



**Board of Riley County
Commissioners
Regular Meeting
Agenda
February 12, 2024**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 2 – Greg McKinley, Vice Chair](#)

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

[District 1 – John Ford, Chair](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Sign Tax Roll Corrections
4. Sign Riley County Employee Action Form(s)

Review Minutes

5. Board of Riley County Commissioners - Regular Meeting - Feb 8, 2024 8:30 AM

Review Tentative Agenda

6. Tentative Agenda

Press Conference Topics

7. Discuss Press Conference

9:00 AM

Rich Vargo, County Clerk

8. Year to date budget and expenditure reports

9:10 AM

Elizabeth Ward, Human Resources Director

9. Request to Fill - Part time HR Assistant

9:15 AM

Katharine Hensler, Museum Director

10. Staff Report - Riley County Historical Museum

9:30 AM

Press Conference

11. Presentation of Certificate of Appreciation to Diane Hoobler for Years of Service on the Riley County Planning Board - Greg McKinley and

- Amanda Webb (3-5 minutes)
12. Presentation of Certificate of Appreciation to Nathan Larson for Years of Service on the Riley County Planning Board - Greg McKinley and Amanda Webb (3-5 minutes)
 13. Presidential Preference Primary - Rich Vargo (2 minutes)

9:40 AM**Clancy Holeman, Counselor/Director of Administrative Services**

14. Administrative Work Session
15. Pending County Projects County Counselor

10:00 AM**John Ellermann, Public Works Director/County Engineer**

16. Public Works Project Update

Adjournment**Announcements**

Riley County Planning Board/Board of Zoning Appeals meeting will be held tonight at 7:30 p.m. in the Commission Chambers, Courthouse Plaza East Building, 115 N. 4th Street.

A commissioner will be on In Focus live at 9:05 a.m. Tuesday, February 13, 2024 (GM).

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.



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: February 12, 2024

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:

- image31128 (PDF)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR

2024/02/08

Taxpayer ID BEHN0014
Owner ID BEHN0014Control # 2024000065Tax Year 2023
Tract # ZE33019BEHNKE, BRADLEY J
MAGGIE B BEHNKE
1290 DEEP CREEK LNCAMA # 272-03-0-00-02-006-00-0-01DEEP CREEK #5
PART LOT 19
10.6A (ZEANDALE TWP)

MANHATTAN, KS 66502-9386

TU 160 Zeandale Township
Parcel 2042
USD 383Property Address DEEP CREEK LN

APPRAISER SECTION (Value)

2024/02/08 LMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
RR	64050	320	64370

Total	64050	320	64370
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Assessed Prior to Correction:

RR	7366	37	7403
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Total	7366	37	7403
SB41	4836		

Appraised After Correction:

CL	Land	Imp	Total
AR	1290	320	1610

Total	1290	320	1610
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Assessed After Correction:

AR	387	80	467
----	-----	----	-----

Total	387	80	467
SB41			

Net Change	62760-
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Net Change	62760-
------------	--------

Net Change	6936-
------------	-------

Total	6936-
SB41	4836-

CLERK SECTION (Tax)

2024/02/08 LMUIR

ORDER PRINTED

Tax Prior to Correction:

Levy 118.04000	Gen Tax	873.86
	SB41 \$	96.72
SB41 Tax Dollars		777.14

Tax After Correction:

Levy 118.04000	Gen Tax	55.12
	SB41 \$	
SB41 Tax Dollars		55.12

Net Change

Net Change	818.74-
	96.72-
	722.02-

TREASURER SECTION (Summary)

Net Change in Assessed Value
(no SB41 influence)

6936-

Applicable Mill Levy

118.04000

Net Change in Levied Tax Dollars

818.74-

Net Change in SB41 Exemption

96.72-

Type of Correction DECREASECorrection Code TP TAX PROTESTRate 4.00%Tax Statement # 9659Comments PUP adjustment per Appraiser

Net Change in Total Tax Dollars

722.02-

Owner BEHN0014BEHNKE, BRADLEY JBy 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: image31128 (14501 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by IMUIR

2024/02/08 14:55:11

Taxpayer ID BANK0142
Owner ID BEHN0014

Control # 2024000066

Tax Year 2023
Tract # MA124019BEHNKE, BRADLEY J
MAGGIE B BEHNKE
1290 DEEP CREEK LN

CAMA # 208-34-0-00-04-005-00-0-01

DEEP CREEK #5
PART LOT 19
20A (MANHATTAN TWP)

MANHATTAN, KS 66502-9386

TU 130 Manhattan Township
Parcel 6730
USD 383

Property Address 1290 DEEP CREEK LN

APPRAISER SECTION (Value)

2024/02/08 IMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
RR	65000	443020	508020
—	—	—	—
—	—	—	—
—	—	—	—

Total 65000 443020 508020

Assessed Prior to Correction:

RR	7475	50947	58422
—	—	—	—
—	—	—	—
—	—	—	—

Total 7475 50947 58422
SB41 4836

Appraised After Correction:

CL	Land	Imp	Total
AR	2130	42510	44640
FR	16200	406580	422780
—	—	—	—
—	—	—	—

Total 18330 449090 467420

Assessed After Correction:

AR	639	10628	11267
FR	1863	46757	48620
—	—	—	—
—	—	—	—

Total 2502 57385 59887
SB41 4836Net Change
463380-
422780Net Change
40600-
47155-
48620Total 1465
SB41

CLERK SECTION (Tax)

2024/02/08 IMUIR

ORDER PRINTED

Tax Prior to Correction:

Levy 116.13200	Gen Tax	6784.66
SB41 \$	96.72	
SB41 Tax Dollars		6687.94

Tax After Correction:

Levy 116.13200	Gen Tax	6954.80
SB41 \$	96.72	
SB41 Tax Dollars		6858.08

Net Change
170.14
170.14

TREASURER SECTION (Summary)

Net Change in Assessed Value
(no SB41 influence)

1465

Applicable Mill Levy

116.13200

Net Change in Levied Tax Dollars

170.14

Net Change in SB41 Exemption

Type of Correction INCREASE

Correction Code TP TAX PROTEST

Rate 4.00%

Tax Statement # 2599

Comments PUP adjustment per Appraiser

Net Change in Total Tax Dollars

170.14

Owner BEHN0014

BEHNKE, BRADLEY J

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: image31128 (14501 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR

2024/02/08

Taxpayer ID FLAH0007
Owner ID FLAH0007

Control # 2024000067

Tax Year 2023
Tract # R5724FLAHERTY, ROBERTA D
TRUST
2846 KELLY DR

CAMA # 177-26-0-00-00-002-00-0-01

FLAHERTY ADDN
LOT 1

MANHATTAN, KS 66502-2646

TU 130 Manhattan Township
Parcel 380
USD 383

Property Address 5725 TUTTLE CREEK BLVD

APPRAISER SECTION (Value)

2024/02/08 LMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
RR	74130	20490	94620

Total	74130	20490	94620
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Assessed Prior to Correction:

RR			
	8525	2356	10881

Total	8525	2356	10881
SB41	4836		

Appraised After Correction:

CL	Land	Imp	Total
RR	74130	16720	90850

Total	74130	16720	90850
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Assessed After Correction:

RR			
	8525	1923	10448

Total	8525	1923	10448
SB41	4836		

Net Change	3770-
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Net Change	433-
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Total	433-
SB41	

CLERK SECTION (Tax)

2024/02/08 LMUIR

ORDER PRINTED

Tax Prior to Correction:

Levy 116.13200	Gen Tax	1263.64
	SB41 \$	96.72
SB41 Tax Dollars		1166.92

Tax After Correction:

Levy 116.13200	Gen Tax	1213.36
	SB41 \$	96.72
SB41 Tax Dollars		1116.64

Net Change	50.28-
	50.28-

TREASURER SECTION (Summary)

Net Change in Assessed Value
(no SB41 influence)433-
116.13200

Applicable Mill Levy

Net Change in Levied Tax Dollars

50.28-

Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Rate 4.00%

Tax Statement # 14526

Comments PUP adjustment per Appraiser

Net Change in Total Tax Dollars

50.28-

Owner FLAH0007

FLAHERTY, ROBERTA D

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:

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR

2024/02/08

Taxpayer ID FLAH0007
Owner ID FLAH0007

Control # 2024000068

Tax Year 2023
Tract # MA00010C1FLAHERTY, ROBERTA D
TRUST
2846 KELLY DR
MANHATTAN, KS 66502-2646

CAMA # 176-24-0-00-00-002-00-0-01

24-9-7 TR IN SW4
2.60ATU 130 Manhattan Township
Parcel 190
USD 383

Property Address 4427 TUTTLE COVE RD

APPRAISER SECTION (Value)

2024/02/08 LMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
RR	21450	191270	212720

Total	21450	191270	212720
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Assessed Prior to Correction:

RR	2467	21996	24463
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Total	2467	21996	24463
SB41	4836		

Appraised After Correction:

CL	Land	Imp	Total
RR	21450	164230	185680

Total	21450	164230	185680
-------	-------	--------	--------

Assessed After Correction:

RR	2467	18886	21353
----	------	-------	-------

Total	2467	18886	21353
SB41	4836		

Net Change	27040-
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Net Change	27040-
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Net Change	3110-
------------	-------

Total	3110-
SB41	

CLERK SECTION (Tax)

2024/02/08 LMUIR

ORDER PRINTED

Tax Prior to Correction:

Levy 116.13200	Gen Tax	2840.94
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	SB41 \$	96.72
--	---------	-------

SB41 Tax Dollars	2744.22
------------------	---------

Tax After Correction:

Levy 116.13200	Gen Tax	2479.78
----------------	---------	---------

	SB41 \$	96.72
--	---------	-------

SB41 Tax Dollars	2383.06
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Net Change

Net Change	361.16-
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Net Change	361.16-
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TREASURER SECTION (Summary)

Net Change in Assessed Value

(no SB41 influence)	3110-
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Applicable Mill Levy	116.13200
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Net Change in Levied Tax Dollars	361.16-
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Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code TP TAX PROTEST Rate 4.00%

Tax Statement # 14525

Comments PUP adjustment per Appraiser

Owner FLAH0007

FLAHERTY, ROBERTA D

Net Change in Total Tax Dollars	361.16-
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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:

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR

2024/02/08 14:55:11

Taxpayer ID BANK0155
Owner ID LOHM0008Control # 2024000069Tax Year 2023
Tract # R305659LOHMAN, THOMAS E
JANE A LOHMAN
4700 LICHEN LNCAMA # 215-22-0-10-04-038-04-0-01COURTYARDS AT LMH #2
LOT 2TU 2 Manhattan City
Parcel 290565
USD 383Property Address 4700 LICHEN LN

MANHATTAN, KS 66503-8519

APPRAISER SECTION (Value)

2024/02/08 LMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
RU	44930	408740	453670
—	—	—	—
—	—	—	—
—	—	—	—

Total 44930 408740 453670

Assessed Prior to Correction:

RU	5167	47005	52172
—	—	—	—
—	—	—	—
—	—	—	—

Total 5167 47005 52172
SB41 4836

Appraised After Correction:

CL	Land	Imp	Total
RU	44930	401290	446220
—	—	—	—
—	—	—	—
—	—	—	—

Total 44930 401290 446220

Assessed After Correction:

RU	5167	46148	51315
—	—	—	—
—	—	—	—
—	—	—	—

Total 5167 46148 51315
SB41 4836Net Change
7450-7450-
Net Change
857-Total 857-
SB41

CLERK SECTION (Tax)

2024/02/08 LMUIR

ORDER PRINTED

Tax Prior to Correction:

Levy 150.37500	Gen Tax	7845.36
	SB41 \$	96.72
SB41 Tax Dollars		7748.64

Tax After Correction:

Levy 150.37500	Gen Tax	7716.50
	SB41 \$	96.72
SB41 Tax Dollars		7619.78

Net Change
128.86-
128.86-

TREASURER SECTION (Summary)

Net Change in Assessed Value
(no SB41 influence)

857-

Applicable Mill Levy

Net Change in Levied Tax Dollars

150.37500
128.86-

Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Rate 4.00%

Tax Statement # 8513

Comments PUP adjustment per Appraiser

Net Change in Total Tax Dollars

128.86-

Owner LOHM0008

LOHMAN, THOMAS E

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: image31128 (14501 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR

2024/02/08

Taxpayer ID BANK0146
Owner ID MCDO0057

Control # 2024000070

Tax Year 2023
Tract # R16816

MCDONALD, ROSS

CAMA # 212-03-0-30-05-008-00-0-01

INTERLACHEN ADDN

5117 VISTA ACRES DR

TU 2 Manhattan City

LOT 17

MANHATTAN, KS 66503-8409

Parcel 283558

USD 383

Property Address 3021 FIELDHOUSE CIR

APPRAISER SECTION (Value)

2024/02/08 LMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
RU	68380	302420	370800

Appraised After Correction:

CL	Land	Imp	Total
RU	68380	270880	339260

Net Change
31540-

Total	68380	302420	370800
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Total	68380	270880	339260
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31540-

Assessed Prior to Correction:

RU	7864	34778	42642
----	------	-------	-------

Assessed After Correction:

RU	7864	31151	39015
----	------	-------	-------

Net Change

3627-

Total	7864	34778	42642
SB41	4836		

Total	7864	31151	39015
SB41	4836		

Total	3627-
SB41	

CLERK SECTION (Tax)

2024/02/08 LMUIR

ORDER PRINTED

Tax Prior to Correction:

Levy 150.37500	Gen Tax	6412.30
	SB41 \$	96.72
SB41 Tax Dollars		6315.58

Tax After Correction:

Levy 150.37500	Gen Tax	5866.88
	SB41 \$	96.72
SB41 Tax Dollars		5770.16

Net Change

545.42-

SB41 Tax Dollars		545.42-
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SB41 Tax Dollars		545.42-
------------------	--	---------

TREASURER SECTION (Summary)

Net Change in Assessed Value

(no SB41 influence)	3627-
Applicable Mill Levy	150.37500
Net Change in Levied Tax Dollars	545.42-

Type of Correction DECREASE

Correction Code TP TAX PROTEST Rate 4.00%

Tax Statement # 6031

Comments PUP adjustment per Appraiser

Net Change in SB41 Exemption

Net Change in Total Tax Dollars

545.42-

Owner MCDO0057

MCDONALD, ROSS

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: image31128 (14501 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR

2024/02/08

Taxpayer ID NEFF0005
Owner ID NEFF0005

Control # 2024000071

Tax Year 2023
Tract # 072014NEFF, JAMES L & KRISTAL A K
HOWLETTE S & RICHARD A KLEINER
2103 COLLEGE HEIGHTS RD

CAMA # 216-13-0-10-03-001-00-0-01

ELLING ADDN
LOT 14TU 2 Manhattan City
Parcel 39900
USD 383

Property Address 2103 COLLEGE HTS RD

MANHATTAN, KS 66502-3507

APPRAISER SECTION (Value)

2024/02/08 LMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
RU	37040	204580	241620

Total	37040	204580	241620
-------	-------	--------	--------

Assessed Prior to Correction:

RU	4260	23527	27787
----	------	-------	-------

Total	4260	23527	27787
SB41	4836		

Appraised After Correction:

CL	Land	Imp	Total
RU	37040	193260	230300

Total	37040	193260	230300
-------	-------	--------	--------

Assessed After Correction:

RU	4260	22225	26485
----	------	-------	-------

Total	4260	22225	26485
SB41	4836		

Net Change	11320-
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Net Change	11320-
------------	--------

Net Change	1302-
------------	-------

Total	1302-
SB41	

CLERK SECTION (Tax)

2024/02/08 LMUIR

ORDER PRINTED

Tax Prior to Correction:

Levy 150.37500	Gen Tax	4178.48
	SB41 \$	96.72
SB41 Tax Dollars		4081.76

Tax After Correction:

Levy 150.37500	Gen Tax	3982.68
	SB41 \$	96.72
SB41 Tax Dollars		3885.96

Net Change

Net Change	195.80-
	195.80-

TREASURER SECTION (Summary)

Net Change in Assessed Value
(no SB41 influence)

Applicable Mill Levy

Net Change in Levied Tax Dollars

1302-

150.37500

195.80-

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Rate 4.00%

Tax Statement # 22790

Comments PUP adjustment per Appraiser

Net Change in SB41 Exemption

Net Change in Total Tax Dollars

195.80-

Owner NEFF0005

NEFF, JAMES L & KRISTAL A K

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: image31128 (14501 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR

2024/02/08 1

Taxpayer ID NELS0330
Owner ID NELS0330

Control # 2024000072

Tax Year 2023
Tract # GR00159A1

NELSEN, JIM L TRUST

CAMA # 161-11-0-00-00-005-00-0-01

11-9-6 PT S2
50.76A

7234 TUTTLE CREEK BLVD

TU 112 Grant Township
Parcel 400

MANHATTAN, KS 66503-9084

USD 378

Property Address 7234 TUTTLE CREEK BLVD

APPRAISER SECTION (Value)

2024/02/08 LMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
AR	4480	66100	70580
FR	7490	293690	301180

Total 11970 359790 371760

Assessed Prior to Correction:

AR	1344	16525	17869
FR	861	33774	34635

Total 2205 50299 52504
SB41 4836

Appraised After Correction:

CL	Land	Imp	Total
AR	4480	42970	47450
FR	7490	293690	301180

Total 11970 336660 348630

Assessed After Correction:

AR	1344	10743	12087
FR	861	33774	34635

Total 2205 44517 46722
SB41 4836

Net Change

23130-

23130-

Net Change

5782-

Total 5782-
SB41

CLERK SECTION (Tax)

2024/02/08 LMUIR

ORDER PRINTED

Tax Prior to Correction:

Levy 118.77900	Gen Tax	6236.38
	SB41 \$	96.72
SB41 Tax Dollars		6139.66

Tax After Correction:

Levy 118.77900	Gen Tax	5549.60
	SB41 \$	96.72
SB41 Tax Dollars		5452.88

Net Change

686.78-

686.78-

TREASURER SECTION (Summary)

Net Change in Assessed Value

(no SB41 influence)

Applicable Mill Levy

Net Change in Levied Tax Dollars

5782-

118.77900

686.78-

Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Rate 4.00%

Tax Statement # 22935

Comments PUP adjustment per Appraiser

Owner NELS0330

NELSEN, JIM L TRUST

Net Change in Total Tax Dollars

686.78-

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: image31128 (14501 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR

2024/02/08

Taxpayer ID SPEN0044
Owner ID SPEN0044

Control # 2024000073

Tax Year 2023
Tract # 964013

SPENCER, RICHARD B & ROBIN A

CAMA # 212-10-0-20-03-009-00-0-01

GRAND VISTA #2

5101 GRAND VISTA CIR

TU 2 Manhattan City

LOT 13

MANHATTAN, KS 66503-8875

Parcel 283336

USD 383

Property Address 5101 GRAND VISTA CIR

APPRAISER SECTION (Value)

2024/02/08 LMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
RU	44270	441790	486060

Appraised After Correction:

CL	Land	Imp	Total
RU	44270	416140	460410

Net Change
25650-

Total	44270	441790	486060
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Total	44270	416140	460410
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25650-

Assessed Prior to Correction:

RU	5091	50806	55897
----	------	-------	-------

Assessed After Correction:

RU	5091	47856	52947
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Net Change

2950-

Total	5091	50806	55897
SB41	4836		

Total	5091	47856	52947
SB41	4836		

Total	2950-
SB41	

CLERK SECTION (Tax)

2024/02/08 LMUIR

ORDER PRINTED

Tax Prior to Correction:

Levy 150.37500	Gen Tax	8405.52
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Tax After Correction:

Levy 150.37500	Gen Tax	7961.92
----------------	---------	---------

Net Change

443.60-

	SB41 \$	96.72
--	---------	-------

	SB41 \$	96.72
--	---------	-------

SB41 Tax Dollars	8308.80
------------------	---------

SB41 Tax Dollars	7865.20
------------------	---------

443.60-

TREASURER SECTION (Summary)

Net Change in Assessed Value

(no SB41 influence) 2950-

Applicable Mill Levy 150.37500

Net Change in Levied Tax Dollars 443.60-

Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code TP TAX PROTEST Rate 4.00%

Tax Statement # 28068

Comments PUP adjustment per Appraiser

Net Change in Total Tax Dollars

443.60-

Owner SPEN0044

SPENCER, RICHARD B & ROBIN A

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: image31128 (14501 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR

2024/02/08 14:33:19

Taxpayer ID TAUS0013
Owner ID TAUS0013

Control # 2024000074

Tax Year 2023
Tract # 594027TAUSCHEK, TRACY L
TRUST
1513 LITTLE KITTEN AVE
MANHATTAN, KS 66503-7578TU 2 Manhattan City
Parcel 99900
USD 383

CAMA # 212-10-0-10-01-034-36-0-01

MEADOWS #5
LOT 27

Property Address 1513 LITTLE KITTEN AVE

APPRAISER SECTION (Value)

2024/02/08 LMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
RU	36650	287050	323700
Total	36650	287050	323700

Assessed Prior to Correction:

RU			
	4215	33011	37226
Total	4215	33011	37226
SB41	4836		

Appraised After Correction:

CL	Land	Imp	Total
RU	36650	281350	318000
Total	36650	281350	318000

Assessed After Correction:

RU			
	4215	32355	36570
Total	4215	32355	36570
SB41	4836		

Net Change
5700-Net Change
656-Total
656-

CLERK SECTION (Tax)

2024/02/08 LMUIR

ORDER PRINTED

Tax Prior to Correction:		
Levy 150.37500	Gen Tax	5597.86
	SB41 \$	96.72
SB41 Tax Dollars		5501.14

Tax After Correction:		
Levy 150.37500	Gen Tax	5499.22
	SB41 \$	96.72
SB41 Tax Dollars		5402.50

Net Change
98.64-

TREASURER SECTION (Summary)

Net Change in Assessed Value
(no SB41 influence)

656-

Applicable Mill Levy

Net Change in Levied Tax Dollars

150.37500
98.64-

Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Rate 4.00%

Tax Statement # 29079

Comments PUP adjustment per Appraiser

Net Change in Total Tax Dollars

98.64-

Owner TAUS0013

TAUSCHEK, TRACY L

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: image31128 (14501 : Tax Roll Corrections)



COUNTY CLERK & ELECTIONS
Personnel

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

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resources Director

MEETING: February 12, 2024

SUBJECT: Sign Riley County Employee Action Form(s)

PRESENTER: Elizabeth Ward, Human Resources Director

Enclosures:

- 2024-02 Museum DMulderrig EAF (DOCX)

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Dale Mulderrig**Status Change Date:** 02/19/2024**Status Change:** Separation**Date of Hire:** 09/17/2018**Seniority:** 5 Year(s), 4 Month(s)**Position:** As Needed Museum Asst**Position Type:** As-Needed**Pay Range:** TASND**Pay Type:** Hourly**Base Rate:** \$15.00**Annualized Pay:** \$15,000.00**Funds Codes:** 1-County General, 17-Museum**Supervisor:** Katharine Hensler**Department Head:** Katharine Hensler

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-02 Museum DMulderrig EAF (14500 : Employee Action Form (Green Sheet))



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
February 15, 2024**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

9:00 AM

[District 2 – Greg McKinley, Vice Chair](#)

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

[District 1 – John Ford, Chair](#)

9:00 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Discuss Intergovernmental Luncheon

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:30 AM

Clancy Holeman, Counselor/Director of Administrative Services

2. Administrative Work Session

9:50 AM

Evan McMillan, Assistant County Engineer

3. Bid opening for Parallel Road Culvert Replacement

10:00 AM

Gary Fike, County Extension Director

4. Staff update

10:15 AM

Brian Peete, RCPD Director

5. RCPD update

10:30 AM

Clancy Holeman, Counselor/Director of Administrative Services

6. Executive session to discuss a performance matter involving non-elected personnel

11:00 AM

Julie Gibbs, Health Department Director

7. Out of State Travel Requests

Attachment: 02-15-24 tentative agenda (14177 : Tentative Agenda)

- 11:05 AM Elizabeth Ward, Human Resources Director**
8. Interim Community Corrections Director
- 11:20 AM Brittany Phillips, Budget and Finance Officer**
9. Facilities
- 4:00 PM Joint City/County/County Meeting (at County Offices)**

Adjournment

Announcements

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

Riley County Offices will be closed on Monday, February 19th due to the observance of the Presidents' Day holiday

The Board of County Commissioners will not be in session Monday, February 19th.

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.



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
February 22, 2024**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 2 – Greg McKinley, Vice Chair](#)

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

[District 1 – John Ford, 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

Bob Isaac, Planner

7. Public Hearing for Pride Subdivision Unit 2 Final Plat

10:35 AM

Bob Isaac, Planner

Attachment: 02-22-24 tentative agenda (14177 : Tentative Agenda)

8. Public Hearing for Stone House Subdivision Final Plat

10:50 AM

Bob Isaac, Planner

9. Public Hearing for Star School Subdivision Final Plat

11:05 AM

Bruce McMillan, Bruce McMillan Architects

10. Bid Opening for 4th Floor Plaza East Building Riley County Election Office Renovation

11:20 AM

Shelley Woodard, Deputy County Counselor

11. Prairie Paws

Adjournment

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: 02-22-24 tentative agenda (14177 : Tentative Agenda)



COUNTY CLERK & ELECTIONS
Budget

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

STAFF REPORT

FROM: Rich Vargo, County Clerk

MEETING: February 12, 2024

SUBJECT: Year to date budget and expenditure reports

PRESENTER: Rich Vargo, County Clerk

Enclosures:

- 2024 YTD Wage-Overtime Report Overview 2024-01 (PDF)
- 2024 YTD Wage-Overtime Report Detail Page 2024-01 (PDF)
- January Financial reports 2024 (PDF)

2024 YTD Wages/Overtime Compared to Budget

% of Year Used

8.33%

January

YTD Wages

Budgeted
Wages

YTD OT

Budgeted
OvertimeOT Spent -
% of wagesTotal YTD
Wages & OT2023 Total
BudgetBudget
SpentDepartment

1 Attorney	\$133,751.39	\$1,890,104.00	\$0.00	\$6,916.00	0.00%	\$133,751.39	\$1,897,020.00	7.1%
2 Clerk	\$70,741.28	\$951,551.00	\$0.00	\$6,433.00	0.00%	\$70,741.28	\$957,984.00	7.1%
3 Commissioners	\$13,064.76	\$174,351.00	\$0.00	\$0.00	0.00%	\$13,064.76	\$174,351.00	7.1%
4 Administrative Services	\$38,789.28	\$555,325.00	\$0.00	\$2,312.00	0.00%	\$38,789.28	\$557,637.00	6.9%
6 Register of Deeds	\$28,048.14	\$372,032.00	\$0.00	\$3,082.00	0.00%	\$28,048.14	\$375,114.00	7.1%
7 Treasurer	\$91,410.10	\$1,006,658.00	\$0.00	\$10,130.00	0.00%	\$91,410.10	\$1,016,788.00	8.1%
10 Emergency Mgt	\$16,552.87	\$214,797.00	\$0.00	\$792.00	0.00%	\$16,552.87	\$215,589.00	7.1%
17 Museum	\$27,814.13	\$345,029.00	\$0.00	\$0.00	0.00%	\$27,814.13	\$345,029.00	8.1%
19 Election	\$20,196.92	\$509,811.00	\$0.00	\$7,042.00	0.00%	\$20,196.92	\$516,853.00	3.1%
20 EMS/Ambulance	\$199,688.52	\$2,311,206.00	\$79,229.57	\$1,390,792.00	3.43%	\$278,918.09	\$3,701,998.00	7.1%
22 Appraiser	\$86,447.18	\$1,083,795.00	\$0.00	\$17,139.00	0.00%	\$86,447.18	\$1,290,068.00	6.1%
24 Planning & Development	\$35,759.34	\$490,685.00	\$0.00	\$1,516.00	0.00%	\$35,759.34	\$492,201.00	7.1%
29 Information Tech-GIS	\$48,194.54	\$679,298.00	\$0.00	\$8,219.00	0.00%	\$48,194.54	\$687,517.00	7.1%
30 General Serv.-Separation	\$8,089.69	\$120,000.00	\$0.00	\$0.00	0.00%	\$8,089.69	\$120,000.00	6.1%
40 Public Works	\$297,082.66	\$3,837,928.00	\$21,017.48	\$139,223.00	0.55%	\$318,100.14	\$3,977,151.00	8.1%
41 Noxious Weed	\$37,290.68	\$447,359.00	\$1,721.05	\$12,406.00	0.38%	\$39,011.73	\$459,765.00	8.1%
NON-GENERAL FUNDS								
Solid Waste payroll	\$17,201.36	\$191,080.00	\$0.00	\$16,822.00	0.00%	\$17,201.36	\$207,902.00	8.1%
Fire District #1	\$23,680.17	\$340,399.00	\$0.00	\$671.00	0.66%	\$23,680.17	\$341,070.00	6.1%
Subtotal-All County Funds	\$1,193,803.01	\$15,521,408.00	\$101,968.10	\$1,623,495.00	0.66%	\$1,295,771.11	\$17,334,037.00	
Health Dept.-General Fund	\$31,183.50	\$345,543.00	\$0.00	\$1,930.00	0.00%	\$31,183.50	\$347,473.00	8.1%
Health Dept.-Grant Funds	\$217,995.89	\$2,828,382.00	\$0.00	\$19,210.00	0.00%	\$217,995.89	\$2,847,592.00	7.1%
Community Corrections								
Adult Services	\$25,479.38	\$327,830.00	\$0.00	\$0.00	0.00%	\$25,479.38	\$327,830.00	7.1%
Juvenile Services	\$23,024.51	\$290,394.00	\$0.00	\$0.00	0.00%	\$23,024.51	\$290,394.00	7.1%
Juvenile reinvestment	\$3,279.59	\$113,998.00	\$0.00	\$0.00	0.00%	\$3,279.59	\$45,462.00	7.1%
BJA Grant	\$4,072.50	\$68,536.00	\$0.00	\$0.00	0.00%	\$4,072.50	\$68,536.00	5.1%
Subtotal Grant Funds	\$55,855.98	\$800,758.00	\$0.00	\$0.00	0.00%	\$55,855.98	\$732,222.00	
Totals	\$1,498,838.38	\$19,496,091.00	\$101,968.10	\$1,644,635.00	0.52%	\$1,600,806.48	\$21,261,324.00	

Attachment: 2024 YTD Wage-Overtime Report Overview 2024-01 (14488 : Year to date budget and expenditure reports)

Dept				January	February	March	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	YTD 2023	2023 Budget
	Department											
1	Attorney	Regular Salaries	1001	\$133,751.39			\$133,751.39	\$0.00	\$0.00	\$0.00	\$133,751.39	\$1,862,409.00
		Seasonal/ASND	1003	\$0.00				\$0.00	\$0.00	\$0.00	\$0.00	\$27,695.00
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,916.00
				\$133,751.39	\$0.00	\$0.00	\$133,751.39	\$0.00	\$0.00	\$0.00	\$133,751.39	\$1,897,020.00
2	Clerk	Regular Salaries	1001	\$69,683.78			\$69,683.78	\$0.00	\$0.00	\$0.00	\$69,683.78	\$936,551.00
		Seasonal/ASND	1003	\$1,057.50			\$1,057.50	\$0.00	\$0.00	\$0.00	\$1,057.50	\$15,000.00
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,433.00
				\$70,741.28	\$0.00	\$0.00	\$70,741.28	\$0.00	\$0.00	\$0.00	\$70,741.28	\$957,984.00
3	Commissioners	Regular Salaries	1001	\$13,064.76			\$13,064.76	\$0.00	\$0.00	\$0.00	\$13,064.76	\$174,351.00
4	Administrative Svcs	Regular Salaries	1001	\$38,789.28			\$38,789.28	\$0.00	\$0.00	\$0.00	\$38,789.28	\$555,325.00
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,312.00
				\$38,789.28	\$0.00	\$0.00	\$38,789.28	\$0.00	\$0.00	\$0.00	\$38,789.28	\$557,637.00
6	Register of Deeds	Regular Salaries	1001	\$28,048.14			\$28,048.14	\$0.00	\$0.00	\$0.00	\$28,048.14	\$372,032.00
		Seasonal/ASND	1003	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,082.00
				\$28,048.14	\$0.00	\$0.00	\$28,048.14	\$0.00	\$0.00	\$0.00	\$28,048.14	\$375,114.00
7	Treasurer	Regular Salaries	1001	\$91,410.10			\$91,410.10	\$0.00	\$0.00	\$0.00	\$91,410.10	\$1,006,658.00
		Seasonal/ASND	1003	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,130.00
				\$91,410.10	\$0.00	\$0.00	\$91,410.10	\$0.00	\$0.00	\$0.00	\$91,410.10	\$1,016,788.00
10	Emergency Mgt	Regular Salaries	1001	\$16,552.87			\$16,552.87	\$0.00	\$0.00	\$0.00	\$16,552.87	\$214,797.00
		Seasonal/ASND	1003	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$792.00
				\$16,552.87	\$0.00	\$0.00	\$16,552.87	\$0.00	\$0.00	\$0.00	\$16,552.87	\$215,589.00
17	Museum	Regular Salaries	1001	\$25,826.63			\$25,826.63	\$0.00	\$0.00	\$0.00	\$25,826.63	\$323,579.00
		Seasonal/ASND	1003	\$1,987.50			\$1,987.50	\$0.00	\$0.00	\$0.00	\$1,987.50	\$21,450.00
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
				\$27,814.13	\$0.00	\$0.00	\$27,814.13	\$0.00	\$0.00	\$0.00	\$27,814.13	\$345,029.00
19	Election	Regular Salaries	1001	\$18,643.56			\$18,643.56	\$0.00	\$0.00	\$0.00	\$18,643.56	\$419,641.00
		Seasonal/ASND	1003	\$1,553.36			\$1,553.36	\$0.00	\$0.00	\$0.00	\$1,553.36	\$90,170.00
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,042.00
				\$20,196.92	\$0.00	\$0.00	\$20,196.92	\$0.00	\$0.00	\$0.00	\$20,196.92	\$516,853.00
20	EMS/Ambulance	Regular Salaries	1001	\$197,383.47			\$197,383.47	\$0.00	\$0.00	\$0.00	\$197,383.47	\$2,311,206.00
		Seasonal/ASND	1003	\$2,305.05			\$2,305.05	\$0.00	\$0.00	\$0.00	\$2,305.05	
		Overtime	1005	\$79,229.57			\$79,229.57	\$0.00	\$0.00	\$0.00	\$79,229.57	\$1,390,792.00

8.b

Attachment: 2024 YTD Wage-Overtime Report Detail Page 2024-01 (14488 : Year to date budget and

Dept				January	February	March	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	YTD 2023	2023 Budget
	Department											
				\$278,918.09	\$0.00	\$0.00	\$278,918.09	\$0.00	\$0.00	\$0.00	\$278,918.09	\$3,701,998.00
22	Appraiser	Regular Salaries	1001	\$85,640.93			\$85,640.93	\$0.00	\$0.00	\$0.00	\$85,640.93	\$1,257,929.00
		Seasonal/ASND	1003	\$806.25			\$806.25	\$0.00	\$0.00	\$0.00	\$806.25	\$15,000.00
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,139.00
				\$86,447.18	\$0.00	\$0.00	\$86,447.18	\$0.00	\$0.00	\$0.00	\$86,447.18	\$1,290,068.00
24	Planning & Development	Regular Salaries	1001	\$35,002.34			\$35,002.34	\$0.00	\$0.00	\$0.00	\$35,002.34	\$475,685.00
		Seasonal/ASND	1003	\$757.00			\$757.00	0	\$0.00	\$0.00	\$757.00	\$15,000.00
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,516.00
				\$35,759.34	\$0.00	\$0.00	\$35,759.34	\$0.00	\$0.00	\$0.00	\$35,759.34	\$492,201.00
29	Information Tech-GIS	Regular Salaries	1001	\$48,194.54			\$48,194.54	\$0.00	\$0.00	\$0.00	\$48,194.54	\$679,298.00
		Seasonal/ASND	1003	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,219.00
				\$48,194.54	\$0.00	\$0.00	\$48,194.54	\$0.00	\$0.00	\$0.00	\$48,194.54	\$687,517.00
30	General-General	Regular Salaries	1001				\$0.00	\$0.00	\$0.00		\$0.00	
		Separation Payout	1005	\$8,089.69			\$8,089.69	\$0.00	\$0.00	\$0.00	\$8,089.69	\$120,000.00
				\$8,089.69	\$0.00	\$0.00	\$8,089.69	\$0.00	\$0.00	\$0.00	\$8,089.69	\$120,000.00
40	Public Works	Regular Salaries	1001	\$297,082.66			\$297,082.66	\$0.00	\$0.00	\$0.00	\$297,082.66	\$3,705,476.00
		Seasonal/ASND	1003	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$132,452.00
		Overtime	1005	\$21,017.48			\$21,017.48	\$0.00	\$0.00	\$0.00	\$21,017.48	\$139,223.00
				\$318,100.14	\$0.00	\$0.00	\$318,100.14	\$0.00	\$0.00	\$0.00	\$318,100.14	\$3,977,151.00
41	Noxious Weed	Regular Salaries	1001	\$37,290.68			\$37,290.68	\$0.00	\$0.00	\$0.00	\$37,290.68	\$447,359.00
		Seasonal/ASND	1003	0			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Overtime	1005	\$1,721.05			\$1,721.05	\$0.00	\$0.00	\$0.00	\$1,721.05	\$12,406.00
				\$39,011.73	\$0.00	\$0.00	\$39,011.73	\$0.00	\$0.00	\$0.00	\$39,011.73	\$459,765.00
150	Solid Waste Payroll	Regular Salaries	1001	\$17,201.36			\$17,201.36	\$0.00	\$0.00	\$0.00	\$17,201.36	\$191,080.00
		Seasonal/ASND	1003	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,822.00
				\$17,201.36	\$0.00	\$0.00	\$17,201.36	\$0.00	\$0.00	\$0.00	\$17,201.36	\$207,902.00
183	Fire District #1	Regular Salaries	1001	\$20,824.17			\$20,824.17	\$0.00	\$0.00	\$0.00	\$20,824.17	\$267,949.00
		Seasonal/ASND	1003	\$2,856.00			\$2,856.00	\$0.00	\$0.00	\$0.00	\$2,856.00	\$72,450.00
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$671.00
				\$23,680.17	\$0.00	\$0.00	\$23,680.17	\$0.00	\$0.00	\$0.00	\$23,680.17	\$341,070.00
400	Health Dept.-General	Regular Salaries	1001	\$31,183.50			\$31,183.50	\$0.00	\$0.00	\$0.00	\$31,183.50	\$345,543.00
		Seasonal/ASND	1003	\$ -			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,930.00
				\$31,183.50	\$0.00	\$0.00	\$31,183.50	\$0.00	\$0.00	\$0.00	\$31,183.50	\$347,473.00

8.b

Attachment: 2024 YTD Wage-Overtime Report Detail Page 2024-01 (14488 : Year to date budget and

Dept				January	February	March	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	YTD 2023	2023 Budget
	Department											
410 -	Health Dept.-Grants	Regular Salaries	1001	\$217,995.89			\$217,995.89	\$0.00	\$0.00	\$0.00	\$217,995.89	\$2,828,382.00
		Seasonal/ASND	1003	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,210.00
				\$217,995.89	\$0.00	\$0.00	\$217,995.89	\$0.00	\$0.00	\$0.00	\$217,995.89	\$2,847,592.00
2000	Community Corrections	Regular Salaries	1001	\$25,479.38			\$25,479.38	\$0.00	\$0.00	\$0.00	\$25,479.38	\$327,830.00
	-Adult	Seasonal/ASND	1003	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
				\$25,479.38	\$0.00	\$0.00	\$25,479.38	\$0.00	\$0.00	\$0.00	\$25,479.38	\$327,830.00
2001	Community Corrections	Regular Salaries	1001	\$20,802.35			\$20,802.35	\$0.00	\$0.00	\$0.00	\$20,802.35	\$278,928.00
	-Juvenile	Seasonal/ASND	1003	\$ 2,222.16			\$2,222.16	\$0.00	\$0.00	\$0.00	\$2,222.16	\$11,466.00
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
				\$23,024.51	\$0.00	\$0.00	\$23,024.51	\$0.00	\$0.00	\$0.00	\$23,024.51	\$290,394.00
2002	Community Corrections	Regular Salaries	1001	\$3,279.59			\$3,279.59	\$0.00	\$0.00	\$0.00	\$3,279.59	\$45,462.00
	-Juvenile reinvestment	Seasonal/ASND	1003	\$ -			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
				\$3,279.59	\$0.00	\$0.00	\$3,279.59	\$0.00	\$0.00	\$0.00	\$3,279.59	\$45,462.00
2003	Community Corrections	Regular Salaries	1001	\$4,072.50			\$4,072.50	\$0.00	\$0.00	\$0.00	\$4,072.50	\$68,536.00
	-BJA Grant	Seasonal/ASND	1003	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Overtime	1005	\$0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
				\$4,072.50	\$0.00	\$0.00	\$4,072.50	\$0.00	\$0.00	\$0.00	\$4,072.50	\$68,536.00
	Totals			\$1,597,526.89	\$0.00	\$0.00	\$1,597,526.89	\$0.00	\$0.00	\$0.00	\$1,597,526.89	\$21,215,862.00

8.b

Attachment: 2024 YTD Wage-Overtime Report Detail Page 2024-01 (14488 : Year to date budget and

2024 YTD BUDGET ACTIVITY

% of Year 8.3

8.c

	DEPARTMENT	BUDGET	JAN EXPENSES	FEB EXPENSES	MAR EXPENSES	1st QTR EXPENSES	2nd QTR EXPENSES	3rd QTR EXPENSES	4TH QTR EXPENSES	TOTAL EXPENSES	AVAILABLE BUDGET	% USED
	Attorney	\$2,856,887	\$183,800			\$183,800	\$0	\$0	\$0	\$183,800	\$2,673,087	6.43%
	Clerk	\$1,440,925	\$95,649			\$95,649	\$0	\$0	\$0	\$95,649	\$1,345,276	6.64%
	County Commissioners	\$296,259	\$16,761			\$16,761	\$0	\$0	\$0	\$16,761	\$279,498	5.66%
	Admin. Svcs/Counselor	\$829,699	\$50,964			\$50,964	\$0	\$0	\$0	\$50,964	\$778,735	6.14%
	Register of Deeds	\$574,159	\$44,215			\$44,215	\$0	\$0	\$0	\$44,215	\$529,944	7.70%
	Treasurer	\$1,477,499	\$124,077			\$124,077	\$0	\$0	\$0	\$124,077	\$1,353,422	8.40%
	District Court	\$185,080	\$5,520			\$5,520	\$0	\$0	\$0	\$5,520	\$179,560	2.98%
1.00	Emergency Management	\$285,041	\$23,742			\$23,742	\$0	\$0	\$0	\$23,742	\$261,299	8.33%
	Coroner	\$132,000	\$4,167			\$4,167	\$0	\$0	\$0	\$4,167	\$127,833	3.16%
	Juvenile Detention	\$112,000	\$16,424			\$16,424	\$0	\$0	\$0	\$16,424	\$95,576	14.66%
	Fair	\$110,500	\$3,376			\$3,376	\$0	\$0	\$0	\$3,376	\$107,124	3.06%
1.00	Museum	\$497,666	\$36,268			\$36,268	\$0	\$0	\$0	\$36,268	\$461,398	7.29%
	Election	\$950,543	\$32,401			\$32,401	\$0	\$0	\$0	\$32,401	\$918,142	3.41%
	Ambulance	\$5,854,658	\$411,338			\$411,338	\$0	\$0	\$0	\$411,338	\$5,443,320	7.03%
	Appraiser	\$1,971,216	\$136,628			\$136,628	\$0	\$0	\$0	\$136,628	\$1,834,588	6.93%
	Planning & Development	\$744,156	\$49,205			\$49,205	\$0	\$0	\$0	\$49,205	\$694,951	6.61%
	Budget Appropriations	\$1,922,463	\$866,232			\$866,232	\$0	\$0	\$0	\$866,232	\$1,056,231	45.06%
	Insurance	\$887,340	\$3,538			\$3,538	\$0	\$0	\$0	\$3,538	\$883,802	0.40%
	Information Systems	\$1,882,246	\$66,139			\$66,139	\$0	\$0	\$0	\$66,139	\$1,816,107	3.51%
	County General-General	\$5,686,207	\$50,104			\$50,104	\$0	\$0	\$0	\$50,104	\$5,636,103	0.88%
	Public Works	\$9,818,041	\$462,942			\$462,942	\$0	\$0	\$0	\$462,942	\$9,355,099	4.72%
	Noxious Weed	\$894,703	\$51,608			\$51,608	\$0	\$0	\$0	\$51,608	\$843,095	5.77%
	Juvenile Supervision	\$1,400	\$0			\$0	\$0	\$0	\$0	\$0	\$1,400	0.00%
	Payroll Clearing	\$0	\$134			\$134	\$0	\$0	\$0	\$134	-\$134	0.00%
	General Fund Transfers	\$7,312,193	\$7,312,193			\$7,312,193	\$0	\$0	\$0	\$7,312,193	\$0	100.00%
	County General subtotal	\$46,722,881	\$10,047,424	\$0	\$0	\$10,047,424	\$0	\$0	\$0	\$10,047,424	\$36,675,457	21.50%
	Less Budget Stabilization	\$4,000,000										
	General Fund w/out Budget Stabilization	\$42,722,881										

Attachment: January Financial reports 2024 (14488 : Year to date budget and expenditure reports)

2024 YTD BUDGET ACTIVITY

% of Year 8.3

8.c

	DEPARTMENT	BUDGET	JAN EXPENSES	FEB EXPENSES	MAR EXPENSES	1st QTR EXPENSES	2nd QTR EXPENSES	3rd QTR EXPENSES	4TH QTR EXPENSES	TOTAL EXPENSES	AVAILABLE BUDGET	% USED
2.00	Riley County Health Dept #30	\$5,601,756	\$402,316			\$402,316	\$0	\$0	\$0	\$402,316	\$5,199,440	7.18%
	Disaster Fund #3	\$6,773,382	\$0			\$0	\$0	\$0	\$0	\$0	\$6,773,382	0.00%
	21st District Adult Drug Court #40	\$0	\$25,938			\$25,938	\$0	\$0	\$0	\$25,938	-\$25,938	#DIV/0!
	Court Tech Fund #50	\$0	\$0			\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
	Court Services #51	\$0	\$0			\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
	EMS Grants #52	\$2,088	\$0			\$0	\$0	\$0	\$0	\$0	\$2,088	0.00%
	KS Opioid Settlement #53	\$222,546	\$22,795				\$0	\$0	\$0	\$0	\$222,546	0.00%
	LATCF Funds #54	\$150,000	\$0				\$0	\$0	\$0	\$0	\$150,000	0.00%
	Register of Deeds Tech Fund #106	\$198,870	\$0			\$0	\$0	\$0	\$0	\$0	\$198,870	0.00%
	Clerk's Tech Fund #107	\$179,871	\$0			\$0	\$0	\$0	\$0	\$0	\$179,871	0.00%
	Treasurer's Tech Fund #108	\$97,183	\$0			\$0	\$0	\$0	\$0	\$0	\$97,183	0.00%
	War Memorial #112	\$1,000	\$0			\$0	\$0	\$0	\$0	\$0	\$1,000	0.00%
	County Auction #118	\$42,206	\$0			\$0	\$0	\$0	\$0	\$0	\$42,206	0.00%
	P.A.T.F #128	\$0	\$0			\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	Motor Vehicle Operations #130	\$393,298	\$357			\$357	\$0	\$0	\$0	\$357	\$392,941	0.09%
	Special Alcohol Programs #132	\$25,106	\$0			\$0	\$0	\$0	\$0	\$0	\$25,106	0.00%
2.00	Community Corrections #144	\$1,250,832	\$308,508			\$308,508	\$0	\$0	\$0	\$308,508	\$942,324	24.66%
	KDOC Adult Services - 2000	\$0	\$12,352			\$12,352	\$0	\$0	\$0	\$12,352	-\$12,352	#DIV/0!
	KDOC Juvenile Services - 2001	\$0	\$790			\$790	\$0	\$0	\$0	\$790	-\$790	#DIV/0!
	KDOC Juv Reinvestment - 2002	\$0	\$11,102			\$11,102	\$0	\$0	\$0	\$11,102	-\$11,102	#DIV/0!
	BJA Grant - 2003	\$0	\$16			\$16	\$0	\$0	\$0	\$16	-\$16	#DIV/0!
	21st Jud Dist DC ADSAP - 2004	\$0	\$239			\$239	\$0	\$0	\$0	\$239	-\$239	#DIV/0!
	Kansas Fights Addiction - 2005	\$0	\$0			\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
	City Alcohol Funds - 2006	\$0	\$480			\$480	\$0	\$0	\$0	\$480	-\$480	#DIV/0!
	RL County Alcohol Funds - 2007	\$0	\$1,549			\$1,549	\$0	\$0	\$0	\$1,549	-\$1,549	#DIV/0!
	RL Salary Appropriations - 2008	\$0	\$0			\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
	Caroline Peine Grant - 2009	\$0	\$182,100			\$182,100	\$0	\$0	\$0	\$182,100	-\$182,100	#DIV/0!
	GMCF Grant - 2010	\$0	\$84,542			\$84,542	\$0	\$0	\$0	\$84,542	-\$84,542	#DIV/0!
	Daniel Keating Foundation - 2011	\$0	\$0			\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
	Capital Improvements Fund #145	\$7,990,119	\$182,100			\$182,100	\$0	\$0	\$0	\$182,100	\$7,808,019	2.28%
	Economic Development #146	\$259,053	\$84,542.15			\$84,542	\$0	\$0	\$0	\$84,542	\$174,511	32.64%
	Emergency 911 #148	\$502,665	\$169,336.33			\$169,336	\$0	\$0	\$0	\$169,336	\$333,329	33.69%
	Solid Waste #150	\$3,672,807	\$26,724.56			\$26,725	\$0	\$0	\$0	\$26,725	\$3,646,082	0.73%
	County Building #152	\$430,000	\$6,436.16			\$6,436	\$0	\$0	\$0	\$6,436	\$423,564	1.50%
	Road & Bridge Capital Projects #157	\$6,892,240	\$0.00			\$0	\$0	\$0	\$0	\$0	\$6,892,240	0.00%
	Road & Bridge Capital Projects #188	\$3,967,650	\$0.00			\$0	\$0	\$0	\$0	\$0	\$3,967,650	0.00%
	RCPD Operations #173	\$5,745,592	\$1,354,013.07			\$1,354,013	\$0	\$0	\$0	\$1,354,013	\$4,391,579	23.57%
	Landfill Closure #180	\$52,623	\$0.00			\$0	\$0	\$0	\$0	\$0	\$52,623	0.00%
	Bond & Interest # 181	\$478,856	\$0.00			\$0	\$0	\$0	\$0	\$0	\$478,856	0.00%
	Riley Co Fire Dist #1 #183	\$1,368,786	\$88,137.95			\$88,138	\$0	\$0	\$0	\$88,138	\$1,280,648	6.44%
	Riley Co Fire Dist Cap Out #184	\$112,269	\$0.00			\$0	\$0	\$0	\$0	\$0	\$112,269	0.00%
	Fire Station Projects #185	\$513,850	\$6,845.55			\$6,846	\$0	\$0	\$0	\$6,846	\$507,004	1.33%

Attachment: January Financial reports 2024 (14488 : Year to date budget and expenditure reports)

2024 YTD BUDGET ACTIVITY

% of Year 8.3

8.c

			JAN	FEB	MAR	1st QTR	2nd QTR	3rd QTR	4TH QTR	TOTAL	AVAILABLE	
	DEPARTMENT	BUDGET	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	BUDGET	% USED
	Keats Capital Project #236	\$0	\$0.00			\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	University Park W&S #230	\$168,034	\$0.00			\$0	\$0	\$0	\$0	\$0	\$168,034	0.00%
	Univ Park W/S Reserve #284	\$173,850	\$0.00			\$0	\$0	\$0	\$0	\$0	\$173,850	0.00%
	Hunters Island Water #238	\$38,586	\$0.00			\$0	\$0	\$0	\$0	\$0	\$38,586	0.00%
	Hunters Island Reserve #241	\$11,225	\$0.00			\$0	\$0	\$0	\$0	\$0	\$11,225	0.00%
	Carson Sewer Operations #239	\$79,816	\$0.00			\$0	\$0	\$0	\$0	\$0	\$79,816	0.00%
	Carson Sewer Reserve #237	\$73,687	\$0.00			\$0	\$0	\$0	\$0	\$0	\$73,687	0.00%
	Deep Creek Sewer #242	\$11,349	\$0.00			\$0	\$0	\$0	\$0	\$0	\$11,349	0.00%
	Deep Creek Reserve #243	\$39,243	\$0.00			\$0	\$0	\$0	\$0	\$0	\$39,243	0.00%
	Moehlman Bottoms #244	\$26,565	\$0.00			\$0	\$0	\$0	\$0	\$0	\$26,565	0.00%
	Moehlman Bottoms Reserve #245	\$18,456	\$0.00			\$0	\$0	\$0	\$0	\$0	\$18,456	0.00%
	Terra Hts Sewer #252	\$66,245	\$0.00			\$0	\$0	\$0	\$0	\$0	\$66,245	0.00%
	Terra Hts Sinking #254	\$137,400	\$0.00			\$0	\$0	\$0	\$0	\$0	\$137,400	0.00%
	Konza Water Operations #256	\$121,900	\$0.00			\$0	\$0	\$0	\$0	\$0	\$121,900	0.00%
	Konza Water Reserve #257	\$157,647	\$0.00			\$0	\$0	\$0	\$0	\$0	\$157,647	0.00%
	Valleywood Cap Reserve #282	\$118,630	\$0.00			\$0	\$0	\$0	\$0	\$0	\$118,630	0.00%
	Valleywood Operations #248	\$67,029	\$0.00			\$0	\$0	\$0	\$0	\$0	\$67,029	0.00%
	Mertz/McGehee Drainage #322	\$6,183	\$0			\$0	\$0	\$0	\$0	\$0	\$6,183	0.00%
	Lakeside Heights Sewer #285	\$2,345	\$12			\$12	\$0	\$0	\$0	\$12	\$2,333	0.52%
	Lakeside Heights Sewer Capital #286	\$6,230	\$0			\$0	\$0	\$0	\$0	\$0	\$6,230	0.00%
		\$48,249,068	\$2,971,416	\$0	\$0	\$2,948,436	\$0	\$0	\$0	\$2,948,436	\$45,300,632	
	Total including General Fund	\$94,971,949	\$13,018,840	\$0	\$0	\$12,995,860	\$0	\$0	\$0	\$12,995,860	\$81,976,089	

Attachment: January Financial reports 2024 (14488 : Year to date budget and expenditure reports)

2024 YTD BUDGET ACTIVITY

% of Year 8.3

DEPARTMENT	JANUARY		JANUARY	YEAR-TO-DATE THRU JANUARY		Y-T-D	2024
	2023	2024	DIFFERENCE	2023	2024	DIFFERENCE	BUDGET
Attorney	\$172,035	\$183,800	\$11,765	\$172,035	\$183,800	\$11,765	\$2,856,887
Clerk	\$88,541	\$95,649	\$7,108	\$88,541	\$95,649	\$7,108	\$1,440,925
County Commissioners	\$15,442	\$16,761	\$35,522	\$15,442	\$16,761	\$35,522	\$296,259
Admin. Svcs/Counselor	\$52,594	\$50,964	-\$8,379	\$52,594	\$50,964	-\$8,379	\$829,699
Register of Deeds	\$34,082	\$44,215	\$89,995	\$34,082	\$44,215	\$89,995	\$574,159
Treasurer	\$97,906	\$124,077	-\$92,385	\$97,906	\$124,077	-\$92,385	\$1,477,499
District Court	\$8,915	\$5,520	\$14,827	\$8,915	\$5,520	\$14,827	\$185,080
Emergency Management	\$22,175	\$23,742	-\$18,008	\$22,175	\$23,742	-\$18,008	\$285,041
Coroner	\$4,167	\$4,167	\$0	\$4,167	\$4,167	\$0	\$132,000
Juvenile Detention	\$0	\$16,424	\$16,424	\$0	\$16,424	\$16,424	\$112,000
Fair	\$2,700	\$3,376	\$676	\$2,700	\$3,376	\$676	\$110,500
Museum	\$34,667	\$36,268	\$1,602	\$34,667	\$36,268	\$1,602	\$497,666
Election	\$24,298	\$32,401	\$8,102	\$24,298	\$32,401	\$8,102	\$950,543
Ambulance	\$351,352	\$411,338	\$59,986	\$351,352	\$411,338	\$59,986	\$5,854,658
Appraiser	\$129,328	\$136,628	\$7,300	\$129,328	\$136,628	\$7,300	\$1,971,216
Planning & Development	\$46,705	\$49,205	\$2,500	\$46,705	\$49,205	\$2,500	\$744,156
Budget Appropriations	\$859,499	\$866,232	\$6,733	\$859,499	\$866,232	\$6,733	\$1,922,463
Insurance	\$320,657	\$3,538	-\$317,119	\$320,657	\$3,538	-\$317,119	\$887,340
Information Systems/GIS	\$84,587	\$66,139	-\$18,447	\$84,587	\$66,139	-\$18,447	\$1,882,246
County General-General	\$88,470	\$50,104	-\$38,366	\$88,470	\$50,104	-\$38,366	\$5,686,207
Public Works	\$438,523	\$462,942	\$24,419	\$438,523	\$462,942	\$24,419	\$9,818,041
Noxious Weed	\$83,139	\$51,608	-\$31,531	\$83,139	\$51,608	-\$31,531	\$894,703
General Fund	\$2,959,779	\$2,735,097	-\$237,276	\$2,959,779	\$2,735,097	-\$237,276	\$39,409,288

Attachment: January Financial reports 2024 (14488 : Year to date budget and expenditure reports)

2024 YTD BUDGET ACTIVITY

% of Year 8.3

DEPARTMENT	JANUARY		JANUARY	YEAR-TO-DATE THRU JANUARY		Y-T-D	2024
	2023	2024	DIFFERENCE	2023	2024	DIFFERENCE	BUDGET
Health Department - 30	\$463,195	\$402,316	-\$60,879	\$463,195	\$402,316	-\$60,879	\$5,601,756
Disaster Fund - 3	\$0	\$0	\$0	\$0	\$0	\$0	\$6,773,382
EMS Grants Fund - 52	\$0	\$0	\$0	\$0	\$0	\$0	\$2,088
KS Opioid Settlement - 53	\$0	\$22,795	\$22,795	\$0	\$22,795	\$22,795	\$222,546
LATCF Funds - 54	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000
Register of Deeds Tech Fund - 106	\$0	\$0	\$0	\$0	\$0	\$0	\$198,870
Clerk's Tech Fund - 107	\$0	\$0	\$0	\$0	\$0	\$0	\$179,871
Treasurer's Tech Fund - 108	\$0	\$0	\$0	\$0	\$0	\$0	\$97,183
War Memorial - 112	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000
County Auction - 118	\$0	\$0	\$0	\$0	\$0	\$0	\$42,206
P.A.T.F - 128	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Motor Vehicle Operations - 130	\$4,322	\$357	-\$3,965	\$4,322	\$357	-\$3,965	\$393,298
Special Alcohol Programs - 132	\$0	\$0	\$0	\$0	\$0	\$0	\$25,106
Community Corrections - 144	\$88,061	\$308,508	\$220,447	\$88,061	\$308,508	\$220,447	\$1,250,832
KDOC Adult Services - 2000	\$0	\$44,433	\$44,433	\$0	\$44,433	\$44,433	\$0
KDOC Juvenile Services - 2001	\$0	\$32,406	\$32,406	\$0	\$32,406	\$32,406	\$0
KDOC Juv Reinvestment - 2002	\$0	\$5,050	\$5,050	\$0	\$5,050	\$5,050	\$0
BJA Grant - 2003	\$0	\$12,352	\$12,352	\$0	\$12,352	\$12,352	\$0
21st Jud Dist DC ADSAP - 2004	\$0	\$790	\$790	\$0	\$790	\$790	\$0
Kansas Fights Addiction - 2005	\$0	\$11,102	\$11,102	\$0	\$11,102	\$11,102	\$0
City Alcohol Funds - 2006	\$0	\$16	\$16	\$0	\$16	\$16	\$0
RL County Alcohol Funds - 2007	\$0	\$239	\$239	\$0	\$239	\$239	\$0
RL Salary Appropriations - 2008	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Caroline Peine Grant - 2009	\$0	\$480	\$480	\$0	\$480	\$480	\$0
GMCF Grant - 2010	\$0	\$1,549	\$1,549	\$0	\$1,549	\$1,549	\$0
Daniel Keating Foundation - 2011	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Improvements Fund - 145	\$264,157	\$182,100	-\$82,057	\$288,003	\$182,100	-\$105,903	\$7,990,119

Attachment: January Financial reports 2024 (14488 : Year to date budget and expenditure reports)

2024 YTD BUDGET ACTIVITY

% of Year 8.3

DEPARTMENT	JANUARY		JANUARY	YEAR-TO-DATE THRU JANUARY		Y-T-D	2024
	2023	2024	DIFFERENCE	2023	2024	DIFFERENCE	BUDGET
Economic Development - 146	\$38,469	\$84,542	\$46,073	\$84,052	\$84,542	\$490	\$259,053
Radio Infrastructure Project - 147	\$140,975	\$0	-\$140,975	\$163,074	\$0	-\$163,074	\$0
Emergency 911 - 148	\$27,066	\$169,336	\$142,271	\$23,289	\$169,336	\$146,048	\$502,665
Solid Waste -150	\$13,917	\$26,725	\$12,807	\$11,272	\$26,725	\$15,453	\$3,672,807
County Building - 152	\$0	\$6,436	\$6,436	\$0	\$6,436	\$6,436	\$430,000
Road & Bridge Capital Projects 1/2 - 157	\$0	\$0	\$0	\$0	\$0		\$6,892,240
Road & Bridge Capital Projects 0.2 - 188	\$0			\$0			\$3,967,650
RCPD Operations - 173	\$0	\$1,354,013	\$1,354,013	\$0	\$1,354,013	\$1,354,013	\$5,745,592
Landfill Closure - 180	\$1,164,049	\$0	-\$1,164,049	\$1,360,316	\$0	-\$1,360,316	\$52,623
Bond & Interest - 181	\$0	\$0	\$0	\$0	\$0	\$0	\$478,856
Riley Co Fire Dist #1 - 183	\$0	\$88,138	\$88,138	\$0	\$88,138	\$88,138	\$1,368,786
Riley Co Fire Dist Cap Ou - 184	\$31,977	\$0	-\$31,977	\$49,997	\$0	-\$49,997	\$112,269
Fire Station Projects - 185	\$71,006	\$6,846	-\$64,160	\$0	\$6,846	\$6,846	\$513,850
University Park W&S - 230	\$0	\$185	\$185	\$0	\$185	\$185	\$168,034
Keats Capital Project - 236	\$222	\$0	-\$222	\$0	\$0	\$0	\$0
Univ Park W/S Reserve - 284	\$0	\$0	\$0	\$0	\$0	\$0	\$173,850
Hunters Island Water - 238	\$0	\$0	\$0	\$0	\$0	\$0	\$38,586
Hunters Island Reserve -241	\$15	\$0	-\$15	\$13	\$0	-\$13	\$11,225
Carson Sewer Operations - 239	\$0	\$0	\$0	\$0	\$0	\$0	\$79,816
Carson Sewer Reserve -237	\$33	\$0	-\$33	\$0	\$0	\$0	\$73,687
Deep Creek Sewer - 242	\$0	\$0	\$0	\$0	\$0	\$0	\$11,349
Deep Creek Reserve - 243	\$5	\$0	-\$5	\$0	\$0	\$0	\$349,243
Moehlman Bottoms - 244	\$0	\$0	\$0	\$0	\$0	\$0	\$26,565
Moehlman Botoms Reserve - 245	\$7	\$0	-\$7	\$0	\$0	\$0	\$18,456
Terra Hts Sewer 252	\$0	\$0	\$0	\$0	\$0	\$0	\$66,245
Terra Hts Sinking - 254	\$10	\$0	-\$10	\$0	\$0	\$0	\$137,400
Konza Water Operations -256	\$0	\$0	\$0	\$0	\$0	\$0	\$121,900
Konza Water Reserve - 257	\$75	\$0	-\$75	\$0	\$0	\$0	\$157,647
Valleywood Cap Reserve - 282	\$0	\$0	\$0	\$0	\$0	\$0	\$118,630
Valleywood Operations - 248	\$0	\$0	\$0	\$0	\$0	\$0	\$67,029
Mertz/McGehee Drainage - 322	\$95	\$0	-\$95	\$0	\$0	\$0	\$6,183
Lakeside Heights Sewer - 285	\$0	\$12	\$12	\$0	\$12	\$12	\$2,345
Lakeside Heights Sewer Cap - 286	\$1	\$0	-\$1	\$0	\$0	\$0	\$6,230
Total Including General Fund	\$5,267,437	\$5,495,822	\$215,791	\$5,495,372	\$5,495,822	-\$12,143	\$87,968,356

Attachment: January Financial reports 2024 (14488 : Year to date budget and expenditure reports)

2024 YTD BUDGET ACTIVITY

% of Year 8.3

COUNTY GENERAL-GENERAL		BUDGET	JAN EXP.	FEB EXP.	MAR EXP.	1st QTR EXP.	2nd QTR EXP.	3rd QTR EXP.	4th QTR EXP.	TOTAL EXP.	AVAILABLE BUDGET	% USED
Personnel	1000	\$141,612	\$8,191			\$8,191	\$0	\$0	\$0	\$8,191	\$133,421	5.78%
Contractual	2000	\$1,502,095	\$41,913			\$41,913	\$0	\$0	\$0	\$41,913	\$1,460,182	2.79%
Commodities	3000	\$2,500	\$0			\$0	\$0	\$0	\$0	\$0	\$2,500	0.00%
Misc-Budget Stabilization		\$4,000,000	\$0			\$0	\$0	\$0	\$0	\$0	\$4,000,000	0.00%
Capital Outlay	4000	\$40,000	\$0			\$0	\$0	\$0	\$0	\$0	\$40,000	0.00%
Transfers Out	604	\$0	\$0			\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Grand Total		\$5,686,207	\$50,104	\$0	\$0	\$50,104	\$0	\$0	\$0	\$50,104	\$5,636,103	0.88%
Other Expense Totals		Year-To-Date	Budget									
Indigent Attorney		\$0	\$520,000									
Incidentals:												
Postage												
Computer Software												
Mileage												
Copies												
Misc Fees												
Meals												
		\$0										
Base Panel fees		\$0										
Off Panel												

Attachment: January Financial reports 2024 (14488 : Year to date budget and expenditure reports)

2024 YTD BUDGET ACTIVITY

% of Year 8.3

[illegible]

Attachment: January Financial reports 2024 (14488 : Year to date budget and expenditure reports)

2024 YTD BUDGET ACTIVITY

% of Year 8.3

	2020	2021	2022	2023	2024	Total
Dental	\$0	\$0	\$0	\$0	\$0	\$0
Physician	\$163,648	\$191,373	\$206,854	\$16,162	\$16,162	\$578,038
Laboratory	\$0	\$0	\$0	\$0	\$0	\$0
Hospital	\$0	\$0	\$0	\$0	\$0	\$0
Advertising/Legal	\$0	\$0	\$0	\$0	\$0	\$0
Prescriptions	\$0	\$0	\$0	\$0	\$0	\$0
Bldg Maintenance	\$103,569	\$71,043	\$60,486	\$2,878	\$2,878	\$237,975
Land Rental/Lease	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Office Space Rental	\$9,625	\$10,500	\$10,500	\$950	\$950	\$31,575
Juvenile Transport	\$2,144	\$152	\$237	\$0	\$0	\$2,533
Water, Electric	\$252	\$444	\$352	\$0	\$0	\$1,048
Storm Drainage	\$0	\$0	\$0	\$0	\$0	\$0
Other Commodities/Contractual	\$693,906	\$91,239	\$21,447	\$0	\$0	\$806,592
Budget Appropriation	\$4,420,348	\$4,391,746	\$4,597,175	\$1,334,023	\$1,334,023	\$14,743,292
Total	\$5,393,492	\$4,756,498	\$4,897,050	\$1,354,013	\$1,354,013	\$16,401,053

Attachment: January Financial reports 2024 (14488 : Year to date budget and expenditure reports)

2024 YTD BUDGET ACTIVITY

% of Year 8.3

RCPD								
OFF-SITE INMATE MEDICAL EXPENSES PAID BY ADVANCED CORRECTIONAL HEALTHCARE								
INCLUDED IN 2024 \$31,000 POOL								
	JAN	FEB	MAR	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	TOTAL EXPENSES
Dental	\$0			\$0	\$0	\$0	\$0	\$0
Physician	\$0			\$0	\$0	\$0	\$0	\$0
Laboratory	\$0			\$0	\$0	\$0	\$0	\$0
Hospital	\$142			\$142	\$0	\$0	\$0	\$142
Prescriptions	\$0			\$0	\$0	\$0	\$0	\$0
Supplies	\$0			\$0	\$0	\$0	\$0	\$0
TOTAL	\$142	\$0	\$0	\$142	\$0	\$0	\$0	\$142
Savings from Medicaid Rate				\$0	\$0	\$0	\$0	\$0
\$31,000 Pool Balance	\$30,858	\$30,858	\$30,858					\$30,858
Quarterly ADP: (Contract)								
County Inmate (72 base census)	104			104	0	0	0	
Non-County Inmate (0 base census)	0	0	0	0				
Billing Adjustments for prior years	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Attachment: January Financial reports 2024 (14488 : Year to date budget and expenditure reports)



COUNTY CLERK & ELECTIONS
Personnel

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

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, HRD
MEETING: February 12, 2024
SUBJECT: Request to Fill - Part time HR Assistant
PRESENTER: Rich Vargo, County Clerk

BACKGROUND

The As-Needed HR Clerical Assistant position will become vacant on Feb 21, 2024. This position is a necessary position which aids in the ability of Human Resources to meet the daily requirements of recruiting, records management and filing.

DISCUSSION

As described in the attached position description, the as-needed position will assist human resources with recruitment and retention management, spreadsheets, and records maintenance. This position will also assist with answering the telephone and customer service for the clerk's office, as well as any other coverage needed throughout the clerk's office.

FISCAL IMPACT

No fiscal impact. This position is already included in the 2024 Budget.

RECOMMENDATION(S)

Recommendation is to approve the hiring process to fill the position of part-time HR clerical assistant.

POSSIBLE MOTION(S)

Move to approve the hiring process to fill the part-time HR clerical assistant position.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- As Needed Clerical Assistant-HR position description (PDF)
- 2024-02 Clerk As-needed HR PAF (DOCX)

RILEY COUNTY, KANSAS JOB DESCRIPTION

Job Title:	AS Needed CLERICAL ASSISTANT		
Department:	Clerk Department	Division:	Clerk's Office
Reports To:	Human Resource Manager		
Pay Grade:	D	Status:	Part-Time (As Needed-1000hrs)
FLSA Status:	Non-Exempt		

Position Summary: To provide clerical assistance to Clerk's Department and to assist in Human Resources and any other function in the Clerk's office that needs assistance.

ESSENTIAL FUNCTIONS:

- Assist Human Resources with complex spreadsheets, records maintenance/retention, compliance tracking, onboarding new hires, and benefit administration.
- Answer telephone and relay accurate messages to facilitate communications within the office, the department, and with the general public.
- Operate office equipment to fulfill duties of computer data entry, document scanning & indexing, filing, photocopying, and facsimile communications as required.
- Greet and disseminate information to the public as instructed.
- Assist taxpayers in completing various forms.
- Assist with licenses as needed
- Assist in maintenance of employee files and form management.
- Ensure confidentiality and comply with personally identifiable information protection standards.
- Assist other areas in the office when needed.

SECONDARY FUNCTIONS:

- As assigned by supervisor.

POSITION REQUIREMENTS:

Education: High school diploma/G.E.D possession

License(s)/Certification(s): Valid driver's license required.

Experience: Knowledge of modern office practices, business English, spelling, and math. Experience working in an office and with public, proficient in excel, Human Resource/clerical experience preferred.

Skills: Competent organizational skills and the ability to work effectively with the public, advisory boards, other agencies, and other county staff. Accurately create records and maintain records management requirements. Required to maintain confidentiality with personnel matters.

Supervisory Control: Instructions are accepted from all office staff as directed by the supervisor. The employee plans and carries out the successive steps and handles problems in deviations in the work assignment in accordance with instructions, policies, previous training, or accepted practices

Supervisory Responsibility: None

Guidelines:

Procedures for doing the work have been established and a number of specific guidelines are available.

Complexity:

The decision regarding what needs to be done depends upon the analysis of the subject, phase, or issues involved in each assignment, and the chosen course of action may have to be selected from many alternatives.

Scope & Effect of Work:

The work involves treating a variety of conventional problems, questions, or situations in conformance with established criteria. Working with all kinds of people that have a variety of questions.

Personal Contacts:

Considerable contact with department staff and staff from other county departments. Contact with taxpayers, voters and poll workers.

Purpose of Contacts:

Most public, departmental, and interdepartmental contact involves receiving and disseminating information.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform 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 required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; talk or hear. The employee must occasionally lift/pushes/pulls 50+lbs, frequently lifts up of 25-50lbs and constant lift of up to 25lbs. The employee may be asked to do basement work while assisting with elections. This could mean exposure heat, dust and/or humidity. During election season the employee might be required to work longer hours than a normal 8 hour work day.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters 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 normal noise level. The employee may also be exposed to tense and sometimes confrontational situations while assisting with customers or voters during an election.

Approved: _____ Date: _____
(Supervisor)

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.

RILEY COUNTY POSITION ACTION FORM

Job Created By

Posted on Career Page

County of Riley



Elizabeth Ward on 02/08/2024

Internal Position Details (not displayed on job posting)

Company

Riley County, KS

Job ID

2231193

Pay Grade

Temporary and As-Needed pay range [TASND]

Cost Center 1

County General [1]

1 Job Slot

HUMAN R-1

Position Template

Human Resources Clerical Assistant Part Time [HRCLRASSTPT]

Salary

\$15/hour, non-benefits eligible

EEO Class

Paraprofessionals [5]

Cost Center 2

Clerk [2]

Work Location

Office Building

Supervisor Position

No

Workers Compensation

--

Cost Center 3

--

Supervisor: Elizabeth Ward, HRD

Department Head: Rich Vargo

☒ No changes to Position or Budget

☒ Position Description attached

Total annual hours 1000

☒ Budgeted

☐ New or updated position description

☐ New request for budget (details attached)

Salary: \$15,000

Budget for Benefits: \$1,162.50

Total proposed annual budget: \$16,162.50

Additional Position Comments: _____

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____



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: February 12, 2024

SUBJECT: Staff Report - Riley County Historical Museum

PRESENTER: Katharine Hensler, Museum Director

Riley County Historical Museum - Director's Report

February 12, 2024

1. Visitation and Tours:

Site Name	JAN 2023	JAN 2024
Museum	192	165
Goodnow House	90	31
Wolf House	21	49
Pioneer Log Cabin	0	0
Programs & Outreach	94	184
TOTAL	397	429

Volunteer Hours	JAN 2023	JAN 2024
General	45.75	38.5
RCHS Board of Directors	50	96
Community Service	5	0
TOTAL	100.75	134.5

2. Education and Outreach

January 19 - The RCHM team installed a small exhibit about the Thomas Edison phonograph at the Flint Hills Discovery Center as part of their new temporary exhibit, "*Thomas Edison's Secret Lab*," which will be up until May 3. There is an admission fee at the Center.

January 19 and 20 - The RCHM team supported the historical society's membership committee as they hosted a members' opening for the new exhibit at the Wolf House Museum, produced by Curator Melanie Highsmith, titled, "*Forget Me Not: Funerals in Victorian Era Riley County*." The public opening occurred the following day, Saturday, January 20. The exhibit will be up until May 26 and is free and open to the public during the Wolf House regular hours or by appointment.

January 28, 29, 30 - Kansas Day Open House at the Museum (28th), Curator Highsmith presented Kansas Day programming to student audiences off-site at Bluemont Elementary and the Randolph Community Center (29th) and at the World Friendship Group (30th). All together, we provided Kansas Day programming to 160 individuals ranging from 3 years old to 102.

Both Director Hensler and Curator Highsmith worked with the City of Manhattan Parks and Recreation Department to assist in creating content for their new sculpture unveiling scheduled for February 20. The historical content will be used on the plaques accompanying the sculptures.

3. **Collections** - At the time this report was submitted, January collections statistics had not yet been received.
4. **Archives and Library** - Curator Glasglow managed 12 new incoming patron requests for the public and 3 from internal sources in the month of January. There were 2 appointments made to use the research library, and there was 1 walk-in patron. Glasgow continues to follow up with outstanding requests submitted previously. The library space is being actively de-cluttered and reorganized.

Library and Archives Requests	JAN 2023	JAN 2024
Research (external)	7	12
Research (internal)	0	3
In-Person Appointments	3	2
Walk-In Appointments	0	1
TOTAL	10	18

5. **Building and Grounds** - The Museum staff are still actively cleaning out space in the Museum's workroom and temporary storage space. Additionally, the Library is being de-cluttered and reorganized.
6. **Staffing** - Three new As-Needed Museum Assistants have been hired and all have started their roles at the Museum in the past two weeks: Brantlee Shearmire, Holly Hill, and Sydney Wolgast. We have received the resignation of another As-Needed Museum Assistant, Dale Mulderrig.
7. **Other** - Two new RCHM Trustees have been appointed, Kitty Pursley from District 1 and Kevin Larson from District 2. We are still seeking to fill the final vacancy in District 3. We welcome the new Trustees and thank them and our current Trustees for their support and service.

The National Park Service (NPS) has issued revisions on the Native American Graves Protection and Repatriation Act (NAGPRA) which went into effect on January 12, 2024. The revisions have

broadened the range of criteria concerning what constitutes as a sacred object. Because the RCHS owns and the RCHM exhibits Native American artifacts, we are required to proactively investigate and uphold our obligations under NAGPRA.

Due to this, we have taken action to remove and/or cover certain objects on exhibit while we can conduct further research and reach out to any Tribes which may have cultural interest. We are in regular consultation with the Kansas State University's Anthropology and Archaeology Department, the Kansas Historical Society, the Kansas Museums Association, and other local experts and museums. We have notified the County Counselor's office and continue to communicate and consult with these entities through this process. Our curatorial team is attending informational sessions put on by the NPS concerning the revisions and guidance recommended by the federal government. The RCHM has taken action in 2008, 2010, and 2013 under previous NAGPRA revisions and made the attempt to reach out to tribal entities to offer the review and repatriation of various objects from the collection.

We will be discussing this information with the RCHS collections committee at their upcoming meeting in late February.

8. Riley County Historical Society (RCHS)

Longtime bookkeeper for the historical society, Barbara Poresky has had to retire from this role. A new bookkeeper, Carol Regehr has been hired and will start in this position on Tuesday, February 13.

The Society has announced an RFP for a contract organizational and strategic planner for their non-profit organization. They will begin reviewing proposals on March 1.

9. Upcoming Events

February 13 - Fireside Chat, "*Love and Marriage on the Prairie*," at Flight Crew Coffee, 5:30pm

February 14 - RCHS Board of Directors Monthly Meeting, 3:30pm, RCHM Dallas Gallery

February 20 - Unveiling of the new sculptures at the Douglass Community Center and the Douglass School, 10am

Ongoing - Exhibit open at the Wolf House Museum, titled "*Forget Me Not: Funerals in Victorian Era Riley County*." The exhibit will remain until May 26 and is offered free and open to the public. The Wolf House is open on Saturdays and Sundays from 2-5pm or by appointment.

Enclosures:



**COUNTY
COUNSELOR/ADMINISTRATIVE
SERVICES**
Staff Update

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

STAFF REPORT

FROM: Clancy Holeman, Riley County Counselor

MEETING: February 12, 2024

SUBJECT: Pending County Projects County Counselor

PRESENTER: Clancy Holeman, Riley County Counselor

Enclosures:

- FINAL_Commission List 02.12.2024 (DOCX)

PENDING COUNTY PROJECTS ▪ September, 2023 and through February 7, 2024 Submitted by Clancy Holeman, Riley County Counselor

NOTE: The below lists are not intended to be a comprehensive list of all “pending” Commission or other County Department/Division projects underway. Instead, the below lists represent an ongoing “snapshot” of the current status of selected pending projects which have either consumed significant staff time or involve county issues of widespread significance. Additional entries show selected project work for individual county departments. The sequence of entries below is not intended to reflect the priority assigned to any work described. All entries more than 6 months old have been removed (with the exception of some entries when historical information may be useful). ***Bold type entries are the most recent.***

COMMISSION LIST

I. Projects By Category:

American Rescue Plan: Discussion with staff about possibly engaging consultant to assist County with federal/state requirements in future use of County’s \$14M allocation of ARPA funds. Similar concept to staff’s use of consultant with prior CARES funding. Unlike CARES funding, a primary focus of ARPA funding is infrastructure. (8-31-21)

Board of Riley County Commissioners: Prepare for public hearing on special use authorization on BOCC agenda 5-1-23. (4-30-23) Attend and participate in 5-1-23 BOCC public meeting. (5-1-23) Return 5-2-23 call from citizen requesting a “fence view.” Leave voicemail. (5-3-23) Discuss with citizen their return call requesting a “fence view.” I’ll send packet for citizen to complete and return, cautioning this matter may not be subject to fence view process. Citizen says they understand that is a possibility. (5-3-23) Attend and participate in BOCC public meeting. (5-4-23) New request for fence view. Advise packet will be mailed to them. (5-4-23) Prepare for BOCC public meeting of 5-8-23. (5-6-23;5-7-23) Attend and participate in regular BOCC public meeting. (5-18-23; 5-22-23; 6-1-23) Work on county budget preparation information. (5-18-23; 5-19-23) Review information from a department on township legal issue.(5-21-23) Work on scheduling future executive session. (5-22-23) Preparation for presentation to BOCC during its June 1, 2023 meeting of City of Ogden “Interlocal Service Agreement”—fourth of those agreements presented to our 4 “small cities”. Prepare correspondence to City of Ogden attorney. (5-30-23) Attend and participate in BOCC meetings. (6-1-23; 6-5-23) Mail City of Ogden attorney fully executed originals of “Interlocal Service Agreement—sales tax reimbursement. (6-5-23) Review request for letter of support from BOCC. (6-6-23) Work on county budget preparation information. (6-6-23) Work on fence view scheduling and notice. (6-5-23; 6-6-23-6-7-23) Prepare requested letters of support for telecommunications providers’ applications for state of Kansas LINC grant program. (6-9-23). Email completed letter of support to contact for one provider, as requested by Cox Communications. (6-12-23) Work on 2 fence view applications. Attend and participate in BOCC public meetings. (6-8-23; 6-12-23) Conversation with opposing counsel on pending litigation in Riley County District Court. (6-14-23) Provide TVT BOCC-signed letter of support. (6-14-23) Work on scheduling fence views. Notices out to applicants and adjoining landowners served by the fence. (6-15-23) Teams meeting with Bond Counsel and Craig, Shelley and Rich about route for financing two pending county projects. I review and approve authorizing resolution and send it on to Bond Counsel for review. (6-21-23) Attend and participate in BOCC meetings.(6-22-23; 6-26-23; 6-29-23) Attend delinquent tax sale. (6-23-23) Work on scheduling of fence view. (6-22-23; 6-23-23; 6-26-23; 6-27-23) Work on and provide letter of support from BOCC for City of Ogden grant application federal program. (6-28-23; 6-29-23; 7-1-23) Work on District Court appeal by Prairiewood of BOCC approval of preliminary and final development plans for Liquid Art Winery. (6-29-23; 7-1-23) Work on county budget analysis for BOCC. (7-2-23; 7-3-23; 7-4-23) Prepare for BOCC public meeting of July 6, 2023. (7-5-23) Communicate with counsel for fence view applicant Hopkins. Request property access address detail. (7-5-23) Attend and participate in BOCC meetings. (7-6-23;7-10-23) Register

for upcoming KAC zoom on LAVTR. (7-11-23) Work on fence view scheduled for 7-13-23. (7-11-23) Work on scheduling of different upcoming fence view for end of July, 2023. (7-7-23; 7-8-23; 7-9-23; 7-11-23) Work on Bala Township “county property” issue. (7-10-23; 7-11-23) Work on fence view scheduled for 7-13-23. (7-10-23; 7-12-23) Legal analysis of appropriation question involving outside agency. (7-12-23) Attend and participate in BOCC meetings. (7-13-23; 7-17-23) Attend and participate in Hopkins/Pralle fence views. (7-13-23) Final additional notices of Nelson fence view to occur July 24, 2023 prepared and mailed to both parties. (7-14-23) Prepare for 7-24-23 BOCC meeting. Attend and participate in BOCC meetings. (7-20-23; 7-24-23) Attend and participate in Nelson and Rhoton fence view. (7-24-23) Attend and participate in BOCC meetings. (7-27-23; 7-31-23) Work on Hopkins/Pralle fence view. (7-28-23) Attend and participate in BOCC meetings. (8-10-23; 8-14-23) Work on commission agenda report for draft fence view order on Hopkins/Pralle view. (8-14-23; 8-15-23) Attend and participate in BOCC meetings. (8-17-2023; 8-21-23; 8-24-23; 8-28-23; 8-31-23) Prepare letter of support for City of Ogden grant application. (9-13-23) Attend and participate in BOCC meetings. (9-7-23; 9-11-23) Assist in finalization of annual County financial audit. (9-14-23) Attend and participate in BOCC meeting. (10-12-23.) Work on pending litigation “I”. (10-13-23) Attend and participate in BOCC meeting (10-16-23.) Attend and participate in BOCC meetings. (10-19-23; 10-23-23) Work on communication project. (10-24-23; 10-25-23.) Review contractual provisions for subsequent use. (10-25-23.) Attend and participate in BOCC meeting. (10-26-23.) Attend and participate in County/City/USD 383 meeting. (10-26-23.) Attend and participate in BOCC public meeting in City of Ogden. (10-30-23.) Attend and participate in BOCC meeting. (11-2-23.) Prepare for late arrival to BOCC meeting on November 6, 2023. (11-5-23.) Work on Fire District project. (11-7-23) Attend and participate in BOCC meetings. (11-9-23; 11-13-23) Attend and participate in BOCC meeting. (12-28-23) (Work on fence view issue. (1-2-24) Review agenda and prepare for 1-4-24 BOCC meeting. (1-3-24) Attend and participate in BOCC meeting. (1-4-24) Prepare for 1-8-24 BOCC meeting. (1-5-24) Work on fence view issue. (1-5-24) Attend and participate in BOCC public meetings. (1-8-24; 1-11-24) Review project contract. (1-11-24) Work on fence view. (1-14-24; 1-15-24; 1-16-24; 1-17-24) Work on Fence view. (1-18-24; 1-19-24; 1-20-24; 1-21-24; 1-22-24) Work on letter of support for WTC. (1-19-24; 1-20-24) Attend and participate in BOCC meeting. (1-18-24; 1-22-24) Obtain BOCC approval of letter of support for WTC. Attend and participate in BOCC meetings. (1-25-24; 1-29-24) Draft and place on BOCC agenda support letter for City of Ogden’s grant application. (1-25-24) Work on fence view. (1-25-24; 1-26-24; 1-28-24; 1-29-24; 1-30-24; 1-31-24)) ***Attend and participate in BOCC meetings. (2-1-24; 2-5-24) Obtain BOCC signature on fence view order; file with ROD; email copies of signed order to both parties (or their counsel). (2-1-24) Regular mail and email to both parties of file-stamped originals of fence view order. (2-2-24)***

“Constitutional Protection of County Home Rule”:

County Counselors Association of Kansas:

County Jail Inmate Medical Care: Schedule staff discussion of contract development. (5-21-23)

Countywide Emergency Radio Communications System Upgrade: The upgrade is complete. But now the “program” phase has been completed, additional work from this department will be provided, as necessary, during the “maintenance” and “warranty” periods now underway. Discussion with contract administrator for vendor (L3Harris) scheduled for August 27, 2021. Discussion held with vendor contract administrator. Discussion with EM Director (8-30-21). Working toward final documents of “program” phase. Conversation with EM Director. (9-24-21) Conversation with L3Harris contract administrator, moving this matter toward likely resolution by the BOCC on 9-30-21. (9-24-21) Review appropriately continues among EM, KSU and Emergency Dispatch personnel regarding close out of this phase of the project. (9-24-21) Draw Commission Agenda Report and place on 9-30-21 agenda for BOCC review and approval of contract documents. (9-28-21) Discuss final contract documents for agenda separately with EM Director and L3Harris Contract Administrator. (9-29-21) Obtain BOCC approval of Amendment 1 to Master Service Agreement. (9-30-21)

“Dark Store”:

District Court:

Federal Rules on Vaccination Mandate:

First Christian Church: Now this property is “listed” as a “historic site,” there are state law restrictions applicable whenever a “project” is undertaken involving potential repair, damage or destruction of the site or its structure. Discuss text of journal entry proposed by counsel for Respondents. (12-9-22; 12-11-22) Request transcript of Court’s ruling. Arrange for generation of check based on invoice from court reporter. (12-20-22) Work on pending appeal by neighboring property owner. (12-27-22; 12-28-22; 12-29-22) Review transcript and notify opposing counsel I will provide revised version of her proposed journal entry—in order to conform the journal entry to the text of the transcript. (1-4-23) Provide opposing counsel proposed revised journal entry. (1-29-23) Following exchange of respective journal entries in February, 2023, counsel review proposed changes and agree on final version for filing with court. (2-28-23; 3-3-23; 3-5-23) Prepare notice of appeal, following legal research. (4-3-23; 4-4-23; 4-5-23) File Notice of Appeal in District Court. (4-5-23) Finalize notice of appeal, given appointment of Lyon County District Judge at outset of appeal. Discuss with staff of Lyon County District Court Judge and with Riley County District Court Clerk staff member. Provide copy of notice of appeal to Lyon County District Court Judge who was assigned and heard appeal. (4-6-23) Work on appeal. (5-24-23; 5-30-23; 5-31-23; 6-1-23) Legal research on appeal. (6-2-23; 6-5-23) Work on appeal. (6-13-23; 6-14-23; 6-15-23.) Work with opposing counsel on Court of Appeals request for additional document from me. We are in agreement its equivalent is already part of the Record on Appeal. I will file response with Court of Appeals stating that fact. (7-17-23; 7-19-23) Communication with opposing counsel on immediately preceding issue. (7-21-23; 7-22-23; 7-24-23-7-25-23) Work on immediately preceding response and file with Court of Appeals. (7-21-23; 7-22-23; 7-23-23; 7-24-23; 7-25-23) Court of Appeals has retained jurisdiction based upon my Response to Order to Show Cause. Draft and file Motion for extension of time to file brief in support of County’s position. (7-31-23) Work on record on appeal. (9-11-23; 9-12-23; 9-13-23) Work on Appeal. (9-14-23; 9-15-23; 9-16-23; 9-17-23; 9-18-23; 9-19-23; 9-20-23; 10-4-23; 10-5-23; 10-6-23; 10-7-23; 10-8-23; 10-10-23; 10-11-23.) Work on appeal. (10-12-23; 10-17-23; 10-18-23.) Conversation with opposing counsel and agree to extend her time to file brief. (11-3-23) Receive emailed brief from opposing counsel on appeal; following two extensions of time which opposing counsel had requested—which extensions were granted by the Court of Appeals. (1-19-24)

Indigent Legal Services: Attorney contracts for 2022 were created and emailed to current attorneys under contract. (11-3-21) Notice to Riley County Bar Association of at least one attorney vacancy effective January 1, 2022. (11-4-21) Proposed 2022 contracts have been provided to all current lawyers under contracts. None returned as of 11-23-21. No indigent legal service contracts are in place for calendar year 2022. Work on various issues related to this service. (2-10-23; 2-13-23; 2-14-23; 2-15-23; 2-16-23; 2-19-23; 2-20-23; 2-21-23; 2-22-23; 2-24-23; 2-26-23; 2-27-23; 2-28-23; 3-1-23; 3-2-23; 3-3-23; 3-4-23; 3-6-23; 3-7-23; 3-8-23) Work on various issues related to this service. (3-19-23) Work at staff level on compensation for this service. (3-28-23) schedule next staff level discussion of compensation for this service. Discuss with Deputy Counselor compensation for this service. (3-29-23) Work on project. (6-1-23) Work on project. (6-8-23) Draw up final version of CAR; RFP; and Contract. (6-19-23; 6-20-23) Obtain BOCC approval of form RFP and Contract. (6-22-23) Finalize RFP and contract and distribute to local Bar Association membership with encouragement to apply well before August 4, 2023 deadline for proposals because they will be considered as they are submitted. (6-29-23; 6-30-23) Create documents for publication in newspaper and placement on county website for this service. (7-7-23; 7-10-23; 7-11-23; 7-12-23) Deadline for proposals to arrive in Clerk’s office 5 p.m. August 4. Work on issue related to service. (10-25-23.)

Legislation: Invitations out to state delegation for December 12, 2022 legislative conference, along with copy of agenda. (12-1-22) Reminders out to legislative delegation of 12-12-22 legislative conference. (12-8-22)

Attachment: FINAL_Commission List 02.12.2024 (14498 : Clancy's Commission List)

Preparation for legislative conference. (12-11-22) Attend and participate in legislative conference. (12-12-22) Discuss legislative issue with County Appraiser. Review information and advise. (12-27-22) Discuss with 2 other county's county counselors possibility of linking up both our respective legislative delegations and lobbyists for cooperative action on potential "nuisance abatement" statute during 2023 legislative session. (12-29-22) Discuss with County Clerk and legislative delegation member the RNR statute. (1-3-23) Drive to Topeka and pick up lobbyist badge for 2023 state legislative session. (1-3-23) Week of January 23, 2023: Work on "vacant lot" house bill (HB 2083) and discuss with our legislative delegation; Work on RNR statute modification bill (HB 2002) and provide BOCC written testimony in support. Review legislative issues identified by contract lobbyist. (1-27-23.) Work on Nuisance Abatement legislation proposal on Riley County platform. (1-25-23; 1-26-23; 1-27-23) Work on SB 90 and HB 2148—Treasurers' Association auto tag fee bill. (1-26-23; 1-27-23) Review proposed schedule for temporary financing of High Plains Road project. (1-28-23) Review testimony from County Clerk's association on HB & HB involving election matters. (2-6-23) Work on SB 162 (nuisance abatement) (2-9-23; 2-10-23) Complete testimony in support and deliver required 75 paper copies to lobbyist for routing to Senate Local Government committee secretary. (2-10-23) Provide Riley County state legislative delegation, contract lobbyist, and KAC Riley County's testimony in support of SB 162. (2-10-23) Route to Rep. Mike Dodson County Appraiser's input on: HB2232 (Appraiser Qualifications); HB 2319 (tax exemption on business property in competition with property owned or operated by government); HB 2201 (requiring 5 years valuations listed on CVNs); HB 2200 (exemption on homestead, retired, military); HB 2220 (5yr property tax exemption on startups); HB 2231 (tax exemptions for daycare); HB2056, HB 2057, HB 2237 (no position from appraisers' association or Appraiser). Provide BOCC testimony and our SB 162 to another county at that other county's request—they are struggling with a number of "nuisance" real properties. (2-10-23) Work on SB 1623 and prepare for upcoming legislative hearing. (2-13-23) Attend and participate in legislative hearing on SB 162 before Senate Local Government Committee. (2-14-23) Zoom with Treasurer and County Clerk on SB 248. (3-1-23) Work on SB 248 & 252 analysis for relay to KAC and legislative delegation. (3-2-23; 3-3-23; 3-7-23; 3-8-23) Work on analyzing SB 228 (amendment of multiple statutory provisions on jail administration) in response to legislative delegation member's question; after requesting and receiving impact opinion from RCPD on any change county might support for reimbursement of jail inmate medical costs. Communicate with legislator. (3-8-23; 3-13-23; 3-14-23) Communicate with contract lobbyist to work on scheduling "virtual" follow up legislative conference with delegation. Work with Cindy K. (3-15-23). Analyze and prepare for discussion of potential litigation in upcoming executive session. (3-15-23) Discuss legislative matter with member of delegation. (3-15-23) Communicate with legislative delegation to schedule virtual follow up legislative conference either April 10, 2023, or April 17, 2023. (3-16-23) Communicate with contract lobbyists. (3-17-23) Communicate with responding delegation members about their preferred dates. (3-18-23; 3-19-23) Review communication from delegation member on pending bills. (3-19-23) Communicate with County Appraiser on proposed SCR freezing real property tax values at no more than 3% increase annually. (3-19-23) Work with PIO and County Appraiser on public statement regarding legislative item. (3-20-23; 3-21-23) Respond to staff communication on apparent status of SB 248 (exemption for "food" in existing and future local sales taxes) and HB 2002 (RNR notice costs paid by the state). (3-22-23) Work at county staff level on SB 248; SB 252. (3-1-23; 3-2-23; 3-3-23) Prepare for discussion with BOCC I'll suggest at tonight's public meeting in City of Riley. (3-30-2023) SB 323—requiring election of all county appraisers statewide. (3-30-23) Work on H Sub SB 42. Discuss with contract lobbyist. (4-2-23; 4-3-23) Work with PIO and County Appraiser on possible press release regarding SCR 1610. (3-21-23; 3-22-23) Prepare for March 27, 2023 Intergovernmental Luncheon and legislative update to present. (3-26-23) Attend and participate in Intergovernmental Luncheon—statutory update. (3-27-23) Work with PIO and County Appraiser on possible press release regarding SCR 1610. (3-27-23) Email delegation invitation to virtual follow up legislative conference scheduled for April 10, 2023, 10:30-11:30 a.m. (4-3-23) Review amended HB 2002—eliminating that portion of existing locally voter approved sales taxes generated by food sales; SCR 1611—4% ceiling on annual property valuations. (4-6-23) Draft agenda for 4-10-23 virtual legislative conference. Invitations out to contract lobbyist and KAC lobbyist. (4-7-23) Discussion with county's contract lobbyist on status of various legislative items following legislature's 4:30 a.m. adjournment Friday morning. (4-7-23) Draft agenda for virtual legislative conference.

(4-7-23) Assist BOCC with conducting virtual legislative conference. (4-10-23) Review portions of 127-page Conference Committee Report on SB 8 “competition” and a host of other legislative issues. (4-27-23) Conversation with contract lobbyists to schedule teams meeting. (8-2-23) Communicate with contract lobbyists to schedule upcoming Teams meeting. (8-3-23; 8-4-23; 8-6-23) Prepare for Thursday upcoming presentation to BOCC of 2024 session legislative requests for KAC legislative platform. (8-6-23) Teams meeting with contract lobbyists. (8-9-23) Meeting with member of state legislative delegation and BOCC member. (8-21-23) Attend and participate in first KAC legislative policy committee meeting. (8-30-23) Discuss with BOCC potential annual legislative conference dates in December, 2023. (10-16-23) Notify delegation members conference scheduled on the following date which worked for a majority of responding legislators: December 14, 2023, noon to 2 pm. (10-26-23) Work on agenda for legislative conference (10-27-23; 10-30-23) *Work on agenda for legislative conference.* (11-13-23; 11-14-23; 11-15-23) *Work on letter of BOCC support for SB 196. Obtain BOCC signatures and email to Senate Assessment and Taxation Committee.* (1-4-24; 1-5-24; 1-7-24; 1-8-24) *Prepare and submit timely lobbyist compensation report for 2023 legislative session.* (1-10-24) *Prepare BOCC opposition letter for HB 2036.* (1-10-24) *Present draft of HB 2036 opposition testimony. Re-draft to insert BOCC changes. Obtain BOCC final approval of letter. Timely submit to senate committee secretary final version of HB 2036 BOCC opposition testimony.* (1-11-24) *Communicate with House delegation on BOCC testimony submitted previously to Senate Tax on SB 196 and HB 2036.* (1-15-24) *Communicate with contract lobbyist on HB 2468 (a bill of concern to Emergency management)* (1-16-24) *Communicate with member of state delegation on SB 196; HB 2036. Work on HB 2026 opposition testimony.* (1-16-24) *Work on HB 2036.* (1-17-24) *Work on SB 162. Communicate with lobbyist.* (1-18-24) *Work on SB 162* (1-19-24) *Appear before Senate Committee on Local Government on SB 162.* (1-22-24) *Review SB346 (upzoning/downzoning—removal of county authority).* (1-25-24) *Work on SB 162.* (1-25-24; 1-31-24) ***Discuss various bills with lobbyist. (2-2-24) Discuss with another county counselor on a bill Riley County is interested in. (2-2-24) Work on SB 162. (2-2-24)***

Leonardville North County EMS Station: Follow up call to City of Leonardville attorney. (4-11-23) Set up phone appointment with City of Leonardville Attorney—to discuss having city begin process of opening the easement as an alley for access to the site. (5-3-23) Phone discussion with City of Leonardville attorney and arrange for teams meeting next Tuesday (5-9-23) with him, Craig and me to discuss details of City legally “opening” alley to site of ambulance and performing tree trimming along that alley. (5-3-23)

National Opioid Litigation Settlement: Notice of Deadline to “opt in” to latest round of national opioid class action litigation settlements is April 18, 2023. (3-27-23) Prepare and submit CAR for BOCC 4-10-23 public meeting; with my recommendation to BOCC regarding “opt in” to latest round of national opioid class action litigation settlements—5 new defendants settling. Discuss with Assistant Attorney General managing this matter state-wide. (4-6-23) Submit electronically our “opt in” to latest round of national opioid class action settlements, as previously authorized by BOCC. Confirmation from settlement administrator that “opt in” accomplished. (4-14-23)

NG-911 Committee (Road naming): Attend and participate in committee meeting. (2-14-23)

Proposed Construction of EMS/EM/RCFD Emergency Services Headquarters: Schedule work session for discussion of design issue related to facility. (1-27-23)

Riley County Annual Legislative Conference: Discussion with County Register of Deeds to schedule meeting week of December 5th to review documentation of long-term revenue loss to Riley County caused by legislature’s past elimination of the mortgage registration fee. (12-1-22) Work preparing for 12-12-22 legislative conference. (12-8-22; 12-11-22) Discuss legislative conference information with County Appraiser. (12-8-22) Discuss legislative conference information in meeting with County Register of Deeds. (12-9-22) Work with members of delegation; 2023 Annual Legislative Conference scheduled for Thursday, December 14th, from noon to 2 p.m., BOCC chambers. (10-23-23) Conversation with member of delegation—confirming

member will attend. (10-24-23.)

Riley County District Court: Discussion regarding BOCC consideration of funding potential “resolution docket” to assist with case backlog. (4-27-23)

Rural Economic Development Advisory Board:

Staff Budget and Planning Committee:

White Canyon Benefit District: White Canyon benefit district’s residents’ request, made during this date’s public commission meeting, asking whether Riley County willing to supplement the cost of the benefit district’s proposed private road improvement project. No dollar figure provided by benefit district residents. County staff instructed to provide BOCC at upcoming meeting most recent Riley County Public Works’ “estimate” of “northern route” as an option to current benefit district project proposed. (8-30-21)

II. Projects by Department or Division:

Administrative Services/County Counselor: Work on matters related to departmental transition. (1-25-2023; 1-26-2023; 1-27-2023) Interviews of applicants for Deputy County Counselor position in transition scheduled to take place 9-29-23.-23. (3-2-23; 3-3-23)

Riley County Appraiser’s Office: Discuss separate exemption through bond issue. (5-3-23) Analyze IRB issue and advise Department Head. (5-5-23) Advise on legal question. (5-19-23) Assist Dept. Head with legal issue. (5-30-23) Advise on separate legal issue different from immediately preceding first two issues. (5-30-23) Discussion with Department Head. (6-13-23) Return call from Department Head. Discussion with Department Head of legal issue. (6-14-23) Meeting with County Appraisal and legal staff on nuisance property issue. (6-14-23) Communicate with Department Head on legal issue. (6-20-23) Assist and advise Dept. Head on BOTA issue. (7-18-23;7-19-23) Advise Department Head on BOTA issue. (7-20-23) Communicate with Department Head and Deputy County Counselors about BOTA issue. (8-9-23) Communicate with Department Head and this office’s Deputies regarding property tax exemption issue. (8-13-23) Communicate with Department Head and this offices Deputies regarding property tax valuation issue. (8-13-23) Discuss with Department Head and advise on legal issue. (8-14-23; 8-15-23) Communicate with department Head on costs associated with BOTA appeal. (12-29-23) Communicate with staff on immediately preceding issue. (1-1-24) Communicate with Appraiser on exemption application. (1-11-24) **Advise Department Head on legal issues. (1-24-24)**

Riley County Attorney: Work on contract for services. (2-22-23) Work on immediately preceding contract with Department Head. (2-27-23;2-28-23;3-1-23;3-2-23) Respond to Department head update on pending discussion to schedule with counsel on our BOTA cases. (4-7-23) Discuss with Department Head legislative issue. (4-7-23) *Discuss legal issue. (2-1-24)*

Riley County Clerk: Assist with KORA issue. (5-3-23) Assist with same KORA issue through communication with outside requester; communication with I.T. based on prior provision of similar information requested in 2021. (5-4-23) Work on request for electronic data. (5-22-23; 5-23-23; 5-26-23) Discuss contract issue. (6-2-23) Discuss contract issue. (6-13-23; 6-14-23) Work on same contract issue. (6-14-23) Teams meeting with Clerk and Election Supervisor on contract issue. (6-15-23) Confirm with County Clerk and Election Supervisor vendor has agreed to contractual provisions attachment; advise to place on BOCC agenda of public meeting on 6-22-23. (6-19-23) Work on separate proposed contract. Schedule Teams Meeting with Department Head and Election Supervisor for 6-21-23. (6-20-23) Teams meeting with Department Head and Election Supervisor on contract issue. Discuss. (6-21-23) Work with staff and advise on open records act issue. (7-24-23;7-25-23;7-26-23) Work on new open records act issue. (7-27-23; 7-28-

23; 7-31-23; 8-1-23) Work on open records act issues. (8-2-23; 8-3-23; 8-4-23; 8-7-23; 8-8-23; 8-9-23) Advise and assist on open record act issue. (9-12-23;9-13-23) Schedule meeting with staff of two departments to plan means of addressing particular type of KORA request in most fair and efficient manner to reduce, potentially, two departmental workloads. (9-13-23;9-14-23) Reschedule forgoing meeting to 10-27-23. (10-19-23) Work on contract law issue. (10-24-23) Assist with legal issue. (11-3-23;11-5-23; 11-6-23.) Approve on minute track as to form revised parking lot resolution developed by Deputy Counselor. (1-2-24) *Work on autopsy record storage issue. (2-2-24)*

Riley County Community Corrections: Discuss with PIO and department Head proposed correction of recent published newspaper article on grant award to Department. (1-2-24) Further conversation with Department Head and PIO about immediately preceding newspaper article. (1-2-24)

Riley County Emergency Management: *Work on project issue. (11-7-23; 11-8-23)* Conversation with stakeholders on a radio tower lease amendment. (1-2-24) ***Communicate with Director on state winter weather disaster declaration just released. (1-24-24)***

Riley County Emergency Medical Services: City Commission has asked counsel for both entities to develop a document allowing County use and potential improvements to alley providing access to lot purchased by County for North County ambulance station. I send email to counsel for City of Leonardville advising of this and inviting him to call me to discuss. (12-7-22) City Attorney responds and confirms parties understand what's necessary. Consultation with Craig. (12-8-22) Discuss with Department Head arrangement for site visit on 12-21-22. (12-20-22) Site visit with Department Head and Deputy County Counselor to be rescheduled. (12-21-22) Work on North County ambulance station design project. Discuss with Department Head. (1-29-23) Respond to communication from outside counsel on pending matter.(3-19-23) Prepare for teams meeting tomorrow morning on opening of alley easement for estimated September, 2023 completion of Leonardville North County Ambulance station. (5-8-23)

Riley County Extension: Work on annual authorization for controlled beer sales during rodeo at county fair. (5-31-23) Work with Director on parking issue at fair site. Contact USD 383. (7-20-23; 7-21-23)

Riley County Fire District No. 1: Schedule conversation with Department Head for 4-21-23 on Ashland Bottoms and University Park fire station projects—recently rejected bids—next steps. (4-17-23) Attend staff meeting on open burning issues with: Riley County Attorney; RCPD; Fire District Chief. (4-19-23) Meeting with Fire Chief on issues related to construction of two fire stations. (4-21-23) Review material on land swap proposed between Fire District and University Park, for construction of new fire station. (4-27-23) Leave message for Department Head in response to call earlier today. (4-27-23) Discussion with Department Head regarding University Park's agreement to contract terms for land swap as relayed previously by Department Head to University Park Advisory Board members. (4-27-23) Work on contract law issue. (11-7-23; 11-8-23.) Work on separate contract law issue. (11-7-23) Prepare for January 9, 2024 training presentation to District leadership. (12-27-23; 12-28-23; 12-29-23; 12-30-23; 12-31-23; 1-1-24) Conversation with HR Director regarding upcoming training to District leadership. (1-2-24) Conversation with Department Head on pending litigation. (1-2-24) Additional conversation with HR Director regarding upcoming training to District leadership. (1-2-24) Preparation for January 9, 2024 training presentation to District Leadership.(1-3-24) Check out technology at Public Works for tonight's training presentation to District Leadership. (1-16-24) Present training, along with HR Director, to District Leadership. (1-16-24)

Riley County GIS: Assist with provision of "shapefile" requested by company. Communicate with company representative and GIS staff. (6-5-23; 6-6-23)

Riley County Health Department Advise Department Head on issue involving small city. (6-19-23) *Work on contract law issue. (10-12-23;10-13-23.)* Work on contract law issue. (10-19-23;10-23-23; 10-24-23.)

Riley County Historical Museum:

Riley County Human Resources. (5-3-23) Work with HR and Department Head on personnel issue. (5-4-23) Discuss with staff “COVID” working group (Ambulance; RCHD; HR; Clerk) end of the public health emergency and benefits question raised. ((5-4-23) Communicate with HR and Department Head on personnel issue. (5-4-23) Discussion with Deputy County Counselor Woodard regarding legal issues surrounding immediately preceding legal issue. (5-4-23) Work on immediately preceding issue. Communicate with HR and Department Head. Schedule meeting with HR and Department for 5-5-23 (5-4-23) Meet with HR and assist with unrelated personnel issue. (5-4-23) Meet with Department Head and Deputy Counselor Woodard on issue scheduled on 5-4-23. (5-5-23) Teams meeting with HR and department leadership on personnel issue. Follow up with HR on same personnel issue. (5-8-23) Conversation with HR on different personnel issue. (5-8-23) Discuss personnel issue with HR Director. (5-19-23) Work on personnel issue. (5-22-23) Communicate with HR on pending litigation matter. (5-22-23) Assist HR with personnel issue. (5-31-23) Assist HR with personnel issues. (6-6-23) Assist HR with contractual issue. (6-7-23) Assist HR and county department with personnel issue. (6-12-23) Exchange communications with HR and department about personnel issue discussion rescheduling. (6-16-23) Communication from Dept. on personnel issue. Analyze. (6-15-23) Work on legal issue for Department. (6-25-23) Assist Department with legal issue. (6-26-23) Assist Director and a Department Head with HR matter. (7-11-23; 7-12-23) Discuss 3 different personnel law issues with Director. (7-18-23) Advise Department on 2 unrelated personnel law issues. (7-21-23) Discuss personnel law issue. (8-2-23) Communicate with HR regarding legal issue. (8-9-23) Communicate with HR regarding search to fill vacant Legal Assistant Position. (8-13-23) Finalize Greed Dot Contract. (9-12-23) Conversation with HR. (10-12-23.) Review example of proposed Performance Review new form to be completed by 10-16-23.(10-12-23) Work with a department on HR issue “IV.” (10-13-23.) Work with Department on unrelated HR issue(“V”). (10-16-23.) Work with Department on unrelated HR issue “VI”.(10-16-23.) Work with department on Personnel issue I. (10-19-23;10-23-23; 10-25-23.) Work with division on personnel law issue II. (10-24-23.) Work with Division and Department Head on personnel law issue II. (10-25-23;10-26-23;10-27-23;10-28-23-10-29-23;10-30-23) Work with Division and Department Head on personnel law issue. (11-1-23.) Work with Division and Department on personnel law issues. (11-2-23;11-3-23; 11-5-23;11-6-23.) *Work on personnel law issue for Division and Department. (11-10-23).Work with Division and Department on personnel law issues. (11-9-23;11-13-23; 11-14-23).* Prepare for disciplinary action appeal scheduled for January 4, 2024. (12-289-23) Communicate with team members on working group considering revision of personnel manual. Working group to reconvene 1-9-24. (1-2-24) Work on personnel issue. (1-4-24; 1-5-24) Communicate with Department head and Division head on upcoming potential meeting regarding process. (1-12-24) Communication from Division head on upcoming work group work for discussions on personnel policies. (1-12-24) Working group discussion of personnel policy issues. (1-12-23) Working group discussion of personnel policy manual. (1-18-24) Working group discussion of personnel policy practice. (1-22-24) Analyze and comment upon potential policy. (1-24-24) Analyze potential changes to personnel policy. (1-29-24; 1-30-24; 1-31-24) **Advise on legal issue. (2-1-24)**

Riley County Information Technology/GIS Follow up on “shapefile” request from company. (6-5-23) *Work with department on contract law issue. (10-24-23.)* Conversation with GIS staff member regarding City GIS “layer” issue. (1-2-24) *Discuss legal issues involving federal act(s) and communication technology. (2-1-24)*

Riley County Museum: Advise Director on question raised on behalf of Historical Society. (5-3-23)

Riley County Noxious Weeds/Hazardous Household Waste: Discuss with department head upcoming potential property leases of county ground. (5-3-23) Request Department Head provide copy of deed on one of leased properties—to review restrictions on all the leased properties. (5-4-23) Schedule discussion with Department Head on real property issue. (5-22-23) Review and approve as to form weed control contract proposed by KDOT. Inform Department head I’ve done so. (1-2-24) Conversation with Department Head on immediately preceding contract. (1-2-24)

RILEY COUNTY POLICE DEPARTMENT—Administered by Law Enforcement Agency (“Law Board”): *Communication from City Manager, County Clerk and County Attorney regarding RCPD question about potential ordinance or resolution. I contact Barry Wilkerson for discussion. (1-12-24)*

Riley County Public Information Officer: Conversation on lawful options for final version of BOCC minutes. (10-24-23.)

Riley County Planning & Development: Relay information obtained to Planning & Development. (5-3-23) Assist Dept. Head with road renumbering issue. (5-30-23) Draw up agreed order withdrawing my motion finding requests for admission provided appellant are admitted. File approved order electronically. (6-5-23; 6-6-23) Schedule meeting with Department Head and staff on nuisance property. (6-9-23) Work on benefit district project and its authorization. (6-12-23; 6-13-23) Communicate with staff on nuisance property. (6-14-23) Work on Prairiewood appeal to District Court. (7-25-23; 7-26-23) Communicate with staff on different property in violation of county codes. (7-27-23) Work on Prairiewood appeal to District Court. (8-1-23; 8-2-23) Work on Prairiewood appeal to District Court. (8-3-23; 8-4-23; 8-6-23; 8-7-23; 8-8-23; 8-9-23) Work on Prairiewood appeal to District Court. (8-10-23; 8-11-23; 8-12-23; 8-13-23; 8-14-23; 8-15-23; 8-16-23) Work on Prairiewood appeal to District Court. (8-17-23; 8-18-23; 8-19-23; 8-20-23; 8-21-23; 8-22-23; 8-23-23; 8-24-23; 8-25-23; 8-26-23; 8-27-23; 8-28-23) Represent County in District Court hearing on Prairiewood appeal. (8-29-23) Conversation with landowner. (10-12-23.) Review and approve Comprehensive Plan resolution “as to form” for 10-16-23 BOCC meeting. (10-12-23.) Work on pending litigation. (10-13-23) Work on pending litigation “III”. (10-13-23.) Work on pending project “I”. (10-13-23.) Conversation with opposing counsel in pending appeal “II.” (10-13-23) Work on benefit district project. (11-6-23; 11-7-23.) Work to schedule meeting with business and staff on different pending legal issue. (11-7-23; 11-8-23) Work on benefit district contract for environmental assessment. (1-26-24; 1-31-24) ***Complete work on benefit district contract for environmental assessment; route vendor—approved contract to this department’s Office Manager for placement on next Monday’s business meeting agenda, following conversation with Department Head. (2-1-24)***

Riley County Public Information Officer: (5-8-23) Further communication with PIO and working group about same informational program. (5-8-23) Communication from PIO requesting legal advice. (7-24-23)

Riley County Public Works: Discuss with Department Head and Assistant County Engineer transfer station operation. (5-2-23) Work toward potential agreement on parking lot. (5-3-23) Work toward potential agreement on parking lot. (5-4-23) Discuss potential contract and bid documents on culvert replacement. Advise Assistant County Engineer. (5-5-23) Communicate with Staff on completion of review of contract issue. (5-19-23) Analyze contract issue on separate project at request of Department Head. Discuss with Department Head. (5-19-23) Teams meeting with Department Head on lease issue; and on township issue. (5-23-23) Communicate with landowner. (5-24-23) Continue work on lease issue. (5-24-23; 6-6-23) Work on same lease issue. (6-11-23; 6-12-23) Discuss transfer station operation with Department Head and Assistant County Engineer (6-12-23; 6-13-23; 6-14-23) Work on benefit district project and its authorization (6-12-23; 6-13-23) Discuss transfer station issue with Department Head and Assistant County Engineer. (6-14-23) Communicate with Department Head and Assistant County Engineer about opportunity to Teams Meet with Operator and his counsel 6-23-23. (6-19-23) Send invitations for Teams Meeting to Operator, his counsel, Department Head and Assistant County Engineer. (6-20-23) Work on parking lot lease project. (6-19-23; 6-20-23; 6-21-23; 6-22-23; 6-26-23) Work on contract for transfer station. Communicate with Department Head and Assistant County Engineer. (7-1-23) Communication from KDOT on City of Ogden bridge inspection. (7-1-23) Work on contract for transfer station. (7-1-23; 7-2-23; 7-5-23) Review and approve “as to form” term sheets and associated bond counsel documents for financing of two distinct scheduled construction projects. (7-20-23) Work with bond counsel on financing for two distinct scheduled projects. (7-24-23; 7-25-23) Review and approve as to form contract documents for public safety headquarters construction project—Construction Manager at Risk. (7-27-23) Work on contract for transfer station. (8-3-23; 8-4-23) Review for

BOCC signature at this Thursday's scheduled public meeting, proposed final contract returned today by transfer station operator. (8-14-23) Discuss land use issue with Department Head. (10-12-23.) Communicate with potential vendor on project. (10-13-23.) Communicate with county insurer on project. (10-13-23.) Contract law issue. (11-6-23.) *Work on bid packet issue. (1-2-24) Contacted by KDHE requesting permission for project. Relay request to Public Works Director and invite conversation. (1-3-24) Discuss with Director Township Officers' March 6, 2024 meeting agenda. Contact outside party as possible participant to assist with program. (2-2-24)*

Riley County Register of Deeds: Discuss legislative conference issue with Department Head. (12-6-22; 12-7-22) Advise on legal issue. (2-12-23) Communicate with Department head on deed issue. (3-17-23) Discuss with Deputy Counselor correction deed prepared for filing. (3-28-23) Communicate with three offices, their staff and department heads on common legal issue. (11-7-23) Communicate with department head on same issue. (11-8-23)

Riley County Treasurer: Discuss with Department Head process for Opioid Settlement Fund payments routed from Attorney General's Office. Discuss with Assistant Attorney General supervising such distributions. (12-21-22)

III. Projects by Professional Association, Internal and External Committees/working groups, CLE, & Other Administrative Matters:

Ad Hoc Staff Committees/Work Groups on Multiple Subjects: Staff committee discussion of issue in recent tax sale. Clerk and staff, Treasurer, Appraiser and staff. (3-6-23)

Administrative Matters: Discuss with HR CAR I'll prepare for transition of Counselor position based upon my scheduled 2025 retirement. (5-19-23) Work on transition of Deputy position given incumbent's scheduled retirement. (5-22-23; 5-23-23) Discuss and decide with staff on renewal of "Hawver" subscription. (5-30-23) Register for June 20 webinar on Title VI requirements under ARPA; to be conducted by Officer of Recovery. (6-5-23) Information to Office Manager on invoice for Westlaw. (7-5-23) Partners' Meeting. (7-21-23) Review and approve proposed CAR drafted by H.R. for upcoming position vacancy due to a retirement. (7-27-23) Work with HR and staff working group preparing for candidate interviews for 2 positions. (7-27-23; 7-28-23) Staff meeting to discuss departmental input, as requested by PIO, on survey regarding retention and recruitment and retention. Provide info to PIO. (8-2-23) Review, approve Department timecards. (8-6-23) Work on transition of department for upcoming vacancy in Office Manager position. Review all internal applications. Communicate with both Riley County Deputy County Counselors and H.R. Director. (8-6-23) Work on transition of department to fill vacancy in Legal Assistant position. (8-10-23; 8-11-23; 8-13-23) Review City/County/County agenda for 8-17-23 meeting. (8-13-23) Work on upcoming retirement receptions for department. (8-11-23; 8-14-23; 8-15-23; 8-16-23; 8-17-23) Continued work on transition of department to fill vacancy in Legal Assistant position. (8-15-23) Participate in panel interview of candidate for Legal Assistant I position. (8-18-23) Attend retirement reception in BOCC chambers for Jill Seaton. (8-31-23) *Relay reflex latest to staff—No access to court of appeals or supreme court yet as of noon today. (1-26-24)*

Continuing Legal Education: Attend online CLE program. (6-11-23) Attend CCAK CLE program. (6-16-23)

County Counselor Association of Kansas:

Department Head Committee: Attend and participate in committee meeting. (7-5-23) Attend and participate in meeting. (7-19-23) Attend and participate in committee meeting. (8-2-23) Attend and participate in Committee Meeting. (10-18-23) Attend and participate in committee meeting. (11-1-23.) Prepare for meeting scheduled for 1-3-24 (1-2-24) Attend and participate in Committee meeting. (1-3-24)

Intergovernmental Luncheon:

Joint Task Force on Possible Fair and Rodeo Relocation: Attend 2nd meeting of group at Chamber offices. (7-14-23) Attend first ½ hour of task force meeting at KSU foundation. (8-16-23)

Kansas Association of Counties:

Staff Budget and Planning Committee: Work with B & P on development of contracts for transfers to small cities for loss of funds as countywide ½ cent sales tax sunsets 12/31/22. (11-15-22) Review material for BOCC presentation to be made by Budget and Planning during the next BOCC public meeting. (11-28-22) Attend and participate in Committee meeting. (11-29-22) Ask Shilo for her opinion on draft of agreement. (2-7-23) ***Prepare for scheduled 1-3-24 committee meeting. (1-2-24)*** Attend and participate in Committee meeting. (1-3-24) Review upcoming agenda for scheduled 1-30-24 committee meeting. Communicate with committee. (1-26-24)

Staff Riley County Employee Recognition Day Planning Committee: Attend and participate in committee work planning Employee Recognition Day. (6-20-23) Analyze proposed venue contract. Conversation with County's insurer. Voicemail left with PIO. (7-5-23) Attend and participate in Committee meeting (7-18-23) Communicate with sales representative for AMC Theatre. (8-2-23; 8-3-23) Communicate with AMC representative and our insurer regarding event. (8-13-23) Attend and participate in committee meeting. (8-15-23) Communicate with our insurer and attorney for venue regarding Recognition Day. (8-15-23) Communicate with attorney for venue regarding Recognition Day. (8-16-23; 8-17-23) Attend and participate in Employee Day. (10-9-23.) Work on future Employee Recognition Day issue. (10-18-23) *Contact insurer to evaluate coverage for potential site for 2024 Employee Recognition Day. (1-2-24)*

Staff Road Renaming Committee:



PUBLIC WORKS
Project Update

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

MEMORANDUM

FROM: John Ellermann, Public Works Director

MEETING: February 12, 2024

SUBJECT: Public Works Project Update

PRESENTER: John Ellermann

Update on the projects and activities by the Public Works staff and crew.

Enclosures:

- 021224 Project Update (PDF)

Project Update

Public Works Department

2/12/2024

Kitten Creek Culvert Replacement (N.5-22.5)

- Approximately 1.5 mi N. of Anderson Ave.
- Olsson and Associates
- Working on easements

Winkler Mills Bridge (H.0-5.9)

- Approximately 0.1 mi. N. of Fancy Creek Rd.
- Bartlett & West
- Bid documents and bid date.

Fancy Creek Bridge (K.0-6.2)

- Approximately 1.25 mi. W. of Tuttle Creek Blvd.
- Schwab-Eaton
- Considered Historic by State Historic Preservation Office
- SHPO approval of documentation of bridge
- Reese Construction low bid – Start 12/4
- Old bridge removed and one pier complete, working on abutment.

Parallel Rd. Culvert (C.7-0.0)

- Approximately 0.2 mi E. of May Day Rd.
- Schwab-Eaton
- Easements and January 15 bid date.

Marlatt Rd Improvement

- Benesch proposal review
- Dennison to Seth Child
- Cost share with City – trail and Browning Intersection. – MOU
- Review of design contract and develop MOU

Parks:

- Cleaning up Landscape Beds.
- Arborist School
- Prepping for pre-emergent spraying.
- Snow Removal
- Floor Cleaning and paint touch-up in Keats Shelter.

Operations:

- Snow Removal.
- Blading and Rocking roads.
- Small structure inspections and repairs.

- Swede Creek Pre-Cast RCB scheduling around weather.
- Preparing quotes bids for pre-cast box culverts. R&B and sales tax projects.

Miscellaneous

- Open Positions: Purchasing Agent, Custodial Worker I, Traffic Control Tech.
- University Park Lagoon Project-Lagoon size determined. Continue to work on grant and funding applications. Approved for the Small-Town Water & Sewer Infrastructure Assistance Grant. Waiting on Terracon report. Site issues
- RCPS Headquarters Station – BHS accepted bids before Christmas. Rezoning to Public Improvement District is underway.
- Election Room work complete except for electrical. Maybe within the next week or so.
- Design schematics for 4th floor CPE. Held Pre-Bid meeting Friday (9th). Bid opening scheduled for February 22nd.
- Township Meeting scheduled for March 6th.
- Working on a Purple Wave sale.
- Working on new water contract for University Park.
- Marlatt Ave. Corridor project. Working on contract with Benesch and MOU with City.
- Transfer Station load out scales; Preparing bid documents.