



**Board of Riley County  
Commissioners  
Regular Meeting  
Agenda  
January 19, 2023**

115 North 4th Street  
Manhattan, KS 66502  
[www.rileycountyks.gov](http://www.rileycountyks.gov)

Cindy Kabriel  
785-565-6200

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**Commission Chambers**

**9:00 AM**

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[District 2 – Greg McKinley, Member](#)

[District 3 – Kathryn Focke, Chair](#)

[District 1 – John Ford, Vice Chair](#)

**9:00 AM**

**Call to Order**

**Pledge of Allegiance**

**Public Comment**

1. Public Comments

**Commission Comments**

2. Commission Comments

**Business Meeting**

3. Highway Use Permit, Cox Communications
4. RESOLUTION MAKING FINDINGS CONCERNING THE CITY OF MANHATTAN’S REQUEST TO ANNEX A 78.73 ACRE TRACT OF LAND
5. Advisory Board appointments, Resolution appointing Riley County representatives to Council/Advisory Boards, and Thank you letter for serving on advisory board
6. Sign Tax Roll Corrections

**Review Minutes**

7. Board of Riley County Commissioners - Regular Meeting - Jan 9, 2023 8:30 AM
8. Board of Riley County Commissioners - Special Meeting - Jan 14, 2023 9:00 AM

**Review Tentative Agenda**

9. Tentative Agenda

**Press Conference Topics**

10. Discuss Press Conference

**9:15 AM**

**Amy Manges, Register of Deeds**

11. 2022 Year End Revenue

**9:30 AM**

**Craig Cox, Deputy County Counselor**

12. Administrative Work Session

13. Resolution Authorizing Real Estate Tax Foreclosure Sale

**9:50 AM**

**Alvin Perez, Public Works Operations & Fleet Manager**

14. Bid opening for corrugated metal pipe (CMP)

**10:00 AM**

**Gary Fike, County Extension Director**

15. Rural Revitalization Conference and VITA Update

**10:15 AM**

**Brian Peete, RCPD Director**

16. RCPD update

**10:30 AM**

**Julie Gibbs, Health Department Director**

17. Riley County Health Department Update  
18. Riley County Health Department 2023 Provider Contracts  
19. Riley County Health Department 2023 Konza Rental Agreement  
20. Riley County Health Department Out of State Travel Request

**11:00 AM**

**David Adams, EMS Director**

21. Staff Update  
22. Request to Fill Vacant Paramedic Position

**11:30 AM**

**Katharine Hensler, Museum Director**

23. Riley County Historical Museum Staff Report

**11:45 AM**

**Shilo Heger, Treasurer**

24. December 2022 Revenue Reporting - Riley County Treasurer

### **Adjournment**

### **Announcement**

Good Morning Manhattan will be held today 7:15 a.m. - 8:30 a.m. at the Four Points by Sheraton, 530 Richards Drive.

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In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.



**PUBLIC WORKS**  
*Permit*

**John Ellermann**  
Public Works  
Director/County Engineer  
6215 Tuttle Creek Blvd  
Manhattan, KS 66503  
Phone: 785-537-6330

## COMMISSION AGENDA REPORT

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**FROM:** Shannon Sterling, Administrative Assistant II

**MEETING:** January 19, 2023

**SUBJECT:** Highway Use Permit, Cox Communications

**PRESENTER:** John Ellermann, PE, Director of Public Works

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### **BACKGROUND**

Cox Communications is requesting permission to work in the right of way to pull approximately 163' of 48ct fiber through existing conduit at 1315 Knox Lane.

### **RECOMMENDATION(S)**

Staff recommends approval of the Highway Use Permit as presented

### **POSSIBLE MOTION(S)**

Move to approve the Highway Use Permit granting Cox Communications permission to complete the work as outlined on the Permit.

The Board agreed by consensus to

### **Enclosures:**

- 12.08.22\_Cox Communications\_Knox Lane (PDF)

**Riley County Public Works Department  
Highway Use Permit - Document Management Form**

**Project Number:** BI-54089-1315 Knox Lane

**Requesting Party:** Cox Communications, 901 George Washington Blvd, Wichita, KS 67211

**Processing Procedure:** Date and initial completed steps.

1. The public works department sends a copy of the document management form and permit to Operations Manager (OM) & Assistant County Engineer for recommendation.

Comments: Ensure all areas are backfilled, re-establish elevations and repair the existing right of way profiles within the work area. Maintain proper traffic control procedures during construction. **PROPERLY REPAIR ANY DAMAGE TO ROCK OR ASPHALT SURFACES.**

Signature: \_\_\_\_\_

2. The public works department sends a copy of Highway Use Permit to Township for recommendation. Township will call Public Works with any recommendations, if applicable.

Comments: **Manhattan Township - No issues**

The public works department attaches document management form to permit and gets recommendation signature from County Engineer. If recommended proceed by submitting scanned .pdf file (to include: Doc. Management Form and Original Highway Use Permit, with County Engineer signature and any additional maps or pages) to Minute Traq for scheduling of Commission meeting agenda. Place "Sign Here" post-it on original and deliver original to County Clerk's designated employee. Keep one copy here for our files.

Date 1/12/23 by SS

3. County Clerk via Minute Traq schedules permit to be signed by Chairman during next BOCC business meeting.
4. BOCC Chairman signs and dates permit. County Clerk produces **2** copies of permit including attached maps and sends to Administrative Clerk Public Works **the next business day**. County Clerk keeps original.
5. The public works department distributes copies of permit received from County Clerk.

CC: Petitioner ☐

Operations Manager ☐

Township Trustee: \_\_\_\_\_ (if on Township Road) ☐

Highway Use Permit filed with Document Management Form attached ☐

Date \_\_\_\_\_ by \_\_\_\_\_

Submitted by: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

Attachment: 12.08.22\_Cox Communications\_Knox Lane (13103 : Highway Use Permit)

Permit No. \_\_\_\_\_

# APPLICATION FOR HIGHWAY USE PERMIT

## Riley County, Kansas

|                            |                      |       |       |
|----------------------------|----------------------|-------|-------|
| Cox Communications         | Underground          |       |       |
| Applicant Name             | Type of Construction |       |       |
| 901 George Washington Blvd | Wichita              | KS    | 67211 |
| Applicant Mailing Address  | City                 | State | Zip   |

Applicant hereby requests permission to do certain work along and/or across the public roads of Riley County, Kansas. The type of work and location of work to be done is described as follows: Cox will pull approx. 163' of 48ct Fiber through existing conduit at 1315 Knox Lane.

**A \$100 Application Fee and a detailed map of location (include an aerial when possible) are required.**

In support of its application, the Applicant states it is in the best interest of the residents of Riley County to allow construction of said facility. In addition, Applicant agrees as follows:

- Facility shall be installed in conformance with all items on approved plans, pertinent national codes/standards and the Riley County Highway Use Permit Requirements and Procedures. Any request for variance shall be an addendum to this application. Any utility sharing facilities with another entity is required to obtain a separate Highway Use Permit for their installation.
- A refundable deposit as specified in the Riley County Highway Use Permit Requirements and Procedures, made payable to Riley County, Kansas, shall accompany this application to guarantee satisfactory performance of the conditions of this permit.
- The County Engineer and/or the Township Trustee shall have the authority to require any needed repairs resulting from such construction in the road right-of-way for a period of one year from date of completed construction.
- In the event of road improvement or maintenance within the right-of-way, the applicant or its assigns will be responsible for the relocation of the facility at no cost to Riley County or the Township.
- Applicant shall notify the County Engineer at least 2 business days prior to the beginning of construction and upon completion of construction at 785-537-6330.**
- It is understood, the work shall commence within three (3) months of the permit approval and be completed within thirty (30) days of the estimated duration of construction otherwise, the permit becomes null and void, unless an extension of time is approved.
- Applicant further represents it shall comply with and abide by any rule, regulation or condition of the permit made by the County Engineer and/or the Township Trustee.

|                                    |                                    |
|------------------------------------|------------------------------------|
| Submitted by: <u>James Walburn</u> | <u>12/08/2022</u>                  |
| Submitter's signature              | Date                               |
| James Walburn Land Use Agent       |                                    |
| Printed Name & Title               |                                    |
| <u>316-260-7491</u>                | <u>Statton Communications</u>      |
| Submitter's Telephone Number       | Contractor Name                    |
| <u>wicrow@cox.com</u>              | <u>817-374-9611</u>                |
| Submitter's Email Address          | Contractor Telephone Number        |
| <u>01/15/2023</u>                  | <u>60</u>                          |
| Proposed Date of Construction      | Estimated Duration of Construction |

RECOMMENDED BY: [Signature]  
Riley County Engineer

Permit granted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

BOARD OF COUNTY COMMISSIONERS  
RILEY COUNTY, KANSAS

\_\_\_\_\_  
Chairperson

## OFFICE USE ONLY:

Application Fee: 100.00  
\$1,000 Deposit ☒ Bond ☐ Letter ☐  
Receipt No. 012965 Date: 12-8-22  
Signature: S. Sterling





**COUNTY  
COUNSELOR/ADMINISTRATIVE  
SERVICES**  
*Resolution*

**Clancy Holeman**  
Counselor/Director of  
Administrative Services  
115 North 4th Street  
Manhattan, KS 66502  
Phone: 785-565-6844

## RESOLUTION

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**FROM:** Clancy Holeman, Riley County Counselor

**MEETING:** January 19, 2023

**SUBJECT:** RESOLUTION MAKING FINDINGS CONCERNING THE CITY OF  
MANHATTAN'S REQUEST TO ANNEX A 78.73 ACRE TRACT OF  
LAND

**PRESENTER:** Clancy Holeman

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### POSSIBLE MOTION(S)

Move to approve

**Enclosures:**

- Resolution City of Manhattan Request to Annex (DOCX)

**RESOLUTION NO. 011923-\_\_\_\_****RESOLUTION MAKING FINDINGS CONCERNING THE CITY OF MANHATTAN'S  
REQUEST TO ANNEX A 78.73 ACRE TRACT OF LAND**

**WHEREAS**, pursuant to the provisions of K.S.A. 12-520c, the City of Manhattan, Kansas (hereinafter “City of Manhattan”), and the owners of certain land within the unincorporated area of Riley County, Kansas have requested the Board of Riley County Commissioners (hereinafter “Board”) find the City of Manhattan’s proposed annexation of such land does not hinder or prevent the proper growth and development of the area or that of any incorporated city within Riley County; and

**WHEREAS**, after appropriate published notice, and after having received into its record of hearing and having reviewed all written materials which were made a part of its public agenda packet prior to January 14, 2023; and having received into its record of hearing and having reviewed all written materials submitted to the Board during its January 14, 2023, hearing; conducted a public hearing on January 14, 2023, as follows:

**Section 1.** The Chair of the Board opens the public hearing and begins receiving testimony according to the sequence set out in its published agenda.

**Section 2.** Pursuant to the request of the City of Manhattan, the Board receives as the City of Manhattan’s testimony in support of the proposed annexation the City of Manhattan’s cover letter, certified copy of its Resolution No. 122022-E and all its attachments, all of which were provided to the Board December 21, 2022.

**Section 3.** The Board receives the oral testimony of Mark Bachamp, on behalf of Midwest Concrete Materials, Inc., in support of the proposed annexation.

**Section 4.** The Board receives Resolution No. 1-12-23 of the City of Ogden, along with oral testimony of Peter Rombold, attorney for the City of Ogden, as the City of Ogden’s opposition to the proposed annexation.

**Section 5.** The Board receives the oral testimony of Random Woods Homeowners in opposition to the proposed annexation (along with all written materials submitted to the Board and made a part of its public agenda packet prior to January 14, 2023, by or on behalf of Random Woods Homeowners, including but not limited to the “Petition Against Annexation” submitted by the Random Woods Homeowners Association, and all other written materials submitted to the Board during its January 14, 2023, public hearing.) The

following Random Woods Homeowners provided oral testimony in opposition to the proposed annexation: Stafford Gosser; Edward L. Huddleston; Yolande E. Adair; Suzie Stanfield; Laura Donnelly; John Chingway; Gene Redfield.

**Section 6.** The Chair of the Board closes the public hearing and opens the Board's public discussion among its members. Chair Focke states she is convinced by the City of Ogden's opposition that this proposed annexation of land would hinder or prevent the proper growth and development of the City of Ogden. She will not make findings in support of this proposed annexation.

**Section 7.** Vice Chairman of the Board Ford believes this proposed annexation of the land will not hinder or prevent the proper growth and development of the area or that of the City of Ogden or that of any other incorporated city within Riley County. Vice Chairman Ford states he is convinced the proposed annexation will involve commercial activity on smaller lots which will likely make them more attractive to potential commercial tenants than are the existing larger lots available elsewhere in the County. He is convinced these smaller lots will not be in competition with the City of Ogden's development plans. That is because the commercial activity on these 78.73 acres will make more viable the available land within the City of Ogden's development plans. He is convinced the existing fire protection, water, sewer and broadband services currently available from the City of Manhattan will be more attractive to prospective commercial tenants of the land than the City of Ogden's stated ability and willingness to obtain agreements for full time fire protection within these 78.73 acres. He believes the environmental concerns expressed by some of the Random Woods Homeowners are more efficiently addressed by the City of Manhattan's legally available enforcement procedures, than they might otherwise be legally addressed by Riley County if the proposed annexation does not happen.

**Section 8.** Board member Commissioner McKinley believes this proposed annexation of the land will not hinder or prevent the proper growth and development of the area or that of the City of Ogden or that of any other incorporated city within Riley County. He states the City of Manhattan has sufficient regulations to require the 50-foot buffer of trees to remain in place between the land and the Random Woods subdivision. He believes the existing fire protection, water and sewer services currently available for extension to the land from the City of Manhattan will be more attractive to prospective commercial tenants of the land than the City of Ogden's 's stated ability and willingness to obtain agreements for full time fire protection within these 78.73 acres.

**Section 9.** Vice Chairman Ford moves the Board find and determine the proposed annexation of the real estate will not hinder or prevent the proper growth and development of the area or that of any other incorporated city located within Riley County, and that today's decision shall become a final order upon this Board's passage of a resolution to be presented during its public meeting on January 19, 2023. Following a proper second, Vice Chairman Ford votes "aye"; Commissioner McKinley votes "aye"; Chair Focke votes "no."

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF RILEY COUNTY, KANSAS:**

**Section 10.** All information presented has been carefully considered by the Board.

**Section 11.** The facts set forth in the above Sections 7 and 8 of this Resolution are determined to be the controlling facts concerning this request and are hereby adopted as the factual findings in support of this Board's decision on this request.

**Section 12.** The annexation of the real estate will not hinder or prevent the proper growth and development of the area or that of any other incorporated city within Riley County.

ADOPTED this 19<sup>th</sup> day of January 2023.

BOARD OF COMMISSIONERS  
OF RILEY COUNTY, KANSAS

\_\_\_\_\_  
John Ford, Vice Chair

\_\_\_\_\_  
Greg McKinley, Member

ATTEST:

(Seal)

\_\_\_\_\_  
Rich Vargo, Riley County Clerk



**COUNTY CLERK & ELECTIONS**  
Boards

**Rich Vargo**  
County Clerk  
110 Courthouse Plaza  
Manhattan, KS 66502  
Phone: 785-565-6200

## COMMISSION AGENDA REPORT

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**FROM:** Cindy Kabriel, Senior Administrative Assistant

**MEETING:** January 19, 2023

**SUBJECT:** Advisory Board appointments, Resolution appointing Riley County representatives to Council/Advisory Boards, and Thank you letter for serving on advisory board

**PRESENTER:** Cindy Kabriel, Senior Administrative Assistant

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### POSSIBLE MOTION(S)

Move to approve the following appointments, Resolution No. 011923- , A Resolution appointing Riley County representatives to Council/Advisory Boards, and Thank You letter.

|                              |                                        |                                    |
|------------------------------|----------------------------------------|------------------------------------|
| Erica Blair<br>Comm Dist 3   | January 19, 2023-<br>August 31, 2024   | Food and Farm Council<br>3 year    |
| Jan Carlson<br>Comm Dist 1   | January 19, 2023-<br>December 31, 2025 | Museum Board of Trustees<br>3 year |
| Phil Anderson<br>Comm Dist 3 | January 19, 2023-<br>December 31, 2025 | Museum Board of Trustees<br>3 year |

**Enclosures:**

- Board appt letters resolution and thank you letter (PDF)



BOARD OF COMMISSIONERS

5.a

115 N. 4th Street, 1st Floor  
Manhattan, Kansas 66501  
Phone: 785-565-6844  
Fax: 785-565-6841  
E-mail: [bocc@rileycountyks.gov](mailto:bocc@rileycountyks.gov)

January 19, 2023

Jan Carlson  
1840 Alabama Lane  
Manhattan, KS 66502

Dear Jan:

This is to confirm your appointment to the Museum Board of Trustees. We greatly appreciate your willingness to serve on this Council/Board and know that the Museum Board of Trustees will benefit from your contribution. Your term appointment is through December 31, 2025.

Sincerely,

Riley County Board of County Commissioners

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Chairman

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Member

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Member

Attachment: Board appt letters resolution and thank you letter (13113 : Advisory Board Appointments)

FILED

2022 NOV -3 PM 1:05

COUNTY CLERK  
RILEY COUNTY, KANSAS**Name of Council/Board Member:** Jan Carlson**Board:** Museum Board of Trustees**Date of Term Expiration:** December 31, 2022

Council/Board Member: Please check the following applicable boxes regarding your interest in serving another term on the Council/Board. Please sign the form and return it as soon as possible in the stamped envelope enclosed.



I am interested in serving another term.



I am not interested in serving another term.



I am not eligible to serve another term.



I am interested in serving on a different council, board or committee. Please send me an interest form/application.

Signed:

Janet Carlson  
Council/Board Member

10/31/2022  
Date

Attachment: Board appt letters resolution and thank you letter (13113 : Advisory Board Appointments)



BOARD OF COMMISSIONERS

5.a

115 N. 4th Street, 1st Floor  
Manhattan, Kansas 66501  
Phone: 785-565-684  
Fax: 785-565-684  
E-mail: [bocc@rileycountyks.gov](mailto:bocc@rileycountyks.gov)

January 19, 2023

Phil Anderson  
1719 Fairchild Avenue  
Manhattan, KS 66502

Dear Phil:

This is to confirm your appointment to the Museum Board of Trustees. We greatly appreciate your willingness to serve on this Council/Board and know that the Museum Board of Trustees will benefit from your contribution. Your term appointment is through December 31, 2025.

Sincerely,

Riley County Board of County Commissioners

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Chairman

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Member

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Member

Attachment: Board appt letters resolution and thank you letter (13113 : Advisory Board Appointments)

**Name of Council/Board Member:** Howard Erickson

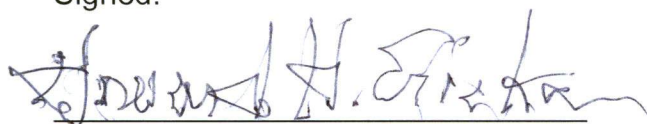
**Board:** Museum Board of Trustees

**Date of Term Expiration:** December 31, 2022

Council/Board Member: Please check the following applicable boxes regarding your interest in serving another term on the Council/Board. Please sign the form and return it as soon as possible in the stamped envelope enclosed.

- ☐ I am interested in serving another term.
- ☐ I am not interested in serving another term.
- ☒ I am not eligible to serve another term.
- ☐ I am interested in serving on a different council, board or committee. Please send me an interest form/application.

Signed:



Council/Board Member

10.31.22

Date

Attachment: Board appt letters resolution and thank you letter (13113 : Advisory Board Appointments)

## Cindy Kabriel

---

**From:** Katharine Hensler  
**Sent:** Tuesday, January 3, 2023 9:58 AM  
**To:** Cindy Kabriel  
**Subject:** RE: Online Form Submittal: Advisory Council/Board Application Form

Good Morning Cindy,

Happy New Year! I hope you had a very nice holiday.

Thank you for sending this notification on to me. I spoke with Phil personally before the holidays and am happy to see that he has submitted an application for a Trustee position. What do I need to do in order to move forward? Thank you!

Kind Regards,

*Katharine A. Hensler*

*Director*

Riley County Historical Museum  
 2309 Claflin Rd.  
 Manhattan, KS 66502  
[khensler@rileycountyks.gov](mailto:khensler@rileycountyks.gov)  
 PH: 785-565-6490

**From:** Cindy Kabriel <[ckabriel@rileycountyks.gov](mailto:ckabriel@rileycountyks.gov)>  
**Sent:** Tuesday, December 27, 2022 8:29 AM  
**To:** Katharine Hensler <[khensler@rileycountyks.gov](mailto:khensler@rileycountyks.gov)>  
**Subject:** FW: Online Form Submittal: Advisory Council/Board Application Form

*Cindy Kabriel*

Administrative Assistant II  
 Riley County Clerk's Office  
 110 Courthouse Plaza, B118  
 Manhattan, KS 66502  
 phone: (785) 565-6202  
 fax: (785) 537-6394

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com) <[noreply@civicplus.com](mailto:noreply@civicplus.com)>  
**Sent:** Thursday, December 22, 2022 10:12 AM  
**To:** Cindy Kabriel <[ckabriel@rileycountyks.gov](mailto:ckabriel@rileycountyks.gov)>  
**Subject:** Online Form Submittal: Advisory Council/Board Application Form

## Advisory Council/Board Application Form

### Personal Information

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Attachment: Board appt letters resolution and thank you letter (13113 : Advisory Board Appointments)

# RILEY COUNTY APPLICATION FOR SERVING ON A COUNTY ADVISORY COUNCIL/BOARD

Following is a list of current County Advisory Council/Boards. If you have any questions or need additional information about the specific group(s) you are interested in, please contact the County Clerk's Office (565-6202).

Select the Board, Commission, or Committee applying for  
Museum Board of Trustees

Dist 3

## PERSONAL INFORMATION

First Name Phil

Last Name Anderson

Address1 1719 Fairchild Ave

Address2 *Field not completed.*

City Manhattan

State Kansas

Zip 66502-4038

Phone Number ~~785-539-4994~~

Business Address 1719 Fairchild Ave

Business Phone Number 785-539-4994

Occupation Own and operate the Anderson Bed & Breakfast. Am retired KSU faculty 1980-2011,

Email Address ~~phil@kcd.edu~~

Statement of Interest

I have a strong interest in our local and regional history, have previously served as a Riley County Museum Trustee, and am currently raising money for a Kansas River masterplan to reconnect our downtown area to our river, which was where Isaac Goodnow established our settlement in 1855.

I also am currently serving on the Manhattan Historical Resources Board and the Urban Area Planning Board.

## References

## REFERENCES

Attachment: Board appt letters resolution and thank you letter (13113 : Advisory Board Appointments)

Please submit at least one reference.

Reference Name Katharine Focke

Reference Phone Number 785-565-6202

Reference Email Address [REDACTED]

Relationship Friend

Reference Name Linda Morse

Reference Phone Number *Field not completed.*

Reference Email Address [REDACTED]

Relationship Friend

Reference Name *Field not completed.*

Reference Phone Number *Field not completed.*

Reference Email Address *Field not completed.*

Relationship *Field not completed.*

### Sign and Submit

Type Your Name Phil Anderson

Thank you for your interest in serving Riley County

When an opening on a council/board occurs, the Riley County Commissioners will review the applications on file. If your application is selected, you will be contacted to confirm that you are still interested in serving on this council/board before an appointment is made.

All applications will remain on file for three years.

Questions?

Please contact the County Clerk's Office during regular business hours.

Phone: (785) 565-6200



# BOARD OF COMMISSIONERS

115 N. 4th Street, 1st Floor  
 Manhattan, Kansas 66501  
 Phone: 785-565-6841  
 Fax: 785-565-6841  
 E-mail: boccc@rileycountyks.gov

January 19, 2023

Erica Blair  
 3313 Gary Avenue #9  
 Manhattan, KS 66503

Dear Erica:

This is to confirm your appointment to the Food and Farm Council. We greatly appreciate your willingness to serve on this Council/Board and know that the Food and Farm Council will benefit from your contribution. Your term appointment is through August 31, 2024.

Sincerely,

Riley County Board of County Commissioners

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Chairman

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Member

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Member

Attachment: Board appt letters resolution and thank you letter (13113 : Advisory Board Appointments)

## Cindy Kabriel

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**From:** vickiejames005@gmail.com  
**Sent:** Tuesday, January 10, 2023 1:05 PM  
**To:** Cindy Kabriel  
**Cc:** Julie Gibbs; vickiejames005@gmail.com  
**Subject:** Request for County appointment to the FFC

Good afternoon, Cindy and Happy New Year! I hope you enjoyed some time with family and some rest!

As you know, Mary Mertz has resigned from the Council for personal and work related reasons and we have a FFC vacancy now as a County appointment. Mary has taken a volunteer role at the state level with Farm Bureau making her time for volunteerism at home more limited. She will continue to be our contact for communication to local and state Farm Bureau but will no longer be a member of the Council.

The FFC administrative council and liaison, Julie Gibbs have reviewed on file applications and we would like to recommend to the County Commissioners the appointment of Erica Blair. Her application is below for review.

Erica manages the state rural grocery store initiative. She has been a leader with our Food Insecurity Community Action Team, as well as serving a role with marketing and promotion of the Council's work. She has been involved in the start up of the Flint Hills Food Recovery and her graphics and design work are key to helping us deliver our message to the public.

We request this appointment as soon as possible. If there are any questions, please let me know.

Thank you,

Vickie

Vickie L. James, RDN, LD  
 Food and Farm Council of Riley County and City of Manhattan, KS. Coordinator  
 C.H.A.N.G.E. 4Good Healthy Eating/Active Living Specialist

620-397-5511

vickiejames005@gmail.com

vljames@rileycountyks.gov

<https://nourishtogether.org>

**From:** Cindy Kabriel [ckabriel@rileycountyks.gov](mailto:ckabriel@rileycountyks.gov)  
**Sent:** Wednesday, December 21, 2022 1:09 PM  
**To:** vickiejames005@gmail.com  
**Subject:** FW: Online Form Submittal: Advisory Council/Board Application Form

## Advisory Council/Board Application Form

### Personal Information

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Attachment: Board appt letters resolution and thank you letter (13113 : Advisory Board Appointments)

# RILEY COUNTY APPLICATION FOR SERVING ON A COUNTY ADVISORY COUNCIL/BOARD

Following is a list of current County Advisory Council/Boards. If you have any questions or need additional information about the specific group(s) you are interested in, please contact the County Clerk's Office (565-6202).

Select the Board, Commission, or Committee applying for

Food and Farm Council

Dist 3

## PERSONAL INFORMATION

First Name Erica

Last Name Blair

Address1 3313 Gary Avenue #9

Address2 *Field not completed.*

City Manhattan

State KS

Zip 66503

Phone Number

~~516-468-1212~~

Business Address *Field not completed.*

Business Phone Number *Field not completed.*

Occupation Program Manager, Rural Grocery Initiative

Email Address

~~blair@ruralgrocery.org~~

Statement of Interest

Food is foundational, yet it remains one of society's greatest challenges. Over the past ten years, I have gained a comprehensive view of this complex system: I started my career by joining farmers and communities to advocate for sustainable agriculture; I then studied environmental policy, focusing on barriers to adopting agroecological practices; now, I am positioned at the opposite end of the supply chain, tackling distribution and sourcing challenges to ensure healthy food reaches consumers. With this knowledge and experience, I am excited to apply to be on the Food and Farm Council to advance a more equitable, sustainable, and resilient food system in Riley County and the City of Manhattan.

Attachment: Board appt letters resolution and thank you letter (13113 : Advisory Board Appointments)

As a Program Manager for the Rural Grocery Initiative at Kansas State University, I work with local governments, nonprofit organizations, resource providers, and community members to provide technical assistance, strategize food system solutions, and develop programming. Nationally recognized for our expertise on rural grocery challenges, I have presented on this issue at conferences, community meetings, and legislative hearings. Very recently, I served as a mentor to a community group in Ogden as they considered various food access solutions for the city. The mentorship led to the distribution of a community-wide survey that returned over 100 responses, providing critical feedback on the group's next steps. I am confident my experience in rural food systems will help the Food and Farm Council achieve its ambitious goals in the 2022 Master Food Plan.

While much of my current work focuses on rural food systems, the issue of food security affects rural and urban communities alike. With the Kansas Healthy Food Initiative (KHFI), I have provided technical and financial support to innovative food access projects in both settings, including the implementation of Double Up Food Bucks, mobile markets, community-supported grocery stores, and more. Additionally, in recognition of systemic injustices in the food system, I recently helped establish a racial equity policy to ensure KHFI funds are distributed more equitably to projects led by BIPOC entrepreneurs.

Whether through procurement policies or zoning, public transportation or education, municipalities have many tools at their disposal to develop robust and resilient food systems. This is exactly what led me to study policy and planning in graduate school. It is also why I joined the Food Insecurity Community Action Team in January 2021. I am energized by the impressive work that has been accomplished in Manhattan and Riley County in such a short period of time, and I am eager to use my skills in communication and graphic design to help share the council's story and successes. I also look forward to assisting with fundraising efforts to ensure this work grows and continues well into the future.

In short, I would be thrilled to join the Food and Farm Council to help strengthen the food system in Riley County and the City of Manhattan. Thank you for your consideration.

---

## References

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## REFERENCES

---

Please submit at least one reference.

Reference Name David Procter

Reference Phone Number (785) 344-4015

Reference Email Address dprocter@ksu.edu

Relationship Colleague

Reference Name Elizabeth Kiss

Reference Phone Number (785) 712-2828

Reference Email Address ekiss@ksu.edu

Relationship Colleague

Reference Name Kirk Crabtree

Reference Phone Number (785) 702-0210

Reference Email Address kcrabtree10@gmail.com

Relationship Colleague

### Sign and Submit

Type Your Name Erica Blair

Thank you for your interest in serving Riley County

When an opening on a council/board occurs, the Riley County Commissioners will review the applications on file. If your application is selected, you will be contacted to confirm that you are still interested in serving on this council/board before an appointment is made.

All applications will remain on file for three years.

### Questions?

Please contact the County Clerk's Office during regular business hours.

Phone: (785) 565-6200

Address: 110 Courthouse Plaza, Manhattan, Kansas 66502

**RESOLUTION NO. 011923-****A RESOLUTION APPOINTING RILEY COUNTY REPRESENTATIVES TO  
ADVISORY BOARDS**

**WHEREAS**, Riley County has positions available to be filled on various boards; and

**WHEREAS**, the following positions are open and the county residents listed below are eligible and have indicated a willingness to serve; and

**WHEREAS**, the Board of Commissioners of Riley County, Kansas, desire to appoint these county residents to the boards and for the terms as indicated below:

|                              |                                        |                                    |
|------------------------------|----------------------------------------|------------------------------------|
| Erica Blair<br>Comm Dist 3   | January 19, 2023-<br>August 31, 2024   | Food and Farm Council<br>3 year    |
| Jan Carlson<br>Comm Dist 1   | January 19, 2023-<br>December 31, 2025 | Museum Board of Trustees<br>3 year |
| Phil Anderson<br>Comm Dist 3 | January 19, 2023-<br>December 31, 2025 | Museum Board of Trustees<br>3 year |

**NOW THEREFORE BE IT RESOLVED** by the Board of Commissioners of Riley County, Kansas, that the above referenced county residents are hereby appointed to the various county boards for the designated period of time.

**ADOPTED** this 19<sup>th</sup> day of January, 2023.

BOARD OF COUNTY COMMISSIONERS  
OF RILEY COUNTY, KANSAS

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
MEMBER

\_\_\_\_\_  
MEMBER

ATTEST:

\_\_\_\_\_  
RICH VARGO  
Riley County Clerk

Attachment: Board appt letters resolution and thank you letter (13113 : Advisory Board Appointments)



## BOARD OF COMMISSIONERS

115 N. 4th Street, 1st Floor  
Manhattan, Kansas 66502  
Phone: 785-565-6844  
Fax: 785-565-6847  
E-mail: [bocc@rileycountyks.gov](mailto:bocc@rileycountyks.gov)

January 19, 2023

Mary Mertz  
7280 Zeandale Road  
Manhattan, KS 66502

Dear Mary:

The Board of Riley County Commissioners wish to thank you for your years of service on the Food and Farm Council. Your contributions to the board are greatly appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS  
OF RILEY COUNTY, KANSAS

---

Chairman

---

Member

---

Member

Attachment: Board appt letters resolution and thank you letter (13113 : Advisory Board Appointments)



**COUNTY CLERK & ELECTIONS**  
*Tax Roll Correction*

**Rich Vargo**  
County Clerk  
110 Courthouse Plaza  
Manhattan, KS 66502  
Phone: 785-565-6200

## COMMISSION AGENDA REPORT

---

**FROM:** Lori Muir, Real Estate Specialist

**MEETING:** January 19, 2023

**SUBJECT:** Sign Tax Roll Corrections

**PRESENTER:** Rich Vargo, County Clerk

---

### POSSIBLE MOTION(S)

Move to approve the Tax Roll Corrections.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

**Enclosures:**

- image27876 (PDF)
- image27884 (PDF)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by IMUIR

2023/01/12 1

Taxpayer ID UNIF0001  
Owner ID UNIF0001

Control # 2023000021

Tax Year 2022  
Tract # 046085UNIFIED SCHOOL DISTRICT #383  
MANHATTAN-OGDEN  
ATTN: ACCOUNTS PAYABLE  
2031 POYNTZ AVE  
MANHATTAN, KS 66502-3898

CAMA # 216-13-0-40-01-030-00-0-01

WESTWOOD ADDN  
LOT 89TU 2 Manhattan City  
Parcel 33310  
USD 383

Property Address 2120 OAK ST

## APPRAISER SECTION (Value)

2023/01/12 IMUIR

APPROVED

## Appraised Prior to Correction:

| CL    | Land  | Imp    | Total  |
|-------|-------|--------|--------|
| RU    | 25070 | 127030 | 152100 |
|       |       |        |        |
|       |       |        |        |
|       |       |        |        |
| Total | 25070 | 127030 | 152100 |

## Assessed Prior to Correction:

| RU    |      |       |       |
|-------|------|-------|-------|
| RU    | 2883 | 14608 | 17491 |
|       |      |       |       |
|       |      |       |       |
|       |      |       |       |
| Total | 2883 | 14608 | 17491 |
| SB41  | 4600 |       |       |

## Appraised After Correction:

| CL    | Land  | Imp    | Total  |
|-------|-------|--------|--------|
| EO    | 23902 | 121114 | 145016 |
| RU    | 1168  | 5916   | 7084   |
|       |       |        |        |
|       |       |        |        |
| Total | 25070 | 127030 | 152100 |

## Assessed After Correction:

| EO    |       |        |        |
|-------|-------|--------|--------|
| EO    | 23902 | 121114 | 145016 |
| RU    | 134   | 680    | 814    |
|       |       |        |        |
|       |       |        |        |
| Total | 24036 | 121794 | 814    |
| SB41  | 814   |        |        |

| Net Change |
|------------|
| 7084-      |
| 7084       |
|            |
|            |
|            |

## Net Change

| Net Change |
|------------|
| 127525     |
| 814        |
|            |
|            |
|            |

| Total  |
|--------|
| 16677- |
| 3786-  |

## CLERK SECTION (Tax)

2023/01/12 IMUIR

ORDER PRINTED

## Tax Prior to Correction:

| Levy             | Gen Tax |       |
|------------------|---------|-------|
| 156.46900        | 2736.80 |       |
|                  | SB41 \$ | 92.00 |
| SB41 Tax Dollars | 2644.80 |       |

## Tax After Correction:

| Levy             | Gen Tax |       |
|------------------|---------|-------|
| 156.46900        | 127.38  |       |
|                  | SB41 \$ | 16.28 |
| SB41 Tax Dollars | 111.10  |       |

## Net Change

| Net Change |
|------------|
| 2609.42-   |
| 75.72-     |
| 2533.70-   |

## TREASURER SECTION (Summary)

Net Change in Assessed Value  
(no SB41 influence)

Applicable Mill Levy

Net Change in Levied Tax Dollars

Net Change in SB41 Exemption

16677-

156.46900

2609.42-

75.72-

Type of Correction DECREASE

Correction Code CO C.O.T.A./OTHER Rate 2.00%

Tax Statement # 29857

Comments Exempt per BOTA 2022-925-TX

Beginning January 18, 2022

Owner UNIF0001

UNIFIED SCHOOL DISTRICT #383

Net Change in Total Tax Dollars

2533.70-

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.

(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image27876 (13111 : Tax Roll Corrections)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by IMUIR

2023/01/12 1

Taxpayer ID HAUG0026  
Owner ID HAUG0026

Control # 2023000022

Tax Year 2022  
Tract # 005027HAUG, GERALD L & DIANE M  
TRUST  
219 FORDHAM RD

CAMA # 204-18-2-70-32-002-00-0-01

WARD 5  
LOT 52

MANHATTAN, KS 66503-3033

TU 2 Manhattan City  
Parcel 15700  
USD 383

Property Address 715 YUMA ST

## APPRAISER SECTION (Value)

2023/01/12 IMUIR

APPROVED

## Appraised Prior to Correction:

| CL    | Land  | Imp   | Total  |
|-------|-------|-------|--------|
| RU    | 27530 | 74290 | 101820 |
|       |       |       |        |
|       |       |       |        |
|       |       |       |        |
| Total | 27530 | 74290 | 101820 |

## Assessed Prior to Correction:

| RU    |      |      |       |
|-------|------|------|-------|
|       | 3166 | 8543 | 11709 |
|       |      |      |       |
|       |      |      |       |
|       |      |      |       |
| Total | 3166 | 8543 | 11709 |
| SB41  | 4600 |      |       |

## Appraised After Correction:

| CL    | Land  | Imp   | Total |
|-------|-------|-------|-------|
| RU    | 27530 | 54930 | 82460 |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |
| Total | 27530 | 54930 | 82460 |

## Assessed After Correction:

| RU    |      |      |      |
|-------|------|------|------|
|       | 3166 | 6317 | 9483 |
|       |      |      |      |
|       |      |      |      |
|       |      |      |      |
| Total | 3166 | 6317 | 9483 |
| SB41  | 4600 |      |      |

| Net Change |
|------------|
| 19360-     |
|            |
|            |
|            |
| 19360-     |

| Net Change |
|------------|
| 2226-      |
|            |
|            |
|            |
|            |

|       |       |
|-------|-------|
| Total | 2226- |
| SB41  |       |

## CLERK SECTION (Tax)

2023/01/12 IMUIR

ORDER PRINTED

## Tax Prior to Correction:

|                  |         |         |
|------------------|---------|---------|
| Levy 156.46900   | Gen Tax | 1832.10 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars |         | 1740.10 |

## Tax After Correction:

|                  |         |         |
|------------------|---------|---------|
| Levy 156.46900   | Gen Tax | 1483.80 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars |         | 1391.80 |

| Net Change |
|------------|
| 348.30-    |
|            |
|            |
| 348.30-    |

## TREASURER SECTION (Summary)

Net Change in Assessed Value  
(no SB41 influence)

Applicable Mill Levy

Net Change in Levied Tax Dollars

Net Change in SB41 Exemption

|           |
|-----------|
| 2226-     |
| 156.46900 |
| 348.30-   |

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Rate 2.00%

Tax Statement # 16497

Comments PUP adjustment per Appraiser

Owner HAUG0026

HAUG, GERALD L &amp; DIANE M

Net Change in Total Tax Dollars

|         |
|---------|
| 348.30- |
|---------|

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.  
(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image27876 (13111 : Tax Roll Corrections)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by LMUIR

2023/01/12

Taxpayer ID HAUG0026  
Owner ID HAUG0026

Control # 2023000023

Tax Year 2022  
Tract # 005326HAUG, GERALD L & DIANE M  
TRUST  
219 FORDHAM RD  
MANHATTAN, KS 66503-3033

CAMA # 204-18-2-70-27-012-00-0-01

WARD 5  
LOTS 523TU 2 Manhattan City  
Parcel 18200  
USD 383

Property Address 1114 YUMA ST

## APPRAISER SECTION (Value)

2023/01/12 LMUIR

APPROVED

## Appraised Prior to Correction:

| CL    | Land  | Imp   | Total  |
|-------|-------|-------|--------|
| RU    | 27530 | 98640 | 126170 |
|       |       |       |        |
|       |       |       |        |
|       |       |       |        |
| Total | 27530 | 98640 | 126170 |

## Assessed Prior to Correction:

| RU    |      |       |       |
|-------|------|-------|-------|
|       | 3166 | 11344 | 14510 |
|       |      |       |       |
|       |      |       |       |
|       |      |       |       |
| Total | 3166 | 11344 | 14510 |
| SB41  | 4600 |       |       |

## Appraised After Correction:

| CL    | Land  | Imp   | Total  |
|-------|-------|-------|--------|
| RU    | 27530 | 82490 | 110020 |
|       |       |       |        |
|       |       |       |        |
|       |       |       |        |
| Total | 27530 | 82490 | 110020 |

## Assessed After Correction:

| RU    |      |      |       |
|-------|------|------|-------|
|       | 3166 | 9486 | 12652 |
|       |      |      |       |
|       |      |      |       |
|       |      |      |       |
| Total | 3166 | 9486 | 12652 |
| SB41  | 4600 |      |       |

| Net Change |
|------------|
| 16150-     |
|            |
|            |
|            |
| 16150-     |

| Net Change |
|------------|
| 1858-      |
|            |
|            |
|            |
| 1858-      |

| Total |
|-------|
| 1858- |
| SB41  |

## CLERK SECTION (Tax)

2023/01/12 LMUIR

ORDER PRINTED

## Tax Prior to Correction:

| Levy             | Gen Tax |         |
|------------------|---------|---------|
| 156.46900        |         | 2270.38 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars |         | 2178.38 |

## Tax After Correction:

| Levy             | Gen Tax |         |
|------------------|---------|---------|
| 156.46900        |         | 1979.66 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars |         | 1887.66 |

| Net Change |
|------------|
| 290.72-    |
|            |
|            |
| 290.72-    |

## TREASURER SECTION (Summary)

Net Change in Assessed Value  
(no SB41 influence)

Applicable Mill Levy

Net Change in Levied Tax Dollars

Net Change in SB41 Exemption

|           |
|-----------|
| 1858-     |
| 156.46900 |
| 290.72-   |

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Rate 2.00%

Tax Statement # 16501

Comments PUP adjustment per Appraiser

Owner HAUG0026

HAUG, GERALD L &amp; DIANE M

Net Change in Total Tax Dollars

|         |
|---------|
| 290.72- |
|---------|

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.  
(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image27876 (13111 : Tax Roll Corrections)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by LMUIR

2023/01/12 1

6.a

Taxpayer ID HAUG0026  
Owner ID HAUG0026

Control # 2023000024

Tax Year 2022  
Tract # 005321

HAUG, GERALD L & DIANE M  
TRUST  
219 FORDHAM RD  
MANHATTAN, KS 66503-3033

CAMA # 204-18-2-70-36-004-00-0-01  
TU 2 Manhattan City  
Parcel 18140  
USD 383

WARD 5  
LOT 517

Property Address 1123 YUMA ST

APPRAISER SECTION (Value)

2023/01/12 LMUIR

APPROVED

Appraised Prior to Correction:

| CL | Land  | Imp   | Total |
|----|-------|-------|-------|
| RU | 27530 | 64170 | 91700 |

|       |       |       |       |
|-------|-------|-------|-------|
| Total | 27530 | 64170 | 91700 |
|-------|-------|-------|-------|

Assessed Prior to Correction:

| RU |      |      |       |
|----|------|------|-------|
|    | 3166 | 7380 | 10546 |

|       |      |      |       |
|-------|------|------|-------|
| Total | 3166 | 7380 | 10546 |
| SB41  | 4600 |      |       |

Appraised After Correction:

| CL | Land  | Imp   | Total |
|----|-------|-------|-------|
| RU | 27530 | 60770 | 88300 |

|       |       |       |       |
|-------|-------|-------|-------|
| Total | 27530 | 60770 | 88300 |
|-------|-------|-------|-------|

Assessed After Correction:

| RU |      |      |       |
|----|------|------|-------|
|    | 3166 | 6989 | 10155 |

|       |      |      |       |
|-------|------|------|-------|
| Total | 3166 | 6989 | 10155 |
| SB41  | 4600 |      |       |

Net Change  
3400-

Net Change  
391-

Total  
SB41 391-

CLERK SECTION (Tax)

2023/01/12 LMUIR

ORDER PRINTED

Tax Prior to Correction:

| Levy             | Gen Tax |         |
|------------------|---------|---------|
| 156.46900        |         | 1650.12 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars |         | 1558.12 |

Tax After Correction:

| Levy             | Gen Tax |         |
|------------------|---------|---------|
| 156.46900        |         | 1588.94 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars |         | 1496.94 |

Net Change  
61.18-  
61.18-

TREASURER SECTION (Summary)

Net Change in Assessed Value  
(no SB41 influence)

|                                  |        |
|----------------------------------|--------|
| Applicable Mill Levy             | 391-   |
| Net Change in Levied Tax Dollars | 61.18- |

Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code TP TAX PROTEST Rate 2.00%

Tax Statement # 16499

Comments PUP adjustment per Appraiser

Owner HAUG0026

HAUG, GERALD L & DIANE M

|                                 |        |
|---------------------------------|--------|
| Net Change in Total Tax Dollars | 61.18- |
|---------------------------------|--------|

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.  
(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image27876 (13111 : Tax Roll Corrections)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by IMUIR

2023/01/12 1

6.a

Taxpayer ID HAUG0026  
Owner ID HAUG0026

Control # 2023000025

Tax Year 2022  
Tract # 005322

HAUG, GERALD L & DIANE M  
TRUST  
219 FORDHAM RD  
MANHATTAN, KS 66503-3033

CAMA # 204-18-2-70-36-005-00-0-01  
TU 2 Manhattan City  
Parcel 18150  
USD 383

WARD 5  
LOT 518  
Property Address 1127 YUMA ST

APPRAISER SECTION (Value)

2023/01/12 IMUIR

APPROVED

Appraised Prior to Correction:

| CL | Land  | Imp   | Total  |
|----|-------|-------|--------|
| RU | 27530 | 77610 | 105140 |

|       |       |       |        |
|-------|-------|-------|--------|
| Total | 27530 | 77610 | 105140 |
|-------|-------|-------|--------|

Assessed Prior to Correction:

| RU |      |      |       |
|----|------|------|-------|
|    | 3166 | 8925 | 12091 |

|       |      |      |       |
|-------|------|------|-------|
| Total | 3166 | 8925 | 12091 |
| SB41  | 4600 |      |       |

Appraised After Correction:

| CL | Land  | Imp   | Total |
|----|-------|-------|-------|
| RU | 27530 | 66260 | 93790 |

|       |       |       |       |
|-------|-------|-------|-------|
| Total | 27530 | 66260 | 93790 |
|-------|-------|-------|-------|

Assessed After Correction:

| RU |      |      |       |
|----|------|------|-------|
|    | 3166 | 7620 | 10786 |

|       |      |      |       |
|-------|------|------|-------|
| Total | 3166 | 7620 | 10786 |
| SB41  | 4600 |      |       |

Net Change  
11350-

Net Change  
1305-

Total  
SB41 1305-

CLERK SECTION (Tax)

2023/01/12 IMUIR

ORDER PRINTED

Tax Prior to Correction:

|                  |         |         |
|------------------|---------|---------|
| Levy 156.46900   | Gen Tax | 1891.88 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars |         | 1799.88 |

Tax After Correction:

|                  |         |         |
|------------------|---------|---------|
| Levy 156.46900   | Gen Tax | 1687.68 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars |         | 1595.68 |

Net Change  
204.20-

204.20-

TREASURER SECTION (Summary)

Net Change in Assessed Value  
(no SB41 influence)

|                                  |           |
|----------------------------------|-----------|
| Applicable Mill Levy             | 156.46900 |
| Net Change in Levied Tax Dollars | 204.20-   |

Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code TP TAX PROTEST Rate 2.00%

Tax Statement # 16500

Comments PUP adjustment per Appraiser

Owner HAUG0026

HAUG, GERALD L & DIANE M

|                                 |         |
|---------------------------------|---------|
| Net Change in Total Tax Dollars | 204.20- |
|---------------------------------|---------|

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image27876 (13111 : Tax Roll Corrections)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by LMUIR

2023/01/12 1

Taxpayer ID HAUG0026  
Owner ID HAUG0026

Control # 2023000026

Tax Year 2022  
Tract # MA00646HAUG, GERALD L & DIANE M  
TRUST  
219 FORDHAM RD  
MANHATTAN, KS 66503-3033

CAMA # 209-30-2-20-02-004-00-0-01

30-10-8 PT TR 2 IN  
LOTS 3-4 .50ATU 130 Manhattan Township  
Parcel 5610  
USD 383

Property Address 1059 S MANHATTAN AVE

## APPRAISER SECTION (Value)

2023/01/12 LMUIR

APPROVED

## Appraised Prior to Correction:

| CL    | Land | Imp    | Total  |
|-------|------|--------|--------|
| RR    | 7990 | 120210 | 128200 |
|       |      |        |        |
|       |      |        |        |
|       |      |        |        |
| Total | 7990 | 120210 | 128200 |

## Assessed Prior to Correction:

| RR    |      |       |       |
|-------|------|-------|-------|
|       | 919  | 13824 | 14743 |
|       |      |       |       |
|       |      |       |       |
|       |      |       |       |
| Total | 919  | 13824 | 14743 |
| SB41  | 4600 |       |       |

## Appraised After Correction:

| CL    | Land | Imp    | Total  |
|-------|------|--------|--------|
| RR    | 7990 | 104710 | 112700 |
|       |      |        |        |
|       |      |        |        |
|       |      |        |        |
| Total | 7990 | 104710 | 112700 |

## Assessed After Correction:

| RR    |      |       |       |
|-------|------|-------|-------|
|       | 919  | 12042 | 12961 |
|       |      |       |       |
|       |      |       |       |
|       |      |       |       |
| Total | 919  | 12042 | 12961 |
| SB41  | 4600 |       |       |

| Net Change |
|------------|
| 15500-     |
|            |
|            |
|            |
| 15500-     |

| Net Change |
|------------|
| 1782-      |
|            |
|            |
|            |
| 1782-      |

| Total |
|-------|
| 1782- |
| SB41  |

## CLERK SECTION (Tax)

2023/01/12 LMUIR

ORDER PRINTED

## Tax Prior to Correction:

| Levy             | Gen Tax |         |
|------------------|---------|---------|
| 119.50800        |         | 1761.92 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars |         | 1669.92 |

## Tax After Correction:

| Levy             | Gen Tax |         |
|------------------|---------|---------|
| 119.50800        |         | 1548.94 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars |         | 1456.94 |

## Net Change

|         |
|---------|
| 212.98- |
|         |
|         |
| 212.98- |

## TREASURER SECTION (Summary)

Net Change in Assessed Value  
(no SB41 influence)

Applicable Mill Levy

Net Change in Levied Tax Dollars

Net Change in SB41 Exemption

1782-

119.50800

212.98-

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Rate 2.00%

Tax Statement # 16521

Comments PUP adjustment per Appraiser

Owner HAUG0026

HAUG, GERALD L &amp; DIANE M

Net Change in Total Tax Dollars

212.98-

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.  
(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image27876 (13111 : Tax Roll Corrections)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by IMUIR

2023/01/12 1

Taxpayer ID SODE0003  
Owner ID SODE0003

Control # 2023000027

Tax Year 2022  
Tract # OC00177B1

SODER, THOMAS D &amp; NANCY R

CAMA # 251-12-0-10-23-008-00-0-01

OGDEN CITY  
BLK 25 W 20' LOT 14  
ALL LOT 15

PO BOX 562

TU 5 Ogden City  
Parcel 2060

OGDEN, KS 66517-0562

USD 383

Property Address 528 14TH ST

## APPRAISER SECTION (Value)

2023/01/12 IMUIR

APPROVED

## Appraised Prior to Correction:

| CL | Land | Imp   | Total |
|----|------|-------|-------|
| RU | 4130 | 38710 | 42840 |

|       |      |       |       |
|-------|------|-------|-------|
| Total | 4130 | 38710 | 42840 |
|-------|------|-------|-------|

## Assessed Prior to Correction:

|    |     |      |      |
|----|-----|------|------|
| RU | 475 | 4452 | 4927 |
|----|-----|------|------|

|       |      |      |      |
|-------|------|------|------|
| Total | 475  | 4452 | 4927 |
| SB41  | 4600 |      |      |

## Appraised After Correction:

| CL | Land | Imp   | Total |
|----|------|-------|-------|
| RU | 4130 | 34820 | 38950 |

|       |      |       |       |
|-------|------|-------|-------|
| Total | 4130 | 34820 | 38950 |
|-------|------|-------|-------|

## Assessed After Correction:

|    |     |      |      |
|----|-----|------|------|
| RU | 475 | 4004 | 4479 |
|----|-----|------|------|

|       |      |      |      |
|-------|------|------|------|
| Total | 475  | 4004 | 4479 |
| SB41  | 4479 |      |      |

|            |       |
|------------|-------|
| Net Change | 3890- |
|------------|-------|

|            |      |
|------------|------|
| Net Change | 448- |
|------------|------|

|       |      |
|-------|------|
| Total | 448- |
| SB41  | 121- |

## CLERK SECTION (Tax)

2023/01/12 IMUIR

ORDER PRINTED

## Tax Prior to Correction:

|                  |         |        |
|------------------|---------|--------|
| Levy 158.61100   | Gen Tax | 781.48 |
|                  | SB41 \$ | 92.00  |
| SB41 Tax Dollars |         | 689.48 |

## Tax After Correction:

|                  |         |        |
|------------------|---------|--------|
| Levy 158.61100   | Gen Tax | 710.42 |
|                  | SB41 \$ | 89.58  |
| SB41 Tax Dollars |         | 620.84 |

## Net Change

|            |        |
|------------|--------|
| Net Change | 71.06- |
|            | 2.42-  |
|            | 68.64- |

## TREASURER SECTION (Summary)

Net Change in Assessed Value  
(no SB41 influence)

|                                  |           |
|----------------------------------|-----------|
| Applicable Mill Levy             | 158.61100 |
| Net Change in Levied Tax Dollars | 71.06-    |

|                              |       |
|------------------------------|-------|
| Net Change in SB41 Exemption | 2.42- |
|------------------------------|-------|

Type of Correction DECREASE

Correction Code TP TAX PROTEST Rate 2.00%

Tax Statement # 27878

Comments PUP adjustment per Appraiser

Net Change in Total Tax Dollars

|        |
|--------|
| 68.64- |
|--------|

Owner SODE0003

SODER, THOMAS D &amp; NANCY R

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.

(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image27876 (13111 : Tax Roll Corrections)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by LMUIR

2023/01/12 1

Taxpayer ID SODE0003  
Owner ID SODE0003

Control # 2023000028

Tax Year 2022  
Tract # OC00217B1

SODER, THOMAS D &amp; NANCY R

CAMA # 251-12-0-10-25-010-00-0-01

OGDEN CITY  
BLK 27 LOTS 21 22

PO BOX 562

TU 5 Ogden City  
Parcel 2390

OGDEN, KS 66517-0562

USD 383

Property Address 429 12TH ST

## APPRAISER SECTION (Value)

2023/01/12 LMUIR

APPROVED

## Appraised Prior to Correction:

| CL | Land | Imp   | Total |
|----|------|-------|-------|
| RU | 4810 | 58250 | 63060 |

|       |      |       |       |
|-------|------|-------|-------|
| Total | 4810 | 58250 | 63060 |
|-------|------|-------|-------|

## Assessed Prior to Correction:

|    |     |      |      |
|----|-----|------|------|
| RU | 553 | 6699 | 7252 |
|----|-----|------|------|

|       |      |      |      |
|-------|------|------|------|
| Total | 553  | 6699 | 7252 |
| SB41  | 4600 |      |      |

## Appraised After Correction:

| CL | Land | Imp   | Total |
|----|------|-------|-------|
| RU | 4810 | 30270 | 35080 |

|       |      |       |       |
|-------|------|-------|-------|
| Total | 4810 | 30270 | 35080 |
|-------|------|-------|-------|

## Assessed After Correction:

|    |     |      |      |
|----|-----|------|------|
| RU | 553 | 3481 | 4034 |
|----|-----|------|------|

|       |      |      |      |
|-------|------|------|------|
| Total | 553  | 3481 | 4034 |
| SB41  | 4034 |      |      |

|            |        |
|------------|--------|
| Net Change | 27980- |
|------------|--------|

|            |        |
|------------|--------|
| Net Change | 27980- |
|------------|--------|

|            |       |
|------------|-------|
| Net Change | 3218- |
|------------|-------|

|       |       |
|-------|-------|
| Total | 3218- |
| SB41  | 566-  |

## CLERK SECTION (Tax)

2023/01/12 LMUIR

ORDER PRINTED

## Tax Prior to Correction:

|                  |         |         |
|------------------|---------|---------|
| Levy 158.61100   | Gen Tax | 1150.26 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars |         | 1058.26 |

## Tax After Correction:

|                  |         |        |
|------------------|---------|--------|
| Levy 158.61100   | Gen Tax | 639.84 |
|                  | SB41 \$ | 80.68  |
| SB41 Tax Dollars |         | 559.16 |

## Net Change

|            |         |
|------------|---------|
| Net Change | 510.42- |
|            | 11.32-  |
|            | 499.10- |

## TREASURER SECTION (Summary)

Net Change in Assessed Value  
(no SB41 influence)

3218-

Applicable Mill Levy

158.61100

Net Change in Levied Tax Dollars

510.42-

Net Change in SB41 Exemption

11.32-

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Rate 2.00%

Tax Statement # 27881

Comments PUP adjustment per Appraiser

Net Change in Total Tax Dollars

499.10-

Owner SODE0003

SODER, THOMAS D &amp; NANCY R

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.  
(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image27876 (13111 : Tax Roll Corrections)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by LMUIR

2023/01/17 1

6.b

Taxpayer ID WEGE0007  
Owner ID WEGE0007

Control # 2023000029

Tax Year 2022  
Tract # SH00106B2

WEGE, RHONDA K TRUST  
RHONDA K & TIMOTHY L WEGE TRUS  
9280 BARTON RD

CAMA # 112-09-0-00-00-004-00-0-01

9-8-6 TR IN SE4 OF  
SE4 .83A

TU 72 Sherman Township  
Parcel 70

LEONARDVILLE, KS 66449-9655

USD 378

Property Address 9280 BARTON RD

APPRAISER SECTION (Value)

2023/01/17 LMUIR

APPROVED

Appraised Prior to Correction:

| CL | Land | Imp    | Total  |
|----|------|--------|--------|
| RR | 7320 | 179880 | 187200 |

|       |      |        |        |
|-------|------|--------|--------|
| Total | 7320 | 179880 | 187200 |
|-------|------|--------|--------|

Assessed Prior to Correction:

|    |     |       |       |
|----|-----|-------|-------|
| RR | 842 | 20686 | 21528 |
|----|-----|-------|-------|

|       |      |       |       |
|-------|------|-------|-------|
| Total | 842  | 20686 | 21528 |
| SB41  | 4600 |       |       |

Appraised After Correction:

| CL | Land | Imp    | Total  |
|----|------|--------|--------|
| RR | 7320 | 177310 | 184630 |

|       |      |        |        |
|-------|------|--------|--------|
| Total | 7320 | 177310 | 184630 |
|-------|------|--------|--------|

Assessed After Correction:

|    |     |       |       |
|----|-----|-------|-------|
| RR | 842 | 20391 | 21233 |
|----|-----|-------|-------|

|       |      |       |       |
|-------|------|-------|-------|
| Total | 842  | 20391 | 21233 |
| SB41  | 4600 |       |       |

|            |       |
|------------|-------|
| Net Change | 2570- |
|------------|-------|

|            |      |
|------------|------|
| Net Change | 295- |
|------------|------|

|       |      |
|-------|------|
| Total | 295- |
| SB41  |      |

CLERK SECTION (Tax)

2023/01/17 LMUIR

ORDER PRINTED

Tax Prior to Correction:

|                  |         |         |
|------------------|---------|---------|
| Levy 125.57900   | Gen Tax | 2703.46 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars | .....   | 2611.46 |

Tax After Correction:

|                  |         |         |
|------------------|---------|---------|
| Levy 125.57900   | Gen Tax | 2666.42 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars | .....   | 2574.42 |

|            |        |
|------------|--------|
| Net Change | 37.04- |
|------------|--------|

|            |        |
|------------|--------|
| Net Change | 37.04- |
|------------|--------|

TREASURER SECTION (Summary)

Net Change in Assessed Value  
(no SB41 influence)

|                                  |           |
|----------------------------------|-----------|
| Applicable Mill Levy             | 125.57900 |
| Net Change in Levied Tax Dollars | 37.04-    |

Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code TP TAX PROTEST Rate 2.00%

Tax Statement # 30623

Comments PUP adjustment per Appraiser

Owner WEGE0007

WEGE, RHONDA K TRUST

|                                 |        |
|---------------------------------|--------|
| Net Change in Total Tax Dollars | 37.04- |
|---------------------------------|--------|

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image27884 (13111 : Tax Roll Corrections)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by LMUIR

2023/01/17 1

6.b

Taxpayer ID HAUG0044  
Owner ID HAUG0044

Control # 2023000030

Tax Year 2022  
Tract # 006209

HAUG, TREVIN

CAMA # 204-18-2-60-16-001-00-0-01

WARD 6  
LOT 289

1413 PIERRE ST

TU 2 Manhattan City  
Parcel 21480

MANHATTAN, KS 66502-4360

USD 383

Property Address 1501 HOUSTON ST

APPRAISER SECTION (Value)

2023/01/17 LMUIR

APPROVED

Appraised Prior to Correction:

| CL | Land  | Imp   | Total |
|----|-------|-------|-------|
| RU | 28500 | 57890 | 86390 |

|       |       |       |       |
|-------|-------|-------|-------|
| Total | 28500 | 57890 | 86390 |
|-------|-------|-------|-------|

Assessed Prior to Correction:

|    |      |      |      |
|----|------|------|------|
| RU | 3278 | 6657 | 9935 |
|----|------|------|------|

|       |      |      |      |
|-------|------|------|------|
| Total | 3278 | 6657 | 9935 |
| SB41  | 4600 |      |      |

Appraised After Correction:

| CL | Land  | Imp   | Total |
|----|-------|-------|-------|
| RU | 28500 | 26350 | 54850 |

|       |       |       |       |
|-------|-------|-------|-------|
| Total | 28500 | 26350 | 54850 |
|-------|-------|-------|-------|

Assessed After Correction:

|    |      |      |      |
|----|------|------|------|
| RU | 3278 | 3030 | 6308 |
|----|------|------|------|

|       |      |      |      |
|-------|------|------|------|
| Total | 3278 | 3030 | 6308 |
| SB41  | 4600 |      |      |

|            |        |
|------------|--------|
| Net Change | 31540- |
|------------|--------|

|            |        |
|------------|--------|
| Net Change | 31540- |
|------------|--------|

|            |       |
|------------|-------|
| Net Change | 3627- |
|------------|-------|

|       |       |
|-------|-------|
| Total | 3627- |
| SB41  |       |

CLERK SECTION (Tax)

2023/01/17 LMUIR

ORDER PRINTED

Tax Prior to Correction:

|                  |         |         |
|------------------|---------|---------|
| Levy 156.46900   | Gen Tax | 1554.52 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars |         | 1462.52 |

Tax After Correction:

|                  |         |        |
|------------------|---------|--------|
| Levy 156.46900   | Gen Tax | 987.02 |
|                  | SB41 \$ | 92.00  |
| SB41 Tax Dollars |         | 895.02 |

|            |         |
|------------|---------|
| Net Change | 567.50- |
|------------|---------|

|            |         |
|------------|---------|
| Net Change | 567.50- |
|------------|---------|

TREASURER SECTION (Summary)

Net Change in Assessed Value  
(no SB41 influence)

|                                  |           |
|----------------------------------|-----------|
| Applicable Mill Levy             | 156.46900 |
| Net Change in Levied Tax Dollars | 567.50-   |

Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code TP TAX PROTEST Rate 2.00%

Tax Statement # 16536

Comments PUP adjustment per Appraiser

Owner HAUG0044  
HAUG, TREVIN

|                                 |         |
|---------------------------------|---------|
| Net Change in Total Tax Dollars | 567.50- |
|---------------------------------|---------|

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.  
(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image27884 (13111 : Tax Roll Corrections)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by LMUIR

2023/01/17 1

6.b

Taxpayer ID HAUG0044  
Owner ID HAUG0044

Control # 2023000031

Tax Year 2022  
Tract # 003437

HAUG, TREVIN

CAMA # 204-18-2-20-10-012-00-0-01

WARD 3  
LOT 482

1413 PIERRE ST

TU 2 Manhattan City  
Parcel 7860

MANHATTAN, KS 66502-4360

USD 383

Property Address 920 VATTIER ST

APPRAISER SECTION (Value)

2023/01/17 LMUIR

APPROVED

Appraised Prior to Correction:

| CL | Land  | Imp    | Total  |
|----|-------|--------|--------|
| RU | 75000 | 114510 | 189510 |

|       |       |        |        |
|-------|-------|--------|--------|
| Total | 75000 | 114510 | 189510 |
|-------|-------|--------|--------|

Assessed Prior to Correction:

|    |      |       |       |
|----|------|-------|-------|
| RU | 8625 | 13169 | 21794 |
|----|------|-------|-------|

|       |      |       |       |
|-------|------|-------|-------|
| Total | 8625 | 13169 | 21794 |
| SB41  | 4600 |       |       |

Appraised After Correction:

| CL | Land  | Imp   | Total  |
|----|-------|-------|--------|
| RU | 75000 | 46300 | 121300 |

|       |       |       |        |
|-------|-------|-------|--------|
| Total | 75000 | 46300 | 121300 |
|-------|-------|-------|--------|

Assessed After Correction:

|    |      |      |       |
|----|------|------|-------|
| RU | 8625 | 5325 | 13950 |
|----|------|------|-------|

|       |      |      |       |
|-------|------|------|-------|
| Total | 8625 | 5325 | 13950 |
| SB41  | 4600 |      |       |

|            |        |
|------------|--------|
| Net Change | 68210- |
|------------|--------|

|            |        |
|------------|--------|
| Net Change | 68210- |
|------------|--------|

|            |       |
|------------|-------|
| Net Change | 7844- |
|------------|-------|

|       |       |
|-------|-------|
| Total | 7844- |
| SB41  |       |

CLERK SECTION (Tax)

2023/01/17 LMUIR

ORDER PRINTED

Tax Prior to Correction:

|                  |         |         |
|------------------|---------|---------|
| Levy 156.46900   | Gen Tax | 3410.10 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars |         | 3318.10 |

Tax After Correction:

|                  |         |         |
|------------------|---------|---------|
| Levy 156.46900   | Gen Tax | 2182.74 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars |         | 2090.74 |

Net Change

|            |          |
|------------|----------|
| Net Change | 1227.36- |
|------------|----------|

|            |          |
|------------|----------|
| Net Change | 1227.36- |
|------------|----------|

TREASURER SECTION (Summary)

Net Change in Assessed Value  
(no SB41 influence)

7844-

Applicable Mill Levy

156.46900

Net Change in Levied Tax Dollars

1227.36-

Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Rate 2.00%

Tax Statement # 16535

Comments PUP adjustment per Appraiser

Owner HAUG0044

HAUG, TREVIN

Net Change in Total Tax Dollars

1227.36-

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image27884 (13111 : Tax Roll Corrections)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by LMUIR

2023/01/17

6.b

Taxpayer ID BANK0146  
Owner ID HOLT0023

Control # 2023000032

Tax Year 2022  
Tract # 855023

HOLTHAUS, YVONNE M

CAMA # 216-23-0-40-03-002-90-0-01

OAK HOLLOW #11

3200 WILSON DR

TU 2 Manhattan City

LOT 23 LESS HWY

MANHATTAN, KS 66502-3357

Parcel 280560

ROW

USD 383

Property Address 3200 WILSON DR

APPRAISER SECTION (Value)

2023/01/17 LMUIR

APPROVED

Appraised Prior to Correction:

| CL | Land  | Imp    | Total  |
|----|-------|--------|--------|
| RU | 35420 | 280780 | 316200 |

|       |       |        |        |
|-------|-------|--------|--------|
| Total | 35420 | 280780 | 316200 |
|-------|-------|--------|--------|

Assessed Prior to Correction:

|    |      |       |       |
|----|------|-------|-------|
| RU | 4073 | 32290 | 36363 |
|----|------|-------|-------|

|       |      |       |       |
|-------|------|-------|-------|
| Total | 4073 | 32290 | 36363 |
| SB41  | 4600 |       |       |

Appraised After Correction:

| CL | Land  | Imp    | Total  |
|----|-------|--------|--------|
| RU | 35420 | 262080 | 297500 |

|       |       |        |        |
|-------|-------|--------|--------|
| Total | 35420 | 262080 | 297500 |
|-------|-------|--------|--------|

Assessed After Correction:

|    |      |       |       |
|----|------|-------|-------|
| RU | 4073 | 30139 | 34212 |
|----|------|-------|-------|

|       |      |       |       |
|-------|------|-------|-------|
| Total | 4073 | 30139 | 34212 |
| SB41  | 4600 |       |       |

|            |        |
|------------|--------|
| Net Change | 18700- |
|------------|--------|

|            |        |
|------------|--------|
| Net Change | 18700- |
|------------|--------|

|            |       |
|------------|-------|
| Net Change | 2151- |
|------------|-------|

|       |       |
|-------|-------|
| Total | 2151- |
| SB41  |       |

CLERK SECTION (Tax)

2023/01/17 LMUIR

ORDER PRINTED

Tax Prior to Correction:

|                  |         |         |
|------------------|---------|---------|
| Levy 156.46900   | Gen Tax | 5689.68 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars |         | 5597.68 |

Tax After Correction:

|                  |         |         |
|------------------|---------|---------|
| Levy 156.46900   | Gen Tax | 5353.12 |
|                  | SB41 \$ | 92.00   |
| SB41 Tax Dollars |         | 5261.12 |

|            |         |
|------------|---------|
| Net Change | 336.56- |
|------------|---------|

|            |         |
|------------|---------|
| Net Change | 336.56- |
|------------|---------|

TREASURER SECTION (Summary)

Net Change in Assessed Value  
(no SB41 influence)

Applicable Mill Levy

Net Change in Levied Tax Dollars

Net Change in SB41 Exemption

Net Change in Total Tax Dollars

2151-

156.46900

336.56-

336.56-

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Rate 2.00%

Tax Statement # 5975

Comments PUP adjustment per Appraiser

Owner HOLT0023

HOLTHAUS, YVONNE M

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image27884 (13111 : Tax Roll Corrections)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by LMUIR

2023/01/17 1

6.b

Taxpayer ID CLAS0011  
Owner ID CLAS0011

Control # 2023000033

Tax Year 2022  
Tract # 005184

CLASSIC AUTO WASH LLC

CAMA # 204-19-2-20-03-004-00-0-01

WARD 5

5622 ELBO SHORE DR

TU 2 Manhattan City

LOTS 276-280

& W 25' OF LOT 275

MANHATTAN, KS 66502-8953

Parcel 16970  
USD 383

Property Address 925 FORT RILEY BLVD

APPRAISER SECTION (Value)

2023/01/17 LMUIR

APPROVED

Appraised Prior to Correction:

| CL | Land   | Imp    | Total  |
|----|--------|--------|--------|
| CU | 526240 | 331140 | 857380 |

|       |        |        |        |
|-------|--------|--------|--------|
| Total | 526240 | 331140 | 857380 |
|-------|--------|--------|--------|

Assessed Prior to Correction:

|    |        |       |        |
|----|--------|-------|--------|
| CU | 131560 | 82785 | 214345 |
|----|--------|-------|--------|

|       |        |       |        |
|-------|--------|-------|--------|
| Total | 131560 | 82785 | 214345 |
|-------|--------|-------|--------|

SB41

Appraised After Correction:

| CL | Land   | Imp   | Total  |
|----|--------|-------|--------|
| CU | 526240 | 68760 | 595000 |

|       |        |       |        |
|-------|--------|-------|--------|
| Total | 526240 | 68760 | 595000 |
|-------|--------|-------|--------|

Assessed After Correction:

|    |        |       |        |
|----|--------|-------|--------|
| CU | 131560 | 17190 | 148750 |
|----|--------|-------|--------|

|       |        |       |        |
|-------|--------|-------|--------|
| Total | 131560 | 17190 | 148750 |
|-------|--------|-------|--------|

SB41

|            |         |
|------------|---------|
| Net Change | 262380- |
|------------|---------|

|            |         |
|------------|---------|
| Net Change | 262380- |
|------------|---------|

|            |        |
|------------|--------|
| Net Change | 65595- |
|------------|--------|

|       |        |
|-------|--------|
| Total | 65595- |
|-------|--------|

SB41

CLERK SECTION (Tax)

2023/01/17 LMUIR

ORDER PRINTED

Tax Prior to Correction:

|                |         |          |
|----------------|---------|----------|
| Levy 156.46900 | Gen Tax | 33538.36 |
|----------------|---------|----------|

|                  |          |
|------------------|----------|
| SB41 Tax Dollars | 33538.36 |
|------------------|----------|

Tax After Correction:

|                |         |          |
|----------------|---------|----------|
| Levy 156.46900 | Gen Tax | 23274.76 |
|----------------|---------|----------|

|                  |          |
|------------------|----------|
| SB41 Tax Dollars | 23274.76 |
|------------------|----------|

Net Change

|            |           |
|------------|-----------|
| Net Change | 10263.60- |
|------------|-----------|

|            |           |
|------------|-----------|
| Net Change | 10263.60- |
|------------|-----------|

TREASURER SECTION (Summary)

Net Change in Assessed Value  
(no SB41 influence)

65595-

Applicable Mill Levy

156.46900

Net Change in Levied Tax Dollars

10263.60-

Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Rate 2.00%

Tax Statement # 12015

Comments PUP adjustment per Appraiser

Owner CLAS0011

CLASSIC AUTO WASH LLC

Net Change in Total Tax Dollars

10263.60-

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image27884 (13111 : Tax Roll Corrections)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by LMUIR

2023/01/17

Taxpayer ID HAWK0066  
Owner ID HAWK0066

Control # 2023000034

Tax Year 2022  
Tract # 979008

HAWKINSON, JEFF

CAMA # 216-14-0-30-03-016-00-0-01

MILLER RANCH #6  
LOT 8

3709 AUTUMN LN

TU 2 Manhattan City

Parcel 113918

MANHATTAN, KS 66503-3200

USD 383

Property Address 3709 AUTUMN LN

## APPRAISER SECTION (Value)

2023/01/17 LMUIR

APPROVED

## Appraised Prior to Correction:

| CL | Land  | Imp    | Total  |
|----|-------|--------|--------|
| RU | 38500 | 499400 | 537900 |

|  |  |  |  |
|--|--|--|--|
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|  |  |  |  |

|       |       |        |        |
|-------|-------|--------|--------|
| Total | 38500 | 499400 | 537900 |
|-------|-------|--------|--------|

## Assessed Prior to Correction:

| RU |      |       |       |
|----|------|-------|-------|
| RU | 4428 | 57431 | 61859 |

|  |  |  |  |
|--|--|--|--|
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|       |      |       |       |
|-------|------|-------|-------|
| Total | 4428 | 57431 | 61859 |
|-------|------|-------|-------|

|      |      |
|------|------|
| SB41 | 4600 |
|------|------|

## Appraised After Correction:

| CL | Land  | Imp    | Total  |
|----|-------|--------|--------|
| RU | 38500 | 451000 | 489500 |

|  |  |  |  |
|--|--|--|--|
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|       |       |        |        |
|-------|-------|--------|--------|
| Total | 38500 | 451000 | 489500 |
|-------|-------|--------|--------|

## Assessed After Correction:

| RU |      |       |       |
|----|------|-------|-------|
| RU | 4428 | 51865 | 56293 |

|  |  |  |  |
|--|--|--|--|
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|       |      |       |       |
|-------|------|-------|-------|
| Total | 4428 | 51865 | 56293 |
|-------|------|-------|-------|

|      |      |
|------|------|
| SB41 | 4600 |
|------|------|

|            |        |
|------------|--------|
| Net Change | 48400- |
|------------|--------|

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|            |        |
|------------|--------|
| Net Change | 48400- |
|------------|--------|

|            |       |
|------------|-------|
| Net Change | 5566- |
|------------|-------|

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|       |       |
|-------|-------|
| Total | 5566- |
|-------|-------|

|      |  |
|------|--|
| SB41 |  |
|------|--|

## CLERK SECTION (Tax)

2023/01/17 LMUIR

ORDER PRINTED

## Tax Prior to Correction:

| Levy             | 156.46900 | Gen Tax | 9679.02 |
|------------------|-----------|---------|---------|
| SB41 \$          |           | 92.00   |         |
| SB41 Tax Dollars |           | 9587.02 |         |

|  |  |  |  |
|--|--|--|--|
|  |  |  |  |
|  |  |  |  |

## Tax After Correction:

| Levy             | 156.46900 | Gen Tax | 8808.12 |
|------------------|-----------|---------|---------|
| SB41 \$          |           | 92.00   |         |
| SB41 Tax Dollars |           | 8716.12 |         |

|  |  |  |  |
|--|--|--|--|
|  |  |  |  |
|  |  |  |  |

## Net Change

|            |         |
|------------|---------|
| Net Change | 870.90- |
|------------|---------|

|  |  |
|--|--|
|  |  |
|  |  |

## TREASURER SECTION (Summary)

## Net Change in Assessed Value

(no SB41 influence)

Applicable Mill Levy

Net Change in Levied Tax Dollars

Net Change in SB41 Exemption

5566-

156.46900

870.90-

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Rate 2.00%

Tax Statement # 16576

Comments PUP adjustment per Appraiser

Owner HAWK0066

HAWKINSON, JEFF

Net Change in Total Tax Dollars

870.90-

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.  
(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image27884 (13111 : Tax Roll Corrections)



**Board of Riley County  
Commissioners  
Regular Meeting  
TENTATIVE Agenda  
January 23, 2023**

115 North 4th Street  
Manhattan, KS 66502  
[www.rileycountyks.gov](http://www.rileycountyks.gov)

Cindy Kabriel  
785-565-6200

**Commission Chambers**

**8:30 AM**

[District 2 – Greg McKinley, Member](#)

[District 3 – Kathryn Focke, Chair](#)

[District 1 – John Ford, Vice Chair](#)

**8:30 AM**

**Call to Order**

**Pledge of Allegiance**

**Public Comment**

**Commission Comments**

**Business Meeting**

**Review Minutes**

**Press Conference Topics**

**Review Tentative Agenda**

**9:00 AM**

**David Willis, Parks Manager**

1. City of Manhattan Park Receivables Account Write-Off and 2023 Community Park Fund Allocation Request

**9:15 AM**

**Lori Feldkamp, Big Lakes Developmental Center Director**

2. Big Lakes Developmental Center update

**9:30 AM**

**Press Conference**

**9:40 AM**

**Rich Vargo, County Clerk**

3. Moody's Rating Review

**10:00 AM**

**Julie Gibbs, Health Department Director**

4. RCHD Request for part time MRC Unit Leader position

**10:10 AM**

**Clancy Holeman, Counselor/Director of Administrative Services**

5. Administrative Work Session
6. Executive session to discuss confidential legal advice regarding potential litigation issues

Attachment: 01-23-23 tentative agenda (12806 : Tentative Agenda)

**10:30 AM Elizabeth Ward, Human Resource Manager**  
7. United Way Campaign Proposal

**12:00 PM Intergovernmental Luncheon**

**Adjournment**

**Announcement**

The 2023 Local Government Day will be held Wednesday, January 25, 2023 from 1:00 - 7:00 p.m. at the KAC Office, 715 SW 10th Avenue and The Beacon, 420 SW 9th Street, Topeka, Kansas.

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In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.

Attachment: 01-23-23 tentative agenda (12806 : Tentative Agenda)



**Board of Riley County  
Commissioners  
Regular Meeting  
TENTATIVE Agenda  
January 26, 2023**

115 North 4th Street  
Manhattan, KS 66502  
[www.rileycountyks.gov](http://www.rileycountyks.gov)

Cindy Kabriel  
785-565-6200

**Commission Chambers**

**8:30 AM**

[District 2 – Greg McKinley, Member](#)

[District 3 – Kathryn Focke, Chair](#)

[District 1 – John Ford, Vice Chair](#)

**8:30 AM**

**Call to Order**

**Pledge of Allegiance**

**Public Comment**

**Commission Comments**

**Business Meeting**

1. Approve payroll/accounts payables (when completed)

**Review Minutes**

**Review Tentative Agenda**

**Press Conference Topics**

**9:00 AM**

**Barry Wilkerson, County Attorney**

2. Staff update

**9:15 AM**

**Clancy Holeman, Counselor/Director of Administrative Services**

3. Administrative Work Session

**9:35 AM**

**Cory Meyer, IT/GIS Director**

4. Staff update

**9:50 AM**

**Shelly Williams, Community Corrections Director**

5. Staff update

**10:05 AM**

**Vivienne Leyva, PIO**

6. PIO update

**10:20 AM**

**Ron Fehr, Manhattan City Manager**

7. Manhattan City General Update

**10:50 AM**

**Russel Stukey, Emergency Management Director/Fire Chief**

Attachment: 01-26-23 tentative agenda (12806 : Tentative Agenda)

8. RCFD #1 Updated SOG/Policy Approval

### **Adjournment**

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In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.



**REGISTER OF DEEDS**  
*Staff Update*

**Amy Manges**  
Register of Deeds  
110 Courthouse Plaza  
Manhattan, KS 66502  
Phone: 785-537-6340

## STAFF REPORT

---

**FROM:** Amy Manges, Register of Deeds  
**MEETING:** January 19, 2023  
**SUBJECT:** 2022 Year End Revenue  
**PRESENTER:** Amy Manges

---

**Enclosures:**

- BOCC Report - January 2023 (DOC)

**TO: Board of County Commissioners**  
**FROM: Amy Manges, Register of Deeds**  
**DATE: January 19, 2023**  
**SUBJECT: 2022 Year End Revenue**

The following is a brief summary of revenue figures through 5:00 p.m., December 31, 2022 with comparable year-to-date information for 2021:

|                                      | <u>2021</u>   | <u>2022</u>   |
|--------------------------------------|---------------|---------------|
| Total Mortgage Amount (Indebtedness) | \$719,568,444 | \$845,633,931 |
| Recording Fees                       | \$652,039     | \$453,732     |
| Heritage Trust Fund                  | \$48,305      | \$33,367      |
| Register of Deeds Tech Fund          | \$96,610      | \$66,734      |
| Treasurer Tech Fund                  | \$24,153      | \$16,684      |
| Clerk Tech Fund                      | \$24,153      | \$16,684      |
| Copy Fees                            | \$42,874      | \$38,693      |
| Total Year-To-Date Revenue           | \$888,134     | \$625,894     |

**Note:** There is a \$30,000 per year limit on what is transferred to the state for the Heritage Trust Fund. Any amount over \$30,000 will be transferred to County General at the end of the year.

| <u>Plats</u>       | <u>2021</u> | <u>2022</u> |
|--------------------|-------------|-------------|
| Total Plats Filed  | 35          | 20          |
| Total Platted Lots | 78          | 62          |

**Estimated 2022 Revenue**

Recording Fees = \$275,000

Heritage Trust Fund = \$25,000

Copy Fees = \$20,000

**Total = \$320,000**

Register of Deeds Tech Fund = \$45,000

\*\*\*\*\*

**Staff Update:**

- Recorded 7,507 documents containing 33,763 pages
- Averaged 51 subscriptions, 913 prints & 528 views per month on iDoc Market
- Printed and/or emailed another 10,226 pages throughout the year
- Installed Property Fraud Alert in August and currently have 416 subscribers
- Continue to rescan books 239 – 332 from years 1953 thru 1969
- Continue to cross train employees and send them for training when available
- Tracking daily revenue loss due to changes in filing and mortgage registration fees.  
Total revenue lost in 2022 due to fee changes totaled \$1,524,211.17



**COUNTY  
COUNSELOR/ADMINISTRATIVE  
SERVICES**  
*Staff Update*

**Clancy Holeman**  
Counselor/Director of  
Administrative Services  
115 North 4th Street  
Manhattan, KS 66502  
Phone: 785-565-6844

## COMMISSION AGENDA REPORT

---

**FROM:** Craig Cox, Deputy County Counselor

**MEETING:** January 19, 2023

**SUBJECT:** Resolution Authorizing Real Estate Tax Foreclosure Sale

**PRESENTER:** Craig Cox

---

### **BACKGROUND**

K.S.A. 79-2801, provides that in all cases in which real estate has been or shall be sold and bid in by the County at any delinquent tax sale and shall remain unredeemed on the first day of September, of the second year after such sale, or any extension thereof as provided by subsection (b) of K.S.A. 79-2401a, the Board of County Commissioners shall order the County Counselor to institute an action in the District Court, in the name of the Board of County Commissioners, against the owner or supposed owners of such real estate and all persons having or claiming to have any interest therein or thereto, by filing a petition with the Clerk of said Court.

### **DISCUSSION**

The Board of Commissioners of Riley County, Kansas, have been advised by the Riley County Treasurer that there are approximately 130 tracts of real estate which have been bid in by Riley County for delinquent taxes which remained unredeemed on the first day of September of the second year after such sale, and are currently unredeemed for the years 2015, 2018 and 2020.

### **FISCAL IMPACT**

None

### **RECOMMENDATION(S)**

That the Board approves the resolution.

### **POSSIBLE MOTION(S)**

- A. "I move that the Board approve the resolution as submitted."
- B. "I move that the Board approve the resolution, after the following changes are made... ."

Enclosures:

- Resolution Authorizing Real Estate Tax Foreclosure Sale (DOC)

**RESOLUTION NO. 011923-\_\_****A RESOLUTION AUTHORIZING REAL ESTATE TAX FORECLOSURE SALE**

**BE IT RESOLVED** by the Board of County Commissioners of Riley County, Kansas,

1. That K.S.A. 79-2801, provides that in all cases in which real estate has been or shall be sold and bid in by the County at any delinquent tax sale and shall remain unredeemed on the first day of September, of the second year after such sale, or any extension thereof as provided by subsection (b) of K.S.A. 79-2401a, the Board of County Commissioners shall order the County Counselor to institute an action in the District Court, in the name of the Board of County Commissioners, against the owners or supposed owners of such real estate and all persons having or claiming to have any interest therein or thereto, by filing a petition with the Clerk of said Court.

2. That the Board of Commissioners of Riley County, Kansas, have been advised by the Riley County Treasurer that there are approximately 130 tracts of real estate which have been sold and bid in by Riley County at previous delinquent tax sales, and which remained unredeemed on the first day of September of the second year after such sale, or any extension provided by K.S.A. 79-2401a(b) and are currently unredeemed for the years 2015, 2018 and 2020.

3. That the Riley County Counselor be and is hereby ordered to institute an action in the District Court of Riley County, in the name of the Board of Commissioners of Riley County, Kansas, against the owners or supposed owners of such real estate, and all persons having or

claiming to have any interest therein or thereto, by filing a petition with the Clerk of said Court to enforce the lien for unpaid taxes of Riley County, Kansas.

**ADOPTED** this 19<sup>th</sup> day of January, 2023.

**BOARD OF COMMISSIONERS  
OF RILEY COUNTY, KANSAS**

\_\_\_\_\_  
Kathryn Focke, Chair

\_\_\_\_\_  
John Ford, Vice Chair

\_\_\_\_\_  
Greg McKinley, Member

**ATTEST:**

\_\_\_\_\_  
Rich Vargo, Riley County Clerk

(SEAL)



**EXTENSION**  
*Staff Update*

**Gary Fike**  
County Extension  
Director  
110 Courthouse Plaza  
Manhattan, KS 66502  
Phone: 785-537-6350

## STAFF REPORT

---

**FROM:** Gary Fike  
**MEETING:** January 19, 2023  
**SUBJECT:** Rural Revitalization Conference and VITA Update  
**PRESENTER:** Gary Fike

---

County Extension Director Gary Fike will present an update on the Rural Revitalization Conference and the Volunteer Income Tax Assistance program.

**Enclosures:**

- Rural Revitalization Conference and VITA Update (PPTX)

# Rural Revitalization Conference and VITA Update January 19, 2023

GARY D. FIKE

COUNTY EXTENSION DIRECTOR

**K-STATE**  
Research and Extension

Riley County

## Third Annual (well, minus the pandemic!)

- u Wednesday, Feb. 22nd
- u Randolph Senior Center
- u 9:30 a.m. – Registration
- u Program – 10 a.m. - ~3:30 p.m.
- u Small Business Development Center/Washburn
- u USDA Rural Development
- u Governor's Office on Rural Prosperity
- u Local Entrepreneurs
- u Lunch of course!



**K-STATE**  
Research and Extension

Riley County

# Local Entrepreneurs

- u Andrea DeJesus – A&H Farms
- u Valerie Visser – Fork in the Road
- u Stacey Mahaffey – Mulberry Feet
- u Registration \$ 25.00
- u Stay tuned for more details!
- u Purpose is to encourage new and/or budding entrepreneurs.
- u The Kansas Farm Bureau is a sponsor this year for the program.
- u We will take more if there are businesses out there that would like to join in.
- u Local entrepreneurs will cater the meal and the morning break!

**K-STATE**  
Research and Extension

Riley County

# VITA

- u We open January 26<sup>th</sup>, a week from today; began booking on 1/17
- u We have more volunteers than ever!
- u Many new tax law changes that people need to know about; including reduced child tax credits, reduced child care credits, and no deductions for charitable contributions, unless you itemize
- u If you've sold or used digital currency, we cannot do those returns.
- u This year we will be doing those who are active military or reserves
- u Remember: this is for low to moderate income households; defined as \$ 72,000 or less.
  - u Average client: \$ 27,500/year AGI
- u We file electronically, unless situations dictate otherwise.
- u We've grown 7.8% per year for the past 7 years.
- u Many retired, college students, etc.
- u Sue S and I attended 2.5 days of training last week in Topeka

**K-STATE**  
Research and Extension

Riley County

## Other Extension Programming Efforts

- u Megan Dougherty taught canning lessons last week.
- u Greg McClure had 37 people signed up for Women in Agriculture Conference held last night.
- u Gregg Eyestone has 8 schools and 18 classrooms signed up for School Gardening Program. Also had 22 participants at Blueville Nursery for a program on the health benefits of gardening last Saturday.
- u Brandy Berg has a tour scheduled for the KSU Vet School on Saturday.



**K-STATE**  
Research and Extension

Riley County



**HEALTH DEPARTMENT**  
*Update*

**Julie Gibbs**  
Health Department  
Director  
2030 Tecumseh Rd  
Manhattan, KS 66502  
Phone: 785-776-4779

## COMMISSION AGENDA REPORT

---

**FROM:** Julie Gibbs  
**MEETING:** January 19, 2023  
**SUBJECT:** Riley County Health Department Update  
**PRESENTER:** Julie Gibbs

---

### Budget, Program Updates, Staff Updates

Enclosures:

- 2022\_budget\_to\_actual\_1222 (002) (PDF)
- BOCCmonthlypresjan2023 (PDF)

RILEY COUNTY  
2022 Budget to Actual (January)

ACTUAL BEG. CASH BAL. \$1,121,706.23

|                       | Total Budget        | Total Actuals       | General             |                     | Emergency Preparedness |                  | WIC               |                   | Kansas Health Foundation |          | CDRR             |                  | KCCTF            |                   |
|-----------------------|---------------------|---------------------|---------------------|---------------------|------------------------|------------------|-------------------|-------------------|--------------------------|----------|------------------|------------------|------------------|-------------------|
| Revenues              |                     |                     | Budget              | Actual              | Budget                 | Actual           | Budget            | Actual            | Budget                   | Actual   | Budget           | Actual           | Budget           | Actual            |
| Grants                | 2,722,230.00        | 3,150,021.23        | 98,275.00           | 413,495.72          | 49,578.00              | 43,481.00        | 847,560.00        | 848,016.00        | -                        | -        | 46,500.00        | 22,087.00        | 99,766.00        | 107,460.10        |
| Client Fees           | 51,133.00           | 63,002.90           | -                   | -                   | -                      | -                | -                 | -                 | -                        | -        | -                | -                | -                | -                 |
| Medicaid              | 54,883.00           | 59,287.56           | -                   | -                   | -                      | -                | -                 | -                 | -                        | -        | -                | -                | -                | -                 |
| Insurance             | 271,134.00          | 339,205.90          | -                   | -                   | -                      | -                | -                 | -                 | -                        | -        | -                | -                | -                | -                 |
| Transfer from General | 1,154,526.00        | 1,154,526.00        | 1,154,526.00        | 1,154,526.00        | -                      | -                | -                 | -                 | -                        | -        | -                | -                | -                | -                 |
| Transfer In-CARES     | -                   | 23,010.58           | -                   | 22,668.96           | -                      | -                | -                 | -                 | -                        | -        | -                | -                | -                | -                 |
| Miscellaneous         | 91,871.00           | 106,829.49          | 91,871.00           | 97,454.29           | -                      | -                | -                 | 967.67            | -                        | -        | -                | 600.00           | -                | -                 |
| <b>TOTALS</b>         | <b>4,345,777.00</b> | <b>4,895,883.66</b> | <b>1,344,672.00</b> | <b>1,688,144.97</b> | <b>49,578.00</b>       | <b>43,481.00</b> | <b>847,560.00</b> | <b>848,983.67</b> | <b>-</b>                 | <b>-</b> | <b>46,500.00</b> | <b>22,687.00</b> | <b>99,766.00</b> | <b>107,460.10</b> |

% of Budget Received 112.66% 125.54% 87.70% 100.17% 48.79% 107.71%

| Expenses          | Total Budget        | Total Actual        | Budget            | Actual            | Budget           | Actual           | Budget            | Actual            | Budget   | Actual           | Budget           | Actual           | Budget           | Actual           |
|-------------------|---------------------|---------------------|-------------------|-------------------|------------------|------------------|-------------------|-------------------|----------|------------------|------------------|------------------|------------------|------------------|
| Total Personnel   | 3,757,624.00        | 3,730,914.13        | 614,849.00        | 582,305.57        | 72,141.00        | 69,220.16        | 807,050.00        | 741,730.44        | -        | -                | 31,406.00        | 10,215.61        | 65,965.00        | 56,555.23        |
| Total Contract    | 854,203.00          | 838,229.83          | 253,936.00        | 235,692.91        | 386.00           | 1,186.60         | 24,260.00         | 22,786.48         | -        | 6,267.17         | 15,150.00        | 12,478.92        | 21,146.00        | 20,742.16        |
| Total Commodities | 381,097.00          | 429,648.08          | 55,624.00         | 66,541.69         | -                | -                | 16,250.00         | 17,747.66         | -        | 7,160.77         | 1,489.00         | 4,224.34         | 12,655.00        | 11,798.12        |
| Capital           | 45,627.00           | 45,605.06           | 45,627.00         | 32,701.09         | -                | -                | -                 | -                 | -        | -                | -                | -                | -                | 3,409.61         |
| Transfers Out     | -                   | -                   | -                 | -                 | -                | -                | -                 | -                 | -        | -                | -                | -                | -                | -                |
| <b>TOTALS</b>     | <b>5,038,551.00</b> | <b>5,044,397.10</b> | <b>970,036.00</b> | <b>917,241.26</b> | <b>72,527.00</b> | <b>70,406.76</b> | <b>847,560.00</b> | <b>782,264.58</b> | <b>-</b> | <b>13,427.94</b> | <b>48,045.00</b> | <b>26,918.87</b> | <b>99,766.00</b> | <b>92,505.12</b> |

% of Budget Spent 100.12% 94.56% 97.08% 92.30% 56.03% 92.72%

**BALANCE:**

EXCESS/(DEF.) BUDGET 374,636.00 (22,949.00) - (1,545.00) -

EXCESS/(DEF.) ACTUAL 770,903.71 (26,925.76) 66,719.09 (13,427.94) (4,231.87) 14,954.98

ENDING CASH BAL. \$973,192.79

Attachment: 2022\_budget\_to\_actual\_1222 (002) (13112 : RCHD Monthly Update)

**NTY HEALTH DEPARTMENT**  
**Comparison of Revenues and Expenses**  
1, 2022- December 31, 2022  
100 % of year

ACTUAL BEG. CASH BAL.

|                       | Child Care Licensing |                   | Family Planning   |                   | Immunization Action Plan |                   | MCH               |                   | OPEI              |                   | Smart Start/ECBG  |                   | State Formula    |                   |
|-----------------------|----------------------|-------------------|-------------------|-------------------|--------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| Revenues              | Budget               | Actual            | Budget            | Actual            | Budget                   | Actual            | Budget            | Actual            | Budget            | Actual            | Budget            | Actual            | Budget           | Actual            |
| Grants                | 209,073.00           | 207,818.00        | 152,978.00        | 164,409.00        | 9,060.00                 | 78,444.77         | 125,056.00        | 125,898.46        | 222,800.00        | 222,500.00        | 758,262.00        | 788,425.37        | 65,735.00        | 92,714.00         |
| Client Fees           | 20,000.00            | 22,569.30         | 11,988.00         | 19,465.26         | 12,500.00                | 13,810.13         | 45.00             | 45.00             | -                 | -                 | -                 | -                 | 6,600.00         | 7,113.21          |
| Medicaid              | -                    | -                 | 14,000.00         | 16,019.33         | 36,383.00                | 39,391.98         | 3,500.00          | 2,716.91          | -                 | -                 | -                 | -                 | 1,000.00         | 1,159.34          |
| Insurance             | -                    | -                 | 33,634.00         | 34,675.59         | 225,000.00               | 294,797.29        | 1,500.00          | 2,362.32          | -                 | -                 | -                 | -                 | 11,000.00        | 7,370.70          |
| Transfer from General | -                    | -                 | -                 | -                 | -                        | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                | -                 |
| Transfer In-CARES     | -                    | -                 | -                 | 224.95            | -                        | 116.67            | -                 | -                 | -                 | -                 | -                 | -                 | -                | -                 |
| Miscellaneous         | -                    | -                 | -                 | 127.99            | -                        | 5,000.00          | -                 | 1,095.00          | -                 | 1,500.00          | -                 | 9.54              | -                | -                 |
| <b>TOTALS</b>         | <b>229,073.00</b>    | <b>230,387.30</b> | <b>212,600.00</b> | <b>234,922.12</b> | <b>282,943.00</b>        | <b>431,560.84</b> | <b>130,101.00</b> | <b>132,117.69</b> | <b>222,800.00</b> | <b>224,000.00</b> | <b>758,262.00</b> | <b>788,434.91</b> | <b>84,335.00</b> | <b>108,357.25</b> |

|                             |  |         |  |         |  |         |  |         |  |         |  |         |  |         |
|-----------------------------|--|---------|--|---------|--|---------|--|---------|--|---------|--|---------|--|---------|
| <b>% of Budget Received</b> |  | 100.57% |  | 110.50% |  | 152.53% |  | 101.55% |  | 100.54% |  | 103.98% |  | 128.48% |
|-----------------------------|--|---------|--|---------|--|---------|--|---------|--|---------|--|---------|--|---------|

| Expenses          | Budget            | Actual            | Budget            | Actual            | Budget            | Actual            | Budget            | Actual            | Budget            | Actual            | Budget            | Actual            | Budget            | Actual            |
|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Total Personnel   | 275,514.00        | 276,035.80        | 358,990.00        | 338,944.96        | 182,940.00        | 253,726.46        | 270,431.00        | 281,420.69        | 392,105.00        | 418,246.64        | 397,118.00        | 435,168.99        | 285,640.00        | 264,705.53        |
| Total Contract    | 10,512.00         | 11,684.10         | 23,400.00         | 22,667.84         | 6,925.00          | 5,910.96          | 7,585.00          | 11,229.06         | 59,288.00         | 53,834.35         | 390,260.00        | 400,831.17        | 27,300.00         | 21,125.84         |
| Total Commodities | 2,275.00          | 1,592.10          | 45,196.00         | 42,602.72         | 152,289.00        | 164,075.61        | 2,122.00          | 13,645.65         | 5,050.00          | 9,233.93          | 57,518.00         | 62,073.94         | 10,572.00         | 3,474.08          |
| Capital           | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                 | 1,490.98          | -                 | -                 | -                 | 6,979.38          |
| Transfers Out     | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                 |
| <b>TOTALS</b>     | <b>288,301.00</b> | <b>289,312.00</b> | <b>427,586.00</b> | <b>404,215.52</b> | <b>342,154.00</b> | <b>423,713.03</b> | <b>280,138.00</b> | <b>306,295.40</b> | <b>456,443.00</b> | <b>482,805.90</b> | <b>844,896.00</b> | <b>898,074.10</b> | <b>323,512.00</b> | <b>296,284.83</b> |

|                          |  |         |  |        |  |         |  |         |  |         |  |         |  |        |
|--------------------------|--|---------|--|--------|--|---------|--|---------|--|---------|--|---------|--|--------|
| <b>% of Budget Spent</b> |  | 100.35% |  | 94.53% |  | 123.84% |  | 109.34% |  | 105.78% |  | 106.29% |  | 91.58% |
|--------------------------|--|---------|--|--------|--|---------|--|---------|--|---------|--|---------|--|--------|

**BALANCE:**

|                      |             |  |              |  |             |  |              |  |              |  |              |  |              |  |
|----------------------|-------------|--|--------------|--|-------------|--|--------------|--|--------------|--|--------------|--|--------------|--|
| EXCESS/(DEF.) BUDGET | (59,228.00) |  | (214,986.00) |  | (59,211.00) |  | (150,037.00) |  | (233,643.00) |  | (86,634.00)  |  | (239,177.00) |  |
| EXCESS/(DEF.) ACTUAL | (58,924.70) |  | (169,293.40) |  | 7,847.81    |  | (174,177.71) |  | (258,805.90) |  | (109,639.19) |  | (187,927.58) |  |

ENDING CASH BAL.

Attachment: 2022\_budget\_to\_actual\_1222 (002) (13112 : RCHD Monthly Update)

**ACTUAL BEG. CASH BAL.**

|                       | March of Dimes  |                 | Wildcat Region PHEP |                  |
|-----------------------|-----------------|-----------------|---------------------|------------------|
| Revenues              | Budget          | Actual          | Budget              | Actual           |
| Grants                | 7,500.00        | 7,230.77        | 30,087.00           | 28,041.04        |
| Client Fees           | -               | -               | -                   | -                |
| Medicaid              | -               | -               | -                   | -                |
| Insurance             | -               | -               | -                   | -                |
| Transfer from General | -               | -               | -                   | -                |
| Transfer In-CARES     | -               | -               | -                   | -                |
| Miscellaneous         | -               | -               | -                   | 75.00            |
| <b>TOTALS</b>         | <b>7,500.00</b> | <b>7,230.77</b> | <b>30,087.00</b>    | <b>28,116.04</b> |

% of Budget Received                      96.41%                      93.45%

| Expenses          | Budget          | Actual          | Budget           | Actual           |
|-------------------|-----------------|-----------------|------------------|------------------|
| Total Personnel   | -               | -               | 3,475.00         | 2,638.05         |
| Total Contract    | -               | 162.00          | 14,055.00        | 11,630.27        |
| Total Commodities | 7,500.00        | 9,600.48        | 12,557.00        | 15,876.99        |
| Capital           | -               | -               | -                | 1,024.00         |
| Tranfers Out      | -               | -               | -                | -                |
| <b>TOTALS</b>     | <b>7,500.00</b> | <b>9,762.48</b> | <b>30,087.00</b> | <b>31,169.31</b> |

% of Budget Spent                      130.17%                      103.60%

**BALANCE:**

EXCESS/(DEF.) BUDGET                      -                      -  
EXCESS/(DEF.) ACTUAL                      (2,531.71)                      (3,053.27)

**ENDING CASH BAL.**



# BOH Monthly Report January 2023

Julie Gibbs, MPH  
Riley County Health Department  
2030 Tecumseh Rd.  
Manhattan, Kansas 66502

Attachment: BOCCmonthlypresjan2023 (13112 : RCHD Monthly Update)

# End of the Year 2022 Explanations

17.b

## Revenues:

- PHEP-timing of payments
- CDRR-we did not renew grant in July

## Expenses:

- IAP-funding/expenses for IAP Supplemental grants that were not included in the original budget
- MCH-funding/expenses for amendment (Baby Shower funding) that were not included in the original budget
- BaM and Wildcat Region-timing of expenses-funds received in prior year had to be spent by end of grant cycle this year
- \*Overall-funding and related expenses for grants received that were not in the original budget (ELC, IAP Supplementals, end of RadX, etc)

Attachment: BOCCmonthlypresjan2023 (13112 : RCHD Monthly Update)

# MCH Update

17.b

Six BAM classes w/ 43 participants

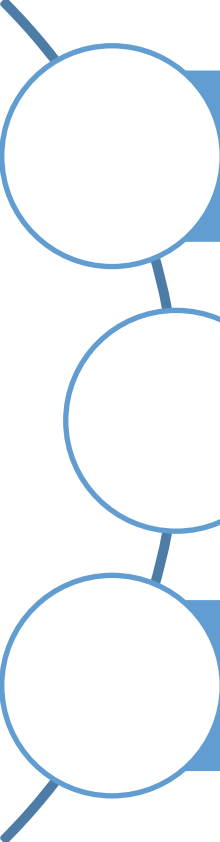
Bi-annual report for Aid to Local is due  
January 15

Gifts were delivered for home visiting families

Via Christi – new Kansas Perinatal Community  
Collaborating partner

Attachment: BOCCmonthlypresjan2023 (13112 : RCHD Monthly Update)

# Clinic Updates



541 total immunizations in December

470 other visits in December

KDHE selected RCHD clinic for federal visit!  
• Feb. 22

# CCL Update

| December                    | Riley | Geary | Clay | Dickinson | Pott | Total |
|-----------------------------|-------|-------|------|-----------|------|-------|
| Initial Inspections         | 2     |       |      | 2         |      | 4     |
| Initial Compliance          | 1     |       |      |           | 1    | 2     |
| Annual Inspections          | 4     | 4     | 2    |           | 4    | 14    |
| Annual Compliance           | 3     | 1     | 1    | 1         | 3    | 9     |
| KDHE compliance Inspections | 4     |       | 1    |           |      | 5     |
| Complaint First Visit       | 1     |       |      | 2         | 1    | 4     |
| Complaint Second Visit      |       |       |      |           |      |       |
| Illegal Care Complaints     |       |       |      |           |      |       |
|                             | 15    | 5     | 4    | 5         | 9    | 38    |
| Amendments                  |       |       |      |           |      |       |
| Exceptions                  |       |       |      |           | 1    | 1     |
| Consults                    |       |       |      |           |      |       |
| Home Orientation            | 1     | 3     |      | 3         | 1    | 8     |

# Raising Riley Update

17.b

## Family Engagement

- Laundry Love – story time – 10 adults and 7 children
- Holiday Party for scholarship families and providers – 5 families and 1 provider

## Collaboration

- No Stone Unturned – holiday event – 15 parents and 20 children
- MCS – classroom support
- Training interest surveys were sent to RC childcare providers

## January events

- COSP classes began January 3 with 7 parents registered
- Laundry Love Story Time was held on the 9<sup>th</sup> - 8 attended
- Play and Learn event was held on the 11<sup>th</sup> - 10 families attended
- Virtual FLIP IT training on the 14<sup>th</sup> (5 parents and 11 providers are registered)
- Parent Book Club will be held on the 28<sup>th</sup> - 7 parents registered

Attachment: BOCCmonthlypresjan2023 (13112 : RCHD Monthly Update)

# PHEP Updates

## NACCHO RISE Award Recipient

- Increase emergency response capacity
- Ensure units are prepared
- Hire a part time unit leader.

## Mobile Testing Unit

- Offering FREE flu A and B, RSV, and Covid rapid and PCR tests
- Numbers are dwindling
- NO RSV positive tests since we started!

## N95 Fit testing

- Grant requirement for PHEP to conduct annual FIT tests
- 48 employees in the month of December were tested.

# CHIP Updates

## Mental Health Workgroup

4<sup>th</sup> Monday at 12  
PM

Next meeting:  
Jan. 23, 12-1 @  
RCHD

## Transportation Workgroup

4<sup>th</sup> Tuesday at 9  
AM

Next meeting:  
Jan. 24, 9-10 @  
RCHD

## Housing Workgroup

4<sup>th</sup> Tuesday at 11  
AM

Next meeting:  
Jan. 24, 11-12 @  
RCHD

# Staff Updates

- Asia Sampson – New Community Health Educator for OD2A grant – started December 19
- WIC Peer Breastfeeding Consultant – Amelia Posligua will start January 23
- WIC Clerk – interviews started this week (6 interviews scheduled)
- MRC Unit Leader – bringing this BOCC for approval January 23.

# Thank You!!



**HEALTH DEPARTMENT**  
*Contract*

**Julie Gibbs**  
Health Department  
Director  
2030 Tecumseh Rd  
Manhattan, KS 66502  
Phone: 785-776-4779

## COMMISSION AGENDA REPORT

---

**FROM:** Julie Gibbs

**MEETING:** January 19, 2023

**SUBJECT:** Riley County Health Department 2023 Provider Contracts

**PRESENTER:** Julie Gibbs

---

### BACKGROUND

Riley County Health Department (RCHD) contracts with Dr. Cary Herl to serve as a Medical Director to direct the RCHD Administrator on program and related medical and professional matters per K.S.A. 65-201. In addition, RCHD contracts with Dr. Rebeka Weber to provide gynecological (OB-GYN) consultation and medical services to the Family Planning Program. We need to renew these contracts for 2023.

### DISCUSSION

Dr. Rebeka Weber serves as the Medical Consultant for the Family Planning/Sexually Transmitted Disease Clinic following the State of Kansas Family Planning Guidelines including direct services to patients one day each month, scheduling, reviewing and signing patient records monthly, and providing standing orders for the RCHD clinic.

Dr. Cary Herl serves as the Medical Director for the all services provided through the Public Health Clinic with the exception of the Family Planning Program. His services include reviewing and signing patient records once a quarter or more frequently, meeting with HD staff quarterly, and signing any standing orders for the clinic and MCH programs.

### FISCAL IMPACT

RCHD will compensate Dr. Rebeka Weber the following:

- a) \$250 per month for medical gynecological (OB-GYN) consultation and services.
- b) \$10 per patient counseled.
- c) \$30 per patient procedure.

RCHD will compensate Dr. Cary Herl the following:

- a) \$250 per month for consultation and services.
- b) Schedule quarterly meetings with the Medical Director.
- c) Include the Medical Director on all correspondence relevant to disease investigation, public health emergencies, community health, or pertaining to the actions by the Local Health Officer.

### **RECOMMENDATION(S)**

Renew consulting agreement for Dr. Cary Herl until December 31, 2023

Renew consulting agreement for Dr. Rebeka Weber until December 31, 2023

### **POSSIBLE MOTION(S)**

Move to approve

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

### **Enclosures:**

- Medical Director Herl Agreement 2023 (PDF)
- Agreement\_RCHD\_R Weber 2023 (002) (PDF)

**Agreement**  
**Medical Director Consultation and Services**  
**January 1, 2023 to December 31, 2023**

This agreement is made and entered into between the Riley County Health Department, hereinafter referred to as the "RCHD" and Cary Herl, MD, hereafter referred to as "Consultant".

Whereas, the RCHD will contract with the Consultant to serve as a Medical Director to direct the RCHD Administrator on program and related medical and professional matters per K.S.A. 65-201. It is mutually agreed between these two parties that:

The Consultant will:

1. Serve as the Medical Director for the all services provided through the Public Health Clinic with the exception of the Family Planning Program.
2. Review patient records once a quarter or more frequently as requested by the Clinic Nursing Supervisor.
3. Provide medical consultation to the RCHD Administrator, Nursing Supervisor or designees responding to requests within 24 hours of email, telephone call, or message left with office personnel.
4. Attend quarterly meetings with RCHD Administrator and designated staff.
5. Review and provide standing orders for the Public Health Clinic and Maternal and Child Health Program.
6. Provide a copy of Certificate of Insurance annually to the RCHD Administration.

The RCHD will:

1. Compensate the Provider the following:
  - a. \$250 per month for consultation and services.
  - b. Schedule quarterly meetings with the Medical Director.
  - c. Include the Medical Director on all correspondence relevant to disease investigation, public health emergencies, community health, or pertaining to the actions by the Local Health Officer.

Disclaimer of Liability:

1. The Provider will not be considered an employee of Riley County. Riley County shall not be responsible for withholding of social security, federal, and/or state income tax, or unemployment compensation from payments made by the county. The Provider shall receive no county employee benefits and will adhere to Riley County policy as is relevant to independent contractors.
2. The RCHD is not liable for the services or consequences of services provided by the Medical Director. The Medical Director shall hold the RCHD harmless or indemnify it against any and every liability arising out of services provided by the Medical Director under this agreement. The RCHD shall not be responsible for payment of attorney fees incurred by the Medical Director or patients served under this agreement.

**Arbitration and Damages:**

Notwithstanding any language to the contrary, no interpretation of this agreement shall be allowed to find the RCHD has agreed to binding arbitration or the payment of damages or penalties upon the occurrence of any event.

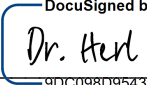
**Insurance – License:**

The Medical Director shall have a malpractice insurance policy with limits not less than those prescribed in K.S.A. 40-3402 and will meet all requirements to practice medicine in the State of Kansas, including all appropriate licensure.

This contract may be amended by mutual written agreement of the parties. Additional services Requested of the Provider and not covered by this agreement will require another contractual agreement.

This contract may be immediately terminated by Riley County upon verbal or written notice to the Provider.

**PROVIDER:**

DocuSigned by:  
  
By: \_\_\_\_\_  
Cary Herl, MD  
2331 Tuttle Creek Blvd  
Manhattan, KS 66502  
(785) 537-4940

BOARD OF COUNTY COMMISSIONERS  
RILEY COUNTY, KANSAS

\_\_\_\_\_  
BOCC Chairman

**ATTEST:**

\_\_\_\_\_  
Riley County Clerk

(SEAL)

Attachment: Medical Director Herl Agreement 2023 (13106 : RCHD 2023 Provider Contracts)

**Agreement**  
**OB-GYN Medical Consultation and Services**  
**January 1, 2023 to December 31, 2023**

This agreement is made and entered into between the Board of Riley County Commissioners, sitting as the Board of Health, acting through the Riley County Health Department, hereinafter referred to as the "RCHD" and Women's Health Group provider, Rebeka Weber, MD, a Physician Medical Consultant, hereafter referred to as "Provider".

Whereas the RCHD will contract with the Provider to provide gynecological (OB-GYN) consultation and medical services to the Family Planning Program. It is mutually agreed between these two parties that:

The Provider will

1. Serve as the Medical Consultant for the Family Planning/Sexually Transmitted Disease Clinic following the State of Kansas Family Planning Guidelines.
2. Provide direct services to patients one day (6 hours) each month scheduling clinics with the Advanced Practice Registered Nurse.
3. Sign a collaborating agreement with the Advanced Practice Register Nurse hired by RCHD.
4. Provide medical consultation and guidance to the RCHD staff responding to requests within 24 hours of email, telephone call, or message left with office personnel.
5. Signing of standing orders for the Family Planning/Sexually Transmitted Disease Clinics.
6. Insert and/or remove long acting reversible contraceptive devices approved by the Family Planning Program.
7. Complete colposcopy for patients with abnormal PAP smears to include cervical biopsies and treatment with electrocautery and/or cryocautery as determined.
8. Provide diagnosis and treatment of vulvar diseases to include vulvar biopsies, electrocautery and/or cryocautery.
9. Provide a copy of Certificate of Insurance, physician license number, and NPI number annually to the RCHD Administration.

The RCHD will:

1. Compensate the Provider the following:
  - a. \$250 per month for medical gynecological (OB-GYN) consultation and services.
  - b. \$10 per patient counseled.
  - c. \$30 per patient procedure.
2. Payments will be submitted to  
 Women's Health Group PA  
 1620 Charles Place  
 Manhattan, Kansas 66502
3. The Provider will be provided equipment and supplies through the Family Planning/Sexually Transmitted Disease Clinics

## Disclaimer of Liability:

1. The Provider will not be considered an employee of Riley County. Riley County shall not be responsible for withholding of social security, federal, and/or state income tax, or unemployment compensation from payments made by the county. The Provider shall receive no county employee benefits and will adhere to Riley County policy as is relevant to independent contractors.
2. The RCHD is not liable for the services or consequences of services provided by the Provider. The Provider shall hold the RCHD harmless or indemnify it against any and every liability arising out of services provided by the Provider under this agreement. The RCHD shall not be responsible for payment of attorney fees incurred by the Provider or patients served under this agreement.

## Arbitration and Damages:

Notwithstanding any language to the contrary, no interpretation of this agreement shall be allowed to find the RCHD has agreed to binding arbitration or the payment of damages or penalties upon the occurrence of any event.

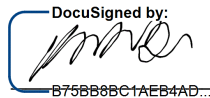
## Insurance – License:

The Provider shall have a malpractice insurance policy with limits not less than those prescribed in K.S.A. 40-3402 and will meet all requirements to practice medicine in the State of Kansas, including all appropriate licensure.

This contract may be amended by mutual written agreement of the parties. Additional services requested of the Provider and not covered by this agreement will require another contractual Agreement.

This contract may be immediately terminated by Riley County upon verbal or written notice to the Provider. Provider may terminate agreement with 60 days written notice.

PROVIDER:

DocuSigned by:  
  
 B75BB8BC1AEB4AD...

Rebeka Weber, MD  
 1620 Charles Place  
 Manhattan, KS 66502  
 (785) 776-1400

BOARD OF COUNTY COMMISSIONERS  
 OF RILEY COUNTY, KANSAS, & SITTING  
 AS THE BOARD OF HEALTH

BOCC Chairman

Contract executed this \_\_\_\_ day of January 2023.

(SEAL)

ATTEST:

Riley County Clerk



**HEALTH DEPARTMENT**  
*Agreement*

**Julie Gibbs**  
Health Department  
Director  
2030 Tecumseh Rd  
Manhattan, KS 66502  
Phone: 785-776-4779

## COMMISSION AGENDA REPORT

---

**FROM:** Julie Gibbs

**MEETING:** January 19, 2023

**SUBJECT:** Riley County Health Department 2023 Konza Rental Agreement

**PRESENTER:** Julie Gibbs

---

### **BACKGROUND**

Konza Prairie Community Health Center is the federally qualified health center for our community. They utilize part of our building at 2030 Tecumseh to administer dental and health services.

### **DISCUSSION**

This agreement has not been altered, other than the dates. We would like to continue this arrangement with Konza through 2023.

### **FISCAL IMPACT**

Konza's annual rent to the is \$25,297.00, made payable in monthly installments of \$2,108.08 to Riley County.

### **RECOMMENDATION(S)**

I recommend the BOH sign this 2023 agreement with Konza Prairie Community Health Center.

### **POSSIBLE MOTION(S)**

Move to approve

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

**Enclosures:**

- Contract\_Konza\_RCHD\_December 31 2023 (PDF)

**RILEY COUNTY, KANSAS**  
**TEMPORARY AND LIMITED REAL PROPERTY LICENSE**

**WHEREAS**, the Konza Prairie Community Health Center (hereinafter “Konza”), requests from Riley County, Kansas (hereinafter “County”), permission and authority to temporarily occupy office space within real estate owned by County, and described as follows: the Riley County Health Department (hereinafter “Health Department”), 2030 Tecumseh Road, first floor offices next to the existing Konza Dental and Primary Care Clinic, in order to provide primary dental and medical care services to patients seeking services; and

**WHEREAS** County grants Konza a temporary and limited real property license for the foregoing purpose, upon the following conditions:

First: TERM AND TERMINATION: Konza is aware this is a temporary use of office space (126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 143, 144, 146, 147 a portion of 142, 149, and 151) for annual rent in the amount of \$25,297.00 (2529.7 square foot at \$10.00 per square foot) payable in equal monthly installments of \$2,108.08 due on the first day of each month. The monthly rent includes the following utilities: Water, sewer, electricity, and natural gas. In return, the license herein granted to Konza is revocable by County at any time. Konza’s duty to clear the real estate begins upon receipt of either written or verbal notice of revocation from any authorized agent of County. Unless earlier revocation occurs, the license herein granted shall expire on December 31, 2023, without any notice to Konza, unless such term is extended, in writing, by County.

Second: DUTY TO CLEAR: Konza shall give 45 calendar days’ notice in writing to the County if Konza intends to vacate the office space.

On December 31, 2023, or upon Konza’s receipt of notice of County’s revocation, Konza shall have 30 working days to complete removal from the real estate, including all personal property items owned by Konza. If Konza fails to clear the real estate of all personal property owned by Konza at the end of the 30 working days, it shall be County’s sole option to clear the real estate and store or sell any such Konza personal property remaining thereupon. Konza shall in that event be liable to County for all expenses incurred by County in conducting such removal, storage, and sale.

Third: LIABILITY: Konza, its successors and assigns, shall assume all risk and liability for operation of its primary medical care services and shall hold County harmless for all accidents and damages to persons or property, and all costs and expenses, including attorney fees, and claims of any kind, as a result of Konza’s activities on the real estate, whether such activities by Konza are within or outside the scope of this license.

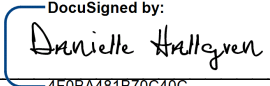
Fourth: OPERATIONS: During the term of this temporary license, Konza shall conduct its operations in a manner that does not unreasonably interfere with the daily operations of the Health Department. Konza shall conduct its operations at times and days consistent with the hours of operation of the Health Department and otherwise comply with all reasonable requests of the Director of the Health Department. Konza will designate a primary contact/safety officer and agrees to participate in all Health Department safety drills.

This temporary and limited real property license is hereby granted and its provisions agreed to by the undersigned this \_\_\_\_ day of January 2023. The provisions will be implemented January 20, 2023.

LICENSEE(S):

KONZA PRAIRIE COMMUNITY  
COMMUNITY HEALTH CENTER

BOARD OF COUNTY COMMISSIONERS  
RILEY COUNTY, KANSAS

By:   
4F0BA481B70C40C...

Chairman

License granted this \_\_\_\_\_ day of January 2023.

ATTEST:

\_\_\_\_\_  
Riley County Clerk

(SEAL)

Attachment: Contract\_Konza\_RCHD\_December 31 2023 (13108 : RCHD Konza Agreement)



**HEALTH DEPARTMENT**  
*Travel Request*

**Julie Gibbs**  
Health Department  
Director  
2030 Tecumseh Rd  
Manhattan, KS 66502  
Phone: 785-776-4779

## COMMISSION AGENDA REPORT

---

**FROM:** Julie Gibbs

**MEETING:** January 19, 2023

**SUBJECT:** Riley County Health Department Out of State Travel Request

**PRESENTER:** Julie Gibbs

---

### **FISCAL IMPACT**

\$3630 is the estimated cost for both Shanika Rose and Tasha Drake to attend the Health Promotion Conference being held in Colorado Springs from March 29 - 31 (March 28 will be a travel day). We are able to use ELC supplemental Covid funds to pay the entire amount.

### **POSSIBLE MOTION(S)**

Move to approve

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

#### **Enclosures:**

- outofstatetravel\_SRandTD (PDF)

# RILEY COUNTY OUT OF STATE TRAVEL REQUEST/AUTHORIZATION

NAME: Shanika Rose DEPARTMENT: Health Department

POSITION TITLE: Health Educator/ Accreditation Co. DATE REQUESTED January 9, 2023

FUND: \_\_\_\_\_

Travel From: Junction City, Kansas Date: March 28, 2023

Travel To: Colorado Springs, Colorado Date: March 28, 2023

Purpose of Travel: **Professional Development for Health Promotion to gain additional knowledge to maintain our Accreditation Status**

Mode of Travel: Common Carrier ☐ Riley County Vehicle ☐ Privately Owned Vehicle ☒

☐ Administratively determined to be to the advantage of Riley County  
☐ Not to exceed the cost of common carrier including food and lodging  
Mileage rate of \_\_\_\_\_

## ESTIMATED COST:

| Type of Expense   | Description                                                         | Amount |
|-------------------|---------------------------------------------------------------------|--------|
| Transportation    | Travel by POV to Junction City Kansas to Colorado Springs, Colorado | \$530  |
| Lodging           | Conference Rate for Broadmoor in Colorado Springs                   | \$450  |
| Meals             | Per diem minus Conference day breakfast that is included            | \$225  |
| Registration/Fees | Registration cost for Core conference                               | \$875  |
| Other             |                                                                     |        |

Total Estimated Travel Costs: \$2080

Requested by: [Signature] Date: 1-9-23

Approved by:

Department Head: [Signature] Date: 1-9-23

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_

Board of County Commissioners

Attest: \_\_\_\_\_ Date: \_\_\_\_\_

Riley County Clerk

cc: Department Head  
Department Assistant

# RILEY COUNTY OUT OF STATE TRAVEL REQUEST/AUTHORIZATION

NAME: Tasha R. Drake DEPARTMENT: Health-Admin

POSITION TITLE: Administrative Assistant II DATE REQUESTED January 9<sup>th</sup>, 2023

FUND: \_\_\_\_\_

Travel From: Manhattan, KS Date: March 28<sup>th</sup>, 2023

Travel To: Colorado Springs, CO Date: March 28<sup>th</sup>, 2023

Purpose of Travel: **Professional Development For Health Promotion to gain additional knowledge to maintain our Accreditation Status.**

Mode of Travel: Common Carrier ☐ Riley County Vehicle ☐ Privately Owned Vehicle ☒

☐ Administratively determined to be to the advantage of Riley County  
☐ Not to exceed the cost of common carrier including food and lodging  
 Mileage rate of \_\_\_\_\_

## ESTIMATED COST:

| Type of Expense   | Description                                              | Amount   |
|-------------------|----------------------------------------------------------|----------|
| Transportation    | Co-worker's POV                                          | \$0.00   |
| Lodging           | Conference Rate for Broadmoor in Colorado Springs        | \$450.00 |
| Meals             | Per Diem Minus Conference day breakfast that is included | \$225.00 |
| Registration/Fees | Registration for Core Conference                         | \$875    |
| Other             |                                                          |          |

Total Estimated Travel Costs: \$1,550

Requested by:  Date: 1-9-23

Approved by: \_\_\_\_\_

Department Head:  Date: 1-9-23

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_

Board of County Commissioners

Attest: \_\_\_\_\_ Date: \_\_\_\_\_

Riley County Clerk

cc: Department Head  
 Department Assistant

33rd Annual  
**ART & SCIENCE**  
 of Health Promotion Conference

March 27-31, 2023

The Broadmoor | Colorado Springs, Colorado



Core Conference: March 29-31, 2023

Intensive Training Seminars: March 27 & 28, 2023

— Conference Theme —

**The Wisdom of Rethinking:**  
**Promoting and Practicing Intellectual Humility**  
**to Advance Health and Well-Being**

*Keynote Speakers*



**Fatima Cody Stanford, M.D.,  
 M.P.H., M.P.A., M.B.A.**

Associate Professor of Medicine and  
 Pediatrics, Harvard Medical School;  
 Obesity Medicine Physician-Scientist,  
 MGH Weight Center



**David Dunning Ph.D.**  
 Professor of Psychology,  
 University of Michigan



**Gail C. Christopher, D.N.**  
 Executive Director,  
 National Collaborative  
 for Health Equity

Presented By:

**International Foundation**  
 OF EMPLOYEE BENEFIT PLANS   
 Education | Research | Leadership

[Register Online >](#)
[www.HealthPromotionConference.org](http://www.HealthPromotionConference.org)  
 Colorado Springs, Colorado

# 33rd Annual ART & SCIENCE of Health Promotion Conference



We are looking forward to welcoming you to the 2023 Art & Science of Health Promotion Conference at the picturesque Broadmoor in Colorado Springs, Colorado.

The theme of this year's conference is The Wisdom of Rethinking: Promoting and Practicing Intellectual Humility to Advance Health and Well-Being. We will be exploring models and frameworks for creating, implementing and sustaining initiatives driven by challenging old assumptions, reducing polarization, building new bridges and reimagining a better future.

We hope you'll join us to be inspired by and gain practical, evidence-based insights from the top researchers and practitioners in our field. You'll hear firsthand how others are cultivating intellectual humility to enhance individual, organizational, and community health and well-being. And equally important, you'll have time to reconnect with longtime friends and colleagues and make new connections.

Can't wait to see you there!

**Sara S. Johnson, Ph.D.**

*Program Chair, Art & Science of Health Promotion Conference  
Co-President, ProChange*



## Conference Features

Three Keynote Addresses | Special Plenary Session | Poster Presentations  
Networking Sessions | Fitness Activities | Exhibits

Concurrent sessions by top scientists and practitioners include:  
Topic sessions | Program descriptions | Research reports | Panel discussions

## Table of Contents

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Core Conference: March 29-31, 2023 | Intensive Training Seminars: March 27 & 28, 2023

### Conference Theme

## The Wisdom of Rethinking: Promoting and Practicing Intellectual Humility to Advance Health and Well-Being

Amid the monumental challenges Americans face with racial justice, climate change, the economy and the rise of autocratic regimes globally, the United States is experiencing extreme and increasing levels of political and ideological polarization. At the same time, the health promotion field is confronted with persistent and unrelenting health disparities, unprecedented rates of mental health concerns, increases in the prevalence of preventable chronic diseases, and low rates of social and financial well-being—all of which underscore the need for bold and innovative solutions and approaches.

The burgeoning interest in intellectual humility—the willingness to acknowledge that even our most firmly held beliefs, convictions, opinions and viewpoints are potentially fallible because they are based on faulty or insufficient information or because we lack the expertise to evaluate the evidence—may be the key to creating the curiosity we need to venture out of our echo chambers and to challenge our assumptions.

Read the full theme at [www.HealthPromotionConference.org](http://www.HealthPromotionConference.org).



### Continuing Education Credits

We typically offer, and are applying for, continuing education credits for the professions below:

**EXERCISE SCIENCE | NUTRITION | HEALTH AND WELLNESS COACHING**  
**HEALTH EDUCATION | MEDICINE | NURSING**

For more information and credit approval updates, visit [www.HealthPromotionConference.org](http://www.HealthPromotionConference.org).

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 Colorado Springs, Colorado


## Conference Schedule

This tentative schedule provides an overview of daily activities to help you plan your trip. Details are subject to change. Visit [www.HealthPromotionConference.org](http://www.HealthPromotionConference.org) for schedule updates.

### Monday, March 27

6:30-8:45 a.m. .... Breakfast Buffet

9:00 a.m.-5:00 p.m. .... Intensive Training Seminars (Day One)

### Tuesday, March 28

6:30-8:45 a.m. .... Breakfast Buffet

9:00 a.m.-5:00 p.m. .... Intensive Training Seminars (Day Two)

### Wednesday, March 29

6:30-7:30 a.m. .... Activity Sessions

6:30-8:45 a.m. .... Breakfast Buffet

8:00 a.m.-5:00 p.m. .... Exhibits

9:00-10:45 a.m. .... Opening Keynote/General Session

11:00 a.m.-12:05 p.m. .... Concurrent Sessions

1:45-2:50 p.m. .... Concurrent Sessions

3:15-4:20 p.m. .... Concurrent Sessions

4:45-5:45 p.m. .... Activity Sessions

6:30-7:30 p.m. .... Welcome Reception

### Thursday, March 30

6:30-7:30 a.m. .... Activity Sessions

6:30-8:45 a.m. .... Breakfast Buffet

8:00 a.m.-5:00 p.m. .... Exhibits

9:00-10:45 a.m. .... Keynote/General Session

11:00 a.m.-12:05 p.m. .... Concurrent Sessions

1:45-2:50 p.m. .... Concurrent Sessions

3:15-4:20 p.m. .... Concurrent Sessions

4:45-5:45 p.m. .... Michael P. O'Donnell Special Plenary Session

6:00-7:00 p.m. .... Activity Sessions

### Friday, March 31

6:30-7:30 a.m. .... Activity Sessions

6:30-8:45 a.m. .... Breakfast Buffet

9:00-10:45 a.m. .... Keynote/General Session

11:00 a.m.-12:05 p.m. .... Concurrent Sessions

1:45-2:50 p.m. .... Concurrent Sessions

3:15-4:15 p.m. .... Farewell Reception

The educational programming schedule and social events noted in this brochure are subject to change. Please visit [www.HealthPromotionConference.org](http://www.HealthPromotionConference.org) for conference program updates, schedule changes and new offerings.

## Keynote Presentations

### Wednesday, March 29



**Fatima Cody Stanford, M.D., M.P.H., M.P.A., M.B.A.**  
Associate Professor of  
Medicine and Pediatrics,  
Harvard Medical School;  
Obesity Medicine Physician-  
Scientist, MGH Weight Center

#### **The Clinical Science of Obesity and Addressing Weight Stigma**

As obesity rates continue to climb, strategies to understand and address the disease are underway. We must acknowledge that it was only in 2013 that the American Medical Association began to acknowledge obesity as a disease. In this keynote, Dr. Stanford will discuss the epidemiology of obesity as a disease, teach about the pathophysiology and explore strategies to treat the disease. She will help the audience to discern how weight bias and stigma contribute to energy storage, and she will explore how early life interactions influence weight bias. Audience participants will be able to determine the deleterious impact of weight bias on health outcomes and ascertain how health professionals harbor implicit and explicit weight bias. She will conclude with how organized medicine organizations have sought to tackle weight bias.

### Thursday, March 30



**David Dunning, Ph.D.**  
Professor of Psychology,  
University of Michigan

#### **Why Ignorance Fails to Recognize Itself: The Need for Humility in Health and Well-Being**

One simple truth about human life is that we are all flawed intellects. Our knowledge contains gaps and defects. So, how can we accurately judge expertise in ourselves and others when we act from an imperfect knowledge base? Dr. Dunning discusses how flawed knowledge leads people to misjudge themselves, often making them miss their own incompetence while failing to recognize true expertise in others. These tendencies call for more intellectual humility, especially in the realms of health and well-being.

### Friday, March 31



**Gail C. Christopher, D.N.**  
Executive Director, National  
Collaborative for Health Equity

#### **Preparing a Place for Future Generations That Honors the Humanity of All Equally**

Tens of thousands of people across America are preparing a place for future generations that value the humanity of all, equally. The Truth, Racial Healing & Transformation movement is expanding by inviting people to engage in compassionate, empathetic processes of learning from the past, transforming the present and creating an equitable future. Change is the hallmark of progress and growth for individuals and for societies. Yet, there are constants that maintain the equilibrium, the balance and sometimes the status quo. We will explore an often-unexamined constant in the belief system and thought architecture of the U.S. and its health consequences at the individual and collective societal levels. Read the full abstract at [www.HealthPromotionConference.org](http://www.HealthPromotionConference.org).

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 Colorado Springs, Colorado

## Michael P. O'Donnell Special Plenary Session

Each year, the Art & Science of Health Promotion Conference features a special plenary session named in honor of its founder, Dr. Michael P. O'Donnell. This session exemplifies excellence and demonstrates vision in advancing the field of health promotion.



### Well-Being Is a Team Sport

Richard Safeer, M.D.

Chief Medical Director,  
Employee Health and Well-Being,  
Johns Hopkins Medicine

## Concurrent Sessions



### Leading From the Middle: Supporting Managers' Efforts to Create Subcultures of Well-Being

■ = ORGANIZATION STRATEGY

Judd Allen, Ph.D.

Human Resources Institute, LLC



### Rethinking Gender: How Benefit Plans, Sponsors and Trustees Can —And Must—Adapt

■ = ADVANCING EQUITY & FOSTERING  
INCLUSION & BELONGING

Karen M. DeBortoli, LL.B.

Buck



### Health Care in the Kitchen: A Culinary Medicine Approach to Improving Diet Quality in Families

■ = PROGRAM DESCRIPTION

Kristi Artz, M.D.

Spectrum Health



### Translating From Research to Real-World in Practice: The UBTwell Way

■ = PROGRAM DESCRIPTION

Sam Dolezal, Ed.D., M.S.E., M.S.

Union Bank & Trust



### Talkin' Loud and Sayin' Nothing: How to Back Up Your Commitment to Workforce Mental Health With Meaningful Action

■ = MENTAL HEALTH

David W. Ballard, Psy.D., M.B.A.

GhostNote Consulting



### Overcoming the Imposter Phenomenon by Building Organizational Capacity to Promote Belonging, Equity and Well-Being

■ = ADVANCING EQUITY & FOSTERING  
INCLUSION & BELONGING

Robin J. Dunn, Ph.D.

Saint Mary's College of California



### Community as Medicine: Uplifting Connection, Belonging, Vulnerability and Joy in Health Promotion

■ = ADVANCING EQUITY & FOSTERING  
INCLUSION & BELONGING

Benjamin Emmert-Aronson, Ph.D.

Open Source Wellness



Elizabeth Markle, Ph.D.

Open Source Wellness

*"I really enjoyed listening to the speakers. They were passionate and enthusiastic about their topics. I learned something new and beneficial from each session I attended."*

Jackie Doss, M.S.

CHES

Core Conference: March 29-31, 2023 | Intensive Training Seminars: March 27 & 28, 2023

**TRACKS:**

▲ = EVALUATION ■ = ORGANIZATION STRATEGY ● = INTELLECTUAL HUMILITY ▼ = RESEARCH REPORT  
 ■ = MENTAL HEALTH ■ = ADVANCING EQUITY & FOSTERING INCLUSION & BELONGING ■ = PROGRAM DESCRIPTION



**Utilizing Design Thinking in Health Promotion Programming**

■ = ORGANIZATION STRATEGY

Jolynn K. Gardner, Ph.D.  
*American University*



**Visualizing and Activating the Necessary Complexity of a Health-Promoting Organization**

■ = ORGANIZATION STRATEGY

Suzy Harrington, D.N.P., R.N.  
*Texas Children's Hospital*



**Do Workplace Health Promotion (Wellness) Programs Work? What Does the Latest Research Tell Us?**

▲ = EVALUATION

Ron Z. Goetzel, Ph.D.  
*Johns Hopkins Bloomberg School of Public Health*



**The Mindset of a Health and Well-Being Systems Thinker: Delivering Impact to Employee Well-Being Across Three Essential Pathways**

■ = ORGANIZATION STRATEGY

Marissa Kalkman, M.S.  
*Wellness Council of Wisconsin*



**The Trust Transformation: Transforming Organizational Trust for Improved Humility and Well-Being**

■ = PROGRAM DESCRIPTION

Leah Gossai, M.B.A.-HR  
*AdventHealth*



**Beyond Your Group Medical Plan—Using All Benefits and Employment Practices to Enhance Employee Health and Well-Being**

■ = ORGANIZATION STRATEGY

Jay M. Kirschbaum, J.D., LL.M.  
*World Insurance Associates LLC*



**The Wisdom of Not (Over)Thinking—How Applied Improvisation Can Enhance Intellectual Humility, Communication and Resilience**

● = INTELLECTUAL HUMILITY

Dayna Gowan, M.P.H.  
*Improvly Speaking*



Jesse Greenfield, M.P.H.  
*County of San Diego Health and Human Services Agency*



**Rethinking the Story: The Narrative Path to Community Well-Being and Intellectual Humility**

● = INTELLECTUAL HUMILITY

Ann Kowal-Smith, D.B.A., J.D.  
*Reflection Point*



Barbara Burgess-Van Aken, Ph.D.  
*Case Western Reserve University*



**Translating Research Into Practice: The Role of Intellectual Humility in Addressing Spiritual Well-Being at Work**

● = INTELLECTUAL HUMILITY

Jessica Grossmeier, Ph.D., M.P.H.  
*Jessica Grossmeier Consulting*



Elizabeth Click, D.N.P., N.D., R.N.  
*Case Western Reserve University*

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 ■ = MENTAL HEALTH   ■ = ADVANCING EQUITY & FOSTERING INCLUSION & BELONGING   ■ = PROGRAM DESCRIPTION


**Analytic Translation: Skills to Optimize How Analytics Help Businesses Succeed**

▲ = EVALUATION

 Wendy D. Lynch, Ph.D.  
*Analytic-translator.com*

**Weight-Inclusion in the Workplace: Making the Case for a Weight-Neutral Approach to Employee Health and Well-Being**

● = INTELLECTUAL HUMILITY

 Rebecca Rick, M.S., RD  
*GBS Benefits, Inc.*

**Remote Worker Health**

■ = ORGANIZATION STRATEGY

 Jay Maddock, Ph.D.  
*Texas A&M University*

**Encouraging Your Employees to Sleep on the Job: Sleep, the Underexplored Workplace Wellness Program Target That May Be More Impactful Than You Think**

▼ = RESEARCH REPORT

 Rebecca Robbins, Ph.D., M.S., M.M.Sci.  
*Harvard Medical School*

 Stuart Quan, M.D.  
*Harvard Medical School*

**Embracing a Culture of Continuous Improvement and Intellectual Humility to Optimize Resources to Change Lifestyle Habits**

■ = PROGRAM DESCRIPTION

 Elisabeth Prosser, M.D.  
*Carmel Clay School Wellness Center*

 Mary Delaney, M.S.  
*Vital Incite*

 Roger McMichael, M.B.A.  
*Carmel Clay Schools*

**At the Intersection of Race, Health and History**

■ = ADVANCING EQUITY &amp; FOSTERING INCLUSION &amp; BELONGING

 Jaqui Rogers, M.B.A.  
*BJC Healthcare*

**Staying Above the Fray: Rethinking Resiliency Skills and Adaptation Strategies in Uncertain Times**

■ = MENTAL HEALTH

 Brian Luke Seaward, Ph.D.  
*The Paramount Wellness Institute*

**Moving From Health to Well-Being and Openness: Building Meaningful Strategies for Social Connectedness and Equity**

■ = ADVANCING EQUITY &amp; FOSTERING INCLUSION &amp; BELONGING

 Anjali Rameshbabu, Ph.D., M.S., M.Sc.  
*Health2Wellbeing*

**Caregiving Bias: Addressing the \$23B+ Challenge Employers Are Facing**

■ = MENTAL HEALTH

 Miriam J. Senft, GBA  
*Motivty Care*

This is a partial listing of our faculty and program.  
 Please visit [www.HealthPromotionConference.org](http://www.HealthPromotionConference.org) for the full program and updates.

Core Conference: March 29-31, 2023 | Intensive Training Seminars: March 27 & 28, 2023

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 ■ = MENTAL HEALTH   ■ = ADVANCING EQUITY & FOSTERING INCLUSION & BELONGING   ■ = PROGRAM DESCRIPTION



#### Rethinking Resilience: Flourishing During Trying Times

■ = MENTAL HEALTH

Bob Swoap, Ph.D.  
MindHealth, Inc.



#### It Starts Within: The Role of Personal Reflection and Growth in Equity Work

■ = ADVANCING EQUITY & FOSTERING  
INCLUSION & BELONGING

Courtney Waters, M.P.H., M.S.  
University of Arizona, Southwest Institute  
for Research on Women



Shannon Fowler, J.D., LL.M.  
University of Arizona, Southwest Institute  
for Research on Women



#### Powerful Ignorance: Fostering Intellectual Humility Through a Psychologically Safe Environment

● = INTELLECTUAL HUMILITY

Christina Torizzo, M.P.H.  
Kaiser Permanente



Melissa Ford, M.P.H.  
Kaiser Permanente

## Panel Discussions

### EXCITED for COVID-19 Vaccination: The Role of Health Communication and Promotion to Combat COVID-19 Vaccine Hesitancy and Misinformation



Camden Bryan  
Clemson University



Kathleen Cartmell, Ph.D., M.P.H.  
Clemson University



Maria Mercedes Rossi, Ph.D.  
Clemson University



Michelle Parisi, Ph.D., RDN  
Clemson University

### It's a Talent Strategy for Us: Promoting Dialogue to Advance Health and Well-Being at Cardinal Health



Ben Fisher  
Cardinal Health



Chris Coulter  
Cardinal Health



Sarah Monley, M.P.H.  
Cardinal Health



Shideh Javan  
Cardinal Health



Ty Simonton  
Cardinal Health

[Register Online >](#)
[www.HealthPromotionConference.org](http://www.HealthPromotionConference.org)  
 Colorado Springs, Colorado

## Two-Day Preconference Events

# INTENSIVE TRAINING SEMINARS

Monday, March 27 & Tuesday, March 28, 2023 | 9:00 a.m.-5:00 p.m.

*Separate registration is required.*

**For complete session descriptions and to register online,  
visit [www.HealthPromotionConference.org](http://www.HealthPromotionConference.org).**



## Well-Being Culture Coach Training and Certification

**Judd Allen, Ph.D.**

President, Human Resources Institute, LLC

**Gillian Pieper, M.Ed.**

Director of Health Promotion and Wellness,  
Vermont School Board Insurance Trust

Cultures and subcultures are complex webs of social influences on attitudes and behavior. This training teaches core strategies for creating cultural environments that support physical, social and psychological well-being. The training draws upon the experiences of Gillian Pieper, Health Promotions Specialist at the Vermont School Boards Insurance Trust (VSBIT), and from Judd Allen, Ph.D., at the Human Resources Institute with experience from over 600 business, government and community organizations.



## Evaluation of Workplace Health Promotion Programs

**Ron Z. Goetzel, Ph.D.**

Senior Scientist, Johns Hopkins Bloomberg School of Public Health

One of the greatest challenges facing health promotion professionals is documenting the performance and impact of their programs. To justify ongoing support for health promotion initiatives, program managers often declare that health promotion and disease prevention are "the right thing to do." However, program sponsors require proof that these programs are worth the investment and produce both a positive return on investment (ROI) and value on investment (VOI). This Intensive Training Seminar will provide the skills and insights for designing and implementing effective measurement and evaluation programs for workplace health promotion. Attendees will have plenty of opportunities to try out ideas with other seminar participants.

Core Conference: March 29-31, 2023 | Intensive Training Seminars: March 27 & 28, 2023



## Connecting Well-Being to an Organization's Hierarchy of Needs

**Rebecca S. Johnson, M.S.**

Co-Founder and Chief Operations Officer, ViDL Solutions

While mental and emotional well-being have finally come to the forefront as important issues for business leaders to consider, there is still a great deal of misunderstanding about how organizations can best support their employees in these areas. Many well-intentioned organizational initiatives focus on programs and services for individuals that, while valuable, do not address the systemic issues present in the workplace itself that negatively impact mental and emotional well-being. Creating the conditions in which individuals can thrive requires a comprehensive approach that addresses both individuals and the systems in which they work. Taking a lesson from Maslow's well-known hierarchy of needs, this Intensive Training Seminar takes a deep dive into the Thriving Organization Pyramid—an updated framework for understanding and addressing the systemic factors that affect mental and emotional well-being in the workplace.



## At the Intersection of Race, Health and History

**Jaqui Rogers, M.B.A.**

Diversity, Equity and Inclusion Consultant, BJC Healthcare

This extensive and interactive workshop applies an expanded social determinants of health framework to exploring the health of our respective communities in a way that interweaves influential and historical practices and policies that have come to shape disparate health outcomes in one of America's most racially segregated cities. Participants will be invited to collectively explore health disparities in their respective spaces while radically imagining what it means to foster equitable communities.



## Holistic Stress Management Instructor Training

**Brian Luke Seaward, Ph.D.**

Executive Director, The Paramount Wellness Institute

This workshop is designed to train all allied health professionals to teach, direct or facilitate quality stress management presentations/workshops at their worksite. The focus of this intensive workshop is holistic—honoring the integration, balance and harmony of mind, body, spirit and emotions for optimal well-being. The purpose of this workshop is two-fold: 1) to gain a sound background in the holistic approach to stress management (addressing not only the causes of stress through effective coping skills, but the symptoms of stress with effective relaxation techniques) and 2) to learn, refine and practice excellent teaching skills in which to share this knowledge most effectively, whether it is through a one-hour presentation or a 16-week college credit course. Professionals who have greatly benefited from this workshop include nurses, social workers, counselors, schoolteachers, wellness directors, therapists, health educators, college professors and physicians, and those wishing to make a career change. Special focuses include the topics of burnout, work-life balance, healthy boundaries, stress and nutrition, mindfulness and improved sleep quality.

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Colorado Springs, Colorado

## Conference Highlights

### ► Intensive Training Seminars

**Choose from five different two-day preconference seminars for in-depth training.** Presented in person only. (Separate registration required—See pages 10-11 for descriptions.)

### ► Making Connections

**Connect with people who share your professional and personal interests.** "Connections" include serious discussions; silly reflections; getting together for a drink, snack or meal; a morning run; or any other activity that brings people together.

### ► Activity Sessions

**Enjoy a balanced wellness experience with daily activity sessions.** Each morning and evening, you will be able to choose from a variety of activities such as yoga, cardio, Pilates, guided meditation, walking and more.

### ► Meal Functions

**The conference will provide** a complimentary breakfast Monday-Friday, a Welcome Reception on Wednesday evening and a Farewell Reception on Friday afternoon.

### ► Poster Presentations

**Learn about best practices and the latest research findings** in health promotion directly from your peers.

### ► Exhibits

**Drop in between educational sessions** to visit displays from our outstanding vendors. See what's new from these top organizations that provide products, services and resources you are looking for to enhance your programs and plans.



Core Conference: March 29-31, 2023 | Intensive Training Seminars: March 27 & 28, 2023

## Conference Hotel

### The Broadmoor

Experience an iconic Colorado Springs resort where personalized luxury offers an escape from the ordinary and modern details blend seamlessly with the timeless European elegance of this historic hotel. Here, the spirit of the West inspires the adventurer within, providing endless opportunities to explore the picturesque mountains, streams and canyons that have inspired generations.

**We have negotiated very special rates for our conference attendees:  
\$192 per night (plus tax and fees).**

*Book by February 16, 2023 to receive this special rate.*



**Make your reservations online at [www.HealthPromotionConference.org](http://www.HealthPromotionConference.org).  
(click on Hotel & Travel)**

### Conference Pricing

| Conference Options                                                                      | Registration Rate<br>12/1/22 through 2/15/23 | Registration Rate<br>after 2/15/23 |
|-----------------------------------------------------------------------------------------|----------------------------------------------|------------------------------------|
| Core Conference (three days)                                                            | \$875                                        | \$975                              |
| Intensive Training Seminar (two days)                                                   | \$550                                        | \$650                              |
| Intensive Training Seminar plus Core<br>Conference <i>Special combo price—Save \$50</i> | \$1,375                                      | \$1,575                            |
| One-Day Core Conference                                                                 | \$450                                        | \$555                              |

**Cancellation fees apply. Visit [www.ifebp.org/policies](http://www.ifebp.org/policies) for more details.**

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[www.HealthPromotionConference.org](http://www.HealthPromotionConference.org)  
 Colorado Springs, Colorado

### Exhibitor Package

## Exhibit Dates: March 29 & 30, 2023 Exhibitor Package: \$2,450

All exhibits are located in the conference programming area for **repetitive exposure and traffic** throughout the conference.

### Early booking price: \$2,250

December 1, 2022-February 15, 2023

- One six-foot skirted table and two chairs
- Listing on the conference mobile app
- Registrant list prior to the conference and postconference
- Two complimentary conference registrations for the three-day core conference (March 29-31, 2023). *Two-day preconference Intensive Training Seminar registration is available for an additional fee.*



Learn more and reserve your space. | [www.HealthPromotionConference.org](http://www.HealthPromotionConference.org)

Patti Weber | (248) 425-2737 | [pweber@ifebp.org](mailto:pweber@ifebp.org)

Core Conference: March 29-31, 2023 | Intensive Training Seminars: March 27 & 28, 2023

## Sponsorship

Serving as a sponsor is your opportunity to make your organization's brand stand out and be recognized.

- ▶ **GAIN VISIBILITY** with the most influential audience in health promotion and wellness.
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#### Gold

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#### Silver

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Patti Weber | (248) 425-2737 | [pweber@ifebp.org](mailto:pweber@ifebp.org)

## Poster and Making Connections Proposals

**Accepting proposals through February 15, 2023.**

### Posters

Present a Research or Case Study poster. Posters will be on display March 30 and 31. Meet attendees and share your work in a casual setting during presenter hours each day.

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Host a Making Connections session. These informal networking sessions provide an opportunity for people with similar professional or personal interests to get together at the conference for a conversation, discussion, meal, workout or fun activity.

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33rd Annual  
**ART & SCIENCE**  
of Health Promotion Conference

March 27-31, 2023 | Colorado Springs, Colorado

*Conference Theme*

**The Wisdom of Rethinking:  
Promoting and Practicing Intellectual Humility  
to Advance Health and Well-Being**

***Exhibit and Sponsorship Packages Available***

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## Who Should Attend

- Health Promotion and Wellness Managers
- Exercise Specialists
- Dietitians
- Nutritionists
- Psychologists
- Health Educators
- Nurses
- Physicians
- Medical Directors
- Human Resources Directors
- Benefits Managers and Executives
- Health Insurance Underwriters and Brokers
- Health Plan Leaders
- Educators
- Health Plan Strategists
- Benefit Plan Advisers
- Health Policy Analysts
- Hospital and Clinic Managers
- Scientists

**Register Online**

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INTERNATIONAL FOUNDATION OF EMPLOYEE BENEFIT PLANS  
Art & Science of Health Promotion Conference  
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OF EMPLOYEE BENEFIT PLANS



**EMS/AMBULANCE**  
Staff Update

**David Adams**  
EMS/Ambulance  
Director  
2011 Claflin Rd  
Manhattan, KS 66502  
Phone: 785-539-3535

## STAFF REPORT

---

**FROM:** David Adams, EMS/Ambulance Director  
**MEETING:** January 19, 2023  
**SUBJECT:** Staff Update  
**PRESENTER:** David Adams, EMS/Ambulance Director

---

### Operations

#### Calls for service

December- 557

North County- 26

#### 911-Call volume by station:

Medic 11 located at 2011 Claflin Rd: 193

Medic 21 located at 11<sup>th</sup> & Poyntz: 189

Medic 31 located at 3060 TCB (Riley County Public Works): 88

Medic 41 located at Manhattan Regional Airport: 69

Medic 51- ALS First Response in Leonardville: 7

The rest of the calls (if applicable) are for event standbys and supervisors writing reports.

Working on new building construction related topics.

Completed inventory.

Both Expeditions have arrived and are awaiting radio installation. Expect the first back this week.

Medicare revalidation is nearing completion.

Updated: 1/17/2023 11:48 AM by David Adams

Page 1

Federal Cost Reporting is being finalized, working on compiling the data for submission.

### **Education**

100% review of all calls.

2023 training calendar nearing roll out. This is a credentialing year and will occupy a substantial amount of time.

Mandatory staff training on new/updated SOG/SOP.

### **Community Outreach:**

Car seat check lanes

CPR Classes

### **Building update follow up:**

Q: Rather than 2x6 with batts, do 2x4 with foam to reduce drafts/seal better if cost is similar if not cheaper?

A: The 2x6 with batts will most likely be less expensive than 2x4 with spray foam. The labor is the same either way for framing, a little more cost in material for 2x6's but the spray foam is significantly more than batts. We will have a good weather barrier to cut down on infiltration.

Q: Safe Room, pour in place walls vs filled concrete blocks cost difference?

A: For the safe room the cost is pretty similar for poured concrete vs. block. The savings is in the schedule because typically waiting on a mason takes more time than having the concrete sub who is already on site.

### **Reimbursement Follow Up:**

#### **Enclosures:**

- EOM-Report-with-Pick-List\_2023-01-16\_125154 (PDF)
- 2021 payer mix no self (XLSX)

Runs By Day of Week

| Incident Day Of Week Number And Name | Number of Runs | percent of total |
|--------------------------------------|----------------|------------------|
| 01 - Sunday                          | 71             | 12.75            |
| 02 - Monday                          | 70             | 12.57            |
| 03 - Tuesday                         | 71             | 12.75            |
| 04 - Wednesday                       | 86             | 15.44            |
| 05 - Thursday                        | 61             | 10.95            |
| 06 - Friday                          | 110            | 19.75            |
| 07 - Saturday                        | 88             | 15.80            |
| Total: 557                           |                | Total: 100.00    |

Attachment: EOM-Report-with-Pick-List\_2023-01-16\_125154 (13120 : Staff Update)

Runs by Hour of Day

| Incident Hour Range Of Day 24 | Number of Runs | Percent of Total Runs |
|-------------------------------|----------------|-----------------------|
| 00:00:00 - 00:59:59           | 18             | 3.23%                 |
| 01:00:00 - 01:59:59           | 18             | 3.23%                 |
| 02:00:00 - 02:59:59           | 10             | 1.80%                 |
| 03:00:00 - 03:59:59           | 14             | 2.51%                 |
| 04:00:00 - 04:59:59           | 16             | 2.87%                 |
| 05:00:00 - 05:59:59           | 5              | 0.90%                 |
| 06:00:00 - 06:59:59           | 15             | 2.69%                 |
| 07:00:00 - 07:59:59           | 18             | 3.23%                 |
| 08:00:00 - 08:59:59           | 18             | 3.23%                 |
| 09:00:00 - 09:59:59           | 26             | 4.67%                 |
| 10:00:00 - 10:59:59           | 36             | 6.46%                 |
| 11:00:00 - 11:59:59           | 31             | 5.57%                 |
| 12:00:00 - 12:59:59           | 28             | 5.03%                 |
| 13:00:00 - 13:59:59           | 38             | 6.82%                 |
| 14:00:00 - 14:59:59           | 33             | 5.92%                 |
| 15:00:00 - 15:59:59           | 36             | 6.46%                 |
| 16:00:00 - 16:59:59           | 25             | 4.49%                 |
| 17:00:00 - 17:59:59           | 28             | 5.03%                 |
| 18:00:00 - 18:59:59           | 21             | 3.77%                 |
| 19:00:00 - 19:59:59           | 26             | 4.67%                 |
| 20:00:00 - 20:59:59           | 22             | 3.95%                 |
| 21:00:00 - 21:59:59           | 30             | 5.39%                 |
| 22:00:00 - 22:59:59           | 21             | 3.77%                 |
| 23:00:00 - 23:59:59           | 24             | 4.31%                 |
| Total: 557                    |                | Total: 100.00%        |

Attachment: EOM-Report-with-Pick-List\_125154 (13120 : Staff Update)

Runs by Responding Unit

21.a

| Response EMS Unit Call Sign (eResponse.14) | Number of Runs | Percent of Total Runs |
|--------------------------------------------|----------------|-----------------------|
| MED11                                      | 193            | 34.65%                |
| MED21                                      | 189            | 33.93%                |
| MED31                                      | 88             | 15.80%                |
| MED41                                      | 69             | 12.39%                |
| MED12                                      | 13             | 2.33%                 |
| MED51                                      | 3              | 0.54%                 |
| MED10                                      | 1              | 0.18%                 |
| MED35                                      | 1              | 0.18%                 |
| Total: 557                                 |                | Total: 100.00%        |

Report Criteria

Incident Month Name - Year: Is In December 2022

Attachment: EOM-Report-with-Pick-List\_2023-01-16\_125154 (13120 : Staff Update)

01/09/23

## Payor Mix Summary

Page

|              |                          |                  |
|--------------|--------------------------|------------------|
| Entered Date | Greater Than Or Equal To | 01/01/2021       |
| Entered Date | Less Than Or Equal To    | 12/31/2021       |
| Company Code | Equal                    | RILEY COUNTY EMS |

## RILEY COUNTY EMS

|                             | Trip         | Charges               | Write Off               | Refunds       | Payment               | Balance            |               |
|-----------------------------|--------------|-----------------------|-------------------------|---------------|-----------------------|--------------------|---------------|
| <b>Medicare HMO</b>         | <b>36</b>    | <b>\$41,607.00</b>    | <b>(\$21,985.00)</b>    | <b>\$0.00</b> | <b>\$13,556.66</b>    | <b>\$6,065.34</b>  | 85.42%        |
| <b>Medicare</b>             | <b>1,234</b> | <b>\$1,442,125.50</b> | <b>(\$805,398.23)</b>   | <b>\$0.00</b> | <b>\$564,900.80</b>   | <b>\$71,826.50</b> | 95.02%        |
| <b>Medicaid</b>             | <b>376</b>   | <b>\$430,572.00</b>   | <b>(\$319,917.43)</b>   | <b>\$0.00</b> | <b>\$103,476.60</b>   | <b>\$7,178.00</b>  | 98.33%        |
| <b>Contract</b>             | <b>3</b>     | <b>\$3,030.00</b>     | <b>\$0.00</b>           | <b>\$0.00</b> | <b>\$3,995.00</b>     | <b>(\$965.00)</b>  | 131.85%       |
| <b>Commercial Insurance</b> | <b>695</b>   | <b>\$869,340.75</b>   | <b>(\$340,685.10)</b>   | <b>\$0.00</b> | <b>\$438,677.70</b>   | <b>\$89,977.98</b> | 89.65%        |
| <b>Auto Insurance</b>       | <b>12</b>    | <b>\$14,855.50</b>    | <b>(\$512.53)</b>       | <b>\$0.00</b> | <b>\$13,432.47</b>    | <b>\$910.50</b>    | 93.87%        |
| Total AR Change for         | <b>2,356</b> | <b>\$2,801,530.75</b> | <b>(\$1,488,498.29)</b> | <b>\$0.00</b> | <b>\$1,138,039.23</b> | <b>#####</b>       | <b>99.02%</b> |

Note:

Trip totals do not include any unbillable charges.

Adjustment totals do not include Client List amounts.

Attachment: 2021 payer mix no self (13120 : Staff Update)





**EMS/AMBULANCE**  
*Personnel*

**David Adams**  
EMS/Ambulance  
Director  
2011 Claflin Rd  
Manhattan, KS 66502  
Phone: 785-539-3535

## COMMISSION AGENDA REPORT

---

**FROM:** David Adams, EMS/Ambulance Director  
**MEETING:** January 19, 2023  
**SUBJECT:** Request to Fill Vacant Paramedic Position  
**PRESENTER:** David Adams, EMS/Ambulance Director

---

### **BACKGROUND**

This request is to fill an open Paramedic position that will become vacant on January 20th.

### **DISCUSSION**

We are looking for a Paramedic or Advanced EMT to fill a budgeted Paramedic position. The goal is to hire a Paramedic to replace an employee of the same certification.

### **FISCAL IMPACT**

None, this is a budgeted position.

### **RECOMMENDATION(S)**

Staff recommend you approve the advertisement and hiring of this vacant Paramedic position or the hiring of an Advanced EMT if necessary.

### **POSSIBLE MOTION(S)**

Move to approve

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- 1-2023 EMS Paramedic (PDF)
- EMS-Ambulance Paramedic Position Description (PDF)

## Job Created By



David Adams on 01/02/2023

## Posted on Career Page

County of Riley

## Internal Position Details (not displayed on job posting)

## Company

Riley County, KS

## Position Template

EMS/Ambulance Paramedic [EMSPAR]

## Work Location

Emergency Medical Services

## Job ID

1461345

## Salary

Position starting pay \$19.98 per hour

## Supervisor Position

No

## Pay Grade

Paramedic [Paramedic]

## EEO Class

Technicians [3]

## Workers Compensation

-

## Cost Center 1

County General [1]

## Cost Center 2

EMS/Ambulance [20]

## Cost Center 3

-

## 1 Job Slot

PARAMED-1

Supervisor: David Adams

Department Head: David Adams

☒ No changes to Position or Budget☐ Position Description attachedTotal annual hours 3170☒ Budgeted☒ New or updated position description☐ New request for budget (details attached)total annual job cost \$100,993.82

Additional Position Comments: \_\_\_\_\_

BoCC Chairman \_\_\_\_\_

Date: \_\_\_\_\_

BoCC Member \_\_\_\_\_

Date: \_\_\_\_\_

BoCC Member \_\_\_\_\_

Date: \_\_\_\_\_

Original document stored in Human Resources

Revised 2022-11

## RILEY COUNTY, KANSAS POSITION DESCRIPTION

|                     |                              |                          |
|---------------------|------------------------------|--------------------------|
| <b>Job Title:</b>   | <b>Paramedic – Full Time</b> |                          |
| <b>Department:</b>  | EMS/Ambulance Services       |                          |
| <b>Reports To:</b>  | EMS Station Captain          |                          |
| <b>Pay Range:</b>   | <b>Paramedic</b>             | <b>Status:</b> Full Time |
| <b>FLSA Status:</b> | Non-Exempt                   |                          |

**POSITION SUMMARY:** The Paramedic will lead and provide direct patient care within their scope of practice independently and in support of their partner in the pre-hospital, and inter-facility transfer settings. The employee will participate in the care and maintenance of facilities, equipment and ambulances. The employee must be able to work independently, prioritize multiple tasks and maintain a high level of patient/customer satisfaction.

### ESSENTIAL FUNCTIONS:

- Proficiently performs skills within the scope of practice of a Paramedic in a compassionate and caring manner.
- Proficiently performs ALS skills including advanced airway management, IV/IO insertion, medication administration, 4-Lead and 12-lead EKG placement and interpretation, defibrillation and pacing, chest decompression. This list is not all inclusive.
- Leads, anticipates, and reacts to partner's needs in support of patient care
- Works independently, multi-tasks and manages a multi-casualty scene
- Maintains professional image and promotes professional relationships among EMS, health care and other public service personnel and encourages communication at all levels
- Documents accurately and timely the electronic medical record
- Participates in routine shift duties (daily, weekly, and monthly activities)
- Takes event standby time per guidelines of the agency.
- Performs other duties as assigned

### POSITION REQUIREMENTS:

**Education:** High School diploma or equivalent required

### Certificate(s)/License(s):

- Kansas Certified Paramedic required
- Advanced Cardiac Life Support credentialed from the American Heart Association (AHA) obtained within 6 Months (180 days) of hire.
- BLS Provider credentialed from the American Heart Association (AHA) or Riley County EMS credentialed obtained within 6 months (180 days) upon hire.
- Valid Kansas Driver's License History of minimal violations.

### One or more of the following:

- Pediatric Advanced Life Support (PALS) or Emergency Pediatric Care (EPC) within 6 months (180 days) of hire date or closest offered date of hire date.
- Advanced Medical Life Support (AMLS) required within 6 months (180 days) of hire  
Successfully completed RCEMS credentialing program.

**Skills:** Good judgment in appraising emergency medical services and making appropriate decisions that could affect the population of the county. Ability to understand complex oral and written instruction, ability to speak and write effectively, and ability to give clear, concise instruction orally and in writing. Must be compassionate, professional, and have the ability to inspire and motivate others. Compassion for patients, family members and others; along with the emotional intelligence to provide care during emotionally stressful situations.

**Technical Skills:** Astute patient assessment skills. Quality psychomotor skills

**Supervisory Controls:** Duties are performed regularly exercising discretion and independent judgment. Uses initiative in carrying out recurring assignments based on policy and Standard Operating Guidelines as defined by the director and the Board of County Commissioners. EMS Director/Assistant Director provide general direction and review progress towards goal completion

**Supervisory Responsibility:** None

**Guidelines:** Federal, State, and County laws and regulations are the basic written guidelines. Established principles of emergency medical services and written emergency plans are guiding documents. EMS/Ambulance Director (or designee) provides guidelines and general direction. Guidelines may be provided orally or in writing. Other guides are available but the use of these require extensive training, previous experience and good judgment to interpret and adapt to a variety of specific situations.

**Complexity:** This position makes decisions which involve the assessment of unusual circumstances, variations in approach, the use of incomplete and/or conflicting data. This position requires the employee to routinely exercise independent judgement and make careful interpretations of more technical and complicated guidelines. Meeting and dealing with many individuals of varying interests and levels of responsibility creates complexities of a high degree. These encounters often involve concepts, theories, or programs with undefined issues and elements.

**Scope and Effect of Work:** This position is responsible for making sound decisions that limit the County's liability exposure, improve public relations and enhance the County's professional image. If errors are made, the County's image is affected, accountability is lost, operations and projects are slowed or failed, services are not well provided and people's life's are affected and/or threatened.

**Personal Contacts:** Many contacts are involved. These include local, state and federal officials both within the emergency medical/ambulance services and in other agencies, volunteers, emergency medical victims, news media, contractors, and private citizens. Contacts may be initiated by the EMS/Ambulance Director, by other officials, or by members of the public. They may be groups or individuals and may be scheduled in advance or impromptu at the workplace, other offices, the homes of citizens, or other locations throughout the County or State.

**Purpose of Contacts:** To exchange information; to receive instructions and to coordinate work scheduling; to receive requests for service; to instruct or train others; and to ensure the effective

performance of tasks by others.

**Physical Demand/Effort:** The physical demands described are representative of those required met to successfully perform the essential functions of this job.

Occasionally required to sit in a stationary position. Frequently heavy physical demands when working the clinical area. Frequently required to lift over 50 pounds. Frequently performs activities that require stooping, bending and reaching, squatting, balancing, and trunk twisting throughout the shift. Frequently communicate verbally and in written form. Required to have good visual, auditory and color determination. Will include high stress situations and several activities simultaneously

**Work Environment/Conditions:** The work environment characteristics described here are representative of those encountered while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is exposed to blood, body fluids, fumes, or airborne particles, and sharp objects potentially contaminated with blood borne pathogens or other infectious agents. The noise level in the work environment is usually moderate. Working environment may quickly change from an office setting, to an indoor acute care clinical setting or to an uncontrolled, unpredictable pre-hospital setting. May be exposed to extreme heat or cold environment, wet or slippery surfaces. May be exposed to patients with communicable diseases. Wears personal protective equipment as needed.

***The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if work is similar, related or a logical assignment of the position.***

***The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.***



**MUSEUM**  
*Staff Update*

**Katharine Hensler**  
Museum Director  
2309 Claflin Rd  
Manhattan, KS 66502  
Phone: 785-565-6490

## STAFF REPORT

---

**FROM:** Katharine Hensler, Museum Director

**MEETING:** January 19, 2023

**SUBJECT:** Riley County Historical Museum Staff Report

**PRESENTER:** Katharine Hensler, Museum Director

---

### Riley County Historical Museum - Director's Report

January 19, 2023

1. Visitation and Tours - In the month of December, there were 86 visitors to the Museum and 28 to the Goodnow House, 47 at the Wolf House Museum, and the Pioneer Log Cabin is now closed for the season. Volunteer hours for the month totaled 39.5 hours.
2. Education and Outreach - The December 18 Holiday Open House at the Wolf House went well with 30 attendees. Staff and Society volunteers welcomed visitors into a beautifully decorated museum and shared a brief history of the site. Guests were sent home with a peppermint stick and a RCHS calling card with information about hours and a QR code that links to the RCHS website. We were pleased with the event and look forward to hosting others throughout the year. Thank you to the Board Members and the County Commissioners who attended and to those who stopped in over the holidays for a tour.

Curator Melanie Highsmith participated in the KMAN In Focus segment on Monday, December 19 to talk about historic weather events that occurred in Riley County in years past. The Museum was a guest again on January 16 and Curator Highsmith spoke about Dr. Martin Luther King, Jr.'s January 19, 1968 speech at K-State.

Curator Highsmith, Director Hensler, and the County's Public Information Officer, Vivienne Uccello will be guests on KSNT on Friday, January 20 at 6am. We will talk about visiting the Museum and the upcoming Kansas Day celebration (January 29) we have planned.

Curator Highsmith is installing new temporary exhibits at both the County Office Building and the County Courthouse. Both will be focusing on African American Heritage Month with one on Dr. Martin Luther King Jr.'s K-State address and the other on the Exodusters.

Curator Highsmith provided a presentation for Stoneybrook residents on January 17.

The Museum will be hosting a Kansas Day Open House on Sunday, January 29 from 3-5pm. Admission is free and there will be guided tours, an on-site activity, and a take home snack.

A Volunteer Appreciation, Recruitment, and Meet and Greet will be hosted on Saturday, February 18 at 10am at the Manhattan Public Library. We will be using this event as a time to thank our current volunteers and provide information to potential volunteers. Please join us!

3. Collections - In December, the Museum received 5 new donations which included a total of 19 items. The Collections Committee will meet on January 18, 3:30pm.

One of our volunteers, Tony Connors is assisting Curator Munger in going through items deemed unacceptable for our collection and locating and reaching out to other organizations that may be a better fit for these items. The groups consist of other historical/genealogy societies, museums, and churches, etc. This is aiding us in clearing out space in our temporary storage spaces.

4. Archives and Library - In December, Curator Glasgow managed 71 requests for research material. These requests come in the form of emails, telephone calls, written requests (USPS), and walk-in customers. Out of those numbers, 12 patrons made appointments to come into the Museum and conduct their research themselves. Curator Glasgow also continues to write articles for the Riley County staff newsletter and the upcoming RCHS Newsletter.
5. Building and Grounds - The workroom of the Museum has been substantially cleaned out. Staff were able to spend about five weeks cleaning out this space to where it is now usable and safe. Staff will plan to rent a dumpster in the near future to continue working on this project. Areas to focus on next will be temporary storage and the Dallas Gallery.

The Heritage Trust Fund will be holding their review committee meeting with applicants of the grant on Friday, February 3. The RCHS Board is welcome to attend by Zoom. Director Hensler will be addressing the review committee. This grant request was submitted in November for the restoration of the Wolf Photography Studio. The committee will make their recommendations to the Historic Sites Board of Review on the morning of February 4, and all applicants will be notified the following week of the Board's decision.

6. Special Projects - No December report.
7. Riley County Historical Society - The RCHS Newsletter will be coming out with a January/February edition. This is being led by RCHM staff person, Lisa Jones with contributions from the RCHS Communications Committee, Museum staff, and others. We are always happy to consider articles, stories, and interest points for inclusion in upcoming Newsletters. These newsletters will be coming out on a bi-weekly basis and in both digital and hard copy format.

Enclosures:



**COUNTY TREASURER'S OFFICE**  
*Staff Update*

**Shilo Heger**  
Treasurer  
110 Courthouse Plaza  
Manhattan, KS 66502  
Phone: 785-537-6320

## STAFF REPORT

---

**FROM:** Shilo Heger

**MEETING:** January 19, 2023

**SUBJECT:** December 2022 Revenue Reporting - Riley County Treasurer

**PRESENTER:** Shilo Heger

---

Enclosures:

- December 2022 Financials (PDF)

**Riley County Balance Sheet**  
**December 31, 2022**

24.a

| Assets                  |                                 | Liabilities/Fund Balances               |                        |                              |
|-------------------------|---------------------------------|-----------------------------------------|------------------------|------------------------------|
| KS State Bank-Checking  | 105,190,118.42                  | County General                          |                        | 19,776,764.21                |
| KS State Bank-ARP       | 14,154,334.73                   | Disaster Fund (ARPA Funds)              |                        | 14,154,334.73                |
| Riley State Bank        | 294,203.04                      | Health Department                       |                        | 973,192.79                   |
| Leonardville State Bank | 5,000.00                        | Capital Improvements Fund               |                        | 9,032,293.21                 |
| Sunflower Bank          | 0.00                            | Economic Development                    |                        | 181,640.41                   |
| Cash on Hand            | 8,926.14                        | RCPD Levy/Inmate Medical                |                        | 241,235.15                   |
| CD/CDARS                | 6,453,904.51                    | Bond & Interest                         |                        | 211,314.95                   |
|                         |                                 | Road & Bridge Capital Projects          |                        | 6,553,284.91                 |
|                         |                                 | Landfill Closure                        |                        | 33,943.99                    |
|                         |                                 | County Building                         |                        | 226,096.00                   |
|                         |                                 | County Auction                          |                        | 252,732.89                   |
|                         |                                 | Solid Waste                             |                        | 649,916.99                   |
|                         |                                 | Emergency Management                    |                        | 745,771.65                   |
|                         |                                 | Fire District #1                        |                        | 503,592.53                   |
|                         |                                 | Register of Deeds Tech Fund             |                        | 157,870.00                   |
|                         |                                 | Clerk Tech Fund                         |                        | 146,670.52                   |
|                         |                                 | Treasurer Tech Fund                     |                        | 93,957.62                    |
|                         |                                 | Motor Vehicle Operations                |                        | 20,025.05                    |
|                         |                                 | RCPD Ops/IT Reserve/Seizure             |                        | 3,236,982.89                 |
|                         |                                 | District Court-Technology               |                        | 174,130.94                   |
|                         |                                 | Court Services                          |                        | 3,975.00                     |
|                         |                                 | EMS Grants                              |                        | 5,443.54                     |
|                         |                                 | Museum Bequest                          |                        | 6,582.25                     |
|                         |                                 | War Memorial Fund                       |                        | 10,670.07                    |
|                         |                                 | Miscellaneous                           |                        | 41,405.30                    |
|                         |                                 | <b>Community Corrections</b>            |                        | <b>93,586.85</b>             |
|                         |                                 | JJA Prevention                          | Teen Court             | Adult Services               |
|                         |                                 | Juvenile Intake Case Manager            | Juvenile Service       | Special Alcohol              |
|                         |                                 | <b>County Attorney</b>                  |                        | <b>4,920.42</b>              |
|                         |                                 | Special Prosecutor Trust                | PATF                   |                              |
|                         |                                 | <b>Benefit Districts</b>                |                        | <b>965,715.87</b>            |
|                         |                                 | University Park                         | Moehlman Bottoms       | Deep Creek                   |
|                         |                                 | Carson Sewer                            | Valleywood             | Lakeside Heights             |
|                         |                                 | Hunters Island                          | Terra Heights          | Konza                        |
|                         |                                 | Mertz/McGehee Drainage                  |                        |                              |
|                         |                                 | <b>Funds to be Distributed</b>          |                        | <b>3,857,804.03</b>          |
|                         |                                 | City Funds                              | Wildlife & Parks       | School Funds                 |
|                         |                                 | Township Funds                          | Special Assessments    | State Funds                  |
|                         |                                 | Cemetery Funds                          |                        |                              |
|                         |                                 | <b>Tax Holding Funds</b>                |                        | <b>63,750,632.08</b>         |
|                         |                                 | Commercial Vehicle Fees                 | 16/20M Truck Taxes     | Advance Tax                  |
|                         |                                 | Recreational Vehicle Tax                | Current Ad Valorem Tax | Sales Tax Coll               |
|                         |                                 | Motor Vehicle Tax                       | Delinquent PP Tax      | Driver's License             |
|                         |                                 | Motor Vehicle Registrations             | Delinquent RL Tax      | Veh Rental Excise            |
| <b>TOTAL ASSETS</b>     | <b><u>\$ 126,106,486.84</u></b> | <b>TOTAL LIABILITIES &amp; FUND BAL</b> |                        | <b><u>126,106,486.84</u></b> |

Attachment: December 2022 Financials (13092 : December Treasurer's Report-2022)

**Investments and Interest**  
**December 31, 2022**  
**Investments & Year to Date Interest**

| <b>Bank</b>                 | <b>CDs</b>              | <b>Checking Savings</b> | <b>Year to Date Interest</b> | <b>2021 Interest</b> |
|-----------------------------|-------------------------|-------------------------|------------------------------|----------------------|
| KS State Bank               | \$0.00                  | \$117,261,541.00        | \$855,722.38                 |                      |
| Riley State Bank            | \$0.00                  | \$135,460.64            | \$696.17                     |                      |
| Peoples State Bank          | \$0.00                  | \$5,000.00              | \$5.49                       |                      |
| Sunflower                   | \$0.00                  | \$0.00                  | \$0.00                       |                      |
| UMB                         | \$1,700,000.00          | \$0.00                  | \$1,775.61                   |                      |
| Landmark National Bank      | \$0.00                  | \$0.00                  | \$0.00                       |                      |
| Intrust                     | \$0.00                  | \$0.00                  | \$600.17                     |                      |
| Capitol Federal             | \$0.00                  | \$0.00                  | \$0.00                       |                      |
| Community 1st National Bank | \$0.00                  | \$0.00                  | \$0.00                       |                      |
| United Bank                 | \$0.00                  | \$0.00                  | \$0.00                       |                      |
| Municipal Investment Pool   | \$1,100,000.00          | \$0.00                  | \$0.00                       |                      |
| Commerce Bank               | \$3,653,904.51          | \$0.00                  | \$7,734.50                   |                      |
| Central National Bank       | \$0.00                  | \$0.00                  | \$0.00                       |                      |
| <b>Total</b>                | <b>\$6,453,904.51</b>   | <b>\$117,402,001.64</b> | <b>\$866,534.32</b>          | <b>\$107,389.02</b>  |
| Cash & Transfer items       | \$45,566.19             |                         |                              |                      |
| <b>Total on Deposit</b>     | <b>\$126,106,486.84</b> |                         |                              |                      |

|                              | <b>2022</b>  | <b>2021</b> |
|------------------------------|--------------|-------------|
| Interest Transfers           |              |             |
| Capital Improvements #145    | \$97,892.50  | \$4,539.98  |
| Emergency 911 #148           | \$8,038.12   | \$433.22    |
| Reg of Deeds Technology #106 | \$1,853.76   | \$91.16     |
| Clerk Technology #107        | \$1,420.31   | \$58.95     |
| Treasurer Technology #108    | \$885.32     | \$30.58     |
| RCPD Seizure Funds           | \$2,912.10   | \$156.09    |
| Total Transfers              | \$113,002.11 | \$5,309.98  |

|                                             |                     |                    |
|---------------------------------------------|---------------------|--------------------|
| <b>Net Interest to County General</b>       | <b>\$753,532.21</b> | <b>\$99,574.73</b> |
| <b>Less Interest Paid for Treasury Bond</b> | <b>-\$2,633.40</b>  |                    |

|                            |                     |
|----------------------------|---------------------|
| <b>Net Interest Earned</b> | <b>\$750,898.81</b> |
|----------------------------|---------------------|

|               |                     |                     |
|---------------|---------------------|---------------------|
| <b>Budget</b> | <b>\$ 25,000.00</b> | <b>\$200,000.00</b> |
|---------------|---------------------|---------------------|

|                      |          |        |
|----------------------|----------|--------|
| % Collected          | 3014.13% | 49.79% |
| % Over(Under Budget) | 2914.13% |        |

|                                        |                     |                   |
|----------------------------------------|---------------------|-------------------|
| <b>Interest to CIP - Radio Project</b> | <b>\$0.00</b>       | <b>\$2,504.31</b> |
| <b>Interest - ARPA Fund</b>            | <b>\$216,272.08</b> | <b>\$888.53</b>   |

|                                          |        |
|------------------------------------------|--------|
| Interest rate on active checking account | 4.37%  |
| Interest rate on one year investments    | 0.000% |

**General Fund Revenue Detail  
Through December 31, 2022**

|                                           | December          |                   | Year To Date         |                      |                     |
|-------------------------------------------|-------------------|-------------------|----------------------|----------------------|---------------------|
|                                           | Actual            | Budget            | Actual               | Budget               | Variance            |
| <b>Motor Vehicle</b>                      |                   |                   |                      |                      |                     |
| Motor Vehicle                             | 0.00              | 0.00              | 2,049,516.88         | 2,025,421.00         | 24,095.88           |
| Vehicle Rental Excise                     | 0.00              | 0.00              | 37,492.28            | 23,275.00            | 14,217.28           |
| Recreational Vehicle                      | 0.00              | 0.00              | 19,394.64            | 18,876.00            | 518.64              |
| Commercial Vehicles                       | 0.00              | 0.00              | 84,288.60            | 80,995.00            | 3,293.60            |
| <b>Ad Valorem</b>                         |                   |                   |                      |                      |                     |
| RL/Oil/PP                                 | 0.00              | 0.00              | 23,552,142.80        | 23,798,682.00        | -246,539.20         |
| Intangible                                | 0.00              | 0.00              | 261,266.29           | 243,862.00           | 17,404.29           |
| 16/20 M Trucks                            | 0.00              | 0.00              | 17,340.10            | 18,250.00            | -909.90             |
| Watercraft                                | 0.00              | 0.00              | 10,611.26            | 12,028.00            | -1,416.74           |
| Delinquent Tax                            | 0.00              | 0.00              | 474,753.80           | 0.00                 | 474,753.80          |
| Sales Tax                                 | 194,581.96        | 141,666.67        | 2,223,602.19         | 1,700,000.00         | 523,602.19          |
| Payment In Lieu of Tax                    | 0.00              | 18,500.00         | 40,087.00            | 37,000.00            | 3,087.00            |
| City/County Highway                       | 0.00              | 0.00              | 1,055,648.78         | 947,152.00           | 108,496.78          |
| Interest/Penalties                        | 51,945.14         | 20,833.33         | 482,695.68           | 250,000.00           | 232,695.68          |
| Investment Interest                       | 157,292.39        | 2,083.33          | 753,532.21           | 25,000.00            | 728,532.21          |
| Recording Fees                            | 18,072.00         | 22,916.67         | 455,186.00           | 275,000.00           | 180,186.00          |
| Hertiage Trust Fund                       | 1,329.00          | 2,083.33          | 33,475.00            | 25,000.00            | 8,475.00            |
| Juvenile Supervision Fees                 | 0.00              | 25.00             | 455.41               | 300.00               | 155.41              |
| Diversion Fees                            | 7,023.68          | 4,583.33          | 52,200.70            | 55,000.00            | -2,799.30           |
| Franchise Fees                            | 0.00              | 0.00              | 28,707.93            | 38,000.00            | -9,292.07           |
| Miscellaneous                             | 1,525.57          | 0.00              | 4,480.68             | 0.00                 | 4,480.68            |
| <b>Departments</b>                        |                   |                   |                      |                      |                     |
| Clerk                                     | 387.00            | 250.00            | 5,376.46             | 3,000.00             | 2,376.46            |
| Register of Deeds                         | 1,804.10          | 1,666.67          | 38,720.09            | 20,000.00            | 18,720.09           |
| Treasurer                                 | 4,375.03          | 625.00            | 9,530.47             | 7,500.00             | 2,030.47            |
| Clerk of the District Court               | 617.26            | 3,750.00          | 34,821.36            | 45,000.00            | -10,178.64          |
| Emergency Management                      | 0.00              | 0.00              | 33,490.00            | 0.00                 | 33,490.00           |
| Coroner                                   | 0.00              | 0.00              | 9,692.13             | 0.00                 | 9,692.13            |
| Fair                                      | 0.00              | 1,666.67          | 25,128.00            | 20,000.00            | 5,128.00            |
| Museum                                    | 0.00              | 0.00              | 20,658.74            | 0.00                 | 20,658.74           |
| Election                                  | 12.50             | 416.67            | 1,244.11             | 5,000.00             | -3,755.89           |
| Ambulance/EMS                             | 167,514.99        | 100,307.33        | 1,604,761.66         | 1,203,688.00         | 401,073.66          |
| Appraiser                                 | 11,759.54         | 1,300.00          | 18,339.32            | 15,600.00            | 2,739.32            |
| Planning & Development                    | 3,648.00          | 2,916.67          | 45,033.07            | 35,000.00            | 10,033.07           |
| Information Systems                       | 35.00             | 0.00              | 15,222.00            | 0.00                 | 15,222.00           |
| General-General                           | 10,559.18         | 0.00              | 397,787.45           | 0.00                 | 397,787.45          |
| Public Works                              | 38,847.15         | 40,000.00         | 515,185.56           | 480,000.00           | 35,185.56           |
| Noxious Weed                              | 8,136.64          | 8,333.33          | 124,548.23           | 100,000.00           | 24,548.23           |
| <b>Total Before Transfers</b>             | <b>679,466.13</b> | <b>373,924.00</b> | <b>34,536,416.88</b> | <b>31,508,629.00</b> | <b>3,027,787.88</b> |
| Transfers In                              | 0.00              |                   | 59,130.95            | 0.00                 | 0.00                |
| <b>Total After Transfers</b>              | <b>679,466.13</b> | <b>373,924.00</b> | <b>34,595,547.83</b> | <b>31,508,629.00</b> | <b>3,086,918.83</b> |
| <b>Over/Under Budget Before Transfers</b> | <b>81.71%</b>     |                   | <b>9.61%</b>         |                      |                     |
| <b>Over/Under Budget After Transfers</b>  | <b>81.71%</b>     |                   | <b>9.80%</b>         |                      |                     |

Attachment: December 2022 Financials (13092 : December Treasurer's Report-2022)

# 2022 General Fund Revenue

## Year To Date

24.a

|                                           | December          |                   | Year To Date         |                      |                       |
|-------------------------------------------|-------------------|-------------------|----------------------|----------------------|-----------------------|
|                                           | Actual            | Budget            | Actual               | Budget               | % of Budget Collected |
| <b>Motor Vehicle</b>                      |                   |                   |                      |                      |                       |
| Motor Vehicle                             | 0.00              | 0.00              | 2,049,516.88         | 2,025,421.00         | 101.19%               |
| Vehicle Rental Excise                     | 0.00              | 0.00              | 37,492.28            | 23,275.00            | 161.08%               |
| Recreational Vehicle                      | 0.00              | 0.00              | 19,394.64            | 18,876.00            | 102.75%               |
| Commercial Vehicles                       | 0.00              | 0.00              | 84,288.60            | 80,995.00            | 104.07%               |
| <b>Ad Valorem</b>                         |                   |                   |                      |                      |                       |
| RL/Oil/PP                                 | 0.00              | 0.00              | 23,552,142.80        | 23,798,682.00        | 98.96%                |
| Intangible                                | 0.00              | 0.00              | 261,266.29           | 243,862.00           | 107.14%               |
| 16/20 M Trucks                            | 0.00              | 0.00              | 17,340.10            | 18,250.00            | 95.01%                |
| Watercraft                                | 0.00              | 0.00              | 10,611.26            | 12,028.00            | 88.22%                |
| Delinquent Tax                            | 0.00              | 0.00              | 474,753.80           | 0.00                 | 0.00%                 |
| Sales Tax                                 | 194,581.96        | 141,666.67        | 2,223,602.19         | 1,700,000.00         | 130.80%               |
| Payment In Lieu of Tax                    | 0.00              | 18,500.00         | 40,087.00            | 37,000.00            | 108.34%               |
| City/County Highway                       | 0.00              | 0.00              | 1,055,648.78         | 947,152.00           | 111.46%               |
| Interest/Penalties                        | 51,945.14         | 20,833.33         | 482,695.68           | 250,000.00           | 193.08%               |
| Investment Interest                       | 157,292.39        | 2,083.33          | 753,532.21           | 25,000.00            | 3014.13%              |
| Recording Fees                            | 18,072.00         | 22,916.67         | 455,186.00           | 275,000.00           | 165.52%               |
| Hertiage Trust Fund                       | 1,329.00          | 2,083.33          | 33,475.00            | 25,000.00            | 0.00%                 |
| Juvenile Supervision Fees                 | 0.00              | 25.00             | 455.41               | 300.00               | 151.80%               |
| Diversion Fees                            | 7,023.68          | 4,583.33          | 52,200.70            | 55,000.00            | 94.91%                |
| Franchise Fees                            | 0.00              | 0.00              | 28,707.93            | 38,000.00            | 75.55%                |
| Miscellaneous                             | 1,525.57          | 0.00              | 4,480.68             | 0.00                 | 0.00%                 |
| <b>Departments</b>                        |                   |                   |                      |                      |                       |
| Clerk                                     | 387.00            | 250.00            | 5,376.46             | 3,000.00             | 179.22%               |
| Register of Deeds                         | 1,804.10          | 1,666.67          | 38,720.09            | 20,000.00            | 193.60%               |
| Treasurer                                 | 4,375.03          | 625.00            | 9,530.47             | 7,500.00             | 127.07%               |
| Clerk of the District Court               | 617.26            | 3,750.00          | 34,821.36            | 45,000.00            | 77.38%                |
| Emergency Management                      | 0.00              | 0.00              | 33,490.00            | 0.00                 | 0.00%                 |
| Coroner                                   | 0.00              | 0.00              | 9,692.13             | 0.00                 | 0.00%                 |
| Fair                                      | 0.00              | 1,666.67          | 25,128.00            | 20,000.00            | 125.64%               |
| Museum                                    | 0.00              | 0.00              | 20,658.74            | 0.00                 | 0.00%                 |
| Election                                  | 12.50             | 416.67            | 1,244.11             | 5,000.00             | 24.88%                |
| Ambulance/EMS                             | 167,514.99        | 100,307.33        | 1,604,761.66         | 1,203,688.00         | 133.32%               |
| Appraiser                                 | 11,759.54         | 1,300.00          | 18,339.32            | 15,600.00            | 117.56%               |
| Planning & Development                    | 3,648.00          | 2,916.67          | 45,033.07            | 35,000.00            | 128.67%               |
| Information Systems                       | 35.00             | 0.00              | 15,222.00            | 0.00                 | 0.00%                 |
| General-General                           | 10,559.18         | 0.00              | 397,787.45           | 0.00                 | 0.00%                 |
| Public Works                              | 38,847.15         | 40,000.00         | 515,185.56           | 480,000.00           | 107.33%               |
| Noxious Weed                              | 8,136.64          | 8,333.33          | 124,548.23           | 100,000.00           | 124.55%               |
| <b>Total Before Transfers</b>             | <b>679,466.13</b> | <b>373,924.00</b> | <b>34,536,416.88</b> | <b>31,508,629.00</b> | <b>109.61%</b>        |
| Transfers In                              | 0.00              |                   | 59,130.95            | 0.00                 | 0.00%                 |
| <b>Total After Transfers</b>              | <b>679,466.13</b> | <b>373,924.00</b> | <b>34,595,547.83</b> | <b>31,508,629.00</b> | <b>109.80%</b>        |
| <b>Over/Under Budget Before Transfers</b> | <b>81.71%</b>     |                   |                      |                      |                       |
| <b>Over/Under Budget After Transfers</b>  | <b>81.71%</b>     |                   |                      |                      |                       |
| <b>December = 100% of the Budget</b>      |                   |                   |                      |                      |                       |

Attachment: December 2022 Financials (13092 : December Treasurer's Report-2022)

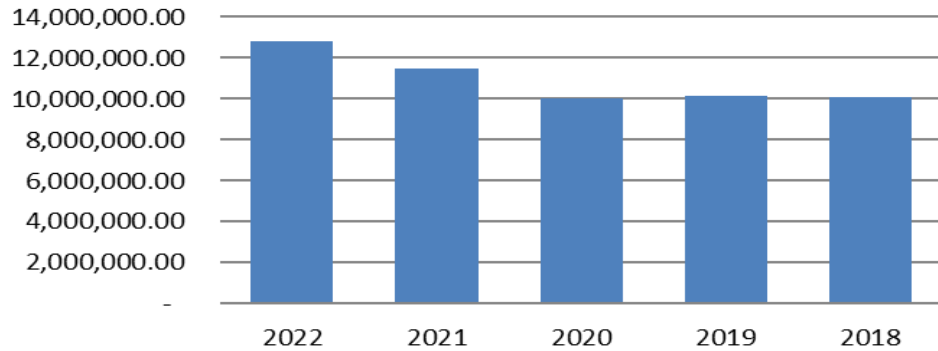
**Sales Tax Received  
December 31, 2022**

|                        | County General        |                       | Road & Bridge Cap Fund |                       | Prior Year<br>Variance | Total Collected       | 2022 Budget           | % Over<br>Budget |
|------------------------|-----------------------|-----------------------|------------------------|-----------------------|------------------------|-----------------------|-----------------------|------------------|
|                        | 2021                  | 2022                  | 2021                   | 2022                  |                        |                       |                       |                  |
| January (Nov Sales)    | 158,605.23            | 176,613.72            | 158,605.22             | 176,613.72            | 11.35%                 | 353,227.44            | 283,333.33            | 24.6             |
| February (Dec sales)   | 166,103.83            | 203,380.11            | 166,103.82             | 203,380.11            | 22.44%                 | 406,760.22            | 283,333.33            | 43.5             |
| March (Jan sales)      | 166,534.18            | 164,982.21            | 166,534.17             | 164,982.20            | -0.93%                 | 329,964.41            | 283,333.33            | 16.4             |
| April (Feb sales)      | 152,296.10            | 153,999.52            | 152,296.09             | 153,999.52            | 1.12%                  | 307,999.04            | 283,333.33            | 8.7              |
| May (Mar sales)        | 176,602.73            | 191,055.04            | 176,602.72             | 191,055.03            | 8.18%                  | 382,110.07            | 283,333.33            | 34.8             |
| June (Apr sales)       | 176,260.61            | 194,557.33            | 176,260.61             | 194,557.33            | 10.38%                 | 389,114.66            | 283,333.33            | 37.3             |
| July (May sales)       | 176,957.79            | 166,841.98            | 176,957.78             | 166,841.98            | -5.72%                 | 333,683.96            | 283,333.33            | 17.7             |
| August (June sales)    | 166,514.97            | 188,561.83            | 166,514.96             | 188,561.83            | 13.24%                 | 377,123.66            | 283,333.33            | 33.1             |
| September (July sales) | 172,562.19            | 227,154.27            | 172,562.18             | 227,154.26            | 31.64%                 | 454,308.53            | 283,333.33            | 60.3             |
| October (Aug sales)    | 184,747.23            | 146,657.85            | 184,747.23             | 146,657.84            | -20.62%                | 293,315.69            | 283,333.33            | 3.5              |
| November (Sept sales)  | 152,750.23            | 215,216.37            | 152,750.23             | 215,216.36            | 40.89%                 | 430,432.73            | 283,333.33            | 51.9             |
| December (Oct sales)   | 213,312.75            | 194,581.96            | 213,312.74             | 194,581.95            | -8.78%                 | 389,163.91            | 283,333.33            | 37.3             |
| <b>Year to Date</b>    | <b>\$2,063,247.82</b> | <b>\$2,223,602.19</b> | <b>\$2,063,247.75</b>  | <b>\$2,223,602.13</b> | <b>7.77%</b>           | <b>\$4,447,204.32</b> | <b>\$3,400,000.00</b> | <b>30.8</b>      |

|                              | 2021                  | 2022                  |
|------------------------------|-----------------------|-----------------------|
| <b>Sales Tax Collected</b>   | <b>\$4,126,495.57</b> | <b>\$4,447,204.32</b> |
| <b>Budget</b>                | <b>\$3,000,000.00</b> | <b>\$3,400,000.00</b> |
| <b>% of Budget Collected</b> | <b>137.55%</b>        | <b>130.80%</b>        |
| <b>% Over Budget</b>         | <b>37.55%</b>         | <b>30.80%</b>         |

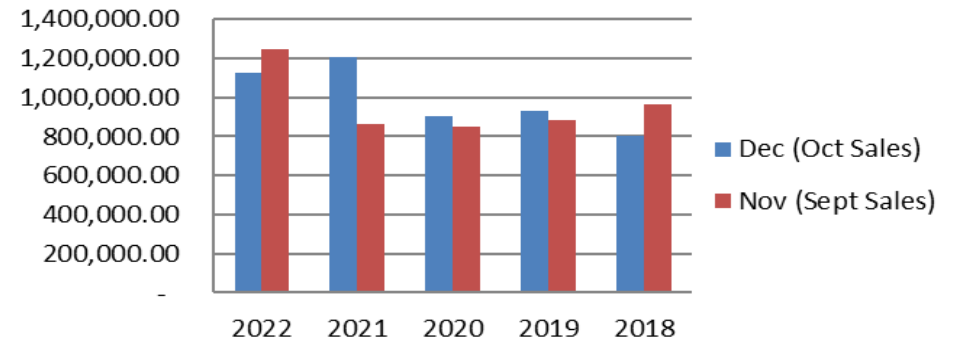
Attachment: December 2022 Financials (13092 : December Treasurer's Report-2022)

## Sales Tax History Year to Date Dec (Oct Sales)



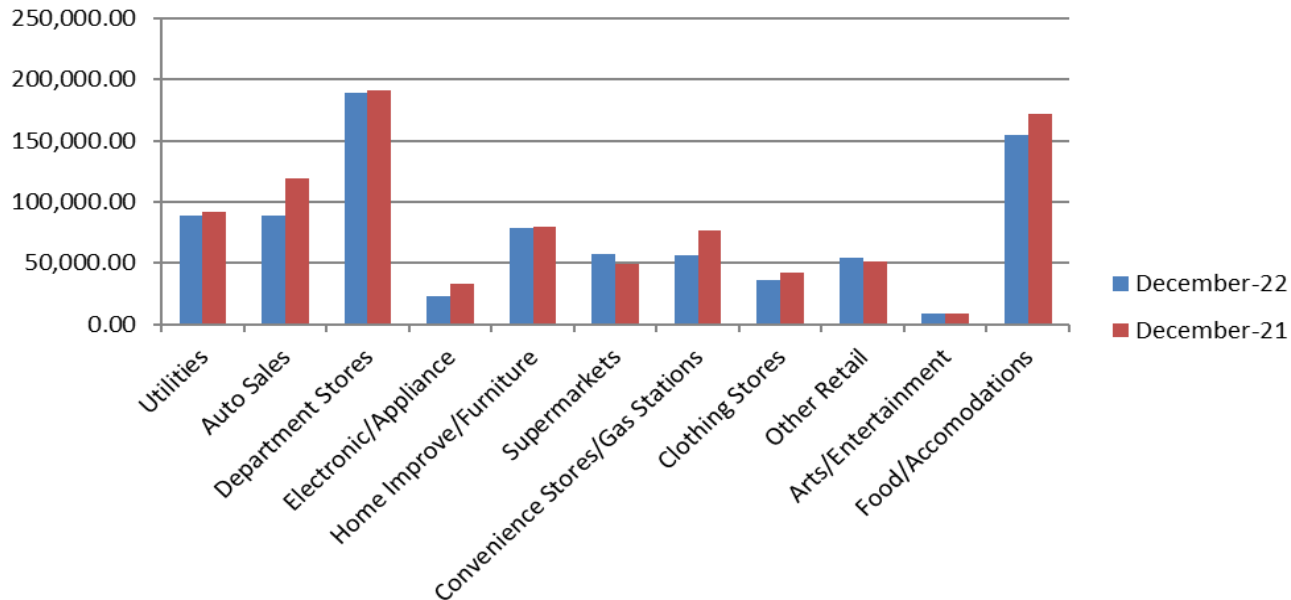
Year to Date Sales Tax is up 11.12% compared to December 2021

## Sales Tax History Prior month comparison



December 2022 Sales Tax is down 9.60% compared to November 2022

## Prior Year Comparison December 2021- December 2022



December 2022 Sales Tax is down 6.62% compared to December 2021

|                                    |       |
|------------------------------------|-------|
| Auto/RV/MC Dealers                 | -25.7 |
| Department Stores/Specialty Stores | -1.2  |
| Electronic/Appliance               | -30.5 |
| Home Improve/Furniture             | -0.5  |
| Supermarkets                       | 16.6  |
| Convenience Stores/Gas Stations    | -25.7 |
| Clothing Stores                    | -14.8 |
| Other Retail                       | 5.8   |
| Utilities                          | -2.6  |
| Arts/Entertainment/ Recreation     | -3.7  |
| Accommodation/Food Services        | -10.0 |

Attachment: December 2022 Financials (13092 : December Treasurer's Report-2022)

**Sales Tax/Use Tax Comparison  
2021/2022**

|                       | 2021       | 2022       |          | 2021       | 2022         |          | 2021         | 2022         |          |
|-----------------------|------------|------------|----------|------------|--------------|----------|--------------|--------------|----------|
|                       | Use Tax    |            | % Change | Sales Tax  |              | % Change | Total        |              | % Change |
| Janaury (Nov Sales)   | 140,065.96 | 190,402.94 | 35.94%   | 731,676.02 | 807,598.12   | 10.38%   | 871,741.98   | 998,001.06   | 14.48%   |
| February (Dec Sales)  | 140,908.95 | 227,253.05 | 61.28%   | 777,357.41 | 939,684.71   | 20.88%   | 918,266.36   | 1,166,937.76 | 27.08%   |
| March (Jan Sales)     | 161,815.02 | 191,402.32 | 18.28%   | 758,830.43 | 755,219.05   | -0.48%   | 920,645.45   | 946,621.37   | 2.82%    |
| April (Feb Sales)     | 174,167.99 | 173,047.61 | -0.64%   | 667,765.52 | 710,558.25   | 6.41%    | 841,933.51   | 883,605.86   | 4.95%    |
| May (Mar Sales)       | 112,712.06 | 205,562.49 | 82.38%   | 863,595.03 | 890,657.42   | 3.13%    | 976,307.09   | 1,096,219.91 | 12.28%   |
| June (Apr Sales)      | 148,631.96 | 198,980.22 | 33.87%   | 825,783.79 | 917,334.83   | 11.09%   | 974,415.75   | 1,116,315.05 | 14.56%   |
| July (May Sales)      | 152,751.87 | 175,955.41 | 15.19%   | 825,518.10 | 781,336.83   | -5.35%   | 978,269.97   | 957,292.24   | -2.14%   |
| August (Jun Sales)    | 171,338.18 | 189,906.14 | 10.84%   | 769,597.25 | 901,057.12   | 17.08%   | 940,935.43   | 1,090,963.26 | 15.94%   |
| September (Jul Sales) | 159,656.02 | 294,419.13 | 84.41%   | 815,450.80 | 1,019,828.55 | 25.06%   | 975,106.82   | 1,314,247.68 | 34.78%   |
| October (Aug Sales)   | 192,104.36 | 94,837.19  | -50.63%  | 851,857.11 | 753,681.88   | -11.52%  | 1,043,961.47 | 848,519.07   | -18.72%  |
| November (Sep Sales)  | 149,523.03 | 201,542.57 | 34.79%   | 713,631.18 | 1,043,720.16 | 46.25%   | 863,154.21   | 1,245,262.73 | 44.27%   |
| December (Oct Sales)  | 212,705.58 | 209,251.99 | -1.62%   | 992,672.62 | 916,342.00   | -7.69%   | 1,205,378.20 | 1,125,593.99 | -6.62%   |