



City Council Work Session

Monday, June 7, 2021, 6:30 p.m.

Council Chambers, 317 S Washington

Mayor Jim Valentine

Council Member Kevin Dodds
Council Member Jennifer Heersche
Council Member Joe Soria

Council Member Robert Hamilton
Council Member Guy Leitch
Council Member Mike Westmoreland

Agenda

❖ Pledge of Allegiance

❖ Agenda Items

1. Library Board Application Review
2. 2022 Preliminary Budget Review – Memo from City Manager Shields
 - a) Contribution Funding & Appropriated Funding Requests
 - Wellington Area Chamber of Commerce & CVB
 - Chisholm Trail Museum
 - CrimeStoppers
 - Futures Unlimited
 - Sumner County Economic Development
 - Sumner County Historical & Genealogical Society
 - Wellington Senior Center
 - Wellington Public Library
 - b) Department Memos – Staffing / Wages
 - Fire / EMS
 - Police – Staffing Analysis
 - Police – 10% Increase
 - Water Distribution
 - Water Production
 - c) Budget Preliminary Info
 - d) LKM Info Sheet
 - e) Capital Expenditures List 2022
 - f) Capital Projects-Items 5-year CIP & CO
 - Capital Projects-Items Individual Requests
 - g) Levy History

Miscellaneous



Memorandum

To: Honorable Mayor and Council Members

From: Heidi Theurer, City Clerk

Date: May 26, 2021 for Council Meeting June 7, 2021

Re: Library Board vacancy

Notice was received on May 10, 2021, from Carolyn Kelley of her resignation from the Library Board. The term of the position extends to April 30, 2023. Public notice of a 15-day application period for the vacancy was disseminated to local media sources. The application period ended on May 25, 2021. There are two applications for the position.

Action needed – Motion to appoint a qualified applicant to fill the vacancy for the remainder of the unexpired term.

Per Resolution No. 5488

APPOINTMENT PROCESS - VACANCY IN A REGULAR UNEXPIRED TERM OF OFFICE

In the event a vacancy occurs for a Board and/or Commission position during the regular term for the position the vacancy will be filled in the following manner for the unexpired term:

Upon notice that a vacancy exists or will occur, public notice will be made of a fifteen (15) day application period for the position. Applications received and any applications on file from and after the last regular annual cycle of appointments will be considered for appointment to the position.

The governing body shall meet and review all applicable applications for the vacant position with no binding action.

At the first regular meeting of the governing body after review of the applications, the governing body shall make and approve an appointment to the vacant position for the remainder of the unexpired term.

4. If a vacancy occurs for a Board and/or Commission position during the regular annual appointment process, appointment to the vacant position for the remainder of the unexpired term will be considered, if practical, during the regular annual appointment process. If not practical, the process outlined above for filling a vacancy for an unexpired term will be followed.

Respectfully Submitted,

Heidi Theurer
City Clerk

RECEIVED

MAY 11 2021

City of Wellington Application for City Boards/Commissions

CITY CLERK
WELLINGTON, KS

The City Council invites interested citizens to serve on a City board or commission. This is an excellent opportunity to get involved and make a difference in your city. Become involved in making Wellington the best city possible. For further information please call the City Manager's Office at 620-326-3631. Some information and current board member lists are available on the City's website at <http://www.cityofwellington.net/boards-commissions>

The City Council has established, by Resolution No. 5488, an application process and deadline. All applications for any opening on the boards and/or commissions shall be submitted prior to January 1st of any year in which appointments are to be made. If there are an insufficient number of applicants for any vacancies, then members of the governing body may solicit applicants who shall submit their applications on or before the last day of February. Please submit completed and signed applications to the City Clerk's Office.

As an applicant for a City board or commission, your application is deemed public information and will be available to the media and the public upon request. The governing body will review applications submitted prior to making appointments. Notice of the governing body work session/meeting for the review of applications received will be provided by the City Clerk and applicants are highly encouraged to attend.

Full Name: Victoria Barton

Home Addr: 1421 Erie Ct Wellington, KS

Business Addr: _____

Contact Phone: 620-440-0691 Email: vbarton@sutu.com

Occupation: retired teacher (usd353)

Professional Activities: _____

Community Activities: member St. Anthony's Altar Society

Resident of Wellington: Yes No If yes, for how long? 67 yrs

Resident of USD-353: Yes No Resident in 3-mile Zoning Jurisdiction: Yes No

Are you a registered voter in Wellington / Sumner County? Yes No

Have you ever been convicted of a felony? Yes No

Have you ever been convicted of a Class A Misdemeanor? Yes No

<i>FOR OFFICE USE ONLY:</i>		Form Rev 4/7/2014	
Date Received: <u>May 11, 2021</u>	Residency confirmed, if applicable <input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A		
Ad Valorem Tax Status: <input checked="" type="checkbox"/> Current <input type="checkbox"/> Past Due	Status of Utility Accts: <input checked="" type="checkbox"/> Current <input type="checkbox"/> Past Due		

RECEIVED

Please indicate your interest in **up to three** Boards/Commissions. Indicate preference by numbering 1, 2, or 3.

Boards & Commissions

Meeting Times

- Airport Advisory Board Monthly / 3rd Monday evenings
- Board of Zoning Appeals As needed
- Combined Trade Board As needed
- Health Care Authority (Hospital) Monthly / 3rd Thursday at 7:00 am
- Housing Authority Monthly / 4th Tuesday at 12:30 pm
- Library Board Monthly / 2nd Wednesday at 5:15 p.m.
- Memorial Auditorium Board Monthly/1st Thursday at 5:30 p.m.
- Park Board Monthly / 2nd Monday at 5:45 p.m.
- Planning Commission Monthly / 4th Tuesday at 6:00 p.m.
- Public Building Commission As needed

Please briefly state your interest in serving on the board/commission indicated.

I have used the library in Wellington, KS since I was eight years old. I'm interested in the continued success of the library.

Please list any experience, including educational background or occupational experience that qualified you to serve in the areas you indicated.

Masters Degree from WSU in field of Education. I have taught reading and have extensive education and background in reading.

If you were to suggest goals to accomplish in the coming years for the board/commission you indicated, what would they be?

The goal would be to collaborate and work with new ideas to build and continue the success of the library in Wellington, KS

Would your appointment to a board/commission indicated create any conflicts of interest due to your employment or business endeavors? No

If appointed to the **Health Care Authority, Housing Authority, Library Board or Planning Commission**, I understand failure to attend seventy-five percent (75%) of the regular scheduled meetings held in a calendar year OR failure to attend three (3) consecutive regular scheduled meetings will result in my position being vacated.

If appointed to the **Airport Advisory Board, Memorial Auditorium Board or Park Board**, I understand failure to attend three (3) consecutive regular scheduled meetings will result in my position being vacated.

If my position is vacated for either of the above reasons, I shall not be eligible to reapply for a board or commission position for a period of one (1) year.

Victoria Barton
Signature of Applicant

May 11, 2021
Date

MAY 17 2021

City of Wellington

Application for City Boards/Commissions

CITY CLERK
WELLINGTON, KS

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As an applicant for a City board or commission, your application is deemed public information and will be available to the media and the public upon request. The governing body will review applications submitted prior to making appointments. Notice of the governing body work session/meeting for the review of applications received will be provided by the City Clerk and applicants are highly encouraged to attend.

Full Name: Betty Patrick

Home Addr: 618 Delrose, Wellington Ks

Business Addr: Retired

Contact Phone: 316-519-3925 Email: jbpatrick@sutv.com

Occupation: Retired

Professional Activities: _____

Community Activities: Volunteer at the Glass Museum, and volunteer at the Historical Genealogy. I attend chamber meetings to find out what's happening in Wgtn

Resident of Wellington: Yes No If yes, for how long? 59 yrs.

Resident of USD-353: Yes No Resident in 3-mile Zoning Jurisdiction: Yes No

Are you a registered voter in Wellington / Sumner County? Yes No

Have you ever been convicted of a felony? Yes No

Have you ever been convicted of a Class A Misdemeanor? Yes No

FOR OFFICE USE ONLY:		Form Rev 4/7/2014
Date Received:	MAY 17 2021	Residency confirmed, if applicable <input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A
Ad Valorem Tax Status: <input checked="" type="checkbox"/> Current <input type="checkbox"/> Past Due		Status of Utility Accts: <input checked="" type="checkbox"/> Current <input type="checkbox"/> Past Due

Please indicate your interest in **up to three** Boards/Commissions. Indicate preference by numbering 1, 2, or 3.

Boards & Commissions

Meeting Times

<input type="checkbox"/> Airport Advisory Board	Monthly / 3 rd Monday evenings
<input type="checkbox"/> Board of Zoning Appeals	As needed
<input type="checkbox"/> Combined Trade Board	As needed
<input type="checkbox"/> Health Care Authority (Hospital)	Monthly / 3 rd Thursday at 7:00 am
<input type="checkbox"/> Housing Authority	Monthly / 4 th Tuesday at 12:30 pm
<input checked="" type="checkbox"/> Library Board	Monthly / 2 nd Wednesday at 5:15 p.m.
<input type="checkbox"/> Memorial Auditorium Board	Monthly/1 st Thursday at 5:30 p.m.
<input type="checkbox"/> Park Board	Monthly / 2 nd Monday at 5:45 p.m.
<input type="checkbox"/> Planning Commission	Monthly / 4 th Tuesday at 6:00 p.m.
<input type="checkbox"/> Public Building Commission	As needed

Please briefly state your interest in serving on the board/commission indicated. *I love books & enjoy our library. I read as often as I can. I liked having the book fair & always helped.*

Please list any experience, including educational background or occupational experience that qualified you to serve in the areas you indicated. *I have no experience in any of those listed above. Just my love of reading.*

If you were to suggest goals to accomplish in the coming years for the board/commission you indicated, what would they be? *Having lived here 59 years I don't recall any knowledge of a board, or what they do. Only when I ask questions of the staff about something.*

Would your appointment to a board/commission indicated create any conflicts of interest due to your employment or business endeavors? *none -*

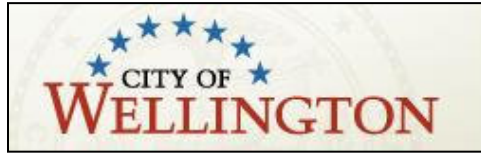
If appointed to the **Health Care Authority, Housing Authority, Library Board or Planning Commission**, I understand failure to attend seventy-five percent (75%) of the regular scheduled meetings held in a calendar year OR failure to attend three (3) consecutive regular scheduled meetings will result in my position being vacated. If appointed to the **Airport Advisory Board, Memorial Auditorium Board or Park Board**, I understand failure to attend three (3) consecutive regular scheduled meetings will result in my position being vacated. If my position is vacated for either of the above reasons, I shall not be eligible to reapply for a board or commission position for a period of one (1) year.

Betty Dattick

 Signature of Applicant

5-13-21

 Date



Memorandum

To: Honorable Mayor and Council Members
From: Shane J. Shields, City Manager
Date: June 4, 2021
Re: Work Session June 7 – 2022 Budget Preparation

The following items are distributed for discussion in the 2022 budget preparation process.

- 1) Contribution Funding and Appropriated Funding Requests. The City, by choice, provides General Fund dollars to several groups/organizations each year. The requests for funding are provided for governing body review, discussion, and direction. The Chamber of Commerce/CVB is included in the list, although, funding is appropriated from the Tourism & Convention Fund, generated by the transient guest tax. The Sumner County Economic Development Commission is included, and the membership fee is paid from the Utility Fund. The Library funding request is included, and funding is from the tax levy for the Library.
- 2) Memorandum from specific departments providing information and details regarding requested/proposed staffing increases and/or wage increases. Memos from the departments of Fire/EMS, Police and the Utility departments of Water Production and Water Distribution are attached.
- 3) Budget Preliminary Information details. In previous years, a main purpose of this work session was for the governing body to review preliminary information and determine if there was any desire and/or need to increase the tax levy to a level requiring an election to be called by July 1. The tax lid and election requirement is no longer in effect. A Revenue Neutral Rate is applicable, which will be explained and discussed. An information sheet from the League of Kansas Municipalities is included. The Budget Preliminary Information will be reviewed with the governing body.
- 4) Capital Expenditures 2022 List – The list includes all capital expenditure requests submitted, by fund, for the 2022 budget year. The list shows what changes/reductions have already been considered and proposed. A purpose of this work session is for Council to review and provide input on the changes proposed and any further changes that may be necessary.
- 5) Capital Projects-Items 5-year CIP (Capital Improvement Plan) & CO (Capital Outlay) – This list provides all items/projects, over \$10,000, submitted for the next five years.
- 6) Capital Projects-Items Individual Requests – This is every capital expenditure request, over \$10,000, submitted by staff. The requests are provided in the same order as the list provided and referenced in #5. The requests are provided for specific information regarding the item or project.
- 7) Levy History

Shane J. Shields, City Manager

General Fund 001-908 - Contributions
 Tourism Fund 137 - Chamber request
 Utility Fund 415 - Sumner Co. Eco. Dev. Commission request
Notice to request funds also sent to Library (Levied Fund #113)

2022 Funding List					Amount requested	Amount Approved
Notice to Request letters sent *insert date*. Funding Proposed letters sent "insert date".						
Chamber of Commerce	Valerie Earl	PO Box 686	Wellington,KS 67152	Tourism fund 137	\$35,000	
Chisholm Trail Museum	Jill DeJarnett	502 N. Washington	Wellington,KS 67152	General-Contribution	\$7,500	
Crimestoppers Wellington/Sumner County	c/o Robert Leftwich	PO Box 398	Wellington,KS 67152	General-Contribution	\$1,000	
Futures Unlimited	Tomm Kohmetscher	2410 N A	Wellington,KS 67152	General-Contribution	\$12,500	
Miscellaneous Appropriation	Fireworks Display			City Public Display	\$6,000	
Su. Co. Economic Development Comm.	Stacy Davis	PO Box 279	Wellington,KS 67152	Utility Fund 415	\$42,000	
Su Co Historical & Genealogical Society	Betty Jane Moore	PO Box 402	Wellington,KS 67152	General-Contribution	\$5,000	
Wellington Senior Center	Dorothy Ala	308 S. Washington	Wellington, KS 67152	General-Contribution	\$11,500	
*-Future's pay 1/2 in June and remaining 1/2 in December					\$120,500	\$0

2021 Funding List					Amount requested	Amount Approved
Notice to Request letters sent 5/5/2020. Funding Proposed letters sent ??????						
Chamber of Commerce	Valerie Earl	PO Box 686	WellingtonKS 67152	Tourism fund 137	\$40,000	\$40,000
Chisholm Trail Museum	Jill DeJarnett	502 N. Washington	Wellington KS 67152	General-Contribution	\$7,500	\$7,500
Crimestoppers Wellington/Sumner County	c/o Robert Leftwich	PO Box 398	Wellington KS 67152	General-Contribution	\$1,000	\$1,000
Futures Unlimited	Tom Kohmetscher	2410 N. A	Wellington KS 67153	General-Contribution	\$6,250	\$6,250
Miscellaneous Appropriation	Fireworks Display			City public display	\$5,750	\$5,750
Su. Co. Economic Development Comm.	Stacy Davis	PO Box 279	Wellington, KS 67152	Utility Fund 415	\$42,000	\$42,000
Su Co Historical & Genealogical Society	Betty Jane Moore	PO Box 402	Wellington, KS 67152	General-Contribution	\$5,000	\$5,000
Wellington Senior Center	Dorothy Ala	308 S. Washington	Wellington KS 67152	General-Contribution	\$12,000	\$12,000
*-Future's pay 1/2 in June and remaining 1/2 in December					\$119,500	\$119,500

2020 Funding List					Amount requested	Amount Approved
Notice to Request letters sent 5/1/19. Funding Proposed letters sent X/X/2019.						
Chamber of Commerce	Kelly Ford	PO Box 686	Wellington, KS 67152	Touism Fund 137	\$40,000	\$35,000
Chisholm Trail Museum	Phil White	502 N Washington	Wellington, KS 67152	General-Contribution	\$7,500	\$7,500
Crimestoppers Wellington/Sumner County	c/o Robert Leftwich	PO Box 398	Wellington, KS 67152	General-Contribution	\$1,000	\$1,000
Futures Unlimited, Inc.	Tom Kohmetscher	2410 N A	Wellington, KS 67152	Public Transportation	\$12,500	\$12,500
Miscellaneous Appropriation	Fireworks Display			City public display	\$5,750	\$5,750
Su Co Economic Development Comm	Stacy Davis	PO Box 279	Wellington, KS 67152	Uiltiy Fund 415	\$42,000	\$42,000
Su Co Historical & Genealogical Society	Betty Jane Moore	PO Box 402	Wellington, KS 67152	General-Contribution	\$5,000	\$5,000
Wellington Humane Society	Chelsea Nickell, Director	PO Box 494	Wellington, KS 67152	for Director salary	\$25,000	\$0
Wellington Senior Center	Dorothy Ala	308 S Washington	Wellington, KS 67152	General-Contribution	\$121,000	\$7,500
*-Future's pay 1/2 in June and remaining 1/2 in December					\$259,750	\$116,250



RECEIVED
MAY 07 2021
CITY CLERK
WELLINGTON, KS

May 5th, 2021

Dear Heidi,

On behalf of the Wellington Area Chamber of Commerce/CVB, I would like to submit the following funding requests for fiscal year 2022.

- \$10,000 Tourism Grants for non-profit organizations and events.
- \$10,000 CVB staffing and salary
- \$10,000 for Kansas Wheat Festival promotion
- \$5,000 for community advertising and promotion

We look forward to continuing our partnership with the City to allocate the allotted Travel and Tourism grant monies to area events, conventions, meetings, sports tournaments, programs and museums.

Additionally, the Chamber/CVB looks forward to continuing discussions about partnering with the City of Wellington to budget funds to be used for way-finding signage, welcome to Wellington signage and City Brochures.

Please pass along our sincere appreciation for all the City of Wellington does to make our community a great place to live, work and play.

We appreciate your consideration and continued support of our organization and look forward to great success and growth together in the future!

Sincerely,

A handwritten signature in black ink, appearing to read "Valerie Earl", is written over a horizontal line.

Valerie Earl
Executive Director
Wellington Area Chamber of Commerce/CVB
director@wellingtonschamber.com
620 326-7466

www.wellingtonschamber.com
PO Box 686
Wellington, KS 67152

2020 Tourism Grant Recipients (\$10,000 Budgeted)

\$2750- Chisholm Trail Museum
\$2250- National Depression Glass Museum
\$2750 Sumner County Historical & Genealogical Society
\$2250 Wellington Recreation Commission
\$10,000

2020 Kansas Wheat Festival Promotion (\$10,000 Budgeted)

\$578.50 Entertainment Permits
\$400 Button Promotion
\$444.15 Shirt Promotion
\$260.80 Event prize promos
\$500 Wellington Heat Advertisement
\$785 Sumner Newscow
\$2,968.45

-Fall Festival (Beefed up Fall Festival to make up for modified KWF)

\$1,620.63 Event Promotion
\$701 Shirt Promotion
\$15 Facebook Ad
\$2,336.63

\$5305.08

2020 Community Advertising/Convention & Visitor promotional (\$5,000 Budgeted)

\$200 Travel Industry Association of Kansas
\$180 South Central Kansas Tourism Region
\$150 Chamber of Commerce Executives of Kansas
\$50 Project Prom promo
\$2400 Billboard
\$238.70 Community Brochures
\$825 Wichita Times promo
\$275 Sumnernewscow Promotion
\$360 Belle Plaine Backlit
\$32 Cowley Courier promo
\$36 Wellington Best Yard promo
\$85 Times Sentinel- SuCo Fair Ad
\$10 Chamber name tags
\$42.50 Wellington community memorabilia
\$30 Wellington Merchandise
\$15 Aahn's Place Support
\$4929.20

2021 Tourism Grant Recipients (\$10,000 Budgeted)

\$2750- Chisholm Trail Museum
\$2250- National Depression Glass Museum
\$2750 Sumner County Historical & Genealogical Society
\$2250 Wellington Recreation Commission
\$10,000

2021 Kansas Wheat Festival anticipated promotional expenses (\$10,000 Budgeted)

\$ 362.50 Entertainment Permits
\$ Button Promotion
\$138 Shirt Promotion
\$225 Wellington Heat Advertisement
\$785 Sumner Newscow
\$825 Wichita Times promo
\$7,500 HGA Advertising

2021 Community Advertising/Convention & Visitor promotional plans (\$5,000 Budgeted)

\$200 Travel Industry Association of Kansas
\$180 South Central Kansas Tourism Region
\$150 Chamber of Commerce Executives of Kansas
\$40 Oxford Chamber of Commerce
\$50 Project Prom promo
\$2800 Billboard
\$45 Yearbook Ad
\$275 Sumnernewscow Promotion
\$270 Belle Plaine Backlit
\$32 Cowley Courier promo
\$36 Wellington Best Yard promo
\$85 Times Sentinel- SuCo Fair Ad
\$23.19 Postage for sharing Wellington media
\$5 Chamber name tags
\$250 Estimated- Community Brochures

2021 150th Celebrations (\$5,000 Budgeted)

\$497.86 Community signage/Banners
\$80 Estimate- Roundabout Banner
\$189.18 Memorabilia Acknowledgment
\$120 Estimate- Community Trivia
\$125 Frames/Printing
\$500 Memorabilia Shirts
\$15 Facebook Ad
\$ Custom other merchandise
\$ Flag Merchandise
\$ Promotion of Fall Events



May 12, 2021

City of Wellington
317 S Washington
Wellington, Kansas 67152

RE: 2022 Funding Request

Dear Mayor and Council,

The Board of Trustees wishes to express its gratitude for your ongoing support of the Chisholm Trail Museum.

Now that 2020 is behind us, the board of trustees at the CTM is looking forward to a much better year. We have once again hosted local school field trips with more on the schedule. We are thrilled to welcome the kids back into the museum after such a quiet year last year. We have also seen a good number of visitors during our first couple of open weekends this month.

Our work on our historic building, exhibits and displays is a never-ending project. Already this year museum trustees and volunteers have repaired and painted the interior of our front entry including the ceiling, walls, and floor. A room we began work on last year was completed just before we opened in May. This room highlights historical photography equipment and showcases photographs of early Wellington and Sumner County landmarks and people. And a long-awaited repair to the entry way roof has just been scheduled.

Our plans for 2022 include the completion of repairs and painting of the hallway walls on first floor and working on the remaining rooms on this floor that have not been touched in many years. These include the Music Room, Library, Sound Room, and Doctor's Office.

The Chisholm Trail Museum operates entirely on donations and volunteer time, both of which our community gives to us generously. Due to the costs associated with maintaining and operating a 105-year-old facility, we are respectfully submitting a request for \$7,500 for the year 2022 from the City of Wellington.

Enclosed you will find a report showing our 2021 YTD expenses, anticipated expenses for the rest of 2021, and our 2020 actual expenses, as requested. Please do not hesitate to contact me if you have any questions. Thank you again for your consideration.

Sincerely,

Jill DeJarnett
President, Chisholm Trail Museum
(620) 326-1847

**Chisholm Trail Museum
Expenses
Report Date: May 12, 2021**

Expense	2021 YTD	Anticipated	2021 Full-	2020 Full-
	Actual	thru End of	Year	Year Actual
	Jan - Apr 21	May - Dec 21	Jan - Dec 21	Jan - Dec 20
60900 · Business Expenses				
60920 · Business Registration Fees	0.00	40.00	40.00	40.00
Total 60900 · Business Expenses	0.00	40.00	40.00	40.00
62100 · Contract Services				
62150 · Outside Contract Services	157.50	0.00	157.50	714.40
Total 62100 · Contract Services	157.50	0.00	157.50	714.40
62800 · Facilities and Equipment				
62840 · Equip Rental and Maintenance	0.00	1,200.00	1,200.00	282.50
62890 · Rent, Parking, Utilities	1,732.78	3,465.56	5,198.34	4,762.92
62800 · Facilities and Equipment - Other	594.86	1,900.00	2,494.86	1,468.51
Total 62800 · Facilities and Equipment	2,327.64	6,565.56	8,893.20	6,513.93
65000 · Operations				
65010 · Books, Subscriptions, Reference	0.00	0.00	0.00	119.88
65020 · Postage, Mailing Service	0.00	1,167.00	1,167.00	331.80
65030 · Printing and Copying	0.00	250.00	250.00	0.00
65040 · Supplies	1,304.19	908.11	2,212.30	762.17
65050 · Telephone, Telecommunications	308.71	472.74	781.45	709.11
65060 · Software	64.49	1,167.00	1,231.49	51.00
Total 65000 · Operations	1,677.39	3,964.85	5,642.24	1,973.96
65100 · Other Types of Expenses				
65110 · Advertising Expenses	1,007.00	1,966.67	2,973.67	2,950.00
65120 · Insurance - Liability, D and O	1,278.00	0.00	1,278.00	1,247.00
65150 · Memberships and Dues	253.00	0.00	253.00	253.00
65160 · Other Costs	162.24	10.00	172.24	55.96
65170 · Staff Development	0.00	0.00	0.00	0.00
65100 · Other Types of Expenses - Other	0.00	0.00	0.00	0.00
Total 65100 · Other Types of Expenses	2,700.24	1,976.67	4,676.91	4,505.96
Total Expense	6,862.77	12,547.08	19,409.85	13,748.25



May 30, 2021

City of Wellington

RECEIVED
JUN 01 2021
CITY CLERK
WELLINGTON, KS

Dear Fellow Crime Stopper:

Thank you all so much for being an integral part of the Crime Stoppers Wellington/Sumner County group.

We have been active in Sumner County since 2007. It has taken a great deal of time and effort to broadcast our name and mission to the county. We are now starting to reap the benefits of the program as tips, contacts and name recognition increases.

The vision for our group as a volunteer organization is to help deter crime in Sumner County. We have enclosed our statistical report for 2019. The trend in use is indicative of the increased awareness of Crime Stoppers which has been supported by all the law enforcement offices in the county.

Crime Stoppers operates on an all-volunteer basis with the City of Wellington PD providing Det. Bobby Wilson as program coordinator. The PD also staffs and provides the telephone line. We could not operate without their support.

We do have ongoing annual costs to maintain the program. The operational costs are approximately \$2,500 per year with half of that total consisting of the annual computer software costs. We can receive tips via an 800 telephone, local telephone, text message or via the internet. The balance of our operational costs includes brochures, letters, communication costs and memberships in the national and state organizations. Any rewards paid are in addition to the \$2,500.

We are asking the City of Wellington to donate \$1,000 towards the operational budget. Your active assistance and participation is greatly appreciated.

If you have questions relating to the Crime Stoppers Program, please contact myself, Det Bobby Wilson, Greg Renn or Ty Sober. Please send your check to: Crime Stoppers, c/o Impact Bank, PO Box 398, Wellington, KS 67152.

Sincerely,

A handwritten signature in black ink, appearing to read "Bob Leftwich", written over a white background.

Robert Leftwich

**Crime Stoppers of Wellington/sumner County, Inc.
Financial Report**

12/31/2020

Beginning Balance:

12/31/2019

\$6,756.62

Income:

Expenses:

		Jan	Northern Communications	\$9.99
		April	Anderson Software 1075	\$1,200.00
Sumner County	\$ 1,500.00	June	KS SEC State	\$40.00
Wellington	\$ 1,000.00	Feb	Northern Communications	\$9.99
		Mar	Northern Communications	\$9.99
		Apr	Northern Communications	\$9.99
		May	Northern Communications	\$10.66
		June	Northern Communications	\$9.99
		July	Northern Communications	\$9.99
		June	Chad Andra CPA	\$175.00
		Aug	Northern Communications	\$9.99
		Sept	Northern Communications	\$9.99
		Oct	Northern Communications	\$9.98
			Go Daddy website	\$18.17
		Nov	Northern Communications	\$9.99
		Dec	Northern Communications	\$9.99
		Dec	Northern Communications	\$9.99
			Total Expenses	\$1,563.70
Income	<u>\$ 2,500.00</u>			

Net Income for 2020	\$ 936.30	Ending Checkbook Balance	\$0.00
Checking Account Balance 12/31/20	\$7,692.92	Bank Statement Balance	\$7,692.92
		Outstanding check	<u>0.00</u>



Champions for **empowerment,**
inclusion and opportunity
— *our passion, our mission!*

May 24, 2021

RECEIVED

Heidi Theurer, Finance Director
City of Wellington
317 S. Washington
Wellington, KS 67152

MAY 20 2021

CITY CLERK
WELLINGTON, KS

Dear Heidi:

Futures Unlimited, Inc. is requesting \$12,500 in city funding for 2022 to be applied toward the operations of Wellington Area Local Transit (WALT) in our community. This requested amount represents level funding consistent with 2020. In 2021 our request and the subsequent award was \$6,250 as a result of a temporary reduction in local match requirements.

General Public Transportation has provided a critical link between our local citizens who are dependent on others for transportation, and our business community for over 30 years now – utilizing a combination of state, federal, county, and local funds.

In Wellington, WALT provides service during the work week on a schedule designed to meet the needs of most community members. Riders are charged \$2.00 per ride – with senior citizen fees reduced to \$1.00 per ride. Non-emergency medical transportation within the region is available with advanced scheduling for eligible individuals.

Included with this letter is a copy of our recent KDOT SFY 2022 award letter. This letter highlights a combined Federal/State operations award of \$124,145.70 (70% of the total operations budget amount of \$177,351.00). The required 30% local match will therefore be \$53,205.30. The city funds requested with this letter will be applied toward that local match requirement. We are also including a copy of the budget as approved by KDOT specific to the grant.

Documentation of ridership composition is also included.

If we can provide any additional information regarding our request, please do not hesitate to call.

With Best Regards,

A handwritten signature in blue ink, appearing to read "Tom Kohmetscher".

Tom Kohmetscher
President/CEO

Futures Unlimited, Inc.
2410 North A Street
Wellington, KS 67152-9799
620.326.8906 f 620.326.7796
www.futures-unlimited.org

Dwight D. Eisenhower State Office Building
700 S.W. Harrison Street
Topeka, KS 66603-3745

Julie L. Lorenz, Acting Secretary
Michael J. Moriarty, Chief



Phone: 785-296-3841
Fax: 785-296-8168
kdot#publicinfo@ks.gov
<http://www.ksdot.org>
Laura Kelly, Governor

March 18, 2021

Alicia Riggs
Futures Unlimited, Inc.
2410 North A Street
Wellington, KS 67152

Dear Alicia Riggs,

We are pleased to announce your U.S.C. 49-5311 grant application for State Fiscal Year (SFY) 2022 has been approved as follows:

- Capital - (C.F.D.A. 20.509) None Requested
- Federal 5311 Operating - (C.F.D.A. 20.509) \$88,675.50
- Federal 5311 Administrative - (C.F.D.A. 20.509) \$40,179.20
- State 5311 Operating - \$35,470.20

The amounts listed above do not reflect CARES Act funding that will be provided for operating costs at 100% until it is depleted. We will keep you informed as to when the operating funds will return to requiring your 30% local share. Please be prepared for this transition to occur late in this calendar year.

As of July 1st, the administrative costs will return to 80% federal and 20% local. All capital awards for this grant cycle will also return to an 80% federal and 20% local share as well.

If you have any questions, please contact me at (785) 296-4907 or Jon.Moore@ks.gov.

Sincerely,

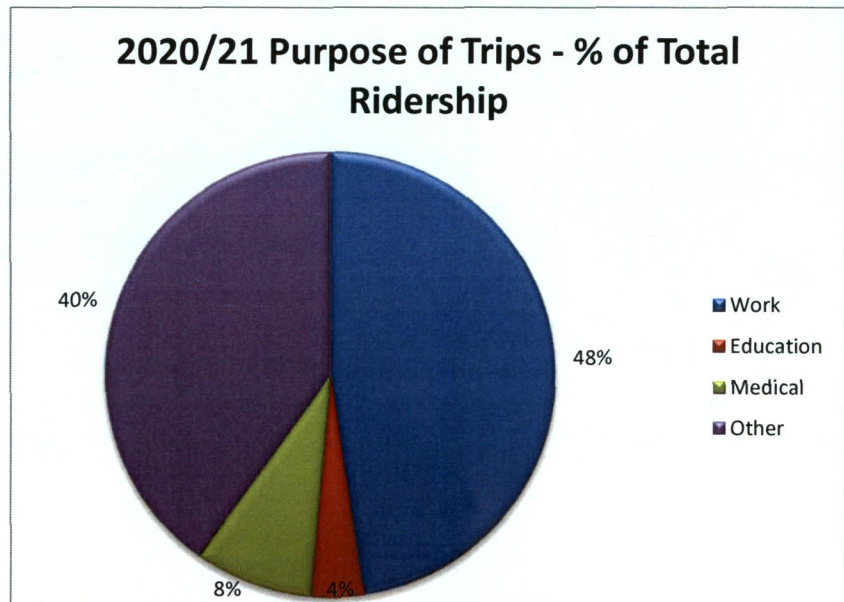
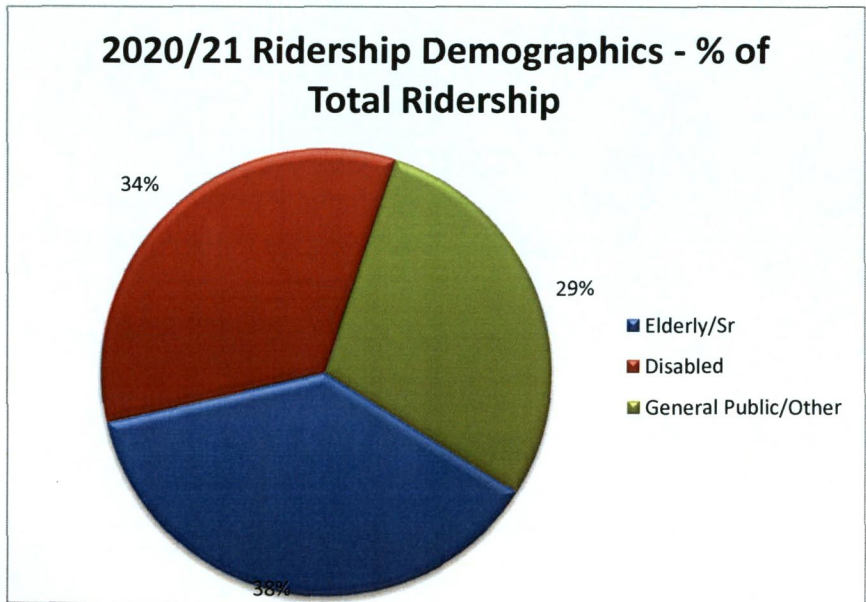
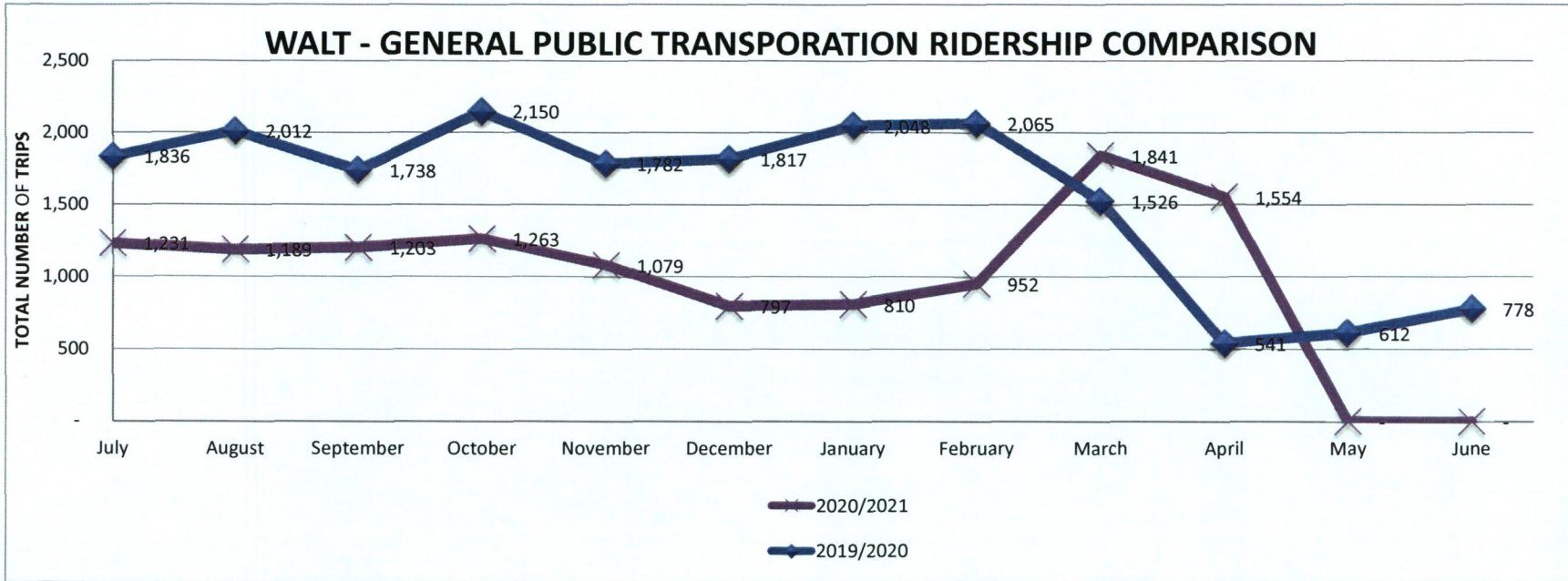
A handwritten signature in black ink, appearing to read "Jon Moore".

Jon Moore
Public Transit Manager

RECEIVED

MAR 22 2021

FUTURES UNLIMITED INC.





Physical Address: 314 N. Washington, Wellington, Kansas 67152
Mailing Address: P. O. Box 279, Wellington, Kansas 67152
Office Phone Number: (620) 326-8779 Office Fax Number: (620) 326-6544
Email Address: scedc@co.sumner.ks.us
Website: www.gosumner.com

**2021
BOARD OF
DIRECTORS**

◇◇◇

*Richard Jack
Chairman*

*Jane Cole
Vice-Chair*

*Julia Strnad
Treasurer*

Rick Dolley

Linda Stinnett

Joel Pile

Sharon Short

Van Franklin

Leah Sommerhoff

Jeff Mortimer

Coni Adams

Carolyn Cooney

STAFF

*Stacy Davis
Executive Director*

*Joslyn Heersche
Administrative Assistant*

*Lori Barnes
Administrative Assistant*

*Austin Lloyd
Special Projects
Assistant*

April 14, 2021

City of Wellington
317 S. Washington
Wellington, Ks 67152

Dear Mayor and City Council:

The Sumner County Economic Development Commission would like to thank the City of Wellington for your continued support of our organization and its goals. As you enter your budgeting process for 2022, we wanted to provide you the following information regarding the status of our budget and what we will be requesting in dues from your city in 2022.

The SCEDC Board has voted to maintain that same level of request for funding as we did in 2021. Therefore, the dues for the City of Wellington for 2022 will again be \$42,000.00.

In 2020, we were faced with the new realities of the COVID-19 pandemic. SCEDC was able to assist 45 businesses in Wellington with grant funding in the combined amount of \$737,621.

The SCEDC has been pleased to be of assistance to the City and its businesses and we look forward to our continued partnership.

Sincerely,

Stacy L. Davis
Executive Director



INCOME	2021	Total
--------	------	-------

INCOME	2021	Total
Operating Income		
Workforce Alliance	\$13,200.00	\$13,200.00
Argonia Dues	\$859.42	\$859.42
Belle Plaine Dues	\$2,818.61	\$2,818.61
Caldwell Dues	\$1,789.73	\$1,789.73
Conway Springs Dues	\$2,149.40	\$2,149.40
Mayfield Dues	\$175.00	\$175.00
Mulvane Dues	\$2,953.29	\$2,953.29
Oxford Dues	\$1,765.52	\$1,765.52
South Haven Dues	\$617.33	\$617.33
Sumner County Dues	\$55,016.00	\$55,016.00
Wellington Dues	\$42,000.00	\$42,000.00
KanOkla PILOT	\$22,500.00	\$22,500.00
Caldwell Workspace (Revenues & City of Caldwell & KanOkla contributions)	\$30,000.00	\$30,000.00
IRB Administrative Fees	\$56,000.00	\$56,000.00
	\$231,844.30	\$231,844.30

Total INCOME	\$231,844.30	\$231,844.30
---------------------	---------------------	---------------------

EXPENSES	2021	Total
----------	------	-------

EXPENSES	2021	Total
Operating Expenses		
Accounting	\$1,500.00	\$1,500.00
Business & Community Training	\$2,000.00	\$2,000.00
Cell Phone	\$2,400.00	\$2,400.00
Telephone	\$2,200.00	\$2,200.00
Web Hosting and Domains	\$1,500.00	\$1,500.00
Postage	\$500.00	\$500.00
Dues and Subscriptions		
Professional Dues	\$4,500.00	\$4,500.00
Subscriptions/County Papers	\$500.00	\$500.00
Education	\$5,000.00	\$5,000.00
Insurance		
Property, Liability, & WC	\$3,000.00	\$3,000.00
Director & Officers	\$2,700.00	\$2,700.00
Kansas Turnpike Authority	\$500.00	\$500.00
Marketing	\$8,000.00	\$8,000.00
Meeting Expense	\$5,000.00	\$5,000.00
Recruitment	\$4,000.00	\$4,000.00
Miscellaneous	\$5,000.00	\$5,000.00
Office Equipment	\$5,000.00	\$5,000.00
Office Supplies	\$5,000.00	\$5,000.00
Caldwell Workspace		
Insurance	\$1,830.62	\$1,830.62
Utilities	\$3,000.00	\$3,000.00
Administrative Assistant	\$23,816.00	\$23,816.00
Building Fund	\$4,000.00	\$4,000.00
Payroll Expenses		
Kansas Employment Security Fund	\$200.00	\$200.00
Federal Tax Deposit	\$28,000.00	\$28,000.00
Kansas Withholding	\$5,000.00	\$5,000.00
Salaries and Wages		
Intern	\$0.00	\$0.00
Administrative Assistant	\$25,356.80	\$25,356.80
Director	\$55,689.24	\$55,689.24
Car Allowance	\$4,200.00	\$4,200.00
Retirement	\$5,243.09	\$5,243.09
Special Events		
Sumner County Fair	\$1,000.00	\$1,000.00
Sumner County Leadership Initiative	\$4,000.00	\$4,000.00
Taxes -314 N. Washington	\$3,000.00	\$3,000.00
150th Anniversary Celebrations	\$2,665.00	\$2,665.00
Other	\$0.00	\$0.00
Total Operating Expenses	\$225,300.75	\$225,300.75

Non-Recurring Expenses		
Furniture, Equipment and Software	\$6,000.00	\$6,000.00
Total Non-Recurring Expenses	\$6,000.00	\$6,000.00

Total EXPENSES	\$231,300.75	\$231,300.75
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NET INCOME	\$543.55	\$543.55
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P.O. Box 402 Wellington, Ks 67152
Research Center 208 N. Washington, Ks 67152
Email: schgs@sutv.com ~ Website: www.ksschgs.com

RECEIVED

APR 29 2021

CITY CLERK
WELLINGTON, KS

To: City of Wellington
Mayor Jim Valentine
City Manager Shane Shields
From: Sumner County Historical & Genealogical Society
RE: Application for funds

Date: May 1, 2021

The Sumner County Historical & Genealogical Society (SCHGS), located in the southeast corner of the Wellington Memorial Auditorium, would like to request funds from the City of Wellington for the budget year 2022. This past year was difficult to say the least. With the closing of many businesses, shops, museums, libraries and other places, our services were almost non-existent. Luckily, we still had people using our website and email to contact us for research.

We had very few programs, one in January and one in February of 2020, and we hosted two online programs. We hosted the Buffalo Soldiers from the Kansas City, MO area in September. This was in correlation with the Wellington Pioneer Cemetery project.

The Wellington Pioneer Cemetery project is almost completed. We are finishing the informational posters for the kiosk and hope to have them installed soon. We are planning a dedication program for the project in May, 2021. Letters and flyers will be out soon with more information. We do want to continue the restoration work which will include repairing and or replacing broken headstones and possibly adding some for those buried there. Another project we are currently working on is a postcard photo book of Wellington and Sumner county. We have been purchasing and collecting postcards and old photos for this project.

As we increase our resources, we also increase the number of researchers who come to the area. We add obituaries, marriages, and engagement collections, family histories, and index files every month. We receive family history information, historic documents, artifacts and other donations which are a valuable resource in our Research Center.

Today, more and more people are interested in their family genealogy. It is reputed to be the second most popular hobby in the United States today. We know that 50 percent of researchers travel to their ancestral "home". We have had researchers from many different cities, states, and a few countries visit the SCHGS Center. Many of the visitors travel to local and county cemeteries, search for ancestral homes and land, they look for the schools their family attended, and utilize information from the courthouse and libraries in the county. They visit the museums and other attractions in Wellington and surrounding cities. Some spend the night, eat at local restaurants, buy gas and shop in Wellington. We average 10 - 25 visitors per month, and more in the summer.

The SCHGS Center has more than 35,000 obituaries, dozens of area old school yearbooks, plus records for one-room schools, teachers and students. Our resources include: Pioneer settler records which list early county homesteaders, city directories, land records, old atlas' of the county and numerous other one-of-a-kind resources. We also have records and information from other states. We are currently working on indexing and cataloging our research materials.

We are planning to start our monthly meetings later this year. We will be having our dedication of the Wellington Pioneer Cemetery in May, and in September we are planning to host the Buffalo Soldiers from Kansas City, MO again. Our plans are to have an October meeting also. In 2022, we hope to be back to our regular schedule of meetings which are held the third Monday of the month. We do not have meetings in June, July, August, and December. We hope to host a family history fair in November of 2022. Meetings are held in the Raymond Frye Center and are open to the public. Our speakers come from Sumner, Cowley, and Sedgwick counties, Humanities Kansas programs and from other places in Kansas. We also participate in the Wellington Wheat Festival and Fall Fest.

In 2021, Sumner County will celebrate its 150th anniversary, and in 2021, Wellington will celebrate their 150th anniversary. SCHGS is gearing up to help with these important anniversaries and to assist area groups and individuals who request our help.

On behalf of SCHGS and the Research Center, I would like to request \$5000.00 for the 2022 operating year. This will help us expand our services and resources, sponsor more city and county activities, and host more events. We continue to have our press releases printed in area newspapers and to advertise in the area papers too. We also place ads on SUTV , Active Aging, Facebook and Sumner Newscow.

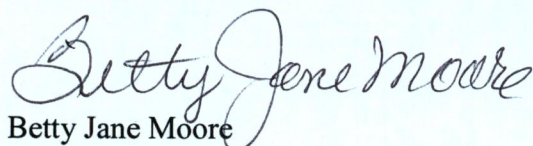
We feel SCHGS and Resource Center are a vital part of Wellington and Sumner County. We have helped bring several visitors to the area. This is very helpful to the economy of the County and the City.

We have a Power Point presentation we could show at a council meeting, if you are interested. It varies in length from 5 minutes to 20 minutes. Feel free to contact Sherry Kline, 316-833-6161 or Jane Moore, 620-447-3266, if you would like us to present it.

We thank you for your continued support of this organization over the past several years. It has helped us grow and become more productive and active in the community and the county.

Attached is a copy of our financial information.
Thank you for considering our request.

Sincerely,



Betty Jane Moore
208 N. Washington
PO Box 402
Wellington, KS 67152

schgs@sutv.com

Home phone: 620-447-3266

home email: bjmoore@kanokla.net

Sumner County Historical & Genealogical Society
 Financial Report
 2020

Balance, January 1, 2020 \$2875.27

Receipts:

Wellington Chamber—tourism funds	\$2750.00
City of Wellington	5000.00
Sumner County Commission	2000.00
Dues	625.00
Memorial gifts /Donations	386.00
Humanities Kansas	275.00
Research /Items sold	110.70

Total Receipts \$11146.70

Disbursements:

Advertisements	\$767.87
Copier Maintenance	390.80
Insurance	300.00
Association dues	260.00
Postage /Box rent	221.00
Subscriptions	260.57
Humanities Kansas	250.00
Supplies	1447.89
Sales tax, Corp fee	78.36
Speakers	100.00
Equipment	945.30
City /County sponsorships	200.00
Pioneer Cemetery plaque	35.49
Miscellaneous	250.03
Books purchased	20.00
Printing	50.00

Total Expenses \$5577.31

Balance in Account December 31, 2020 \$5569.39



208 N. Washington; Box 402
Wellington, Kansas 67152
PH: 785-339-3127
E-mail: schgs@sutv.com
Website: www.ksschgs.com

2020—2021

Genealogy

*Second Most Popular Hobby
in the United States after Gardening!*

Second Most Researched

Topic on the Internet!

By Phone, by Email, & in Person, We Help Researchers...

Normally, Researchers Come From All Over...

In a normal year, the Sumner County Historical & Genealogical Society sees visitors from all over the country, and even other countries because about 50% of family researchers travel to their ancestor's home state and county to do research.

So, in a normal year we help many out-of-state visitor's find their ancestor's home, schools, and farmland.

But because of the COVID virus, there has been nothing normal about this past year. The SCHGS is still officially closed, but opens for visitors, a few at a time, and usually by appointment. Masks are required.

This spring, Belle Plaine researchers came in several times a month to research and go through newspapers to prepare for their 150th celebration.

It has been a year of questions and answers as several towns in Sumner County are celebrating their 150th Anniversary, and the SCHGS helps with as many of the answers to the questions that they can.

And while the COVID virus has slowed down the out-of-county and out-of-state visitors, the SCHGS is receiving more research requests by mail and email every week.



Left to Right:

Jared Scheel, 2nd Vice-President & Center Director.

Nancy Kollmorgen,
Board Member

Jane Moore, President,
Susie Cochran, Board
Member,

and Jarrod Kline, Board
Member

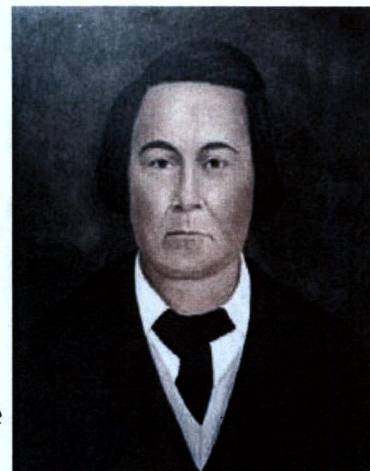
And 1st Vice-President,
Sherry Kline behind the
camera ...

Normally, We Have Eight Programs and Host the Sumner County Family History Fair

2021 Programs

In January, Wes LeFlore, minister of the Wellington Church of Christ, and 6th Great-grandson of Cherokee Chief Greenwood LeFlore, shared the story of his ancestor Greenwood LeFlore, and the story of the Cherokee tribes forced relocation to Indian Territory, now Oklahoma.

Wes stated that the counties of LeFlore, Mississippi and LeFlore Oklahoma were named for Chief Greenwood LeFlore.



Greenwood LeFlore



Bruce Walton Presents "First Families of Sumner County."

In February, Bruce Walton, Wichita presented the program "First Families of Sumner County." Bruce's Walton ancestors settled in the Belle Plaine area with the LeForce and Clewell families, and Walton said that these family's, arriving by wagon train in 1870, were some of the very first family's in Sumner County.

Because of COVID all our programs from March to May were cancelled, as was nearly everything else!

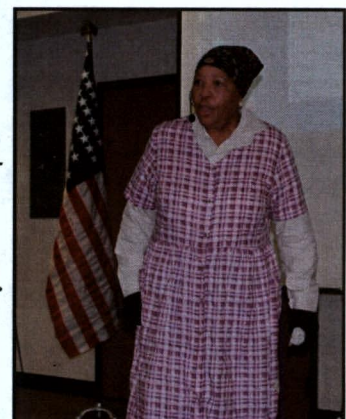
In September, thanks to the grant from Humanities Kansas, the SCHGS hosted a very special program: "Buffalo Soldiers: From Slave to Soldier" presented by the Alexander/Madison Buffalo Soldier's Chapter from Kansas City, Missouri.



Lena Bruce, J. R. Bruce, Donna Madison who portrays Cathay Williams, George Pettigrew

Three of the Chapter members spoke about the Buffalo Soldiers, their founding, their history, and their service. Donna Madison portrayed Cathay Williams, a female buffalo soldier who hid her identity and joined the buffalo soldiers under the name William Cathay.

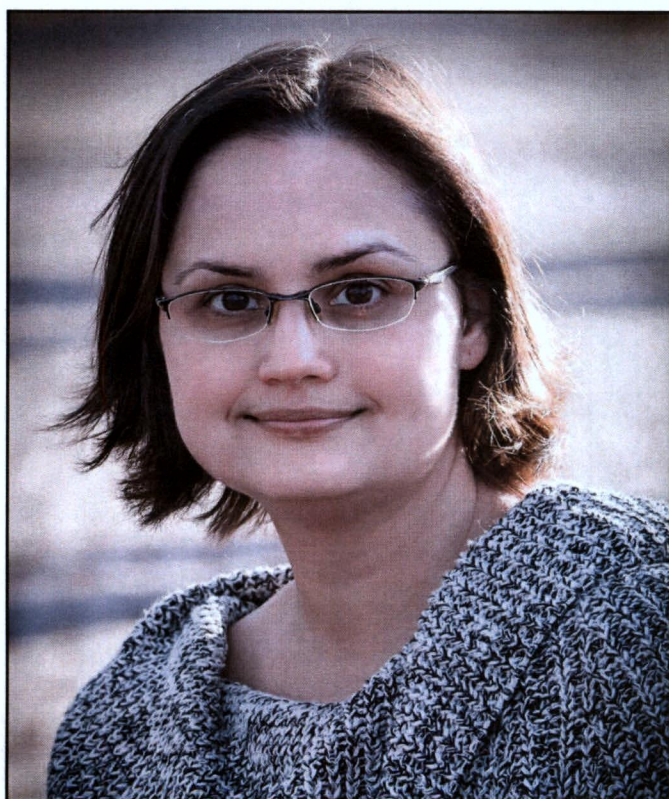
Several came from the Wichita area, Arkansas City, and Winfield. Chairs were set at a distance, masks were required, and supplied for those who did not bring theirs. We had nearly 50 attendees, and if not for COVID, we would have had many more.



In October and November, We Offered Online Programs...

“Secrets of the U. S. Federal Census – How Did Enumeration Really Work?”

The “Secrets of the U. S. Federal Census— How Did Enumeration Really Work?” was presented online by Genealogy ‘Rock Star’ Thomas MacEntee in October.



Researching Your Home and the People Who Lived There!

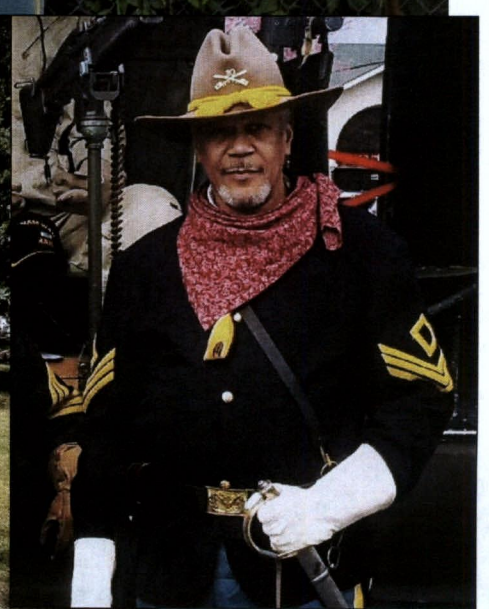
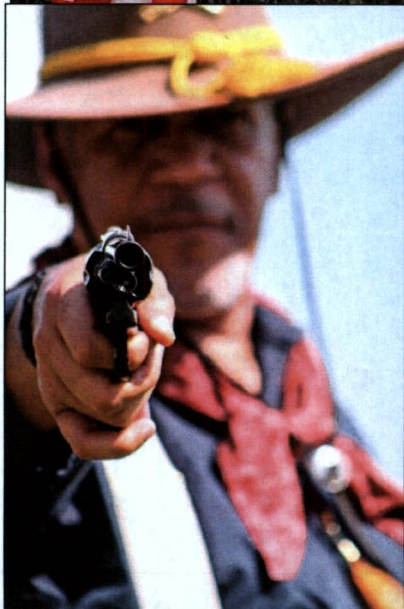
Presented by: Diana Staresinic-Deane

In November, Diana Staresinic-Deane, a great Humanities Kansas speaker, walked us through using Zoom on Facebook to do a presentation. Diana gave a great presentation and shared valuable information for researching your home in town or your farm home.

We hope to have her come back for a live in-person this year!



Returning on Saturday, September 25th, 2021
Alexander/Madison Chapter of the Kansas City, Missouri Area
National Buffalo Soldiers 9th and 10th (Horse) Cavalry Association



Early Pioneer Cemetery Project



L-R: Leon Shoemaker, Sherri Theurer, Wayne White, Roy Kabureck, Tom McAlister

2003 Committee members:

Sherri Theurer, chairman, Sherry Kline, Co-chair, Wayne White, Harold Hainsworth (Has family buried in the cemetery), and Tom McAlister



L-R: City employee Leon Shoemaker & SCHGS president, Sherri Theurer

In 2003....

The SCHGS met with City of Wellington employees and set goals:

- Locate & Mark Graves when possible
- Get new lighted Flag Pole
- Plant Flowers & Shrubs
- Research obituaries of the deceased
- Repair stones
- Decorate on Memorial Day



John McClure, featured on KPTS earlier in 2003, came from Osborne, Kansas to demonstrate his grave witching expertise.

Grave Witching and Memorial Day!



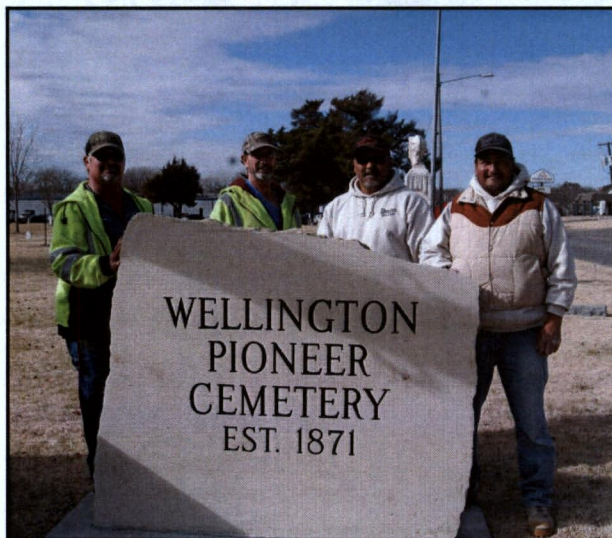
Upper left: John McClure and Roy Kabureck are grave witching, Sherri Theurer, Upper right: Della Shafer honors the dead, Lower Left: Melvin Shafer, Photojournalist Larry Hatteberg, Della Shafer; Lower Right: Roy Kabureck grave witches.



We Work on Projects!

The 2019-21 Wellington Pioneer Cemetery Project

Currently, we are almost done with the work covered by the Humanities Kansas Grant. James Hearlson and his assistant recently sealed the kiosk in preparation for the posters that should be installed sometime in the next few weeks.



Upper Left: Carpentry Class built and set up the kiosk.
Lower Left: City workers assist Dawson Monument in setting up the stone. Upper Right: The city installs the solar lighted flag pole. Lower Right: Cemetery employees finish sealing the kiosk.

Currently, research on the 'inhabitants' of the cemetery is completed for now, and the posters for the kiosk are being designed.

CURRENT, FUTURE, & ONGOING PROJECTS

Collecting, saving, and indexing obituaries and other records...

Collecting and organizing obituaries, newspaper clippings, and other records to make them available for researchers is an ongoing project at the SCHGS.

Indexing Family Histories, Yearbooks, and other holdings...

New books are added to the computer as soon as possible...

The Sumner County Postcard Book...



The SCHGS is gathering vintage Post cards for a Post Card Book.

Research requests come in by Mail and E-mail each week...

And occasionally, researchers make appointments to do in-house research.

Buried in Prairie Lawn Cemetery, Henry Horton needs a stone...

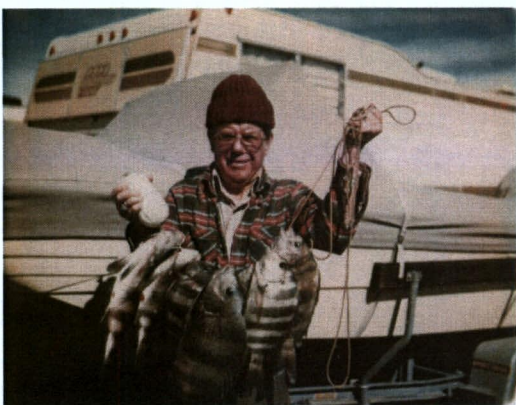
Henry Horton was born in Virginia, and served in the Civil War with the United States Colored Troops, the SCHGS will submit information to procure Horton a soldier's stone.

We Collect and Preserve...

Just a few of the items we have had donated recently, some to keep, preserve, and share, and some to be reunited with their families...

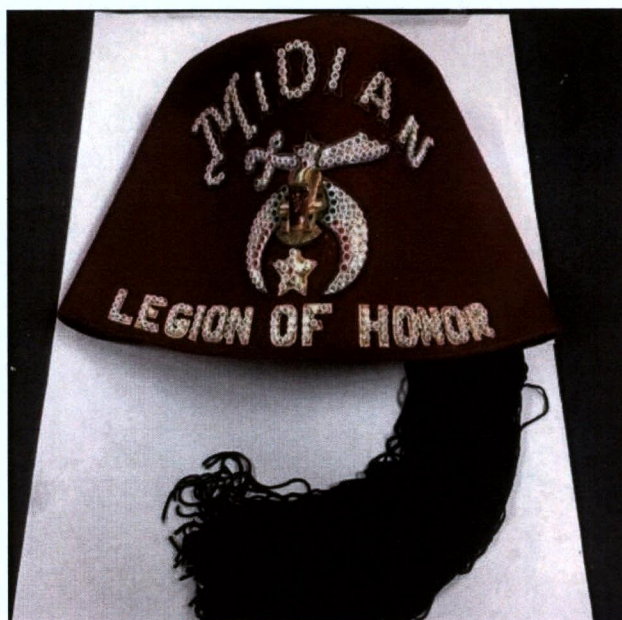


1893 Wellington Tornado damage—donated by the City of Wellington



Chet Crawford, from Colorado, shows off a string of fish in Aransas Pass, Texas.

These photographs, found in a box of estate photos (names and dates on the back) went to Chet's son in Aurora, Colorado after online research was able to locate Chet's family.



Recently donated: Midian hat for Eryll F. Hoff, (1901-1982) publisher of the Wellington Monitor Press.

City

Wellington Senior Center
308 S. Washington
Wellington, Ks 67152
E-mail: seniorcenterwellington@gmail.com

RECEIVED

JUN 01 2021

CITY CLERK
WELLINGTON, KS

May 24, 2021

City of Wellington
317 S. Washington
Wellington, Ks 67152

Attn: Heidi Theurer

Thank you for your budget funding request letter for the Wellington Senior Center to submit for funds as part of the City of Wellington's Budget.

We have attached for your review our 2020 actual expenses, 2021 actual income and expenses through April 2021 with a forecast for May through December 2021.

With your very grateful support of the Senior Center we were able to replace one of the two (2) older air conditioners last fall for a cost of \$5,300. In talking to contractors at that time we knew one of the other units would very likely need replaced this summer. Unfortunately we just found out last week that one of the other units has now quit working. This unit is considerably larger with 2 compressors and a preliminary installed cost for this unit is \$12,000.

During the critical time of COVID 19 crises the Senior Center had remained closed for the day to day activities, including dine in eating until approximately March 22, 2021. However, we were still able to furnish approximately 95 meals per day with the majority of them being delivered. This is under direction of the Friendship Meals Program administered out of Hutchinson, Ks. June Draper is our local Friendship Meals manager for the Wellington site.

We are respectively submitting a request for \$11,500 to help us maintain the Senior Center and help pay for the day to day operations such as utilities, insurance, minor and major repair.

Thank you for your consideration in helping us continue to maintain and operate this senior center which we feel is an important part of our community.

Nadine Brownlee, President, Board of Directors 

Cleo Koehler, Treasurer, Board of Directors 

Dorothy Ala, Manager of Wellington Senior Center 

2020 ACTUAL EXPENSES FOR WELLINGTON SENIOR CENTER

DESCRIPTION	AMOUNT				
PAYROLL	\$11,849				
ACCOUNTING FEES	\$1,300				
NEW ROOF ON BUILDING	\$66,762				
NEW AIR CONDITIONER	\$5,350				
SURETY BOND	\$100				
CHAMBER DUES	\$100				
COPIER SERVICE CONTRACT	\$333				
FIRE EQUIPMENT INSPECTIONS	\$271				
ICE MACHINE REPAIR CONTRACT	\$1,144				
BUILDING INSURANCE	\$4,175				
UTILITIES- Gas Service	\$3,384				
UTILITIES- Electric	\$4,397				
SUMNER COMMUNICATIONS	\$1,366				
LAWN CARE	\$195				
PESTS CONTROL	\$135				
MAINTENANCE & REPAIR	\$1,049				
OFFICE & KITCHEN EXPENSE	\$1,300				
WELLINGTON DAILY NEWS	\$57				
	<u>\$103,267</u>				

2021 Forecast for Wellington Senior Center

5/20/2021

2021

	Revenue & Expense Jan-April 2021	May fcst	June fcst	July fcst	Aug fcst	Sept fcst	Oct fcst	Nov fcst	Dec fcst	Total
REVENUE										
MEMORIALS & DONATIONS	\$945	\$200	\$300	\$200	\$300	\$300	\$300	\$300	\$300	\$3,145
FUNDRAISER - VALENTINE PARTY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
WEIGHT WATCHERS ROOM RENTAL	\$550	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$550
TRSF FROM BUILDING FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CHECKING & CD INTEREST	\$17	\$9	\$9	\$9	\$9	\$9	\$10	\$10	\$10	\$92
SUMNER CTY BOARD FOR SENIOR SERVICES	\$3,558	\$0	\$0	\$1,779	\$0	\$0	\$1,779	\$0	\$0	\$7,116
BREITBURN OIL ROYALTY PAYMENTS	\$16,069	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$33,669
Total estimated revenue for 2020	\$21,139	\$2,409	\$2,509	\$4,188	\$2,509	\$2,509	\$4,289	\$2,510	\$2,510	\$44,572
EXPENSES										
BUILDING INSURANCE	\$1,500	\$343	\$343	\$343	\$343	\$343	\$343	\$343	\$343	\$4,244
MISCELANEOUS KITCHEN & OFFICE EXPENSE	\$458	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$1,418
TRIP DEPOSIT REFUNDS	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150	\$250
ROOF REPAIR	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
BUILDING MAINTENANCE	\$942	\$500	\$300	\$200	\$200	\$300	\$300	\$300	\$300	\$3,342
ICE MACHINE MAINTENANCE CONTRACT	\$0	\$0	\$0	\$1,144	\$0	\$0	\$0	\$0	\$0	\$1,144
Pest Control	\$135	\$0	\$0	\$0	\$45	\$0	\$0	\$45	\$0	\$225
NEW AIR-CONDITIONER/FURNACE	\$0	\$0	\$0	\$0	\$12,000	\$0	\$0	\$0	\$0	\$12,000
WELLINGTON DAILY NEWS	\$56	\$0	\$0	\$0	\$0	\$56	\$0	\$0	\$0	\$112
2020 CHAMBER OF COMMERCE DUES	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100
PRINTER SERVICE CONTRACT	\$112	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$336
PAYROLL & PAYROLL TAXES	\$4,420	\$1,226	\$1,226	\$1,226	\$1,226	\$1,226	\$1,226	\$1,226	\$1,226	\$14,228
ACCOUNTING SERVICES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200	\$0	\$1,200
WELLINGTON TV & CABLE SERVICE	\$470	\$118	\$118	\$118	\$118	\$118	\$118	\$118	\$118	\$1,414
UTILITIES	\$2,582	\$713	\$713	\$713	\$713	\$713	\$713	\$713	\$713	\$8,286
	\$10,875	\$3,048	\$2,848	\$3,892	\$14,793	\$2,904	\$2,848	\$4,093	\$2,998	\$48,299



WELLINGTON PUBLIC LIBRARY

121 W. 7th, Wellington Kansas 67152 620-326-2011

RECEIVED

MAY 24 2021

CITY CLERK
WELLINGTON, KS

RE: 2022 Funding Request
May 19, 2021

Dear Heidi,

Please consider this letter as our request for FY 2022 funding to support the Wellington Public Library. Consistent with Kansas Statute 12-1220 and the City Charter Ordinance No.11; we are requesting the full mill levy limit of 5.000 for library operations for the coming year.

As we've spoken about; the timing of when mill levy funding levels are determined and the June 1 due date for official funding requests; the library cannot prepare an accurate 2022 income/expense budget until such time as we have a better sense of the income amount that will be generated by the dedicated 5 mill limit.

However, the 2020 Annual Report submitted to your office in January can be used as a point of reference.

If you should have any questions, please don't hesitate to contact us at any time.

Sincerely

*Vicki Shinliver, Chairman of the Board
Wellington Public Library*

CITY of WELLINGTON
FIRE / EMS DEPT

Tim Hay
Fire/EMS Chief



200 North C Street
Suite 200
Wellington, KS 67152
620-326-7443
Fax 620-326-8475

Shane:

As requested, I have prepared several different options for additional staff. The part time staff would only be asked to work EMS at this time. If there were some part time staff which would choose to also work fire incidents we would consider that. With previous experience working with part time staff there will be scheduling headaches and there will be times when slots are not filled. There will be some reduction in overtime costs but that is hard to determine until after one year of statistics. The part time staffing may lead to a better pool of applicants for full time positions.

1. Have (1) part time EMT and (1) paramedic staff the department 365 days a year from 3:00 PM to 11:00 PM which is our busiest call volume time. I believe it would take at least 8 part time staffers to fill those slots each day. The startup cost for 8 part time individuals including uniforms, protective gear, radio's and other equipment would be \$12,500. The wages for one year for two part time staffers would be \$84,680.
2. Option 2 would simply be one part time staff working 3:00 PM to 11:00 PM each day at a startup cost of \$6,125 and wages of \$42,340.
3. This option would be having part time staff work only when there is a vacation to bring the staffing level back to 6 person per shift. A 24 hour vacation takes place on average 11 times per month so 132 times per year. This would be 3168 hours per year at an average wage of \$14.50 depending on whether it's a paramedic or EMT part time staffer at a cost of \$45,936. Once again there would be a startup cost of \$6,125.
4. EMS Captain full time-this position had been requested through a grant but denied. The position has once again been requested through a federal grant which will not be announced until this summer. The cost for this position wage/benefits is \$82,000 with a startup cost of \$7,500.



**WELLINGTON POLICE DEPARTMENT
STAFFING ANALYSIS
2022 PROPOSED (1) ONE CERTIFIED POSITION
May 2021**

This memo is a request to increase the staffing level for the Police Department by (1) certified position in order to provide a daily police presence for the Wellington Lake Recreational area during peak seasonal times. Additionally, this position could serve as a liaison to Wellington Municipal Court and to augment current as well as future staffing concerns.

Staffing police departments is a continuous challenge and one that has become more complex in recent years. One question that seems to be posed each year is “how many police officers does an agency need?”. The question of “want versus affordability” seems to pop up.

As a Law Enforcement administrator, very few resources are available to guide in determining the number of officers an agency needs. Most methods developed to help agencies determine an appropriate number of officers needed are designed for larger agencies.

Typically, there has been three basic approaches to determining workforce levels; per capita, minimum staffing, and workload based. This memo will focus on per capita and minimum staffing, but has provided a snapshot of workload based.

PER CAPITA

Examining the “per capita” model, which compares the numbers of officers to the resident population, is simple and ease of interpretation. An agency may compare itself to a similar size agency for justification. The population data used to calculate this metric is readily available, however, given uncontrollable factors, may change frequently. Additionally, crime and crime trends may cause concerns with this method as well. A disadvantage of this method is that it only addresses quantity of police officers and not how time is spent.

Utilizing the “Per Capita” method, the chart below would be a comparative sample of staffing requirements with cities of similar size and population:

Minimum staffing levels are sometimes set so high that it results in increasing demands for police overtime. When staffing levels fall, officers must typically work overtime to satisfy the minimum staffing level. Most officers, given a choice, would prefer to have more officers on the street, lending credence to a minimum staffing model. Increasing the minimum staffing level will not, by itself, improve performance or necessarily increase officer safety. In fact, officers working extra shifts are likely to be fatigued, increasing the risk for injury to self or others.

Finally, in some agencies the minimum staffing level may become the perceived optimal staffing level. Agencies often use the minimum level as a method to decide whether an officer can take a benefit day off. Others build work schedules so as to ensure the minimum level is on duty.

Traditionally, the minimum staffing theory for the Wellington Police, while certainly not documented, has always been two officers on duty per shift. Having experienced this first hand, given the daily workload, officers are often handling calls “back-to-back” thus not allowing anytime for proactive policing.

WORKLOAD BASED APPROACH

This particular approach derives staffing from demand for service. Supervisors and administrators often times analyzes staffing needs based upon workload. A step-by-step approach for conducting a workload-based assessment should include the following:

1. Examining the distribution of calls for service by hour, day and month--Calls for service can differ by hour of day, day of week and by month. Peak calls times can differ by agency. Knowing peak times can help agencies determine staffing levels.
2. Examining the nature of calls for service--Reviewing the nature of calls provides an understanding of the work officers are doing.
3. Estimating time consumed on calls—determining the time various calls for service take is key in determining the minimum number of officers needed per shift.
4. Establishing performance objectives—this objective focuses what fraction of an officer’s time should be spent to calls for service and other activities.
5. Providing staffing estimates—Staffing needs will vary by time of day, week and month based on calls for service.

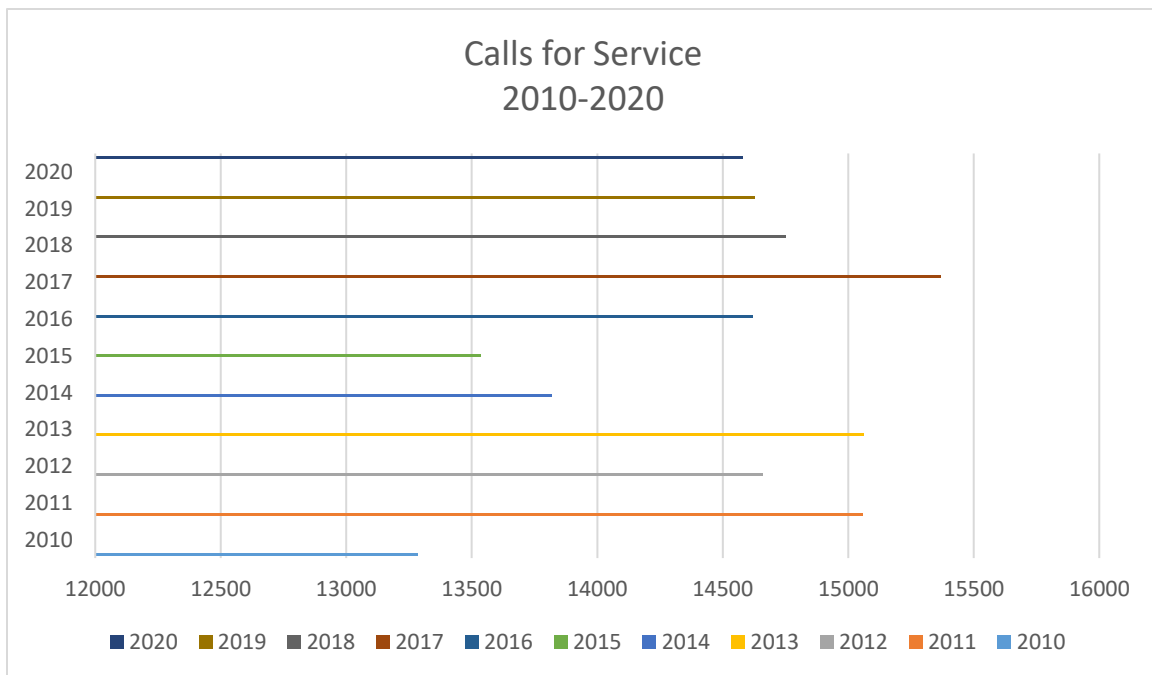
In an effort to determine staffing decisions utilizing the “workload theory”, one must understand and/or place a time amount on various Law Enforcement related functions or in this nature “calls for service”. A definition for “calls for service” could simply be “anything”, ranging from just a few minutes to hours, such as a traffic stop, an animal complaint, theft report and so on. Relying on my past 30 plus years of experience, a “typical” call for service would include the officer responding to the call, investigating the nature of the call, follow up investigation if necessary and then the report writing phase. Each “call for service” would dictate the amount of time necessary to complete a proper and through investigation.

To examine the function of the Wellington Police patrol section, first and foremost one must understand the hourly schedule for patrol. The (13) officers assigned to patrol duties are broken down into (4) crews and/or teams, with three teams comprised of three officers and one team comprised of four officers. The patrol section works 12 hours shift and/or 84 hours in a two-week period, for a total yearly rate of 2184 hrs. Factoring in City benefits, including but not limited to vacation time, sick leave and holiday time.....staffing hourly shift deployment could be a little as two officers per shift.

With the increase in calls for service, to include the minimum staffing level, over the past several years I've noticed a trend where Wellington officers seemed to be spending a considerable amount of time handling "calls for service" thus reducing the amount of time officers have for "discretionary patrol time and/or self-initiated calls and practicing proactive policing". The graph illustrated below reflects the "calls for Service" from 2010-2020.

While the Wellington Police Department has always maintained a 24-hour service, prior to 2007, work shifts were comprised of three work periods (7a-3p, 3p-11p, 11p-7am). In 2006, as a result of "cutbacks" WPD lost (2) Clerk positions, thus reducing "lobby hours" from 24hrs to 8hrs, shifting our "calls for service" responsibility to Sumner County E911.

Calls for Service-2010-2020

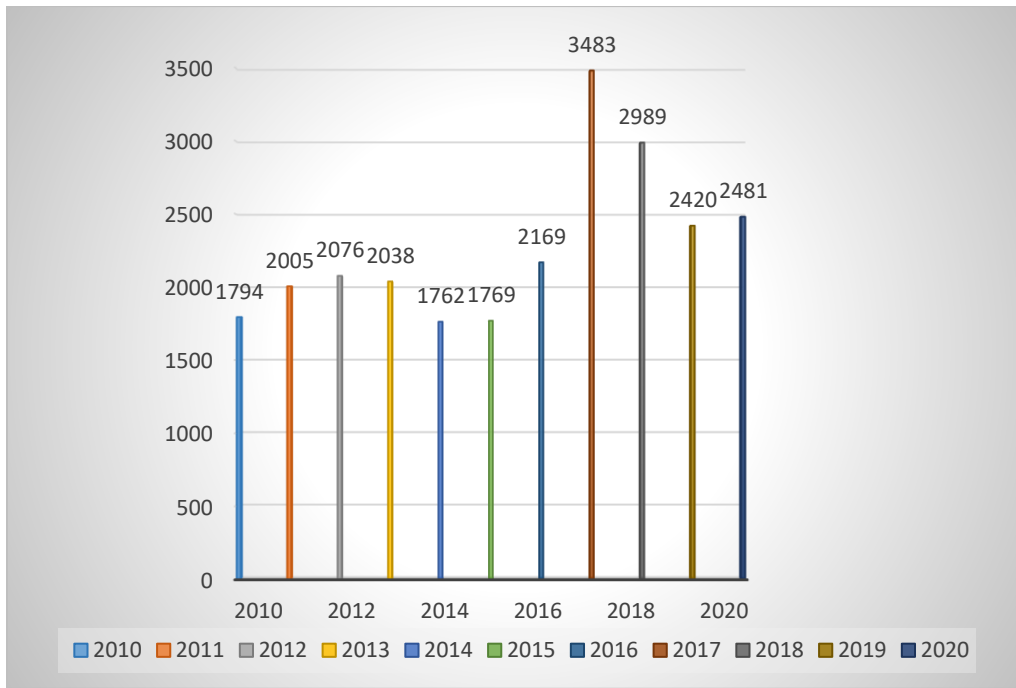


The chart above represents the 10-year period regarding calls for Service, from 2010 to 2020. The 10-year average being 14488.

CASE HISTORY

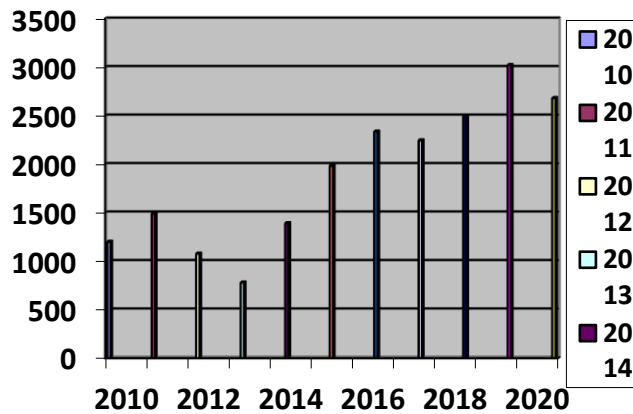
The chart below represents the 10-year period regarding Police Reports. 10-yr average being 2271.

Police Reports Chart



CITATIONS

The chart below represents the same 10-year period for "TRAFFIC CITATIONS". 10yr average being 1881.



*note-2010-2014 data obtained from Historical RMS data (Sleuth)

REMARKS

In summary, while I've provided a glimpse of how agencies can address a staffing concern as well methods utilized for such projects to include a snapshot of Wellington police activities, while our population has declined, our department personnel numbers have remained the same for the past 20+ years, thus resulting in us having to prioritize police services, specifically toward Wellington Lake Recreation area as well as the Municipal Court system. While WPD has handled numerous calls to the lake over the years, with our current staffing levels as well as staffing challenges, WPD has responded to the Wellington Lake area on an as-needed basis. With its distance from the city, its seasonal population growth, extended response time, the need for police presence during this time is essential. By adding this one position, this would allow WPD to have a daily police presence as well the ability to practice a major concern for lake personnel/residents, traffic enforcement.

In addition, during off-peak time, this position would be assigned to Municipal Court to assist with all aspects of the Court system, assist with civil process service as well as provide a security measure for court personnel.

A handwritten signature in black ink, appearing to read 'Tracy A. Heath', written in a cursive style.

Tracy A. Heath
Wellington Police



WELLINGTON POLICE DEPARTMENT PROPOSED 2022 10% INCREASE FOR POLICE DEPARTMENT POSITIONS

Given the state of Law Enforcement around the nation, departments, including Wellington, has seen a steady decline in applicants as well as “quality” applicants, thus making it more difficult to hire & retain quality officers. Additionally, factoring in the yearly activity Wellington Police experiences, the need to compensate current employees is a must. The primary focus of this memo will be for long term employees.

STAFFING CONCERNS/Starting Wages

Considering the recent national narrative regarding Law Enforcement, the time has come for us to consider what effects this has had, or will have, on our police department....and thus, for the second time, has led me to request a pay raise for our existing employees.....As a small rural law enforcement agency the need for quality police personnel as well the ability to retain those same employees has become a yearly task.

A recent analysis of Police officer positions listed around the State of Kansas I discovered of the (62) agencies listed, the average starting hourly wage for a Police Officer, with no experience, was \$18.11. Comparing this to Wellington’s starting hourly wage of \$16.27 we show a 12% difference.

Narrowing this analysis to Departments within a 50-mile radius or more closely to agencies we compete against (Sedgwick, Cowley, Sumner, Harper Counties) shows an average starting wage of \$18.60. Additionally, several agencies are offering a sign-on bonus, as high as \$10,000, for certified and non-certified officers as well as 100% paid health insurance.

LONG TERM EMPLOYEES

Long term employees play a vital role for our department, both in the stance of stability and longevity. Examining the current staffing levels (15 personnel-certified) shows a combined total of 199 years of experience, averaging 13.26 years of service. My fear, given the attack on law enforcement around our nation, coupled with the stresses associated with this profession, a trickling effect has begun whereas seasoned law enforcement veterans are leaving our profession, thus resulting in a potential shortage of personnel.

To put this into perspective, the pay discrepancy between LE departments could play a negative role in retaining, attracting and recruiting employees. I would recommend we recognize our

valued long-term employee with a 10% pay increase. Additionally, the creation of an attractive benefits package including pay health insurance for public safety personnel.

The biggest asset to the Department, as well as the City as a whole, is our **employees**.

A handwritten signature in black ink, appearing to read 'Tracy A. Heath', written in a cursive style.

Tracy A. Heath
Chief of Police



Memorandum

To: Honorable Mayor and Council
From: William Staley, Water Distribution Supervisor
Jason Newberry, Assistant City Manager for Utilities
Date: May 3, 2021
Re: Additional Water Distribution Staff

Essential functions/responsibilities of the Water Distribution staff

- Approx. 31 miles of water lines
- 3,900 customer water services/meters
- 422 fire hydrants
- 1.5 Million gallons of overhead water storage.
- Locating all of Wellington's underground water utilities
- 9 monthly state bacteriological samples, 20 tri-annual lead & copper samples, along with our daily chlorine sampling.
- Fixing and replacing broken water meters, replacing leaking water services and replacing water services that contain lead as we find them.
- Water line construction improvements that will provide customers in the area with a higher quality of water supply.
- Maintaining a parts inventory capable of making emergency repairs as they arise, as well as inventory for planned repairs and improvements.
- Maintaining/repairing our departmental equipment and vehicles as much as is feasible within our capabilities

It is difficult with the current staffing to properly maintain all of the above tasks without being short handed in one area or another. An additional staff member would allow for a crew of three to focus on larger tasks like water main repairs and water service replacements and a crew of two changing out water meters, service calls, underground utility locating, and taking care of water sampling. The crew will even be spread thinner as we move forward with the AMI project changing out 3900+ meters throughout the City. Currently if any large tasks arise we are understaffed in all the other necessary/essential areas of the job, which inherently puts us behind schedule and unorganized. For safety and efficiency reasons, we need at least three crew members on the larger jobs and two on the smaller jobs. This would give a team of 5 crew members instead of our current 4.

With the EPA Lead and Copper Rule changes coming in 2022, we will soon be responsible for locating, identifying, and mapping out all lead service lines. While changing out and replacing as many lead service lines as we can. It will also be recommended by K.D.H.E that we assist customers in identifying lead from their meter to their “tap”. This includes making customers aware that they have a lead service line and steps they need to take to mitigate lead intake. All lead pipes or joints in our water system will be required to be documented, mapped out, and made public knowledge.

We know the response will arise “They have made it this long without this additional crew member, why do they need one now?”. Our response to that would be, tasks like water meter change outs and fire hydrant repairs have been neglected and pushed off , because something more demanding and more urgent always comes up that requires more attention. Then the non-emergency, but still very necessary repairs and upgrades, don’t get tended to in the time-frame they should be. We rely on the hope that things will stay slow so we can get caught up.

Respectfully submitted,

William Staley
Water Distribution Supervisor

Jason Newberry
Assistant City Manager for Utilities



Memorandum

To: Honorable Mayor and Council
From: Mike Clift, Water Production Supervisor
Jason Newberry, Assistant City Manager for Utilities
Date: May 3, 2021
Re: Additional Water Production Staff

Water production is requesting for an addition of another employee to the water production department staff. This new hire would be brought in as a maintenance worker only working primarily Monday through Friday. The plant is currently staffed by three (3) operators and a supervisor. The three operators have a rotating schedule made up in a split shift, one operator will start up the plant and the second operator comes in at a later time depending on time of year and water consumption. The third operator will be on days off other than on Fridays all three operators are scheduled to work. The supervisor works Monday through Friday.

The water plant runs 7 days a week 365 days a year. Staff is responsible for taking care of the Water Plant, Lake Intake, 9 wells, River pump station, 4 ponds, Mayfield tower, Chisholm trail park and Wellington lake Dam. The main job of a water plant operator is making sure they are producing safe quality drinking water to the customers of Wellington. One of the things that help to achieve this is the operator on duty needs to focus on the treatment process of the water. The maintenance position would be focused on the maintenance of the plant and grounds including the Wells and River pumping station that range 2 to 5 miles away from the plant. Currently the operator has to leave his post unattended at the plant to go make repairs, this can take his focus off the monitoring operations at the plant. Repairs can take minutes or hours depending on the problem, this can cause the water towers to overflow, filters not getting backwashed when they should, chemical feeders running out of chemicals and it also affects their duties of quality control testing every two hours. Every piece of equipment plays an important part in the water process so when it breaks down operators have to get it back up and running as soon as possible. This would make for a better maintenance program which in return, gives us less breakdowns, longer lasting equipment and Water Operators can stay focused on the processing of the water.

Respectfully submitted,

Provided below is preliminary information on the 2022 budget preparation and brief details regarding each Fund.

The Tax Lid is no longer in effect. During the 2021 legislative session, the tax lid was removed and a new notice and public hearing requirement was enacted if the proposed budget will exceed the property tax levy's Revenue Neutral Rate (RNR). The RNR is the tax rate in mills that would generate the same property tax revenue in dollars as levied the previous tax year using the current tax year's total assessed valuation. The City will receive the RNR from the County Clerk by June 15. If the City has the intent of exceeding the RNR, notification is made to the County Clerk by July 20. The proposed tax rate (mill levy) must also be provided to the County Clerk. A tax rate hearing and a budget hearing must then be held by September 20. (The hearings can be held on the same date.) To exceed the RNR a Resolution must be adopted. The final approved budget with the amount to be levied must be certified to the County Clerk on or before October 1. If the City does not have the intent to exceed the RNR, the timeline for approving the budget remains as in the past. The budget and amount to be levied must be certified to the County Clerk on or before August 25.

The funding requests received from other agencies/groups have been provided for review and consideration. A number of groups are provided funding, by the City's choice, from the General Fund. Those that receive Contribution Funding are the Chisholm Trail Museum, Crime Stoppers, Futures Unlimited, Sumner County Historical & Genealogical Society, and Wellington Senior Center. Current year recipients of funding are provided notice to submit any funding requests for the next budget year.

The Wellington Area Chamber of Commerce/CVB is provided funding from the Tourism & Convention Fund (137).

The City is a member of the Sumner County Economic Development Commission and the membership fee is paid from the Utility Fund (415).

The Wellington Public Library receives tax dollars from the Library Fund (113), which is a tax levy fund authorized by statute. The Library Fund will be discussed later in this work session.

In addition to the Library Fund, the City has three other tax levied funds. Those are General (001), Ambulance and Firefighting Equipment (112), and Bond & Interest (201). For preliminary calculations, the same dollar amount of Ad Valorem Tax revenue from the 2021 budget has been used.

For the process this year we will review the funds with no significant issues to discuss first. Those with issues to discuss and the tax levied funds will be covered later.

Non-Levy Funds

Employee Benefit Contribution (Fund 114)

- The City's health care plan year is March 1st to the end of February the following year.
- Beginning with the 2018 plan year, the City changed from self-funded to a fully-insured plan.
- In preliminary review, the fund appears to be at an acceptable level, although, 2022 plan renewal rates will not be known until late this year and can have an impact.

Special Liability (Fund 115)

- The City's insurance costs are paid from this fund. The revenue into this fund is reimbursement from the General, Utility, Sanitation, Golf and Airport funds for the appropriate portion of the insurance cost. City Treasurer Green compiles a breakdown of insurance costs by department.
- For 2019 and 2020, the fund had a sufficient balance, so the Council approved reducing the reimbursement from General Fund, by about half, in order to assist the General Fund. It was not

recommended for 2021. For 2022, there may be the option to again reduce, to some level, the reimbursement from General Fund.

- The budget provides for expenditure authority of all revenue, but expenditures are limited to actual cash available regardless of budget amount.

Hospital Sales Tax (Fund 121)

- 2022 budget is prepared with the 1% sales tax that remains in effect.
- Revenue and expenditures are overstated to ensure there is sufficient budget authority to disburse all receipts to the Health Care Authority.

Special City Highway (Fund 131)

- The fund receives a share of the State gasoline tax revenue. The State provides an updated estimate of revenue for the current year and the estimated revenue for the budget year.
- An amount of \$135,000 is transferred annually to the General Fund as a reimbursement for street repairs.
- For 2021, the lease purchase of a street sweeper and a front loader was planned and budgeted. A lease for a street sweeper was recently approved and payments will continue through August 2025. The lease purchase of a loader will occur yet this year with payments to be determined.
- The budget provides for expenditure authority of all revenue, but expenditures are limited to actual cash available regardless of budget amount.

Special Alcohol & Drug Program (Fund 133)

- Revenue comes from 1/3 of the Local Alcoholic Liquor Tax and is used for annual allocation to services or programs that meet the statutory requirements. The estimate of revenue is provided by the State. The estimate for 2022 is about \$7,400 less than the 2021 amount.
- The budget provides for expenditure authority of all revenue, but expenditures are limited to actual cash available regardless of budget amount.

Special Parks & Recreation (Fund 134)

- Revenue comes from 1/3 of the Local Alcoholic Liquor Tax and is used for parks and recreation.
- Preliminarily for 2022, 6 projects/purchases are proposed using this fund.
- The budget provides for expenditure authority of all revenue, but expenditures are limited to actual cash available regardless of budget amount.

Tourism & Convention (Fund 137)

- Revenue comes from the 6% transient guest tax charged for motel rooms in the city. It is received on a quarterly basis from the State.
- This fund is used for the Chamber annual allocation to serve Conventions & Visitor's Bureau functions and for Wheat Festival and Community advertising. Funds are also used for the annual appropriation to outside groups/organizations promoting/relating to tourism.
- The transient guest tax revenue received for 2020 was \$37,054, 2019 = \$38,971, 2018 = \$38,417, 2017 = \$37,626, and 2016 = \$34,962. The first quarter funding received for 2021 was \$5,147, compared to \$10,302 for the first quarter of 2020.
- The 2022 preliminary budget is based on an estimate of revenue in the amount of \$34,000. Revenue is monitored throughout the year. If it appears that the revenue estimate will not be reached, expenditures may have to be reduced for the remainder of the year.
- The Chamber has requested a total of \$35,000 for 2022. See the Chamber request for details.

Wellington Municipal Airport (Fund 441)

- In 2018, the Council approved the acceptance of a KAIP grant for the design of the reconstruction of the apron area at the Airport. This was a grant application submitted in 2014. The design was completed in 2019. It was known the next step would be an application for the actual reconstruction. It is an estimated cost of \$1,200,000 with the City's portion being 10%, or an estimated \$120,000. KDOT and Lochner, our airport engineering consultant, previously confirmed that construction would likely not have to begin until 2023. It is necessary, and was the intent with council approval, that funds would be budgeted to accomplish the funding necessary by 2023. An amount of \$61,300 was budgeted in Capital Improvement Fund (#325) for 2021. It is necessary to budget the same amount in 2022.
- As Council should be aware from discussion in the past, insurance recovery funds and repairs have continued in 2021 and it will be necessary to amend the 2021 budget before year-end.
- 2022 budget will be finalized with latest information prior to overall final budget approval.
- As in the other Enterprise funds (i.e. Utility, Sanitation, and Golf) changes in revenue can impact the fund. A prime example is the agricultural sprayers that purchase fuel. If their operations are impacted by weather or other factors, revenue can be less.

Golf Course (Fund 402)

- Revenue for the Recreation Licenses grouping exceeded the budgeted estimate for 2020. Golf Green Fees/Check in Fees and Golf Cart Rental were the two items with significant increases. The estimated revenue for 2021 has been revised upwards. Weather and conditions are an unknown and can have a significant impact on revenue.
- With the revenue increase, the subsidy amount for 2021 has been revised and lowered to \$210,000 from the originally budgeted amount of \$236,493. The subsidy amount for 2022 is proposed at \$216,496.
- 2022 is the final lease purchase payment for the grounds equipment. 2022 payment is \$60,200.
- As in the other Enterprise funds (i.e. Utility, Sanitation, and Golf) changes in revenue can impact the fund.

Golf Course Capital Improvement (Fund 405) (non-budgeted fund)

- This fund has not been used for several years as no funding has been available to be transferred from the Golf Course fund.

Utility (Fund 415)

- For 2022 preliminary budget preparation, the annual automatic increase in utility rates of 2.25% provided by ordinance has not been included. This is due in part to consideration that the Kansas Power Pool surcharge will continue through 2022 and the cost for the Automated Metering Infrastructure that KPP will issue bonds to cover and the City will repay to KPP.
- For 2022 preliminary budget, the percentage of revenue transfer to General Fund remains at 10.5%, the same as 2021.
- The additional staffing positions, 1 each in Water Distribution and Water Production, are included in the preliminary budget.
- A significant reduction in expenditures was necessary from what was initially submitted. One means of reduction is to reduce the dollar amount transferred to Utility Capital Improvement Fund. Some items/projects have already been indicated for delay. (See Capital Expenditures for 2022 listing) Additional reduction may be necessary.
- The 2022 preliminary budget includes a contingency amount of \$900,000. The contingency amount each year since 2016 has been \$900,000.
- If the City proceeds with the bonds to pay off the State Revolving Fund loan there will be changes considered for this fund.

- Note - There are a number of variables that can have an impact on end results in the Utility fund. Utility sales are based on averages over the past. Environmental conditions can have an impact affecting sales, thereby, increasing or decreasing revenue for the remainder of the current year or for the budgeted year.

Utility Capital Improvement (Fund 425) (non-budgeted fund)

- The capital expenditure requests initially submitted for items/projects was in an approximate amount of \$4,539,344. The dollars to cover that amount are transferred from the Utility Fund and, as mentioned above, it is necessary to reduce that amount. Reductions have been made, but further reduction may still be necessary. Council should review and provide input on the changes proposed and additional changes that may be necessary.
- See the Capital Expenditures list for information on projects and equipment purchases. Individual request sheets provide details.

Tax levied Funds

Ambulance & Firefighting Equipment (Fund 112)

2020 Final Levy = 2.000

2021 Estimated Levy = TBD

- The Ambulance & Firefighting levy is limited by statute to a 2.000 maximum levy. Maintaining the levy and accumulating funds for future equipment replacement is prudent and is recommended.
- Lease purchase payments for 2022 are \$110,831. An amount of \$25,000 is proposed for Ambulance replacement reserve.
- Once the estimated value and RNR is received from the County Clerk, calculations can be made for the levy and funding possible.

Library (Fund 113)

2020 Final Levy = 5.000

2021 Estimated Levy = TBD

- KSA 12-1220 provides that the governing body shall annually levy a tax for the maintenance of the library in such sum as the library board shall determine within the limitations fixed by law.
- Charter Ordinance No. 11 limits the Library levy to a maximum levy of 5.000.
- The Library Board submitted a 2022 budget request asking for the maximum funds the 5.000 levy will generate. For the last several years, the levy has not generated sufficient dollars to meet the budget requested. That is a contributing reason for the Board requesting the maximum funds generated.
- Once the estimated value and RNR is received from the County Clerk, calculations can be made for the levy and funding possible.

Bond & Interest (Debt Service) (Fund 201)

2020 Final Levy = 18.186

2021 Estimated Levy = TBD

- The 2021A Bond issue was for the Emergency Department project and the bonds were purchased by the USDA REDLG loan. The REDLG loan will be repaid with sales tax funds through the Healthcare Authority, so there is no impact to the Bond & Interest Fund.
- The 2021B Bond issue, recently approved, refinanced a 2013 bond issue. Changes related to that refinancing have not yet been worked into the preliminary budget.
- Once the estimated value and RNR is received from the County Clerk, calculations can be made for the levy and funding.

General (Fund 001)

2020 Final Levy = 33.994

2021 Estimated Levy = TBD

General information/notes:

- Transfer from General. Transfers are made annually to the Equipment Reserve Fund and the Capital Improvement Fund. The preliminary budget is prepared with a \$300,000 transfer to each.
- The revenue transfer to General Fund from the Utility Fund and Sanitation Fund is prepared at the same amount as last year, 10.5% for Utility and 10% for Sanitation. The 5-year history is as follows:

Year	Utility Fund	Sanitation Fund
2017 thru 2018	10%	10%
2019	10.5%	10%
2020	10.5%	10%
2021	10.5%	10%

- The 2022 preliminary budget is prepared with a 2% Cost of Living Adjustment and an allowable 1% Merit increase possible. The adjustment also impacts those funds with personnel costs, which are Utility, Sanitation, Golf, and Airport. The history of wage adjustments is the following:

2021	Cola 2%	Merit 0	Total 2%
2020	Cola 2.5%	Merit 0	Total 2.5%
2019	Cola 2%*	Merit 0	Total 2%*
2018	Cola 2%	Merit 0	Total 2%
2017	Cola 2%	Merit 0	Total 2%
2016	Cola 0	Merit 0	Total 0
2015	Cola 1.5%	Merit .5%	Total 2%

* For 2019 an additional 1% was authorized for use in positions as determined.

- Contingency amount. The goal is to maintain a contingency amount equal to 15% of expenditures as carryover to the next year. At a minimum, a contingency amount should not be less than \$700,000. Since 2016, the contingency amount in the budget has ranged in the area of \$700,000 to \$800,000.
- The preliminary budget includes the 1 additional law enforcement position for the Police Department. No additional staffing is included, at this point, for the Fire/EMS Department as there was 3 options for consideration.

Summary for General Fund

The preliminary budget, based on proposed expenditures as submitted, using estimated tax dollar amounts, and providing a contingency of \$700,000, indicates an amount of approximately \$700,000 is necessary to balance the budget. Once estimated valuation is received, final calculation may change that amount. The options to accomplish such an amount of dollars necessary is a reduction in expenditures, an increase in revenue, or a combination of both.

Additional Non-Levy Funds

Equipment Reserve (Fund 324) (non-budgeted fund)

- 2022 preliminary budget is prepared with the transfer from General fund at \$300,000, but may have to be reduced.
- The capital expenditures requests submitted totaled \$313,543. Expenditures must be reduced or revenue increased. Increasing the transfer from the General Fund is not necessarily an option as it would impact that Fund. Some changes have already been made and further reduction in expenditures is necessary. Council should review and provide input on the changes proposed and additional changes that are necessary.

- Typically, the goal is to maintain a balance of around \$100,000 for any unplanned or emergency need.
- See the Capital Expenditures list for information on projects and purchases submitted. Individual request sheets provide details.

Capital Improvement (Fund 325) (non-budgeted fund)

- 2022 preliminary budget is prepared with the transfer from General fund transfer at \$300,000, but may have to be reduced.
- The capital expenditures requests submitted exceed the funds available. Expenditures must be reduced or revenue increased and some changes have been made. Increasing the transfer from the General Fund is not necessarily an option as it would impact that Fund. Some changes have already been made and further reduction in expenditures is necessary. Council should review and provide input on the changed proposed and additional changes that are necessary.
- Typically, the goal is to maintain a balance of around \$100,000 for any unplanned or an emergency need.
- See the Capital Expenditures list for information on projects and purchases proposed. Individual request sheets provide details.

Sanitation (Fund 430)

- Payments continue in 2022 for the bond issue for the transfer station project.
- The status of the Transfer Station project and funding will be discussed in detail.
- As in the other Enterprise funds (i.e. Utility, Sanitation, and Golf) changes in revenue can impact the fund.

Sanitation Equipment Reserve (Fund 434) (non-budgeted fund)

- 2022 includes a payment of \$29,167 for the refuse truck lease purchased in 2019, which will continue through January 2025. Purchase of a worksite utility vehicle is also included.

The Basics of SB 13/HB 2104: Legislation Requiring a Hearing to Exceed the Revenue Neutral Rate

What are SB 13 and HB 2104?

During the 2021 legislative session, the tax lid was removed and the legislature enacted SB 13 and HB 2104. This legislation establishes new notice and public hearing requirements if the proposed budget will exceed the property tax levy's revenue neutral rate. These requirements take effect this year (2021), for a city's 2022 budget.

What is a Revenue Neutral Rate (RNR)?

The tax rate in mills that would generate the same property tax revenue in dollars as levied the previous tax year using the current tax year's total assessed valuation.

How is the Revenue Neutral Rate Calculated?

To calculate the revenue neutral rate, the County Clerk shall divide the property tax revenue for such taxing subdivision levied for the previous tax year by the total of all taxable assessed valuation in such taxing subdivision for the current tax year, and then multiply the quotient by 1,000 to express the rate in mills. (SB 13 Sec. 1(e)(2))

What is a Tax Rate Hearing?

A Tax Rate Hearing is a hearing to exceed the Revenue Neutral Rate (RNR).

$$\text{RNR} = \frac{\text{Last year's total property tax raised in dollars}}{\text{This year's assessed valuation as of June 15}} \times 1,000$$

Year-to-Year RNR Sample Calculation

2021 Budget	2022 Budget
• City Levied \$900,000 in property tax	• In 2021 budget, City levied \$900,000
• Assessed Valuation of property = \$29,000,000	• Assessed Valuation changes to \$31,000,000
• Value of one mill = \$29,000	• Value of one Mill = \$31,000
• Mill Rate = $\left(\frac{\$900,000}{\$29,000,000} \right) \times 1,000$	• Revenue Neutral Rate = $\left(\frac{\$900,000}{\$31,000,000} \right) \times 1,000$
31.034 mills	29.032 Mills

What is the Process to Exceed the RNR (setting a mill levy higher than the RNR)?

1. Notify the County Clerk by July 20 with intent to exceed the revenue neutral rate.
2. Place a notice on the city website and in a newspaper of general circulation in the county 10 days prior to the hearing.
3. No earlier than August 20 and no later than September 20, conduct a tax rate and budget hearing giving taxpayers an opportunity to comment on the budget.
4. Adopt a resolution or ordinance to exceed the revenue neutral rate.
5. Adopt the proposed budget.
6. By October 1, certify to the County Clerk the amount of ad valorem tax to be levied by the City.



1. The tax lid was about actual dollars. The revenue neutral rate is about the MILL LEVY not total dollars!
2. If the City does not hold a hearing to exceed the revenue neutral rate, the City will need to work with the County Clerk to ensure that, when final assessed values are calculated, the City's mill levy does not exceed the revenue neutral rate. If it does, the city will need to amend the budget or refund any property taxes levied in excess of the revenue neutral rate.

Applying SB 13/HB 2104 to the Budget Process

STEP
1

Receive Revenue Neutral Rate from the County Clerk by June 15.

STEP
2

Determine the budget needs for City's upcoming budget year and determine the amount of property tax will be required to fund the budget.

STEP
3

Determine if the amount needed will require a tax levy exceeding the Revenue Neutral Rate.

If YES, follow these steps:

1. Notify the County Clerk by July 20 with the City's intent to exceed the revenue neutral rate.
2. Beginning in 2021 (for 2022 budget year), publish a notice on the city website and a newspaper of general circulation in the county. Notice must be given 10 days before the hearing. The notice must provide details for both a tax rate hearing and budget hearing.
3. No earlier than August 20 and no later than September 20, conduct a tax rate and budget hearing giving taxpayers an opportunity to comment on the budget.
4. Adopt a resolution or ordinance to exceed the revenue neutral rate.
5. Adopt the proposed budget or any lesser amount. A budget cannot exceed the amount proposed.
6. On or before October 1, certify to the County Clerk the amount to be levied.

If NO, follow these steps:

1. On or before August 5, publish the proposed budget and hearing notice (must include the RNR).
2. On or before August 15, hold a public hearing on the budget.
3. On or before August 25, certify the City budget and tax levies to the County Clerk.

NOTE: If the City does not hold a hearing to exceed the revenue neutral rate, the City will need to work with the County Clerk to ensure that, when final assessed values are calculated, the City's mill levy does not exceed the revenue neutral rate. If it does, the city will need to amend the budget or refund any property taxes levied in excess of the revenue neutral rate.



Beginning in 2022, the County Clerk will mail Revenue Neutral Rate notifications to all taxpayers.



Find this infographic, and other League infographics visit our website, www.lkm.org/infographics.

325 fund - Capital Improvements

	Amount	Project/Item	Department	Orig Amt	Details / Changes (include existing lease purchases)
H	\$100,000	City Hall roof replacement	CIP Admin-Maint.		
H	\$10,000	GIS Aerial Photograph updating	CO Cap Imp & Utility		20k total, half 325 Fund & half 425 Fund
	\$61,300	Apron Reconstruction	CIP Airport		Using 61,300 budgeted in 2021 for City total cost of \$122,600
	\$60,000	Air Conditioning replacement	CIP PS-Fire		120k total, 60k from 2021 & 60k 2022
H	\$35,000	Station remodel (kitchen area)	CIP PS-Fire		
M		Public Safety bldg roof replacement	CIP PS-Police/Fire	\$235,902	5/27 delay
M		Water slide replacement reserve-ANNUAL	CIP PW-Aquatic Center	\$20,000	5/27 delay
H	\$70,000	Comprehensive Community Plan preparation	CIP PW-Bldg & Codes		
	\$20,000	Property condemnation	CIP PW-Bldg & Codes		
H	\$25,000	Land acquisition reserve	CIP PW-Cemetery		
M		Mausoleum & Campanile roof replacement	CIP PW-Cemetery	\$40,000	5/27 delay
H	\$15,000	Road improvement (replace/add rock material)	CO PW-Lake		
M		Hibbs-Hooten Stadium improvements	CIP PW-Parks	\$20,000	5/27 delay
L		Hibbs-Hooten Stadium roof replacement	CIP PW-Parks	\$35,000	5/27 delay
	\$15,000	ADA improvements-ANNUAL	CIP PW-Streets		
	\$30,000	Curb replacement program-ANNUAL	CIP PW-Streets		
H	\$50,000	Roof replacement - Street Dept bldg section	CIP PW-Streets		
M	\$4,000	Sidewalk replacement program-ANNUAL	CIP PW-Streets		
		Doughnut Bay walk bridge replacement	CO PW-Parks	\$7,000	Move to 134 Fund
		Hargis Creek Pier maintenance	CO PW-Parks	\$8,000	Move to 134 Fund
	\$160,143	East US160 Pedestrian/Bicycle Path Construction	CIP PW-Streets		Total 480,143 - KDOT 80% reimburs 320,000, City 20% 71,175 + 88,968 Use Street Project Reserve
	\$48,840	Jefferson Ave Cost Share Sidewalk Design	CIP PW-Streets		Use Street Project Reserve
	\$704,283	001-950-006-25 to 325-371-10		\$365,902	

Bond Issues

402 fund - Golf Course

Amount	Project/Item	LP	Department	Orig Amt	Details / Changes (include existing lease purchases)
\$60,200	Existing lease purchase	LP	Golf		Grounds equipment (Final pymnt Sep2022)
\$60,200				\$0	

405 fund - Golf Course Capital Improvement

Amount	Project/Item	LP	Department	Orig Amt	Details / Changes
\$0				\$0	

415 fund - Electric/Water/Wastewater

Amount	Project/Item	LP	Department	Orig Amt	Details / Changes
	Auto gate opener		CO Water Prod	\$12,500	5/27 delay
\$4,500	Ice machine replacement		CO Elec Dist		
\$7,500	Power washer replacement		CO Elec Dist		
\$4,000	Clamp room storage expansion		CO Water Dist		
\$4,300	Pipe/Utility trailer		CO Water Dist		
	Dump trailer		CO Water Prod	\$8,500	5/27 delay
	Hydraulic boom sickle mower attachment		CO Water Prod	\$5,000	5/27 delay
	Sludge pump		CO Water Prod	\$8,000	5/27 delay
\$5,000	Spectrophotometer replacement		CO Water Prod		
\$25,300				\$34,000	

425 fund - Utility Capital Improvement & Equipment Reserve

	Amount	Project/Item		Department	Orig Amt	Details / Changes (include existing lease purchases)
	\$49,348	Existing lease purchase	LP	Elec Dist		Directional Boring machine (Final pymnt Jun2024)
	\$53,496	Existing lease purchase	LP	Elec Dist		Bucket truck (Final pymnt Dec2025)
H	\$6,000	Versaprobe replacement	CO	Utility Collection	\$10,000	Reduce to 6k to replace 1 probe
H	\$6,500	City Fuel Pump replacement	CO	General & Utility		13k total, half 324 Fund & half 425 Fund
	\$7,000	Computer attrition	CO	General/IT		
M	\$10,000	GIS Aerial Photograph updating	CO	Cap Imp & Utility		20k total, half 325 Fund & half 425 Fund
M		ADA restroom/office workspace renovations	CO	Elec Dist	\$23,000	5/27 delay
L		Christmas lights - Downtown replacement	CIP	Elec Dist	\$50,000	5/27 delay
H	\$100,000	Line upgrades ANNUAL	CIP	Elec Dist		
M		Traffic Signal replacement (Woodlawn/Crusader)	CIP	Elec Dist	\$60,000	5/27 delay
L		Wire Tensioner (Bull Wheel)	CIP	Elec Dist	\$60,000	5/27 delay
L		Gas Turbine Brush Generator Insp/Overhaul	CIP	Elec Prod	\$195,000	5/27 delay
L		Gas Turbine Stack replacement	CIP	Elec Prod	\$220,000	5/27 delay
		Gas Turbine Liquid Fuel Valve repair	CIP	Elec Prod	\$45,000	Will complete in 2021
M	\$30,000	Vehicle - Asst City Manager of Utilities	CO	Non-Departmental	\$35,000	5/26 reduced to 30k
	\$140,000	Bio-basin support structure	CIP	Wastewater		
L		Demo/Cleanup old Wastewater Treatment Plant	CIP	Wastewater	\$315,000	5/27 delay
M	\$40,000	Pick up, 1/2 ton, 4wd replacement	CO	Wastewater		
H	\$60,000	SCADA computers/software upgrade	CIP	Wastewater		
L		Sewer line extension (Beaver Creek to Seneca)	CIP	Wastewater	\$929,490	5/27 delay
H	\$100,000	Sewer system rehab program - ANNUAL	CIP	Wastewater		
L		Tracked Skid Steer	CO	Wastewater	\$85,000	5/27 delay
M		Tractor replacement	CIP	Wastewater	\$130,000	5/27 delay
H	\$12,000	Garage Door addition	CO	Water Dist		
M		Parking lot re-surfacing	CO	Water Dist	\$51,000	5/27 delay
M		Automated Meter Infrastructure - ANNUAL	CIP	Water Dist	\$107,500	5/27 delay
M		Material cover for rock and sand	CIP	Water Dist	\$45,000	5/27 delay
H	\$48,000	Pick up, 3/4 ton replacement	CO	Water Dist		
L		Skid steer replacement	CIP	Water Dist	\$59,000	5/27 delay
H	\$150,000	Water line replacement ANNUAL	CIP	Water Dist		
H	\$72,500	Worden Park Water Tower repainting	CO	Water Dist		
H	\$65,000	Clearwell cleaning	CIP	Water Prod		
L		Demo/Cleanup old Water Treatment Plant	CIP	Water Prod	\$250,000	5/27 delay
H	\$200,000	Lagoon cleaning	CIP	Water Prod		
M		Storage/Maintenance bldg	CIP	Water Prod	\$70,000	5/27 delay
M		Water Plant rehab/replacement reserve	CIP	Water Prod	\$250,000	5/27 delay
	\$1,149,845				\$2,989,990	

425 Fund Bond Issues

430 fund - Sanitation Landfill Utility

Amount	Project/Item	Department	Orig Amt	Details / Changes (include existing lease purchases)
\$0			\$0	

434 fund - Sanitation Equipment Reserve

Amount	Project/Item	Department	Orig Amt	Details / Changes (include existing lease purchases)
\$29,167	Existing lease purchase	LP PW-Sanitation		Sanitation truck (Final pymnt Jan2025)
H \$20,000	Worksite Utility Vehicle	CO PW-Transfer Station		
\$49,167			\$0	

441 fund - Wellington Municipal Airport

Amount	Project/Item	Department	Orig Amt	Details / Changes (include existing lease purchases)
\$0			\$0	

CAPITAL IMPROVEMENT PLAN AND CAPITAL OUTLAY Requests - 2022 5-Year Plan (Capital Outlay over \$10,000)

Indicates item delay, removed or not necessary to list.						PRELIMINARY			
Indicates an issue and/or a question with item. May need to resolve.									
Indicates year beyond budget preparation year.									
Dept Name	Category	CIP or CO	Fund	Dept No	Fund Acct No	Project/Item	Cost	Year	Additional details/Comments
Admin-All Depts	Admin	CO	324 425	907 925	004-21 004-21	City Fuel Pump replacement	\$13,000	2022	General & Utility funds. Used by all departments.
Admin-Utility Collection	Utilities	CO	425			Pickup replacement	\$35,000	2023	
Airport	Airport	CIP	325	925	004-45	Apron reconstruction	\$61,300	2022	Total \$1,226,00, FAA 90%, City 10% or 122,600 (Using 61,300 budgeted in 2021)
Airport	Airport	CIP	325			Fuel Truck upgrade or replacement	\$80,000	2024	Refurbished option 30k to 50k
Airport	Airport	CIP	325			Runway rehabilitation	\$655,000	2024	FAA 90%, City 10%=\$65,000
Airport	Airport	CIP	325			Taxiway rehabilitation	\$350,000	2026	FAA 90%, City 10%=\$35,000
IT/GIS	Admin	CO	325 425	925	002-43	GIS Aerial Photographing updating	\$20,000	2022	Update 17 yr old photography. Used by various departmentns. General & Utility funds.
Maintenance	Admin-Maint	CIP	325	907	004-45	City Hall roof replacement	\$100,000	2022	
PS-Fire/EMS	Public Safety	CIP	112	912	004-22	Ambulance replacement reserve - ANNUAL	\$25,000	2022	Build funds for future truck replacement.
PS-Fire/EMS	Public Safety	CIP	324	912	004-21	Outdoor Warning Sirens replacement reserve	\$25,000	2022	Total cost 160k w/purchase proposed in 2024. At end of 2020, 60k in Reserve w/25k budgeted in 2021. USDA grant of 24k possible
PS-Fire/EMS	Public Safety	CO	324	912	004-21	Training structure (shipping containers)	\$15,000	2022	5/27 Delay
PS-Fire/EMS	Public Safety	CIP	325	912	004-45	Air conditioning replacement	\$60,000	2022	120k total cost, 60k budgeted in 2021
PS-Fire/EMS	Public Safety	CIP	325	912	004-45	Station remodel (kitchen area)	\$35,000	2022	Update 22 yr old kitchen area)

CAPITAL IMPROVEMENT PLAN AND CAPITAL OUTLAY Requests - 2022 5-Year Plan (Capital Outlay over \$10,000)

Dept Name	Category	CIP or CO	Fund	Dept No	Fund Acct No	Project/Item	Cost	Year	Additional details/Comments
PS-Fire/EMS	Public Safety	CIP	112			Aerial truck replacement	\$950,000	2023	Lease purchase
PS-Fire/EMS	Public Safety	CIP	112			Ambulance replacement	\$245,000	2023	Replace 2013 truck
PS-Fire/EMS	Public Safety	CO	112			Crew cab pickup, 3/4 ton, 4wd replacement	\$40,000	2024	Replace a 2003 vehicle.
PS-Police	Public Safety	CO	324	911	004-21	Body Worn Cameras (BWC)/Server upgrade	\$40,000	2022	
PS-Police	Public Safety	CO	324	911	004-22	Police vehicle replacement	\$35,000	2022	Replace a 2013 vehicle
PS-Police	Public Safety	CO	324	911	004-22	Special Service Vehicle (transports)	\$33,000	2022	5/20 Reduce to 33k from 45k
PS-Police	Public Safety	CIP	325	911	004-45	Public Safety building roof replacement	\$235,902	2022	Replace roof of bldg constructed in 2000. 5/27 Delay
PW-Aquatic Center	Public Works	CIP	325	917	004-21	Water slide replacement reserve - ANNUAL	\$20,000	2022	Build funds for slide replacement. Estimated cost 225k. 5/27 Delay
PW-Auditorium	Public Works	CO	324			Stage Lighting	\$15,000	2024	
PW-Auditorium	Public Works	CO	325			Rehab Auditorium Floor	\$25,000	2025	
PW-Bldg & Codes	Admin	CIP	325	920	002-43	Comprehensive Community Plan preparation	\$70,000	2022	
PW-Bldg & Codes	Public Works	CIP	325	945	002-16	Property condemnation - ANNUAL	\$20,000	2022	
PW-Cemetery	Public Works	CO	324	919	004-21	Worksite utility vehicle with sprayer	\$25,000	2022	
PW-Cemetery	Public Works	CIP	325	919	004-28	Land acquisition reserve - ANNUAL	\$25,000	2022	Build reserve for futer expansion of cemetery

CAPITAL IMPROVEMENT PLAN AND CAPITAL OUTLAY Requests - 2022 5-Year Plan (Capital Outlay over \$10,000)

Dept Name	Category	CIP or CO	Fund	Dept No	Fund Acct No	Project/Item	Cost	Year	Additional details/Comments
PW-Cemetery	Public Works	CIP	325	919	004-45	Mausoleum & Campanile roof replacement	\$40,000	2022	Replace 24 yr old roofs. 5/27 Delay
PW-Cemetery	Public Works	CO	324			Mower replacement	\$24,000	2023	Replace 2010 model
PW-Cemetery	Public Works	CO	325			Ornamental Iron Fence	\$13,000	2023	
PW-Cemetery	Public Works	CIP	325			Cremation Garden	\$100,000	2024	
PW-Cemetery	Public Works	CO	325			Columbarium	\$15,000	2025	
PW-Lake	Public Works	CO	325	923	004-45	Road improvement (replace/add rock material)	\$15,000	2022	
PW-Lake	Public Works	CO	324			Patrol/Work Boat replacement	\$15,000	2023	
PW-Lake	Public Works	CIIP	325			Boat slip dock	\$80,000	2023	
PW-Lake	Public Works	CIP	325	923	004-45	Loga Vista Cabin remodel	\$20,000	2023	
PW-Lake	Public Works	CO	324			Tree Spade	\$15,000	2024	
PW-Lake	Public Works	CIP	325			Lake shelters	\$25,000	2024	
PW-Lake	Public Works	CIP	325	923	004-45	Rip Rap Rock - ANNUAL	\$30,000	2024	
PW-Lake	Public Works	CO	324			Mower replacement	\$15,000	2025	Replace a 10 yr old model.
PW-Lake	Public Works	CIP	325	923	004-45	Beach restroom	\$80,000	2025	

CAPITAL IMPROVEMENT PLAN AND CAPITAL OUTLAY Requests - 2022 5-Year Plan (Capital Outlay over \$10,000)

Dept Name	Category	CIP or CO	Fund	Dept No	Fund Acct No	Project/Item	Cost	Year	Additional details/Comments
PW-Lake	Public Works	CIP	325			Rental Tiny Home	\$45,000	2025	
PW-Lake	Public Works	CO	324			Worksite Utility vehicle	\$24,500	2026	
PW-Parks	Public Works	CO	324	915	004-21	Mower replacement	\$25,000	2022	Replace 2013 model. 5/27 Delay
PW-Parks	Public Works	CIP	325	915	004-45	Hibbs-Hooten Stadium improvements - ANNUAL	\$20,000	2022	Annual thru 2026. 5/27 Delay
PW-Parks	Public Works	CIP	325	915	004-45	Hibbs-Hooten Stadium roof replacement	\$35,000	2022	5/27 Delay
PW-Parks	Public Works	CO	324			Pick up replacement	\$32,000	2023	Replace 1999 Chevrolet
PW-Parks	Public Works	CIP	325			Jefferson playground improvements	\$25,000	2023	
PW-Parks	Public Works	CIP				Hibbs-Hooten Concension remodel	\$55,000	2023	
PW-Parks	Public Works	CIP				Downtown Public Restroom	\$100,000	2024	Design & construction
PW-Parks	Public Works	CIP				Hargis West Restroom	\$100,000	2026	
PW-Streets	Public Works	CO	324	918	004-21	Flail mower replacement	\$12,000	2022	Replace 1995 unit. 5/27 Delay
PW-Streets	Public Works	CO	324	918	004-21	Mower replacement	\$14,000	2022	Replace 2007 mower
PW-Streets	Public Works	CIP	325	925	004-45	ADA improvements - ANNUAL	\$15,000	2022	
PW-Streets	Public Works	CIP	325	925	004-27	Curb replacement program - ANNUAL	\$30,000	2022	

CAPITAL IMPROVEMENT PLAN AND CAPITAL OUTLAY Requests - 2022 5-Year Plan (Capital Outlay over \$10,000)

Dept Name	Category	CIP or CO	Fund	Dept No	Fund Acct No	Project/Item	Cost	Year	Additional details/Comments
PW-Streets	Public Works	CIP	325	918	004-27	East US160 Pedestrian/Bicycle Path Construction	\$480,143	2022	KDOT 80% reimbursement \$320,000, City 20% \$71,175 + non-participating \$88,968 for \$160,143 Total City. Use Street Project Reserve
PW-Streets	Public Works	CIP	325	925	002-43	Jefferson Ave Cost Share Sidewalk Project Design	\$48,840	2022	Use Street Project Reserve
PW-Streets	Public Works	CIP	325	918	004-45	Roof replacement - Street Dept bldg section	\$50,000	2022	Replacing in sections thru 2024
PW-Streets	Public Works	CIP	325	925	004-27	Sidewalk replacement program - ANNUAL	\$4,000	2022	
PW-Streets	Public Works	CIP	325			Jefferson Ave Cost Share Sidewalk construction	\$245,000	2023	KDOT reimbursement 182k, City 58k, Private participation 5k
PW-Streets	Public Works	CIP	325			Plum Street Reconstruction Design	\$54,443	2023	Use Street Project Reserve
PW-Streets	Public Works	CIP	325			Plum Street reconstruction (16th to Mission)	\$460,000	2024	
PW-Streets	Public Works	CIP	325			US160 East CCLIP design	\$48,000	2024	
PW-Streets	Public Works	CIP	325			US160 East CCLIP construction	\$600,000	2025	KDOT 515k, City 85k
PW-Transfer Station	Public Works	CO	434	936	004-21	Worksite Utility vehicle	\$20,000	2022	
Utility-Elec Dist	Utilities	CO	425	931	004-45	ADA restroom/office workspace renovations	\$23,000	2022	5/27 Delay
Utility-Elec Dist	Utilities	CIP	425	931	004-31	Christmas lights - Downtown replacement	\$50,000	2022	5/27 Delay
Utility-Elec Dist	Utilities	CIP	425	931	004-24	Line upgrade - ANNUAL	\$100,000	2022	
Utility-Elec Dist	Utilities	CIP	425	931	004-32	Traffic Signal replacement (Woodlawn & Crusader Dr)	\$60,000	2022	5/27 Delay

CAPITAL IMPROVEMENT PLAN AND CAPITAL OUTLAY Requests - 2022 5-Year Plan (Capital Outlay over \$10,000)

Dept Name	Category	CIP or CO	Fund	Dept No	Fund Acct No	Project/Item	Cost	Year	Additional details/Comments
Utility-Elec Dist	Utilities	CIP	425	931	004-21	Wire Tensioner (Bull Wheel)	\$60,000	2022	5/27 Delay
Utility-Elec Prod	Utilities	CIP	425	930	004-34	Gas Turbine Brush Generator Inspection/Overhaul	\$195,000	2022	5/27 Delay
Utility-Elec Prod	Utilities	CIP	425	930	004-34	Gas Turbine Exhaust Stack replacement	\$220,000	2022	5/27 Delay
Utility-Elec Prod	Utilities	CIP	425	930	004-34	Gas Turbine Liquid Fuel Valve repair	\$45,000	2022	5/19, remove. Will complete in 2021
Utility-Elec Prod	Utilities	CIP	425			SCADA system	\$150,000	2023	
Utility-Elec Prod	Utilities	CIP	425			System Improvements Long Term Phase 2 - ANNUAL	\$133,333	2023	Annual amount 2023-2028 for total cost of \$800,000
Utility-Elec Prod	Utilities	CIP	425			Demineralization Building & System	\$187,000	2024	
Utility-Elec Prod	Utilities	CIP	425			Voltage Regulator Steam Plant replacement	\$350,000	2024	
Utility-Elec Prod	Utilities	CIP	425			Boiler Air Preheater replacement	\$400,000	2025	
Utility-Elec Prod	Utilities	CIP	425			Chemical Cleaning of Boiler	\$70,000	2026	
Utility-Non-Dept	Utilities	CO	425	925	004-22	Vehicle for Asst City Manager of Utilities	\$30,000	2022	5/26 Reduce to 30k from 35k
Utility-Wastewater	Utilities	CIP	425	934	004-34	Bio-basin support structures	\$140,000	2022	
Utility-Wastewater	Utilities	CIP	425	934	004-45	Demo/Cleanup old Wastewater Treatment Plant	\$315,000	2022	5/27 Delay
Utility-Wastewater	Utilities	CO	425	934	004-22	Pick up, 1/2 ton, 4wd replacement	\$40,000	2022	Replace 1998 Chevrolet

CAPITAL IMPROVEMENT PLAN AND CAPITAL OUTLAY Requests - 2022 5-Year Plan (Capital Outlay over \$10,000)

Dept Name	Category	CIP or CO	Fund	Dept No	Fund Acct No	Project/Item	Cost	Year	Additional details/Comments
Utility-Wastewater	Utilities	CIP	425	934	004-21	SCADA computers/software upgrade	\$60,000	2022	
Utility-Wastewater	Utilities	CIP	425	934	004-26	Sewer line extension (Beaver Creek to Seneca)	\$929,490	2022	5/27 Delay
Utility-Wastewater	Utilities	CIP	425	934	004-26	Sewer system rehabilitation program - ANNUAL	\$100,000	2022	
Utility-Wastewater	Utilities	CO	425	934	004-21	Tracked Skid Steer	\$85,000	2022	5/27 Delay
Utility-Wastewater	Utilities	CIP	425	934	004-21	Tractor replacement	\$130,000	2022	Replacing 1993 tractor. 5/27 Delay
Utility-Water Dist	Utilities	CIP	425	933	004-21	Automated Meter Infrastructure ANNUAL	\$107,500	2022	2022-2028 annual amount to replace a portion each year. 5/27 Delay
Utility-Water Dist	Utilities	CO	425	933	004-45	Garage Door addition	\$12,000	2022	
Utility-Water Dist	Utilities	CIP	425	933	004-21	Material Cover for rock and sand	\$45,000	2022	5/27 Delay
Utility-Water Dist	Utilities	CO	425	933	004-45	Parking lot re-surfacing	\$51,000	2022	Parking lot 15k, Alleyway 36k. 5/27 Delay
Utility-Water Dist	Utilities	CO	425	933	004-22	Pick up, 3/4 ton replacement	\$48,000	2022	Replace 2001 Ford
Utility-Water Dist	Utilities	CIP	425	933	004-21	Skid steer replacement	\$59,000	2022	Replace 22 yr old equipment. 5/27 Delay
Utility-Water Dist	Utilities	CIP	425	933	004-42	Waterline rehabilitation - ANNUAL	\$150,000	2022	
Utility-Water Dist	Utilities	CO	425	933	004-45	Worden Park Water Tower repainting	\$72,500	2022	
Utility-Water Dist	Utilities	CIP	425			Airport Booster Station	\$680,000	2023	

CAPITAL IMPROVEMENT PLAN AND CAPITAL OUTLAY Requests - **2022 5-Year Plan** (Capital Outlay over \$10,000)

Dept Name	Category	CIP or CO	Fund	Dept No	Fund Acct No	Project/Item	Cost	Year	Additional details/Comments
Utility-Water Dist	Utilities	CO	425			Dump truck (1-ton)	\$51,000	2023	
Utility-Water Dist	Utilities	CIP	425			Water Model study	\$35,000	2023	
Utility-Water Dist	Utilities	CO	425			Mower replacement	\$14,500	2025	Repalce 10 yr old model
Utility-Water Dist	Utilities	CO	425			Service truck replacement	\$57,000	2025	Replace 13 yr old truck.
Utility-Water Prod	Utilities	CO	415	932	004-21	Auto gate opener	\$12,500	2022	5/27 Delay
Utility-Water Prod	Utilities	CIP	425	932	004-34	Clearwell Cleaning	\$65,000	2022	
Utility-Water Prod	Utilities	CIP	425	932	004-34	Demo/Cleanup old Water Treatment Plant	\$250,000	2022	5/27 Delay
Utility-Water Prod	Utilities	CIP	425	932	004-34	Lagoon cleaning	\$200,000	2022	
Utility-Water Prod	Utilities	CIP	425	932	004-44	Storage/Maintenance building	\$70,000	2022	5/27 Delay
Utility-Water Prod	Utilities	CIP	425	932	004-44	Water Plant rehab/replacement reserve - ANNUAL	\$250,000	2022	Build funds for future replacement. 5/27 Delay
Utility-Water Prod	Utilities	CIP	425			Filter Media replacement	\$70,000	2026	
Utility-Water Prod	Utilities	CIP	425			Zebra Mussel inspection/removal	\$12,000	2026	

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/9/2021 *Budget Year:* 2022

Department Name: Other-All Departments

Project Name or Item: City Fuel Pump replacement

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 324 & 425 *Account No.:* 50/50 General and Utilities

Cost: 13,000 (Hoidale) *Estimated Month of Expenditure:* NA

Function/Purpose/Project: Replace City Fuel Pump

Justification of Purchase: The City fuel pump is 20+ years old and has given us several issues over the last few months. It is getting increasingly difficult to find parts/service for this old pump. This is the fueling station for all City vehicles (Police, Fire, Public Works, Utilities, City Hall, and others)

Submitted by: Jason Newberry

CAPITAL OUTLAY REQUEST

Date Request Completed: 5/20/2021 *Budget Year:* 2023

Department Name: Utility Collection

Project Name or Item: Pickup

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 425 *Account No.:* 925-004.22

Cost: \$35,000.00 *Estimated Month of Expenditure:* January 2023

Function/Purpose/Project: Full size pickup for meter reading

Justification of Purchase: This vehicle will be used for reading electric & water meters within the city & country routes.

We are currently using a 2011 Chevy Colorado pickup with 55,008 miles. In the last 2 years we have spent \$2339.17 on repairs such as heater controls, blower motor, fan clutch, mass airflow sensor, and the AC twice.

At the current time the AC is not working, the driver's seat is broken down which makes for an uncomfortable ride.

The inside door handle has pulled away from the drivers door as well and the door is very hard to shut completely.

Purchasing a new vehicle for meter reading would be cost effective in the long term, rather than putting more money into the 2011 pickup. A new pickup would be under warranty with the only cost being general maintenance.

Submitted by: Sandra Brownlee

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Apron Reconstruction

Department: Airport

Date: 5/5/2021

Proposed CIP Year/s: 2022

New Request: No

Previous CIP Year/s: 2021

Project description/synopsis or Equipment description/details: Reconstruct the Asphalt Apron area with concrete

Project/Equipment Justification: The asphalt apron continues to deteriorate and is not able to support larger aircraft. Replacing the apron with concrete would give us the ability to have more large aircraft on the apron area.

Cost itemization and funding information: A Kansas Airport Improvement (KAIP) Grant for planning and design was approved and accepted in 2019. Council intent and plan was to proceed with project in 2022 after July 1, providing a KAIP Grant for construction was received. Budgeting \$61,300 in 2021 and \$61,300 in 2022 for City share of project. KAIP Grant funds 90% of the total cost, so the City portion would be \$122,600. .

Total Project/Equipment Cost: \$1,226,000 (90% KAIP Grant, 10% City) \$61,300 in 2021 and \$61,300 in 2022

Cost Information Supplied By: HW Lochner

Estimated Month of Expenditure: NA

Contact Person for this request: Matthew Wiebe

Phone No.: 620-440-2213

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Airport Fuel Truck Upgrade

Department: Airport

Date: 2/10/2021

Proposed CIP Year/s: 2024

New Request: Yes

Previous CIP Year/s: 2021

Project description/synopsis or Equipment description/details: This would be a 3000 gallon capacity jet fuel truck used for refueling small to mid sized corporate and commercial aircraft.

Project/Equipment Justification: The existing fuel truck is a 1989 model truck and dispensing system. This truck is currently working, but is showing signs of its age. The truck has had to have maintenance on the vehicle engine and the dispensing system. There are still some maintenance issues that are being worked through. Some of the maintenance would have to be done through a contacted business to upgrade to a safe and reliable vehicle. This vehicle is currently used to dispense 20 to 30 thousand gallons of jet fuel per year. This vehicle is the main source of income for the airport.

Cost itemization and funding information: There are multiple options in upgrading the fuel truck. A refurbished truck that is approximately; 10 years newer than the existing truck; would cost in the range of \$75,000 to \$90,000. Since the Storage Tank on the truck is in good condition the truck could be traded in for \$10,000 to \$15,000. Another option would be to have the existing truck refurbished at a cost of \$35,000 to \$50,000.

Total Project/Equipment Cost: \$35,000 to \$80,000

Cost Information Supplied By: Houston International Aircraft Support

Estimated Month of Expenditure: N/A

Contact Person for this request: Matthew Wiebe

Phone No.: 6204402213

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Runway rehabilitation

Department: Airport

Date: 2/10/2021

Proposed CIP Year/s: 2024

New Request: Yes

Previous CIP Year/s: 2021

Project description/synopsis or Equipment description/details: Seal Runway Pavement Surface/Pavement Joints

Project/Equipment Justification: This project will fund the rehabilitation of the south 4,200 feet of Runway 18-36 to maintain the structural integrity of the pavement and to minimize foreign object debris. This portion of the runway was constructed in the early 2000's, and joints typically need to be resealed every 11 to 12 years following construction to provide adequate protection to the pavement joint. The Kansas Department of Transportation Pavement Condition Report, dated June 2019, lists the current Pavement Condition Index (PCI) at 98 for the portion of Runway 18-36 to be rehabilitated. This same report also details a scenario where no airport pavements are maintained and how this affects PCIs. No pavement maintenance on the existing section of Runway 18-36 would lead to a projected PCI of 96 in 2021. Performing the proposed pavement maintenance will maintain the PCI at its already high level and will extend the useful life of the pavement.

Cost itemization and funding information: Total project cost is \$655,000 with a 90/10 split with the FAA and our share would be \$65,500.

Total Project/Equipment Cost: \$655,000

Cost Information Supplied By: Lochner

Estimated Month of Expenditure: N/A

Contact Person for this request: Matthew Wiebe

Phone No.: 620-440-2213

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Rehabilitate Taxiway

Department: Airport

Date: 2/10/2021

Proposed CIP Year/s: 2026

New Request: Yes

Previous CIP Year/s: 2021

Project description/synopsis or Equipment description/details: Rehabilitate Taxiway

Project/Equipment Justification: This project will fund the rehabilitation of the Runway 18-36 parallel taxiway to maintain the structural integrity of the pavement and to minimize foreign object debris. The parallel taxiway was constructed in the 2000's, and joints typically need to be resealed every 11 to 12 years following construction to provide adequate protection to the pavement joint. The Kansas Department of Transportation Pavement Condition Report, dated June 2019, lists the current Pavement Condition Index (PCI) at an average of the low 90's for the portion of taxiway to be rehabilitated. This same report also details a scenario where no airport pavements are maintained and how this affects PCIs. No pavement maintenance on the portion of taxiway to be rehabilitated would lead to a projected average PCI of the low to mid 80s in 2023. Performing the proposed pavement maintenance will maintain the PCI at its already high level and will extend the useful life of the pavement.

Cost itemization and funding information: Total cost of \$350,000 with a 90/10 split with the FAA and our portion being \$35,000.

Total Project/Equipment Cost: \$350,000

Cost Information Supplied By: Lochner

Estimated Month of Expenditure: N/A

Contact Person for this request: Matthew Wiebe

Phone No.: 620-440-2213

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/9/2021 *Budget Year:* 2022

Department Name: IT/GIS

Project Name or Item: Aerial Photography for GIS

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 324 & 425 *Account No.:* 50/50 Gen and utility

Cost: 20,000 *Estimated Month of Expenditure:* Winter 2022

Function/Purpose/Project: Replace aerial photography that is 17 years old

Justification of Purchase: The GIS system is used daily by many departments in the course of planning projects and dealing with issues. As the City continues to grow we are outgrowing our current (2014) photography. This is also a very useful tool when talking to customers, community, and developers about future projects or areas of concern.

Submitted by: Jason Newberry

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: City Hall Roof replacement

Department: Maintenance

Date: 4/7/2021

Proposed CIP Year/s: 2022

New Request: No

Previous CIP Year/s: N/A

Project description/synopsis or Equipment description/details: Replace City Hall roof

Project/Equipment Justification: The EPDM Roof (rubber) was installed in 2000 with a 20 year warranty. We no longer have any warranty left on roof. The roof was fixed on Jan. 28, 2019, and spent \$414.58 for Leak Repairs. Later, we had to call Webcon two more times in 2019, and spent additional total of \$1196.00 on roof. We have two different roofs on City Hall. The first roof is Gravel, and the second roof is EPDM (rubber) roof. These two roofs are going to be removed, and that is what is driving up the cost for repairing. Plus, Material costs are going up quite considerably because of covid 19 issues, and the supply and demand for roofing materials.

Cost itemization and funding information: \$100,000

Total Project/Equipment Cost: \$100,000

Cost Information Supplied By: Milt Robinson

Estimated Month of Expenditure: March-April 2022

Contact Person for this request: Milt Robinson

Phone No.: 620-326-2811

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Ambulance Reserve

Department: PS-Fire/EMS

Date: 1/20/2021

Proposed CIP Year/s: On going

New Request: Yes

Previous CIP Year/s: 2014 to present

Project description/synopsis or Equipment description/details: Set aside funds in reserve for future ambulance purchases

Project/Equipment Justification: Reduce interest on lease payments

Cost itemization and funding information: 112 Fund

Total Project/Equipment Cost: 25,000

Cost Information Supplied By: Tim Hay

Estimated Month of Expenditure: NA

Contact Person for this request: Tim Hay

Phone No.: 6203267443

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Outdoor Warning Sirens

Department: PS-Fire/EMS

Date: 1/20/2021

Proposed CIP Year/s: 2024

New Request: Yes

Previous CIP Year/s: 2014 to present

Project description/synopsis or Equipment description/details: Replace 8 storm sirens throughout the city, lake and airport.

Project/Equipment Justification: The oldest sirens were installed in 1993. Would like to have all sirens replaced at once for maintenance purposes (parts, etc.)

Cost itemization and funding information: 160,000 total cost. As of 2020, \$60,000 has been placed in reserve since 2014. USDA grant is possible estimated at \$24,000. Leaving \$76,000 still needed by 2024.

Total Project/Equipment Cost: \$25,000 set aside in 2022, 2023 and 2024

Cost Information Supplied By: Tim Hay

Estimated Month of Expenditure: NA

Contact Person for this request: Tim Hay

Phone No.: 6203267443

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/29/2021 *Budget Year:* 2022

Department Name: Fire-EMS

Project Name or Item: Training structure (shipping containers)

Replacing item/equipment or adding new?: Adding new

Fund No.: 324 *Account No.:* 91200445

Cost: \$15,000 for (3) shipping containers includes shipping *Estimated Month of Expenditure:* April 2022

Function/Purpose/Project: Three shipping containers to be assembled at the compost site for training purposes.

Justification of Purchase: The Fire/EMS department used to use the old wastewater plant for simulated structure fire training but due to the buildings size, and deteriorating condition it is no longer used. There is also no fire hydrant on site to be used. This site will not be completed until 2023 as we will still need to install doors and windows which staff can perform many of those tasks and supplies can be purchased through the annual budgets. We lose points on our ISO rating due to not having a training tower. Structure fires are now fewer than they were in the past so regular training is needed to keep staffs skills efficient.

Submitted by: Tim Hay

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Air Conditioning

Department: PS-Fire/EMS

Date: 1/20/2021

Proposed CIP Year/s: 2022

New Request: No

Previous CIP Year/s: 2014 to present

Project description/synopsis or Equipment description/details: Replace single roof top unit with dual units

Project/Equipment Justification: The air conditioning continues to have mechanical problems. When the sole unit fails there is no air conditioning for the entire station. The existing unit will be 22 years old.

Cost itemization and funding information: 325 Fund \$60,000 in 2022

Total Project/Equipment Cost: \$120,000 \$60,00 was designated in 2021 budget

Cost Information Supplied By: Tim Hay

Estimated Month of Expenditure: March

Contact Person for this request: Tim Hay

Phone No.: 6203267443

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Station Remodel (Kitchen area)

Department: PS-Fire/EMS

Date: 1/20/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: 2015 to present

Project description/synopsis or Equipment description/details: Replace kitchen cabinets, counter tops, flooring in kitchen and hallways.

Project/Equipment Justification: The Fire/EMS facility will be 22 years old in 2022 and nothing has been no remodeling. The facility is occupied 24/7 with anywhere from 4-8 people incurring heavy wear and tear. Staff can do demo work.

Cost itemization and funding information: 325 Fund

Total Project/Equipment Cost: 35,000

Cost Information Supplied By: Tim Hay

Estimated Month of Expenditure: April

Contact Person for this request: Tim Hay

Phone No.: 6203267443

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Aerial Truck

Department: PS-Fire/EMS

Date: 1/20/2021

Proposed CIP Year/s: 2023

New Request: Yes

Previous CIP Year/s: 2013 to present

Project description/synopsis or Equipment description/details: Replace year 2000 aerial truck

Project/Equipment Justification: The present aerial truck will be 23 years old in 2023 and have outlived the expected lifespan of a ladder truck in a department our size. There will be some resale value of the existing truck, estimate \$70,000

Cost itemization and funding information: Fund 112 lease purchase

Total Project/Equipment Cost: 950,000

Cost Information Supplied By: Tim Hay

Estimated Month of Expenditure: NA

Contact Person for this request: Tim Hay

Phone No.: 6203267443

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Ambulance Replacement

Department: PS-Fire/EMS

Date: 1/20/2021

Proposed CIP Year/s: 2023

New Request: Yes

Previous CIP Year/s: 2018 to present

Project description/synopsis or Equipment description/details: Replacement of a 2013 ambulance

Project/Equipment Justification: Continue with ambulance replacement of every 10 years due to higher maintenance costs and out of service often when 10 years approaches.

Cost itemization and funding information: Fund 112

Total Project/Equipment Cost: 245,000

Cost Information Supplied By: Tim Hay

Estimated Month of Expenditure: NA

Contact Person for this request: Tim Hay

Phone No.: 6203267443

CAPITAL OUTLAY REQUEST

Date Request Completed: 3/18/2021 *Budget Year:* 2024

Department Name: Fire-EMS

Project Name or Item: Crew cab pickup 3/4 ton 4WD

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 112 *Account No.:* 912

Cost: 40,000 *Estimated Month of Expenditure:* NA

Function/Purpose/Project: A four wheel drive 3/4 ton crew cab pickup. Dispose of 2003 pickup and move 2008 pickup to its spot as a utility truck that goes on inspections, hydrant painting, school trips, etc. The new pickup would be the main EMS pickup and pull trailers when needed.

Justification of Purchase: Need a mechanically responsible pickup to respond on EMS calls and big enough to pull any of our trailers.

Submitted by: Tim Hay

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/5/2021 *Budget Year:* 2022

Department Name: Police

Project Name or Item: BWC/Server Upgrade

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 324 *Account No.:* 911-004.21

Cost: \$40,000 *Estimated Month of Expenditure:* March 2021

Function/Purpose/Project: Upgrade existing Body Cameras (BWC) to include existing BWC Server

Justification of Purchase: What will item be used for? 2014 WPD implemented a body camera program with associated equipment (server) in an effort to maintain video/audio evidence of Wellington Police daily interaction with our community. At the time of inception, WPD patrol officers were outfitted with individual body cameras to capture citizen interaction. This proposal would be to replace (18) individual body cameras, as well as to replace our existing "backend" server housing audio/video data from BWCs, at an estimated project cost of \$35,000.

2. If item is being replaced, what is the age, condition and mileage of the old item? As previously mentioned, WPD implemented a BWC program in 2014, therefore most BWCs are going on seven years old. The "backend" server is the original server (2014) at the time of implementation.
3. Why does the item need to be replaced? As with age, coupled with technology changes/improvements, systems become obsolete, therefore WPD is seeking to maintain a reliable and robust BWC program.
4. What have maintenance costs been in the last 2-3 years? Since 2014, WPD has replaced approximately 3/4 of the BWC initially purchased at a cost of \$500-\$1000 per camera.
5. What would ongoing maintenance cost be? As with BWC, it's anticipated that 4/5 cameras would be replaced yearly at an expected cost of \$500-\$1000 per camera.
WPD would not anticipate any server expense for the 2-3 years.
6. What will impact/consequences be, if purchase is not made? For no better terms, BWC is here to stay. BWC video has become a commonplace in the law enforcement arena, specifically for Wellington. Often times, BWC is the first evidence sought by the Court system and/or local attorneys. In cases of officer misconduct, its often the first item of evidence examined. With this, coupled with technology advancements, the need to maintain a current BWC systems is paramount.
7. How will purchase of the new item benefit the City? The continued advantages of a robust BWC program, the evidence provided, the benefits of transparency have all helped to provide a level of professionalism for our local law enforcement community. Additionally, the mere benefit/impact of having video/audio for the Courts is critical for every aspect of duties.
8. What are the maintenance costs of the new item going to be? Initially, as outlined under item 5, while we would anticipate no maintenance cost for the first year, we would, however, with any electronic equipment, project the replacement of failed BWC systems. This would be absorbed by the department budget.

Submitted by: Tracy A. Heath

CAPITAL OUTLAY REQUEST

Date Request Completed: 3/22/2021 *Budget Year:* 2022

Department Name: Police

Project Name or Item: Police Vehicle

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 324 *Account No.:* 911.004.22

Cost: \$35,000 *Estimated Month of Expenditure:* February 2022

Function/Purpose/Project: Police Vehicle

Justification of Purchase: In an effort to maintain a reliable police fleet, WPD is proposing for the 2022 Budget the purchase of (1) Police vehicle to be utilized by the School Resource Officer Position.

Following the budget outline, this memo will address the budget process questions:

1. What will item be used for? The vehicle will be utilized to replace one aging Police vehicle, 2013 Chevrolet Impala, currently in our fleet.
2. If item is being replaced, what is the condition of the old item? How old is the item being replaced? The vehicle to be replaced, a 2013 Chevrolet Impala, will have accumulated approximately 125,000 miles or more. This vehicle was purchased new by the City and initially assigned to Patrol duties. Recently, due to mileage and associated maintenance costs, this vehicle was assigned to the SRO position.
3. Why does item need to be replaced? As patrol vehicle maintenance cost rises, thus the ability to maintain a reliable police fleet diminishes.
4. What have maintenance cost been in the last 2-3 years? If vehicle include mileage? For the 2013 Chevrolet Impala maintenance cost over the life of the vehicle has been approximately \$13,500. In 2020 alone, maintenance cost has exceeded \$5200 dollars.
5. What would ongoing maintenance cost be? As in the 2013 Chevrolet, currently in service, I would gather we would continue to see a rise with maintenance cost as the vehicle ages as well as wear and tear.
6. What will impact/consequence be, if purchase is not made? What would ongoing maintenance cost be? If vehicle is not replaced, I would suspect we would begin to see deterioration as well as increase maintenance cost.
7. How will purchase of the new item benefit the city? It is to the City's advantage to continue with the regularly scheduled purchase of police vehicles, so that the department has reliable vehicles available, in order to avoid vehicle down time and the possible misfortune of not providing the needed services to the citizens of Wellington in a timely manner.

CAPITAL OUTLAY REQUEST

Date Request Completed: 3/30/2021 *Budget Year:* 2022

Department Name: Police

Project Name or Item: Police Special Service Vehicle

Replacing item/equipment or adding new?: Adding new

Fund No.: 324 *Account No.:* 911-004.22

Cost: \$45,000 *Estimated Month of Expenditure:* February 2022

Function/Purpose/Project: Police Special Service Vehicle

Justification of Purchase:

1. What will the item be used for? This dual purpose/special purpose vehicle, preferably a passenger style van, will be utilized by Department personnel as a prisoner transport vehicle and/or anytime WPD needs to transport a person, specifically juveniles.
2. If the item is being replaced, what is the age, condition and mileage of the old item? This proposal is a new purchase and/or an addition to the WPD fleet.
3. What does the item need to be replaced? New purchase... With the addition of two juvenile care facilities within our community over the last several years, WPD has seen a significant increase in the number of juveniles being removed from custody and transported to other locations. WPD is responsible for transport. Additionally, as mentioned above, a passenger style van would allow multiple person transport.
4. What has maintenance cost be in the last 2-3 years? Currently, while WPD has no such vehicle in inventory, WPD utilizes daily patrol vehicles to accomplish these tasks....thus increasing mileage, reducing vehicle life expectancy and increasing potential maintenance issues/concerns for patrol fleet.
5. What would on-going maintenance cost be? I would suspect for the 1-2 years of service, routine maintenance including but not limited to; oil changes, tire rotation/replacement and battery replacement.
6. What will the impact be if purchase is not made? As previously mentioned, with the increase of transports, particularly juveniles, WPD has seen an increase in patrol vehicle service thus potentially reducing patrol vehicle life expectancy.....additionally, increasing maintenance cost associated with maintaining a serviceable fleet.
7. How will purchase of the new item benefit the City? Main benefit would allow a single vehicle multi-purpose, multi-passenger transport system, thus reducing patrol vehicle usage.
8. What are the maintenance cost of the new item going to be? As previously mentioned, for the first several years, routine maintenance, including but not limited to oil changes, tire rotation/replacement and brake/battery replacements.

Submitted by: Tracy A. Heath

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Public Safety Building Roof replacement

Department: PS-Police

Date: 2/9/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: none

Project description/synopsis or Equipment description/details: Public Safety Building Roof Replacement

Project/Equipment Justification: The City of Wellington Public Safety building was built/constructed in 2000. Building is over 20 years old. Numerous roof leaks on both Police/Fire side.

Cost itemization and funding information: Public Safety Building divided into (6) sections...

Section #1-Fire Bay side, 9022 sq/ft=\$72,176.00

Section #2-Fire side, 6130 sq/ft=\$49,040.00

Section #3-Lobby/Training Room, 2798 sq/ft=\$22,384.00

Section #4-Fire Training Tower, 231 sq/ft=\$2,310.00

Section #5-Westside Roof area by west entrance, 374 sq/ft=\$3,740.00

Section #6-Police side, 7125 sq ft=\$57,000.00

Total Project/Equipment Cost: \$235,902.00

Cost Information Supplied By: Mahaney Group, 2822 N. Mead St, Wichita, Ks

Estimated Month of Expenditure: June 2022

Contact Person for this request: Tracy A. Heath

Phone No.: 620-326-3331

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Water Slide Replacement Fund

Department: PW-Aquatic Center

Date: 2/8/2021

Proposed CIP Year/s: 2022-2026

New Request: No

Previous CIP Year/s: Annual

Project description/synopsis or Equipment description/details: Contribute to the fund to purchase replacement slides at the aquatic center

Project/Equipment Justification: The age of the water slides at the aquatic center has exceeded the average life expectancy of 15 years. This request is intended to raise funds over several years for slide replacement. The estimated replacement cost is around \$225,000.

Cost itemization and funding information: 325 fund

Total Project/Equipment Cost: \$20,000

Cost Information Supplied By: Seth Henton

Estimated Month of Expenditure: N/A

Contact Person for this request: Jeremy Jones

Phone No.: 326-7831

CAPITAL OUTLAY REQUEST

Date Request Completed: 5/14/2021 *Budget Year:* 2024

Department Name: PW-Auditorium

Project Name or Item: Stage Lighting

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 001 *Account No.:* 913 004.45

Cost: \$15,000 *Estimated Month of Expenditure:* NA

Function/Purpose/Project: Lighting over the stage area

Justification of Purchase: To accommodate the multiple uses that the indoor stage area of the Memorial Auditorium has the ability to provide, appropriate stage lighting is a significant requirement for not only the preparation for concerts and events, but also for the actual performances and setting the atmosphere for the audience. The stage area, if not lit well, can become unsafe and pose risks or injury to workers and performers. With updated lighting, the stage will be able to accommodate the increased use of the Memorial Auditorium for a wide variety of concerts and events.

Submitted by: Jeremy M. Jones, Director of Public Works

CAPITAL OUTLAY REQUEST

Date Request Completed: 5/14/2021 *Budget Year:* 2025

Department Name: PW-Auditorium

Project Name or Item: Rehab Auditorium Floor

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 001 *Account No.:* 913 004.45

Cost: \$25,000 *Estimated Month of Expenditure:* NA

Function/Purpose/Project: Rehabilitation of auditorium floor

Justification of Purchase: The floor of the Memorial Auditorium has been deteriorating as it ages and with increased usage. The current uses and potential future uses of the Memorial Auditorium will impact the stability and safety of the existing flooring. To better accommodate all uses of this facility, an improved flooring is proposed that would only enhance the ability for additional uses for all types of events and concerts.

Submitted by: Jeremy M. Jones, Director of Public Works

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Comprehensive Community Plan

Department: Administration

Date: 1/21/2021

Proposed CIP Year/s: 2022

New Request: No

Previous CIP Year/s: 2013, 2018, 2019, 2020

Project description/synopsis or Equipment description/details: Professional development and preparation of a Comprehensive Community Plan for the City.

Project/Equipment Justification: The last Comprehensive Community Plan for the City was completed in the year 2000, 21 years ago. A specific Development Plan for the East Highway 160 area was completed in the year 2012, 19 years ago.

A comprehensive plan establishes a vision for future growth over a long-term period. Comprehensive plans are anticipatory, forward thinking, and long range in nature. A plan is a tool that is designed and developed to help a community determine its needs, and set goals and recommendations to direct future development. With Cowley College being a reality and other potential growth for the City, it is important that we have a current updated comprehensive plan to help guide development into the future.

Cost itemization and funding information:

\$70,000 (325 fund)

Total Project/Equipment Cost: \$70,000

Cost Information Supplied By: PEC

Estimated Month of Expenditure: n/a

Contact Person for this request: Shane Shields

Phone No.: n/a

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Property Condemnation

Department: PW-Building/Zoning/Codes

Date: 2/13/2021

Proposed CIP Year/s: 2022-2026

New Request: No

Previous CIP Year/s: Annual

Project description/synopsis or Equipment description/details: Demolition of dangerous structures

Project/Equipment Justification: Funds to hire contractor for the removal and disposal of dangerous structures when property owners fail to do so. Four (4) structures per year at an average cost of \$5000 each. These funds would also be used if a nuisance case required the City to hire a contractor to abate the nuisance.

Cost itemization and funding information: 4 structures @ \$5000 each, \$20,000 - 325 Fund

Total Project/Equipment Cost: \$20,000

Cost Information Supplied By: Jeremy M. Jones

Estimated Month of Expenditure: NA

Contact Person for this request: Jeremy M. Jones

Phone No.: 620-326-7831

CAPITAL OUTLAY REQUEST

Date Request Completed: 3/30/2021 *Budget Year:* 2022

Department Name: PW-Cemetery

Project Name or Item: Worksite Utility Vehicle with sprayer

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 324 *Account No.:* 919-004.21

Cost: \$25,000 *Estimated Month of Expenditure:* March

Function/Purpose/Project: Replace 2007 John Deere Gator utility vehicle

Justification of Purchase: Our current utility vehicle is fourteen years old with over 2,500 hours, expected life expectancy is 3,000 hours from the manufacturer. This WSUV is an integral part of Cemetery operations as well as being utilized by other departments to spray, haul Staff and materials between job sites, and reduces the wear and tear on the grounds as well as on larger and more expensive vehicles and equipment. It allows Staff the ability to access the grounds during wet periods, without tearing up the grass or leaving ruts, to level settled graves, haul soil away during digging operations, or clean up due to weather events. The current WSUV would be used to replace a 2001 EZ-Go Golf Cart that has become unreliable due to numerous breakdowns over the last few years. The golf cart also has minimum payload and towing capabilities limiting what operations can be performed with it. The sprayer would be similar to our current 100 gallon F/S MFG sprayer with options to spray with a 12' boom, boomless, or hand wand. Staff recommends keeping the current vehicle within the Cemetery due to repeated requests from other departments for use at the same time for spraying and other projects.

Submitted by: James Hearlson

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Land Acquisition - Cemetery expansion

Department: PW- Cemetery

Date: 2/3/2021

Proposed CIP Year/s: 2022-2026

New Request: No

Previous CIP Year/s: 2019, 2020, 2021

Project description/synopsis or Equipment description/details: Funding to increase the Cemetery Capital Improvement Reserve Fund for the purpose of acquiring additional land for Cemetery operations

Project/Equipment Justification: Prairie Lawn Cemetery currently has approximately 11-37 years of lot sales remaining. In 2021 staff will request to open part of Section 16, which is the last remaining unopened section. The Cemetery currently has limited expansion options available at its current location; building the Reserve Fund will lessen the likelihood of missing any opportunities of land purchases around the Cemetery, as well as, ensuring the Cemetery is available to meet the needs of the citizens for years to come. It is unlikely that the land surrounding the Cemetery will reverse the current trend of increasing in value, especially with the development of the Short properties northeast of the Cemetery, as well as, along the eastern corridor. Purchasing additional land before we require it allows us to budget for and spread out the costs and man-hours needed for site preparation (design, surveying, grading, utilities, turf establishment, landscaping, roads, and stormwater management). Any purchases of land not adjacent to the current Cemetery will incur additional recurring costs, such as additional staffing, vehicles, mowers, trailers, and other equipment due to loss of productivity from travel time and maintaining two Cemeteries with active burials.

Cost itemization and funding information: 325

Total Project/Equipment Cost: \$25,000 annually

Cost Information Supplied By: James Hearlson

Estimated Month of Expenditure: N/A

Contact Person for this request: James Hearlson

Phone No.: 620-326-7937

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Mausoleum and Campanile Roof replacement

Department: PW- Cemetery

Date: 2/3/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: N/A

Project description/synopsis or Equipment description/details: Replace 24 year old roofs on the Mausoleum and Campanile

Project/Equipment Justification: The roofs on the Mausoleum and Campanile (bell tower) were last replaced in 1997 with a granule surfaced modified roofing membrane with a 12 year warranty. Staff has had the roofs inspected and while they are in decent shape for their age they have exceeded their life expectancy of 15-20 years. The existing roofs would be removed down to the roof decks and a new roofing system would be installed. While Staff have not noticed any water penetration or damage to the interior of the Mausoleum or Campanile, there is evidence of water ponding around the roof scuppers (drains) on both buildings. Given the use and construction of the Mausoleum and Campanile, and the age of the roofs, Staff believes it would be best to take preemptive action to prevent leaks and damage to the interiors of either building.

Cost itemization and funding information: 325-919-004.45

Total Project/Equipment Cost: \$40,000

Cost Information Supplied By: James Hearlson

Estimated Month of Expenditure: June

Contact Person for this request: James Hearlson

Phone No.: 620-326-7937

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Mausoleum and Campanile Roof replacement

Department: PW- Cemetery

Date: 2/3/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: N/A

Project description/synopsis or Equipment description/details: Replace 24 year old roofs on the Mausoleum and Campanile

Project/Equipment Justification: The roofs on the Mausoleum and Campanile (bell tower) were last replaced in 1997 with a granule surfaced modified roofing membrane with a 12 year warranty. Staff has had the roofs inspected and while they are in decent shape for their age they have exceeded their life expectancy of 15-20 years. The existing roofs would be removed down to the roof decks and a new roofing system would be installed. While Staff have not noticed any water penetration or damage to the interior of the Mausoleum or Campanile, there is evidence of water ponding around the roof scuppers (drains) on both buildings. Given the use and construction of the Mausoleum and Campanile, and the age of the roofs, Staff believes it would be best to take preemptive action to prevent leaks and damage to the interiors of either building.

Cost itemization and funding information: 325-919-004.45

Total Project/Equipment Cost: \$40,000

Cost Information Supplied By: James Hearlson

Estimated Month of Expenditure: June

Contact Person for this request: James Hearlson

Phone No.: 620-326-7937

CAPITAL OUTLAY REQUEST

Date Request Completed: 3/23/2021 *Budget Year:* 2023

Department Name: PW-Cemetery

Project Name or Item: Mower Replacement

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 324 *Account No.:* 919-004.21

Cost: 24,000 *Estimated Month of Expenditure:* March

Function/Purpose/Project: Replace 2010 John Deere front mount rear discharge mower

Justification of Purchase: This mower is used extensively within the Cemetery during the spring, summer, and fall mowing season as well as during the winter for snow removal, both downtown and within the Cemetery. This mower currently has 2,300 hours and averages 225-250 hours during a normal mowing season, and any lengthy downtime due to maintenance issues causes the Cemetery to look unkempt and overgrown. This mower was gone through by a John Deere mechanic in 2018, and rebuilt/refurbished for approximately \$7,200, to extend the life of the machine and save money over purchasing a new machine. Typical replacement schedule for a Cemetery mower is 6 to 7 years. The existing mower may be moved to another department within Public Works that requires less mowing.

Submitted by: James Hearlson

CAPITAL OUTLAY REQUEST

Date Request Completed: 3/30/2021 *Budget Year:* 2023

Department Name: PW-Cemetery

Project Name or Item: Ornamental Iron Fence

Replacing item/equipment or adding new?: Adding new

Fund No.: 325 *Account No.:* 919-004.45

Cost: \$13,000 *Estimated Month of Expenditure:* March

Function/Purpose/Project: Ornamental Iron Fence between the south side of Sumner Memorial Gardens and the north side of Prairie Lawn Cemetery

Justification of Purchase: This project would remove the shrubs currently on the property line and replace with an ornamental iron fence with a concrete mow strip matching what has been installed along the east/west property line of Prairie Lawn and Sumner Memorial. The shrubs have become overgrown, extending up to six feet past the property line making it difficult for Staff to maintain drainage, Avenue of Flags pole sleeves, and turf. The shrubs catch and mound leaves and trash, have numerous dead spots in them detracting from the appearance of the Cemetery. During snow events, Staff has been forced to close off the north road of the Cemetery due to drifting snow, it is not uncommon for some drifts to exceed four feet in height. Discussions with the County Department overseeing Sumner Memorial Gardens has indicated that they would be open to splitting the cost of the project, potentially lowering the City's cost to \$6,500.

Submitted by: James Hearlson

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Cremation Garden

Department: PW- Cemetery

Date: 2/16/2021

Proposed CIP Year/s: 2024

New Request: No

Previous CIP Year/s: 2015, 2014

Project description/synopsis or Equipment description/details: Addition of cremation burial options around the Mausoleum

Project/Equipment Justification: The Cemetery is currently working with an architect for preliminary design work for the addition of cremation burial options around the Mausoleum, this request would provide funding to begin construction on the first phase. This would include additional columbariums, additional in-ground and above ground options, private family estates, as well as scattering or ossuary options. Included in the landscaping designs are a reflecting pool, and gazebo for families to conduct funeral services in. With diminishing lots available for burial and a rising cremation rate, 5 year average is 48%, this project would help to extend the life of the cemetery as well as provide the public with an increased number of cremation burial options over a wider price range. Staff has been contacted by individuals about the possibility of donating part or all of the gazebo as well as other features of the cremation garden.

Cost itemization and funding information: 325-919-004.45

Total Project/Equipment Cost: \$100,000

Cost Information Supplied By: James Hearlson

Estimated Month of Expenditure: NA

Contact Person for this request: James Hearlson

Phone No.: 620-326-7937325-919

CAPITAL OUTLAY REQUEST

Date Request Completed: 3/23/2021 *Budget Year:* 2025

Department Name: PW-Cemetery

Project Name or Item: Columbarium

Replacing item/equipment or adding new?: Adding new

Fund No.: 325 *Account No.:* 919-004.45

Cost: \$15,000 *Estimated Month of Expenditure:* June

Function/Purpose/Project: 48 niche columbarium

Justification of Purchase: A columbarium is a collection of niches designed to house urns containing cremated remains. This columbarium would match and be placed to the east of the existing 48 niche columbarium. The cremation rate continues to climb nationally, as well as locally. The Cemetery's 5-year cremation average is 48%, 10 year average is 44%, and 15-year average is 40%. With limited land available for burial this columbarium would have 48 niches and could accommodate up to 96 cremains with a 15 square feet footprint as opposed to the almost 4,000 square feet required with the current 4'x10' lot layout. Staff has received more numerous requests in recent years for other cremation interment options from both the public and funeral homes. A columbarium provides both an attractive and elegant burial option, as well as, an economical one as well for the citizens of Wellington. From discussions with other cemeteries who have columbariums it is not uncommon to double the columbarium cost in profit, which would assist in making the Cemetery less reliant on the taxpayers for operating costs. General maintenance costs of a granite columbarium would be minimal.

Submitted by: James Hearlson

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/8/2021 *Budget Year:* 2022

Department Name: PW-Lake

Project Name or Item: Road Rock

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 325 *Account No.:* 923-004-43

Cost: \$15,000 *Estimated Month of Expenditure:* January

Function/Purpose/Project: Rock to improve lake roads

Justification of Purchase: The high volume of traffic in 2020/2021 on the lake roads have depleted the amount of material on them. The majority of the nearly 10 miles of roads around the lake are owned and maintained by the City, not County or Township. The existing gravel has been broken down, making the roads dusty when it's dry and muddy and slick after rains. Every road, particularly the ones on the west side of the facility are in need of more rock.

Submitted by: Doug Kinney

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/8/2021 *Budget Year:* 2023

Department Name: PW-Lake

Project Name or Item: Patrol/work boat

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 324 *Account No.:* 923-004-21

Cost: \$15,000 *Estimated Month of Expenditure:* 2023

Function/Purpose/Project: Replace 1981 pontoon work boat

Justification of Purchase: This boat is used for various tasks on the water, including assisting in rescue situations, maintaining buoys, setting the fish feeders and general water patrol. The boat we have is a 1981 with a 70's motor. Each year we have trouble getting the motor working and parts and finding someone to work on a boat this old is getting very difficult. We need a reliable boat for emergency situations. Our boat has a wood floor that has to be replaced every few years because it sits on the water most of the year, wood floor is also very heavy and causes more stress on the motor. The pontoons are very beat up and have leaks that have to be repaired regularly. We would like to purchase a newer boat with a newer motor that has an aluminum floor that will last much longer.

Submitted by: Doug Kinney

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Boat slip dock

Department: PW-Lake

Date: 2/15/2021

Proposed CIP Year/s: 2023

New Request: No

Previous CIP Year/s: 2017

Project description/synopsis or Equipment description/details: Multiple boat slips and fishing dock for patrons to rent and leave their boat for a short period of time, will be placed on east side of old lake where there is no cove or a good shoreline to park boats near a large camping area.

Project/Equipment Justification: To provide lake boating and fishing patrons a place to park their boats and better access for fishermen. Docks attract fish and provide a place to park boats securely. There are several shorelines around the lake that are too shallow to pull a boat close to land, this would provide a walking surface between the boats and land.

Cost itemization and funding information: 325 Fund

Total Project/Equipment Cost: \$80,000

Cost Information Supplied By: Wahoo Dock Company

Estimated Month of Expenditure: May

Contact Person for this request: Doug Kinney

Phone No.: 620-464-5454

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Loga Vista Cabin Remodel

Department: PW-Lake

Date: 2/15/2021

Proposed CIP Year/s: 2022

New Request: No

Previous CIP Year/s: 2021

Project description/synopsis or Equipment description/details: Loga Vista Cabin remodel to repair and update the facility.

Project/Equipment Justification: The cabin was donated to the City in 2017 by the Wichita Girl Scout Council. It had little investment put into it over the years and has the potential to be a strong, attractive rental building, generating additional revenue. It is a log cabin that needs 3 or 4 logs at the bottom of the north wall replaced, minor kitchen remodel, structural roof stabilization, new deck on the south side and ADA improvements. The facility would be available for daily, overnight, weekend or weekly rentals for wedding receptions, reunions, vacations or hunting trips

Cost itemization and funding information: 325 Fund

Total Project/Equipment Cost: 20,000

Cost Information Supplied By: N/A

Estimated Month of Expenditure: february

Contact Person for this request: Doug Kinney

Phone No.: 620-434-5454

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/8/2021 *Budget Year:* 2024

Department Name: PW-Lake

Project Name or Item: Tree spade

Replacing item/equipment or adding new?: Adding new

Fund No.: 001 *Account No.:* 923-004-21

Cost: \$15,000 *Estimated Month of Expenditure:* September

Function/Purpose/Project: Used tree spade

Justification of Purchase: Most of the trees on old lake were planted in the thirties and are dying. A tree spade would allow us to replace them with decent sized trees from around the lake.

Submitted by: Doug Kinney

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Lake shelters

Department: PW-Lake

Date: 2/15/2021

Proposed CIP Year/s: 2024

New Request: No

Previous CIP Year/s: N/A

Project description/synopsis or Equipment description/details: A metal shelter with concrete floor for a picnic table

Project/Equipment Justification: These shelters will provide protection from the sun and rain for patrons, fisherman, picnic goers and site seers.

Cost itemization and funding information: 325 Fund

Total Project/Equipment Cost: 25,000

Cost Information Supplied By: metal carports usa

Estimated Month of Expenditure: May

Contact Person for this request: Doug Kinney

Phone No.: 620-434-5454

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Rip Rap Rock

Department: PW-Lake

Date: 2/15/2021

Proposed CIP Year/s: 20,222,023,202,420,200,000

New Request: No

Previous CIP Year/s: 20,192,020

Project description/synopsis or Equipment description/details: Large rock for shorelines

Project/Equipment Justification: Large rock to help prevent erosion of shoreline and helps maintain clearer water. Several years ago, rock was purchased three consecutive years and a number of problem locations were fixed. Since that time we have noticed other locations eroding. Continued erosion creates a bank with a drop off rather than a smooth shoreline transition to the water and hampers lakeside activities.

Cost itemization and funding information: 325 Fund

Total Project/Equipment Cost: \$30,000

Cost Information Supplied By: Butler County Quarry

Estimated Month of Expenditure: Febuary

Contact Person for this request: Doug Kinney

Phone No.: 620-434-5454

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/8/2021 *Budget Year:* 2025

Department Name: PW-Lake

Project Name or Item: Mower replacement

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 324 *Account No.:* 923-004-21

Cost: \$15,000 *Estimated Month of Expenditure:* March

Function/Purpose/Project: Replace 72" ZTR mower

Justification of Purchase: The existing mower will be over ten years old and be worn out. If not replaced it will be costing the city down time and lots of parts to continue using. The cost of replacing the deck on another mower at ten years was \$3300. Around ten years or more anticipated repairs would be motor - \$2900, hydrostat - \$2500 and each wheel motor - \$1100 each, roughly \$10,000 total.

Submitted by: Doug Kinney

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Beach Restroom

Department: PW-Lake

Date: 2/15/2021

Proposed CIP Year/s: 2022

New Request: No

Previous CIP Year/s: 20,162,020

Project description/synopsis or Equipment description/details: Prefabricated concrete restroom unit for beach area. Unit is water-less, vault system.

Project/Equipment Justification: Since we have started camping during winter months lake patrons need a restroom and people at swimming area will not have to travel 1/2 mile to the shower house or, unfortunately, stay in water to use restroom. The water-less vault system does not have to be winterized and closed so it can remain open year around. Most surrounding lakes have a restroom at their swimming area.

Cost itemization and funding information: 325-923-004-45

Total Project/Equipment Cost: \$80,000

Cost Information Supplied By: CXT Company

Estimated Month of Expenditure: March

Contact Person for this request: Doug Kinney

Phone No.: 620-434-5454

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Rental Tiny Home #2

Department: PW-Lake

Date: 2/25/2021

Proposed CIP Year/s: 2025

New Request: No

Previous CIP Year/s: 20,192,022

Project description/synopsis or Equipment description/details:

2nd rental cabin

Project/Equipment Justification: Providing the first rental cabin is up and running and a popular facility, this would add available space to be rented. The long range plan for the lake is to have the Loga Vista cabin function independently or in conjunction with several smaller cabins in the same area. The smaller cabins can be rented separately to individuals or as additional space for larger events at Loga Vista. Several lakes within a 200 mile radius have rental cabins that are regularly filled.

Cost itemization and funding information: 325 Fund

Total Project/Equipment Cost: \$45,000

Cost Information Supplied By: Sky Line Cabins

Estimated Month of Expenditure: March

Contact Person for this request: Doug Kinney

Phone No.: 620-434-5454

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/8/2021 *Budget Year:* 2026

Department Name: PW-Lake

Project Name or Item: Worksite utility vehicle

Replacing item/equipment or adding new?: Adding new

Fund No.: 324 *Account No.:* 923-004-21

Cost: \$24,500 *Estimated Month of Expenditure:* May

Function/Purpose/Project: Purchase a worksite utility vehicle with a cab

Justification of Purchase: This vehicle will be used for checking permits, campers, fisherman, cleaning restrooms, weed-eating, cleaning the shoreline and general short trips between the maintenance shop and permit office. It could also be equipped with a spraying unit at a later date for weed control.

Submitted by: Doug Kinney

CAPITAL OUTLAY REQUEST

Date Request Completed: 3/31/2021 *Budget Year:* 2022

Department Name: PW-Parks

Project Name or Item: Mower Replacement

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 324 *Account No.:* 915-004-21

Cost: \$25,000 *Estimated Month of Expenditure:* January

Function/Purpose/Project: Replace 2013 Grasshopper 725D mower

Justification of Purchase: This Grasshopper 725D mower is 8 years old and currently has about 2800 hours. Our mowers are used an average of 620 hours per year. Maintenance cost to keep this mower in working condition has been extensive. Breakdowns have resulted in many hours of this machine setting idle. Some of the repairs have included a hydraulic pump on two occasions, new PTO clutch three times (we have been told they only have a life expectancy of 800 to 1000 hours), blade spindles, PTO gearbox, hydraulic lift, electric power actuator, and fuse box along with other smaller issues. We would like to replace this Grasshopper mower with a new 72 inch cut diesel mower including a blade attachment. This will provide us with a dependable machine to maintain our parks to expected standards and remove snow in the winter months. Cost to maintain and operate a new machine should be much less as it will be covered by warranty for some time.

Submitted by: Seth Henton

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Hibbs-Hooten Stadium Improvements

Department: PW-Parks

Date: 2/8/2021

Proposed CIP Year/s: 2022-2026

New Request: Yes

Previous CIP Year/s: N/A

Project description/synopsis or Equipment description/details: Improvements to Hibbs-Hooten Baseball Field and Stadium

Project/Equipment Justification: Updating and improvements are needed at Hibbs-Hooten baseball field and stadium. Improvements could be implemented over a few years. This includes upgrading stadium seating, backstop netting, improved press box, expanded bleachers, ticket booth, upgrading sprinkler system, updated grounds crew garage/shop and storage.

Cost itemization and funding information: 325 fund

Total Project/Equipment Cost: \$20,000 annually

Cost Information Supplied By: Seth Henton

Estimated Month of Expenditure: N/A

Contact Person for this request: Jeremy Jones

Phone No.: 326-7831

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Hibbs-Hooten Stadium Roof

Department: PW-Parks

Date: 2/10/2021

Proposed CIP Year/s: 2022

New Request: No

Previous CIP Year/s: 2021

Project description/synopsis or Equipment description/details: Install new roof at Hibbs-Hooten baseball stadium

Project/Equipment Justification: With age the corrugated roofing is deteriorating and showing significant rust. This weakening of the roof allows leaks to develop compromising the structure below. In addition to protection of the overall structure, a new roof allows for updates and improvements. It allows future updated seating, press box, and the addition of ceiling fans.

Cost itemization and funding information: 325 fund

Total Project/Equipment Cost: \$35,000

Cost Information Supplied By: Seth Henton

Estimated Month of Expenditure: N/A

Contact Person for this request: Jeremy Jones

Phone No.: 326-7831

CAPITAL OUTLAY REQUEST

Date Request Completed: 3/31/2021 *Budget Year:* 2023

Department Name: PW-Parks

Project Name or Item: Pickup Replacement

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 324 *Account No.:* 915-004-21

Cost: \$32,000 *Estimated Month of Expenditure:* January

Function/Purpose/Project: Replace 1999 1/2 ton Chevy Pickup with new 1/2 ton pickup

Justification of Purchase: This truck will be used primarily for daily operations by Park Department staff. It will haul equipment, materials and personnel. It will occasionally be taken out of town when needed. Currently used is a 1999 Chevy 1/2 ton pickup with 151,800 miles. This truck was purchased used in 2003. In the last couple years it has started to present some reliability issues. Cost to maintain this pickup is increasing as parts age and start failing. Some issues have been with the electrical system such as replacing the tow/haul switch, and the heater blower motor and wiring two times. Some mechanical issues have been addressed also, the transmission has been rebuilt. A new pickup would provide reliable transportation for the staff. Future maintenance cost on a new truck should be minimal as the truck will be covered under warranty for a few years.

Submitted by: Seth Henton

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Jefferson Playground Improvements

Department: PW-Parks

Date: 2/8/2021

Proposed CIP Year/s: 2023

New Request: Yes

Previous CIP Year/s: N/A

Project description/synopsis or Equipment description/details: New playground addition at Jefferson Park

Project/Equipment Justification: The last major improvement to a neighborhood park was the addition of sand volleyball pits at McKinley Park in 2013. Furthermore the last playground installation/improvement was in 2006 with the addition of the Worden Park playground. This proposal is to add a new play structure into the Parks system. Jefferson Park is the largest neighborhood park and has open space to accommodate new equipment. There are several options that can be implemented. An additional play structure matching the existing theme with new unique features, or swings and freestanding independent events, or a combination of both.

Cost itemization and funding information: 325 fund

Total Project/Equipment Cost: \$25,000

Cost Information Supplied By: Seth Henton

Estimated Month of Expenditure: March

Contact Person for this request: Jeremy Jones

Phone No.: 326-7831

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Hibbs-Hooten Concession Remodel

Department: PW-Parks

Date: 2/5/2021

Proposed CIP Year/s: 2023

New Request: No

Previous CIP Year/s: 2021

Project description/synopsis or Equipment description/details: Remodel concession stand in stadium at Hibbs-Hooten field

Project/Equipment Justification: The current concession facility is small with antiquated equipment. Remodeling can be accomplished by utilizing space gained after new restroom construction. Expansion and remodel will extend into the current restroom area of the stadium. Considerable space will be gained with the removal of walls between current concessions and restroom. Larger area and space to move along with the addition of updated serving windows will allow workers to more effectively serve patrons. Updated electric, water, sewer, and gas services could be added allowing use of updated equipment (coolers, ice maker, grill, sinks etc.). Additional storage could be added to accommodate the growing demand for space as WRC and Wellington Heat utilize the same area.

Cost itemization and funding information: 325 fund

Total Project/Equipment Cost: \$55,000

Cost Information Supplied By: Seth Henton

Estimated Month of Expenditure: n/a

Contact Person for this request: Jeremy Jones

Phone No.: 620-326-7831

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Downtown Public Restroom

Department: PW-Parks

Date: 2/8/2021

Proposed CIP Year/s: 2024

New Request: Yes

Previous CIP Year/s: N/A

Project description/synopsis or Equipment description/details: ADA Compliant restroom in Downtown

Project/Equipment Justification: An ADA compliant restroom is being requested in response to public inquiry and the Wellington Park Board's suggested need in our downtown business district. Wellington business district currently does not have a "public" restroom facility. This restroom will be accessible to the public during hours that business restrooms are not readily available, for example evenings and weekends. Use of Wellington's Downtown has increased, hosting events such as outdoor concerts, vendor/farmers markets, and multiple festivals. Many of the events are held on weekend days or evenings causing the need for public restrooms to increase. There are different options for the structure that could include build on site block, similar to restrooms on the south side of the armory, or precast and placed structure similar to the one at Wellington Lake.

Cost itemization and funding information: 325 - \$100,000 Design and construction

Total Project/Equipment Cost: \$100,000

Cost Information Supplied By: Seth Henton

Estimated Month of Expenditure: N/A

Contact Person for this request: Jeremy Jones

Phone No.: 326-7831

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Hargis West Restroom

Department: PW-Parks

Date: 2/8/2021

Proposed CIP Year/s: 2026

New Request: Yes

Previous CIP Year/s: N/A

Project description/synopsis or Equipment description/details: ADA Compliant Restroom at Hargis West

Project/Equipment Justification: ADA compliant restroom on the west side of Hargis Creek Watershed. This restroom could be similar to the restroom on the east side, a build on site block structure with metal roof, lockable doors and motion lights. A second option could also be a precast drop in place structure similar to the one at Wellington Lake. The previous restroom on the west side was demolished several years ago due to deterioration and cost to maintain old fixtures. The west side of Hargis Creek watershed is used regularly. Primary use is by fisherman, both from Wellington and the surrounding area. As one of the Park systems natural areas it is popular as an open space to walk/train dogs and the general enjoyment of being outside. This restroom would serve the existing users as well as future recreational development on donated land on the north side of Hargis Creek West.

Cost itemization and funding information: 325 fund

Total Project/Equipment Cost: \$100,000

Cost Information Supplied By: Seth Henton

Estimated Month of Expenditure: N/A

Contact Person for this request: Jeremy Jones

Phone No.: 326-7831

CAPITAL OUTLAY REQUEST

Date Request Completed: 5/13/2021 *Budget Year:* 2022

Department Name: PW-Streets

Project Name or Item: Flail Mower

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 324 *Account No.:* 918-004-21

Cost: \$12,000 *Estimated Month of Expenditure:* March

Function/Purpose/Project: Replace 1995 Flail Mower

Justification of Purchase: This is one of two flail mowers on a 1995 mowing tractor and was purchased with the tractor. It is used to mow highway rights-of-way, compost site and other large areas. We have replaced several spindles and reels, welded cracks and installed new pieces of metal in the shell of the mower. The shell has worn thin in several locations and is at a point that repairs are no longer possible. The request also includes replacing the 3 point attachment system as it has become worn with age and the mower is not tracking behind the tractor as it is intended.



Submitted by: Jeremy Jones

CAPITAL OUTLAY REQUEST

Date Request Completed: 5/13/2021 *Budget Year:* 2022

Department Name: PW-Streets

Project Name or Item: Mower Replacement

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 324 *Account No.:* 918-004-21

Cost: \$14,000 *Estimated Month of Expenditure:* March

Function/Purpose/Project: Replace 2007 John Deere front deck mower

Justification of Purchase: This mower was moved from the Cemetery to Street Department several years ago and has 2642 hours on it. It is used to mow various City lots, rights-of-way and island medians. We recently replaced four wheel bearings and a deck spindle and it currently needs a new steering cylinder. Future maintenance will include engine and deck work that could exceed \$5000.

Submitted by: Jeremy Jones

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: ADA Improvements

Department: PW-Streets

Date: 2/13/2021

Proposed CIP Year/s: 2022-2026

New Request: No

Previous CIP Year/s: Annual

Project description/synopsis or Equipment description/details: ADA Compliance - Money used to bring public sidewalks and City owned facilities into compliance with the Americans with Disabilities Act

Project/Equipment Justification: ADA is a Federal requirement to ensure areas and events are accessible to members of the public with disabilities. This includes wheelchair ramps, sidewalks, entrance doors and counter heights, among other things. Compliance is required anytime we have a project within the area of an obstacle, including street projects, facility remodels, park facilities and buildings open to the public. This fund was most recently used on the Harvey Street Reconstruction Project and the 10th Street Curb Project. The next projects will be updating the bathroom in the Loga Vista cabin at Wellington Lake and a chair lift for the Memorial Auditorium stage.

Cost itemization and funding information: \$15,000 - 325 Fund

Total Project/Equipment Cost: \$15,000

Cost Information Supplied By: Jeremy M. Jones

Estimated Month of Expenditure: NA

Contact Person for this request: Jeremy M. Jones

Phone No.: 620-326-7831

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Curb Replacement Program

Department: PW-Streets

Date: 2/13/2021

Proposed CIP Year/s: 2022-2026

New Request: No

Previous CIP Year/s: Annual

Project description/synopsis or Equipment description/details: Replace existing deteriorated curbs and wheelchair ramps throughout the City. Will combine multi-year allocations to fund larger projects. This would be accomplished by hiring a contractor for the work.

Project/Equipment Justification: We have many deteriorated curbs throughout the City that need repaired. Many of the streets we are planning to resurface in the near future will require curb repair or replacement prior to the resurfacing to ensure a smooth ride and proper drainage. We receive several complaints every year about damaged or missing curb. Repair at these locations often requires repair of a much larger area than complained about, sometimes an entire block. This request has been reduced to \$25,000 the last several years and funds are simply not adequate to address the complaints and projects. The most recent project using this reserve money was Harvey Ave. from Ash St. to Woodlawn Ave. in 2017 and 9th Street Reconstruction in 2019.

Cost itemization and funding information: \$30,000 - 325 Fund

Total Project/Equipment Cost: \$30,000

Cost Information Supplied By: Jeremy M. Jones

Estimated Month of Expenditure: NA

Contact Person for this request: Jeremy M. Jones

Phone No.: 620-326-7831

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: East 160 Pedestrian/Bicycle Path Construction

Department: PW-Streets

Date: 4/14/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: na

Project description/synopsis or Equipment description/details: Construction of US 160 Pedestrian/Bicycle Path

Project/Equipment Justification: This project has been approved by KDOT for a Transportation Alternatives grant which will reimburse 80% of the allowable construction costs for the installation of a pedestrian/bicycle path along the north side of US 160 between the roundabout and Woodlawn Ave. The path will be 10 feet in width except where physical barriers prevent it. Several commercial entrances will require some reconstruction to ensure ADA compliance. We will be working with KDOT with the intent of a commitment to construct or incorporate a walking path on a future bridge project over Hargis Creek. The original estimate for the project includes approximately \$89,000 for utility adjustments and right-of-way acquisition which KDOT will not participate in. We are reasonably confident that a lot of that can be avoided, providing a direct savings to the City. Design services were approved by the Governing Body in April 2021.

Cost itemization and funding information: 325

Total Project/Equipment Cost: \$480,143

KDOT = 80% - \$320,000

City = 20% - \$71,175, Non-participating - \$88,968 = \$160,143

Cost Information Supplied By: PEC

Estimated Month of Expenditure: June

Contact Person for this request: Jeremy Jones

Phone No.: 6203267831

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Jefferson Ave Cost Share Sidewalk Project Design

Department: PW-Streets

Date: 4/13/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: na

Project description/synopsis or Equipment description/details: Design services for the Cost Share project to improve sidewalks at 3 intersections

Project/Equipment Justification: This is a KDOT Cost Share Program project to construct new curb extensions on Jefferson Ave at the intersections of Harvey, 7th and 8th Streets, and a new sidewalk in front of 123 North Jefferson to meet ADA requirements. The curb extensions provide for safer pedestrian traffic and provide locations for traffic signs to be located outside the sidewalk or curb areas. The sidewalk is a project the business owner planned on replacing but the scope of the project must involve the curb extension in order to meet ADA. This also provides for an entrance ramp to the business and the owner has agreed to participate in the City's share of the funding. Project application was submitted April 9th and awards are scheduled to be announced mid-May. Certain portions of the project will need to be completed regardless of KDOT grant award. If necessary, staff will adjust this request accordingly as we proceed through the budget process.

Cost itemization and funding information: 325 Street Project Reserve

Total Project/Equipment Cost: \$48,840

Cost Information Supplied By: PEC

Estimated Month of Expenditure: January

Contact Person for this request: Jeremy Jones

Phone No.: 6203267831

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Roof Replacement-Street Dept bldg section

Department: PW-Streets

Date: 2/13/2021

Proposed CIP Year/s: 2022-2024

New Request: No

Previous CIP Year/s: 2020, 2021

Project description/synopsis or Equipment description/details: Replace metal roof on Street Department building

Project/Equipment Justification: The metal roof appears to be the original material, which would be approximately 50 years old. We have numerous holes leaking through the roof material, trim and guttering. Staff have made several attempts to patch, reseal, and replace screws, providing some relief, but we are not able to stop all the leaks or repair rusted out holes. We will begin repairs in 2021 with \$50,000 over the office area where the worst of the leaks are, approximately 1/4 of the total roof area. Total cost at this time exceeds \$200,000 so we recommend completing the project over the next three to four years.

Cost itemization and funding information: 325 Fund

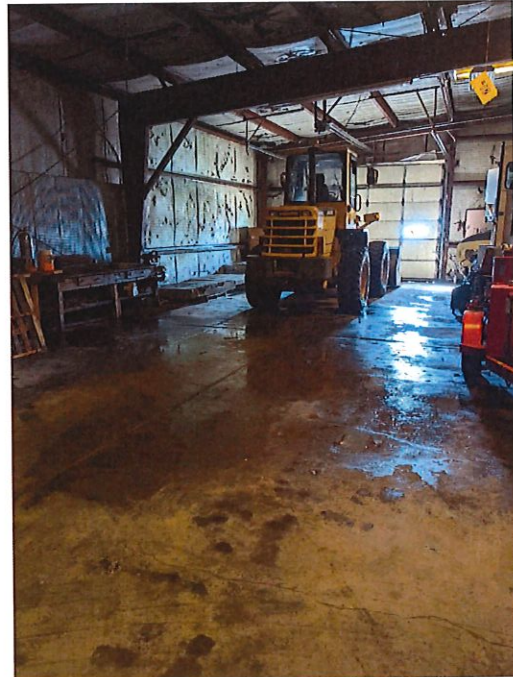
Total Project/Equipment Cost: \$50,000

Cost Information Supplied By: Vega Roofing

Estimated Month of Expenditure: March

Contact Person for this request: Jeremy M. Jones

Phone No.: 620-326-7831



Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Sidewalk Replacement Program

Department: PW-Streets

Date: 2/13/2021

Proposed CIP Year/s: 2022-2026

New Request: No

Previous CIP Year/s: Annual

Project description/synopsis or Equipment description/details: Assists property owners in replacing old or damaged sidewalks

Project/Equipment Justification: Funds the sidewalk reimbursement program where the City reimburses the property owner up to a maximum of \$675.00 per property when they replace old or damaged sidewalk. Use of the program has been very low in the last four years. We have a number of applications for the program but very few sidewalks are being constructed. This is still a very good program and we will continue to advertise it in our brochures and occasional PSAs.

Cost itemization and funding information: \$4000 - 325 Fund

Total Project/Equipment Cost: \$4,000

Cost Information Supplied By: Jeremy M. Jones

Estimated Month of Expenditure: NA

Contact Person for this request: Jeremy M. Jones

Phone No.: 620-326-7831

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Jefferson Ave Cost Share Sidewalk construction

Department: PW-Streets

Date: 4/17/2021

Proposed CIP Year/s: 2023

New Request: Yes

Previous CIP Year/s: na

Project description/synopsis or Equipment description/details: Construction of curb extensions and sidewalk on Jefferson at intersections of Harvey, 7th & 8th

Project/Equipment Justification: Install a total of eight (8) bulbed curb extensions at three (3) intersections (8th, 7th, Harvey) on Jefferson Avenue, along with sidewalk and ramp at a business entrance, all to improve ADA compliance. Current condition does not meet accessibility guidelines or provide adequate locations for STOP sign placement. New public sidewalk and ramp at the entrance of a recently opened business on 7th Street. Current sidewalk exceeds the ADA cross slope requirement. The curb extension and entrance ramp provides room to decrease the overall slope and improve accessibility. The intersections at 8th and Harvey currently have or need STOP signs. 8th Street has signs installed in the curb gutter line or edge of sidewalk. Harvey currently has a flashing red signal for an all-way stop and needs STOP signs installed. The southwest corner does not have a good location, the curb extension provides a location that will make the sign visible to drivers. All curb extensions decrease the length pedestrians are exposed to vehicle traffic lanes. Portions of this project will need to be completed even if we are not awarded the grant. This request will be adjusted accordingly, if needed.

Cost itemization and funding information: 325 Street Project Reserve, \$240,000 - City, \$5,000 - Private Participation, KDOT reimbursement is \$182,000

Total Project/Equipment Cost: \$245,000

Cost Information Supplied By: PEC

Estimated Month of Expenditure: February

Contact Person for this request: Jeremy Jones

Phone No.: 6203267831

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Plum Street Reconstruction Design

Department: PW-Streets

Date: 4/14/2021

Proposed CIP Year/s: 2023

New Request: Yes

Previous CIP Year/s: na

Project description/synopsis or Equipment description/details: Design services for reconstruction of the road on Plum Street from 16th to Mission

Project/Equipment Justification: This is for design services only. The road project would follow a water line replacement in 2022 or 2023. Plum Street is in very poor condition, partially due to multiple water main breaks and the street not being constructed to handle the volume of traffic it carries. The estimated cost of construction is \$460,000, to be requested in 2024.

Cost itemization and funding information: 325 Street Project Reserve

Total Project/Equipment Cost: \$54,443

Cost Information Supplied By: PEC

Estimated Month of Expenditure: na

Contact Person for this request: Jeremy Jones

Phone No.: 6203267831

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Plum Street reconstruction- 16th to Mission

Department: PW-Streets

Date: 4/17/2021

Proposed CIP Year/s: 2024

New Request: Yes

Previous CIP Year/s: na

Project description/synopsis or Equipment description/details: Full depth reconstruction of Plum Street with curb and gutter from 16th to Mission

Project/Equipment Justification: This section of Plum Street is in very poor condition. It has several patches from water main breaks and general road failure and continues to get worse each year. The project estimate includes all new base rock, 7" of asphalt and new curb & gutter and valley gutters to improve drainage on a flat section of road. The water utility is currently awaiting response on grant funding to replace the water line in this area. The street project would follow the water line replacement and would need to be moved back according to that project's schedule.

Cost itemization and funding information: 325 Street Project Reserve - \$460,000

Total Project/Equipment Cost: \$460,000

Cost Information Supplied By: PEC

Estimated Month of Expenditure: na

Contact Person for this request: Jeremy Jones

Phone No.: 6203267831

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: US 160 East CCLIP Project Design

Department: PW-Streets

Date: 4/17/2021

Proposed CIP Year/s: 2024

New Request: Yes

Previous CIP Year/s: na

Project description/synopsis or Equipment description/details: Design for mill & overlay project on US 160 East from the roundabout to Woodlawn

Project/Equipment Justification: The City has been awarded a KDOT CCLIP project for 2023 to mill & overlay US 160 from the roundabout to Hargis Creek Bridge. We also have submitted an application for FY2024 from Hargis Creek Bridge to Woodlawn. As a part of the review process for that project, KDOT has asked, if awarded, if the City would consider combining the two projects. This indicates interest on the part of KDOT and would be good for the City to combine. This funding request for design assumes the projects are combined and constructed in 2025, from the roundabout to Woodlawn. This would be a 2" mill & overlay of all four lanes.

Cost itemization and funding information: 325 Street Project Reserve

Total Project/Equipment Cost: \$48,000

Cost Information Supplied By: PEC

Estimated Month of Expenditure: na

Contact Person for this request: Jeremy Jones

Phone No.: 6203267831

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: US 160 East CCLIP Construction

Department: PW-Streets

Date: 4/17/2021

Proposed CIP Year/s: 2025

New Request: Yes

Previous CIP Year/s: na

Project description/synopsis or Equipment description/details: East 160 CCLIP Mill & Overlay, Roundabout to Woodlawn

Project/Equipment Justification: This project consists of two KDOT CCLIP projects being combined to accomplish a 2" mill & overlay from the roundabout to Woodlawn Ave. These are reimbursement grants from KDOT in which they cover 90% of the construction costs after the project is complete. The mill & overlay will consist of a new 2" asphalt surface, remove rutting and provide for safer travel.

Cost itemization and funding information: 325 Street Project Reserve

Total Project/Equipment Cost: \$600,000, KDOT - \$515,000, City - \$85,000

Cost Information Supplied By: PEC

Estimated Month of Expenditure: na

Contact Person for this request: Jeremy Jones

Phone No.: 6203267831

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/9/2021 *Budget Year:* 2022

Department Name: PW-Transfer Station

Project Name or Item: Worksite Utility Vehicle

Replacing item/equipment or adding new?: Adding new

Fund No.: 430 *Account No.:* 936-004-21

Cost: \$20,000 *Estimated Month of Expenditure:* March

Function/Purpose/Project: Worksite Utility Vehicle to assist in performing Job Responsibilities

Justification of Purchase: The Transfer Station does not have a Worksite Utility Vehicle (WSUV) currently at the facility which makes it difficult to keep up with maintenance on the grounds. A WSUV would be utilized for litter control, road maintenance, seasonal spraying procedures, and transportation from Scale House to the new Transfer Station Building which is going to be located a significant distance north of our current Transfer Station Building. Driving our heavy equipment between these two buildings for transportation purposes could result in unnecessary safety concerns on high traffic days and unnecessary travel of the equipment.

Submitted by: Tommy Norris

CAPITAL OUTLAY REQUEST

Date Request Completed: 3/18/2021 *Budget Year:* 2022

Department Name: Utility-Electric Distribution

Project Name or Item: ADA restroom/office workspace renovation

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 425 *Account No.:* 931 004 45

Cost: \$23,000.00 *Estimated Month of Expenditure:* June/July

Function/Purpose/Project: Remove existing fixtures, add a second gender room, bring both up to ADA compliance. Create some office space for crew leaders.

Justification of Purchase: The bathroom at Electric Distribution has not had anything done to it for about 30 years and, at that time staff replaced the tile floor and installed new paneling. The staff has also had to put several flush kits in both the toilet and the urinal. With a staff of 10 at Electric Distribution, the need for a second restroom is apparent on a daily basis. At times staff has to walk across the alley to Water Distribution to use the facilities there. There has also been a need for a small shower. While working on Underground jobs, boring, transformers, tap changers, and oil circuit breakers that leave us oily, and muddy. This would also give the City the opportunity to make the restrooms ADA compliant.

Over the last few years, there has been an effort to get the crew leaders more involved in the planning of line jobs and reviewing technical drawings/ manuals. Right now the crew leaders use the table in the break room to evaluate plans. The break room is currently used for pre-job meetings that must be documented with the crews. It can be very distracting while reviewing technical drawings, manuals, or system maps. The idea was to reorganize/remodel one of the empty office spaces to create a workspace for each of the crew leaders. This would allow them an area to work on projects, review technical information, manuals, etc. throughout the week without having to put everything up each day.

Submitted by: John Bales

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Christmas Decorations - Downton

Department: Utility-Elec Dist

Date: 2/18/2021

Proposed CIP Year/s: 2022

New Request: No

Previous CIP Year/s: 4+ years

Project description/synopsis or Equipment description/details: Christmas Decorations

Project/Equipment Justification: The 22 year old christmas light decorations have incandescent light bulbs that are obsolete and the decoration parts are falling apart due to the elements and old age, LED'S lights are far more robust cutting down labor cost in replacing incandescent light bulbs each year .

Cost itemization and funding information: 425

Total Project/Equipment Cost: \$50,000

Cost Information Supplied By: N/A

Estimated Month of Expenditure: 2022

Contact Person for this request: John Bales

Phone No.: 620-326-1507

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Annual line upgrade

Department: Utility-Elec Dist

Date: 4/9/2021

Proposed CIP Year/s: 2022-2026

New Request: No

Previous CIP Year/s: 2017-2021

Project description/synopsis or Equipment description/details: There are several circuits that need upgraded within the city limits. The backbone circuits # 15, #16, #17, #21 all have places that need reconnected and worked over.

Project/Equipment Justification: The maintenance and improving of our distribution system is an ongoing thing. It is crucial that we upgrade conductors, in anticipation of higher loading of our system for short periods in the downtown , and Residential areas (electric vehicles, solar, batteries). Staff continually monitors our system and plans improvements to improve the reliability to our customers.

Cost itemization and funding information: 425

Total Project/Equipment Cost: \$150,000.00 yearly

Cost Information Supplied By: John Bales

Estimated Month of Expenditure: N/A

Contact Person for this request: John Bales

Phone No.: 620-326-7211

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Traffic Signal (Woodlawn & Crusader)

Department: Utility-Elec Dist

Date: 2/19/2021

Proposed CIP Year/s: 2022

New Request: No

Previous CIP Year/s: 2021

Project description/synopsis or Equipment description/details: Existing Traffic signal was meant to be temporary, it is overhead, with several poles and anchors.

Project/Equipment Justification: When originally installed, the signal was put together with spare and/or used parts. All the wiring is overhead except for the vehicle detectors. Existing signal does not have battery back up, or camera vehicle detection technology. The new signal would have both, and use free standing metal poles, with a signal head attached to the mast arms.

Cost itemization and funding information: Gades Sales Co. Inc. has been a reliable vendor, competitively priced, and have been available for tech support 24/7. Gades has provided an itemized material list of all components, except for installation which will be done in house, with our boring machine.

Total Project/Equipment Cost: \$60,000

Cost Information Supplied By: Sharon Quaney, Gades Sales Co. Inc.

Estimated Month of Expenditure: N/A (Depending on supply chain)

Contact Person for this request: John Bales

Phone No.: 620 326 7211

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Wire Tensioner (Bull Wheel)

Department: Utility-Elec Dist

Date: 2/5/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: 2018-2021

Project description/synopsis or Equipment description/details: Wire Tensioner (Bull Wheel) Is used in conjunction with the rope braking trailer to control the tension of the wire, as it is being pulled in over energized lines, railroad tracks, traffic, etc.

Project/Equipment Justification:

The Bull Wheel is positioned between the wire reel and the first pole. It's purpose is to have greater control of the wire tension. When stringing V R 2 (Vibration resistant/anti galloping) or T2 wire, it is essential to use this apparatus to prevent bagging, and to keep enough tension while stringing wire over energized conductors, vehicle traffic, Railroad tracks, among other hazards.

Cost itemization and funding information: 425

Total Project/Equipment Cost: 60K

Cost Information Supplied By: Paul Harrison-Brooks Brothers

Estimated Month of Expenditure: April 2022

Contact Person for this request: John Bales

Phone No.: 620-326-7211

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Gas Turbine Brush Generator Inspection/Overhaul

Department: Utility-Elec Prod

Date: 2/17/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: 2020, 2021

Project description/synopsis or Equipment description/details: This would consist of a company onsite to physically disassemble the generator at the gas turbine site for inspection and or overhaul.

Project/Equipment Justification: This is a preventative maintenance procedure that is recommended by the OEM and the insurance company that insures the equipment assets of the city. This would consist of disassembly of the generator for inspection, possible removal of the rotor for inspection, internal cleaning of the generator, electrical testing of internal windings and mechanical overhaul as needed. The gas turbine has been in service since 1986 and the generator has never had an internal inspection.

Cost itemization and funding information: Company on site hired for turnkey disassembly, inspection, repair, and reassembly of the generator. The budgeted amount does not include repair or replacement of bearings if necessary or replacement of internal wedges for generator windings. These things are typically good and reusable but if not could result in additional costs.

Total Project/Equipment Cost: \$195,000.00

Cost Information Supplied By: Travis Horsch

Estimated Month of Expenditure: NA

Contact Person for this request: Travis Horsch

Phone No.: 6203262561

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Gas Turbine Exhaust Stack Replacement

Department: Utility-Elec Prod

Date: 2/17/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: 2018,2019,2020,2021

Project description/synopsis or Equipment description/details: Replacement of the exhaust stack and the rear turbine frame exhaust shroud for the gas turbine.

Project/Equipment Justification: The exhaust stack as originally designed, removes all the exhaust gases and safely discharges them above the unit. It is also used to muffle the exhaust noise. The stack and transitional piece are rusted and have been welded on several times. If exhaust exits the shroud inside of the turbine enclosure it can over temp the enclosure and trip the unit offline. Replacement would ensure the reliability of the unit.

Cost itemization and funding information: Contractor hired for turnkey demolition, repair/replacement. 425 fund

Total Project/Equipment Cost: \$220,000.00

Cost Information Supplied By: Travis Horsch

Estimated Month of Expenditure: NA

Contact Person for this request: Travis Horsch

Phone No.: 6203262561

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Gas Turbine Liquid Fuel Valve

Department: Utility-Elec Prod

Date: 2/17/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: 2020 Capital Outlay

Project description/synopsis or Equipment description/details: The gas turbine liquid fuel valve regulates the fuel flow to the engine when operating on liquid (diesel) fuel.

Project/Equipment Justification: The liquid fuel valve has an internal failure making the valve inoperable. The gas turbine is a dual fuel unit. It will operate on natural gas or liquid (diesel) fuel. We normally operate on natural gas. Liquid fuel is our back up or emergency fuel. Liquid fuel is considered emergency fuel only and we have limited hours a year we can operate the unit on diesel as per our KDHE air permit. Repairing the fuel valve would consist of removing the valve from the engine and sending it to the OEM for repair. These valves can typically be rebuilt/repared. The fuel valve is the original valve from 1986 and has never been rebuilt. The impact if not repaired is that the gas turbine cannot run on liquid (diesel) fuel. If for some reason natural gas was not available or the natural gas valve on the engine failed or the natural gas compression system had a failure, the turbine would be inoperable, leaving liquid fuel our only option. Rebuilding the valve would make the gas turbine more reliable, especially in emergency situations and extreme weather events.

Cost itemization and funding information: Plant personnel would remove the valve, ship it to OEM for repair. Reinstall valve when returned from OEM and installation would require a vendor on site one day for calibration.

Total Project/Equipment Cost: \$45,000.00

Cost Information Supplied By: Travis Horsch

Estimated Month of Expenditure: NA

Contact Person for this request: Travis Horsch

Phone No.: 6203262561

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: SCADA System

Department: Utility-Elec Prod

Date: 2/17/2021

Proposed CIP Year/s: 2023

New Request: Yes

Previous CIP Year/s: 2020, 2021

Project description/synopsis or Equipment description/details: The SCADA (Supervisory control and Data Acquisition) system is a computerized communication tool that will be used for communication between the power plant and the Duke substation and possibly the gas turbine substation to operate breakers and switches remotely.

Project/Equipment Justification: The SCADA system will increase the reliability of the City of Wellington electric system being able to communicate with the other sub stations. SCADA will allow the power plant operators to control the substation operations from the power plant without having to call someone to the remote location.

Cost itemization and funding information: Turnkey estimated cost: \$150,000.00

Total Project/Equipment Cost: \$150,000.00

Cost Information Supplied By: Travis Horsch

Estimated Month of Expenditure: NA

Contact Person for this request: Travis Horsch

Phone No.: 6203262561

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: System improvements Long Term Phase 2

Department: Utility-Elec Dist

Date: 2/24/2021

Proposed CIP Year/s: 2023 - 2028

New Request: No

Previous CIP Year/s: 2015 - 2020

Project description/synopsis or Equipment description/details: Complete the 69kV Sub Transmission line from Crusader Sub to the Power Plant Sub.

Project/Equipment Justification: By completing this Sub Transmission Loop, this would enable us to feed both Subs from either tap. Currently we have two sources of power feeding our two step down transformers. One tap is at Duke Sub (E 20 th N & N Seneca) that feeds Crusader Sub, and another tap on (E 20 th S and E Seneca S). These are radial feeds meaning they go from their tap to a termination and end. By having this upgrade, we could take one fo the three sections out of service for maintenance or for emergency repair and still keep all the systems integrity.

Cost itemization and funding information: 425 931 004 24

Total Project/Equipment Cost: \$800 K total - Split to six years \$133,333.00/yr

Cost Information Supplied By: By Olssons Ass. in 2015 should be re-examined

Estimated Month of Expenditure: N/A

Contact Person for this request: John Bales

Phone No.: 620-326-7211

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Demineralization Building and System

Department: Utility-Elec Prod

Date: 2/17/2021

Proposed CIP Year/s: 2024

New Request: Yes

Previous CIP Year/s: 2018, 2019, 2020

Project description/synopsis or Equipment description/details: This would be a new building most likely built behind the Power Plant in town. It would house a water demineralization unit that would make demineralized water for the steam turbine and the gas turbine water injection system. The intention is to also use it as a shop area and equipment storage. Currently, the power plant has no inside shop area at ground level capable of housing vehicles for storage or maintenance.

Project/Equipment Justification: The purpose of the demineralizer is to remove impurities in the water that cause conductivity. These impurities can also cause scale build up in the boiler tubes and on the blading of the turbine rotor. We currently use a demo unit on a trailer for the production of demin water for both the steam plant and the gas turbine. The original design of the demin water system was a stationary unit inside a building at the steam plant and two units inside a building at the gas turbine site. Several years back due to the lagoon liner leaking at the gas turbine site and the age of the steam plant stationary unit, the stationary unit from the gas turbine was mounted on a trailer. This is our only working demin unit. The new building would allow us to have a new stationary demin unit for the steam plant and we would continue to use the trailer mounted unit for the gas turbine. The building would also be designed so the vehicle towing the trailer could be driven through when in use. The current building is a small cinder block building with only walk thru doors. This would give the power plant two demin units, one at the steam plant, and the mobile one on the trailer for the gas turbine. It is a KDHE requirement to run water injection on the gas turbine for NOx exhaust emissions. Also, the new building would allow us to have an extra water storage tank inside the building to store demin water for the steam turbine.

Cost itemization and funding information: New steel insulated building with concrete floor: \$120,000.00

New stationary demin unit inside shed: \$55,000.00

New inside water storage tank: \$12,000.00

Total Project/Equipment Cost: \$187,000.00

Cost Information Supplied By: Travis Horsch

Estimated Month of Expenditure: NA

Contact Person for this request: Travis Horsch

Phone No.: 6203262561

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Voltage Regulator Steam Plant

Department: Utility-Elec Prod

Date: 2/17/2021

Proposed CIP Year/s: 2024

New Request: Yes

Previous CIP Year/s: 2018,2019,2020,

Project description/synopsis or Equipment description/details: This would replace the original Voltage Regulator from 1971 for the steam turbine.

Project/Equipment Justification: The voltage regulator regulates the voltage of the steam unit generator. When closing the steam unit in with the grid, the voltage of the steam unit is required to match the voltage of the grid. After closing in with the grid, the voltage regulator automatically adjusts and maintains the voltage of the steam unit while on line. If the voltage regulator fails, the steam unit will be non operational until the VR is replaced. This will require some planning and engineering. It will most likely be non-operational for a few months. The current voltage regulator is the original VR installed in 1971 and is no longer supported by General Electric. Used parts are very hard to find. To ensure the reliability of the steam unit, a replacement is needed. Also, the current VR requires a field breaker which we have had issues with in the past. The new VR does not require a field breaker. This would eliminate this breaker as a potential problem as well.

Cost itemization and funding information: Contractor engineering and installation.

Total Project/Equipment Cost: \$350,000.00

Cost Information Supplied By: Travis Horsch

Estimated Month of Expenditure: NA

Contact Person for this request: Travis Horsch

Phone No.: 6203262561

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Boiler Air Preheater

Department: Utility-Elec Prod

Date: 2/17/2021

Proposed CIP Year/s: 2025

New Request: Yes

Previous CIP Year/s: 2018-2020,2021

Project description/synopsis or Equipment description/details: Boiler air preheater does basically that. It preheats the intake air for combustion inside the boiler.

Project/Equipment Justification: The air preheater is a 14 foot diameter wheel with numerous corrugated metal pieces that are heated by the boiler exhaust as the large wheel spins in between the exhaust and intake sides of the boiler. At any given time, as the wheel turns, half of it is in the exhaust side of the boiler where it gets its heat. The other half is in the intake side of the boiler where the outside air is forced through it with a large fan. This is a continuous cycle as long as the boiler is in operation. The boiler will not operate without the air heater functioning. This is the original equipment from 1971. It operates in a very harsh hot environment. To accommodate for expansion when the boiler is heating up, there are expansion joints on each side of the air heater. These expansion joints have significant rust issues that have been patched over the years. The motor that spins the air heater wheel is the original electric motor and it is recommended that it be replaced at the same time.

Cost itemization and funding information: Replace Air Preheater: \$250,000.00
Replace rusted expansion joints: \$100,000.00
Replace motor/gearbox/wiring: \$50,000.00

Total Project/Equipment Cost: \$400,000.00

Cost Information Supplied By: Travis Horsch

Estimated Month of Expenditure: NA

Contact Person for this request: Travis Horsch

Phone No.: 6203262561

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Chemical Cleaning of Boiler

Department: Utility-Elec Prod

Date: 2/17/2021

Proposed CIP Year/s: 2026

New Request: Yes

Previous CIP Year/s: 2017, 2018

Project description/synopsis or Equipment description/details: Boiler chemically cleaned. An Ammonia based acid is introduced into the boiler and heated to a specific temperature and pressure, followed by flushing with demineralized water. This process removes any built up deposits or scaling that may have accumulated in the inside of the boiler tubes.

Project/Equipment Justification: This is a high pressure boiler preventative maintenance procedure. The cleaning process removes rust, scale, and general debris that can coat the inside of the boiler tubes causing inefficient heat transfer and choking off of the water circulation. Hot spots can develop due to restricted circulation, which in turn can cause tube failure. The tubes are inside the boiler. The boiler is the vessel that produces steam for the steam turbine.

Cost itemization and funding information: Company hired for a turnkey job to provide and pump the solution into the boiler and then dispose of used solution.

Total Project/Equipment Cost: \$70,000.00

Cost Information Supplied By: Travis Horsch

Estimated Month of Expenditure: NA

Contact Person for this request: Travis Horsch

Phone No.: 6203262561

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/9/2021 *Budget Year:* 2022

Department Name: Utility-Electric Distribution

Project Name or Item: Vehicle for Assistant City Manager for Utilities

Replacing item/equipment or adding new?: Adding new

Fund No.: 425 *Account No.:* 999-004-22

Cost: \$35,000 *Estimated Month of Expenditure:* NA

Function/Purpose/Project: Vehicle to stop use of personal vehicle

Justification of Purchase: Years ago (10+) the Director of Utilities was issued a City owned and maintained vehicle. When the position was vacated the vehicle was moved to the meter technician position. Currently the Assistant City Manager (ACM) for Utilities drives a personal vehicle for City business. This presents issues at times in carrying safety equipment and tools needed throughout the day. The ACM has to move between the various departments, job sites, and other City buildings routinely as a function of the job. The ACM also participates in multiple out of town meetings every month with KPP, KMU, and KMEA.

Submitted by: Jason Newberry

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Bio-basin support structures for new mixers

Department: Utility-Wastewater

Date: 2/11/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: N/A

Project description/synopsis or Equipment description/details: The building of walkways and support structures for the new mixers.

Project/Equipment Justification: This request is to fund the design, construction and implementation of walkways and necessary structures to support and integrate the new mixers into the WWTP SCADA system. After discussion with PEC staff there is a question if the current configuration of catwalks are capable of meeting the demands of the new mixers and the way they have to be installed. Current support structures are too close to the wall of the bio basin and new mixers will need to be suspended in the middle of flow to work effectively and accept the torque of new mixers.

Cost itemization and funding information: 425 Utility Fund

Total Project/Equipment Cost: Est cost \$140,000

Cost Information Supplied By: PEC/John O'Bryan

Estimated Month of Expenditure: ASAP

Contact Person for this request: John O'Bryan/Jason Newberry

Phone No.: 6203267031

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Demo/clean-up old WWTP

Department: Utility-Wastewater

Date: 2/11/2021

Proposed CIP Year/s: 2022

New Request: No

Previous CIP Year/s: 2017-2020

Project description/synopsis or Equipment description/details: Cleanup and mitigation of old WWTP

Project/Equipment Justification: A demolition/salvage contractor to cleanup old WWTP as the buildings are in a state of disarray and open pits/vessels could pose health issues with stagnant water.

Cost itemization and funding information: 425 utility fund

Total Project/Equipment Cost: \$315,000

Cost Information Supplied By: PEC & City building/code dept.

Estimated Month of Expenditure: N/A

Contact Person for this request: Jason Newberry & John O'Bryan

Phone No.: 6203267031

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/6/2021 *Budget Year:* 2022

Department Name: Utility-Wastewater

Project Name or Item: Pick up, ½ ton, 4wd

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 425 *Account No.:* Wastewater

Cost: 40,000 *Estimated Month of Expenditure:* NA

Function/Purpose/Project: New Ford or Dodge work truck

Justification of Purchase: This would update Wastewaters aging fleet. Trade-in of the 1998 Chevrolet or the fleetside Ford F250 that are showing signs of excessive wear, electrical and mechanical issues and rust, would help in the off-set of a new truck.

New truck would be a regular cab, 4x4, ½ ton vehicle.

Submitted by: John O'Bryan

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: SCADA computers/software

Department: Utility-Wastewater

Date: 2/11/2021

Proposed CIP Year/s: 2022

New Request: No

Previous CIP Year/s: 2020-2021

Project description/synopsis or Equipment description/details: The purchase of computers and software for WWTP SCADA system

Project/Equipment Justification: As technology advances, the needs of the cities WWTP ability to continue to safely and efficiently treat waste to standards set by EPA and KDHE also needs to advance. This request would upgrade the 3 computers and software in the plant responsible for controlling the SCADA (Supervisory Control And Data Acquisition). This system controls all automated functions of the plant.

Cost itemization and funding information: 425 Utility Fund

Total Project/Equipment Cost: \$60,000

Cost Information Supplied By: REP/John O'Bryan

Estimated Month of Expenditure: N/A

Contact Person for this request: John O'Bryan/Jason Newberry

Phone No.: 6203267031

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Beaver Creek to Seneca sewer line improvement

Department: Utility-Wastewater

Date: 2/11/2021

Proposed CIP Year/s: 2022

New Request: No

Previous CIP Year/s: 2018-2021

Project description/synopsis or Equipment description/details: Extend the north end of Beaver creek sewer east to Seneca

Project/Equipment Justification: This will enhance future developments and new businesses in the area. With the new college we anticipate a need for expanded sewer service.

Cost itemization and funding information: 3300 ft 10" sewer pipe=\$121,275

2000 ft 6" force main=\$63,000

100 ft 6" force main directional bored=\$10,500

8 precast manholes=\$25,200

250 ft Casing bored in and jacked steel=\$78,750

1 lift station, wet well & valve vault=\$315,000

Erosion control measures=\$10,500

Site clearing and restoration=\$31,500

5% inflation=\$44,262

Total Project/Equipment Cost: \$929,490

Cost Information Supplied By: PEC

Estimated Month of Expenditure: N/A

Contact Person for this request: John O'Bryan

Phone No.: 6203267031

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Sewer System rehabilitation program

Department: Utility-Wastewater

Date: 2/11/2021

Proposed CIP Year/s: 2022-2026

New Request: No

Previous CIP Year/s: 2010-2021

Project description/synopsis or Equipment description/details: Yearly sewer rehab program. Funds will be used to upgrade the collection system using TV, echo inspections, sewer main lining and replacements, manhole rehabilitations and other collection system repairs such as raising manholes to correct heights

Project/Equipment Justification: This is an ongoing process aimed at rehabilitating the City's 50+ year old collection system. Each phase will be prioritized for the coming year and funding available. Our goal is to correct all problem areas to reduce I&I, overflows, decaying pipes and to leave a sewer system that will serve the City's customers for many years. Ex. A CIPP (cured in place pipe), can last 100+ years. This is an expensive upgrade as one 300 foot line can cost up to \$100,000 to be treated.

Cost itemization and funding information: 425 Utility fund

Total Project/Equipment Cost: \$500,000 over next 5 years

Cost Information Supplied By: John O'Bryan

Estimated Month of Expenditure: N/A

Contact Person for this request: John O'Bryan

Phone No.: 6203267031

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/6/2021 *Budget Year:* 2022

Department Name: Utility-Wastewater

Project Name or Item: Tracked skid steer

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 425 *Account No.:* Wastewater

Cost: 75,000-85,000 *Estimated Month of Expenditure:* NA

Function/Purpose/Project: Tracked skid steer

Justification of Purchase: As we move forward with sludge disposal and better efficiency methods, the ability of our current skid steer has reached its limits. A new tracked loader with higher lifting capacity and being heavier will assist wastewater in movement of chemicals, sludge, repairs of collections systems and other various duties.

Submitted by: John O'Bryan

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Tractor

Department: Utility-Wastewater

Date: 2/11/2021

Proposed CIP Year/s: 2022

New Request: No

Previous CIP Year/s: 2017-2021

Project description/synopsis or Equipment description/details: This piece of equipment would replace our 1993 Case used to load sludge, pull sludge spreader, pull bush hog mower, and misc. loading and hauling duties.

Project/Equipment Justification: A new tractor would replace our 1993 Case and be used as a trade-in or sold out right. Its main uses are for sludge moving and pulling of sludge spreaders and mowers. It also acts as a tool to haul material around the plant as needed. Because of no-till farming, it has become more important to have a durable and dependable tractor to spread sludge on farm ground. Most farmers double crop and like us to be in and out as quickly as possible. Our current tractor is starting to show normal wear and tear and maintenance to hydraulics and PTO in 2020 totaled \$4,530.44.

Cost itemization and funding information: Funding Source 425 Utility Fund

Total Project/Equipment Cost: \$130,000

Cost Information Supplied By: John O'Bryan

Estimated Month of Expenditure: N/A

Contact Person for this request: John O'bryan

Phone No.: 6203267031

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Water Meter AMI

Department: Utility-Water Dist

Date: 2/16/2021

Proposed CIP Year/s: 2022-2026

New Request: No

Previous CIP Year/s: NA

Project description/synopsis or Equipment description/details: Complete water meter change-over to AMI system over the next 5 years

Project/Equipment Justification: Upgrading and improving our water meter system. Integrating to the same system as electric distribution. (over 5 years) This system would eventually lead to a fully remote read of our water meters from the utility billing office. This would lessen the dependence of meter readers, lessen exposure to the elements while meter reading, cut down on countless miles of driving and walking, and give the customer more data to monitor their own consumption. This would also inherently provide a more accurate reading.

Cost itemization and funding information: 425-933-004-21

Total Project/Equipment Cost: \$750,000

Cost Information Supplied By: AMI

Estimated Month of Expenditure: NA

Contact Person for this request: William Staley

Phone No.: 6203263011

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/2/2021 *Budget Year:* 2022

Department Name: Utility-Water Distribution

Project Name or Item: Garage Door Addition (Building Updates)

Replacing item/equipment or adding new?: Adding new

Fund No.: 415 *Account No.:* 933-004-45

Cost: \$12,000 *Estimated Month of Expenditure:* April/May (weather)

Function/Purpose/Project: A second garage door for our shop so we can pull straight through

Justification of Purchase:

The way 624 W 2nd is set up it makes it much harder to safely park and organize equipment within the shop. A second garage door would greatly improve shop safety, making it easier to pull directly through and safely park trucks, trailers, and equipment. This new door would lower the potential chances of accidents, which improves shop safety and potential repair costs. No immediate maintenance is expected.

Submitted by: William Staley

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Rock and Sand Material Cover

Department: Utility-Water Dist

Date: 2/16/2021

Proposed CIP Year/s: 2022

New Request: No

Previous CIP Year/s: NA

Project description/synopsis or Equipment description/details: Rock and Sand material Cover

Project/Equipment Justification: During the winter it becomes very difficult to use our rock or sand when it gets wet and freezes because it is frozen into too big of chunks and we can't work with it. This presents an issue when filling water main breaks because if the fill material(sand) is frozen in chunks as it falls out of the truck it can damage the water main or the gas lines that are in the hole and creates safety concerns for the staff working the break. When the rock is frozen it makes it very difficult to cleanly top off the hole and leave a clean work site.

Cost itemization and funding information: 425-933-004-21

Total Project/Equipment Cost: \$45,000

Cost Information Supplied By: ClearSpan and PAC

Estimated Month of Expenditure: January

Contact Person for this request: William Staley

Phone No.: 6203263011

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/2/2021 *Budget Year:* 2022

Department Name: Utility-Water Distribution

Project Name or Item: Parking Lot Re-Surfacing (Building Updates)

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 415 *Account No.:* 933-004-45

Cost: Parking Lot - \$15,000 / Alleyway - \$36,000 *Estimated Month of Expenditure:* July

Function/Purpose/Project: Concrete the whole parking lot and driveway/alley way connecting 624 W 2nd and 504 S Blaine.

Justification of Purchase: The parking lot and alleyway need to be resurfaced with concrete due to the amount of heavy equipment that is driving on it numerous times a day. This upgrade would be to bring our parking area in line with city code requiring a hard parking surface.

Submitted by: William Staley

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/2/2021 *Budget Year:* 2022

Department Name: Utility-Water Distribution

Project Name or Item: 3/4 Ton Replacement (Ford #123)

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 415 *Account No.:* 933-004-22

Cost: \$48,000 *Estimated Month of Expenditure:* February

Function/Purpose/Project: Truck #123 is beginning to show serious signs of transmission problems like laggy shifting and not actually shifting gears properly along with 20 years of other wear and tear. The replacement will also come with a back-up camera which is now required for all 3/4 ton and larger trucks which will be great for our jobsite safety.

Justification of Purchase: The new truck would be used as the supervisors truck, for general water service calls, and for hauling equipment. The 2001 Ford F-250 #123 has 150,000 miles and is generally in poor mechanical condition. Truck #123 has transmission problems like laggy/slipping shifting and not shifting into park when you put it in park. The truck's front end has a pretty bad wobble when driving at higher speeds. If the truck is not replaced its will cost about \$4,000 for immediate repairs and continued cost as the vehicle ages. New truck will have little to maintenance for 5 years besides general fluid changes.

Submitted by: William Staley

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Skid Steer Replacement

Department: Utility-Water Dist

Date: 2/16/2021

Proposed CIP Year/s: 2022

New Request: No

Previous CIP Year/s: NA

Project description/synopsis or Equipment description/details: Skid Steer Replacement

Project/Equipment Justification: Our current skid steer is having electrical problems with safety equipment, it is 22 years old with 2600 hrs(Transfer from WW). The potential replacement would also be capable of a jackhammer attachment to help improve our efficiency and departmental self-sustainability. Currently the Street Department has to assist with the jackhammer on the mini-ex.

Cost itemization and funding information: 425-933-004-21

Total Project/Equipment Cost: \$59,000

Cost Information Supplied By: Caterpillar

Estimated Month of Expenditure: January

Contact Person for this request: William Staley

Phone No.: 6203263011

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Water Line Rehabilitation and Maintenance

Department: Utility-Water Dist

Date: 2/16/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: Annual

Project description/synopsis or Equipment description/details: General Water Line Rehab

Project/Equipment Justification: This is an annual request to be used for smaller water line improvements. Places that are typical problem areas with the most upside to improve water quality in the given area.

Cost itemization and funding information: 425-933-004-42

Total Project/Equipment Cost: \$150,000

Cost Information Supplied By: NA

Estimated Month of Expenditure: July

Contact Person for this request: William Staley

Phone No.: 6203263011

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/9/2021 *Budget Year:* 2022

Department Name: Utility-Water Distribution

Project Name or Item: Worden Park Water Tower repainting

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 415 *Account No.:* 933-004-44

Cost: \$72,500 *Estimated Month of Expenditure:* July

Function/Purpose/Project: Painting Worden Park Water Tower

Justification of Purchase: It was recommended by the Central Tank Cleaning during the 2018 inspection and cleaning that Worden Water Tower be repainted to prevent deterioration of the integrity of the tower. Central Tank Cleaning who we contract with for inspection stated that exterior paint needed to be addressed in the next 2-5 years. If this does not get done the tower could rust and cause much larger problems.

Submitted by: William Staley

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Airport Booster Station

Department: Utility-Water Dist

Date: 2/16/2021

Proposed CIP Year/s: 2023

New Request: No

Previous CIP Year/s: 2019-2021

Project description/synopsis or Equipment description/details: Booster pumps located at Worden Park Tower

Project/Equipment Justification: This booster would be located at Worden Park and increase the water pressure to the airport if a drop in pressure was detected. This would allow the industries located on airport property to sprinkle buildings which would in turn lower their insurance.

Cost itemization and funding information: 425-933-004-21

Total Project/Equipment Cost: \$680,000

Cost Information Supplied By: Professional Engineering Contractors

Estimated Month of Expenditure: NA

Contact Person for this request: William Staley

Phone No.: 6203263011

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/2/2021 *Budget Year:* 2023

Department Name: Utility-Water Distribution

Project Name or Item: 1 Ton Dump Truck

Replacing item/equipment or adding new?: Adding new

Fund No.: 425 *Account No.:* 933-004-22

Cost: \$51,000 *Estimated Month of Expenditure:* NA

Function/Purpose/Project: This smaller dump truck would be an addition to our fleet for hauling smaller loads of material for smaller jobs and clean up work following the repair. This truck would also be used to pull our vacuum excavator and skid steer because we don't have a vehicle to properly tow it now.

Justification of Purchase: This smaller dump truck would be an addition to our fleet for hauling small loads of material for smaller jobs and clean up work following the repair. This truck would also be used to pull our vacuum excavator and skid steer because we don't have a vehicle to properly tow it now. We need a larger truck to safely tow some of the equipment we have and we need a smaller dump truck for smaller jobs, this purchase would take care of both needs with one purchase.

Submitted by: William Staley

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Water Model Study

Department: Utility-Water Dist

Date: 2/16/2021

Proposed CIP Year/s: 2023

New Request: Yes

Previous CIP Year/s: NA

Project description/synopsis or Equipment description/details: P.E.C. Water Model Study

Project/Equipment Justification: This study would be used to analyze and find water quality trouble spots within the water distribution system. The last water model was completed when the 24" supply line was added going to Worden Park tower. We have fought water quality issues throughout our system for years. We have always taken a reactive approach and dealt with areas as they arise. This model would allow us to evaluate our distribution system to identify these areas and proactively deal with them. The model would also help when planning for future development and water needed to support said development.

Cost itemization and funding information: 425-933-002-43

Total Project/Equipment Cost: \$35,000

Cost Information Supplied By: Professional Engineering Consultants

Estimated Month of Expenditure: NA

Contact Person for this request: William Staley

Phone No.: 6203263011

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/6/2021 *Budget Year:* 2025

Department Name: Utility-Water Distribution

Project Name or Item: Mower Replacement

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 425 *Account No.:* 933-004-21

Cost: \$14,500 *Estimated Month of Expenditure:* NA

Function/Purpose/Project: Hustler Mower Replacement

Justification of Purchase: The current Hustler is 10 years old with 500 hours currently. Estimated Replacement date with current wear and tear. The current hustler is a good running machine but is working towards needing more mechanical repairs in the coming years. Water Distribution is responsible for the mowing at the water towers and help at the airport prepping for the Air Tour and other events.

Submitted by: William Staley

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/5/2021 *Budget Year:* 2025

Department Name: Utility-Water Distribution

Project Name or Item: Service Truck #109

Replacing item/equipment or adding new?: Replacing/Updating existing

Fund No.: 425 *Account No.:* 933-004-22

Cost: \$57,000 *Estimated Month of Expenditure:* NA

Function/Purpose/Project: Service Truck #109 Replacement

Justification of Purchase: An estimation based on current condition. These service trucks are replaced about every 13 years. 2025 would be 13 years.

Submitted by: William Staley

CAPITAL OUTLAY REQUEST

Date Request Completed: 4/5/2021 *Budget Year:* 2022

Department Name: Utility-Water Production

Project Name or Item: Auto gate opener

Replacing item/equipment or adding new?: Adding new

Fund No.: 415-932 *Account No.:* 004-21

Cost: \$12,500 *Estimated Month of Expenditure:* April

Function/Purpose/Project: Auto gate opener for north gate, This will give larger chemical trucks easier access for deliveries.

Justification of Purchase: By adding a gate opener to the north gate will make for easier and safer access into the plant for chemical deliveries. The trucks will not have to back off a busy lake road to access the loading dock.

Submitted by: Mike Clift

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Clearwell Cleaning

Department: Utility-Water Prod

Date: 2/15/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: 2012-2020

Project description/synopsis or Equipment description/details: Cleaning settlement out of Clearwell, Contact basin and Wet Well.

Project/Equipment Justification: This is done every five years to remove any sediment from the tanks, this helps to keep turbidity levels down in the water leaving the plant and gives the City the opportunity to have the storage tanks inspected from the inside and out.

Cost itemization and funding information: N/A

Total Project/Equipment Cost: \$65,000

Cost Information Supplied By: Mike Clift

Estimated Month of Expenditure: April

Contact Person for this request: Mike Clift

Phone No.: 620-434-5353

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Demo/Cleanup old Water Treatment Plant

Department: Utility-Water Prod

Date: 2/15/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: 2017-2021

Project description/synopsis or Equipment description/details: Tear down old water plant structure.

Project/Equipment Justification: The old water plant has been empty for 25 years, and over the years it's just been sitting there deteriorating. The security of this old structure is becoming a concern and the property could certainly be used by the Lake for future improvements.

Cost itemization and funding information: N/A

Total Project/Equipment Cost: \$250,000

Cost Information Supplied By: Jason Newberry

Estimated Month of Expenditure: May

Contact Person for this request: Mike Clift

Phone No.: 620-434-5353

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Lagoon Cleaning

Department: Utility-Water Prod

Date: 2/15/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: 2012-2021

Project description/synopsis or Equipment description/details: Cleaning out sludge from Lagoons.

Project/Equipment Justification: We have two sludge lagoons that are on a five-year plan to be cleaned. This is important because these lagoons are the only places we have to store sludge for the daily operations of the plant.

Cost itemization and funding information: N/A

Total Project/Equipment Cost: \$200,000

Cost Information Supplied By: Mike Clift

Estimated Month of Expenditure: June

Contact Person for this request: Mike Clift

Phone No.: 620-326-5353

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Storage/Maintenance Building

Department: Utility-Water Prod

Date: 2/15/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: 2016-2021

Project description/synopsis or Equipment description/details: To have a building constructed with concrete floor/drive at the water plant.

Project/Equipment Justification: This building will be used for parking equipment and maintenance work purposes. The water plant only has two small bays inside the building. These bays are used for storing chemicals, equipment, tools, and parking trucks. We also use one of the bays as a shop area for doing repairs. Not only do we need more space, but we also need to get our equipment and tools out of the highly corrosive atmosphere inside the plant which causes tools and equipment to rust.

Cost itemization and funding information: N/A

Total Project/Equipment Cost: \$70,000

Cost Information Supplied By: Mike Clift

Estimated Month of Expenditure: April

Contact Person for this request: Mike Clift

Phone No.: 620-434-5353

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Water Plant Rehab/Replacement Reserve

Department: Utility-Water Prod

Date: 2/15/2021

Proposed CIP Year/s: 2022

New Request: Yes

Previous CIP Year/s: 2017-2021

Project description/synopsis or Equipment description/details: Reserving money for Rehab/Replacement of Water plant.

Project/Equipment Justification: This reserve is for sitting funds back for future Rehab/Replacement for the water plant.

Cost itemization and funding information: N/A

Total Project/Equipment Cost: \$250,000

Cost Information Supplied By: Jason Newberry

Estimated Month of Expenditure: February

Contact Person for this request: Mike Clift

Phone No.: 620-434-5353

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Filter Media Replacement

Department: Utility-Water Prod

Date: 2/15/2021

Proposed CIP Year/s: 2026

New Request: Yes

Previous CIP Year/s: 2016-2021

Project description/synopsis or Equipment description/details: Changing out filter media

Project/Equipment Justification: The four filters at the water plant had their media changed out in 2016. Staff has structured a filter maintenance program that will allow the rotation of the filter media to be changed out of the two filters every 10 years. This gives us 20 years of usage by the time we change out all four filters.

Cost itemization and funding information: N/A

Total Project/Equipment Cost: \$70,000

Cost Information Supplied By: Mike Clift

Estimated Month of Expenditure: February

Contact Person for this request: Mike Clift

Phone No.: 620-434-5353

Capital IMPROVEMENT Plan Request

Project Title or Equipment Item: Zebra Mussel Inspection/ Removal

Department: Utility-Water Prod

Date: 2/15/2021

Proposed CIP Year/s: 2026

New Request: Yes

Previous CIP Year/s: 2017-2020

Project description/synopsis or Equipment description/details: Divers inspecting and removing Zebra mussels from our Lake intakes.

Project/Equipment Justification: This is routine maintenance for Zebra Mussel inspection/Removal on Lake intake. The plan was to have this done every 3 years, but after the last inspection in 2020 there was no sign of Zebra mussels. So staff has decided to stretch out the next inspection to 6 years.

Cost itemization and funding information: N/A

Total Project/Equipment Cost: \$12,000

Cost Information Supplied By: Mike Clift

Estimated Month of Expenditure: May

Contact Person for this request: Mike Clift

Phone No.: 620-434-5353

Levy & Valuation History

Levied Funds	2000 for 2001	2001 for 2002	2002 for 2003	2003 for 2004	2004 for 2005	2005 for 2006	2006 for 2007	2007 for 2008
General Fund	29.468	35.277	29.674	34.863	34.865	35.052	35.665	34.334
Ambulance & Firefighting Fund	2.016	0.994	2.000	1.677	1.999	2.010	2.030	1.891
Library Fund	3.929	3.974	4.000	4.074	3.998	4.020	4.122	4.117
Bond & Interest Fund	11.232	6.112	11.706	9.182	8.661	8.708	8.523	9.377
Final City Levy	46.645	46.357	47.380	49.796	49.523	49.790	50.340	49.719
Final Valuation	\$33,551,567	\$34,566,909	\$35,554,994	\$35,943,966	\$38,614,554	\$38,201,897	\$39,420,569	\$39,912,738
Total levy change from previous year=		-0.288	1.023	2.416	-0.273	0.267	0.550	-0.621

Levied Funds	2008 for 2009	2009 for 2010	2010 for 2011	2011 for 2012	2012 for 2013	2013 for 2014	2014 for 2015	2015 for 2016
General Fund	33.924	33.950	33.533	33.523	30.397	33.420	29.991	32.674
Ambulance & Firefighting Fund	1.840	1.431	1.437	1.437	2.000	2.000	1.999	1.981
Library Fund	4.046	3.968	3.990	3.988	4.367	4.415	4.967	4.919
Bond & Interest Fund	9.835	10.478	10.514	10.511	12.683	11.691	14.530	14.391
Final City Levy	49.645	49.827	49.474	49.459	49.447	51.526	51.487	53.965
Final Valuation	\$43,347,265	\$43,170,044	\$43,044,549	\$43,375,130	\$41,757,444	\$41,405,584	\$42,013,016	\$43,640,943
Total levy change from previous year=	-0.074	0.182	-0.353	-0.015	-0.012	2.079	-0.039	2.478

Levied Funds	2016 for 2017	2017 for 2018	2018 for 2019	2019 for 2020	2020 for 2021	2021 for 2022	2022 for 2023	2023 for 2024
General Fund	32.672	34.582	34.581	36.372	33.994			
Ambulance & Firefighting Fund	2.000	2.000	2.000	1.999	2.000			
Library Fund	4.919	5.000	5.000	4.998	5.000			
Bond & Interest Fund	14.391	14.873	14.872	15.748	18.186			
Final City Levy	53.982	56.455	56.453	59.117	59.180	0.000	0.000	0.000
Final Valuation	\$44,699,181	\$45,074,013	\$44,056,058	\$44,777,840	\$44,982,386			
Total levy change from previous year=	0.017	2.473	-0.002	2.664	0.063			

Ambulance and Firefighting limited to maximum 2.000
 Library limited to maximum 5.000