction beginning. Following completion of construction a completed Release of Liens form must be provided to SCKEDD prior to any payment being authorized.

I. Subcontractors to City Officials:

Shall not subcontract any part of the work to be performed under this Contract to any member, officer or employee of the City or its designees or agents, no member of the governing body of said City, and no other public official of such locality who exercises any functions or responsibilities with respect to the CDBG Housing program giving rise to this contract during his or her tenure or for one year thereafter.

J. Guaranty:

The Contractor shall guarantee all materials and equipment furnished and work performed for a period of one (1) year from the date of final inspection. The Contractor warrants and guarantees for a period of one (1) year from the date of final inspection of the system that the completed system is free from all defects due to faulty materials or workmanship and the Contractor shall promptly make such corrections as may be necessary by reason of such defects including the repairs of any damage to other parts of the system resulting from such defects. The Owner will give notice of observed defects with reasonable promptness. In the event that the Contractor should fail to make such repairs, adjustments, or other work that may be made necessary by such defects, the Owner may do so and charge the Contractor the cost thereby incurred.

K. Correction of Work:

1. The Contractor shall promptly remove from the premises all work rejected by the Inspector for failure to comply with the contract documents, whether incorporated in the construction or not, and the Contractor shall promptly replace and re-execute the work in accordance with the contract documents and without expense to the Owner and shall bear the expense of making good all work of other Contractors destroyed or damaged by such removal or replacement.
2. All removal and replacement work shall be done at the Contractor's expense. If the Contractor does not take action to remove such rejected work within ten (10) days after receipt of Written Notice, the City may remove such work and store materials at the expense of the Contractor.

L. Suspension of Work - Termination and Delay:

1. The City may suspend the work or any portion thereof for a period of not more than ninety (90) days or such further time as agreed upon by the Contractor, by Written Notice to the Contractor, which notice shall fix the date on which work shall be resumed. The Contractor will resume that work on the date so fixed.

The Contractor will be allowed an increase in the contract price or an extension of the contract time, or both, directly attributable to any suspension.

2. If the Contractor is adjudged as bankrupt or insolvent, or if he makes a general assignment for the benefit of his creditors, or if a trustee or receiver is appointed for the Contractor or for any of his property, or if he files a petition to take advantage of any debtor's act, or to reorganize under the bankruptcy or applicable laws, or if he repeatedly fails to supply sufficiently skilled workmen or suitable materials or equipment, or if he repeatedly fails to make prompt payments to Subcontractors for labor, materials or equipment or if he disregards laws, ordinances, rules, regulations or orders of any public body having jurisdiction of the work, or if he disregards the authority of the Project Administrator, or if he otherwise violates any provision of the contract documents, then the City may, without prejudice to any other right or remedy and after giving the Contractor and his surety a minimum of ten (10) days from delivery of a Written Notice, terminate the services of the Contractor and take possession of the Project and of all materials, equipment, tools, construction equipment and machinery thereon owned by the Contractor, and finish the work by whatever method he may deem expedient. In such case, the Contractor shall not be entitled to receive any further payment until the work is finished. If the unpaid balance of the Contract price exceeds the direct and indirect costs of completing the project, including compensation for direct costs of completing the project, including compensation for additional professional services, such excess shall be paid to the Contractor. If such costs exceed such unpaid balance, the contractor's bond or the Contractor will pay the difference to the City. Such costs incurred by the City will be determined by the Project Administrator and incorporated in a Change Order.
3. Where the Contractor's services have been so terminated by the City, said termination shall not affect any right of the Owner against the Contractor then existing of which may thereafter accrue. Any retention or payment of monies by the City due the Contractor will not release the Contractor from compliance with the contract documents.
4. After ten (10) days from delivery of a Written Notice to the Contractor, the City may, without cause and without prejudice to any other right or remedy, elect to abandon the Project and terminate the Contract. In such case, the Contractor shall be paid for all work executed and any expense sustained plus reasonable profit.
5. If, through no act or fault of the Contractor, the work is suspended for a period of more than ninety (90) days by the City or under an order of court or other public authority, or the City fails to act on any request for payment within thirty (30) days after it is submitted, or the City fails to recommend payment to the Contractor substantially the sum approved by the Project Administrator or awarded by

arbitrators within thirty (30) days of its approval and presentation, then the Contractor may, after ten (10) days from delivery of a Written Notice to the Owner and Project Administrator, terminate the Contract and recover from the City payment for all work executed and expenses sustained. In addition and in lieu of terminating the Contract, if the Project Administrator has failed to act on a request for payment or if the City has failed to make any payment aforesaid, the Contractor may upon ten (10) days Written Notice to the Owner and the City stop the work until he has been paid all amounts then due, in which event and upon resumption of the work, Change Orders shall be issued for adjusting the contract price or extending the contract time of both to compensate for the costs and delays and attributable to stoppage of the work.

6. If the performance of all or any portion of the work is suspended, delayed, or interrupted as a result of a failure of the Owner or City to act within the time specified in the contract documents, or if no time is specified, within a reasonable time, an adjustment in the contract price or an extension of the contract time, or both, shall be made by Change Order to compensate the Contractor for the costs and delays necessarily caused by the failure of the Owner or City.
7. A SCKEDD inspector may visit the work site at any time to perform interim inspections of work in progress. If Lead Safe Work Practices are not being used, all work must be suspended. The contractor will have to clean the work site and rehabilitation work will not be allowed to resume until whole house clearance is achieved.

M. Payments to Contractor:

1. At least ten (10) days before any payment is to be requested, the Contractor will submit to the Project Administrator a payment request filled out and signed by the Contractor covering the work performed and supported by lien releases covering all supplies, labor and/or Subcontractors used in the completion of the rehabilitation project. The City may authorize a draw at 50 percent completion of the work, with 10 percent retainage withheld in emergency situations. However, normally the City will make a single payment upon completion. Lien releases must be provided prior to any payment being made to the Contractor. The CDBG/Homeowner portion of the amount due must be billed to the City separate from the SCKEDD Weatherization portion.
2. A request for 50 percent payment may also include an allowance for the cost of such major materials and equipment that are suitably stored either at or near the site, if lien releases are provided for the material and equipment stored.
3. Prior to substantial completion, the Owner, with the approval of the Project Administrator and with the concurrence of the Contractor, may use any completed or substantially completed portions of the work. Such use shall not constitute an acceptance of such portions of the work.
4. Upon completion and acceptance of the work the Project Administrator shall issue a certificate attached to the final payment request that the work has been accepted by him under the conditions, of the contract documents. The entire balance found

to be due the Contractor, including the retained percentages, but except such sums as may be lawfully retained by the City, shall be paid to the Contractor, within thirty (30) days of completion and acceptance of the work, if the Contractor has provided all required lien releases and has signed a certification that all materials, laborers and/or Subcontractors have been paid in full.

5. The Contractor hereby identifies and saves the Owner or the Owner's agents harmless from all claims growing out of the lawful demands of Subcontractors, laborers, workmen, mechanics, materialmen, and furnishers of machinery and parts thereof, equipment, tools, and all supplies incurred in furtherance of the performance of the work. The Contractor shall, at the Owner or City's request, furnish satisfactory evidence that all obligations of the nature designated above have been paid, discharged, or waived. If the Contractor fails to do so, the City may, after having notified the Contractor, either pay unpaid bills or withhold from the Contractor's unpaid compensation a sum of money deemed reasonably sufficient to pay any and all such lawful claims until satisfactory evidence is furnished that all liabilities have been fully discharged, whereupon payment to the Contractor shall be resumed, in accordance with the terms of the contract documents, but in no event shall the provisions of this sentence be construed to impose any obligations upon the Owner to either the Contractor, his surety, or any third party. In paying any unpaid bills of the Contractor, any payment so made by the City shall be considered as a payment made under the contract documents by the City to the Contractor, and the City shall not be liable to the Contractor for any such payments made in good faith.
6. If the City fails to make payment thirty (30) days after approval by the Project Administrator, in addition to other remedies available to the Contractor, there shall be added to each such payment interest at the maximum legal rate commencing on the first day after said payment is due and continuing until, the payment is received by the Contractor.

N. Acceptance of Final Payment as Release:

The acceptance by the Contractor of final payment shall be and shall operate as a release to the City and Owner of all claims and all liability to the Contractor other than claims in stated amounts as may be specifically excepted by the Contractor for all things done or furnished in connection with this work and other relating to or arising out of this work. Any payment, however, final or otherwise, shall not release the Contractor or his sureties from any obligations under the contract documents.

O. Changes in the Work:

1. The City, Project Administrator or Project Inspector may at any time, as the need arises, order changes within the scope of the work without invalidating the Agreement. If such changes increase or decrease the amount due under the contract documents, or in the time required authorized by Change Order, the City and Project Administrator shall review and give final approval to all Change Orders. All Change orders must be approved and signed by the City, Owner and Project Inspector.

2. The Project Administrator, also, may at any time, by issuing a Field Order, make changes in the details of the work. The Contractor shall proceed with the performance of any changes in the work so ordered by the Project Administrator.

P. Changes in Contract Price:

The Contract price may be changed only by a Change Order. The value of any work covered by a Change Order or of any claim for increase or decrease in the Contract price shall be determined by one or more of the following methods in the order of precedence listed below:

1. Unit prices previously approved.
2. An agreed lump sum.
3. The actual cost for labor, direct overhead, materials, supplies, equipment, and other services necessary to complete the work. In addition, there shall be added an amount to be agreed upon but not to exceed fifteen (15) percent of the actual cost of the work to cover the cost of general overhead and profit.

Q. Time for Completion and Liquidated Damages:

1. The date of beginning and the time for completion of the work are essential conditions of the contract documents and the work embraced shall be commenced on a date specified in the Notice to Proceed.
2. The Contractor will proceed with the work at such rate of progress to ensure full completion within the contract time. It is expressly understood and agreed, by and between the Contractor and the City, that the contract time for the completion of the work described herein is a reasonable time, taking into consideration the average climatic and economic conditions and other factors prevailing in the locality of the work.
3. If the Contractor shall fail to complete the work within the contract time or extension of time granted by the City, then the Contractor may be required to pay to the City the amount of \$50/day for liquidated damages as specified in the Bid for each calendar day that the Contractor shall be in default after the time stipulated in the contract documents.
4. The Contractor shall not be charged with liquidated damages or any excess cost when the delay in completion of the work is due to the following, and the Contractor has promptly given Written Notice of such delay to the City or Project Administrator.
 - a. To any, preference priority, or allocation order duly issued by the Owner;
 - b. To unforeseeable causes beyond the control and without the fault of negligence of the Contractor, including but not restricted to, acts of God or of the public enemy, acts of the Owner, acts of another Contractor in the performance of an Owner, acts of another Contractor in the performance of a contract with the Owner, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes and abnormal and unforeseeable weather; and
 - c. To any delays of Subcontractors occasioned by any of the causes specified in paragraphs 4a and 4b of this article.

R. Equal Employment Opportunity, Nondiscrimination and Minority Business Enterprise Utilization:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, color, religion, sex or national origin. Such action shall include, but not be limited to, the following: Employment, upgrading, demotion or transfer; recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
3. The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided by the Contract Compliance Officer advising the said labor union or workers' representative of the Contractor's commitment under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. The Contractor will comply with all provisions of Executive Order 11426, and of the rules, regulations, and relevant orders of the Secretary of Labor.
5. The Contractor will furnish all information and reports required by Executive Order 11246, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the Department and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.
6. In the event of the Contractor's noncompliance with the nondiscrimination clauses of this Contract or with any of the said rules, regulations or orders, this Contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared to be ineligible for further government contracts in accordance with procedures authorized in Executive Order 11246, or as otherwise provided by law.
7. The Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246, so that such provision will be binding upon each Subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the Department may direct as means of enforcing such provisions, including sanctions for noncompliance; provided, however, that in the event a Contractor becomes

involved in or is threatened with, litigation with a Subcontractor or vendor as a result of such direction by the Department, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

8. The Contractor will make affirmative efforts to utilize minority business enterprises for suppliers and Subcontractors and will document his efforts to the City.

S. Training and Employment of Lower Income Residents of Project Area:

1. The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701 u. Section 3 requires that to the greatest extent feasible, opportunities for training and employment be given lower income residents of the project area and contracts for work in connection with the project be awarded to business concerns which are located in, or owned in substantial part by persons residing in, the area of the project.
2. The parties to this Contract will comply with the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary of Housing and Urban Development and all applicable rules and orders of the Department issued thereunder prior to the execution of this Contract. The parties to this Contract certify and agree that they are under no contractual or other disability that would prevent them from complying with these requirements.

II. The Owner and/or Tenant Shall:

- A. Not permit or make any changes or additions to the plans and specifications without written approval of the City, Project Grant Administrator and Project Grant Inspector.
- B. Permit the Contractor to use, at no cost, existing utilities such as light, heat, power and water necessary to the carrying out and completion of work.
- C. Cooperate with the Contractor to facilitate the performance of the work including the removal and replacement of rugs, coverings and furnishings as necessary.
- D. Abide by the terms of this Contract and allow the rehabilitation to be carried out in accordance with city codes and federal regulations.

III. General Provisions:

- A. This Contract embodies all of the representatives, rights, duties and obligations of the parties, and any prior oral or written agreement not embodied herein shall not be binding upon or endure to the benefit of any of the parties.
- B. The Contractor agrees to perform the work required by this Contract, and the Owner agrees that neither he nor the members of his family, his tenants, agents or employees will hinder the Contractor in his work or the Project Administrator in carrying out HUD requirements and city codes and policies.

- C. No member, officer or employee of the Grantee, or its designees or agents, no member of the governing body of the locality in which the program is situated, and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the program during his tenure or for one (1) year thereafter, shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with the program assisted under the Agreement.

THIS CONTRACT AND ALL TERMS AND CONDITIONS CONTAINED HEREIN ARE APPROVED AND ACCEPTED AS OF THE DATE FIRST ABOVE WRITTEN.

Dean Hachenberger
DH Home Improvement
4 17th Crestview St,
Hutchinson, KS 67502
Phone (620) 727-3220

Inter-Faith Housing
1326 East Avenue A
Hutchinson, KS 67501
Phone (620) 662-8370

Jade Piros de Carvalho, Mayor
City of Hutchinson
125 East Ave. A
Hutchinson, KS 67501
Phone (620) 620-694-2611



CITY COUNCIL AGENDA REPORT

COUNCIL COMMUNICATION	
FOR MEETING OF	March 1, 2016
AGENDA ITEM	7b
FOR ACTION	X
INFORMATION ONLY	

DATE: February 24, 2016

SUBMITTED BY: Casey Jones, AICP, CFM, Senior Planner *cg*

REQUEST: Case #16-SD-01

Request for approval of the final plat for Sandy Lake Addition, a subdivision containing 2 lots and a reserve area on 61.042 acres of land.

CITY COUNCIL ACTION REQUIRED:

Motion to (accept and approve/amend and approve/deny/return to the Planning Commission for further review) the recommendation of the Planning Commission to approve the final plat of the Sandy Lake Addition with the conditions as presented.

PLANNING COMMISSION RECOMMENDATION:

On February 2, 2016, the Hutchinson Planning Commission reviewed the preliminary plat and final plat for Sandy Lake Addition. The Planning Commission approved the preliminary plat and recommended approval of the final plat to the City Council by a vote of 9-0, subject to the following revisions to the plats, which have all been completed:

- 1) Provide a copy of the "30' Private Road Right of Way and Easement (Bk. 178, Pg. 276)," which is shown on Lot 1.

This has been completed.

- 2) Show the Black Hills Energy gas pipeline easement on the preliminary plat and final plat (Bk. 85, Pg. 35). (The pipeline is shown on the preliminary plat adjacent to the south and west boundaries of the property.)

This has been completed.

- 3) Add note to preliminary plat: "All new utilities shall be located underground. Existing above-ground utilities shall be placed underground unless a subdivision variance is granted."

This has been completed.

- 4) Add note to final plat that assigns maintenance responsibilities for Reserve Area "A." (This note appears on the preliminary plat and also needs to be on the final plat.)

This has been completed.

- 5) On final plat, change Planning Commission Chairman to "Ken Peirce" and replace "Hutchinson-Reno County Joint Subdivision Committee" with "Hutchinson Planning Commission."

This has been completed.

- 6) On final plat, move the "Review Surveyor's Certificate" label; It is on top of another notation.

This has been completed.

- 7) Submit a revised preliminary plat and final plat (one paper copy and one PDF of each) and a signed final plat Mylar to the Planning Department a minimum of one week prior to the desired City Council meeting.

This has been completed. A signed final plat Mylar was received on 2/10/2016. Paper copies and PDF's of the revised preliminary plat and revised final plat were received on 2/24/2016.

FINAL VERSIONS:

Final versions of the preliminary plat and final plat, including all the above-listed revisions, are attached as Exhibits 3 and 4.

PUBLIC MEETING:

A public meeting was held before the Hutchinson Planning Commission on February 2, 2016, where the attached staff report (Exhibit 1) and associated exhibits were presented. There were no comments received from the public. The official minutes for the meeting are included as Exhibit 2.

ATTACHMENTS:

- Exhibit 1 – Planning Commission Staff Report and Exhibits A-E (Exhibits F and G, old versions of the preliminary plat and final plat, are excluded.)
- Exhibit 2 – Official Planning Commission Minutes (2/2/2016)
- Exhibit 3 – Preliminary Plat, Final Version
- Exhibit 4 – Final Plat, Final Version



Planning Commission Staff Report

PC Meeting Date: 2/2/2016

January 27, 2016

TO: Hutchinson Planning Commission
FROM: Casey A. Jones, AICP, CFM, Senior Planner
SUBJECT: 16-SD-01, Request for approval of the preliminary and final plats for the Sandy Lake Addition
OWNER: Sandy, Inc., c/o Clarence and Susan Nolte
APPLICANT: Daniel E. Garber, Garber Surveying Service, P.A.

REQUEST:

The applicant has submitted preliminary plat and final plat applications for the Sandy Lake Addition. This proposed subdivision is located to the North of 11th Avenue between Halstead Street and Alcoa Drive in the City of Hutchinson. The subdivision consists of two lots on 58.5 acres and is zoned I-3, Heavy Industrial District. The subdivision is located in the South Half of the Northwest Quarter of Section 9, Township 23 South, Range 5 West of the 6th Principal Meridian. The preliminary plat and final plat applications are attached to this report. The owner proposes to establish a watercraft sales and service business on Lot 1. The owner has submitted an application to rezone this property from I-3 to C-3 and has submitted a conditional use permit application for a proposed single family dwelling that would be located on Lot 1.

STAFF RECOMMENDATION:

As of January 27, 2016, Staff has identified a few revisions to the plats that still need to be addressed. Staff recommends approval of the preliminary plat and final plat subject to the following:

- 1) Provide a copy of the "30' Private Road Right of Way and Easement (Bk. 178, Pg. 276)," which is shown on Lot 1.
2) Show the Black Hills Energy gas pipeline easement on the preliminary plat and final plat (Bk. 85, Pg. 35). (The pipeline is shown on the preliminary plat adjacent to the south and west boundaries of the property.)
3) Add note to preliminary plat: "All new utilities shall be located underground. Existing above-ground utilities shall be placed underground unless a subdivision variance is granted."
4) Add note to final plat that assigns maintenance responsibilities for Reserve Area "A." (This note appears on the preliminary plat and also needs to be on the final plat.)
5) On final plat, change Planning Commission Chairman to "Ken Peirce" and replace "Hutchinson-Reno County Joint Subdivision Committee" with "Hutchinson Planning Commission."
6) On final plat, move the "Review Surveyor's Certificate" label; It is on top of another notation.
7) Submit a revised preliminary plat and final plat (one paper copy and one PDF of each) and a signed final plat mylar to the Planning Department a minimum of one week prior to the desired City Council meeting.

MOTION FOR PRELIMINARY PLAT:

Motion to (approve / modify and approve / deny) the preliminary plat for the Sandy Lake Addition.

MOTION FOR FINAL PLAT: Motion to recommend to the City Council (approval / approval with modifications / denial) of the final plat for the Sandy Lake Addition.

DEVELOPMENT REVIEW COMMITTEE:

The Development Review Committee (DRC) met on January 12, 2016, and the DRC comments were sent to the applicant following the meeting. Those comments are attached as Exhibit A. Based on the DRC comments, the applicant provided revised plats on January 22, 2016.

ANALYSIS:

1. Lot Dimensions, Frontage, and Street Access

The proposed lots are compliant with the minimum size, frontage, and access requirements of the *Hutchinson Zoning Regulations*. The street to be used for access to the property (11th Avenue) is already constructed and in place.

2. Drainage Plan

The applicant submitted a drainage plan, which was required as part of the conditional use permit application. The drainage plan indicates that all storm water runoff from the property drains into the lake. Staff is not requiring a drainage study for this subdivision.

3. Utilities

The subdivision has adequate access to public water and sanitary sewer, which are located in the 11th Avenue right-of-way. According to the *Hutchinson Subdivision Regulations*, all new utilities and existing utilities shall be placed underground. Staff has requested that this requirement be noted on the preliminary plat. Staff has also requested that any existing utility easements be delineated on the preliminary plat and final plat.

4. Maintenance of Reserve Area "A"

Maintenance of the reserve area will be the joint responsibility of the owners of Lots 1 and 2. This note needs to be added to the final plat.

5. Revisions and Corrections

Staff has requested several revisions to the preliminary plat and final plat as noted above on Page 1.

EXHIBITS:

A - Development Review Comments, 1/12/2016

B - Current Zoning Map

C - Preliminary Plat Application

D - Final Plat Application

E - Drainage Plan

F - Preliminary Plat – Received January 22, 2016

G - Final Plat – Received January 22, 2016

CC: Jana McCarron, AICP, Director of Planning and Development



Development Review Comments, 1/12/2016

16-SD-01: Sandy Lake Addition, Preliminary and Final Plats

A Development Review Committee meeting was held on January 12, 2016, and the following comments were received:

Sandy Lake Addition Preliminary Plat comments

1. In the Adjacent Ownership Table, all properties should be zoned "I-3, Heavy Industrial District" (not I-2).
2. In accordance with 9-617.A.1, provide a copy of the draft agreement for development and maintenance of the reserve area. The agreement shall identify:
 - Ownership, use, preservation, liability and continued maintenance of the reserve area
 - Restrictions and covenants for the reserve area
3. Add the following note to the preliminary plat (9-617.A.8)

"It shall be the joint responsibility of all owners of property located within this plat to provide for the ongoing maintenance and upkeep of all common and reserve areas.
4. Show pipeline easement (Black Hills Energy Pipeline).
5. Show location of proposed water, sewer, electric and any other new utility lines.
6. Show location of proposed fire hydrant(s).
7. Show location of existing trees, including species and caliper. Annotate which are to remain.
8. All new utilities shall be located underground (add note to plat). Existing utilities are required to be underground unless a subdivision variance is granted. If the property owner intends to keep the above-ground electric service line, a subdivision variance application will be needed.
9. Is the 40' ROW on 11th Avenue already dedicated? If not, label: to be dedicated by this plat. (As a side note, the Subdivision Regulations require a ROW width of between 60 and 80 feet for 11th Avenue, which is classified as a collector street.)
10. Provide copies of Restrictive Covenant Bk 453, Pg 11 and Road ROW Easement Bk 178, Pg 276.
11. Is the 30' road ROW easement public or private? If it is private, label it as such. If it is already dedicated to the public, the City recommends that it be vacated by virtue of this plat and be maintained as a private driveway. An access easement would then be required for the adjacent property to the west.
12. Benchmark BM-1 description is confusing.

Sandy Lake Addition Final Plat comments

1. Show pipeline easements.
2. Show easements for any new utilities.
3. ROW Question for Engineering? Is this already dedicated? If not, applicant needs to label: to be dedicated by this plat.
4. Change "—Reno County Joint Subdivision Committee" to "Planning Commission" in subdivision certificate.
5. Change "Jack Martin" to new chair (TBD January 19, 2016).

6. Add the following note to the preliminary plat (9-617.A.8)
"It shall be the joint responsibility of all owners of property located within this plat to provide for the ongoing maintenance and upkeep of all common and reserve areas.
7. Is 30' road ROW easement private? If so, label "private".
8. Change "is" to "are" in the fourth line of the notary certificate.

Additional comments

1. Mylar. Following Planning Commission approval of the Final Plat, please provide a signed mylar a minimum of one week prior to the desired City Council meeting. Mylar must be signed by the Land Surveyor, Review Surveyor, Owner and Notary prior to submission.
2. Conditional use permit. Conditional use permit approval and the proper building permits are required prior to construction of improvements on the proposed subdivision lots.

Please provide 14 full-size, 1 reduced and 1 PDF of the Revised Plat drawings, by noon on January 22, 2016, in order for this item to be placed on the February 2, 2016, Planning Commission agenda.

Entered by:



Casey A. Jones, AICP, CFM, Senior Planner
CaseyJ@hutchgov.com
620-694-2667

January 12, 2016

Date

16-SD-01: Zoning Map



0 75 150 300 Feet

00000 E. 11th Ave., Hutchinson, KS





CITY OF HUTCHINSON
Planning and Development Department
125 E Avenue B, Hutchinson, KS 67501
Phone: 620-694-2639 Fax: 620-694-2673

2016 PRELIMINARY PLAT APPLICATION

FOR OFFICE USE ONLY
DATE RECEIVED: 12/30/15 CASE #: 16-SD-01 FEE PAID: [check]
(1-4 lots = \$100.00)
(5 or more lots = \$100.00 + \$15 per lot)

PROJECT INFORMATION

Name of the Proposed Subdivision Sandy Lake Addition

Approximate Address 00000 E. 11th Avenue

Legal Description of land to be subdivided (Attach additional pages, if needed.)
Portion of 5/2 NW 1/4 Section 9, T.23 S., R.5W.
See attached

Applicant Clarence and Susan Nolte
Name Susan Nolte Company Sandy, Inc.
Mailing Address 517 E. 4th Avenue, Hutchinson, KS. 67501
Phone 620-665-0396 E-Mail

Property Owner
Name Sandy, Inc.
Mailing Address 8503 E. Eales Rd., Burrton, KS. 67020
Phone 620-665-0396 E-Mail

Surveyor/Engineer/Architect/Agent (Attach additional pages, if needed.)
Name Dan Garber Company Garber Surveying Service, P.A.
Mailing Address 2908 N. Plum, Hutchinson, KS. 67502
Phone 620-665-7032 E-Mail dgarber@garbersurveying.com

SUMMARY OF SITE CHARACTERISTICS

- 1. Zoning I3
2. Lot Area Minimum Required 5,000 sf Minimum Provided 190,216 sf Average Provided 231,130 sf
3. Flood Zone
4. Soil Characteristics Sandy
5. Existing or Proposed Covenants & Restrictions (None) (Yes, see attached)
6. Availability of Utilities and other Public Facilities Sanitary sewer and water lines adjacent to all lots.
7. Traffic volumes on adjacent streets 2985 vpd



Planning and Development Department

125 E. Avenue B, Hutchinson, KS 67501

(620) 694-2639 Fax: (620) 694-2673

8. Acreage to be dedicated or used for:

Right of Way	<u>0</u>	Paved Streets & Sidewalks	<u>0</u>
Utility Easements	<u>0</u>	Drainage Easements & Reserve Areas	<u>43.1 Ac.</u>
Park land and trails	<u>0</u>	Schools	<u>0</u>

SUBMITTAL REQUIREMENTS

- Completed Preliminary Plat Application.** (See Preliminary Plat Design Requirements)
- Preliminary Plat Application Fee** (1-4 lots = \$100.00 // 5 or more lots = \$100.00 plus \$15.00 per lot).
- 5 folded, full-size copies of the Preliminary Plat.**
- 1 copy of a Preliminary Drainage Study, including Water Quality, if total acreage in the subdivision is one acre or greater.**
- 1 electronic version (PDF) of the Preliminary Plat submitted via email to: Stephanie.Stewart@Hutchgov.com.**
- Traffic Impact Study.** Please contact the City Engineer to determine if a traffic impact study is required.
- Water/Stormwater Feature Specifications.** Design information including depth, relationship to water table, methodology for filling/draining, composition of lining, etc.
- Other documentation, as required by City Staff.**

SUBDIVISION PUBLIC IMPROVEMENTS

Sec. 9-603 and Sec. 9-614 of the *Hutchinson City Code* require the following to be provided for public improvements associated with the subdivision:

<u>Improvement</u>	<u>Timing of Installation</u>	<u>Proposed Financing</u>
Streets	<u>N/A</u>	_____
Water	<u>N/A</u>	_____
Sanitary Sewer	<u>N/A</u>	_____
Stormwater	<u>N/A</u>	_____
Sidewalks	<u>N/A</u>	_____
Other	_____	_____

PRELIMINARY PLAT APPLICATION PROCESS

1. Submit the attached **Preliminary Plat Application** and all required supporting materials to the Planning and Development Department in accordance with the application deadlines on page four of this application.
2. Following receipt of a complete **Preliminary Plat Application**, planning staff will:
 - a. Set date a date for a public meeting before the Hutchinson Planning Commission.
 - b. Transmit application materials to the Development Review Committee (DRC) for their review.
 - c. The DRC will meet to discuss the project. The DRC will provide written comments which will be sent to the applicant. Based upon the comments received, revised plans may be required. Revised plans, once received, will be routed to the DRC for final comment.
3. The Planning Commission will conduct a public meeting on the project, typically in accordance with the attached schedule. The Planning Commission may approve the Preliminary Plat, deny the Preliminary Plat, approve the Preliminary Plat with modifications or table the item pending receipt of additional information or completed studies.
4. **Following Preliminary Plat approval, the applicant may commence preparation of a Final Plat for the subdivision.**



Planning and Development Department

125 E. Avenue B, Hutchinson, KS 67501

(620) 694-2639 Fax: (620) 694-2673

UNDER NORMAL CIRCUMSTANCES, A MINIMUM OF 45 DAYS IS REQUIRED FROM SUBMITTAL OF A COMPLETED APPLICATION TO THE FINAL DECISION.

We, the undersigned, hereby authorize the submittal of this application and associated documents and certify that all the information contained therein is true and correct.

(Signatures of property owners)

Clarence Nolte
Signature

Signature

Clarence Nolte
Printed Name

Printed Name



CITY OF HUTCHINSON
Planning and Development Department
125 E. Avenue B, Hutchinson, KS 67501
620-694-2639 phone ~ 620-694-2673 fax

2016 FINAL PLAT APPLICATION

FOR OFFICE USE ONLY		
DATE RECEIVED: <u>12/30/15</u>	CASE #: <u>16-SD-01</u>	FEE PAID: <input checked="" type="checkbox"/>
		(Final plat only: \$100)
		(With preliminary plat: No fee)

PROJECT INFORMATION

Name of the Proposed Subdivision Sandy Lake Addition

Approximate Address 00000 E. 11th Avenue

Legal Description of land to be subdivided

Portion of S¹/₂, NW¹/₄ Section 9, T.23S, R.5W.
See attached

Applicant Clarence &
 Name Susan Nolte Company Sandy, Inc
 Mailing Address 517 E. 4th Avenue, Hutchinson, KS, 67501
 Phone 620-665-0396 E-Mail _____

Property Owner
 Name Sandy, Inc.
 Mailing Address 8503 E. Eates Road, Burrton, Ks. 67020
 Phone 620-665-0396 E-Mail _____

Surveyor/Engineer/Architect
 Name Dan Garber Company Garber Surveying Service, P.A.
 Mailing Address 2908 N. Plum, Hutchinson, KS 67502
 Phone 620-665-7032 E-Mail dgarber@garbersurveying.com

SUBMITTAL REQUIREMENTS

- Completed Final Plat Application. (See Final Plat Design Requirements)
- 5 folded, full-size copies of the Final Plat.
- 5 full-size copies of Final Landscaping Plans for drainage basins, holding ponds and subdivision buffers.
- 1 electronic version (PDF) of the Final Plat and Landscaping Plans submitted via Email to: Stephanle.Stewart@Hutchgov.com.



- Proof of Taxes and Special Assessments and Certification from the Reno County Treasurer that all taxes and special assessments for the property have been paid.
- Signed and Notarized Mylar (may be submitted after Planning Commission approval).
- Check in the amount of \$23.00 per Final Plat page made payable to Reno County Register of Deeds
- 1 copy of the Final Drainage Study, including Water Quality (if applicable).
- Final copy of Restrictions and Covenants (If proposed for the subdivision).
- 2 copies of Construction Drawings, including water, sewer and street plans.
- 2 copies of Engineering Cost Estimates for public improvements.
- Assurance for Construction or Installation of required improvements (surety bond, letter of credit, escrow of funds, property escrow, public agency financing, etc.)

FINAL PLAT APPLICATION PROCESS

1. Submit the **Final Plat Application** and all required supporting materials to the Planning and Development Department in accordance with the application deadlines on page 3.
2. Following receipt of a complete **Final Plat Application**, planning staff will:
 - a. Set date a date for a meeting with the Hutchinson Planning Commission.
 - b. Transmit application materials to the Development Review Committee (DRC) for their review.
 - c. The DRC will meet to discuss the project. The DRC will provide written comments which will be sent to the applicant. Based upon the comments received, revised plans may be required. Revised plans, once received, will be routed to the DRC for final comment.
3. The Planning Commission will review the Final Plat and make a recommendation to the City Council, typically in accordance with the attached schedule. The Planning Commission may recommend approval, denial or approval with modifications.
4. **Following Final Plat consideration by the Planning Commission, the plat will be forwarded to City Council for approval. The attached schedule is optimal and assumes that all required construction drawings, studies and financing have been submitted and approved by the appropriate City Departments. Subdivisions requesting special assessments will require additional time for approval.**
5. Once the Final Plat is approved, Planning staff will obtain the appropriate City signatures and will take the plat mylar, along with the recording fee and proof of taxes paid to the County Recorder. Please allow a minimum of 3 working days for plat recordation.

UNDER NORMAL CIRCUMSTANCES, A MINIMUM OF 45 DAYS IS REQUIRED FROM SUBMITTAL OF A COMPLETED APPLICATION TO THE FINAL DECISION.

We, the undersigned, hereby authorize the submittal of this application and associated documents and certify that all the information contained therein is true and correct.

(Signature of property owners)

Clarence Nolte
Signature

Signature

Clarence Nolte
Printed Name

Printed Name

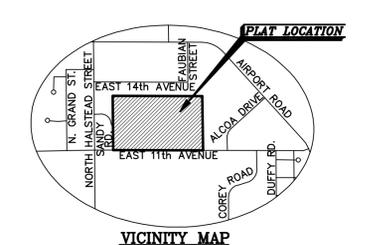
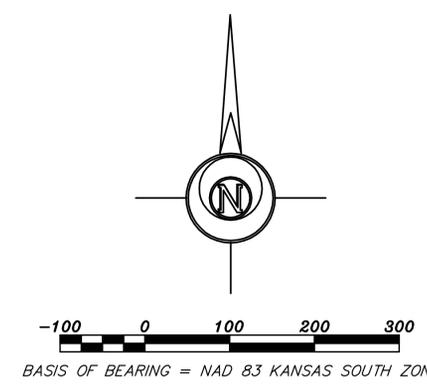
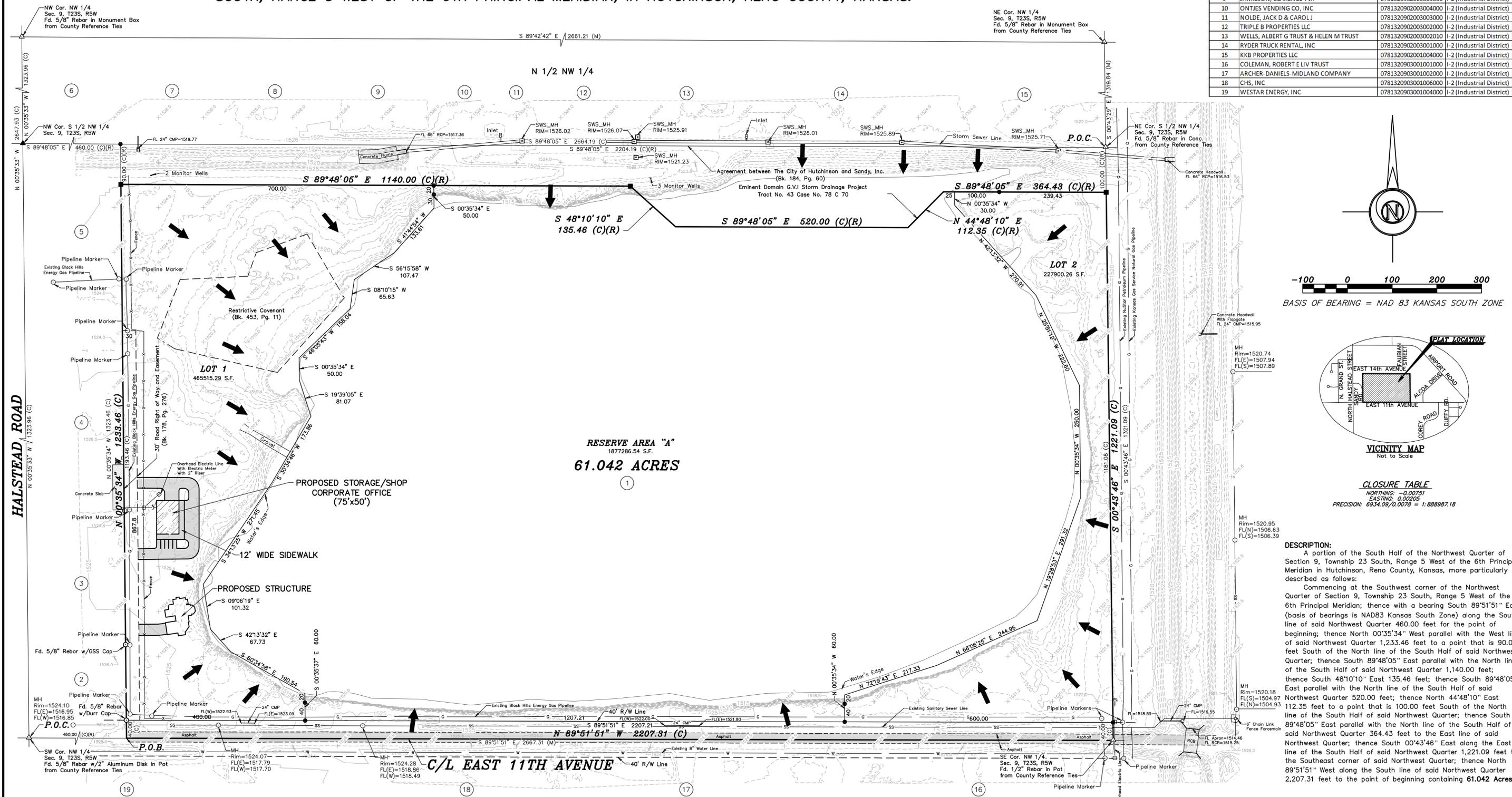
DRAINAGE PLAN

SANDY LAKE ADDITION

A PORTION OF THE SOUTH HALF OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE 6TH PRINCIPAL MERIDIAN, IN HUTCHINSON, RENO COUNTY, KANSAS.

Exhibit E: Drainage Plan

Adjacent Ownership			
No.	Owner	Parcel ID	Zoning
1	SANDY, INC	0781320902004009000	I-2 (Industrial District)
2	CITY OF HUTCHINSON	0781320902004008000	I-2 (Industrial District)
3	KANSAS OXYGEN, INC	0781320902004007000	I-2 (Industrial District)
4	MEGGERS, SCOTT S & SHEILA D	0781320902004005000	I-2 (Industrial District)
5	GLOBAL ENGINEERING & TECHNOLOGY, INC	0781320902004002000	I-2 (Industrial District)
6	ODESSA PROPERTIES LLC	0781320902003009000	I-2 (Industrial District)
7	WILKE WELDING & STEEL FABRICATION, INC	0781320902003007000	I-2 (Industrial District)
8	CONTAINER CRAFT, INC	0781320902003006000	I-2 (Industrial District)
9	JAMIESON, CLARENCE T JR	0781320902003005000	I-2 (Industrial District)
10	ONTJES VENDING CO, INC	0781320902003004000	I-2 (Industrial District)
11	NOLDE, JACK D & CAROL J	0781320902003003000	I-2 (Industrial District)
12	TRIPLE B PROPERTIES LLC	0781320902003002000	I-2 (Industrial District)
13	WELLS, ALBERT G TRUST & HELEN M TRUST	0781320902003001000	I-2 (Industrial District)
14	RYDER TRUCK RENTAL, INC	0781320902003001000	I-2 (Industrial District)
15	KKB PROPERTIES LLC	0781320902001004000	I-2 (Industrial District)
16	COLEMAN, ROBERT ELV TRUST	0781320903001001000	I-2 (Industrial District)
17	ARCHER-DANIELS-MIDLAND COMPANY	0781320903001002000	I-2 (Industrial District)
18	CHS, INC	0781320903001006000	I-2 (Industrial District)
19	WESTAR ENERGY, INC	0781320903001004000	I-2 (Industrial District)



CLOSURE TABLE

NORTHING:	-0.00751
EASTING:	0.00205
PRECISION:	69.34.09/0.0078 = 1:888987.18

DESCRIPTION:
A portion of the South Half of the Northwest Quarter of Section 9, Township 23 South, Range 5 West of the 6th Principal Meridian in Hutchinson, Reno County, Kansas, more particularly described as follows:
Commencing at the Southwest corner of the Northwest Quarter of Section 9, Township 23 South, Range 5 West of the 6th Principal Meridian; thence with a bearing South 89°51'51" East (basis of bearings is NAD83 Kansas South Zone) along the South line of said Northwest Quarter 460.00 feet to the point of beginning; thence North 00°35'34" West parallel with the West line of said Northwest Quarter 1,233.46 feet to a point that is 90.00 feet South of the North line of the South Half of said Northwest Quarter; thence South 89°48'05" East parallel with the North line of the South Half of said Northwest Quarter 1,140.00 feet; thence South 48°10'10" East 135.46 feet; thence South 89°48'05" East parallel with the North line of the South Half of said Northwest Quarter 520.00 feet; thence North 44°48'10" East 112.35 feet to a point that is 100.00 feet South of the North line of the South Half of said Northwest Quarter; thence South 89°48'05" East parallel with the North line of the South Half of said Northwest Quarter 364.43 feet to the East line of said Northwest Quarter; thence South 00°43'46" East along the East line of the South Half of said Northwest Quarter 1,221.09 feet to the Southeast corner of said Northwest Quarter; thence North 89°51'51" West along the South line of said Northwest Quarter 2,207.31 feet to the point of beginning containing 61.042 Acres.

BENCHMARK:
BM-1: USGS Disk Approximately 3.5 miles East along U.S. Highway 50 South from its junction with North Main Street at Hutchinson, thence 0.4 miles North along a gravel road, at the main entrance to the Hutchinson Municipal Airport, 30 feet Southeast of the center of the entrance, set in the top of the East end of the South headwall of a 3x6 foot concrete culvert.
Elevation=1517.37 (NAVD88)

GENERAL NOTES:
Elevation information shown hereon is derived from City of Hutchinson LIDAR.
FLOOD NOTE:
According to Flood Insurance Rate Map No. 20155C0284F (dated January 6, 2010) published by the Federal Emergency Management Agency, the property described above lies within ZONE "X", which is defined as "Areas of 0.2% annual chance flood; areas of 1% chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood."

- LEGEND**
- ▲ - Sectional Monument Found
 - △ - Section Monument Set (5/8" x 24" Iron Rebar w/G.S.S. Cap)
 - - 5/8" x 24" Iron Rebar Set in Concrete
 - - Survey Monument Found
 - - 5/8" x 24" Iron Rebar Set w/G.S.S. Cap
 - ⊙ - Found T-Post
 - ⊗ - Guy Anchor
 - ⊕ - Storm Sewer Manhole
 - ⊖ - Adjacent Ownership (See Table)
 - ⊙ - Sanitary Sewer Manhole
 - ⊕ - Power Pole
 - ⊖ - Calculated
 - ⊗ - Measured
 - ⊘ - Record measurement
 - P.O.B. - Point of Beginning
 - P.O.C. - Point of Commencement
 - ▨ - Existing Asphalt Hatch
 - ▩ - Existing Concrete Hatch
 - ➔ - Existing Drainage Flow

ENGINEER:
ENGINEERING CONSULTANTS, P.A.
1227 NORTH MAIN ST.
HUTCHINSON, KS. 67501
(620) 665-6394

OWNER/SUBDIVIDER:
SUSAN NOLTE
517 EAST 4TH AVENUE
HUTCHINSON, KS. 67501
(620) 665-0396

SURVEYOR:
DANIEL E. GARBER
GARBER SURVEYING SERVICE, P.A.
2908 NORTH PLUM ST.
HUTCHINSON, KS. 67502

DRAINAGE PLAN		Description: SANDY, INC. HUTCHINSON, KANSAS	
Prepared By: GSS		Garber Surveying Service, P.A.	
HUTCHINSON (Main Office) 2908 North Plum St. 67502 Ph. 620-665-7032 Fax 620-663-7401		McPHERSON (Branch Office) 115 East Marlin 67460 Ph. 620-241-4441 Fax 620-241-4458	
NEWTON (Branch Office) 511 North Poplar St. 67114 Ph. 316-283-5053 Fax 316-283-5073			
Drawn By: WJA	Scale: 1"=100'	Date of Field Work: March 9, 2015	Job No:
Checked By: DEG	Date: 12/30/2015	Sheet 1 of 1 Sheet(s)	G2015-104

Saved 12/30/2015 2:02:10 PM by B6060LD
File Date & Time Wednesday, December 30, 2015 2:49:52 PM Draw Path \\FSC\Company\LD\GCSFILES\2015\20150104_CSA\DWG\20150104.DWG Drainage and Site

MINUTES
CITY PLANNING COMMISSION
TUESDAY, FEBRUARY 2, 2016 – 5:00 p.m.
CITY COUNCIL CHAMBERS
125 EAST AVENUE B

1. The Planning Commission meeting was called to order with the following members present: Harley Macklin, Terry Bisbee, Janet Hamilton, Mark Woelzel, Robert Obermite, Darryl Peterson, Tom Hornbeck, Todd Carr, and Ken Peirce. Staff present were Jana McCarron, Director of Planning and Development; Casey Jones, Senior Planner; and Charlene Mosier, Planning Technician.

2. APPROVAL OF MINUTES

The minutes of the January 19, 2016, meeting were approved on a motion by Hamilton, seconded by Macklin, passed unanimously.

3. CORRESPONDENCE & STAFF REPORTS

The documents and staff reports were accepted into the official record on a motion by Bisbee, seconded by Obermite, passed unanimously.

4. NEW BUSINESS

- 4a. 16-SD-01 Request for approval of the preliminary and final plats for the Sandy Lake Addition

Peirce asked if there were any outside contacts or conflicts of interest; there were none.

Jones reviewed the staff report for the case. The property is owned by Clarence and Susan Nolte. The applicant has submitted preliminary and final plat applications for the Sandy Lake Addition. The property is located to the North of E. 11th Avenue between Halstead Street and Alcoa Drive in the City of Hutchinson. The subdivision would consist of two lots on 58.5 acres and is zoned I-3 Heavy Industrial District.

The owner proposes to establish a watercraft sales and service business on Lot 1 and has submitted an application to rezone the property from I-3 to C-3. A conditional use permit application has also been submitted for a proposed single family dwelling that would also be located on Lot 1. Access to public water and sewer is in place. Maintenance of the reserve area will be the responsibility of the property owners. Jones showed a zoning map and the proposed plat for the property.

There is a drainage ditch along the north and east sides of the property. The west side of the property, along Halstead St., has businesses that abut the proposed subdivision. The property currently has a driveway access from 11th Avenue.

Jones said staff recommends approval of the preliminary and final plat subject to the following:

- 1) Provide a copy of the “30’ Private Road Right of Way and Easement (Bk. 178, Pg. 276),” which is shown on Lot 1.
- 2) Show the Black Hills Energy gas pipeline easement on the preliminary plat and final plat (Bk. 85, Pg. 35). (The pipeline is shown on the preliminary plat adjacent to the south and west boundaries of the property.)
- 3) Add note to preliminary plat: “All new utilities shall be located underground. Existing above-ground utilities shall be placed underground unless a subdivision variance is granted.”
- 4) Add note to final plat that assigns maintenance responsibilities for Reserve Area “A.” (This note appears on the preliminary plat and also needs to be on the final plat.)
- 5) On final plat, change Planning Commission Chairman to “Ken Peirce” and replace “Hutchinson-Reno County Joint Subdivision Committee” with “Hutchinson Planning Commission.”
- 6) On final plat, move the “Review Surveyor’s Certificate” label; It is on top of another notation.
- 7) Submit a revised preliminary plat and final plat (one paper copy and one PDF of each) and a signed final plat mylar to the Planning Department a minimum of one week prior to the desired City Council meeting.

Peirce asked for the presentation by the applicant.

Dan Garber, Garber Surveying, 2908 N. Plum, explained the owners want to return the lake to its previous condition making it suitable for fishing. The applicant plans to force the geese off the lake which also makes it safer for the airport because it is located in close proximity. The owner plans to build a structure for a workshop and to store boats and equipment. An office area would be included. A dock may be constructed for fishing and boats are tested on the lake. The water depth of the lake is approximately 40 feet.

There were no comments from the audience. Peirce closed the hearing.

Motion by Bisbee, seconded by Peterson to approve the Preliminary Plat for the Sandy Lake Addition, subject to the revisions presented by Staff, passed with the following vote: Yes – Macklin, Woleslagel, Hamilton, Obermite, Carr, Hornbeck, Peterson, Bisbee, Peirce.

Motion by Bisbee, seconded by Carr to recommend approval of the Final Plat for the Sandy Lake Addition, subject to the revisions presented by Staff, passed with the following vote: Yes - Macklin, Woleslagel, Hamilton, Obermite, Carr, Hornbeck, Peterson, Bisbee, Peirce.

5. PUBLIC HEARINGS

- 5a. 16-ZA-02 Request to rezone 00000 East 11th Avenue from I-3 Heavy Industrial District to C-3 Outdoor Commercial District.

Peirce asked if there were any outside contacts or conflicts of interest; there were none.

Jones reviewed the staff report for the case. Clarence and Susan Nolte are requesting to rezone the 58.5 acre property on the north side of 11th Avenue between Halstead Street and Alcoa Drive. The property is undeveloped and contains a lake. They would like to construct a watercraft sales and service building, demonstrate watercraft on the lake, and construct a single family dwelling. A watercraft sales, service and accessory storage use is permitted in the current I-3 zoning and in the requested C-3 zoning district. Single family dwellings are not permitted in the I-3 District and require a conditional use permit in the C-3 District. A legal notice was placed in the newspaper for the zoning amendment and the conditional use permit.

Notices of the public hearing were mailed to property owners within 200 feet and no comments were received. The proposed property is surrounded by I-3 zoning. Jones reviewed the factors. The character of the neighborhood is industrial. The zoning and uses of nearby property are also industrial. Staff would not recommend permitting a residential use on the property. A residential use on this property could impact the surrounding industrial uses because buffering and screening requirements would be imposed on future non-residential developments on the adjacent properties. The Comprehensive Plan 2005-2010 calls for industrial uses on this property.

Peterson commented this use is good for the area and would actually improve the property. Bisbee agreed the watercraft business is excellent; however he had concerns about not following the Comprehensive Plan and imposing expenses on other industrial businesses that have been there for years and are in the correct zoning.

Garber stated that the three cases are all tied together. If the applicant does not receive approval to live on the property, he would not proceed with any of the plans. The applicant would also be willing to waive the required buffering due to surrounding business expansion. The owner currently lives in the county and would like to live next to the business and living there will provide security for the property. Vandalism and theft has been an issue on this property in the past. An elevation drawing of the proposed lodge-style home was shown.

Mr. Nolte said he has run out of space at the business on 4th Avenue and this is the ideal location to expand. He has owned this property since the 1980's. He would employ two or three mechanics at the proposed shop on the Sandy Lake Addition. He said he will use lasers and noise to scare off the geese to help clean up the water. He said he has no plans for Lot 2 as there are numerous pipelines and little ground on this lot. He would like to add a gate and stone entrance and additional landscaping to the property. He may also add a boat dock for fishing.

Macklin asked if a conditional use permit is possible for a residence in an industrial zone. McCarron said it is not; it must be zoned C-3 to have a conditional use permit for a home. It is also not an option to allow waiving any buffering. The applicant would need to apply for a variance from required screening.

Hamilton asked about signage. The applicant said he has no plans to put up any signs.

Peirce closed the hearing and asked for a motion.

Motion by Hamilton, seconded by Woleslagel to recommend to the City Council approval of this request to rezone the property at 00000 East 11th Avenue from I-3 Heavy Industrial District to C-3 Outdoor Commercial District based on the following factors:

- 1. Character of the neighborhood – there are other businesses in this area.**
- 2. The property is unique because there are no other lakes this size within the city limits.**
- 3. There were no comments from surrounding neighbors.**
- 4. The request would improve the condition of the property.**
- 5. Improved safety for the airport due to mitigation of geese.**
- 6. All utilities are currently in place.**
- 7. Commercial development and a home would increase the tax base of this area.**

The motion passed with the following vote: Yes – Macklin, Woleslagel, Hamilton, Obermite, Peterson, Peirce; No – Bisbee, Carr, Hornbeck.

- 5b. 16-CUP-01 Request for Conditional Use Permit approval to construct a single family dwelling on property zoned C-3 Outdoor Commercial District located at 00000 East 11th Avenue.

Peirce asked if there were any outside contacts or conflicts of interest; there were none.

Jones reviewed the staff report for the case. The applicant is requesting a conditional use permit to construct a new 2,172 square foot, single family dwelling on the property located at 00000 East 11th Avenue. The property was recommended to be rezoned by the Planning Commission from I-3 to C-3. Single family dwellings require a conditional use permit in the C-3 District.

Staff is recommending denial of the request because the required factors for approval are not met. It is not in conformance with the comprehensive plan and a single family dwelling is not compatible with the zoning and uses of surrounding properties that are all industrial. The proposed use would experience the traffic, noise and dust from surrounding uses that are not typically compatible with residential dwellings. Jones said a site plan would need to be approved and the driveway would need to be paved with a required 24 foot wide concrete or asphalt drive off of 11th Avenue. Landscaping requirements are currently met. Two parking spaces for the house and three parking spaces for the business would be required.

Obermite commented that this property has limited uses and this use seems to fit very well while improving the property.

Macklin asked about the timeframe for construction. Garber said the applicants have been working on this project for a year and are ready to begin as soon as everything is approved.

There were no comments from the audience.

Peirce closed the hearing and asked for a motion.

Motion by Woleslagel, seconded by Peterson to recommend to the City Council approval of this request for a conditional use permit for construction of a single family dwelling at 00000 East 11th Avenue based on the following factors:

- 1. Character of the neighborhood;**
- 2. Length of time the property has remained vacant;**
- 3. Impacts on nearby properties;**
- 4. Relative gain to the public health, safety, and welfare, as compared with the hardship to the land owner if the application were denied;**
- 5. Availability of public utilities to serve the development.**

The Planning Commission had the following condition:

- 1. The single family residence must be a site built home only.**

The motion passed with the following vote: Yes – Macklin, Hamilton, Obermite, Carr, Bisbee, Peterson, Woleslagel, Peirce; No – Hornbeck.

6. UPCOMING CASES

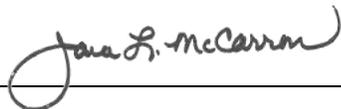
6a. Jones said the next upcoming case is a subdivision application for Kisiwa West, near 3900 N. Monroe. This will be a replat of six lots to one lot for a single family residence that will be constructed.

7. OPEN COMMENTS FROM THE AUDIENCE – None.

8. ADJOURNMENT – The meeting adjourned at 6:35 p.m.

Respectfully Submitted,
Charlene Mosier

Approved this 16th day of February, 2016

Attest: 

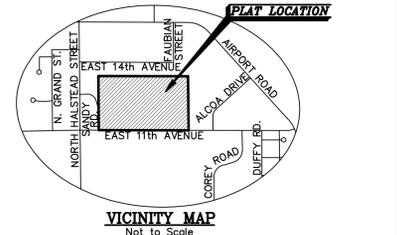
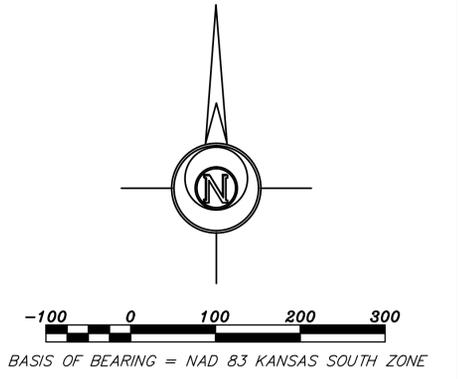
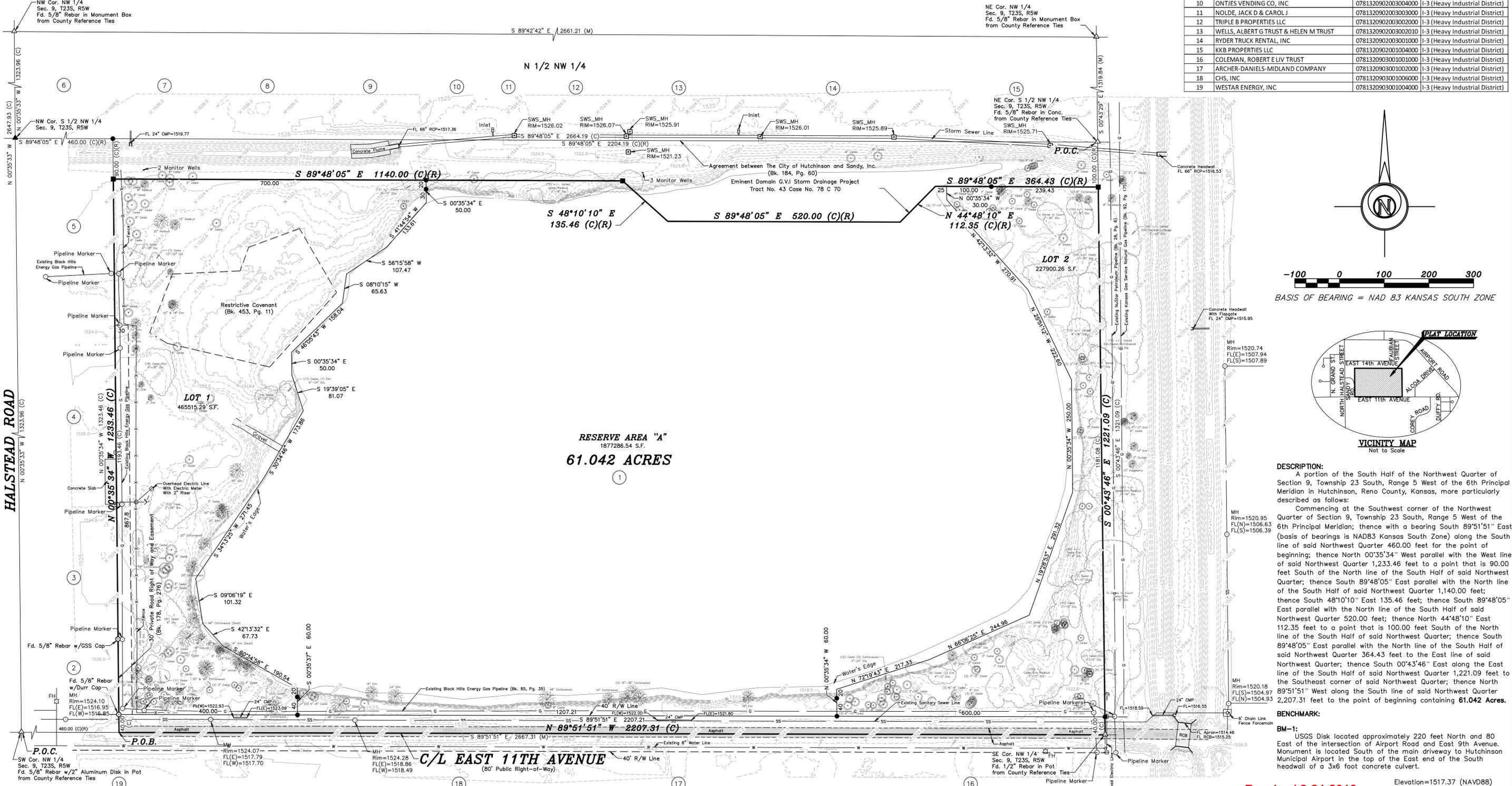
PRELIMINARY PLAT

SANDY LAKE ADDITION

A PORTION OF THE SOUTH HALF OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE 6TH PRINCIPAL MERIDIAN, IN HUTCHINSON, RENO COUNTY, KANSAS.

Exhibit 3

Adjacent Ownership			
No.	Owner	Parcel ID	Zoning
1	SANDY, INC	0781320902004009000	I-3 (Heavy Industrial District)
2	CITY OF HUTCHINSON	0781320902004008000	I-3 (Heavy Industrial District)
3	KANSAS OXYGEN, INC	0781320902004007000	I-3 (Heavy Industrial District)
4	MEGGERS, SCOTT S & SHEILA D	0781320902004005000	I-3 (Heavy Industrial District)
5	GLOBAL ENGINEERING & TECHNOLOGY, INC	0781320902004002000	I-3 (Heavy Industrial District)
6	ODESSA PROPERTIES LLC	0781320902003009000	I-3 (Heavy Industrial District)
7	WILKE WELDING & STEEL FABRICATION, INC	0781320902003007000	I-3 (Heavy Industrial District)
8	CONTAINER CRAFT, INC	0781320902003006000	I-3 (Heavy Industrial District)
9	JAMIESON, CLARENCE T JR	0781320902003005000	I-3 (Heavy Industrial District)
10	ONTJES VENDING CO, INC	0781320902003004000	I-3 (Heavy Industrial District)
11	NOLDE, JACK D & CAROL J	0781320902003003000	I-3 (Heavy Industrial District)
12	TRIPLE B PROPERTIES LLC	0781320902003002000	I-3 (Heavy Industrial District)
13	WELLS, ALBERT G TRUST & HELEN M TRUST	0781320902003002010	I-3 (Heavy Industrial District)
14	RYDER TRUCK RENTAL, INC	0781320902003001000	I-3 (Heavy Industrial District)
15	KKB PROPERTIES LLC	0781320902001004000	I-3 (Heavy Industrial District)
16	COLEMAN, ROBERT ELIV TRUST	0781320903001001000	I-3 (Heavy Industrial District)
17	ARCHER-DANIELS-MIDLAND COMPANY	0781320903001002000	I-3 (Heavy Industrial District)
18	CHS, INC	0781320903001006000	I-3 (Heavy Industrial District)
19	WESTAR ENERGY, INC	0781320903001004000	I-3 (Heavy Industrial District)



DESCRIPTION:
A portion of the South Half of the Northwest Quarter of Section 9, Township 23 South, Range 5 West of the 6th Principal Meridian in Hutchinson, Reno County, Kansas, more particularly described as follows:
Commencing at the Southwest corner of the Northwest Quarter of Section 9, Township 23 South, Range 5 West of the 6th Principal Meridian; thence with a bearing South 89°51'51" East (basis of bearings is NAD83 Kansas South Zone) along the South line of said Northwest Quarter 460.00 feet for the point of beginning; thence North 0°35'34" West parallel with the West line of said Northwest Quarter 1,233.46 feet to a point that is 90.00 feet South of the North line of the South Half of said Northwest Quarter; thence South 89°48'05" East parallel with the North line of the South Half of said Northwest Quarter 1,140.00 feet; thence South 48°10'10" East 135.46 feet; thence South 89°48'05" East parallel with the North line of the South Half of said Northwest Quarter 520.00 feet; thence North 44°48'10" East 112.35 feet to a point that is 100.00 feet South of the North line of the South Half of said Northwest Quarter; thence South 89°48'05" East parallel with the North line of the South Half of said Northwest Quarter 364.43 feet to the East line of said Northwest Quarter; thence South 00°43'46" East along the East line of the South Half of said Northwest Quarter 1,221.09 feet to the Southeast corner of said Northwest Quarter; thence North 89°51'51" West along the South line of said Northwest Quarter 2,207.31 feet to the point of beginning containing **61.042 Acres**.

BENCHMARK:
BM-1: USGS Disk located approximately 220 feet North and 80 East of the intersection of Airport Road and East 9th Avenue. Monument is located South of the main driveway to Hutchinson Municipal Airport in the top of the East end of the South headwall of a 3x6 foot concrete culvert.
Elevation=1517.37 (NAVD88)

GENERAL NOTES:
1) Elevation information shown hereon is derived from City of Hutchinson LIDAR.
2) It shall be the joint responsibility of all owners of property located within this plat to provide for the ongoing maintenance and upkeep of all common and reserve areas.
3) All new utilities shall be located underground. Existing aboveground utilities shall be placed underground unless a subdivision variance is granted.

FLOOD NOTE:
According to Flood Insurance Rate Map No. 20155C0284F (dated January 6, 2010) published by the Federal Emergency Management Agency, the property described above lies within ZONE "X", which is defined as "Areas of 0.2% annual chance flood; areas of 1% chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood."

- LEGEND**
- ▲ - Sectional Monument Found
 - - Section Monument Set (5/8" x 24" Iron Rebar w/G.S.S. Cap)
 - - 5/8" x 24" Iron Rebar Set in Concrete
 - - Survey Monument Found
 - - 5/8" x 24" Iron Rebar Set w/G.S.S. Cap
 - - Found T-Post
 - - - - - Fence
 - ⊕ - Guy Anchor
 - SWS_MH - Storm Sewer Manhole
 - ⊙ - Adjacent Ownership (See Table)
 - MH - Sanitary Sewer Manhole
 - ⊕ - Power Pole
 - (C) - Calculated
 - (M) - Measured
 - (R) - Record measurement
 - P.O.B. - Point of Beginning
 - P.O.C. - Point of Commencement
 - ▭ - Existing Asphalt Hatch
 - ▭ - Existing Concrete Hatch

CLOSURE TABLE

NORTHING	= 0.00751
EASTING	= 0.00205
PRECISION	= 69.34/0.0078 = 1:888987.18

OWNER/SUBDIVIDER:
SUSAN NOLTE
517 EAST 4TH AVENUE
HUTCHINSON, KS. 67501
(620) 665-0396

ENGINEER:
ENGINEERING CONSULTANTS, P.A.
1227 NORTH MAIN ST.
HUTCHINSON, KS. 67501
(620) 665-6394

SURVEYOR:
DANIEL E. GARBER
GARBER SURVEYING SERVICE, P.A.
2908 NORTH PLUM ST.
HUTCHINSON, KS. 67502

PRELIMINARY PLAT

Description: **SANDY, INC. HUTCHINSON, KANSAS**

Prepared By: **GSS** Garber Surveying Service, P.A.

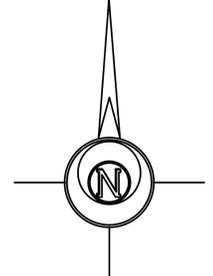
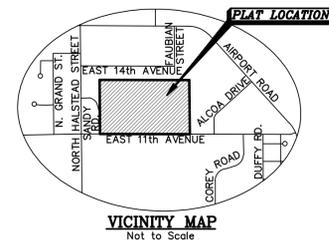
HUTCHINSON (Main Office) 2908 North Plum St. 67502 Ph. 620-665-7932 Fax 620-665-7401
McPHERSON (Branch Office) 115 East Main St. 67460 Ph. 620-241-4411 Fax 620-241-4158
NEWTON (Branch Office) 511 North Poplar St. 67114 Ph. 316-283-5053 Fax 316-283-5073

Drawn By: JAK	Scale: 1"=100'	Date of Field Work: March 9, 2015	Job No:
Checked By: DEG	Date: 02/03/2016	Sheet 1 of 1 Sheet(s)	G2015-104

Exhibit 4

SANDY LAKE ADDITION

FINAL PLAT
A PORTION OF THE SOUTH HALF OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 23
SOUTH, RANGE 5 WEST OF THE 6TH PRINCIPAL MERIDIAN, IN HUTCHINSON, RENO COUNTY, KANSAS.



CLOSURE TABLE
NORTHING: -0.00751
EASTING: 0.00205
PRECISION: 6834.09/0.0078 = 1:888887.18



BASIS OF BEARING = NAD 83 KANSAS SOUTH ZONE

LAND SURVEYOR'S CERTIFICATE AND DESCRIPTION

I, the undersigned, licensed land surveyor of the State of Kansas, do hereby certify that the following described tract of land was surveyed on March 9, 2015 and the accompanying final plat prepared and that all monuments shown herein actually exist and their positions are correctly shown to the best of my knowledge and belief:

A portion of the South Half of the Northwest Quarter of Section 9, Township 23 South, Range 5 West of the 6th Principal Meridian in Hutchinson, Reno County, Kansas, more particularly described as follows:

Commencing at the Southwest corner of the Northwest Quarter of Section 9, Township 23 South, Range 5 West of the 6th Principal Meridian; thence with a bearing South 89°51'51" East (basis of bearings is NAD83 Kansas South Zone) along the South line of said Northwest Quarter 460.00 feet for the point of beginning; thence North 00°35'34" West parallel with the West line of said Northwest Quarter 1,233.46 feet to a point that is 90.00 feet South of the North line of the South Half of said Northwest Quarter; thence South 89°48'05" East parallel with the North line of the South Half of said Northwest Quarter 1,140.00 feet; thence South 48°10'10" East 135.46 feet; thence South 89°48'05" East parallel with the North line of the South Half of said Northwest Quarter 520.00 feet; thence North 44°48'10" East 112.35 feet to a point that is 100.00 feet South of the North line of the South Half of said Northwest Quarter; thence South 89°48'05" East parallel with the North line of the South Half of said Northwest Quarter 364.43 feet to the East line of said Northwest Quarter; thence South 00°43'46" East along the East line of the South Half of said Northwest Quarter 1,221.09 feet to the Southeast corner of said Northwest Quarter; thence North 89°51'51" West along the South line of said Northwest Quarter 2,207.31 feet to the point of beginning containing **61.042 Acres**.



Date _____ 2015.

EASEMENTS:

All easements shown on this plat, unless specified as private, are hereby dedicated to the public, the rights-of-way of which are shown as dashed lines on the accompanying plat, and said easements may be employed in perpetuity as a covenant running with the land for the purpose of installing, repairing, reinstalling, replacing and maintaining sewers, water lines, gas lines, electric lines and poles, telephone lines and poles and other forms and types of public utilities now or hereafter generally utilized by the public.

STREETS:

Streets shown on this plat and not heretofore dedicated to the public are hereby so dedicated.

OWNER'S CERTIFICATE AND DEDICATION

STATE OF KANSAS }
COUNTY OF RENO } SS

This is to certify that the undersigned, owners of the land described in the Surveyor's Certificate; have caused the same to be surveyed and subdivided on the accompanying plat into Lots, Block and other public ways under the name of SANDY LAKE ADDITION. A portion of the South Half of the Northwest Quarter of Section 9, Township 23 South, Range 5 West of the 6th Principal Meridian in Hutchinson, Reno County, Kansas; that all easements and public sites as denoted on the plat are hereby dedicated to and for the use of the public for the purpose of constructing, operating, maintaining and repairing public improvements; and further that the land contained herein is held and shall be conveyed subject to any applicable restrictions, reservations, and covenants now on file or hereafter filed in the Office of the Register of Deeds of Reno County, Kansas.

Date Signed: _____ Date Signed: _____

Susan Nolte, President
Sandy Incorporated
Clarence Nolte, Secretary
Sandy Incorporated

NOTARY CERTIFICATE

STATE OF KANSAS }
COUNTY OF RENO } SS

BE IT REMEMBERED:

That on this _____ day of _____, 20__ A.D., before me, the undersigned, a notary public in and for the county and state aforesaid, came Susan Nolte and Clarence Nolte, Owner and Secretary, of Sandy Incorporated, who are known to me to be the same persons who executed the foregoing plat and the within instrument of writing.

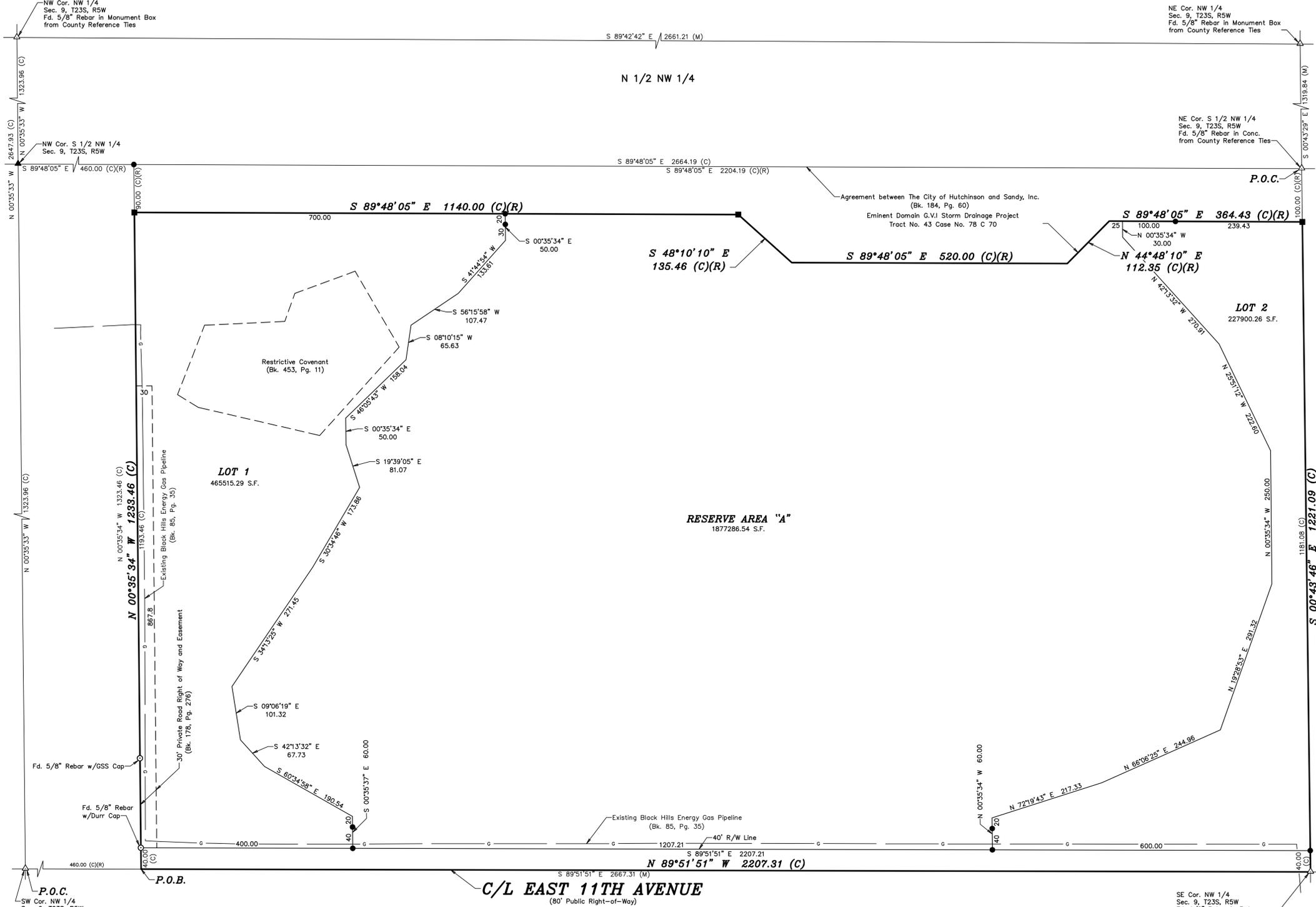
IN TESTIMONY WHEREOF:
I have hereunto set my hand and affixed my Notarial Seal the day and year last mentioned above.

My Commission Expires: _____
_____, Notary Public

FINAL PLAT
Description: SANDY LAKE ADDITION HUTCHINSON, KANSAS
Prepared By: Garber Surveying Service, P.A.
GSS HUTCHINSON (Main Office) 2908 North Plum St. 67502 Ph. 620-665-7032 Fax 620-665-7401
McPHERSON (Branch Office) 115 East Marlin 67460 Ph. 620-241-4411 Fax 620-241-4158
NEWTOWN (Branch Office) 511 North Poplar St. 67114 Ph. 316-283-5053 Fax 316-283-5073
Drawn By: JAK Scale: 1"=100' Date of Field Work: March 9, 2015 Job No:
Checked By: DEG Date: 02/03/2016 Sheet 1 of 1 Sheet(s) G2015-104

- Sectional Monument Found
- Section Monument Set (5/8" x 24" Iron Rebar w/G.S.S. Cap)
- 5/8" x 24" Iron Rebar Set in Concrete
- Survey Monument Found
- 5/8" x 24" Iron Rebar Set w/G.S.S. Cap
- Calculated
- Measured
- Record measurement
- P.O.B. - Point of Beginning
- P.O.C. - Point of Commencement

GENERAL NOTES:
1) It shall be the joint responsibility of all owners of property located within this plat to provide for the ongoing maintenance and upkeep of all common and reserve areas.



REVIEW SURVEYOR'S CERTIFICATE

STATE OF KANSAS }
COUNTY OF RENO } SS

I hereby certify that I have reviewed the surveyed plat and certify said plat to be in compliance with the requirements of K.S.A. 58-2005.

Lloyd P. Dorzweiler, RLS #885, Review Surveyor

HUTCHINSON PLANNING COMMISSION

STATE OF KANSAS }
COUNTY OF RENO } SS

Approved this _____ day of _____, 20__ by the Hutchinson Planning Commission.

Ken Peirce, Chairman
Jana McCarron, Secretary

CITY COUNCIL CERTIFICATE

STATE OF KANSAS }
COUNTY OF RENO } SS

This plat has been submitted to and approved by the City Council of the City of Hutchinson, Kansas.
Dated this _____ day of _____, 20__.

Jade Piros de Carvalho, Mayor

Karen Weltmer, City Clerk

REGISTER OF DEEDS CERTIFICATE

STATE OF KANSAS }
COUNTY OF RENO } SS

This is to certify that this instrument was filed for record in the Register of Deeds Office at _____ m. on this _____ day of _____, 20__ in Book _____ Page _____.

Bonnie Ruebke, Register of Deeds

TRANSFER OF RECORD

STATE OF KANSAS }
COUNTY OF RENO } SS

Entered on transfer record on this _____ day of _____, 20__.

Donna Patton, County Clerk

Received 2-24-2016 Hutchinson Planning and Development Dept.



CITY COUNCIL AGENDA REPORT

DATE: February 23, 2016

SUBMITTED BY: Casey Jones, AICP, CFM, Sr. Planner *CJ*

THROUGH: Jana McCarron, AICP, Director of Planning and Development *JM*

COUNCIL COMMUNICATION	
FOR MEETING OF	March 1, 2016
AGENDA ITEM	7c
FOR ACTION	X
INFORMATION ONLY	

REQUEST: Case #16-ZA-02: Request to rezone 00000 East 11th Avenue, a 61.042-acre tract on the North side of 11th Avenue between Halstead Street and Alcoa Drive (the proposed Sandy Lake Addition), from I-3 to C-3

OWNER: Sandy, Inc., c/o Clarence and Susan Nolte
APPLICANT: Dan Garber, Garber Surveying Service, P.A.

CITY COUNCIL ACTION REQUIRED:

Motion to (accept and approve/amend and approve/override and deny by at least a majority vote of 4 of the 5 Council members/return to the Planning Commission) the recommendation of the Planning Commission to approve the request to rezone a 61.042-acre tract at 00000 E 11th Avenue (the proposed Sandy Lake Addition) from *I-3 Heavy Industrial District* to *C-3 Outdoor Commercial District* based on due consideration of the factors below, and adopt an ordinance for publication. (See proposed ordinance attached as **Exhibit 1.**)

Factors

1. Character of the neighborhood;
2. Zoning and uses of nearby property;
3. Suitability of the property for its current zoning designation compared to the proposed zoning designation and use;
4. Impact on nearby properties;
5. Length of time the property has remained vacant;
6. Relative gain to the public health, safety, and welfare, as compared with the hardship to the land owner if the application were denied;
7. Availability of public utilities to serve the development;
8. Conformance to the Comprehensive Plan; and
9. Recommendations of the professional staff.

PLANNING COMMISSION RECOMMENDATION:

The Planning Commission recommended approval of this request by a vote of 6-3.

PUBLIC HEARING:

A public hearing was held before the Hutchinson Planning Commission on February 2, 2016, where the attached staff report (**Exhibit 2**) was presented. The official minutes for the public hearing are included as **Exhibit 3**. No one other than the applicant addressed the Planning Commission regarding this request.

- ATTACHMENTS:** Exhibit 1 – Proposed Ordinance
Exhibit 2 – Planning Commission Staff Report and Attachments (Exhibits A-E)
Exhibit 3 – Official Planning Commission Minutes (Meeting of February 2, 2016)

Introduced: March 1, 2016
Passed: March 1, 2016
Published: March 4, 2016

ORDINANCE NO. 2016 - _____

AN ORDINANCE AMENDING THE ZONING MAP REFERRED TO IN SECTION 27-402 OF CHAPTER 27 OF THE CODE OF ORDINANCES OF THE CITY OF HUTCHINSON, AS ADOPTED BY ORDINANCE NO. 7518; AND REPEALING CERTAIN PARTS OF THE ORIGINAL ZONING MAP AS DESIGNATED IN SECTION 27-402. (00000 East 11th Avenue)

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF HUTCHINSON, KANSAS:

SECTION 1. The City of Hutchinson Zoning Map (the “Zoning Map”) designated in Section 27-402 of Chapter 27 of the Hutchinson City Code of Ordinances be, and the same is hereby amended by changing the properties legally described below as follows:

From I-3 Heavy Industrial District
To C-3 Outdoor Commercial District

A portion of the Half of the Northwest Quarter of Section 9, Township 23 South, Range 5 West of the 6th Principal Meridian in Hutchinson, Reno County, Kansas, more particularly described as follows: Commencing at the Southwest corner of the Northwest Quarter of Section 9, Township 23 South, Range 5 West of the 6th Principal Meridian; thence with a bearing South 89°51’51” East (basis of bearings is NAD83 Kansas South Zone) along the South line of the said Northwest Quarter 460.00 feet for the point of beginning; thence North 00°35’34” West parallel with the West line of said Northwest Quarter 1,233.46 feet to a point that is 90.00 feet South of the North line of the South Half of said Northwest Quarter; thence South 89°48’05” East parallel with the North line of the South Half of said Northwest Quarter 1,140.00 feet; thence South 48°10’10” East 135.46 feet; thence South 89°48’05” East parallel with the North line of the South Half of said Northwest Quarter 520.00 feet; thence North 44°48’10” East 112.35 feet to a pint that is 100.00 feet South of the North line of the South Half of said Northwest Quarter; thence South 89°48’05” East parallel with the North line of the South Half of said Northwest Quarter 364.43 feet to the East line of said Northwest Quarter; thence South 00°43’46” East along the East line of the South Half of said Northwest Quarter 1,221.09 feet to the Southeast corner of said Northwest Quarter; thence North 89°51’51” West along the South line of said Northwest Quarter 2,207.31 feet to the point of beginning containing 61.042 Acres.

SECTION 2. It is hereby ordered that the Zoning Map be changed to reflect the above zoning amendment. Section 27-402 of the Ordinance is hereby so amended and the official Zoning Map as so amended is reincorporated as part of the Ordinance;

SECTION 3. The district classification shown for the above described properties on the original Zoning Map, as heretofore amended, is hereby repealed; and

SECTION 4. This ordinance shall take effect and be in force from and after its passage and publication once in the official City newspaper.

PASSED BY THE GOVERNING BODY, this 1st day of March, 2016, for the City of Hutchinson, Kansas.

Jade Piros de Carvalho, Mayor

ATTEST:

Karen Weltmer, City Clerk



Planning Commission Staff Report

Public Hearing: 2/2/2016

January 26, 2016

TO: Hutchinson Planning Commission
FROM: Casey A. Jones, AICP, CFM, Senior Planner
SUBJECT: 16-ZA-02, request to rezone 00000 East 11th Avenue from I-3 to C-3
OWNER: Sandy, Inc., c/o Clarence L. Nolte and Susan D. Nolte



APPLICANT: Dan Garber, Garber Surveying Service, P.A.

REQUEST:

Clarence and Susan Nolte own a 58.5-acre property on the north side of 11th Avenue between Halstead Street and Alcoa Drive in Hutchinson. The property is undeveloped and contains a lake. The owners have submitted a request to rezone this property from I-3 Heavy Industrial District to C-3 Outdoor Commercial District. They propose to construct a watercraft sales and service building, show and demonstrate watercraft on the lake, and construct a single family dwelling. Watercraft sales, service, and accessory storage is permitted under the property's current I-3 zoning designation and is also permitted in the C-3 District. Single family dwellings are not permitted in the I-3 District but are a conditional use in the C-3 District.

Prior to development, the subject property has to be subdivided. The owners have submitted a preliminary plat application, final plat application, and conditional use permit application in conjunction with the zoning amendment application. These applications are being processed simultaneously.

STAFF RECOMMENDATION: Staff recommends denial of this request.

MOTION: Motion to recommend to the City Council (approval / denial) of this request to rezone the 58.5-acre property at "00000 E 11th Avenue" from I-3 Heavy Industrial District to C-3 Outdoor Commercial District based upon due consideration of the following factors:

Factors:

- 1. Character of the neighborhood;
2. Zoning and uses of nearby property;
3. Suitability of the property for the proposed zoning classification and use;
4. Impacts on nearby properties;
5. Length of time the property has remained vacant;
6. Relative gain to the public health, safety, and welfare, as compared with the hardship to the land owner if the application were denied;
7. Availability of public utilities to serve the development;
8. Conformance to the Comprehensive Plan; and
9. Recommendations of the professional staff.

PUBLIC NOTIFICATION AND COMMENTS:

A public hearing notice was published in the *Hutchinson News* on January 11, 2016. Public hearing notices were mailed to all 18 owners of the 19 parcels located within 200 feet of the subject property. No comments were received as of the writing of this report.

DEVELOPMENT REVIEW COMMITTEE:

The Development Review Committee met to review this proposal on January 12, 2016. Planning Staff indicated their concerns about permitting a residential use in this area, as all of the surrounding uses are industrial. There were no other comments pertaining to the proposed zone change.

ANALYSIS:

The following is Staff’s analysis of the factors that the Planning Commission must consider when making its recommendation.

1. Character of the neighborhood.

Not met. The neighborhood is entirely industrial in character. The subject property is 58.5 acres in size, and the lake occupies most of this area. The three large industrial tracts to the South are 10 acres, 20.5 acres, and 17.8 acres in size, respectively. Other nearby industrial lots are smaller in size, and they are most commonly used for storage. The subdivisions to the North, East, and Southeast are established industrial parks. The only non-industrial uses within 200 feet are a cross-fit gym, a consultant’s office, and a fire station.

2. Current zoning and uses of nearby property.

Not met. The zoning and uses of surrounding properties are primarily industrial.

	ZONING	LAND USE	OWNER
SITE	I-3 Heavy Industrial District	Undeveloped tract of land with a lake	Sandy, Inc. c/o Susan and Clarence Nolte
NORTH	I-3 Heavy Industrial District	Various light industrial uses, including contractor’s storage, mini storage, truck rental, pest control business, vending company storage, and wood pallet manufacturing and storage	10 different property owners
SOUTH	I-3 Heavy Industrial District	Electric company offices and outdoor storage; Food processing facility; Aerospace component manufacturing facility	Westar Energy; CHS, Inc.; Robert E. Coleman Living Trust
EAST	I-3 Heavy Industrial District	Drainage channel and vacant industrial park lots	City of Hutchinson; Growth, Inc.
WEST	I-3 Heavy Industrial District	Engineering consultant office; cross-fit exercise gym; trucking company and storage; communication tower; vacant lot; city fire station	Global Engineering & Technology, Inc.; Givens Family Investments, LLC; William & Lori Rountree; Robert Rountree; Kansas Oxygen, Inc.; City of Hutchinson

3. Suitability of the property for its current zoning designation and use as compared to the proposed zoning designation and use.

Not met. A lake occupies most of the property, and only a small portion of the overall property is developable. The property would be difficult to develop regardless of how it is zoned. The proposed watercraft sales and service business with accessory storage is permitted on the property under its current I-3 zoning. The property, including the lake, is 58.5 acres in size and is large enough in its own right to constitute a separate commercial zoning district, although it is surrounded by industrial uses. The property is suited to its current I-3 zoning designation, and Staff would not recommend permitting a residential use on the property.

4. Extent of detrimental effects to nearby properties if the application were approved.

Not met. Permitted uses in the C-3 District will not have any detrimental impact on nearby properties. Residential uses, which require a conditional use permit in the C-3 District, could impact adjacent, non-residential properties, since buffering and screening requirements would be imposed on future non-residential developments on adjacent properties. Landscape buffers, such as a privacy fence or an evergreen screen, would be required on the adjacent non-residential properties if development occurs on those properties in the future. Given the established industrial character of the area, it would not be fair to the adjacent properties to impose screening requirements upon them following the construction of a residential dwelling nearby.

5. Length of time the property has remained vacant.

Met. The property has always been vacant.

6. Relative gain to the public health, safety, and welfare compared to the hardship imposed upon the landowner if the application were denied.

Health, safety, and welfare: Met. No impact anticipated.

Landowner hardship: Not met. If the application were denied, the proposed watercraft sales and service building could be constructed, but the single family dwelling could not be constructed. The owner can realize economic value from the land under its current I-3 zoning designation.

7. Conformance of this request to the Comprehensive Plan.

Not met. The *Comprehensive Plan 2005-2010* calls for *industrial* uses on the subject property. The applicant's request to rezone the property to C-3 does not conform to the Comprehensive Plan.

8. Impact on public facilities and utilities.

Met. The change of zoning from I-3 to C-3 will have no foreseeable significant impact public facilities or utilities.

Streets: No impact; The property has frontage on 11th Avenue, a paved, non-residential collector street.

Sidewalks: There are no sidewalks in the area, and Staff is not requesting a sidewalk for this property.

Water and sanitary sewer: No impact; Water and sewer mains are located in the 11th Avenue right-of-way.

Drainage: The applicant has provided a drainage plan, which indicates that all storm water runoff will flow into the lake.

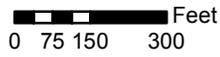
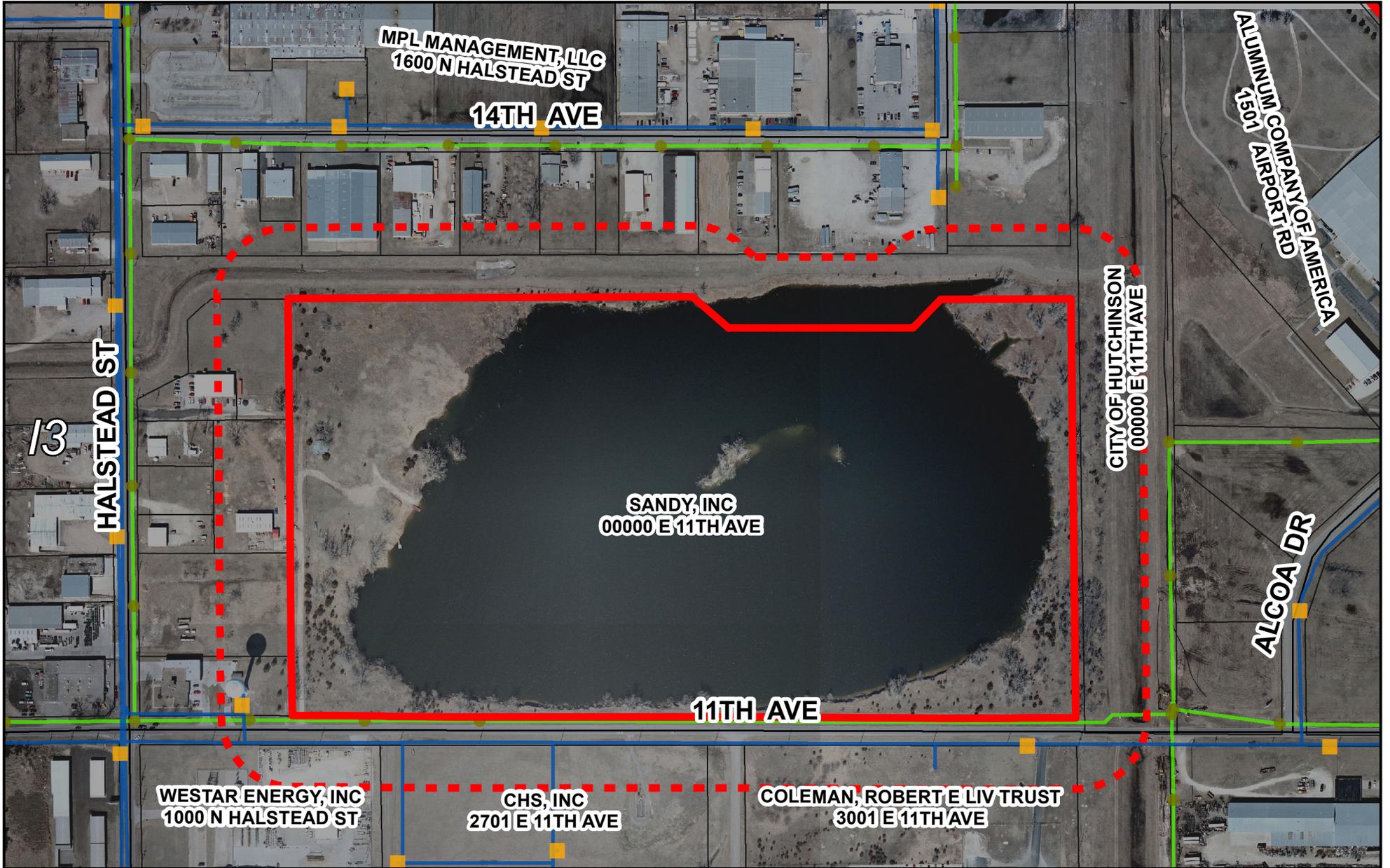
EXHIBITS:

- A - Current Zoning Map
- B - Future Land Use Map
- C - List of Property Owners within 200 Feet
- D - Zoning Amendment Application
- E - Table of Land Use Categories

CC: Jana McCarron, AICP, Director of Planning and Development

16-ZA-02: Zoning Map

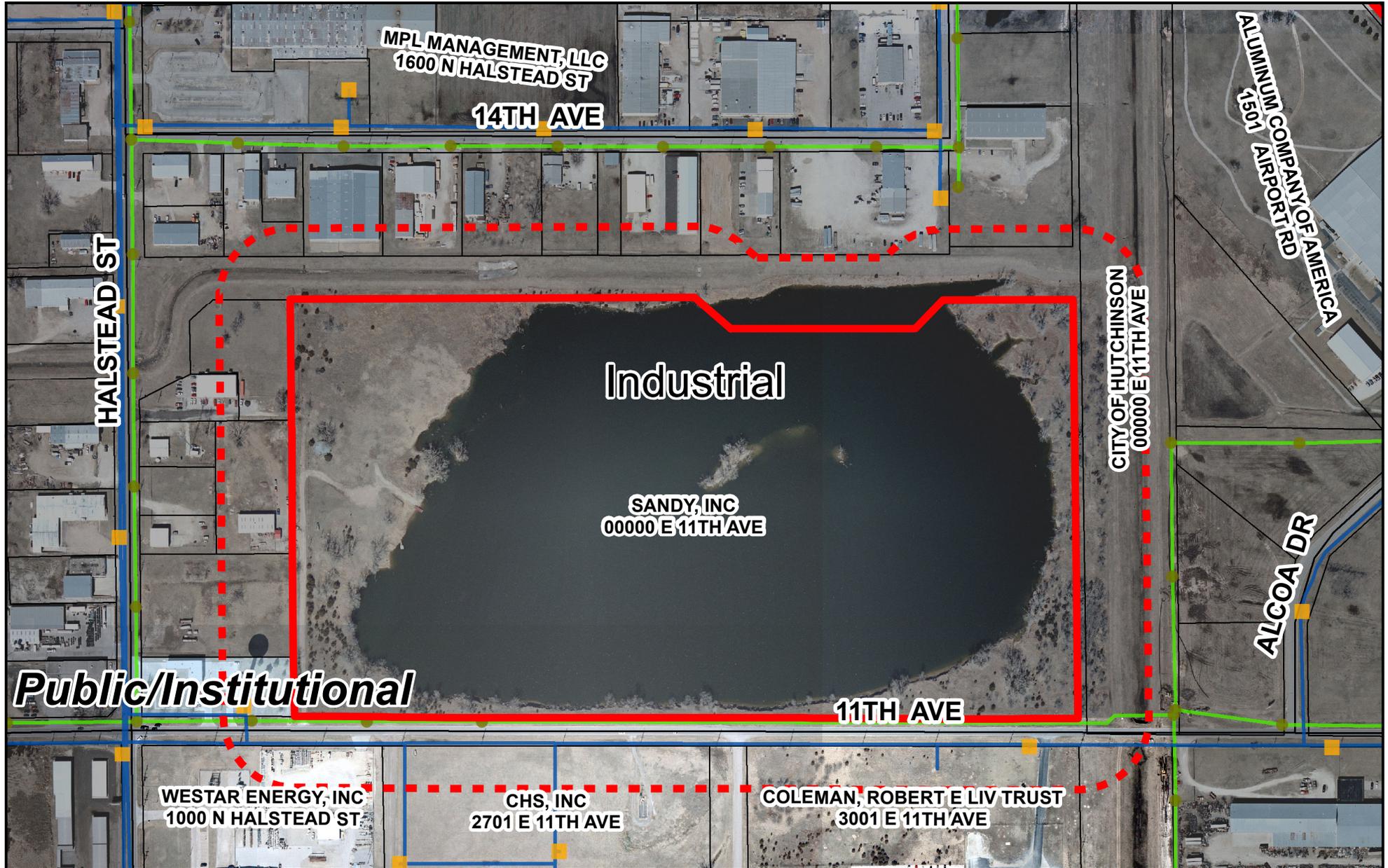
Exhibit A



0000 E. 11th Ave., Hutchinson, KS



16-ZA-02: Future Land Use Map



0 75 150 300 Feet

0000 E. 11th Ave., Hutchinson, KS



List of Property Owners Within 200 Feet

OWNER OF RECORD	MAILING ADDRESS	CITY	STATE	ZIP	SITE ADDRESS	PARCEL ID
KKB PROPERTIES LLC	PO BOX 1303	HUTCHINSON	KS	67504	1400 FAUBION ST	1320902001004000
RYDER TRUCK RENTAL, INC C/O PROPERTY TAX DEPT	PO BOX 025719	MIAMI	FL	33102	2519 E 14TH AVE	1320902003001000
WELLS, ALBERT G TRUST & HELEN M TRUST	4703 N APRICOT LN	HUTCHINSON	KS	67502	2515 E 14TH AVE	1320902003002010
TRIPLE B PROPERTIES LLC	PO BOX 1303	HUTCHINSON	KS	67504	2513 E 14TH AVE	1320902003002000
ONTJES VENDING CO, INC	2511 E 14TH AVE	HUTCHINSON	KS	67501	2511 E 14TH AVE	1320902003004000
NOLDE, JACK D & CAROL J	4120 CHARLESTON ST	HUTCHINSON	KS	67502	2511 B E 14TH AVE	1320902003003000
JAMIESON, CLARENCE T JR	PO BOX 3074	HUTCHINSON	KS	67504	2509 E 14TH AVE	1320902003005000
CONTAINER CRAFT, INC	PO BOX 752	HUTCHINSON	KS	67504	2507 E 14TH AVE	1320902003006000
WILKE WELDING & STEEL FABRICATION, INC	2606 E 49TH AVE	HUTCHINSON	KS	67502	2505 E 14TH AVE	1320902003007000
ODESSA PROPERTIES LLC	PO BOX 1129	HUTCHINSON	KS	67504	2501 E 14TH AVE	1320902003009000
KANSAS OXYGEN, INC C/O KANOX, INC	1200 GRAND ST	HUTCHINSON	KS	67501	00000 N HALSTEAD ST	1320902004007000
CITY OF HUTCHINSON	PO BOX 1567	HUTCHINSON	KS	67504	1100 N HALSTEAD ST	1320902004008000
GLOBAL ENGINEERING & TECHNOLOGY, INC C/O GEGEN, STEVE	PO BOX 780787	WICHITA	KS	67278	1200 N HALSTEAD ST	1320902004003000
GLOBAL ENGINEERING & TECHNOLOGY, INC C/O GEGEN, STEVE	PO BOX 780787	WICHITA	KS	67278	00000 N HALSTEAD ST	1320902004002000
WESTAR ENERGY, INC	818 KANSAS AVE	TOPEKA	KS	66612	1000 N HALSTEAD ST	1320903001004000
COLEMAN, ROBERT E LIVING TRUST	425 SE 8TH	NEWTON	KS	67114	3001 E 11TH AVE	1320903001001000
SANDY, INC C/O SPUD NOLTE	8503 E EALES RD	BURRTON	KS	67020	00000 E 11TH AVE	1320902004009000
CITY OF HUTCHINSON	PO BOX 1567	HUTCHINSON	KS	67504	00000 E 11TH AVE	1320900000001000
MEGGERS, SCOTT S & SHEILA D	2530 BRIARWOOD LN	HUTCHINSON	KS	67502	1121 N SANDY RD	1320902004005000
CHS, INC	PO BOX 64089	ST PAUL	MN	55164	2701 E 11TH AVE	1320903001006000
ARCHER-DANIELS-MIDLAND COMPANY	PO BOX 1470	DECATUR	IL	62526	00000 E 11TH AVE	1320903001002000

2016 ZONING AMENDMENT APPLICATION



CITY OF HUTCHINSON

CITY OF HUTCHINSON
Planning and Development Department
 125 E Avenue B, Hutchinson, KS 67501
 620-694-2639 phone ~ 620-694-2673 fax

FOR OFFICE USE ONLY

DATE RECEIVED: 12/30/15 CASE #: 16ZA-02 FEE PAID (\$210):

PROJECT INFORMATION

Project Address 00000 E. 11th Avenue, Hutchinson

Legal Description
Portion of 5/2, NW 1/4 Section 9, T.23S., R.5W.
See attached description

Applicant Clarence and Susan Nolte Company Sandy, Inc.

Mailing Address 517 E. 4th Avenue, Hutchinson, KS 67501

Phone 620-665-0396 E-Mail _____

Property Owner Sandy, Inc.

Mailing Address 8503 E. Eales Road, Burrton, KS 67020

Phone 620-665-0396 E-Mail _____

Surveyor/Engineer/Architect
Dan Garber Company Garber Surveying Service, P.A.

Mailing Address 2908 N. Plum, Hutchinson, KS 67502

Phone 620-665-7032 E-Mail dgarber@garbersurveying.com

USE AND ZONING INFORMATION

1. The property is currently being used for the following purposes:
vacant; occasional boating on lake

2. I/we request that the zoning designation of the property be changed from I3 to C3

3. The Comprehensive Plan designation for the property is industrial

4. The proposed use for the property is:
To construct a marine facility to show and demonstrate
watercraft; to construct owners residence
to maintain site security.



SUBMITTAL REQUIREMENTS

- Completed Zoning Amendment Application.
- Zoning Amendment Application Fee (\$210.00).
- A written and signed certification from the Reno County Treasurer's office that all property taxes for the property have been paid.
- Copy of the deed (available from the Reno County Register of Deeds).
- Legal description of the parcel.
- The names and mailing addresses of all property owners located within 200 feet of the boundaries of the parcel. If the parcel is adjacent to the city limits, the above list must also include all the properties located outside the city, but within 1,000 feet of the city limits. Please provide this information in print-out form from the Reno County Appraiser.
- Other documentation, as required.

Please note: If the zoning amendment is being requested in order to change the use of a property or to construct a new building, additional applications and approvals will be required. Please contact the Planning and Development Department for more information.

ZONING AMENDMENT STATEMENT

Applicants for zoning amendments must submit a statement justifying how the proposed zoning amendment meets the factors listed in *Sec. 27-1201.B.* of the *Hutchinson City Code*. The Planning Commission and City Council are required to consider these factors when reaching a decision on a zoning amendment application. The factors are listed below and space is included for applicant responses. Please feel free to attach additional pages and any other supporting documentation, such as photographs, drawings, maps, statistics, legal documents and letters of support.

1. How will the proposed development be in keeping with the character of the neighborhood?
Properties to west and north have mostly commercial uses. The existing lake is well suited for the proposed use.
2. How will the proposed use be consistent with the zoning and uses on nearby parcels?
Although the surrounding area is zoned I-3, there is a mixture of both industrial and commercial uses.
3. Why is the property more suited for its proposed zoning than its current zoning?
The existing lake has almost no potential for industrial use but will serve the intended commercial use very well.
4. Will the proposed zoning have any detrimental effects on nearby properties?
No detrimental effects are foreseen.
5. How long has the property been vacant prior to filing this application?
This property has always been vacant.



6. What hardships would be faced if this application were denied?

The property owner would not be able to expand their business in Hutchinson

7. Does the proposed zoning designation conform to the Comprehensive Plan? Please explain. Yes; Stimulates economic development; supports existing business; improves housing stock; maintains trees; creates positive image for an entrance to the city; allows for cleanup of lake.

8. Are existing public utilities and facilities adequate to serve the proposed use? List any new public facilities and utilities that will be required.

All existing public utilities are in place to serve the proposed use including streets, sanitary sewer and waterlines.

9. Additional comments:

ZONING AMENDMENT APPLICATION PROCESS

- 1. Submit the Zoning Amendment Application and all required supporting materials to the Planning and Development Department in accordance with the application deadlines on page 4.
2. Following receipt of a complete Zoning Amendment Application, planning staff will:
a. Set date a date for a public hearing before the Planning Commission. The public hearing must be held within 60 days of acceptance of the application.
b. Notify property owners located within the notification radius of the date, time and place of the hearing. The general public and property owners located within the notification area will be invited to comment upon the application.
c. Publish a public hearing notice in the Hutchinson News. The notice must be published a minimum of 20 days prior to the public hearing.
d. Transmit application materials to the Development Review Committee (DRC) for their review, if needed. The DRC will meet to discuss the project. The DRC will provide written comments which will be sent to the applicant. Based upon the comments received, revised plans may be required. Revised plans, once received, will be routed to the DRC for final comment.
3. The Planning Commission will hold a public hearing on the project, typically in accordance with the attached schedule. The Commission provides a recommendation to the City Council. The applicant MUST be present at the public hearing in order for the application to be considered. The application will be tabled if the applicant is not present.
4. No sooner than 14 days, nor later than 30 days after the public hearing, the City Council will consider the zoning amendment request. (The Council normally meets at 9 AM on the first and third Tuesday of each month). City Council may only override the Planning Commission's recommendation with a 2/3 majority vote.

UNDER NORMAL CIRCUMSTANCES, A MINIMUM OF 60 DAYS IS REQUIRED FROM SUBMITTAL OF A COMPLETED APPLICATION TO THE FINAL DECISION.

We, the undersigned, hereby authorize the submittal of this application and associated documents and certify that all the information contained therein is true and correct. (Signature of property owners)

Clarence Nolte
Signature

Signature

Clarence Nolte
Printed Name

Printed Name

Use Category	Use Type	ZONING											DISTRICTS								
		TA	R-1	R-2	R-3	R-4	R-5	MH	MP	EN	P/I	C-1	C-2	C-3	C-4	C-5	CR	I-1	I-2	I-3	AE
	Manufactured home parks	-	-	-	-	-	-	-	P	-	-	-	-	-	-	-	-	-	-	-	-
	Multiple family dwellings	-	-	-	-	C	P	-	-	P	P	P	P	P	P	S	-	-	-	-	-
	Single family attached dwellings / Townhomes	-	-	-	C	P	P	-	-	P	P	C	C	C	C	C	-	-	-	-	-
	Single family detached dwellings	P	P	P	P	P	P	P	-	P	C	C	C	C	C	-	C	-	-	-	-
	Two family dwellings / Duplexes / Twin homes	-	-	C	C	P	P	-	-	P	C	C	C	C	C	C	-	-	-	-	-
	Upper story housing	-	-	-	-	-	-	-	-	C	-	-	-	-	C	P	-	-	-	-	-
Residential Commercial/ Institutions	Adult care homes	C	C	C	C	C	C	-	-	P	P	C	C	C	C	C	-	-	-	-	-
	Adult family homes	C	C	C	C	C	C	-	-	P	P	C	C	C	C	C	-	-	-	-	-
	Assisted living facilities	C	C	C	C	C	C	-	-	P	P	S	S	S	S	S	S	-	-	-	-
	Bed and breakfasts	C	-	C	C	C	C	-	-	P	C	C	C	C	C	C	-	-	-	-	-
	Boarding and rooming houses	C	-	C	C	C	C	-	-	P	C	C	C	C	C	C	-	-	-	-	-
	Convents	C	-	C	C	C	C	-	-	P	P	C	C	C	C	C	-	-	-	-	-
	Dormitories	C	C	C	C	C	C	-	-	P	P	C	C	C	C	C	-	-	-	-	-
	Emergency shelters	C	-	C	C	C	C	-	-	P	C	C	C	C	C	C	-	-	-	-	-
	Fraternity and sorority houses	C	C	C	C	C	C	-	-	P	P	C	C	C	C	C	-	-	-	-	-
	Group boarding homes	C	C	C	C	C	C	-	-	P	C	C	C	C	C	C	-	-	-	-	-
	Hospices	C	C	C	C	C	C	-	-	P	S	S	S	S	S	S	S	-	-	-	-
	Monasteries	C	C	C	C	C	C	-	-	P	P	C	C	C	C	C	-	-	-	-	-
	Nursing homes	C	C	C	C	C	C	-	-	P	C	C	C	C	C	C	-	-	-	-	-
	Retirement homes	C	C	C	C	C	C	-	-	P	P	S	S	S	S	S	S	-	-	-	-
Transitional housing	C	C	C	C	C	C	-	-	P	C	C	C	C	C	C	-	-	-	-	-	
Institutional and Civic Uses																					
Community Services and Civic Uses	Animal shelters (public)	C	-	-	-	-	-	-	-	C	P	C	C	C	C	C	C	P	P	P	-
	Bus/transit garages	C	-	-	-	-	-	-	-	-	P	C	C	C	C	C	-	P	P	P	-
	Cemeteries	P	-	-	-	-	-	-	-	-	P	-	-	-	-	-	-	-	-	-	-
	Churches, synagogues, temples and similar uses	P	C	C	C	C	C	C	C	P	P	P	P	P	P	C	-	-	-	-	-
	Columbarium	P	-	-	-	-	-	-	-	P	P	S	S	S	S	S	-	-	-	-	-
	Community centers and buildings	P	-	-	-	C	C	C	C	P	P	P	C	C	C	C	C	-	-	-	-
	Fire and rescue facilities	P	C	C	C	C	C	C	C	P	P	P	P	P	P	P	P	P	P	P	-
	Fraternal organizations	C	-	-	-	C	C	-	-	P	P	P	P	P	P	P	C	S	S	S	-
	Governmental offices and necessary secondary uses	P	-	-	-	-	-	-	-	P	P	P	P	P	P	P	P	P	P	P	-
	Hospitals	C	-	-	-	-	-	-	-	C	P	P	P	P	P	P	C	-	-	-	-
	Law enforcement centers including office spaces and holding areas	C	-	-	-	-	-	-	-	P	P	P	P	P	P	P	P	P	P	P	-
	Libraries and museums	P	-	-	-	-	-	-	-	P	P	P	P	P	P	P	P	C	C	C	-
	Planetariums	P	-	-	-	-	-	-	-	P	P	P	P	P	P	P	P	-	-	-	-
	Senior citizen centers	P	C	C	C	C	C	C	-	P	P	P	P	P	P	P	P	-	-	-	-
Treatment, Rehabilitation and Incarceration Facilities	Correctional facilities (public)	-	-	-	-	-	-	-	-	-	C	C	C	C	C	C	-	-	-	-	-
	Drug and alcohol rehabilitation centers	-	-	-	-	-	-	-	-	-	C	C	C	C	C	C	-	-	-	-	-
	Half-way houses	-	C	C	C	C	C	-	-	-	C	C	C	C	C	C	-	-	-	-	-
	Jails	-	-	-	-	-	-	-	-	-	C	-	-	-	-	-	-	-	-	-	-
	Juvenile detention centers	-	-	-	-	-	-	-	-	-	C	-	-	-	-	-	-	-	-	-	-
Prisons	-	-	-	-	-	-	-	-	-	C	-	-	-	-	-	-	-	-	-	-	
Day Care and Educational Institutions	Adult day care facilities	C	C	C	C	C	C	C	-	C	P	-	-	-	-	-	-	-	-	-	-
	Child care centers	S	-	-	C	C	C	S	-	S	S	S	S	S	S	-	S	S	S	S	-
	Colleges and universities	C	C	C	C	C	C	-	-	C	P	C	C	C	C	C	-	-	-	-	-
	Licensed day care homes and licensed group day care homes (as a principal use)	S	C	C	C	C	C	S	S	S	S	S	S	S	S	S	S	S	S	S	-
	Licensed day care homes and licensed group day care homes (as a home occupation)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	-
	Preschools	C	C	C	C	C	C	S	-	S	S	S	S	S	S	S	S	-	-	-	-

Use Category	Use Type	ZONING											DISTRICTS								
		TA	R-1	R-2	R-3	R-4	R-5	MH	MP	EN	P/I	C-1	C-2	C-3	C-4	C-5	CR	I-1	I-2	I-3	AE
	Public and private schools (K-12)	C	C	C	C	C	C	-	-	C	P	C	C	C	C	C	C	-	-	-	-
	Trade, career and technical schools	-	C	C	C	C	C	-	-	C	P	C	C	C	C	C	C	C	C	C	-
Public Parks and Open Space	Arboretums	P	-	-	-	-	-	-	-	C	P	-	-	-	-	-	-	-	-	-	-
	Athletic fields	P	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	-
	Dog parks (not racing)	P	C	C	-	-	-	-	-	C	C	P	C	C	C	C	C	C	C	C	-
	Nature centers	P	-	-	-	-	-	-	-	-	-	P	-	-	-	-	-	-	-	-	-
	Public parks, trails, picnic areas and playgrounds	P	P	P	P	P	P	P	P	P	P	P	C	C	C	C	C	C	C	C	-
	Public pools and water parks	P	C	C	C	C	C	C	C	C	C	P	C	C	C	C	C	-	-	-	-
	State Fair grounds	-	-	-	-	-	-	-	-	-	-	P	-	-	-	-	-	-	-	-	-
	State Parks	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	-
Public and Private Utilities	Amateur radio towers and antennae taller than 50 feet – see Sec. 27-922	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
	Amateur radio towers and antennae 50 feet and below – see Sec. 27-922	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
	Natural gas depots	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Oil exploration and extraction	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Public works facilities and related storage and maintenance garages	C	-	-	-	-	-	-	-	-	-	P	C	C	C	C	P	C	P	P	-
	Radio and tower transmitters (no offices)	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C
	Telecommunication Facilities	C	C	C	C	C	C	-	-	C	C	C	C	S	S	C	C	P	P	P	C
	Wind energy conversion systems (small) – see Sec. 27-923	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C
Wind energy conversion systems (commercial/utility grade) – see Sec. 27-924	C	-	-	-	-	-	-	-	-	-	C	C	C	C	C	C	C	C	C	C	
Wireless telecommunication facilities and equipment – see Sec. 27-921	Refer to Section 27-921, Wireless Communication Facilities.																				
Retail, Services and Commercial Uses																					
Adult Uses	Adult entertainment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	C
Animal Care	Animal boarding, animal shelters and kennels	P	-	-	-	-	-	-	-	C	-	-	S	P	P	S	-	P	P	P	-
	Pet cemeteries	S	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	P	-
	Pet crematoriums	S	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	P	-
	Pet grooming	P	-	-	-	-	-	-	-	C	-	-	P	P	P	P	S	P	P	P	-
	Pet training	P	-	-	-	-	-	-	-	C	-	-	S	S	S	S	S	P	P	P	-
	Veterinary clinics and hospitals	P	-	-	-	-	-	-	-	C	-	C	C	C	C	C	C	P	P	P	-
Business and Household Services	Building maintenance and cleaning services	S	-	-	-	-	-	-	-	S	-	-	P	P	P	P	P	P	P	-	
	Copying, printing, mailing and packaging services	-	-	-	-	-	-	-	-	S	-	-	P	P	P	P	P	P	P	-	
	Lawn, garden and yard maintenance services	S	-	-	-	-	-	-	-	S	-	-	-	P	-	-	-	P	P	-	
	Locksmiths and key duplication	-	-	-	-	-	-	-	-	S	-	-	P	P	P	P	P	P	P	-	
	Pest control services	S	-	-	-	-	-	-	-	S	-	-	-	-	-	-	-	P	P	P	-
	Small appliances and household equipment repair	S	-	-	-	-	-	-	-	S	-	-	-	P	P	P	P	P	P	-	
	Well drilling or septic tank cleaning services	S	-	-	-	-	-	-	-	S	-	-	-	-	-	-	-	P	P	-	
Financial Services	Banks	-	-	-	-	-	-	-	-	P	-	P	P	P	P	P	P	-	-	-	-
	Brokerages	-	-	-	-	-	-	-	-	P	-	P	P	P	P	P	P	-	-	-	-
	Credit unions	-	-	-	-	-	-	-	-	P	-	P	P	P	P	P	P	-	-	-	-
	Insurance offices	-	-	-	-	-	-	-	-	P	S	P	P	P	P	P	P	S	S	-	-
	Financial advisory services	-	-	-	-	-	-	-	-	P	S	P	P	P	P	P	P	S	S	-	-
	Specialty loan services	-	-	-	-	-	-	-	-	P	-	P	P	P	P	P	P	-	-	-	-
Food And Beverage Services	Banquet and reception facilities	-	-	-	-	-	-	-	-	S	-	P	P	P	P	P	P	-	-	-	-
	Brew pubs and micro-breweries	-	-	-	-	-	-	-	-	-	-	-	S	S	S	P	-	-	-	-	-
	Catering services	-	-	-	-	-	-	-	-	P	-	P	P	P	P	P	P	-	-	-	-
	Class A clubs	C	-	-	-	C	C	-	-	P	P	C	C	P	P	P	S	S	S	S	-

Use Category	Use Type	ZONING											DISTRICTS								
		TA	R-1	R-2	R-3	R-4	R-5	MH	MP	EN	P/I	C-1	C-2	C-3	C-4	C-5	CR	I-1	I-2	I-3	AE
	Class B clubs	-	-	-	-	-	-	-	-	-	-	C	S	P	P	C	-	-	-	-	-
	Coffee houses and coffee shops	-	-	-	-	-	-	-	-	P	-	P	S	P	P	S	-	-	-	-	-
	Coffee kiosks	-	-	-	-	-	-	-	-	-	-	S	S	P	P	S	-	-	-	-	-
	Demonstration kitchens (not catering)	-	-	-	-	-	-	-	-	P	-	S	P	P	P	P	-	-	-	-	-
	Donut and pastry shops	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	S	-	-	-	-
	Drinking establishments, taverns and bars	-	-	-	-	-	-	-	-	-	-	-	-	S	S	P	-	-	-	-	-
	Restaurants with drive-in service or drive-through windows	-	-	-	-	-	-	-	-	-	-	-	S	S	S	S	S	-	-	-	-
Restaurants with no drive-in service and no drive-through windows	-	-	-	-	-	-	-	-	-	-	-	P	P	P	P	S	-	-	-	-	
General Commercial	Antiques and collectibles stores	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-
	Art galleries	-	-	-	-	-	-	-	-	P	-	P	P	P	P	P	P	-	-	-	-
	Arts and crafts stores	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-
	Artisan shops	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-
	Bicycle sales and services	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-
	Book stores, and music and musical instrument stores	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-
	Bridal sales and services	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-
	Camping equipment sales	-	-	-	-	-	-	-	-	P	-	-	-	P	P	P	-	-	-	-	-
	Candy stores, candy makers and kitchens	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-
	Clothing, accessories, and costume sales and rental	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-
	Computer hardware and software sales	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-
	Crematoriums	C	-	-	-	-	-	-	-	-	-	-	C	C	C	C	-	P	P	P	-
	Dance studios and schools	-	-	-	-	-	-	-	-	P	P	P	P	P	P	P	P	-	-	-	-
	Department stores	-	-	-	-	-	-	-	-	-	-	-	-	C	P	P	-	-	-	-	-
	Drug stores and pharmacies	-	-	-	-	-	-	-	-	C	-	-	P	P	P	P	C	-	-	-	-
	Dry cleaners	-	-	-	-	-	-	-	-	C	-	-	P	P	P	P	C	P	P	P	-
	Electronics and appliances sales and service	-	-	-	-	-	-	-	-	C	-	-	P	P	P	P	-	-	-	-	-
	Equipment sales and rental businesses (indoors)	-	-	-	-	-	-	-	-	C	-	-	P	P	P	P	-	-	-	-	-
	Exercise equipment sales	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	-	-	-	-	-
	Fabric and sewing supply stores	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-
	Firearms and ammunition sales	-	-	-	-	-	-	-	-	-	-	-	-	C	C	C	-	-	-	-	-
	Florists	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-
	Food store, including bakeries, meat lockers, butchers, deli, and specialty markets, but not a full-service grocery	-	-	-	-	-	-	-	-	P	-	-	C	P	P	P	C	-	-	-	-
	Funeral homes and mortuaries	C	-	-	-	-	-	-	-	-	-	-	P	P	P	C	C	P	P	P	-
	Garden center	C	-	-	-	-	-	-	-	C	-	-	-	P	P	P	-	-	-	-	-
	Gift stores, novelty and souvenir stores	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-
	Glassblowers	-	-	-	-	-	-	-	-	-	-	-	P	P	P	P	S	P	P	P	-
	Grocery stores and supermarkets	-	-	-	-	-	-	-	-	C	-	-	C	C	P	P	C	-	-	-	-
	Hair salons, barber shops, beauty salons and nail salons	-	-	-	-	-	-	-	-	P	-	C	P	P	P	P	P	-	-	-	-
	Hardware stores	-	-	-	-	-	-	-	-	C	-	-	C	P	P	P	C	-	-	-	-
	Heating and cooling sales and services	-	-	-	-	-	-	-	-	C	-	-	-	P	P	P	-	P	P	P	-
	Home furnishings stores, including paint and wall coverings, lamps and lighting, flooring materials and draperies	-	-	-	-	-	-	-	-	P	-	-	-	C	P	P	C	P	P	P	-
Kitchenware sales	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-	
Lawn and garden equipment sales and service	C	-	-	-	-	-	-	-	C	-	-	-	P	P	P	-	-	-	-	-	

Use Category	Use Type	ZONING										DISTRICTS										
		TA	R-1	R-2	R-3	R-4	R-5	MH	MP	EN	P/I	C-1	C-2	C-3	C-4	C-5	CR	I-1	I-2	I-3	AE	
	Martial arts studios and schools	-	-	-	-	-	-	-	-	P	P	P	P	P	P	P	P	-	-	-	-	
	Massage therapy, health spas and day spas	-	-	-	-	-	-	-	-	P	-	C	P	P	P	P	P	-	-	-	-	
	Newspaper and magazine sales stands	P	-	-	-	-	-	-	-	P	P	P	P	P	P	P	P	P	P	P	-	
	Office supplies and furniture sales	-	-	-	-	-	-	-	-	C	-	-	P	P	P	P	-	-	-	-	-	
	Pawn shops with no outdoor sales or storage	-	-	-	-	-	-	-	-	P	-	-	-	P	P	P	-	-	-	-	-	
	Pet stores	-	-	-	-	-	-	-	-	C	-	-	P	P	P	P	C	-	-	-	-	
	Photographic equipment and supplies	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	-	-	-	-	-	
	Pottery stores	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	-	-	-	-	-	
	Religious books, cards and articles stores	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-	
	Secondhand stores, thrift stores and consignment stores	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	-	-	-	-	-	
	Self-service laundry and Laundromats	-	-	-	-	-	-	-	-	P	-	-	C	C	P	P	C	-	-	-	-	
	Shoe stores and shoe repair	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-	
	Sporting goods stores	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	-	-	-	-	-	
	Tattoo artists and body piercing	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-	
	Toy and game stores	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-	
	Upholstery shops	-	-	-	-	-	-	-	-	P	-	-	C	P	P	P	C	P	P	P	-	
	Video, movie and game rental and sales	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	P	-	-	-	-	
	Warehouse club sales	-	-	-	-	-	-	-	-	-	-	-	-	C	P	P	-	-	-	-	-	
Specialized Commercial	Billiard halls	-	-	-	-	-	-	-	-	-	-	-	-	P	P	P	-	-	-	-	-	
	Brick and tile sales	-	-	-	-	-	-	-	-	C	-	-	-	P	P	P	-	P	P	P	-	
	Building materials sales	-	-	-	-	-	-	-	-	C	-	-	-	C	C	C	-	P	P	P	-	
	Bus and train depots including ticket sales	-	-	-	-	-	-	-	-	-	P	-	-	C	C	C	-	P	P	P	-	
	Commercial greenhouses	-	-	-	-	-	-	-	-	-	C	-	-	-	C	C	C	-	P	P	P	-
	Concrete and cinder block sales	-	-	-	-	-	-	-	-	-	C	-	-	-	C	C	-	-	P	P	P	-
	Convenience stores	-	-	-	-	-	-	-	-	-	C	-	-	-	C	C	C	-	C	C	C	-
	Drive-in theaters	-	-	-	-	-	-	-	-	-	-	-	-	-	P	C	-	-	P	P	P	-
	Equipment sales and rental (outdoors)	-	-	-	-	-	-	-	-	-	-	-	-	-	C	C	C	-	P	P	P	-
	Fencing dealers	-	-	-	-	-	-	-	-	-	C	-	-	-	C	C	C	-	P	P	P	-
	Gasoline filling stations	-	-	-	-	-	-	-	-	-	-	-	-	-	C	C	C	-	C	C	C	-
	Hot tub and spa sales	-	-	-	-	-	-	-	-	-	C	-	-	-	P	P	P	-	P	P	P	-
	Liquor stores	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	P	-	-	-	-	-
	Lumber yards (indoor or outdoor)	-	-	-	-	-	-	-	-	-	-	-	-	-	C	C	-	-	P	P	P	-
	Manufactured home sales	-	-	-	-	-	-	-	-	-	-	-	-	-	C	C	-	-	P	P	P	-
	Monument sales	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	C	-	P	P	P	-
	Motels and hotels	-	-	-	-	-	-	-	-	-	-	-	-	C	C	C	P	-	-	-	-	-
	Movie theaters	-	-	-	-	-	-	-	-	-	-	-	-	-	C	C	C	-	-	-	-	-
	Nurseries and related retail sales	-	-	-	-	-	-	-	-	-	-	-	-	-	C	C	C	-	P	P	P	-
	Pawn shop with outdoor sales or storage	-	-	-	-	-	-	-	-	-	-	-	-	-	C	C	-	-	-	-	-	-
	Performance theaters and auditoriums	-	-	-	-	-	-	-	-	-	-	-	-	-	C	C	P	-	-	-	-	-
	Swimming pool sales	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	P	-	P	P	P	-
	Taxi stands	-	-	-	-	-	-	-	-	-	-	-	P	P	P	P	P	-	P	P	P	-
	Tobacco stores	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	P	C	-	-	-	-
Truck stops	-	-	-	-	-	-	-	-	-	-	-	-	-	C	C	-	-	C	P	P	-	
Medical Uses	Chiropractor offices	C	-	-	-	-	-	-	-	P	S	P	P	P	P	P	P	P	P	P	-	
	Dental offices including orthodontics	C	-	-	-	-	-	-	-	P	S	P	P	P	P	P	P	P	P	P	-	
	Doctor offices (medical)	C	-	-	-	-	-	-	-	P	S	P	P	P	P	P	P	P	-	-	-	

Use Category	Use Type	ZONING										DISTRICTS									
		TA	R-1	R-2	R-3	R-4	R-5	MH	MP	EN	P/I	C-1	C-2	C-3	C-4	C-5	CR	I-1	I-2	I-3	AE
Office Uses	Medical clinics including general practice and specialty care	C	-	-	-	-	-	-	-	P	S	P	P	P	P	P	P	P	P	P	-
	Rehabilitation facilities including out-patient services	C	-	-	-	-	-	-	-	P	S	C	C	P	P	P	P	P	P	P	-
	Accountant and investment counseling	-	-	-	-	-	-	-	-	P	S	P	P	P	P	P	P	S	S	S	-
	Business offices and call centers	-	-	-	-	-	-	-	-	P	S	P	P	P	P	P	P	S	S	S	-
	Consultant offices	-	-	-	-	-	-	-	-	P	S	P	P	P	P	P	P	S	S	S	-
	Contractors' offices with no equipment storage	-	-	-	-	-	-	-	-	P	S	P	P	P	P	P	P	P	P	P	-
	Counselors, psychiatrists, psychologists and social workers offices	-	-	-	-	-	-	-	-	P	S	P	P	P	P	P	P	S	S	S	-
	Design offices including architects, engineers, community planners, landscape architects, land surveyors and interior designers	-	-	-	-	-	-	-	-	P	S	P	P	P	P	P	P	S	S	S	-
	Lawyer/attorney offices	-	-	-	-	-	-	-	-	P	S	P	P	P	P	P	P	S	S	S	-
	Insurance and real estate agencies and offices	-	-	-	-	-	-	-	-	P	S	P	P	P	P	P	P	S	S	S	-
	Optical sales and services	-	-	-	-	-	-	-	-	P	S	P	P	P	P	P	P	S	S	S	-
	Photographic studios	C	-	-	-	-	-	-	-	P	S	P	P	P	P	P	P	S	S	S	-
Radio and television studios (not transmitter towers)	C	-	-	-	-	-	-	-	C	S	S	S	P	P	P	C	S	S	S	-	
Utility and telephone company offices	-	-	-	-	-	-	-	-	P	-	S	S	P	P	P	C	S	S	S	-	
Recreational Commercial	Amusement parks	C	-	-	-	-	-	-	-	-	-	-	-	C	C	C	-	-	-	-	
	Bingo parlors	-	-	-	-	-	-	-	-	C	-	-	C	P	P	P	-	-	-	-	
	Bowling alley	-	-	-	-	-	-	-	-	C	-	-	-	C	P	P	-	-	-	-	
	Commercial stables	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-	C	C	C	-	
	Commercial swimming pools	-	-	-	-	-	-	-	-	C	-	-	C	C	C	C	-	-	-	-	
	Public and private golf courses	C	-	-	-	-	-	-	-	C	C	-	C	C	C	C	C	-	-	-	
	Golf driving ranges	C	-	-	-	-	-	-	-	C	C	-	C	C	C	C	-	-	-	-	
	Gun clubs	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	C	C	C	
	Gymnasiums (other than school)	-	-	-	-	-	-	-	-	C	C	-	C	P	P	P	C	C	C	C	
	Health clubs and spas including YMCA and YWCA	-	-	-	-	-	-	-	-	C	C	-	C	P	P	P	C	C	C	C	
	Miniature golf courses	C	-	-	-	-	-	-	-	C	-	-	C	P	P	C	C	-	-	-	
	Race tracks	C	-	-	-	-	-	-	-	-	C	-	-	-	-	-	-	P	P	P	
	Recreational vehicle parks (RV parks)	-	-	-	-	-	-	-	-	-	-	-	-	C	-	-	-	C	C	-	
	Roller and ice skating rinks	-	-	-	-	-	-	-	-	C	-	-	C	C	P	C	C	C	C	C	
	Sports arenas	C	-	-	-	-	-	-	-	-	C	-	-	-	C	C	-	C	C	C	
	Stadiums	C	-	-	-	-	-	-	-	-	C	-	-	-	C	C	-	C	C	C	
Video arcades	-	-	-	-	-	-	-	-	P	-	-	P	P	P	P	C	-	-	-		
Vehicular Commercial	Boat dealers, sales, rental and leasing	-	-	-	-	-	-	-	-	-	-	-	-	P	P	C	-	P	P	-	
	Motor vehicle repair, painting and body shops	-	-	-	-	-	-	-	-	C	-	-	-	C	C	C	-	C	C	-	
	Motor vehicle dealers, sales, rental and leasing	-	-	-	-	-	-	-	-	C	-	-	-	P	P	P	-	P	P	-	
	Motor vehicle washes, self-services or automatic	-	-	-	-	-	-	-	-	C	-	-	-	C	C	C	-	C	C	-	
	Motorcycle dealers, including moped and scooters	-	-	-	-	-	-	-	-	-	-	-	-	P	P	P	-	P	P	-	
Recreational vehicle sales and rentals	-	-	-	-	-	-	-	-	-	-	-	-	P	P	C	-	P	P	-		
Industrial Uses																					
Research and Development	General research facilities	-	-	-	-	-	-	-	-	-	C	-	-	-	-	-	-	C	C	P	
	Scientific research laboratories	-	-	-	-	-	-	-	-	-	C	-	-	-	-	-	-	C	C	P	
Warehousing and Storage	Bulk materials or machinery storage (fully enclosed)	-	-	-	-	-	-	-	-	P	-	-	-	-	C	C	-	P	P	-	
	Bus garages and bus repair shops	-	-	-	-	-	-	-	-	C	-	-	-	C	C	-	-	C	C	-	
	Self-service storage facilities (mini warehouses)	-	-	-	-	-	-	-	-	P	-	-	-	-	C	C	-	P	P	-	
	Storage facilities and outdoor storage yards	-	-	-	-	-	-	-	-	S	-	-	-	-	C	C	-	P	P	-	

MINUTES
CITY PLANNING COMMISSION
TUESDAY, FEBRUARY 2, 2016 – 5:00 p.m.
CITY COUNCIL CHAMBERS
125 EAST AVENUE B

1. The Planning Commission meeting was called to order with the following members present: Harley Macklin, Terry Bisbee, Janet Hamilton, Mark Woelzel, Robert Obermite, Darryl Peterson, Tom Hornbeck, Todd Carr, and Ken Peirce. Staff present were Jana McCarron, Director of Planning and Development; Casey Jones, Senior Planner; and Charlene Mosier, Planning Technician.

2. APPROVAL OF MINUTES

The minutes of the January 19, 2016, meeting were approved on a motion by Hamilton, seconded by Macklin, passed unanimously.

3. CORRESPONDENCE & STAFF REPORTS

The documents and staff reports were accepted into the official record on a motion by Bisbee, seconded by Obermite, passed unanimously.

4. NEW BUSINESS

- 4a. 16-SD-01 Request for approval of the preliminary and final plats for the Sandy Lake Addition

Peirce asked if there were any outside contacts or conflicts of interest; there were none.

Jones reviewed the staff report for the case. The property is owned by Clarence and Susan Nolte. The applicant has submitted preliminary and final plat applications for the Sandy Lake Addition. The property is located to the North of E. 11th Avenue between Halstead Street and Alcoa Drive in the City of Hutchinson. The subdivision would consist of two lots on 58.5 acres and is zoned I-3 Heavy Industrial District.

The owner proposes to establish a watercraft sales and service business on Lot 1 and has submitted an application to rezone the property from I-3 to C-3. A conditional use permit application has also been submitted for a proposed single family dwelling that would also be located on Lot 1. Access to public water and sewer is in place. Maintenance of the reserve area will be the responsibility of the property owners. Jones showed a zoning map and the proposed plat for the property.

There is a drainage ditch along the north and east sides of the property. The west side of the property, along Halstead St., has businesses that abut the proposed subdivision. The property currently has a driveway access from 11th Avenue.

Jones said staff recommends approval of the preliminary and final plat subject to the following:

- 1) Provide a copy of the “30’ Private Road Right of Way and Easement (Bk. 178, Pg. 276),” which is shown on Lot 1.
- 2) Show the Black Hills Energy gas pipeline easement on the preliminary plat and final plat (Bk. 85, Pg. 35). (The pipeline is shown on the preliminary plat adjacent to the south and west boundaries of the property.)
- 3) Add note to preliminary plat: “All new utilities shall be located underground. Existing above-ground utilities shall be placed underground unless a subdivision variance is granted.”
- 4) Add note to final plat that assigns maintenance responsibilities for Reserve Area “A.” (This note appears on the preliminary plat and also needs to be on the final plat.)
- 5) On final plat, change Planning Commission Chairman to “Ken Peirce” and replace “Hutchinson-Reno County Joint Subdivision Committee” with “Hutchinson Planning Commission.”
- 6) On final plat, move the “Review Surveyor’s Certificate” label; It is on top of another notation.
- 7) Submit a revised preliminary plat and final plat (one paper copy and one PDF of each) and a signed final plat mylar to the Planning Department a minimum of one week prior to the desired City Council meeting.

Peirce asked for the presentation by the applicant.

Dan Garber, Garber Surveying, 2908 N. Plum, explained the owners want to return the lake to its previous condition making it suitable for fishing. The applicant plans to force the geese off the lake which also makes it safer for the airport because it is located in close proximity. The owner plans to build a structure for a workshop and to store boats and equipment. An office area would be included. A dock may be constructed for fishing and boats are tested on the lake. The water depth of the lake is approximately 40 feet.

There were no comments from the audience. Peirce closed the hearing.

Motion by Bisbee, seconded by Peterson to approve the Preliminary Plat for the Sandy Lake Addition, subject to the revisions presented by Staff, passed with the following vote: Yes – Macklin, Woleslagel, Hamilton, Obermite, Carr, Hornbeck, Peterson, Bisbee, Peirce.

Motion by Bisbee, seconded by Carr to recommend approval of the Final Plat for the Sandy Lake Addition, subject to the revisions presented by Staff, passed with the following vote: Yes - Macklin, Woleslagel, Hamilton, Obermite, Carr, Hornbeck, Peterson, Bisbee, Peirce.

5. PUBLIC HEARINGS

- 5a. 16-ZA-02 Request to rezone 00000 East 11th Avenue from I-3 Heavy Industrial District to C-3 Outdoor Commercial District.

Peirce asked if there were any outside contacts or conflicts of interest; there were none.

Jones reviewed the staff report for the case. Clarence and Susan Nolte are requesting to rezone the 58.5 acre property on the north side of 11th Avenue between Halstead Street and Alcoa Drive. The property is undeveloped and contains a lake. They would like to construct a watercraft sales and service building, demonstrate watercraft on the lake, and construct a single family dwelling. A watercraft sales, service and accessory storage use is permitted in the current I-3 zoning and in the requested C-3 zoning district. Single family dwellings are not permitted in the I-3 District and require a conditional use permit in the C-3 District. A legal notice was placed in the newspaper for the zoning amendment and the conditional use permit.

Notices of the public hearing were mailed to property owners within 200 feet and no comments were received. The proposed property is surrounded by I-3 zoning. Jones reviewed the factors. The character of the neighborhood is industrial. The zoning and uses of nearby property are also industrial. Staff would not recommend permitting a residential use on the property. A residential use on this property could impact the surrounding industrial uses because buffering and screening requirements would be imposed on future non-residential developments on the adjacent properties. The Comprehensive Plan 2005-2010 calls for industrial uses on this property.

Peterson commented this use is good for the area and would actually improve the property. Bisbee agreed the watercraft business is excellent; however he had concerns about not following the Comprehensive Plan and imposing expenses on other industrial businesses that have been there for years and are in the correct zoning.

Garber stated that the three cases are all tied together. If the applicant does not receive approval to live on the property, he would not proceed with any of the plans. The applicant would also be willing to waive the required buffering due to surrounding business expansion. The owner currently lives in the county and would like to live next to the business and living there will provide security for the property. Vandalism and theft has been an issue on this property in the past. An elevation drawing of the proposed lodge-style home was shown.

Mr. Nolte said he has run out of space at the business on 4th Avenue and this is the ideal location to expand. He has owned this property since the 1980's. He would employ two or three mechanics at the proposed shop on the Sandy Lake Addition. He said he will use lasers and noise to scare off the geese to help clean up the water. He said he has no plans for Lot 2 as there are numerous pipelines and little ground on this lot. He would like to add a gate and stone entrance and additional landscaping to the property. He may also add a boat dock for fishing.

Macklin asked if a conditional use permit is possible for a residence in an industrial zone. McCarron said it is not; it must be zoned C-3 to have a conditional use permit for a home. It is also not an option to allow waiving any buffering. The applicant would need to apply for a variance from required screening.

Hamilton asked about signage. The applicant said he has no plans to put up any signs.

Peirce closed the hearing and asked for a motion.

Motion by Hamilton, seconded by Woleslagel to recommend to the City Council approval of this request to rezone the property at 00000 East 11th Avenue from I-3 Heavy Industrial District to C-3 Outdoor Commercial District based on the following factors:

- 1. Character of the neighborhood – there are other businesses in this area.**
- 2. The property is unique because there are no other lakes this size within the city limits.**
- 3. There were no comments from surrounding neighbors.**
- 4. The request would improve the condition of the property.**
- 5. Improved safety for the airport due to mitigation of geese.**
- 6. All utilities are currently in place.**
- 7. Commercial development and a home would increase the tax base of this area.**

The motion passed with the following vote: Yes – Macklin, Woleslagel, Hamilton, Obermite, Peterson, Peirce; No – Bisbee, Carr, Hornbeck.

- 5b. 16-CUP-01 Request for Conditional Use Permit approval to construct a single family dwelling on property zoned C-3 Outdoor Commercial District located at 00000 East 11th Avenue.

Peirce asked if there were any outside contacts or conflicts of interest; there were none.

Jones reviewed the staff report for the case. The applicant is requesting a conditional use permit to construct a new 2,172 square foot, single family dwelling on the property located at 00000 East 11th Avenue. The property was recommended to be rezoned by the Planning Commission from I-3 to C-3. Single family dwellings require a conditional use permit in the C-3 District.

Staff is recommending denial of the request because the required factors for approval are not met. It is not in conformance with the comprehensive plan and a single family dwelling is not compatible with the zoning and uses of surrounding properties that are all industrial. The proposed use would experience the traffic, noise and dust from surrounding uses that are not typically compatible with residential dwellings. Jones said a site plan would need to be approved and the driveway would need to be paved with a required 24 foot wide concrete or asphalt drive off of 11th Avenue. Landscaping requirements are currently met. Two parking spaces for the house and three parking spaces for the business would be required.

Obermite commented that this property has limited uses and this use seems to fit very well while improving the property.

Macklin asked about the timeframe for construction. Garber said the applicants have been working on this project for a year and are ready to begin as soon as everything is approved.

There were no comments from the audience.

Peirce closed the hearing and asked for a motion.

Motion by Woleslagel, seconded by Peterson to recommend to the City Council approval of this request for a conditional use permit for construction of a single family dwelling at 00000 East 11th Avenue based on the following factors:

- 1. Character of the neighborhood;**
- 2. Length of time the property has remained vacant;**
- 3. Impacts on nearby properties;**
- 4. Relative gain to the public health, safety, and welfare, as compared with the hardship to the land owner if the application were denied;**
- 5. Availability of public utilities to serve the development.**

The Planning Commission had the following condition:

- 1. The single family residence must be a site built home only.**

The motion passed with the following vote: Yes – Macklin, Hamilton, Obermite, Carr, Bisbee, Peterson, Woleslagel, Peirce; No – Hornbeck.

6. UPCOMING CASES

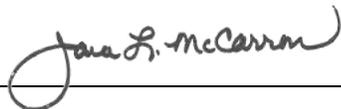
6a. Jones said the next upcoming case is a subdivision application for Kisiwa West, near 3900 N. Monroe. This will be a replat of six lots to one lot for a single family residence that will be constructed.

7. OPEN COMMENTS FROM THE AUDIENCE – None.

8. ADJOURNMENT – The meeting adjourned at 6:35 p.m.

Respectfully Submitted,
Charlene Mosier

Approved this 16th day of February, 2016

Attest: 



CITY COUNCIL AGENDA REPORT

COUNCIL COMMUNICATION	
FOR MEETING OF	March 1, 2016
AGENDA ITEM	7d
FOR ACTION	X
INFORMATION ONLY	

DATE: February 23, 2016

SUBMITTED BY: Casey Jones, AICP, CFM, Senior Planner *CJ*

THROUGH: Jana McCarron, AICP, Director of Planning and Development

REQUEST: Case #16-CUP-01

Request for a conditional use permit to establish a single family dwelling in the C-3 District at 00000 East 11th Avenue (Lot 1 of the Proposed Sandy Lake Addition)

OWNER: Sandy, Inc., c/o Clarence and Susan Nolte

APPLICANT: Dan Garber, Garber Surveying Service, P.A.

CITY COUNCIL ACTION REQUIRED:

Motion to (accept and approve/amend and approve/override and deny by at least a majority vote of 4 of the 5 Council members/return to the Planning Commission) the recommendation of the Planning Commission to approve the conditional use permit for a single family dwelling at 00000 East 11th Avenue (Lot 1 of the proposed Sandy Lake Addition) pursuant to the factors and conditions, as listed below.

PLANNING COMMISSION RECOMMENDATION:

On February 2, 2016, the Hutchinson Planning Commission recommended approval of this request by a vote of 8-1, based upon due consideration of the following factors:

1. Character of the neighborhood;
2. Zoning and uses of nearby property;
3. Suitability of the property for the proposed use as presently zoned;
4. Impact on nearby properties;
5. Length of time the property has remained vacant;
6. Relative gain to the public health, safety, and welfare, as compared with the hardship to the land owner if the application were denied;
7. Availability of public utilities to serve the development;
8. Conformance to the Comprehensive Plan; and
9. Recommendations of the professional staff.

And with the following condition of approval:

1. The single family dwelling shall be a site-built structure.

PUBLIC HEARING:

A public hearing was held before the Hutchinson Planning Commission on February 2, 2016, where the attached staff report (**Exhibit 1**) was presented. The official minutes for the public hearing are included as **Exhibit 2**. No one other than the applicant addressed the Planning Commission regarding this request.

ATTACHMENTS:

Exhibit 1 – Planning Commission Staff Report and Attachments (Exhibits A-G)

Exhibit 2 – Official Planning Commission Minutes (Meeting of February 2, 2016)



Planning Commission Staff Report

Public Hearing: 2/2/2016

January 26, 2016

TO: Hutchinson Planning Commission
FROM: Casey Jones, AICP, CFM, Senior Planner
SUBJECT: 16-CUP-01: Request for a conditional use permit to establish a single family dwelling on property located at 00000 E 11th Avenue
OWNER: Sandy, Inc., c/o Clarence L. Nolte and Susan D. Nolte



AGENT: Dan Garber, Garber Surveying Service, P.A.

REQUEST:

The applicant has requested conditional use permit approval for construction of a new, 2,172 square foot, single family dwelling on property located at 00000 E 11th Avenue and to be zoned C-3, Outdoor Commercial District (see case #16-ZA-02). According to Sec. 27-406 of the Hutchinson Zoning Regulations, single family dwellings require a conditional use permit in the C-3 District.

STAFF RECOMMENDATION:

Staff recommends denial of this request because the required factors for approval are not met.

MOTION:

Motion to recommend to the City Council (approval / denial) of this request for a conditional use permit for construction of a single family dwelling at 00000 E 11th Avenue based upon due consideration of the following factors:

Factors:

- 1. Character of the neighborhood;
2. Zoning and uses of nearby property;
3. Suitability of the property for the proposed zoning classification and use;
4. Impacts on nearby properties;
5. Length of time the property has remained vacant;
6. Relative gain to the public health, safety, and welfare, as compared with the hardship to the land owner if the application were denied;
7. Availability of public utilities to serve the development;
8. Conformance to the Comprehensive Plan; and
9. Recommendations of the professional staff.

ANALYSIS:

The following is staff’s analysis of development standards for the subject property. The analysis assumes the C-3, *Outdoor Commercial District* rezone request is approved. See concurrent submittal 16-ZA-01.

<i>Item</i>	<i>Standard</i>	<i>Standard Met?</i>
1. Front yard setback	Front yard: No setback is required on a non-residential collector street in the C-3 District.	Met. 11th Avenue is classified as a non-residential collector street. The proposed house is set back 187 feet from the 11th Avenue (front) ROW line.
2. Side and rear yard setback	Side and rear yard setbacks in the C-3 District shall be a minimum of 10 feet.	Met. The house is set back 90 feet from the west (side) lot line. The watercraft sales & service building is 70 feet from the west (side)lot line and 700 feet from the north (rear) lot line.
3. Height	In the C-3 District, the maximum building height is 35 feet.	Met. The proposed house is 28 feet in height, and the proposed watercraft sales & service building is 24 feet in
4. Driveway	A concrete or asphalt driveway is required. 2-way drives shall be a minimum of 24 feet in width.	Met. The applicant proposes to install a 24’ wide asphalt driveway from 11th Avenue to provide access to the house and watercraft sales & service building.
5. Parking	The single family dwelling must have 2 parking spaces. The sales and storage building must have 3 parking spaces.	Met. A 2-car attached garage is proposed for the dwelling, and 4 parking spaces, including 1 van-accessible space, are proposed for the commercial building.
6. Landscape Plan	Landscaping shall meet the requirements of Sec. 27-908 of the <i>Hutchinson Zoning Regulations</i> . Based on the square footage of developed area, a minimum of 3,473 landscape points are required.	Met. According to the calculation sheet provided by the applicant, a total of 6,695 landscape points are provided.

PUBLIC NOTIFICATION AND COMMENTS:

A public hearing notice was published in the *Hutchinson News* on January 11, 2016. Public hearing notices were also mailed to the owners of all 18 owners of the 19 parcels located within 200 feet of the subject property. No comments were received as of the writing of this report.

DEVELOPMENT REVIEW COMMITTEE:

A Development Review Committee meeting was held on January 12, 2016. No concerns, other than those from the Planning and Development Department, were expressed.

FACTORS:

Following is staff’s analysis of the factors that the Planning Commission must consider when making its recommendation. The analysis assumes that the C-3, *Outdoor Commercial District* rezone request is approved. See concurrent submittal 16-ZA-02. If the rezone request is not approved, the conditional use permit request must be denied, as single family dwellings are not a permitted use in the current zoning district (*I-3, Heavy Industrial District*).

1. Character of the neighborhood.

Not Met. This neighborhood is comprised of various industrial uses, including indoor and outdoor storage, manufacturing facilities, a food processing facility, and contractor’s offices and supply buildings. No residential dwelling units are located within the immediate neighborhood. The nearest residential dwelling is located on Duffy Road about 1,600 feet East of the subject property.

2. Current zoning and uses of nearby property.

Not Met. A single family dwelling is not compatible with the zoning and uses of surrounding properties, which are all industrial in nature.

	ZONING	LAND USE	OWNER
SITE	I-3 Heavy Industrial District	Undeveloped tract of land with a lake	Sandy, Inc. c/o Susan and Clarence Nolte
NORTH	I-3 Heavy Industrial District	Various light industrial uses, including contractor’s storage, mini storage, truck rental, pest control business, vending company storage, and wood pallet manufacturing and storage	10 different property owners
SOUTH	I-3 Heavy Industrial District	Electric company offices and outdoor storage; Food processing facility; Aerospace component manufacturing facility	Westar Energy; CHS, Inc.; Robert E. Coleman Living Trust
EAST	I-3 Heavy Industrial District	Drainage channel and vacant industrial park lots	City of Hutchinson; Growth, Inc.
WEST	I-3 Heavy Industrial District	Engineering consultant office; cross-fit exercise gym; trucking company and storage; communication tower; vacant lot; city fire station	Global Engineering & Technology, Inc.; Givens Family Investments, LLC; William & Lori Rountree; Robert Rountree; Kansas Oxygen, Inc.; City of Hutchinson

3. Suitability of property for the proposed use as presently zoned.

Not Met. The current zoning of the property is *I-3, Heavy Industrial District*. The applicant has submitted a concurrent rezone application (16-ZA-02) in order to be allowed to potentially construct a single family dwelling on the property by conditional use permit. Single family dwellings are not permitted in the *I-3, Heavy Industrial District*. The applicant is also proposing construction of a boat retail sales facility on the property, with a small service and storage shop. This use would be permitted by right in both the existing zoning district and the proposed zoning district.

4. Extent of detrimental effects to nearby properties if the application were approved.

Partially Met. No detrimental impacts are anticipated to nearby properties by the proposed use, however, the proposed use would experience the detrimental impacts of truck traffic, noise and dust from existing surrounding uses, which are not typically compatible with residential dwellings.



Agricultural equipment storage – south of subject property

5. Length of time property has remained vacant.

Met. The property has always been vacant.

6. Relative gain to the public health, safety, and welfare compared to the hardship imposed upon the landowner if the application were denied.

Health, safety, and welfare: No impacts of this development to health, safety and welfare are anticipated. However, adverse impacts of the existing, surrounding industrial uses to the proposed residential dwelling unit are anticipated. Partially Met.

Landowner hardship: If the application were denied, the owner would not be permitted to construct a single family residential dwelling unit on this site. The owner has indicated a desire to place a dwelling at this location for security reasons. There are other measures that could be taken – fencing, cameras, security guard, etc. – to improve security on the property. Not Met.

7. Conformance of this request to the Comprehensive Plan.

Not Met. The *Comprehensive Plan 2005-2010* calls for industrial uses on this property. Residential uses are not compatible with industrially designated properties.

8. Impact on public facilities and utilities.

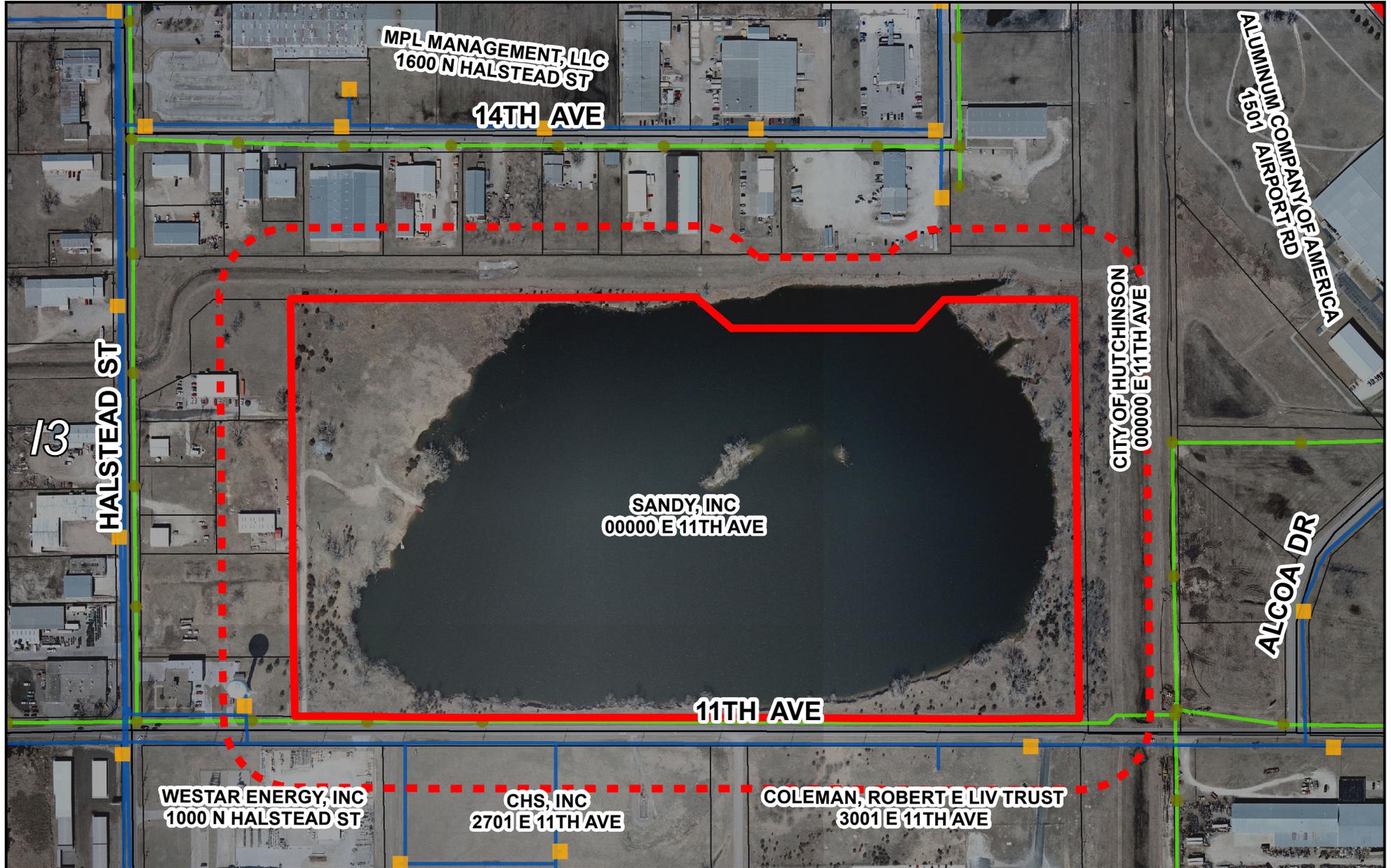
Met. The proposed use will not have a perceivable impact on public facilities and utilities. Adequate public facilities are in place to serve the proposed development.

EXHIBITS:

- A. Zoning Map
- B. Future Land Use Map
- C. Conditional Use Permit Application
- D. Architectural Elevation Drawings and Floor Plan
- E. Site Plan – Received 1/22/2016
- F. Landscaping Point Calculation Sheet
- G. List of Surrounding Property Owners

CC: Jana McCarron, AICP, Director of Planning and Development

16-CUP-01: Zoning Map

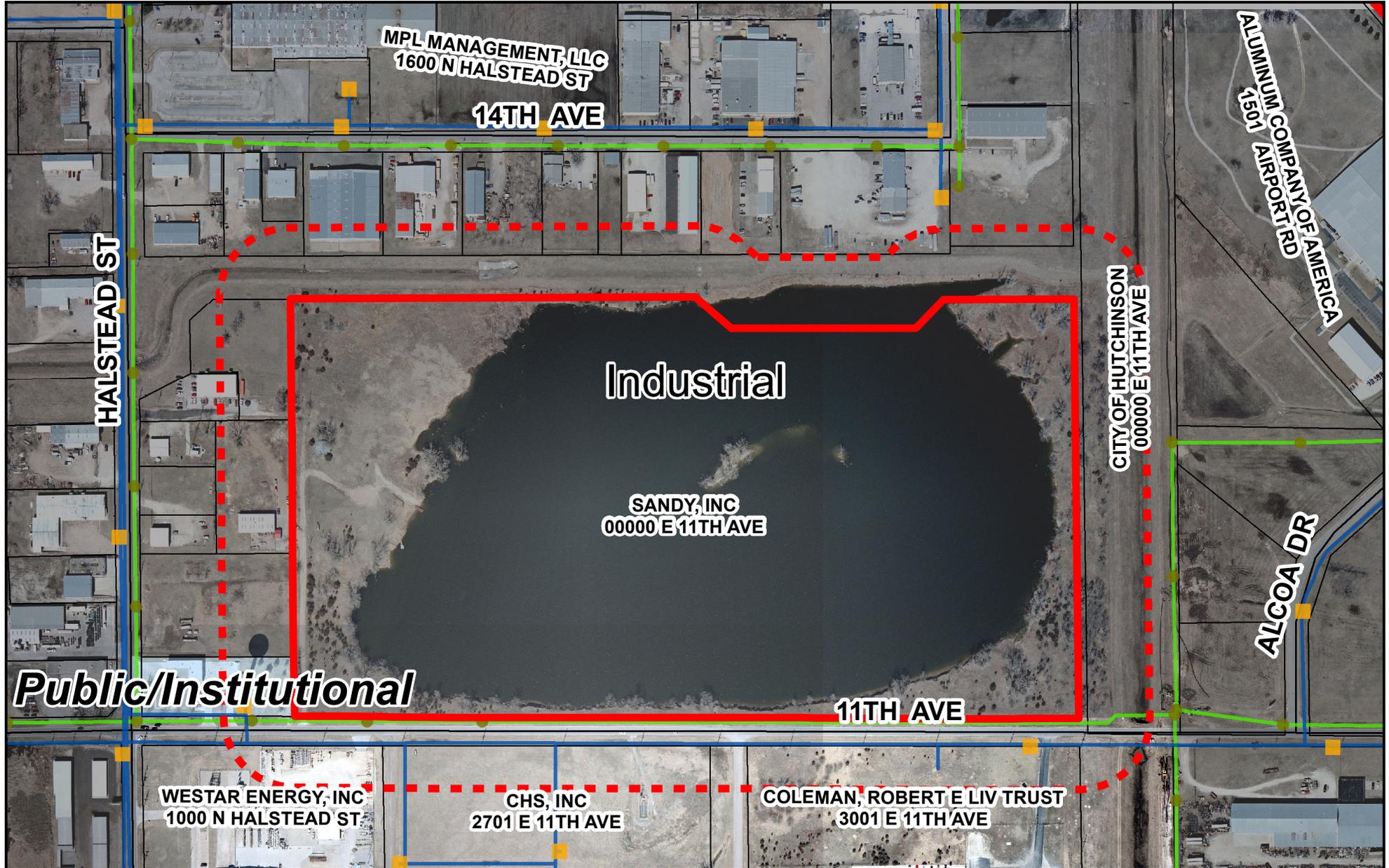


0 75 150 300 Feet

00000 E. 11th Ave., Hutchinson, KS



16-CUP-01: Future Land Use Map



0 75 150 300 Feet

00000 E. 11th Ave., Hutchinson, KS



2016 CONDITIONAL USE PERMIT APPLICATION



CITY OF HUTCHINSON
 Planning and Development Department
 125 E Avenue B, Hutchinson, KS 67501
 620-694-2639 phone ~ 620-694-2673 fax

FOR OFFICE USE ONLY
 DATE RECEIVED: 12/30/15 CASE #: 16-CUP-01 FEE PAID (\$165):

PROJECT INFORMATION
 Project Address 00000 E. 11th Avenue, Hutchinson
 Legal Description Portion of S¹/₂, NW¹/₄ Section 9, T.23S, R5W.
See attached description
 Applicant Clarence and Susan Nolte Company Sandy, Inc.
 Mailing Address 517 E. 4th Avenue, Hutchinson, KS. 67501
 Phone 620-665-0396 E-Mail _____
 Property Owner Sandy, Inc.
 Mailing Address 8503 E. Fales Road, Burrton, KS 67020
 Phone 620-665-0396 E-Mail 67020
 Surveyor/Engineer/Architect/Agent (attach additional pages, if needed)
Dan Garber Company Garber Surveying Service, P.A.
 Mailing Address 2908 N. Plum, Hutchinson, KS. 67502
 Phone 620-665-7032 E-Mail garber@garbersurveying.com

USE INFORMATION

1. What is the current use of the property?
vacant; occasional boating on lake.
2. What will the property be used for if the conditional use permit is approved?
watercraft sales and service bldg. and owner's residence.
3. List all existing and proposed structures, including the square footage and height of each:
Sales and service building - 3,750 sq.ft.; 24' height
Residence - 1881 sq. ft.; 28' height

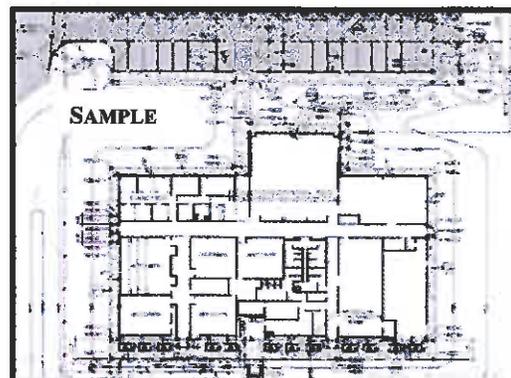
SUBMITTAL REQUIREMENTS

- Completed Conditional Use Permit Application.
- Conditional Use Permit Application Fee (\$165.00).
- A written and signed certification from the Reno County Treasurer's office that all property taxes for the property have been paid.
- Copy of the deed (available from the Reno County Register of Deeds).
- The names and mailing addresses of all property owners located within 200 feet of the boundaries of the parcel. If the parcel is adjacent to the city limits, the list must also include all the properties located outside the city but within 1,000 feet of the city limits. Please provide this information in print-out form from the Reno County Appraiser.
- 4 full-size copies of the Site Plan.**
(Site plans must be on paper not less than 18 x 24 inches and drawn at a scale of not less than 1 inch: 50 feet.)
- 4 full-size copies of the Landscaping Plan.**
(Landscaping plans must be on paper not less than 18 x 24 inches and drawn at a scale of not less than 1 inch: 50 feet.)
- 4 full-size copies of Elevation Drawings.**
(Elevation drawings shall be scaled and shall include all elevations of the structure. Proposed materials and colors shall be included on the elevation drawings.)
- 1 reduced version (11"x17") of the Site Plan, Landscaping Plan and Elevation Drawings.**
- 1 electronic version (PDF) of all drawings (Site Plan, Landscaping Plan and Elevations) submitted via email to: Charlene@Hutchgov.com.**
- Drainage Study and/or Traffic Impact Study.** Please contact the City Engineer to determine what studies are required.
- Other documentation, as required.**

SITE PLAN CHECKLIST

THE SITE PLAN DRAWING SHALL CONTAIN THE FOLLOWING:

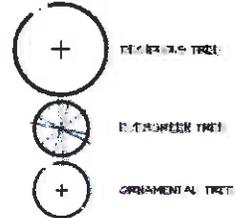
- The name and mailing address of the applicant and owner of record, if not the same as the applicant.
- The legal description of the property.
- Date, scale, north arrow, title and preparer's name.
- Location and dimensions of:
 - Property lines
 - Easements
- Location and dimensions of existing and proposed:
 - Structures
 - Parking spaces and drive aisles
 - Driveways
 - Loading areas
 - Trash receptacles
 - Fences
 - Screening
 - Signs
 - Lighting
 - Stormwater storage and conveyance facilities
 - Utilities (e.g. water, gas, electrical, sanitary sewer)
- Use of existing and proposed structures.
- The approximate location of structures on adjacent properties.
- Location and extent of outdoor display and storage areas, existing and proposed.



LANDSCAPING PLAN CHECKLIST

THE LANDSCAPING PLAN SHALL CONTAIN:

- The name and mailing address of the applicant and owner of record.
- Date, scale, title and preparer's name.
- Location, description and type of existing and proposed plantings.
- Description of the irrigation system, both existing and proposed.
- City of Hutchinson "Landscaping Point Calculation Sheet" available at: www.hutchgov.com (either on the face of the plan or as an accompanying document).



ELEVATION DRAWINGS CHECKLIST

THE ELEVATION DRAWINGS SHALL CONTAIN THE FOLLOWING:

- The name and mailing address of the applicant and owner of record.
- Date, scale, title and preparer's name.
- Height of the structure, both existing and proposed.
- Description of exterior materials, both existing and proposed.
- Drawings of all sides of the building.



CONDITIONAL USE PERMIT STATEMENT

Applicants for Conditional Use Permits must submit a statement justifying how the proposed project meets the factors listed in Sec. 27-501.D. of the Hutchinson City Code. The Planning Commission and City Council are required to consider these factors when reaching a decision on a Conditional Use Permit application. The questions below help judge these factors, and space is included for applicant responses. Please feel free to attach additional pages and any other supporting documentation, such as photographs, drawings, maps, statistics, legal documents and letters of support.

1. How will the proposed development be in keeping with the character of the neighborhood?
Residence will be constructed with quality materials overlooking the lake; sales and service bldg. will be metal building similar to most buildings in the neighborhood.
2. How will the proposed use be consistent with the zoning and uses on nearby parcels?
Main purpose for this use is sales and service and test runs on watercraft. Residence is placed for better site security and waterfowl management.
3. Why is the parcel suitable for the proposed use?
The lake is the main asset for this use and will allow focused service and sales to more customers.
4. Will the proposed use have any detrimental effects on nearby properties, and if so, how will those effects be mitigated?
There should be no detrimental effects as the two proposed buildings will be behind buildings facing N. Halstead St. and will be somewhat secluded from view on 11th Avenue by existing trees.

5. Is the property currently vacant? If so, how long has the property been vacant?

The property is currently vacant and has always been so.

6. If the application were denied, what hardship would the property owner face?

The property owner would not be able to expand their business in Hutchinson.

7. Is the proposed use consistent with the Comprehensive Plan? Please explain. *Encourages economic development; supports an existing business; improves and adds to housing stock; maintains trees; creates positive image for an entrance to the city; provides for cleanup of water supply.*

8. Are existing public facilities and utilities adequate to serve the proposed use? List any new public facilities and utilities that will be required.

All existing public utilities are in place and are adequate to serve the proposed use including streets, sanitary sewers and water lines.

9. Additional comments:

This use will encourage a niche based business as outlined in the 2005-2010 Comprehensive Plan.

CONDITIONAL USE PERMIT APPLICATION PROCESS

1. Submit the Conditional Use Permit Application and all required supporting materials to the Planning and Development Department in accordance with the application deadlines on page 6.
2. Following receipt of a complete Conditional Use Permit Application, planning staff will:
 - a. Set date a date for a public hearing before the Planning Commission. The public hearing must be held within 60 days of acceptance of the application.
 - b. Notify property owners located within the notification radius of the date, time and place of the hearing. The general public and property owners located within the notification area will be invited to comment upon the application.
 - c. Publish a public hearing notice in the *Hutchinson News*. The notice must be published a minimum of 20 days prior to the public hearing.
 - d. Transmit application materials to the Development Review Committee (DRC) for their review.
 - e. The DRC will meet to discuss the project. The DRC will provide written comments which will be sent to the applicant. Based upon the comments received, revised plans may be required. Revised plans, once received, will be routed to the DRC for final comment.
3. The Planning Commission will hold a public hearing on the project, typically in accordance with the attached schedule. The Commission provides a recommendation to the City Council. **The applicant MUST be present at the public hearing in order for the application to be considered. The application will be tabled if the applicant is not present.**
4. The City Council will consider the application at its next, regularly scheduled meeting. (The Council normally meets at 9 AM on the first and third Tuesday of each month). City Council may only override the Planning Commission's recommendation with a 2/3 majority vote.
5. Following Conditional Use Permit approval, the applicant may proceed to the Inspection Department to obtain the appropriate building permits for the project.



Planning and Development Department

125 E. Avenue B, Hutchinson, KS 67501

(620) 694-2639 Fax: (620) 694-2673

UNDER NORMAL CIRCUMSTANCES, A MINIMUM OF 60 DAYS IS REQUIRED FROM SUBMITTAL OF A COMPLETED APPLICATION TO THE FINAL DECISION.

We, the undersigned, hereby authorize the submittal of this application and associated documents and certify that all the information contained therein is true and correct.

(Signature of property owners)

Clarence Nolte
Signature

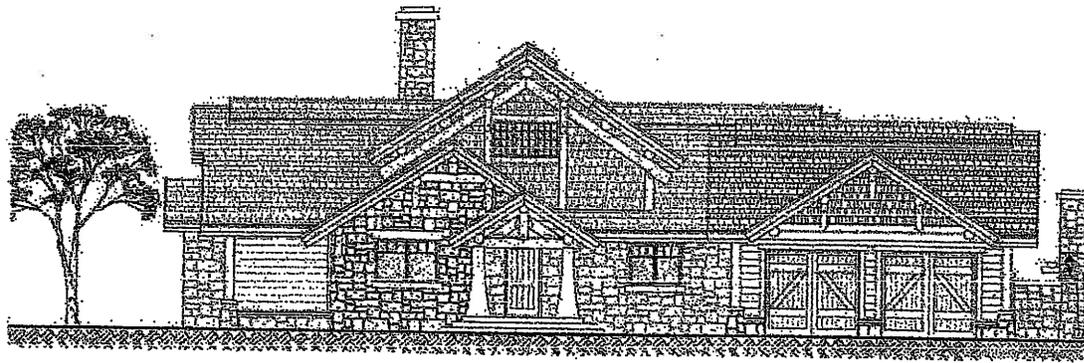
Signature

Clarence Nolte
Printed Name

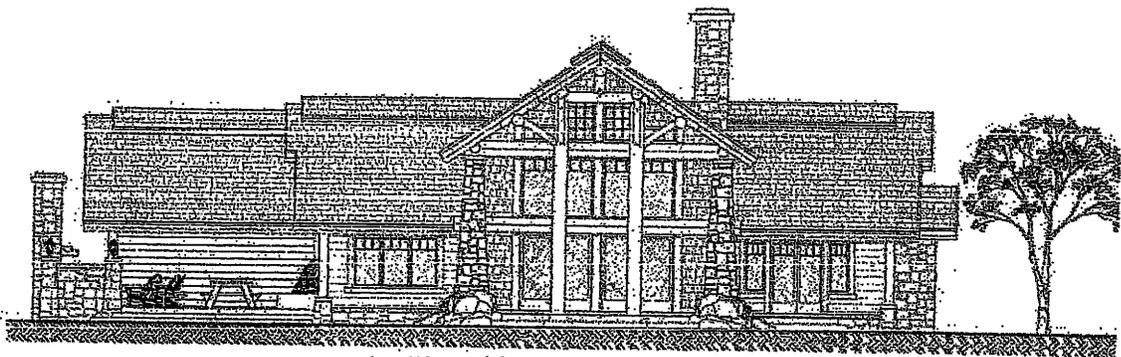
Printed Name

Westcliffe

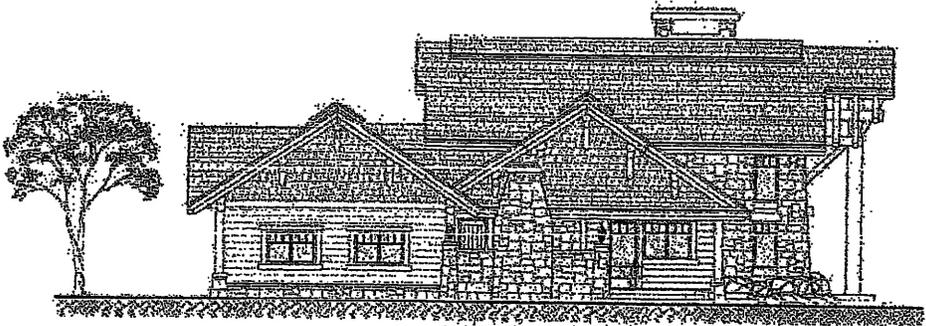
Exhibit D



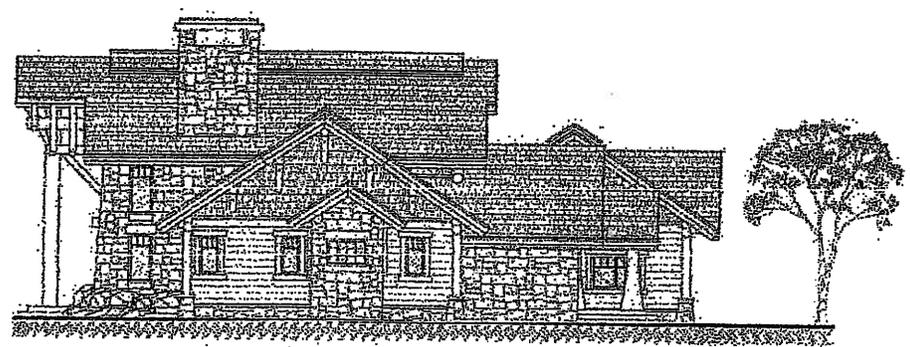
FRONT ELEVATION



REAR ELEVATION

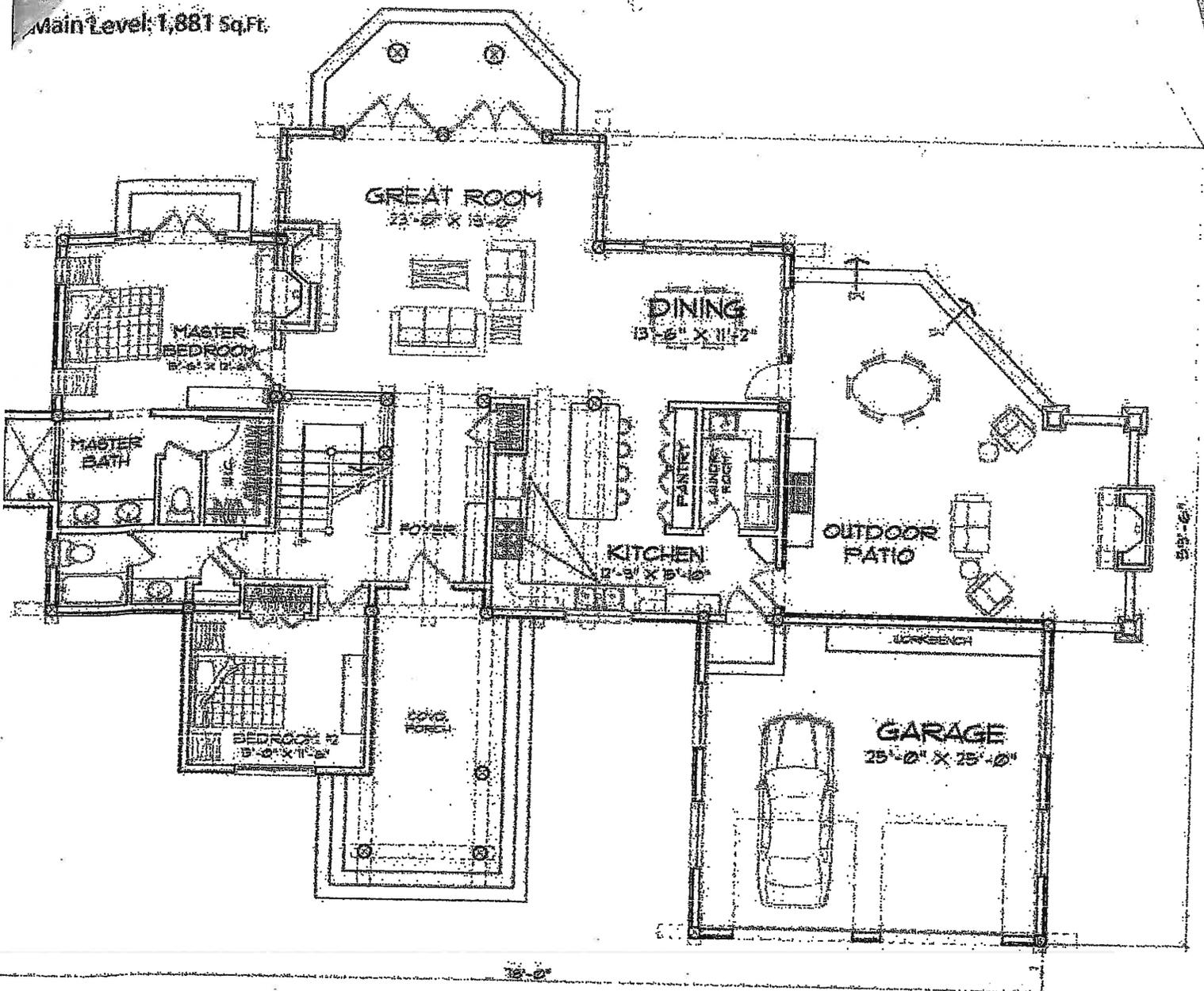


RIGHT ELEVATION

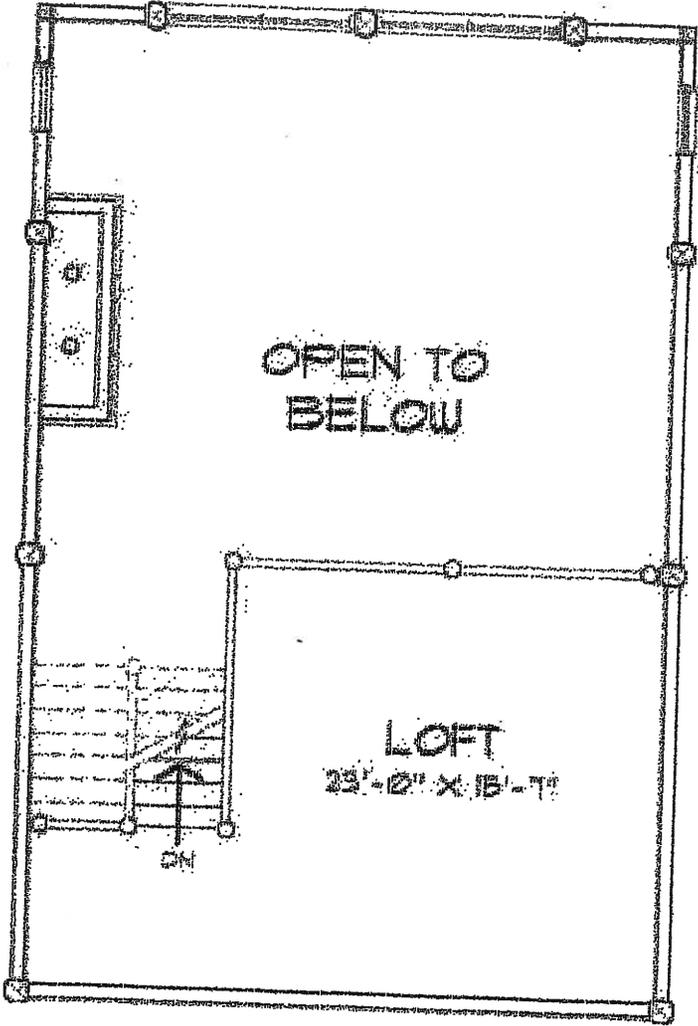


LEFT ELEVATION

Main Level: 1,881 Sq.Ft.



2nd Level: 291 Sq.Ft.



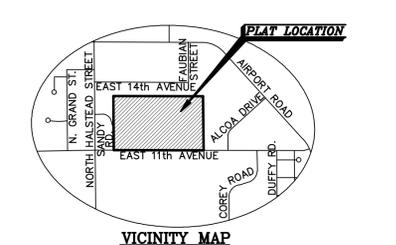
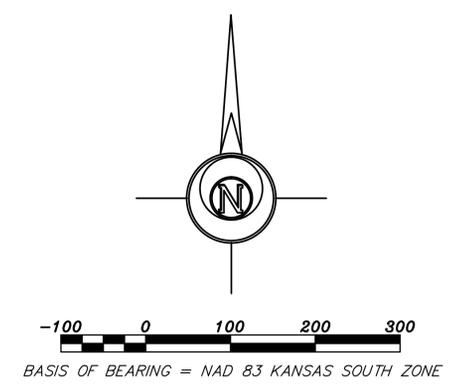
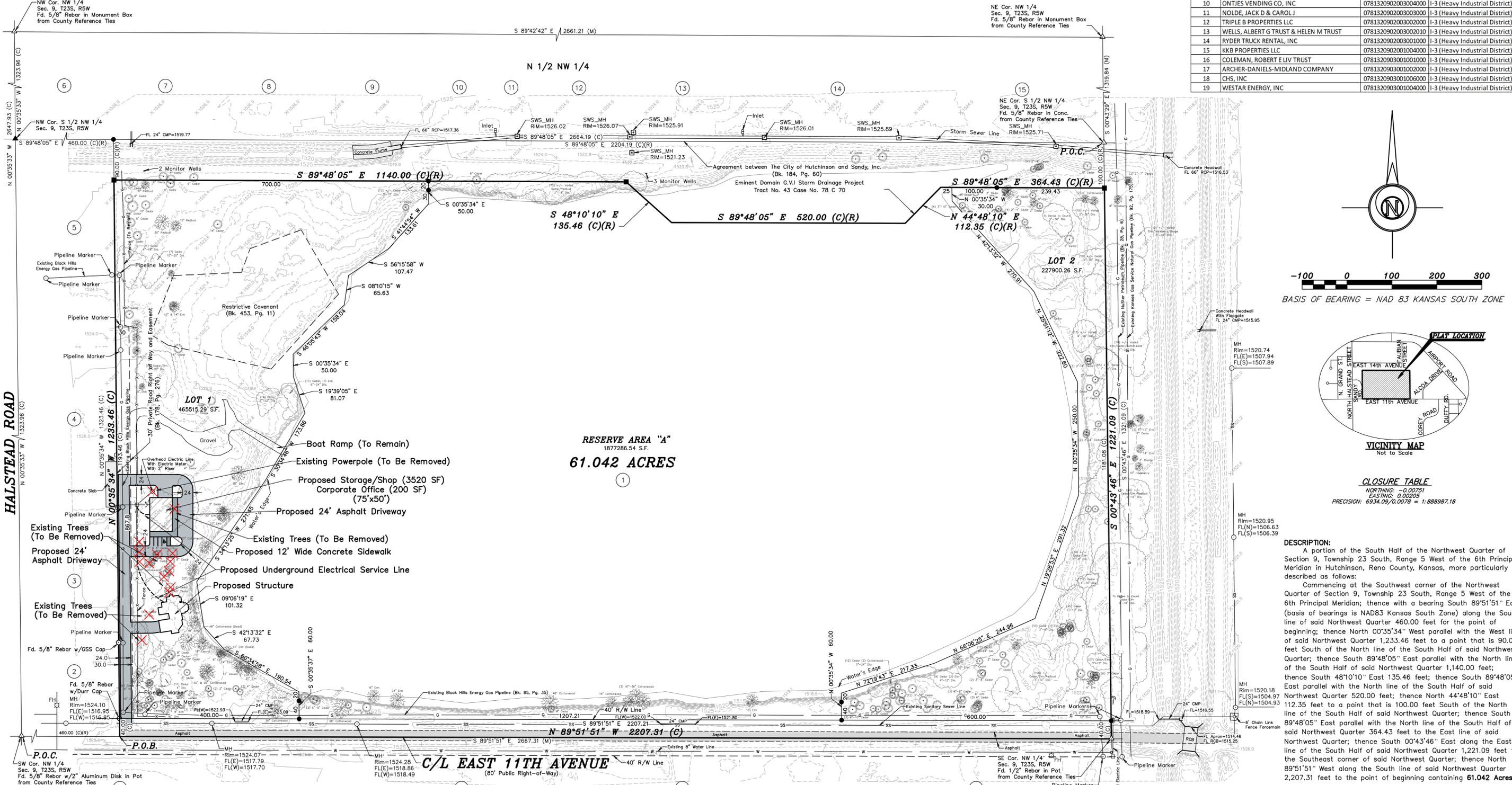
SITE PLAN

SANDY LAKE ADDITION

A PORTION OF THE SOUTH HALF OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE 6TH PRINCIPAL MERIDIAN, IN HUTCHINSON, RENO COUNTY, KANSAS.

Exhibit E

Adjacent Ownership			
No.	Owner	Parcel ID	Zoning
1	SANDY, INC	0781320902004009000	I-3 (Heavy Industrial District)
2	CITY OF HUTCHINSON	0781320902004008000	I-3 (Heavy Industrial District)
3	KANSAS OXYGEN, INC	0781320902004007000	I-3 (Heavy Industrial District)
4	MEGGERS, SCOTT S & SHEILA D	0781320902004005000	I-3 (Heavy Industrial District)
5	GLOBA ENGINEERING & TECHNOLOGY, INC	0781320902004002000	I-3 (Heavy Industrial District)
6	ODESSA PROPERTIES LLC	0781320902003009000	I-3 (Heavy Industrial District)
7	WILKE WELDING & STEEL FABRICATION, INC	0781320902003007000	I-3 (Heavy Industrial District)
8	CONTAINER CRAFT, INC	0781320902003006000	I-3 (Heavy Industrial District)
9	JAMIESON, CLARENCE T JR	0781320902003005000	I-3 (Heavy Industrial District)
10	ONTJES VENDING CO, INC	0781320902003004000	I-3 (Heavy Industrial District)
11	NOLDE, JACK D & CAROL J	0781320902003003000	I-3 (Heavy Industrial District)
12	TRIPLE B PROPERTIES LLC	0781320902003002000	I-3 (Heavy Industrial District)
13	WELLS, ALBERT G TRUST & HELEN M TRUST	0781320902003002010	I-3 (Heavy Industrial District)
14	RYDER TRUCK RENTAL, INC	0781320902003001000	I-3 (Heavy Industrial District)
15	KKB PROPERTIES LLC	0781320902001004000	I-3 (Heavy Industrial District)
16	COLEMAN, ROBERT ELIV TRUST	0781320903001001000	I-3 (Heavy Industrial District)
17	ARCHER-DANIELS-MIDLAND COMPANY	0781320903001002000	I-3 (Heavy Industrial District)
18	CHS, INC	0781320903001006000	I-3 (Heavy Industrial District)
19	WESTAR ENERGY, INC	0781320903001004000	I-3 (Heavy Industrial District)



CLOSURE TABLE

NORTHING:	-0.00751
EASTING:	0.00205
PRECISION:	69.34.09/70.0078 = 1.88898718

DESCRIPTION:
A portion of the South Half of the Northwest Quarter of Section 9, Township 23 South, Range 5 West of the 6th Principal Meridian in Hutchinson, Reno County, Kansas, more particularly described as follows:
Commencing at the Southwest corner of the Northwest Quarter of Section 9, Township 23 South, Range 5 West of the 6th Principal Meridian; thence with a bearing South 89°51'51" East (basis of bearings is NAD83 Kansas South Zone) along the South line of said Northwest Quarter 460.00 feet to the point of beginning; thence North 00°35'34" West parallel with the West line of said Northwest Quarter 1,233.46 feet to a point that is 90.00 feet South of the North line of the South Half of said Northwest Quarter; thence South 89°48'05" East parallel with the North line of the South Half of said Northwest Quarter 1,140.00 feet; thence South 48°10'10" East 135.46 feet; thence South 89°48'05" East parallel with the North line of the South Half of said Northwest Quarter 520.00 feet; thence North 44°48'10" East 112.35 feet to a point that is 100.00 feet South of the North line of the South Half of said Northwest Quarter; thence South 89°48'05" East parallel with the North line of said Northwest Quarter 364.43 feet to the East line of said Northwest Quarter; thence South 00°43'46" East along the East line of the South Half of said Northwest Quarter 1,221.09 feet to the Southeast corner of said Northwest Quarter; thence North 89°51'51" West along the South line of said Northwest Quarter 2,207.31 feet to the point of beginning containing 61.042 Acres.

BENCHMARK:
BM-1: USGS Disk located approximately 220 feet North and 80 East of the intersection of Airport Road and East 9th Avenue. Monument is located South of the main driveway to Hutchinson Municipal Airport in the top of the East end of the South headwall of a 3x6 foot concrete culvert.
Elevation=1517.37 (NAVD88)

GENERAL NOTES:
1). Elevation information shown hereon is derived from City of Hutchinson LIDAR.
2). It shall be the joint responsibility of all owners of property located within this plat to provide for the ongoing maintenance and upkeep of all common and reserve areas.
FLOOD NOTE:
According to Flood Insurance Rate Map No. 20155C0284F (dated January 6, 2010) published by the Federal Emergency Management Agency, the property described above lies within ZONE "X", which is defined as "Areas of 0.2% annual chance flood; areas of 1% chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood."

- LEGEND**
- △ - Sectional Monument Found
 - ▲ - Section Monument Set (5/8" x 24" Iron Rebar w/G.S.S. Cap)
 - - 5/8" x 24" Iron Rebar Set in Concrete
 - - Survey Monument Found
 - - 5/8" x 24" Iron Rebar Set w/G.S.S. Cap
 - - Found T-Post
 - ✕ - Fence
 - - Guy Anchor
 - - Storm Sewer Manhole
 - ⊕ - Sanitary Sewer Manhole
 - ⊖ - Power Pole
 - (C) - Calculated
 - (M) - Measured
 - (R) - Record measurement
 - P.O.B. - Point of Beginning
 - P.O.C. - Point of Commencement
 - ▨ - Existing Asphalt Hatch
 - ▨ - Existing Concrete Hatch
 - ▨ - Proposed Asphalt Hatch
 - ▨ - Proposed Concrete Hatch

ENGINEER:
ENGINEERING CONSULTANTS, P.A.
1227 NORTH MAIN ST.
HUTCHINSON, KS. 67501
(620) 665-6394

SURVEYOR:
DANIEL E. GARBER
GARBER SURVEYING SERVICE, P.A.
2908 NORTH PLUM ST.
HUTCHINSON, KS. 67502

OWNER/SUBDIVIDER:
SUSAN NOLTE
517 EAST 4TH AVENUE
HUTCHINSON, KS. 67501
(620) 665-0396

Received 1-22-2016, Hutchinson Planning Dept.

SITE PLAN		Description: SANDY, INC. HUTCHINSON, KANSAS	
Prepared By: GSS		Garber Surveying Service, P.A.	
HUTCHINSON (Main Office) 2908 North Plum St. 67502 Ph. 620-665-7032 Fax 620-665-7401		McPHERSON (Branch Office) 115 East Main St. 67460 Ph. 620-241-4411 Fax 620-241-4158	
NEWTOWN (Branch Office) 511 North Poplar St. 67114 Ph. 316-283-5053 Fax 316-283-5073			
Drawn By: JAK	Scale: 1"=100'	Date of Field Work: March 9, 2015	Job No:
Checked By: DEG	Date: 01/22/2016	Sheet 1 of 1 Sheet(s)	G2015-104

LANDSCAPING POINT CALCULATION SHEET

Calculated by:	Jason Karam	Company:	Garber Surveying	Date:	1/25/2016	Design Alternative:	
Project:	Sandy Lake Addition	Project #:	G15-104				
Sq. Ft. of Disturbed Site:	693,416	(1 point for every 200 sq. ft.)					
Parking Spaces (required):	3	Parking Spaces (additional):	0	Points Required:	3473		

Type of Plant Material	Minimum Size (at time of planting)		Point Value	Proposed Plantings													
	Deciduous	Evergreen		Deciduous Tree	Points	Evergreen Tree	Points	Deciduous Shrub	Points	Evergreen Shrub	Points	Perennial	Points	Turf	Points	Berm/GC	Points
Large Tree	8-inch or greater caliper	22 feet and higher	26		0		0	-	-	-	-	-	-	-	-	-	-
	7-inch caliper	19-21 feet in height	24		0		0	-	-	-	-	-	-	-	-	-	-
	6-inch caliper	16-18 feet in height	22		0		0	-	-	-	-	-	-	-	-	-	-
	5-inch caliper	13-15 feet in height	20		0		0	-	-	-	-	-	-	-	-	-	-
	4-inch caliper	11-12 feet in height	18		0		0	-	-	-	-	-	-	-	-	-	-
	3-inch caliper	9-10 feet in height	15		0		0	-	-	-	-	-	-	-	-	-	-
Medium Tree	2-inch caliper	7-8 feet in height	12		0		0	-	-	-	-	-	-	-	-	-	-
Small Tree	1.5-inch caliper	5-6 feet in height	9		0		0	-	-	-	-	-	-	-	-	-	-
Ornamental Tree	Multiple Trunk (Minimum of 3 trunks with smallest trunk 1.5-inch caliper)	5-6 feet in height	9		0		0	-	-	-	-	-	-	-	-	-	-
Large Shrub/Perennial	5 gallon	24 inches in height	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Medium Shrub/Perennial	3 gallon	12 inches in height	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Small Shrub/Perennial	2 gallon	8 inches in height	2	0	0	-	-	0	0	0	0	0	0	0	0	0	0
	1 gallon		1	0	0	-	-	0	0	0	0	0	0	0	0	0	0
Groundcover (GC) & Native Grasses			1 per square yard	-	-	-	-	-	-	-	-	-	-	-	-	-	0
Existing Significant Tree	Ornamental Tree	2-inch caliper ornamental tree	12		0		0	-	-	-	-	-	-	-	-	-	-
		2.5-inch caliper ornamental tree	15		0		0	-	-	-	-	-	-	-	-	-	-
	Non-Ornamental Tree	6-inch caliper	22	20	440	69	1518	-	-	-	-	-	-	-	-	-	-
		7-inch caliper	24	1	24	7	168	-	-	-	-	-	-	-	-	-	-
		8 to 10-inch caliper	26	29	754	41	1066	-	-	-	-	-	-	-	-	-	-
		10.1-inch caliper to 15-inch DBH	30	27	810	5	150	-	-	-	-	-	-	-	-	-	-
		15.1 to 20-inch DBH	35	25	875		0	-	-	-	-	-	-	-	-	-	-
		20.1 to 25-inch DBH	40	6	240		0	-	-	-	-	-	-	-	-	-	-
Over 25-inch DBH	50	13	650		0	-	-	-	-	-	-	-	-	-	-		
Landscape Berm	30 in. in height, 10 ft. in length, and 3:1 slope	0.2 per linear foot	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0
Turf Grass	N/A	0.25 per square yard	-	-	-	-	-	-	-	-	-	-	-	-	-	0	-

Sub-Totals	-	3793	-	2902	-	0	-	0	-	521	-	868.3	-	0
Total Points:	6695													
Evergreen	2902		(refer to Notes)											
Turf	0		(taking the least value amount from either Turf or Sub-Total Turf cells.)											
Perennials	0		(taking the least value amount from either Perennial or Sub-Total Perennial cells.)											

Notes
 DBH = Diameter at breast height
 Caliper = Diameter measured 6 inches above ground level for new material
 No more than 25% of the total points may be located within the public right-of-way
 Minimum of 60% of Site Points shall be used for landscaping in front and side yards
 Minimum of 10% of required points shall be used for Evergreen plantings
 Maximum of 25% of required points may be used for Turf Grass. Turf located within the street right-of-way is excluded
 Maximum of 15% of required Site Points may be used for Perennial plantings.
 Parking Lot Points: 2 points of landscaping for each required parking space and 1 point for each additional parking space
 Any addition to existing building(s) or alterations to an existing site with a Developed Area exceeding 500 sq. ft. over a period of 18 months shall require 1 point of landscaping for every 200 sq. ft. of developed area, with a minimum of 10 points plus 2 points of landscaping for every parking space constructed for the building addition.

Received 1-25-2016, Hutchinson Planning Dept.



List of Property Owners Within 200 Feet

OWNER OF RECORD	MAILING ADDRESS	CITY	STATE	ZIP	SITE ADDRESS	PARCEL ID
KKB PROPERTIES LLC	PO BOX 1303	HUTCHINSON	KS	67504	1400 FAUBION ST	1320902001004000
RYDER TRUCK RENTAL, INC C/O PROPERTY TAX DEPT	PO BOX 025719	MIAMI	FL	33102	2519 E 14TH AVE	1320902003001000
WELLS, ALBERT G TRUST & HELEN M TRUST	4703 N APRICOT LN	HUTCHINSON	KS	67502	2515 E 14TH AVE	1320902003002010
TRIPLE B PROPERTIES LLC	PO BOX 1303	HUTCHINSON	KS	67504	2513 E 14TH AVE	1320902003002000
ONTJES VENDING CO, INC	2511 E 14TH AVE	HUTCHINSON	KS	67501	2511 E 14TH AVE	1320902003004000
NOLDE, JACK D & CAROL J	4120 CHARLESTON ST	HUTCHINSON	KS	67502	2511 B E 14TH AVE	1320902003003000
JAMIESON, CLARENCE T JR	PO BOX 3074	HUTCHINSON	KS	67504	2509 E 14TH AVE	1320902003005000
CONTAINER CRAFT, INC	PO BOX 752	HUTCHINSON	KS	67504	2507 E 14TH AVE	1320902003006000
WILKE WELDING & STEEL FABRICATION, INC	2606 E 49TH AVE	HUTCHINSON	KS	67502	2505 E 14TH AVE	1320902003007000
ODESSA PROPERTIES LLC	PO BOX 1129	HUTCHINSON	KS	67504	2501 E 14TH AVE	1320902003009000
KANSAS OXYGEN, INC C/O KANOX, INC	1200 GRAND ST	HUTCHINSON	KS	67501	00000 N HALSTEAD ST	1320902004007000
CITY OF HUTCHINSON	PO BOX 1567	HUTCHINSON	KS	67504	1100 N HALSTEAD ST	1320902004008000
GLOBAL ENGINEERING & TECHNOLOGY, INC C/O GEGEN, STEVE	PO BOX 780787	WICHITA	KS	67278	1200 N HALSTEAD ST	1320902004003000
GLOBAL ENGINEERING & TECHNOLOGY, INC C/O GEGEN, STEVE	PO BOX 780787	WICHITA	KS	67278	00000 N HALSTEAD ST	1320902004002000
WESTAR ENERGY, INC	818 KANSAS AVE	TOPEKA	KS	66612	1000 N HALSTEAD ST	1320903001004000
COLEMAN, ROBERT E LIVING TRUST	425 SE 8TH	NEWTON	KS	67114	3001 E 11TH AVE	1320903001001000
SANDY, INC C/O SPUD NOLTE	8503 E EALES RD	BURRTON	KS	67020	00000 E 11TH AVE	1320902004009000
CITY OF HUTCHINSON	PO BOX 1567	HUTCHINSON	KS	67504	00000 E 11TH AVE	1320900000001000
MEGGERS, SCOTT S & SHEILA D	2530 BRIARWOOD LN	HUTCHINSON	KS	67502	1121 N SANDY RD	1320902004005000
CHS, INC	PO BOX 64089	ST PAUL	MN	55164	2701 E 11TH AVE	1320903001006000
ARCHER-DANIELS-MIDLAND COMPANY	PO BOX 1470	DECATUR	IL	62526	00000 E 11TH AVE	1320903001002000

MINUTES
CITY PLANNING COMMISSION
TUESDAY, FEBRUARY 2, 2016 – 5:00 p.m.
CITY COUNCIL CHAMBERS
125 EAST AVENUE B

1. The Planning Commission meeting was called to order with the following members present: Harley Macklin, Terry Bisbee, Janet Hamilton, Mark Woelzel, Robert Obermite, Darryl Peterson, Tom Hornbeck, Todd Carr, and Ken Peirce. Staff present were Jana McCarron, Director of Planning and Development; Casey Jones, Senior Planner; and Charlene Mosier, Planning Technician.
2. APPROVAL OF MINUTES

The minutes of the January 19, 2016, meeting were approved on a motion by Hamilton, seconded by Macklin, passed unanimously.
3. CORRESPONDENCE & STAFF REPORTS

The documents and staff reports were accepted into the official record on a motion by Bisbee, seconded by Obermite, passed unanimously.
4. NEW BUSINESS
 - 4a. 16-SD-01 Request for approval of the preliminary and final plats for the Sandy Lake Addition

Peirce asked if there were any outside contacts or conflicts of interest; there were none.

Jones reviewed the staff report for the case. The property is owned by Clarence and Susan Nolte. The applicant has submitted preliminary and final plat applications for the Sandy Lake Addition. The property is located to the North of E. 11th Avenue between Halstead Street and Alcoa Drive in the City of Hutchinson. The subdivision would consist of two lots on 58.5 acres and is zoned I-3 Heavy Industrial District.

The owner proposes to establish a watercraft sales and service business on Lot 1 and has submitted an application to rezone the property from I-3 to C-3. A conditional use permit application has also been submitted for a proposed single family dwelling that would also be located on Lot 1. Access to public water and sewer is in place. Maintenance of the reserve area will be the responsibility of the property owners. Jones showed a zoning map and the proposed plat for the property.

There is a drainage ditch along the north and east sides of the property. The west side of the property, along Halstead St., has businesses that abut the proposed subdivision. The property currently has a driveway access from 11th Avenue.

Jones said staff recommends approval of the preliminary and final plat subject to the following:

- 1) Provide a copy of the “30’ Private Road Right of Way and Easement (Bk. 178, Pg. 276),” which is shown on Lot 1.
- 2) Show the Black Hills Energy gas pipeline easement on the preliminary plat and final plat (Bk. 85, Pg. 35). (The pipeline is shown on the preliminary plat adjacent to the south and west boundaries of the property.)
- 3) Add note to preliminary plat: “All new utilities shall be located underground. Existing above-ground utilities shall be placed underground unless a subdivision variance is granted.”
- 4) Add note to final plat that assigns maintenance responsibilities for Reserve Area “A.” (This note appears on the preliminary plat and also needs to be on the final plat.)
- 5) On final plat, change Planning Commission Chairman to “Ken Peirce” and replace “Hutchinson-Reno County Joint Subdivision Committee” with “Hutchinson Planning Commission.”
- 6) On final plat, move the “Review Surveyor’s Certificate” label; It is on top of another notation.
- 7) Submit a revised preliminary plat and final plat (one paper copy and one PDF of each) and a signed final plat mylar to the Planning Department a minimum of one week prior to the desired City Council meeting.

Peirce asked for the presentation by the applicant.

Dan Garber, Garber Surveying, 2908 N. Plum, explained the owners want to return the lake to its previous condition making it suitable for fishing. The applicant plans to force the geese off the lake which also makes it safer for the airport because it is located in close proximity. The owner plans to build a structure for a workshop and to store boats and equipment. An office area would be included. A dock may be constructed for fishing and boats are tested on the lake. The water depth of the lake is approximately 40 feet.

There were no comments from the audience. Peirce closed the hearing.

Motion by Bisbee, seconded by Peterson to approve the Preliminary Plat for the Sandy Lake Addition, subject to the revisions presented by Staff, passed with the following vote: Yes – Macklin, Woleslagel, Hamilton, Obermite, Carr, Hornbeck, Peterson, Bisbee, Peirce.

Motion by Bisbee, seconded by Carr to recommend approval of the Final Plat for the Sandy Lake Addition, subject to the revisions presented by Staff, passed with the following vote: Yes - Macklin, Woleslagel, Hamilton, Obermite, Carr, Hornbeck, Peterson, Bisbee, Peirce.

5. PUBLIC HEARINGS

- 5a. 16-ZA-02 Request to rezone 00000 East 11th Avenue from I-3 Heavy Industrial District to C-3 Outdoor Commercial District.

Peirce asked if there were any outside contacts or conflicts of interest; there were none.

Jones reviewed the staff report for the case. Clarence and Susan Nolte are requesting to rezone the 58.5 acre property on the north side of 11th Avenue between Halstead Street and Alcoa Drive. The property is undeveloped and contains a lake. They would like to construct a watercraft sales and service building, demonstrate watercraft on the lake, and construct a single family dwelling. A watercraft sales, service and accessory storage use is permitted in the current I-3 zoning and in the requested C-3 zoning district. Single family dwellings are not permitted in the I-3 District and require a conditional use permit in the C-3 District. A legal notice was placed in the newspaper for the zoning amendment and the conditional use permit.

Notices of the public hearing were mailed to property owners within 200 feet and no comments were received. The proposed property is surrounded by I-3 zoning. Jones reviewed the factors. The character of the neighborhood is industrial. The zoning and uses of nearby property are also industrial. Staff would not recommend permitting a residential use on the property. A residential use on this property could impact the surrounding industrial uses because buffering and screening requirements would be imposed on future non-residential developments on the adjacent properties. The Comprehensive Plan 2005-2010 calls for industrial uses on this property.

Peterson commented this use is good for the area and would actually improve the property. Bisbee agreed the watercraft business is excellent; however he had concerns about not following the Comprehensive Plan and imposing expenses on other industrial businesses that have been there for years and are in the correct zoning.

Garber stated that the three cases are all tied together. If the applicant does not receive approval to live on the property, he would not proceed with any of the plans. The applicant would also be willing to waive the required buffering due to surrounding business expansion. The owner currently lives in the county and would like to live next to the business and living there will provide security for the property. Vandalism and theft has been an issue on this property in the past. An elevation drawing of the proposed lodge-style home was shown.

Mr. Nolte said he has run out of space at the business on 4th Avenue and this is the ideal location to expand. He has owned this property since the 1980's. He would employ two or three mechanics at the proposed shop on the Sandy Lake Addition. He said he will use lasers and noise to scare off the geese to help clean up the water. He said he has no plans for Lot 2 as there are numerous pipelines and little ground on this lot. He would like to add a gate and stone entrance and additional landscaping to the property. He may also add a boat dock for fishing.

Macklin asked if a conditional use permit is possible for a residence in an industrial zone. McCarron said it is not; it must be zoned C-3 to have a conditional use permit for a home. It is also not an option to allow waiving any buffering. The applicant would need to apply for a variance from required screening.

Hamilton asked about signage. The applicant said he has no plans to put up any signs.

Peirce closed the hearing and asked for a motion.

Motion by Hamilton, seconded by Woleslagel to recommend to the City Council approval of this request to rezone the property at 00000 East 11th Avenue from I-3 Heavy Industrial District to C-3 Outdoor Commercial District based on the following factors:

- 1. Character of the neighborhood – there are other businesses in this area.**
- 2. The property is unique because there are no other lakes this size within the city limits.**
- 3. There were no comments from surrounding neighbors.**
- 4. The request would improve the condition of the property.**
- 5. Improved safety for the airport due to mitigation of geese.**
- 6. All utilities are currently in place.**
- 7. Commercial development and a home would increase the tax base of this area.**

The motion passed with the following vote: Yes – Macklin, Woleslagel, Hamilton, Obermite, Peterson, Peirce; No – Bisbee, Carr, Hornbeck.

5b. 16-CUP-01 Request for Conditional Use Permit approval to construct a single family dwelling on property zoned C-3 Outdoor Commercial District located at 00000 East 11th Avenue.

Peirce asked if there were any outside contacts or conflicts of interest; there were none.

Jones reviewed the staff report for the case. The applicant is requesting a conditional use permit to construct a new 2,172 square foot, single family dwelling on the property located at 00000 East 11th Avenue. The property was recommended to be rezoned by the Planning Commission from I-3 to C-3. Single family dwellings require a conditional use permit in the C-3 District.

Staff is recommending denial of the request because the required factors for approval are not met. It is not in conformance with the comprehensive plan and a single family dwelling is not compatible with the zoning and uses of surrounding properties that are all industrial. The proposed use would experience the traffic, noise and dust from surrounding uses that are not typically compatible with residential dwellings. Jones said a site plan would need to be approved and the driveway would need to be paved with a required 24 foot wide concrete or asphalt drive off of 11th Avenue. Landscaping requirements are currently met. Two parking spaces for the house and three parking spaces for the business would be required.

Obermite commented that this property has limited uses and this use seems to fit very well while improving the property.

Macklin asked about the timeframe for construction. Garber said the applicants have been working on this project for a year and are ready to begin as soon as everything is approved.

There were no comments from the audience.

Peirce closed the hearing and asked for a motion.

Motion by Woleslagel, seconded by Peterson to recommend to the City Council approval of this request for a conditional use permit for construction of a single family dwelling at 00000 East 11th Avenue based on the following factors:

- 1. Character of the neighborhood;**
- 2. Length of time the property has remained vacant;**
- 3. Impacts on nearby properties;**
- 4. Relative gain to the public health, safety, and welfare, as compared with the hardship to the land owner if the application were denied;**
- 5. Availability of public utilities to serve the development.**

The Planning Commission had the following condition:

- 1. The single family residence must be a site built home only.**

The motion passed with the following vote: Yes – Macklin, Hamilton, Obermite, Carr, Bisbee, Peterson, Woleslagel, Peirce; No – Hornbeck.

6. UPCOMING CASES

6a. Jones said the next upcoming case is a subdivision application for Kisiwa West, near 3900 N. Monroe. This will be a replat of six lots to one lot for a single family residence that will be constructed.

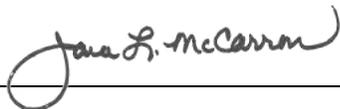
7. OPEN COMMENTS FROM THE AUDIENCE – None.

8. ADJOURNMENT – The meeting adjourned at 6:35 p.m.

Respectfully Submitted,
Charlene Mosier

Approved this 16th day of February, 2016

Attest: _____



COUNCIL COMMUNICATION	
FOR MEETING OF	3-01-16
AGENDA ITEM	7e
FOR ACTION	✓
INFORMATION ONLY	



MEMORANDUM

TO: John Deardoff, City Manager

FROM: Meryl Dye, Assistant City Manager *M. Dye*

DATE: February 24, 2016

SUBJECT: Recommendation on Sports Arena Public Art

BACKGROUND:

The Public Art Program was authorized by City Council through adoption of an ordinance on May 19, 2015. The program provides that works of art are to be included in public works projects, equaling 1% of construction costs. The ordinance also establishes the Public Art Design Council to develop the public art collection of the City and to oversee the Percent for Public Art program.

On May 19, 2015, Councilmember Jon Daveline asked City Manager John Deardoff whether public art would be included in the sports arena project. Deardoff told the City Council that it was the intention to incorporate art in the facility. He told Councilmembers he could not say exactly what type of art might be included but that there would be options and we would probably include art even without this mandate.

City Manager John Deardoff later established a conservative figure of \$230,000 for the public art. A Call for Artists for open competition of national artists was issued in August of 2015. One Hundred Sixty-eight (168) artists submitted entries.

After five rounds of jurying by the Public Art Design Council, three finalists were selected and paid a stipend of \$3000 each to develop concept designs. The finalists include the following:

- Amy Baur & Brian Boldon of In Plain Sight Studios, Minneapolis, Minnesota
- Koryn Rolstad of Koryn Rolstad Studios, Seattle, Washington
- Rufus B. Seder of Eye Think, Inc., Waltham, Massachusetts

On October 20, 2015, the Selection Panel comprised of members from the Sports Arena Building Committee, the Design Council and City Staff met to develop thematic considerations for the art design and to determined locations for the art. On December 14, 2015, the Selection Panel held interviews with each of the artists to review their initial design concepts and budget. On February 5, 2016, the Selection Panel held face-to-face interviews with each of the artists to hear presentations on their final concept design, review proposed materials, review fabrication and installation schedules, and review a final budget. The panel voted 7-4 to recommend Koryn Rolstad to the Building Committee.

On February 9, 2016, Design Council members who served on the Selection Panel presented to the Building Committee the recommendation to hire Koryn Rolstad as the artist. Concerns were expressed that the

Building Committee had not seen the concept designs of all three artists. Despite these concerns, the Building Committee voted 4-2 to forward the recommendation of Koryn Rolstad to the City Council. However, a couple of days later it was decided to bring the Building Committee together once again to review all three public art proposals in their entirety. This was done on February 18, 2016. The group discussed whether it was clear that the percent for public art ordinance adopted after the sales tax ballot issue actually applies to the project. After viewing and discussing all three art proposals, it was moved and seconded to accept the Selection Panel's recommendation to hire Koryn Rolstad for the public art with the caveat that the City Council make a decision as to whether the public art requirement applies to the project. All seven of the Building Committee members voted in favor of the motion.

RECOMMENDATION: Staff recommends the City Council affirmatively support the budgeted funds of \$230,000 for public art on this project, and accept the Selection Panel's recommendation to hire Koryn Rolstad as the artist.

ACTION: Motion to (approve/reject) the Selection Panel's recommendation to hire Koryn Rolstad as the artist for the Sports Arena Public Art for the sum of Two Hundred Thirty Thousand Dollars (\$230,000), and direct staff to prepare an agreement with Koryn Rolstad for the commission of the public art.

COUNCIL COMMUNICATION	
FOR MEETING OF	3-01-16
AGENDA ITEM	7E
FOR ACTION	✓
INFORMATION ONLY	

MEMORANDUM

TO: John Deardoff, City Manager

From: Justin Combs, Director of Parks and Facilities 

Date: February 23, 2016

Subject: Rice Park Splash Pad

Background:

On February 9, 2016 five (5) firms responded to the Request for Proposal (RFP) for the design and installation of a new splash pad at Rice Park. Due to the age, condition and limited usage it was determined that existing tennis courts would be the best location for the new splash pad. The RFP outlined that the City would be responsible for removing the existing tennis courts and providing all utilities to the site. The contractor is responsible for designing, furnishing and installing the new splash pad. According to the contract the new equipment is scheduled to open by July 1, 2016.

On February 19, 2016 I assembled a selection committee to review the five (5) responses and make a recommendation to City Council. This committee was comprised of Ted Nelson, Hutchinson Recreation Commission Superintendent of Aquatics and Wellness, Kari Jackson Mailoux Hutchinson Community Foundation Program Officer, Craig Morrison Assistant Director of Parks and Facilities and myself. After reviewing the responses the committee came to a unanimous decision to recommend Athco who is a distributor of Water Odyssey equipment. As a department we are experienced and satisfied with Water Odyssey equipment that we have at Fairgrounds Park and we've had success with Athco on several projects at Carey Park and Orchard Park.

This project has a budget of \$300,000 in the 2016 Capital Improvement Plan. Funding will be split so that \$150,000 comes from City issued General Obligation Bonds and the remaining \$150,000 coming from grants and private donations. Of the \$300,000 budgeted for this project \$275,000 is available to the contractor and the remaining \$25,000 is for the demolition of the tennis court and to bring utilities to the project site.

Recommendation:

Motion to approve the proposal with Athco LLC to design, supply and install Water Odyssey splash pad equipment at Rice Park for an amount not to exceed \$275,000.

Action Required:

Authorize Mayor Jade Piro de Carvalho to sign the proposal with Athco LLC to design, supply and install Water Odyssey splash pad equipment at Rice Park for an amount not to exceed \$275,000.



Proposal

Date: 2/23/2016
All prices subject to acceptance within 30 days

TO: Justin Combs
Director of Parks & Facilities
Hutchinson, KS

Prepared By	Regarding	Payment Terms	Exp. Date
Matt Cline	Rice Park - Water Odyssey	Net 30 days	30 days from signed Proposal

Qty.	Description	Unit Price	Line Total
1	Water Odyssey Design #SPC_w15294-A as basis of design with Vault Box Manifold, Wireless Activator. Final design is yet TBD.		
1	Installation of above splash pad with skid mounted Water Quality Management System (WQMS) by Vak Pak.		
	<p>NOTE: The City is responsible for removing existing tennis courts, asphalt, fencing, and concrete sidewalks that are not to be part of new splash pad. Start-up chemicals for WQMS are not provided by Athco or Water Odyssey.</p> <p>ATHCO will excavate splash pad site, install reservoir, vault box manifold system, connect to city provided water, sewer, and electrical. Includes new sidewalks to connect to existing sidewalks/seating areas. Exact square footage TBD. Backflow preventer is by others. Rain diverter is TBD.</p> <p>Typical splash pad concrete is medium broom finish. Concrete color-finish method, if required, is TBD. Depending on construction documents required, ATHCO will team with WDM Architects to provide details beyond Water Odyssey's standard piping diagrams and cut sheets.</p> <p>Quantity of any new benches/seating is TBD</p>		

All the above for the sum of	Not to exceed \$275,000
Installation	Included
Freight	Included
Sales Tax	N/A
Total	Not to exceed \$275,000

Quotation prepared by: Matt Cline _____

REMARKS:

Assumes no rock at site location

Proposals with labor (installation/repairs) are subject to Sales Tax unless a "Project Tax Exemption Certificate" is provided when placing the order

To accept this quotation, sign here and return: _____

Thank you!