Board of Riley County Commissioners
Regular Meeting
Agenda
February 27, 2023

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

Cindy Kabriel
785-565-6200

Commission Chambers **8:30 AM**

District 2 – Greg McKinley, Member | District 3 – Kathryn Focke, Chair | District 1 – John Ford, Vice Chair

8:30 AM **Call to Order**

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Appraiser Website agreement with Braden Cott, Assistant Vice President of United Bank & Trust
4. Sign Tax Roll Corrections

Review Minutes

5. Board of Riley County Commissioners - Regular Meeting - Feb 23, 2023 8:30 AM

Press Conference Topics

6. Discuss Press Conference

Review Tentative Agenda

7. Tentative Agenda

9:00 AM **Robbin Cole, Pawnee Mental Health Services Director**

8. Pawnee Mental Health Services update

9:15 AM **Alvin Perez, Operations and Fleet Manager**

9. Bid opening for crushed/washed limestone chips

9:20 AM **Elizabeth Ward, Human Resource Director**

10. NACo High Performance Leadership Academy

9:30 AM **Press Conference**

11. 2023 Valuation Notices - Anna Burson (3-5 minutes)

12. NACo Conference - John Ford (5 minutes)

9:40 AM **Amanda Webb, Planning/Special Projects Director**

13. Comprehensive Plan update - public outreach/engagement discussion

10:10 AM **Clancy Holeman, Counselor/Director of Administrative Services**

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

10:30 AM **Gary Fike, County Extension Director**

16. Future of the Riley County Fair Facilities

11:00 AM **John Ellermann, Public Works Director/County Engineer**

17. County Road Systems in Kansas

12:00 PM **Intergovernmental Luncheon**

18. Intergovernmental Luncheon Agenda

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.

Anna Burson
County Appraiser
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-537-6310

COUNTY APPRAISER'S OFFICE
Agreement

COMMISSION AGENDA REPORT

FROM: **Lisa McAdams**

MEETING: **February 27, 2023**

SUBJECT: **Appraiser Website agreement with Braden Cott, Assistant Vice President of United Bank & Trust**

PRESENTER: **Anna Burson**

POSSIBLE MOTION(S)

Move to approve Appraiser Website agreement with Braden Cott, Assistant Vice President of United Bank & Trust

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:
- United Bank (PDF)

REAL ESTATE SALES DATA SEARCH SERVICE AGREEMENT

This Real Estate Sales Data Search Service Agreement is made and entered into this 22nd day of February, 2023 by and between Riley County, Kansas, a municipal government under the laws of the State of Kansas, by and through the County ("County"), the County Appraiser ("Appraiser") and United Bank + Trust with its principal offices located at 221 N 4th ST Suite A Manhattan, KS 66502 ("Member").

WHEREAS, Appraiser has developed an Internet site whereby persons authorized by K.S.A 79-1437f can access Riley County real estate sales information; and

WHEREAS, Appraiser has authority to enter into on-line access agreements to provide access to the forgoing records, and Appraiser accepts responsibility for daily management of this Agreement; and

WHEREAS, Member is an authorized person under K.S.A. 79-1437f and has requested access to the real estate sales data on the Appraiser's internet site, and desires to do so at a price sufficient to permit County to recover its costs of labor and material, as well as depreciation of equipment; and

WHEREAS, the County and Member desire to enter into an agreement for access to images of real estate sales data on the Appraiser's internet site.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, the County and Member agree as follows:

1. **Services**

   1.1. The County Agrees to provide on-line access to electronic images of Riley County real estate sales information to Member pursuant to the terms and conditions stated in the Agreement (the "Agreement"). Member shall access the images via Appraiser's web site ("web site") through the use of a user ID and password. The County will provide reasonable maintenance and support to the web site. No other services are provided under this Agreement. The images of real estate sales information provided through the Service will include the information obtained from the real estate sales validation questionnaires required by K.S.A. 79-1437c.

   1.2. Member is responsible for establishing, providing and maintaining its own connection to Appraiser's web site.

   1.3. Member acknowledges and agrees that the Appraiser's web site was developed by and is solely owned by the County and that it will remain the exclusive property of the County.

RECEIVED
FEB 22 2022
RILEY COUNTY APPRAISERS

Attachment: United Bank (13205 : Appraiser Website agreement with United Bank & Trust)

2. **Fees and Payments**

2.1. Member has two payment options for accessing the Appraiser's web site. The Member agrees to pay based on one form of access chosen below **(Check appropriate box).**

_____**Site license**. This allows unlimited Member employees access to Appraiser's web site. The annual charge is $590.

__X__**Individual user license**. This allows a single user unlimited access to Appraiser's web site. The annual charge is $200. If this option is chosen, each individual user who needs access will be required to pay for a license, for example; 2 users need access (2 x $200 = $400). **Each individual user will need to sign an Agreement**. (See 2.2 below)

Member agrees to pay the annual service fee on or before January 1 of each successive year.

Payment for the first calendar year of service is due in full upon signing of this Agreement, regardless of the date of the Agreement. All notices and payments shall be returned to:

Riley County Appraiser's Office
110 Courthouse Plaza B302
Manhattan, KS 66502

2.2. If a Member chooses the **Individual** user license option, but abuses the license option but shares (intentionally or accidentally) the username and password with other users, access to the Appraiser's web site will be suspended and will not be reinstated until a new Agreement, acceptable to County, is signed and an additional $500 site license option is paid.

2.3. County expressly reserves the right to increase the fees set forth above, in its sole discretion. County shall provide to Member thirty (30) days advance written notice of any such increase and Member shall have the option of terminating the Agreement within the thirty (30) day notice period. County shall terminate service to Member on December 31 of the year the Member provides formal written notice to County to terminate agreement, if Member has paid annual service access fee for that calendar year. If Member provides formal written notice to terminate agreement after January 1, without payment of the annual service access for that year, County shall immediately terminate service.

2.4. Services may be reinstated to a terminated Member, at the sole discretion of County, following the signing of a new agreement and payment of the annual service access fee.

Attachment: United Bank (13205 : Appraiser Website agreement with United Bank & Trust)

3. **Illegal Provisions**

3.1. If any provision of this Agreement shall be declared to be illegal, void, or unenforceable by a court of competent jurisdiction, the remaining provisions hereof shall not be affected, but shall remain in full force and effect.

4. **Interruption of Service**

4.1. Appraiser's office shall make reasonable efforts to provide adequate and uninterrupted service under the terms hereof. However, Appraiser and County shall not be liable for interruption of service or delays in providing access to the information described herein. The images provided may not be true, complete and accurate. Member will indemnify and hold harmless hereunder Appraiser and County for any third party claims that the images hereunder were or are not true, complete or accurate. Periodic maintenance shall take place whenever deemed necessary at the sole direction of County, Appraiser, or the Information Systems department of County.

5. **Member's Responsibilities and Certification**

5.1. The receipt of data through the Appraiser's web site is a privilege, not a right and that the use or misuse of this information for unlawful purposes may result in the revocation of access of Member at any time.

5.2. The Member acknowledges and agrees that only those persons authorized by K.S.A. 79-1437f to access the service, including the data contained in the real estate sales validation questionnaires, because Member is one of the following persons or entities and will use the data for one of the following purposes **(Check all appropriate boxes)**.

_____ K.S.A. 79-1437f (d) appraiser licensed or certified pursuant to K.S.A. 58-4101 et seq., and amendments thereto, for appraisal or property and preparation of appraisal reports;

__X__ K.S.A. 79-1437f (e) financial institutions for conducting appraisals as required by federal and state regulators;

_____ K.S.A. 79-1437f (i) a person licensed pursuant to the real estate brokers' and salespersons' act for purposes of fulfilling their fiduciary duties to clients and providing information on market value of property to clients.

5.3. Member agrees that its use of the service and of information obtained through the service will be solely for purposes authorized by K.S.A. 79-1437f and that the information obtained from the service will not be released, distributed, or exchanged with other persons or entities unless otherwise authorized by law.

Attachment: United Bank (13205 : Appraiser Website agreement with United Bank & Trust)

5.4. If Member's status changes, K.S.A. 79-1437f is amended or repealed, or if for any other reason Member is no longer authorized under K.S.A. 1437f to access the contents of real estate sales validation questionnaires, Member shall immediately notify the County and this Agreement shall automatically terminate without further notice. There will not be a proration of fees in the event of termination prior to the end of the contract year.

5.5. Member is solely responsible for its activities hereunder. Member is also solely responsible for any unauthorized access or use, by means of Member's password, or username; and shall hold harmless and indemnify both the County and Appraiser for any claims made based on such unauthorized use or access. Member agrees that it will not act hereunder for any illegal purpose, in infringement or copyright, trademark, intellectual property or proprietary rights or laws, or in any manner or for any purpose that interferes with or disrupts other users, services, or equipment.

5.6. The County shall provide to Member a user ID and password accessing the information described herein. Member is solely responsible for managing its user ID and password. Member shall take all necessary and appropriate security measures to insure that Member's user ID and password is not disclosed to other persons or entities. Member shall not share, loan, assign, transfer, or release its user ID and password to any other person or entity.

5.7. The County reserves the right to take all reasonable and necessary steps to protect the security of Riley County data from account abuse, or if account security has been compromised.

5.8. Member agrees that it will not use the data and information obtained through the Service for the purpose of selling or offering for sale any property or service to any person listed or to any person who resides at any address listed in such data, nor will Member sell, give or otherwise make available to any person any list of names or addresses contained in or derived from such data for the purpose of allowing that person to sell or offer for sale any property or service to any person listed or to any person who resides at any address listed. Member has read K.S.A. 45-220 (Attachment 'A') and K.S.A. 21-3914 (Attachment 'B') regarding the prohibition against using data for direct or indirect solicitation and agrees to comply with all applicable laws regarding use of the data and information obtained through the this Agreement.

6. **Disclaimer of Warranties**

6.1. The County shall operate and maintain that web site, contingent upon the County's network and equipment capacity, and connection availability. Member acknowledges and agrees that the County does not operate or control the internet, or the World Wide Web.

Attachment: United Bank (13205 : Appraiser Website agreement with United Bank & Trust)

6.2. The County expressly disclaims any express or implied warranties, representations, or endorsements regarding any information, products, or services provided pursuant to this Agreement or through the web site. Member acknowledges and agrees that the web site is for informational purposes only. The information, products, or services provided pursuant to this Agreement or through the web site are provided on an "as is" and "as available" basis without warranties or any kind, express or implied, and including but not limited to warranties of title, no infringement, or implied warranties of merchantability or fitness for a particular purpose. No advice or information given by the County's employees, agents, or contractors shall create a warranty. Under no circumstances shall the County be liable for any direct, indirect, incidental, special, punitive, or consequential damages or losses that result from Member's use of or inability to access any part of the web site or Member's reliance on or use of information, products, or services provided on or through the web site or that result from mistakes, omissions, interruptions, loss, theft, or deletion of flies, errors, defects, delays in operation or transmission, computer viruses, or any failure of performance.

7. **Termination**

7.1. The Agreement shall commence on the execution date of their contract and continue thereafter annually from January 1st of each year until termination by either part as provided herein. Either party may terminate this Agreement with or without cause by giving thirty (30) days written notice to the other party. Upon submission of such notice, this Agreement shall terminate at the conclusion of the thirty-day notice period. There will not be a pro-ration of fees in the event of termination prior to the end of the contract year.

8. **Miscellaneous**

8.1. The waiver of any breach of any provision of this Agreement shall not constitute a waiver of any subsequent breach of the same or other provisions herein.

8.2. This Agreement contains the entire understanding between the parties and supersedes all prior agreements or understandings between the parties with respect to the subject matter hereof.

8.3. Any modification or waiver of any provision in this Agreement shall not be effective unless made in writing.

8.4. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas.

8.5. Member shall not assign, transfer, convey, sublet, resell or otherwise dispose of this Agreement or any of the rights and obligations hereunder without the prior written consent of the County.

Attachment: United Bank (13205 : Appraiser Website agreement with United Bank & Trust)

MEMBER

By (Print): United Bank + Trust

Signature: Bradey J Cott

Title: Assistant Vice President

Date: 02/22/2023

Phone Number: 785-537-4500

Fax Number: 785-537-0544

E-Mail: bcott@ubankonline.com

Estimated # of Users: 1

BOARD OF COMMISSIONERS OF RILEY COUNTY, KANSAS

Kathryn Focke, Chair

Approved:

By: Anna Burson, Riley County Appraiser

Date: 2/22/23

Attachment: United Bank (13205 : Appraiser Website agreement with United Bank & Trust)

Attachment A to "Contract" Between Riley County (hereinafter "County"), and United Bank & Trust (hereinafter "Member").

CONTRACTUAL PROVISIONS ATTACHMENT

The undersigned parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being dated the 22nd day of February, 2023.

1. **TERMS HEREIN CONTROLLING PROVISIONS.** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in the contract and any other document relating to and a part of the contract in which this attachment is incorporated. All terms hereof survive termination of the contract.

2. **AGREEMENT WITH KANSAS LAW.** It is agreed by and between the undersigned that all disputes and matters whatsoever arising under, in connection with or incident to the contract shall be litigated, if at all, in and before a state Court located in the State of Kansas, County of Riley, or if in Federal Court, at a Federal Court located in Topeka, Kansas, to the exclusion of the Courts of any other states or country. All contractual promises shall be subject to, governed by, and construed according to the laws of the State of Kansas, without reference to its conflict of laws principles. Both parties submit to venue and jurisdiction in these courts. In the event an action or claim arises outside of the exclusive jurisdiction specified herein which names County as a party, Member agrees to initiate, consent to and/or cooperate with any and all efforts to remove the matter to the exclusive jurisdiction named herein and otherwise to take any and all reasonable actions to achieve County's objectives of this provision.

3. **COMPLIANCE WITH APPLICABLE LAWS, SERVICE STANDARDS AND REQUIRED PROCEDURES.**

   3.1 Service Standards and Procedures. Member shall perform the services set forth in the Contract in compliance with applicable standards and procedures specified in the Contract.

   3.2 Compliance With Law. Member shall comply with all applicable local, state and federal laws and regulations, in carrying out the Contract, regardless of whether those legal requirements are specifically referenced in the Contract.

4. **CASH BASIS AND BUDGET LAWS.** The right of the County to enter into the Contract is subject to the provisions of the Cash Basis Law (K.S.A. 10-1112 and 10-1113), the Budget Law (K.S.A. 79-2935), and other laws of the State of Kansas. The Contract shall be construed and interpreted so as to ensure that the County shall at all times stay in conformity with such laws, and as a condition of the Contract the County reserves the right to unilaterally terminate the Contract at any time if, in the opinion of its legal counsel, the Contract may be deemed to violate the terms of such laws.

Attachment: United Bank (13205 : Appraiser Website agreement with United Bank & Trust)

5. **TERMINATION DUE TO LACK OF FUNDING APPROPRIATION.** If, in the judgment of the Riley County Commissioners, after consultation with its Budget and Finance Officer or other county officials, sufficient funds are not appropriated to continue the function performed in the contract and for the payment of the charges hereunder, County may terminate the contract at the end of its current fiscal year. Termination shall be effective 30 days after County mails written notice to Member. In the event of such termination, County agrees to give written notice of termination to Member. With regard to equipment, leased or otherwise, provided to County under the contract, if lawful, County will pay to the Member all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the contract by County, title to and possession of any equipment purchased by the County under contract, but not fully paid for, shall revert to Member at the end of County's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the County or the Member.

6. **ANTI-DISCRIMINATION CLAUSE.**
In carrying out the Contract, Member shall comply with K.S.A. 44-1001 *et seq.*

6.1 Member shall observe the provisions of the Kansas act against discrimination and the Kansas age discrimination in employment act, and shall not discriminate against any person in the performance of work under the Contract because of race, religion, color, sex, disability, national origin, ancestry, or age.

6.2 In all solicitations or advertisements for employees, Member shall include the phrase "equal opportunity employer" or a similar phrase to be approved by the Kansas Human Rights Commission.

6.3 If Member fails to comply with the provisions of K.S.A. 44-1031, requiring reports to be submitted to the Kansas Human Rights Commission when requested by that Commission, Member shall be deemed to have breached the Contract and it may be canceled, terminated or suspended, in whole or in part, by County.

6.4 If Member is found guilty of a violation of the Kansas act against discrimination under a decision or order of the Kansas Human Rights Commission which has become final, Member shall be deemed to have breached the Contract and it may be canceled, terminated or suspended, in whole or in part by County.

6.5 Member shall include the provisions of paragraphs 6.1 through 6.4 inclusively of this section in every subcontract or purchase order so that such provisions will be binding upon such sub Member of Member.

6.6 Parties to the contract understand that this paragraph number 6 is not applicable if Member employs fewer than four employees or if Member's contracts with the County cumulatively total $5,000 or less during the County's fiscal year.

7. **ACCEPTANCE OF CONTRACT.** The contract shall not be considered accepted, approved or otherwise effective until the required approvals and certifications have been given and this Contractual Provisions Attachment is signed by the Board of County Commissioners of Riley County, Kansas.

Attachment: United Bank (13205 : Appraiser Website agreement with United Bank & Trust)

8. **ARBITRATION, DAMAGES, WARRANTIES.** Notwithstanding any language to the contrary, no interpretation shall be allowed to find the County has agreed to binding arbitration, or the payment of damages or penalties upon the occurrence of a contingency. Further, the County does not agree to pay attorney fees and late payment charges; and no provisions will be given effect that attempts to exclude, modify, disclaim or otherwise attempt to limit implied warranties of merchantability and fitness for a particular purpose.

9. **REPRESENTATIVE'S AUTHORITY TO CONTRACT/REQUIRED DOCUMENTATION.** By signing the Contract, the representative of Member thereby represents that such person is duly authorized by Member to execute the document on behalf of Member and Member agrees to be bound by the provisions thereof. Member shall furnish evidence of authority to transact business in Kansas, in the form of a certificate signed by the Kansas Secretary of State.

10. **RESPONSIBILITY FOR TAXES.** The County shall not be responsible for, nor indemnify Member for, any federal, state or local taxes that may be imposed or levied upon the subject matter of the contract.

11. **NO INSURANCE PROVIDED BY COUNTY.** The County shall not be required to purchase, any insurance against loss or damage to any personal property to which the contract relates, nor shall the contract require the County to establish a "self-insurance" fund to protect against any such loss or damage. Subject to any applicable provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 *et seq.),* Member shall bear the risk of any loss or damage to any personal property to which Member holds title.

12. **TERM AND TERMINATION.**

12.1 Term. This Contractual Provisions Attachment shall be effective as of its date of execution by the parties and shall remain in effect during the term of the Contract, or until terminated either for convenience, breach or default, as set out herein. Thirty (30) days written notice to the breaching party is required.

12.2 Termination for Cause. If Member shall fail to fulfill in a timely and proper manner its obligations under the Contract, or if Member shall violate any of the terms, covenants, conditions, or stipulations of the Contract, County shall thereupon have the right to terminate the Contract by promptly giving written notice to Member of such termination and specifying the reasons for the termination and the effective date thereof. A breach shall include, but not be limited to, failure to comply with any or all items contained in the Contract and any appendices, exhibits or amendments thereto, if any.

Notwithstanding the above, Member shall not be relieved of liability to County by virtue of any breach of the Contract by Member.

12.3 Termination for Convenience. County may terminate the Contract in whole or in part, upon thirty (30) days written notice to Member, stating the effective date of the termination for convenience.

12.4 Payment Calculation Upon Termination. In the event of termination under the Contract by either party, any amount owed Member will be calculated based solely upon payment for fair value of acceptable services provided by Member to the point of termination, which fair value is not the subject of a good faith dispute.

Attachment: United Bank (13205 : Appraiser Website agreement with United Bank & Trust)

13. **PERSONNEL.**

13.1 Qualified Personnel. Member represents that it has, or shall secure at its own expense, all personnel required in performing the services under the Contract. Such personnel shall not be employees of or have any other contractual relationship with County. All personnel engaged in the work shall be fully qualified according to the laws of the State of Kansas and the provisions of this Contract.

13.2 Minimum Wages. Member will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act.

13.3 Employee Conflict of Interest. Member shall establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.

14. **PROHIBITION OF CONFLICTS OF INTEREST.**

14.1 Interest of Public Officials and Others. No officer or employee of Riley County, no member of its governing body, and no other public official who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of the Contract shall participate in any decision relating to the Contract which affects such person's personal interest or the interest of any corporation, partnership, or association in which such person is directly or indirectly interested; nor shall any officer or employee of Riley County or any member of its governing body or other public official have any interest, direct or indirect, in the Contract or the proceeds thereof.

A. Interest of Member. Member covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under the Contract.

B. Notice to Bidders. Requests for proposal or invitations for bid issued by Member to implement the Contract will provide notice to prospective bidders that Riley County's conflict of interest provision is applicable and that prospective bidders who develop or draft specifications, requirements, statements of work and/or RFPs for a proposed procurement shall be excluded from bidding or submitting a proposal to compete for the award of such procurement.

15. **ASSIGNMENT.** Neither the Contract nor any rights or obligations hereunder shall be assigned or otherwise transferred by either party without the prior written consent of the other.

16. **SUBCONTRACTING.** None of the work or services covered by the Contract shall be subcontracted without the prior written approval of County. All approved subcontracts must conform to all terms set forth in the Contract and the Contractual Provisions Attachment.

Attachment: United Bank (13205 : Appraiser Website agreement with United Bank & Trust)

17. **LICENSES AND PERMITS.** Member shall maintain all licenses, permits, certifications, bonds, and insurance required by federal, state or local authority for carrying out the Contract. Member shall notify County immediately if any required license, permit, bond or insurance is canceled, suspended or is otherwise ineffective. Such cancellation, suspension, or other ineffectiveness may form the basis for immediate revocation or cancellation of the Contract by County, in County's sole discretion.

18. **PUBLIC DOCUMENTS.** It is agreed that the Contract, and all subsequent agreed amendments or addenda thereto are public documents which will be filed with the Riley County Clerk, and will be open to public inspection.

19. **MERGER/SALE/TRANSFER OF MEMBER ASSETS.** Member will notify County in writing at least thirty (30) calendar days in advance of Member's merger with any other business entity, or of any sale or other transfer of Member's assets to any other business entity. In the event of any such merger, sale or other transfer of Member assets, Member will reasonably cooperate with County in assuring that provision of all products and services under this Contract are not disrupted before, during and after such merger, sale or other transfer of Member assets. After such merger, sale or other transfer of Member assets, Member will reasonably cooperate with County in providing any documents or information necessary to establish any prior payments made by County to Member under this Contract.

20. **SURVIVABILITY**. All paragraphs and all subparts thereof shall survive termination of this Agreement.

Member Name

United Bank & Trust

• Braden J Catt

By: Braden J Catt

Assistant Vice President

Date: 2/22/2023

County

BOARD OF COUNTY COMMISSIONERS
OF RILEY COUNTY, KANSAS

By: _____
Kathryn Focke, Chair

Date: _____

ATTEST:

_____
Rich Vargo, County Clerk

Date: _____

Attachment: United Bank (13205 : Appraiser Website agreement with United Bank & Trust)

Approved as to Form

By: _____
Clancy Holeman, Riley County Counselor

Date: _____

Attachment: United Bank (13205 : Appraiser Website agreement with United Bank & Trust)

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

COUNTY CLERK & ELECTIONS
Tax Roll Correction

COMMISSION AGENDA REPORT

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

MEETING: **February 27, 2023**

SUBJECT: **Sign Tax Roll Corrections**

PRESENTER: **Rich Vargo, County Clerk**

POSSIBLE MOTION(S)

Move to approve the Tax Roll Corrections.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:
- image29549 (PDF)
- image29553 (PDF)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/22

Taxpayer ID BANK0142
Owner ID GOKA0001

Control # 2023000104

Tax Year 2022
Tract # WC57003

GO KATZ PROPERTIES LLC

CAMA # 212-09-0-00-00-013-00-0-01

PAGE ADDN
LOT 3
3.756A

1083 WILDCAT CREEK RD

TU 120 Wildcat Township
Parcel 4380

MANHATTAN, KS 66503-9765

USD 378

Property Address 5020 ANDERSON AVE

APPRAISER SECTION (Value) 2023/02/22 LMUIR APPROVED

Appraised Prior to Correction:				Appraised After Correction:				
CL	Land	Imp	Total	CL	Land	Imp	Total	Net Change
CR	150000	323030	473030	RR	150000	323030	473030	
VR	30000		30000	VR	30000		30000	
Total	180000	323030	503030	Total	180000	323030	503030	
Assessed Prior to Correction:				Assessed After Correction:				Net Change
CR	37500	80758	118258	RR	17250	37148	54398	63860-
VR	3600		3600	VR	3600		3600	
Total	41100	80758	121858	Total	20850	37148	57998	Total 63860-
SB41				SB41	4600			SB41 4600

CLERK SECTION (Tax) 2023/02/22 LMUIR ORDER PRINTED

Tax Prior to Correction:			Tax After Correction:			Net Change
Levy 120.17900	Gen Tax	14644.78	Levy 120.17900	Gen Tax	6970.14	7674.64-
	SB41 $			SB41 $	92.00	92.00
SB41 Tax Dollars		14644.78	SB41 Tax Dollars		6878.14	7766.64-

TREASURER SECTION (Summary)

Net Change in Assessed Value (no SB41 influence) 63860-
Applicable Mill Levy 120.17900
Net Change in Levied Tax Dollars | 7674.64- |

Net Change in SB41 Exemption 92.00

Type of Correction DECREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 3138
Comments PUP adjustment per Appraiser

Net Change in Total Tax Dollars | 7766.64- |

Owner GOKA0001
GO KATZ PROPERTIES LLC

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

Approved by Commission: _____

Attest by County Clerk: _____

Attachment: image29549 (13203 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/22

Taxpayer ID CHAS0035
Owner ID CHAS0035

Control # 2023000105

Tax Year 2022
Tract # 664001

CHASE MANHATTAN APARTMENTS LLC

CAMA # 211-12-0-40-08-004-00-0-01

CHASE/MANHATTAN
APARTMENTS ADDITION
LOT 1 14.347A

1409 CHASE PL

TU 2 Manhattan City
Parcel 104820

MANHATTAN, KS 66502-4649

USD 383

Property Address 1409 WATSON PL

APPRAISER SECTION (Value) 2023/02/22 LMUIR APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
RU	4453100	8111200	12564300
Total	4453100	8111200	12564300

Assessed Prior to Correction:

RU	512107	932788	1444895
Total	512107	932788	1444895
SB41	4600		

Appraised After Correction:

CL	Land	Imp	Total
RU	4453100	7748000	12201100
Total	4453100	7748000	12201100

Assessed After Correction:

RU	512107	891020	1403127
Total	512107	891020	1403127
SB41	4600		

	Net Change
RU	363200-
Total	363200-
RU	41768-
Total	41768-
SB41	

CLERK SECTION (Tax) 2023/02/22 LMUIR ORDER PRINTED

Tax Prior to Correction:

Levy 156.46900	Gen Tax	226081.28
	SB41 $	92.00
SB41 Tax Dollars		225989.28

Tax After Correction:

Levy 156.46900	Gen Tax	219545.88
	SB41 $	92.00
SB41 Tax Dollars		219453.88

Net Change
6535.40-

TREASURER SECTION (Summary)

Net Change in Assessed Value
(no SB41 influence) 41768-
Applicable Mill Levy 156.46900
Net Change in Levied Tax Dollars | 6535.40- |

Net Change in SB41 Exemption

Net Change in Total Tax Dollars | 6535.40- |

Type of Correction DECREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 11775
Comments PUP adjustment per Appraiser

Owner CHAS0035
CHASE MANHATTAN APARTMENTS LLC

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

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image29549 (13203 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/22

Taxpayer ID FOUN0006
Owner ID FOUN0006

Control # 2023000107

Tax Year 2022
Tract # 793501

FOUNDERS HILL APARTMENTS LLC

CAMA # 211-12-0-30-01-008-01-0-01

MANWEST ADDN #2
LOT 1

174 WATERCOLOR WAY STE 103
PMB337
SANTA ROSA BEACH, FL 32459-7351

TU 2 Manhattan City
Parcel 117180
USD 383

Property Address 1401 COLLEGE AVE

APPRAISER SECTION (Value) 2023/02/22 LMUIR APPROVED

Appraised Prior to Correction:				Appraised After Correction:				
CL	Land	Imp	Total	CL	Land	Imp	Total	Net Change
RU	2948000	12083600	15031600	RU	2948000	11565540	14513540	518060-
Total	2948000	12083600	15031600	Total	2948000	11565540	14513540	518060-
Assessed Prior to Correction:				Assessed After Correction:				Net Change
RU	339020	1389614	1728634	RU	339020	1330037	1669057	59577-
Total	339020	1389614	1728634	Total	339020	1330037	1669057	Total 59577-
SB41	4600			SB41	4600			SB41

CLERK SECTION (Tax) 2023/02/22 LMUIR ORDER PRINTED

Tax Prior to Correction:			Tax After Correction:			Net Change
Levy 156.46900	Gen Tax	270477.64	Levy 156.46900	Gen Tax	261155.68	9321.96-
	SB41 $	92.00		SB41 $	92.00	
SB41 Tax Dollars		270385.64	SB41 Tax Dollars		261063.68	9321.96-

TREASURER SECTION (Summary)

Net Change in Assessed Value (no SB41 influence) 59577-
Applicable Mill Levy 156.46900
Net Change in Levied Tax Dollars | 9321.96- |

Net Change in SB41 Exemption

Net Change in Total Tax Dollars | 9321.96- |

Type of Correction DECREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 14698
Comments PUP adjustment per Appraiser

Owner FOUN0006
FOUNDERS HILL APARTMENTS LLC

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

Approved by Commission: _____

Attest by County Clerk: _____

Attachment: image29549 (13203 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/23 12:15:15

Taxpayer ID SKRI0001
Owner ID SKRI0001

Control # 2023000113

Tax Year 2022
Tract # SC00287

SKR INVESTMENTS LLC

CAMA # 022-09-0-00-00-005-00-0-01

9-6-7 SW4 & SE4

1680 PENNYWEIGHT DR

TU 16 Swede Creek Township
Parcel 220

FAIRBANKS, AK 99712-2005

USD 384

Property Address SWEDE CREEK RD

APPRAISER SECTION (Value) 2023/02/23 LMUIR APPROVED

Appraised Prior to Correction:				Appraised After Correction:				
CL	Land	Imp	Total	CL	Land	Imp	Total	Net Change
VR	310350		310350	AR	35530		35530	274820-
Total	310350		310350	Total	35530		35530	274820-
Assessed Prior to Correction:				Assessed After Correction:				Net Change
VR	37242		37242	AR	10659		10659	26583-
Total	37242		37242	Total	10659		10659	Total 26583-
SB41				SB41				SB41

CLERK SECTION (Tax) 2023/02/23 LMUIR ORDER PRINTED

Tax Prior to Correction:			Tax After Correction:			Net Change
Levy 124.96000	Gen Tax	4653.76	Levy 124.96000	Gen Tax	1331.96	3321.80-
	SB41 $			SB41 $		
SB41 Tax Dollars		4653.76	SB41 Tax Dollars		1331.96	3321.80-

TREASURER SECTION (Summary)

Net Change in Assessed Value (no SB41 influence) 26583-
Applicable Mill Levy 124.96000
Net Change in Levied Tax Dollars | 3321.80- |

Net Change in SB41 Exemption

Type of Correction DECREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 27568
Comments PUP adjustment per Appraiser

Net Change in Total Tax Dollars | 3321.80- |

Owner SKRI0001
SKR INVESTMENTS LLC

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

Approved by Commission: _____

Attest by County Clerk: _____

Attachment: image29553 (13203 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/23

Taxpayer ID SKRI0001
Owner ID SKRI0001

Control # 2023000114

Tax Year 2022
Tract # SC00300

SKR INVESTMENTS LLC

CAMA # 022-10-0-00-00-004-00-0-01

10-6-7 PT OF SE4 OF SW4 AND PT OF SW4 OF SE4 LYG W OF ROAD 110.0A

1680 PENNYWEIGHT DR

TU 16 Swede Creek Township
Parcel 310
USD 384

FAIRBANKS, AK 99712-2005

Property Address CLEBURNE PARK RD

APPRAISER SECTION (Value) 2023/02/23 LMUIR APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
VR	112800		112800
Total	112800		112800

Appraised After Correction:

CL	Land	Imp	Total
AR	9760		9760
Total	9760		9760

Net Change: 103040-

Assessed Prior to Correction:

VR	13536		13536
Total	13536		13536
SB41			

Assessed After Correction:

AR	2928		2928
Total	2928		2928
SB41			

Net Change: 10608-

Total SB41 10608-

CLERK SECTION (Tax) 2023/02/23 LMUIR ORDER PRINTED

Tax Prior to Correction:
Levy 124.96000 Gen Tax 1691.46
SB41 $
SB41 Tax Dollars 1691.46

Tax After Correction:
Levy 124.96000 Gen Tax 365.88
SB41 $
SB41 Tax Dollars 365.88

Net Change 1325.58-

TREASURER SECTION (Summary)

Net Change in Assessed Value (no SB41 influence) 10608-
Applicable Mill Levy 124.96000
Net Change in Levied Tax Dollars 1325.58-

Net Change in SB41 Exemption

Net Change in Total Tax Dollars 1325.58-

Type of Correction DECREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 27570
Comments PUP adjustments per Appraiser

Owner SKRI0001
SKR INVESTMENTS LLC

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

Approved by Commission: _____

Attest by County Clerk: _____

Attachment: image29553 (13203 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/23 1

Taxpayer ID SKRI0001
Owner ID SKRI0001

Control # 2023000115

Tax Year 2022
Tract # SC00366

SKR INVESTMENTS LLC

CAMA # 024-17-0-00-00-001-00-0-01

17-6-7 E2 OF NE4
SW4 OF NE4
E2 OF SE4

1680 PENNYWEIGHT DR

TU 16 Swede Creek Township
Parcel 660
USD 384

FAIRBANKS, AK 99712-2005

Property Address SANDERSON RD

APPRAISER SECTION (Value) 2023/02/23 LMUIR APPROVED

Appraised Prior to Correction:				Appraised After Correction:				
CL	Land	Imp	Total	CL	Land	Imp	Total	Net Change
VR	195380		195380	AR	15600		15600	179780-
Total	195380		195380	Total	15600		15600	179780-
Assessed Prior to Correction:				Assessed After Correction:				Net Change
VR	23446		23446	AR	4680		4680	18766-
Total	23446		23446	Total	4680		4680	Total 18766-
SB41				SB41				SB41

CLERK SECTION (Tax) 2023/02/23 LMUIR ORDER PRINTED

Tax Prior to Correction:			Tax After Correction:			Net Change
Levy 124.96000	Gen Tax	2929.82	Levy 124.96000	Gen Tax	584.82	2345.00-
	SB41 $			SB41 $		
SB41 Tax Dollars		2929.82	SB41 Tax Dollars		584.82	2345.00-

TREASURER SECTION (Summary)

Net Change in Assessed Value (no SB41 influence) 18766-
Applicable Mill Levy 124.96000
Net Change in Levied Tax Dollars 2345.00-

Net Change in SB41 Exemption

Net Change in Total Tax Dollars 2345.00-

Type of Correction DECREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 27575
Comments PUP adjustment per Appraiser

Owner SKRI0001
SKR INVESTMENTS LLC

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

Approved by Commission: _____

Attest by County Clerk: _____

Attachment: image29553 (13203 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/23 1

Taxpayer ID SKRI0001
Owner ID SKRI0001

Control # 2023000116

Tax Year 2022
Tract # SC00391

SKR INVESTMENTS LLC

CAMA # 024-20-0-00-00-001-00-0-01

20-6-7 NE4
TR IN NE4 OF SE4

1680 PENNYWEIGHT DR

TU 16 Swede Creek Township
Parcel 720

FAIRBANKS, AK 99712-2005

USD 384

Property Address CARLSON RD

APPRAISER SECTION (Value) 2023/02/23 LMUIR APPROVED

Appraised Prior to Correction:				Appraised After Correction:				
CL	Land	Imp	Total	CL	Land	Imp	Total	Net Change
VR	141570		141570	AR	68860		68860	72710-
Total	141570		141570	Total	68860		68860	72710-
Assessed Prior to Correction:				Assessed After Correction:				Net Change
VR	16988		16988	AR	20658		20658	3670
Total	16988		16988	Total	20658		20658	Total 3670
SB41				SB41				SB41

CLERK SECTION (Tax) 2023/02/23 LMUIR ORDER PRINTED

Tax Prior to Correction:		Tax After Correction:		Net Change
Levy 124.96000 Gen Tax	2122.82	Levy 124.96000 Gen Tax	2581.42	458.60
SB41 $		SB41 $		
SB41 Tax Dollars	2122.82	SB41 Tax Dollars	2581.42	458.60

TREASURER SECTION (Summary)

Net Change in Assessed Value
(no SB41 influence) 3670
Applicable Mill Levy 124.96000
Net Change in Levied Tax Dollars 458.60

Net Change in SB41 Exemption

Net Change in Total Tax Dollars 458.60

Type of Correction INCREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 27576
Comments PUP adjustment per Appraiser

Owner SKRI0001
SKR INVESTMENTS LLC

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

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image29553 (13203 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/23 1

Taxpayer ID SKRI0001
Owner ID SKRI0001

Control # 2023000117

Tax Year 2022
Tract # SC00328

SKR INVESTMENTS LLC

CAMA # 025-15-0-00-03-001-00-0-01

15-6-7 N2 OF NW4
SW4 LESS LAKE
SW4 OF NW4

1680 PENNYWEIGHT DR

TU 16 Swede Creek Township
Parcel 440

FAIRBANKS, AK 99712-2005

USD 384

Property Address

APPRAISER SECTION (Value) 2023/02/23 LMUIR APPROVED

Appraised Prior to Correction:				Appraised After Correction:				
CL	Land	Imp	Total	CL	Land	Imp	Total	Net Change
VR	178450		178450	AR	17470		17470	160980-
Total	178450		178450	Total	17470		17470	160980-
Assessed Prior to Correction:				Assessed After Correction:				Net Change
VR	21414		21414	AR	5241		5241	16173-
Total	21414		21414	Total	5241		5241	Total 16173-
SB41				SB41				SB41

CLERK SECTION (Tax) 2023/02/23 LMUIR ORDER PRINTED

Tax Prior to Correction:			Tax After Correction:			Net Change
Levy 124.96000	Gen Tax	2675.90	Levy 124.96000	Gen Tax	654.92	2020.98-
	SB41 $			SB41 $		
SB41 Tax Dollars		2675.90	SB41 Tax Dollars		654.92	2020.98-

TREASURER SECTION (Summary)

Net Change in Assessed Value (no SB41 influence) 16173-
Applicable Mill Levy 124.96000
Net Change in Levied Tax Dollars | 2020.98- |

Type of Correction DECREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 27572
Comments PUP adjustment per Appraiser

Net Change in SB41 Exemption

Net Change in Total Tax Dollars | 2020.98- |

Owner SKRI0001
SKR INVESTMENTS LLC

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

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image29553 (13203 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/23

Taxpayer ID SKRI0001
Owner ID SKRI0001

Control # 2023000118

Tax Year 2022
Tract # SC00357

SKR INVESTMENTS LLC

CAMA # 025-16-0-00-00-001-00-0-01

16-6-7 SE4 LESS TR
E2 OF SW4
NE4

1680 PENNYWEIGHT DR

TU 16 Swede Creek Township
Parcel 630
USD 384

FAIRBANKS, AK 99712-2005

Property Address

APPRAISER SECTION (Value) 2023/02/23 LMUIR APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
VR	383500		383500
Total	383500		383500

Appraised After Correction:

CL	Land	Imp	Total
AR	34190		34190
Total	34190		34190

Net Change: 349310-

Assessed Prior to Correction:

VR	46020		46020
Total	46020		46020
SB41			

Assessed After Correction:

AR	10257		10257
Total	10257		10257
SB41			

Net Change: 35763-
Total 35763-
SB41

CLERK SECTION (Tax) 2023/02/23 LMUIR ORDER PRINTED

Tax Prior to Correction:
Levy 124.96000 Gen Tax 5750.66
SB41 $
SB41 Tax Dollars 5750.66

Tax After Correction:
Levy 124.96000 Gen Tax 1281.72
SB41 $
SB41 Tax Dollars 1281.72

Net Change
4468.94-

TREASURER SECTION (Summary)

Net Change in Assessed Value
(no SB41 influence) 35763-
Applicable Mill Levy 124.96000
Net Change in Levied Tax Dollars | 4468.94- |

Type of Correction DECREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 27573
Comments PUP adjustment per Appraiser

Net Change in SB41 Exemption

Net Change in Total Tax Dollars | 4468.94- |

Owner SKRI0001
SKR INVESTMENTS LLC

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

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image29553 (13203 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/23 1

Taxpayer ID SKRI0001
Owner ID SKRI0001

Control # 2023000119

Tax Year 2022
Tract # SC00362

SKR INVESTMENTS LLC

CAMA # 025-16-0-00-00-002-00-0-01

16-6-7 W2 OF SW4
& NW4

1680 PENNYWEIGHT DR

TU 16 Swede Creek Township
Parcel 640

FAIRBANKS, AK 99712-2005

USD 384

Property Address

APPRAISER SECTION (Value) 2023/02/23 LMUIR APPROVED

Appraised Prior to Correction:				Appraised After Correction:				
CL	Land	Imp	Total	CL	Land	Imp	Total	Net Change
VR	233020		233020	AR	20070		20070	212950-
Total	233020		233020	Total	20070		20070	212950-
Assessed Prior to Correction:				Assessed After Correction:				Net Change
VR	27962		27962	AR	6021		6021	21941-
Total	27962		27962	Total	6021		6021	Total 21941-
SB41				SB41				SB41

CLERK SECTION (Tax) 2023/02/23 LMUIR ORDER PRINTED

Tax Prior to Correction:		Tax After Correction:		Net Change
Levy 124.96000 Gen Tax	3494.14	Levy 124.96000 Gen Tax	752.38	2741.76-
SB41 $		SB41 $		
SB41 Tax Dollars	3494.14	SB41 Tax Dollars	752.38	2741.76-

TREASURER SECTION (Summary)

Net Change in Assessed Value
(no SB41 influence) 21941-
Applicable Mill Levy 124.96000
Net Change in Levied Tax Dollars | 2741.76- |

Net Change in SB41 Exemption

Net Change in Total Tax Dollars | 2741.76- |

Type of Correction DECREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 27574
Comments PUP adjustment per Appraiser

Owner SKRI0001
SKR INVESTMENTS LLC

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

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image29553 (13203 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/23

Taxpayer ID SKRI0001
Owner ID SKRI0001

Control # 2023000120

Tax Year 2022
Tract # SC00397

SKR INVESTMENTS LLC

CAMA # 025-21-0-00-00-002-00-0-01

21-6-7 SW4 LESS TRS
SE4 LESS TRS
TR IN NW4

1680 PENNYWEIGHT DR

TU 16 Swede Creek Township
Parcel 740

FAIRBANKS, AK 99712-2005

USD 384

Property Address CARLSON RD

APPRAISER SECTION (Value) 2023/02/23 LMUIR APPROVED

Appraised Prior to Correction:				Appraised After Correction:				
CL	Land	Imp	Total	CL	Land	Imp	Total	Net Change
VR	218270		218270	AR	25320		25320	192950-
Total	218270		218270	Total	25320		25320	192950-
Assessed Prior to Correction:				Assessed After Correction:				Net Change
VR	26192		26192	AR	7596		7596	18596-
Total	26192		26192	Total	7596		7596	Total 18596-
SB41				SB41				SB41

CLERK SECTION (Tax) 2023/02/23 LMUIR ORDER PRINTED

Tax Prior to Correction:			Tax After Correction:			Net Change
Levy 124.96000	Gen Tax	3272.96	Levy 124.96000	Gen Tax	949.20	2323.76-
	SB41 $			SB41 $		
SB41 Tax Dollars		3272.96	SB41 Tax Dollars		949.20	2323.76-

TREASURER SECTION (Summary)

Net Change in Assessed Value (no SB41 influence) 18596-
Applicable Mill Levy 124.96000
Net Change in Levied Tax Dollars | 2323.76- |

Net Change in SB41 Exemption

Type of Correction DECREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 27578
Comments PUP adjustment per Appraiser

Net Change in Total Tax Dollars | 2323.76- |

Owner SKRI0001
SKR INVESTMENTS LLC

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

Approved by Commission: _____

Attest by County Clerk: _____

Attachment: image29553 (13203 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/23

Taxpayer ID SKRI0001
Owner ID SKRI0001

Control # 2023000121

Tax Year 2022
Tract # SC00393

SKR INVESTMENTS LLC

CAMA # 025-21-0-00-00-003-00-0-01

21-6-7 NW4 LESS 2A
TR W 16.5' IN NW4
OF SW4 LESS TR

1680 PENNYWEIGHT DR

TU 16 Swede Creek Township
Parcel 730

FAIRBANKS, AK 99712-2005

USD 384

Property Address CARLSON RD

APPRAISER SECTION (Value) 2023/02/23 LMUIR APPROVED

Appraised Prior to Correction:				Appraised After Correction:				
CL	Land	Imp	Total	CL	Land	Imp	Total	Net Change
VR	151450		151450	AR	17610		17610	133840-
Total	151450		151450	Total	17610		17610	133840-
Assessed Prior to Correction:				Assessed After Correction:				Net Change
VR	18174		18174	AR	5283		5283	12891-
Total	18174		18174	Total	5283		5283	Total 12891-
SB41				SB41				SB41

CLERK SECTION (Tax) 2023/02/23 LMUIR ORDER PRINTED

Tax Prior to Correction:			Tax After Correction:			Net Change
Levy 124.96000	Gen Tax	2271.02	Levy 124.96000	Gen Tax	660.16	1610.86-
	SB41 $			SB41 $		
SB41 Tax Dollars		2271.02	SB41 Tax Dollars		660.16	1610.86-

TREASURER SECTION (Summary)

Net Change in Assessed Value (no SB41 influence) 12891-
Applicable Mill Levy 124.96000
Net Change in Levied Tax Dollars 1610.86-

Net Change in SB41 Exemption

Net Change in Total Tax Dollars 1610.86-

Type of Correction DECREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 27577
Comments PUP adjustment per Appraiser

Owner SKRI0001
SKR INVESTMENTS LLC

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

Approved by Commission: _____

Attest by County Clerk: _____

Attachment: image29553 (13203 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/23 12:15:27

Taxpayer ID SKRI0001
Owner ID SKRI0001

Control # 2023000122

Tax Year 2022
Tract # GR00170B1

SKR INVESTMENTS LLC

CAMA # 109-29-0-00-00-010-00-0-01

29-8-7 TR IN S2 OF
SE4 25.0A

1680 PENNYWEIGHT DR

TU 111 Grant Township
Parcel 790
USD 378

FAIRBANKS, AK 99712-2005

Property Address

APPRAISER SECTION (Value) 2023/02/23 LMUIR APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
RR	29640	3520	33160
Total	29640	3520	33160

Appraised After Correction:

CL	Land	Imp	Total	Net Change
AR	1930	3520	5450	27710-
Total	1930	3520	5450	27710-

Assessed Prior to Correction:

RR	3409	405	3814
Total	3409	405	3814
SB41	3813		

Assessed After Correction:

				Net Change
AR	579	880	1459	2355-
Total	579	880	1459	Total 2355-
SB41				SB41 3813-

CLERK SECTION (Tax) 2023/02/23 LMUIR ORDER PRINTED

Tax Prior to Correction:

Levy 123.52000	Gen Tax	471.12
	SB41 $	76.26
SB41 Tax Dollars		394.86

Tax After Correction:

			Net Change
Levy 123.52000	Gen Tax	180.22	290.90-
	SB41 $		76.26-
SB41 Tax Dollars		180.22	214.64-

TREASURER SECTION (Summary)

Net Change in Assessed Value (no SB41 influence)	2355-
Applicable Mill Levy	123.52000
Net Change in Levied Tax Dollars	290.90-
Net Change in SB41 Exemption	76.26-
Net Change in Total Tax Dollars	214.64-

Type of Correction DECREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 27580
Comments PUP adjustment per Appraiser

Owner SKRI0001
SKR INVESTMENTS LLC

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

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image29553 (13203 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/23 1

Taxpayer ID SKRI0001
Owner ID SKRI0001

Control # 2023000123

Tax Year 2022
Tract # GR00173

SKR INVESTMENTS LLC

CAMA # 109-29-0-00-00-015-00-0-01

29-8-7 PT OF LOT 4
.92A

1680 PENNYWEIGHT DR

TU 111 Grant Township
Parcel 870
USD 378

FAIRBANKS, AK 99712-2005

Property Address

APPRAISER SECTION (Value) 2023/02/23 LMUIR APPROVED

Appraised Prior to Correction:				Appraised After Correction:				
CL	Land	Imp	Total	CL	Land	Imp	Total	Net Change
VR	1220		1220	AR	80		80	1140-
Total	1220		1220	Total	80		80	1140-
Assessed Prior to Correction:				Assessed After Correction:				Net Change
VR	146		146	AR	24		24	122-
Total	146		146	Total	24		24	Total 122-
SB41				SB41				SB41

CLERK SECTION (Tax) 2023/02/23 LMUIR ORDER PRINTED

Tax Prior to Correction:		Tax After Correction:		Net Change
Levy 123.52000 Gen Tax	18.04	Levy 123.52000 Gen Tax	2.96	15.08-
SB41 $		SB41 $		
SB41 Tax Dollars	18.04	SB41 Tax Dollars	2.96	15.08-

TREASURER SECTION (Summary)

Net Change in Assessed Value (no SB41 influence) 122-
Applicable Mill Levy 123.52000
Net Change in Levied Tax Dollars 15.08-

Net Change in SB41 Exemption

Net Change in Total Tax Dollars 15.08-

Type of Correction DECREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 27583
Comments PUP adjustment per Appraiser

Owner SKRI0001
SKR INVESTMENTS LLC

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

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image29553 (13203 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/23 12:15:54

Taxpayer ID SKRI0001
Owner ID SKRI0001

Control # 2023000124

Tax Year 2022
Tract # GR00174

SKR INVESTMENTS LLC

CAMA # 109-29-0-00-00-016-00-0-01

29-8-7 TR IN SW4 OF NE4 TR IN NW4 OF SE4

1680 PENNYWEIGHT DR

TU 111 Grant Township
Parcel 880
USD 378

FAIRBANKS, AK 99712-2005

Property Address BLUE RIVER HILLS RD

APPRAISER SECTION (Value) 2023/02/23 LMUIR APPROVED

Appraised Prior to Correction:				Appraised After Correction:				
CL	Land	Imp	Total	CL	Land	Imp	Total	Net Change
VR	26210		26210	AR	1660		1660	24550-
Total	26210		26210	Total	1660		1660	24550-
Assessed Prior to Correction:				Assessed After Correction:				Net Change
VR	3145		3145	AR	498		498	2647-
Total	3145		3145	Total	498		498	Total 2647-
SB41				SB41				SB41

CLERK SECTION (Tax) 2023/02/23 LMUIR ORDER PRINTED

Tax Prior to Correction:		Tax After Correction:		Net Change
Levy 123.52000 Gen Tax	388.48	Levy 123.52000 Gen Tax	61.52	326.96-
SB41 $		SB41 $		
SB41 Tax Dollars	388.48	SB41 Tax Dollars	61.52	326.96-

TREASURER SECTION (Summary)

Net Change in Assessed Value (no SB41 influence) 2647-
Applicable Mill Levy 123.52000
Net Change in Levied Tax Dollars | 326.96- |

Net Change in SB41 Exemption

Net Change in Total Tax Dollars | 326.96- |

Type of Correction DECREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 27584
Comments PUP adjustment per Appraiser

Owner SKRI0001
SKR INVESTMENTS LLC

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

Approved by Commission: _____

Attest by County Clerk: _____

Attachment: image29553 (13203 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/23 1

Taxpayer ID RSIN0001
Owner ID RSIN0001

Control # 2023000125

Tax Year 2022
Tract # R309768

R&S INVESTMENTS LLC

CAMA # 117-35-0-00-00-001-02-0-01

35-8-6 TR IN NE4
E OF FROG HOLLER RD

3487 AIRPORT WAY

TU 111 Grant Township
Parcel 571

FAIRBANKS, AK 99709-4761

USD 378

Property Address FROG HOLLER

APPRAISER SECTION (Value) 2023/02/23 LMUIR APPROVED

Appraised Prior to Correction:				Appraised After Correction:				
CL	Land	Imp	Total	CL	Land	Imp	Total	Net Change
VR	32620		32620	AR	2340		2340	30280-
Total	32620		32620	Total	2340		2340	30280-
Assessed Prior to Correction:				Assessed After Correction:				Net Change
VR	3914		3914	AR	702		702	3212-
Total	3914		3914	Total	702		702	Total 3212-
SB41				SB41				SB41

CLERK SECTION (Tax) 2023/02/23 LMUIR ORDER PRINTED

Tax Prior to Correction:		Tax After Correction:		Net Change
Levy 123.52000 Gen Tax	483.46	Levy 123.52000 Gen Tax	86.72	396.74-
SB41 $		SB41 $		
SB41 Tax Dollars	483.46	SB41 Tax Dollars	86.72	396.74-

TREASURER SECTION (Summary)

Net Change in Assessed Value (no SB41 influence) 3212-
Applicable Mill Levy 123.52000
Net Change in Levied Tax Dollars 396.74-

Net Change in SB41 Exemption

Net Change in Total Tax Dollars 396.74-

Type of Correction DECREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 26233
Comments PUP adjustment per Appraiser

Owner RSIN0001
R&S INVESTMENTS LLC

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

Approved by Commission: _____

Attest by County Clerk: _____

Attachment: image29553 (13203 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR 2023/02/23 1

Taxpayer ID RSIN0001
Owner ID RSIN0001

Control # 2023000126

Tax Year 2022
Tract # GR00098

R&S INVESTMENTS LLC

CAMA # 117-36-0-00-00-002-00-0-01

36-8-6 NW4 OF NW4
40A

3487 AIRPORT WAY

TU 111 Grant Township
Parcel 610
USD 378

FAIRBANKS, AK 99709-4761

Property Address FROG HOLLER

APPRAISER SECTION (Value) 2023/02/23 LMUIR APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
VR	48010		48010
Total	48010		48010

Appraised After Correction:

CL	Land	Imp	Total
AR	2810		2810
Total	2810		2810

Net Change: 45200-

Assessed Prior to Correction:

VR	5761		5761
Total	5761		5761
SB41			

Assessed After Correction:

AR	843		843
Total	843		843
SB41			

Net Change: 4918-

Total SB41 4918-

CLERK SECTION (Tax) 2023/02/23 LMUIR ORDER PRINTED

Tax Prior to Correction:
Levy 123.52000 Gen Tax 711.60
SB41 $
SB41 Tax Dollars 711.60

Tax After Correction:
Levy 123.52000 Gen Tax 104.14
SB41 $
SB41 Tax Dollars 104.14

Net Change
607.46-
607.46-

TREASURER SECTION (Summary)

Net Change in Assessed Value (no SB41 influence) 4918-
Applicable Mill Levy 123.52000
Net Change in Levied Tax Dollars | 607.46- |

Type of Correction DECREASE
Correction Code TP TAX PROTEST Rate 2.00%
Tax Statement # 26234
Comments PUP adjustment per Appraiser

Net Change in SB41 Exemption

Net Change in Total Tax Dollars | 607.46- |

Owner RSIN0001
R&S INVESTMENTS LLC

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

Approved by Commission: _____

Attest by County Clerk: _____

Attachment: image29553 (13203 : Tax Roll Corrections)

Board of Riley County Commissioners

Regular Meeting

TENTATIVE Agenda

March 02, 2023

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

Cindy Kabriel
785-565-6200

Commission Chambers **8:30 AM**

District 2 – Greg McKinley, Member | District 3 – Kathryn Focke, Chair | District 1 – John Ford, Vice Chair

8:30 AM **Call to Order**

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM **John Ellermann, Public Works Director/County Engineer**

1. Bid opening for North Riley County EMS Station

9:30 AM **Anna Burson, Appraiser**

2. Staff update

9:45 AM **Kevin Larson, Riley County Council on Aging**

3. Riley County Council on Aging update

10:00 AM **Amanda Webb, Planning/Special Projects Director**

4. Staff update

10:15 AM **Clancy Holeman, Counselor/Director of Administrative Services**

5. Administrative Work Session

10:30 AM **Shelly Williams, Community Corrections Director**

6. Staff update

10:45 AM **David Adams, EMS/Ambulance Director**

7. Building update

Attachment: 03-02-23 tentative agenda (12816 : Tentative Agenda)

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: 03-02-23 tentative agenda (12816 : Tentative Agenda)

Board of Riley County Commissioners

Regular Meeting

TENTATIVE Agenda

March 06, 2023

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

Cindy Kabriel
785-565-6200

Commission Chambers **8:30 AM**

District 2 – Greg McKinley, Member | District 3 – Kathryn Focke, Chair | District 1 – John Ford, Vice Chair

8:30 AM **Call to Order**

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Plaza Reservation Request for Downtown Manhattan

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM **Clancy Holeman, Counselor/Director of Administrative Services**

2. Administrative Work Session

9:20 AM **Break**

9:30 AM **Press Conference**

3. RCPD Update - Greg Steere (3-5 minutes)
4. Downtown Manhattan Update - Gina Synder (3-5 minutes)
5. Severe weather awareness - Laurie Harrison (2 minutes)

10:00 AM **Russel Stukey, Emergency Management Director**

6. Staff update

10:15 AM **Amanda Webb, Planning/Special Projects Director**

7. Planning and Development code enforcement discussion

Adjournment

Attachment: 03-06-23 tentative agenda (12816 : Tentative Agenda)

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: 03-06-23 tentative agenda (12816 : Tentative Agenda)

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

COUNTY CLERK & ELECTIONS
Personnel

COMMISSION AGENDA REPORT

FROM: **Elizabeth Ward, Human Resources Director**

MEETING: **February 27, 2023**

SUBJECT: **NACo High Performance Leadership Academy**

PRESENTER: **Elizabeth Ward**

BACKGROUND

Throughout the last several years, Commissioners, Department Heads and Human Resources have been focusing efforts on the retention and growth of our current employees. We have also been looking ahead at meeting the leadership needs of each of our departments. Because of those discussions, a plan for development and succession planning is being honed.

Leadership and management training creates higher retention for all employees, creates an atmosphere of problem solving when difficult challenges arise, boosts our whole team's productivity, and increases all employees' confidence in their jobs and their employer.

We are working on plans for Supervisory onboarding, management skills training and leadership development.

One of the resources available to Riley County, which combines leadership development and management skills is the NACo High Performance Leadership Academy (HPLA).

DISCUSSION

The NACo HPLA is a 12-week, online program specifically designed for county government professionals.

There are 4 dates per year; the next sessions start in April, August, and September for 2023.

This program will focus on 5 practical skills: (April's timeline is attached as an example)

- **LEAD:** Engage teams to create positive climates and exceed expectations.
- **ORGANIZE:** Plan, lead and execute organizational change effectively and consistently
- **COLLABORATE:** Establish alignment and partnerships through stronger relationships
- **COMMUNICATE:** Create clarity, confidence, and community
- **DELIVER:** Measure projects and processes to deliver results aligned with priorities

HPLA shares regular reports with Riley County with details about each participants progress and ways we can add the content to their responsibilities at Riley County.

Human Resources would like to work with the department heads to identify the most suitable candidate for this program for 2023. There are several department heads and assistants who would currently be considered, but timing and availability must be discussed.

FISCAL IMPACT

The standard price for the leadership academy is $1995 per participant, but since Commissioner Ford participated in the NACo National Conference, we can receive a discounted rate of $3000 for 2 participants. This discounted rate is only available if the contract is signed and submitted before the end of the month of February.

RECOMMENDATION(S)

Recommendation is to sign the contract agreeing to send 2 participants to the NACo High Performance Leadership academy in 2023.

POSSIBLE MOTION(S)

Move to approve

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- NACO High Performance Program - April 2023 (1) (PDF)
- NACo Leadership Academy 2023 contract (PDF)

This is a 12-week online program with content provided by industry leading executives. The curriculum provides be practices in leadership, organizational development and change management, negotiation and collaboration, effecti business communication, and how to deliver increased value from high performance county management.

Course 1: Leadership Mindset & Positive Engagement

This course provides insights from members of the program's National Leadership Board on the ways leaders shift their mindset from being excellent individual contributors to becoming highly effective leaders. The course also focuses on increasing empowerment and engagement to achieve individual, team and enterprise success. The second half of this course demonstrates how leaders enable "positively deviant" performance and engender positive culture and communication.

Course 2: Leading Effective Change

The emphasis of this course is to prepare participants to engage in change initiated by others and to drive effective change as an active change agent. This course illustrates three facets of organizational change, including planning, executing and sustaining successful change. A balance of theoretical and pragmatic insights allows participants to understand the strategic, financial or market-based reasons for change and drive toward breakthrough results.

Course 3: Communication and Collaboration

Participants learn and practice the skills needed to improve the quality of interpersonal communication in a variety of contexts. Participants will learn how to effectively speak the language of business and convey information across diverse stakeholder groups, as well as break down silos between business divisions to drive better decision making. Each participant will understand effective communication as it relates to leading others, managing conflict, providing and receiving feedback, and negotiating with the Mutual Gains Approach.

Course 4: Leading High Performance Teams

This closing course focuses on measures, metrics, and practices used across the enterprise to achieve high performance. Participants learn that business results – values and benefits – may differ from one company to the next and even from department to department within a single company, but the consistent variable is It's All About People.

COURSE 1: April 24th – May 19th

Module 1: Your Leadership Mindset

Module 2: Your Potential as a Positive Leader

Module 3: Positive Leadership and Your Team: Empowerment & Engagement

Module 4: Leadership Rules and Your Oath

COURSE 2: May 22nd – June 23rd

Module 1: The Process of Change: Planning

Break Week: May 29th – June 2nd

Module 2: The Process of Change: Executing

Module 3: The Process of Change: Sustaining

Module 4: Leadership Rules and Your Oath

COURSE 3: June 26th – July 30th

Module 1: Speaking the Language of Business

Break Week: July 3rd – July 7th

Module 2: Positive Communications

Module 3: Mutual Gains Approach

COURSE 4: July 24th – July 28th

Module 1: It's All About People

Graduation: July 28th

"Many frontline managers are exactly th people we cannot afford to lose. The NACo High Performance County Leadership Academy helps to retain thes vital employees and helps enable them t be better leaders."

Matt Chase, Executive Director, NACo

PROFESSIONAL DEVELOPMENT ACADEMY
WE MAKE LEADERS BETTER

Zoho Sign Document ID: 2A9781E5-QQPWBSXESJZI3YAY7FLNFFWQAPJMMKHZTT8C0LIDU_U

NATIONAL ASSOCIATION of COUNTIES NACo

PROFESSIONAL DEVELOPMENT ACADEMY
WE MAKE LEADERS BETTER

Enrollment Agreement

Program Name/Services	Program Start	Program End	# of Users*	Enrollment Costs Summary		
				Retail Price/User	Discounts**/user	Cost per User†
High Performance	4.24.2023	12.22.2023	2	$2,995.00	($1000.00)	$1,995.00
				Total Retail Price	Total Discounts	Total Invoice Price:
				$5,990.00	$2,990.00	$3,000.00

* # of Users: If the number of users is specified, access and the license below are limited to that number of users.
**Notes for discounts: Standard NACo County Member Discounts.
†This is the fee for enrollment plus applicable sales tax per user after discounts.

AGREEMENT NOTES

COMPANY IS: Riley County, KS

Enrollment contact

Brianna James

PAYMENT TERMS: Cost of enrollment will be invoiced within 5 days of signing this Agreement. Payment is due within thirty (30) days upon receipt of invoice or prior to the start of the program, whichever is earlier. Payment via credit card will be assessed an additional 3.5% processing fee.

ACCOUNTING CONTACT INFORMATION

Name: Elizabeth Ward **Title:** HR Director **Phone:** (785) 537-6303

Mailing Address: 110 Courthouse Plaza, Manhattan KS 66502 **Email Address** eward@rileycountyks.gov

TERMS & CONDITIONS: This Letter of Agreement and associated Fees are non-cancelable and non-refundable. We reserve the right to postpone sessions if there is any risk to the quality of the Participant experience. In the case of postponement, Participants will be accommodated at later Program Start dates.

The abovementioned number of users ("Participants") at COMPANY will be enrolled in the selected Program. Participants are expected to begin the Academy at the Program Start date. After enrollment, participants may not reschedule. Substitute participants are permissible before the start of Week 1 of the Program. We ask that the Primary Contact / Signatory below select the substitute participant.

During the term of the Agreement, the Professional Development Academy grants individual Participants a personal, non-exclusive, royalty-free, revocable, non-transferable and non-assignable license to use the Materials. To be sure, Materials means Program-specific materials and resources including publications, websites, webinars, tools and services prepared by the Professional Development Academy, including all portions, subsets and derivatives thereof and additionally: access to program participant learning management system/web portal; live event webinars; ongoing learning activities pre- and post-learning sessions; and graduation packets.

Individual program participants may continue to use Materials following the Program End date, but access to any online tools may be terminated at the Program End date. COMPANY understands and agrees that the license to the Materials is on a per user basis and such Materials may not be shared, copied or otherwise distributed within the COMPANY. COMPANY further agrees to not sublicense, sell, transfer, assign, or display the Materials for any third party. Except for the license granted herein, the Professional Development Academy shall retain all ownership, title and interest in any and all intellectual property relating to the Materials and Services. Access for additional participants can be purchased by contacting your enrollment director. [In recognition of the preferred pricing reflected in this Agreement, COMPANY agrees to provide the Professional Development Academy with a reasonable opportunity to capture and document the value created by the Professional Development Academy at COMPANY for potential use in marketing communications or as a general endorsement of the value of the Professional Development Academy to potential customers. All documentation and value capture from COMPANY will be conducted in compliance with COMPANY's policy regarding endorsements and shall be done utilizing mutually agreeable and convenient methods. Any Professional Development Academy marketing communications or general endorsements comprised of COMPANY information will only be made with COMPANY's prior written consent.]

Signature **Print Name** **Date**

Attachment: NACo Leadership Academy 2023 contract (13206 : NACo High Performance Leadership Academy)

PLANNING & DEVELOPMENT
Work Session

Amanda Webb
Planning/Special Projects Director
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-537-6332

COMMISSION AGENDA REPORT

FROM: **Amanda Webb, Planning Director**

MEETING: **February 27, 2023**

SUBJECT: **Comprehensive Plan update - public outreach/engagement discussion**

PRESENTER: **Amanda Webb, Planning Director**

Please see attached staff report.

Enclosures:
- Comp Plan Update 2.27 BOCC discussion (PDF)

PLANNING & DEVELOPMENT
ENVIRONMENTAL HEALTH

Date: February 27, 2023

To: Riley County Board of County Commissioners

From: Amanda Webb, Planning Director

Re: Comprehensive Plan update – outreach/engagement discussion

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A comprehensive plan provides a guide for growth and development of a place, based on the community's vision for the future. It is used to steer the day-to-day decisions of elected officials and local government staff. Comprehensive plans include goals, policies, and objectives that influence local planning efforts. The codes and regulations are how these goals, policies, and objectives are carried out.

A lot has changed in our community since the current comprehensive plan, Vision 2025, was adopted in October 2009, and it is important we review and incorporate those changes into a new plan. Plans should generally be updated every five to ten years. A community's population changes over time, which may have an impact on the vision for the future, long-range goals and objectives, and the philosophy toward county policies. It is an opportunity to review existing goals, policies, and objectives and make modifications as needed or wanted. It also gives us a chance to review our land use inventory and the current designated growth areas as well as evaluate current and future population needs.

These plans look out into the future over a set amount of time. The Board of County Commissioners selected a 15-year planning horizon through 2040.

Our first step is outreach and engagement. Public engagement is the foundation of the plan – we want to know what the community's vision is for Riley County's future. What do they want and need from their county? What are their goals and objectives? How have they changed from the current plan?

This is two pronged. First is general public involvement. To gather this information, we will utilize a variety of outreach strategies:

- Webpage (https://www.rileycountyks.gov/2032/Comprehensive-Plan-Update) – everything should be here: purpose, background, how to get involved, schedule, sign up for email listserve, leave comments, notices of meetings, etc.
- Email listserv – share updates, meeting notices, etc.
- Social media
- Press releases/media spots (newspaper, radio, TV)
- Printables/mailers
- Surveys (online and hard copy)

Attachment: Comp Plan Update 2.27 BOCC discussion (13204 : Comprehensive Plan update)

- Public gatherings/community events – these are in addition to the public meetings before the various boards and will occur at different locations around the county. These will be both specific comprehensive plan related meetings as well as at community events.
- Charettes/visioning open houses – Down the line we can present options to the public and have them select what they like. Visioning in this case is both visual preferences as well as imagining the future. How do you see your community?
- Work with Vivienne/PIO on the above and other options as well.

Several of these methods will continue for the life of the update, while others such as surveys will be an early method and visioning/charettes will be later in the process.

Second is the TAC/stakeholder group. These people will provide targeted and more focused input. These are experts in their respective fields. Below is the list of agencies and organizations that are proposed to be a part of this update. Many of these were utilized during the Vision 2025 update, and some are new additions. More may be added along the way. In no particular order:

USD 378	USD 383	USD 384
Manhattan Catholic Schools	City of Ogden	City of Manhattan
City of Randolph	City of Leonardville	City of Riley
North County Township Rep	Central County Township Rep	South County Township Rep
Riley County Conservation District	Developers	Ranchers/farmers
Kansas Livestock Association	MHK Builders Association	MHK Realtors Association
Flint Hills MPO	Fort Riley	KSU / MHK Christian / MHK Tech
Flint Hills Regional Council	Flint Hills Wellness Coalition	Food & Farm Council
Riley County Farm Bureau	MHK Chamber of Commerce	Civic organizations
RC Rural Economic Development Advisory Board	County Depts: PW/Parks, EM, EMS, Extension, Health	Downtown Manhattan Inc / Aggieville / Westloop

These groups help provide a wide range of perspectives and expertise. I'll soon reach out to each of these agencies and organizations to provide a snapshot of the project, the update process, and how they can be involved. The questions for them will be much the same as the questions of the general public – what do they want for the county? Theirs may be more specific, directional input.

We can organize this group however it works best for the process. Vision 2025 utilized this group as a complete committee all in one room together. We can do that again, but that can prove difficult with so many people in one space at one time. I am envisioning subcommittees divided by their particular field/interest and then one larger committee making recommendations to the Planning Boards and BOCC based on the input from the subcommittees. Union County in North Carolina successfully used this approach (they recently received NACO's achievement awards/best in category for their newly updated comprehensive plan. Planning is also about learning from each other. We don't always have to reinvent the wheel, but we can still do things the way they work for our community). We will hold committee and subcommittee meetings, as well as conduct one-one-one and small group interviews.

Attachment: Comp Plan Update 2.27 BOCC discussion (13204 : Comprehensive Plan update)

Everyone is helping to determine the collective vision for Riley County and answering the questions: What are the values and goals of the community? How do we get there? What are the key issues and key concerns? What is working both in the current plan and in the community? What is not?

A reminder of the chapters within Vision 2025 and the proposed organization of the new plan. We could organize the TAC group according to the proposed chapters (i.e., economic development, parks/recreation, environment, etc.).

CURRENT	**PROPOSED**
Introduction	Introduction & Vision
Process	Process/Public Input/PPP
Executive Summary	Executive Summary – guiding principles, overarching goals
Demographics	Demographics (& population characteristics)
Separate sections – Agricultural Preservation & Rural Character Residential Commercial and Industrial Development Land Use DGS	Combined in overarching Land Use section: Land Use Residential Housing Affordable Housing Commercial/Industrial Agricultural Preservation Rural Character DGS Future
Environment and Natural Resources	Environment, Natural Resources, Cultural Resources
Separate sections – Transportation Public Facilities and Services	Combined: Transportation Public facilities Utilities (incl. technology/broadband)
	Recreation and open space
	Economic Development
	Food Planning
Separate sections – Monitoring and updates Action Plan	Action Plan Monitoring and updates Implementation

Consultant assistance – As discussed, we will bring a consultant on board to assist with coordination of public/stakeholder outreach and engagement. This person will also work through the technical aspects of the update including demographics data, and land use inventories. The BOCC has allocated CIP funding for this purpose.

Goals for March before the BOCC –

- I will bring a draft RFP for consultant assistance.
- I will provide a more formalized Public Participation Plan (PPP) and a draft survey.
- I will contact the organizations and agencies outlined above to get TAC members "on board."

Attachment: Comp Plan Update 2.27 BOCC discussion (13204 : Comprehensive Plan update)

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 27, 2023**

SUBJECT: **Pending County Projects County Counselor**

PRESENTER: **Clancy Holeman**

Enclosures:
- FINAL Commission List 02.27.2023 (DOCX)

PENDING COUNTY PROJECTS ▪ September, 2022 and through February 23, 2023
Submitted by Clancy Holeman, Riley County Counselor

NOTE: The below lists are not intended to be a comprehensive list of all "pending" Commission or projects of other County Departments 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. Bold type entries are the most recent.***

COMMISSION LIST

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) Discussions with staff and potential consultant. (9-17-21) Attend and participate in KAC webinar on ARPA and potential Health Department fund uses. (9-24-21) Communicate with consultant on agreed terms of service. (9-26-21) Finalize Professional Services Agreement with Consultant; draw Commission Agenda Report and submit for BOCC review and possible approval 9-30-21. (9-28-21) Obtain BOCC approval of Professional Services Agreement. (9-30-21) Staff meets with Consultant for first time regarding ARPA distribution rules. (9-30-21) Draft letter to congressional office (for discussion by BOCC in public meeting on 10-28-21) in support of S 3011—giving more flexibility to counties nationwide in their use of ARPA funds. (10-27-21)

Board of Riley County Commissioners: Initial meeting of CPE staff working group on CPE building security. (8-3-22) Consult with Craig on tax foreclosure issue. (8-5-22) Draw letters of support for TVT and WTC applications for state/federal funding. (8- 11-22) Zoom with staff working group on CPE security issues. (8-19-22) Participate in Executive Session appeal of disciplinary action. (8-22-22) Attend BOCC public meetings: (8-18-22; 8-22-22;8-26-22) Attend KAC legislative policy committee meeting. (8-31-22) Attend BOCC public meetings (9-1-22; 9-5-22; 9-8-22; 9-12-22) Work on contract issue. (9-13-22;9-14-22) Attend BOCC public meetings. (9-16-22;9-20-22) Work on contract issue (9-15- 22;9-16-22; 9-19-22;9-20-22; 9-21-22) Assist with January 1, 2023 .20% countywide retailers' sales tax approved by voters November, 2021. (9-19-22) Work on fence view request. (9-14-22;9-20-22) Work on multiple separate contract issues: (9-15-22; 9-16-22;9-19-22;9-20-22;9-21-22) Work on personnel matter for executive session. (10- 13-22) Work on resolution of support for riverbank development by private group. (10-13-22) Attend BOCC meetings. (10-21-22; 10-24-22) Work on personnel matter for upcoming executive session. (10-24-22;10-25-22; 10-26-22) Attend BOCC meetings. (10-27-22; 10-31-22) Amend and upload resolution of support for Riverfront MHK. (10-27-22)/ Work with title company to finalize assembly of seller documents for closing on Leonardville site for ambulance station. (10-28-22) Work staff of Clerk's office to obtain potential dates for upcoming executive sessions. (10-27-22) Prepare for oral arguments in Lyon County District Court scheduled for 11-10-22; appeal regarding First Christian Church historical designation by state. (10-31-22;11-1-22;11-2-22) Attend District Court Case Management conference in Riley Count District Court on pending appeal of County's approval of update to Prairiewood's preliminary and final plans. (11-1-22) Participate in BOCC public meetings. (11-3-22; 11-7-22; 11-10-22; 11-14-22; 11-17-22) Present closing documents for BOCC signature on purchase of Leonardville site of North County Ambulance station. (11-14-22) Deliver signed closing documents on same purchase to title company. (11-17-22) Work on information for annual audit. (11-17-22) Attend regular BOCC public meeting. (11-21-22) Work on item for annual legislative conference and prepare to present it to BOCC during public meeting 11-28, 2022. (11-20-22; 11-22-22) Attend regular BOCC public meeting. Obtain BOCC approval of draft legislative conference. Obtain BOCC approval of draft lease renewal document for Aggieville substation. (11-28-22) Work with Cindy K. to place executive session on Thursday agenda, during

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my administrative time. (11-29-22) Review my text changes I proposed to the draft minutes from the November 21st BOCC public meeting. (11-29-22) Work on "Prairiewood" neighboring landowner appeal to Riley County District Court of BOCC's method of approval of updates to preliminary and final development plans. (11-25-22; 11-27-22; 11-28-22; 11-29-22) Work on journalizing court's decision in BOCC appeal to Lyon County District Court of Kansas Historic Sites Board of Review's placement of First Christian Church on Kansas Register of Historic Places. (11-29-22) Work on Prairiewood Holdings, LLC appeal to Riley County District Court: phone call with opposing counsel; I propose slight revision to "case management order" provided for review; Work on record on appeal, preparing it for filing with District Court; and work on record on appeal's certification. (11-30-22) Work with IT/GIS on technology for executive session on department head performance evaluations by BOCC scheduled for 12-1-22 public meeting. (11-30-22) Attend BOCC public meetings. 12-1-22;12-5-22) Legal research on fence view request. Discuss with attorney for applicant. Obtain permission to return call from applicant and provide limited information on status of request and that working with his attorney. (12-1-22; 12-5-22) Return phone call from applicant and obtain property access information from him, if viewers are sent out to examine any fence constructed by either party. Leave message with applicant's attorney's office staff to call me back. (12-5-22) Prepare for BOCC public meeting of 12-8-22. (12-7-22) Attend and participate in BOCC meeting. Assist with executive session. (12-8-22) Provide information to Mary Carson on reimbursement agreements for small cities based on formula approved by BOCC during December 1, 2022 regular public meeting, as presented on behalf of Budget and Planning Committee. (12-8-22) Legal research on question raised by cemetery district. (12-8-22) Legal research and opinion developed on issue requested by BOCC member. (12-ll-22) Work on materials circulating among members of CPE building security working group. Purpose is to develop a CAR to circulate for working group input. Then presentation to BOCC during January. (12-12-22) Continue work on immediately preceding item. (12-13-22) Work on real property issue. (12-13-22) Work on pending litigation issue. (112-13-22) Advise Budget and Planning members of upcoming discussion of potential reimbursement agreements to small cities. (12-13-22) Further work on materials circulating among members of CPE building security working group. (12-14-22) Consult with Deputy County Counselor on upcoming annexation issue. (12-14-22) Attend and participate in BOCC public meetings. (12-15-22;12-19-22; 12-26-22; 12-29-22) Legal advice provided during public meeting. (12-19-22) Initial review of "RAISE" federal grant opportunities as described in email from U.S. Dept. of Transportation. (12-21-22) Respond to citizen inquiry regarding RCPD daily operation. Refer to RCPD and counsel to Law Board. (12-26-22) Work on annexation request forwarded by City of Manhattan. (12-21-22; 12-27-22) Discuss with Treasurer further work to develop sales tax reimbursement agreements for small cities. (12-27-22) Inquiry from our outside counsel on proposed agreements. I return call and leave voicemail with planned further discussion. (12-28-22) Obtain BOCC approval of publication notice setting date and time for public hearing on MCW annexation request—Saturday, January 14, 9 a.m., in BOCC chambers; Obtain BOCC approval of coroner services contract amendment and extension. (12-29-22) Consult with Deputy Counselor on scheduled annexation hearing. (1-3-23) Review animal control issues. (1-27-23) Prepare for upcoming work session week of 1-30-23. (1-27-23) Attend and participate in BOCC public meetings (1-26-23; 1-30-23) Attend and participate in BOCC public meetings. (2-2-23;2-6-23) Forward KORA request to this department's staff for response. (2-6-23) Work on reimbursement agreements for small cities. (2-7-23) Review and route incoming litigation documents to relevant parties, including our insurer and insurer-provided counsel. Prepare CAR and discuss with Budget and Planning Committee, for approval of form of small cities' sales tax reimbursement agreement. (2-8-23**)** ***Review and approve as to form upcoming resolution for G.O. bond issuance on Public Works road project. (2-21-23) Work on hiring process for Deputy Position at retirement of incumbent scheduled for 9-30-23. (2-16-23;2-21-23; 2-22-23) Prepare for BOCC public meeting scheduled for 2-23-23. (2-21-23;2-22-23)***

Budget and Planning Committee: Attend meeting: 8-23-22; Prepare for meeting scheduled on 8-6-22. (8-2-22) Attend committee meetings. (9-13-22) Attend meeting. (10-25-22) 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

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opinion on draft of agreement. (2-7-23)

"Constitutional Protection of County Home Rule": Accepted KAC invitation to present to County Commissioners Association, KAC affiliate member, information on Home Rule, during final day of KAC annual meeting in Overland Park, October 20th. Accepted KAC invitation to work with KAC Executive Director on recording of KAC podcast on "Constitutional Protection of County Home Rule"; recording scheduled for September 10, 2021. Podcast recorded with KAC 9-10-21. Work on presentation to County Commissioners scheduled for 10-20-21 (10- 15-21; 10-16-21; 10-17-21; 10-19-21) Convene presentation by Mike Heim on constitutional protection of county home rule during KAC annual meeting. (10-20-21) Presentation on constitutional protection of county home rule to County Commissioners Association of Kansas, during KAC annual meeting. (10-20-21)

County Counselors Association of Kansas:

County Jail Inmate Medical Care:

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: Voicemail from Wareham manager on use of facility for jury trials. (8-8-22) Message left with Judge Bannister regarding foregoing matter. Provide cell number to court. (8-12-22) Phone call with owner regarding District Court fee for using Wareham between now and November 1, 2022. (8-31-22)

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. Asbestos removal is likely the next "project." I will provide any necessary notice of that "project" to the State Preservation Officer. I presented a CAR to the Board 8/12/21 and discussed with the BOCC the primary controlling statute. Legal research 8-24-2021. BOCC decides during open meeting to cancel pending contract offer to remove asbestos from Church for approximately $18,000. Majority of BOCC states premature to remove asbestos before later decision by BOCC what is planned for Church now it's "listed." Gary Rosewicz, Assistant County Engineer, will notify the company offering to remove asbestos of this cancellation. (8-30-21) Confirmed with Gary Rosewicz, he notified company. (9-1-21). I filed petition for judicial review, in Riley County District Court, of state Historic Sites Board of Review designation of the First Christian Church as a historic site. (9-3-21). Contacting attorney for Historic Sites Board of Review. (9-19-21) Discussion with attorney for Historic Sites Board of Review. (9-23-21) Conduct legal research related to pending issues. (9-24-21) Received entry of appearance from Topeka law firm representing defendants. (9-24-21) Received District Court Clerk's extension of time to file answer to County's petition for judicial review, at Defendants' request. Granted as a matter of right by state statute. Deadline for Defendants to answer is

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extended to October 12, 2021. Legal research. (9-24-21) Advise Public Works on question regarding asbestos removal. (9-26-21) Agree to Defendant's attorney's request for additional time to submit record of hearing to Court. (Week of 9-29-2021) Case management order filed. County's brief in support of appeal due March 31, 2022. Riley County District Court Judges recuse themselves from case and transfer to Lyon County District Court. (1-25-22) Work with Clerk of the Riley County District Court and Lyon County District Court to process my unopposed motion for extension of time to file County's initial brief. Motion granted and new deadline to file County's initial brief is April 29, 2022. (3-18-22;3-21-22;3-25-22;3-28-22;3-29-22) Legal research for County's appeal brief due in district court April 29, 2022. (4-15-22;4-18-22; 4-19-22) Legal research and prepare county brief on appeal. (4-20-22; 4-21-22;4-22-22; 4-25-22;4-26-22-4-27-22;4-28-22-4-29-22) File County brief electronically with District Court. (4-29-22) Contact opposing counsel on pending appeal. (5-31-22) Work on aspect of pending appeal. (6-5-22) Contacted by opposing counsel for continuance of Respondents' deadline to file their responsive brief—I do not oppose. (6-15-22) Respondents' unopposed motion for continuance of their deadline to file brief until August 1, 2022, filed with Court. (6-16-22) Work with District Court Judge's staff on scheduling of status conference. (7-14-22) Schedule status conference at request of District Court judge—will occur July 19, 2022. (7-15-22) Participate in status conference with opposing counsel and District Court Judge assigned this Riley County's Appeal. Opposing counsel believes her responsive brief will be provided by August 1, 2022. At that time, Court will review Riley County's Petition and opposing counsel's response. Then Court will schedule zoom oral schedule oral arguments. In the meantime, I will provide Court by mail a thumb drive "Attachment H," which is a video of the hearing by the Historic Sites Board of Review listing the property as historic. I cite that "Attachment H" throughout my brief in support of the county's petition. (7-19-22) Respondent's brief filed in District Court. (8-1-22) Prepare to possibly file Reply brief by review of video of hearing before HSBR. (8-5-22) Mail Court portion of record on appeal. (8-12-22) Legal research for reply brief. (8-14-22;8-15-22;8-16-22;8-17-22) Legal research for reply brief. (8-18-22;8-19-22; 8-20-22;8-21-22;8-22-22) File reply brief with District Court. (8-22-22) Work with opposing counsel and Court to schedule oral arguments by counsel. (8-30-22; 8-31-22) Oral argument of counsel before Lyon County District Court. (11-10-22) Lyon County District Court announces its decision by zoom. Court vacates placement of 1st Christian Church on Kansas Register of Historic Places as illegal act; But because Church was validly placed on National Register of Historic Places, and state law requires all properties on National Register are placed on Kansas Register, the Church remains on the Kansas Register of Historic Places. (11-15-22) 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)

Human Resources: Prepare necessary motion for non-elected department head performance reviews upcoming. (11-29-22)

Indigent Legal Services: Discuss at staff level potential 2022 contract. (9-21-21) Separate issue: Discuss with county and District Court staff coding of interpreter expense. (9-21-21) 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)***

Intergovernmental Luncheon Meeting: Attend and describe Riley County state legislative platform for 2023. (11-28-2022)

KAC Annual Meeting (October 17, 2022): Request registration for 2022 annual meeting. (6-3-22)

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Legislation: Work on HCR 5022; prepare for legislative hearing scheduled for 1-20-22. (1-16-22; 1-17-22; 1-18- 22). Prepare CAR for BOCC meeting 1-20-22. (1-18-22) Legal research regarding law board. (1-18-21) Testify before House Federal and State Affairs Committee on HCR 5022. (1-20-22) Evaluate possible ROW legislation. (1-21-22) Evaluate different possible legislation affecting two county departments. (1-21-22) Present BOCC work session on SB 325 regarding solar and wind energy facilities only on parcels zoned for industrial uses. (1-27-22) Submit neutral written testimony to House Agriculture Secretary on HB 2531 for hearing scheduled for February 9, 2022. (February 8, 2022) Contract lobbyist advises hearing has been continued to Monday, 2-14-22. (February 9, 2022) Review, analyze and discuss SB 119 pending in House; with member of legislative delegation; contract lobbyist; Riley County Appraiser. (2-7-22; 2-8-22; 2-9-22; 2-10-22). Watch portion of House floor debate on HCR 5022. Discussion with contract lobbyist. (2-22-22) Discuss with contract lobbyist potential in-session annual legislative conference update. (2-25-22) Discuss with member of delegation SB 119 as it stands in House. (2-25-22) Determine if members of delegation are available for follow up zoom legislative conference April 4 or April 7, 2022. (2-28-22) Review SB 538 at request of contract lobbyist. (3-2-22) Schedule follow up zoom only legislative conference for April 7, 2022. (3-2-22) CAR and agenda for April 7, 2022, follow up legislative conference provided delegation. (3-31-22) Review KAC legislative update. (4-5-22) Prepare for April 7, 2022, follow up legislative conference. Assist with presentation to BOCC of follow up legislative conference—1 delegation member present in BOCC chambers and 2 delegation members present by zoom. (4-7-22) Work with Treasurer on legislative issue. (5-10-22; 5-11-22; 5-12-22) Present during public meeting CAR on letter of support for motor vehicle registration and title bill available for action when legislature returns May 23-2022. (5-16-22) Email support letter to individual members of Senate Leadership. (5-18-22) Communicate with delegation member. (7-4-22) Prepare legislative requests for upcoming KAC legislative policy committee meetings. (7-18-22; 7-19-22) Schedule potential appearances before KAC legislative policy committee for 2023 legislative session requests. (7-23-22) Present 4 county legislative requests to the KAC legislative policy committee, via zoom. (7-27-22) Work on dates for Annual Legislative Conference—invitation emailed delegation asking their preference between Monday, December 5th and Thursday, December 8th, noon to 2 pm—lunch provided. (10-26-22) 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) 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)

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Leonardville North County EMS Station: Call and leave message for City of Leonardville's attorney. (9-14-22) Assist EMS with project. (9-19-22)

National Opioid Litigation Settlement:

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 Treasurer regarding statewide Treasurer's association pending legislation to increase fees but thereby reduce ad valorem property tax support of state function (motor vehicle registration). (11-30-22) 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)

Riley County Employee Day: Tour with members of staff committee proposed venue for event. (9-14-22) ***Discuss future scheduling of committee meetings with members. (2-21-23) Attend and participate in committee meeting. (2-21-23) Discussion with County Appraiser regarding current property tax exemption status of potential venue. (2-22-23) Discussion with County Appraiser staff regarding contact information for same potential venue. (2-22-23)***

Rural Economic Development Advisory Board:

Staff Budget and Planning Committee: Participate in committee meeting. (9-13-22)

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)

DEPARTMENTAL LIST

Administrative Matters: Work on matters related to departmental transition. (1-25-2023; 1-26-2023; 1-27-2023)

Riley County Appraiser's Office: Answer Dept. Head inquiry on exemption process. (8-5-22) Conversation with Department Head on issue. (8-23-22). Work with Department head on legal issue. (9-14-22) Work on 2 separate issues involving property tax liability. (11-17-22;11-18-22) Review materials provided by Department Head. Schedule discussion with me, Craig and Department Head. (11-29-22) Assist with legal issue. (12-1-22) (Discuss with County Appraiser separate legal issue. (12-2-2) Assist Department Head with legal issue and prepare for executive session on same. (12-1-22; 12-7-22) Discuss legislative conference matter with Department Head. (12-7-22) Department Head notifies of property taxpayer verbally abusive to staff. Advisee. (12-13-22) Discuss legislative issue with Department Head. (12-28-22) Discuss real property issue with Department Head and setting up staff meeting to discuss further. (12-29-22) Discuss KORA issue with Department Head and advise. (1-3-23) Review info from County Appraiser on upcoming property tax appeal. Provide additional background information to Appraiser. (1-28-23) Advise on exemption matters.

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(2-8-23)

Riley County Attorney: ***Work on contract for services. (2-22-23)***

Riley County Clerk: Assist staff with licensing issue and 2022 legislative amendments. (8-22-22; 8-23-22; 8-24-22;8- 25-22; 8-26-22) Assist on KORA issues. (8-25-22;8-26-22;8-28-22;8-29-22;8-30-22) Participate in zoom with Clerk and staff on KORA issues. (8-31-22) Work on KORA issues. (9-1-22; 9-2-22;9-5-22;9-6-22;9-7-22) (9-8-22;9-9-22) Advise staff on abandoned vehicle in RCOB lot. (9-9-22) Assist with KORA issue. (9-16-22) Assist with KORA issue. (10-14-22; 10-18-22) Assist with certification of records for pending district court appeal. (11-28-22) Review form of license application and its requirements at request of Clerk's staff. (12-7-22) Review revised license application provided today by Clerk's Office staff. Approve "as to form." (12-8-22) Review and respond to bond counsel question on term sheet for short term financing. (2-6-23)

Riley County Community Corrections: Discuss with Director Shelly Williams potential contract with Clay County Sheriff's Office for testing of Community Corrections' clients. (10-26-21) Work with Director Shelly Williams on Drug Court structure. (2-24-22) Review RCCC "FY 2023 Adult Comprehensive Plan Grant Signatory Approval Form. (4-19-22) Review RCCC "FY 2023 Juvenile Comprehensive Plan Grant Signatory Approval Form". Work with Department Head on "Drug Court" project. (5-6-22) Work with Director by zoom on Drug Court project. (5-25-22) Communication with Department Head on Drug Court project. (5-26-22) (Schedule with IT zoom discussion with Director and staff on Drug Court project for 6-8-22. (6-5-22) Zoom discussion with Director on Drug Court project. (6-8-22) Discuss with Dept. Head scheduling zoom on Drug Court possible documents. Schedule zoom for 7-20-22. (7-18-22) Communicate with Department head and reschedule zoom at her request. (7- 19-22) Zoom discussion with Department Head on possible drug court documents. (7-22-22) Finalize Drug Court documents with Department Head. (11-4-22)

Riley County Emergency Management: Advise EM Director on road access issue raised by Evergy. Contact landowner. Relay to EM Director: landowner grants access conditional permission for Evergy to EM Director (gate must be closed by Evergy upon entering and leaving site. (Cattle on site.) (8-2-22) Work on radio tower access site and possible existing easement across adjoining property line. Assisted by Craig and Vaughn Colbert. (8-3-22) Respond to opportunity to tour CPE with RCPD on CPE security issues. (8-5-22) Advise EM and RCPW finished reviewing easement issue and advise on contacting landowners. (8-5-22) Tour CPE building with RCPD to review possible building security issues. (8-8-22) Contacted by EM regarding a 911 service issue. Discuss with EM Director. I call resident and leave message with adult in home. (12-1-22) Return 12-5-22 call from resident. I describe to resident options as I understand and staff (EM and 911) work to this point and 911's referral of issue to state's 911 coordinating council—in hopes they can obtain solution for resident from A T & T landline provider (resident reports no cell service available his location). Encourage resident to try a number available to reach 911 as short-term solution while 911's involvement with state coordinating council. Encourage resident to call me with result of his use of that landline number to reach 911. Make arrangements to speak with resident by end of this week with any results of my conversations with 911. Talk with 911 and Tyler brings me up to speed on where this is with 911 coordinating council. (12-6-22) Call back resident and inform Tyler of 911 has been told should hear back "soon" from 911 coordinating council. I relay that information by phone to resident. He verifies his test of direct line call to 911 did work today. Understands that is an interim solution while coordinating council effort plays out. Encouraged him to call me back and check on progress of state coordinating council effort, within next 2 weeks, or whenever he wants to do so. (12-6-22) Contacted by PIO for information. Provide. Review info. (12-6-22) Follow up from 911 and PIO on interim solution is working based on test by resident. (12-7-22) Meet with Department Head on proposed EM personnel policies and Standard Operating Guidelines. (12-9-22) New information provided by Department Head on foregoing resident's report of continued issue with 911 contact, based on info he received from his land line provider. (1-4-23) Department Head inquires about process for development of SOGs. Consult with HR who advises Department Head. (1-4-23) Request for contract

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assistance. (1-30-23) Information provided on scheduling training opportunity on FLSA. (1-30-23) Information provided on CPE building security. (1-30-23) Discuss litigation matter with Department Head. (2-8-23)

Riley County Emergency Medical Services: Assist staff working group with ambulance project. (6-24-22) Assist with plan to purchase lot and place Ambulance Station in Leonardville. (8- 28-22) Call from Department head. He attended Leonardville City Commission meeting with Chairman recently. 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)

Riley County Extension:

Riley County Fire District No. 1:

Riley County GIS:

Riley County Health Department: Work with Department Head and RCHD on employment issue. (8-1-22) Provide comments to county staff working group on proposed alterations to county policy guidance. (8-1- 22; 8-2-22) Advise Department head after reviewing proposed grant agreement. (8-5-22) Assist staff with KSU internship process. (9-2-22) Work with department staff member on question about insurance coverage for staff. I ask County's insurance broker for information. (12-12-22) Follow up on question I previously asked county's insurance provider December 12. (12-28-22) Discussion with insurance agent on insurance coverage from a department's staff. Recontact staff member and advise agent will be contacting them for more detail—encourage staff member to check back with me next week if necessary. (12-28-22)

Riley County Historical Museum:

Riley County Human Resources: Provide comments to county staff working group on proposed alterations to county policy guidance. (8-1-22; 8-2-22) Work with Department Head and RCHD on employment issue. (8-1-22) Advise HR and EM on discovery matter in pending litigation involving third party plaintiff (not Riley County). Communicate with outside law firm about their request. (8-2-22) Review organizational chart for department. (8-5-22) Participate in staff discussion regarding possible location for employee training day in October. (8-12-22) Participate in scheduling of staff working group discussion on existing personnel guidance. (8-12-22) Two Zooms with staff on pending Disciplinary Action Review. (8-19-22) Conversation with two department heads and HR on employment issue. (8-23-22) Late join of scheduled zoom by staff planning employee recognition/training day. (8-23-22) Work with HR and Department Head on employment law issue. (9-14-22) Work on employment law issue. (9-20-22) Assist with employment law issue. (10-18-22) Attend meeting of planning committee for discussion about completed event for 2022. (10-25-22) Work on agenda documentation issue. (11-18-22) Discuss with Clerk's office staff contract termination issue. (12-2-22) Follow up conversation regarding immediately preceding contract termination issue—advice provided. (12-2-22) Work on performance evaluations and complete by 12-7-22 (12-5-22;12-6-22; 12-7-22) Work on payroll approval issue. (12-12-22) Discuss with staff confirming contract termination issue resolved. (12-29-22) Work with HR Manager to assist separate Department Heads on distinct personnel matters. (1-4-23) Discuss with HR Manager and advise on personnel issue. (2-6-23) ***Assist with contract matter involving a different department. (2-21-23)***

Attachment: FINAL Commission List 02.27.2023 (13209 : Clancy's Commission List)

Riley County Information Technology/GIS: Participate in staff working group discussion of network security improvement. (12-19-22)

Riley County Planning & Development: Sign approval of 2 plats previously approved by BOCC and other county officials. (8-2-22) Work on Department contract issue. (8-7-22; 8-8-22) Answer P&D staff question about benefit district issue. (8-12-22) Respond to Director on pending contractual issue this office is assisting Department with. (8-12-22) Assist staff by review of pending different matter. Provide advice. (8-12-22) Approve plat. (8-12-22) Discuss contract issue with Department Head. (8-12-22) Discuss software project with Department Head. (8-23-22) Prairiewood, District Court Appeal of Liquid Art Winery BOCC approved preliminary and final development plans. Case management conference (11-1-22) Work on Record on Appeal for preceding litigation. (11-2-22; 11-3-22; 11-15;22;11-17-22) Phone conversation with USDA contact about possible funding for a project. (11-18-22) Work on Record on Appeal for District Court, as required by statute in foregoing Prairiewood matter. (11-20-22; 11-22-22) Discuss issue with after phone call from County Sanitarian. (12-5-22) Discuss immediately preceding issue with Department Head (12-6-22) Phone conference with Department Head and County Sanitarian on previous issue. Possible solution reached based on input from Department Head and Sanitarian. County Sanitarian will speak with property owner. (12-7-22) Review new form proposed by P & D staff for land use regulations. Route issue to Craig for his review. (12-8-22) Discuss \benefit district issue with Department Head and Deputy County Counselor. (12-20-22) Review information on preceding provided by Department Head. Further discussion on same issue. (12-20-22) Attend pretrial in District Court on Prairiewood appeal. (2-6-23) Approve draft pretrial order presented by opposing counsel; advise county staff witnesses of revised trial date. (2-7-23)

Riley County Public Information Officer:

Riley County Public Works: Prepare CAR for Department on pending KDHE request for evaluation of 2 sites in Fairmont Park. Work with Department Head on appropriate signature block. (8-2-22) Discuss with Assistant County Engineer status of compliance plan emailed to EPA by consultant. (8-3-22) EPA advises did not receive Compliance plan emailed to them by our consultant Monday, August 1, 2022. Assist Department with documenting timely provision of Compliance Plan August 1, 2022, by email from our consultant. Phone call exchange with consultant. Forward EPA attorney consultant email of Compliance Plan and email documentation to consultant of receipt. (8-3-22) Advise RCPW and EM I've finished reviewing easement issue and advice on contacting landowners. (8-5-22) Work on EPA issue involving benefit district. (8-5-22; 8-8-22; 8-9-22) Work on University Park Benefit District EPA issues. (8-14-22; 8-15-22; 8-16-22;8-17-22; 8-18-22) Work on access agreements for KDHE in Fairmont Park. (8-15-22; 8-17-22; 8-29-22; 8-30-22) Discussion with Department Head on upcoming construction project. (8-1-22) Work on same upcoming construction project. (8-2-22) Assist with contract issue on one project. (9-19-22) Assist with contract different project. (9-19-22) Discussion with Department Head and staff to finalize our proposed changes to transfer station agreement with operator. (11-7-22) Work with Department on placing evaluation of RFQ responses before BOCC as "Construction Management at Risk" for 11-17-22 public meeting. (11-15-22) Work on litigation issue. (11-17-22) Work on KORA issue. (11-17-22; 11-18-22) Advise Department Head on CMAR process. (11-18-22) Review potential dates for CMAR phase. (11-18-22) Assist with scheduling of negotiation meeting for contract renewal. (11-28-22) Contacted by PW staff about new owner of county park real property and continued county lease of parking space. Provide my contact information to new owner.(12-6-22) Follow up with Department Staff about proposed meeting in their conference room this Friday. (12-7-22) Meeting with Head of Department and Assistant County Engineer to prepare for upcoming discussion with transfer station operator. (12-9-22) Learn of potential grant opportunity for road projects. Provide information to Department. (12-11-22) Discuss former with Department staff member. (12-12-22) Meeting with Department Head and Assistant County Engineer to prepare for upcoming discussion with transfer station operator. (12-13-22) Work on immediately preceding item on information from provided by operator. (12-14-22) Work with Department Head on Construction Management at Risk selection process. (12-14-22) Participate in transfer station contract negotiation with Department Head, Assistant County Engineer, Operator

Attachment: FINAL Commission List 02.27.2023 (13209 : Clancy's Commission List)

and Operator's counsel and principals. (12-16-22) Staff discussion of issue related to preceding negotiation. (12-19-22) Teams meeting with Budget and Finance, Department Head and Assistant County Engineer regarding contract issue. (12-28-22) Continue work toward transfer station operation agreement. (1-29-23) Advise Dept. Head after review of MOU related to bridge project. (1-29-23) ***Refer to Department Head City of Ogden question about sharing bridge maintenance responsibility. Referred for Department Head response back to me. (2-22-23)***

Riley County Register of Deeds: Review information on recording fee. (11-18-22) Discuss legislative conference issue with Department Head. (12-6-22; 12-7-22) Advise on legal issue. (2-12-23)

Riley County Treasurer: Meet with Department Head on National Opioid Settlement payment process. (7-8-22) Meeting with Treasurer to review legislative proposal developed by statewide Treasurers' association regarding license tag fees----to prepare for my discussion of this item during December 12th legislative conference. (11-30-22) 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)

RILEY COUNTY POLICE DEPARTMENT—Administered by Law Enforcement Agency ("Law Board")

Prepare 2023 proposed lease on "Aggieville Substation" for consideration by BOCC at upcoming public meeting. (11-22-22) Approved by BOCC. (11-28-22)

PROFESSIONAL ASSOCIATION, INTERNAL STAFF COMMITTEES, CLE MATTERS & ADMINISTRATIVE MATTERS:

Administrative Matters: Work on annual performance reviews. (12-1-22; 12-2-22; 12-3-22; 12-4-22; 12-5-22; 12-6-22;12-7-22) Work with Clerk staff to reschedule administrative time on upcoming BOCC agenda. (12-7-22) Register for free webinar during lunch hour December 14, 2022; "Practical Law" updates from Westlaw—our computerized legal research provider. (12-7-22) Forward to Office Manager Clerk's Office info on end-of-year vendor payments by check. (12-8-22) Discuss with Craig any updates to contact info. (12-13-22) Advise staff I'll be into office after attending 8:30 a.m. meeting at Public Works. (12-13-22) Discuss with Craig teams meeting later this a.m. with Department Heads of Appraiser's office and Planning and Development. (12-13-22) Review and Approve A/P and Accounts Payable documents. (1-30-23) Advise on chairs mistakenly moved out of CPE by CASA. (2-6-23)

Continuing Legal Education:

County Counselor Association of Kansas: Attend semiannual CLE program during KAC annual meeting. (10-18-22)

Department Head Committee: Attend and participate in department Head Committee Meeting. Remind Department Heads of next Monday's Legislative Conference, that they are all invited; and it is an opportunity to interact for the first time with new members of our delegation. Also described I will be inviting all delegation members to contact Department Heads throughout the legislative session when they have any questions about this county's daily operation or of counties generally. (12-7-22) Attend and participate in Committee Meeting. (12-21-22) Attend and participate in committee meeting. (2-15-23)

Kansas Association of Counties: Attend annual meeting. (10-17-22 to 10-19-22).

Staff Budget and Planning Committee: Participate in committee meeting. (9-13-22) Attend and participate

Attachment: FINAL Commission List 02.27.2023 (13209 : Clancy's Commission List)

in Committee meeting. (12-21-22)
Staff Road Renaming Committee: Respond to committee member's relay of landowner's proposed rename of private road. (12-7-22)

Attachment: FINAL Commission List 02.27.2023 (13209 : Clancy's Commission List)

EXTENSION
Presentation

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

MEMORANDUM

FROM: **Gary Fike**

MEETING: **February 27, 2023**

SUBJECT: **Future of the Riley County Fair Facilities**

PRESENTER: **Gary Fike**

Gary Fike will lead a presentation and discussion of the current situation of the Riley County Fair and it's future.

Enclosures:
- Riley County Fair Discussion (PPTX)

Riley County Fair Discussion

GARY D. FIKE, LANCE SHARP, BOB MERTZ, JOSH WENDAND, CHRIS ANDERSON

RILEY COUNTY K-STATE RESEARCH AND EXTENSION AND RILEY COUNTY FAIR BOARD

Purpose of this Discussion - Background

- The Fair Board and RC K-State Research and Extension are directly involved with the production of the Riley County Fair.
- The Riley County Fair is a week-long event, in conjunction with the Kaw Valley Rodeo – contract for fair entertainment.
- Extension office books fairgrounds use, building use, for dozens of events throughout the year. All rental fees go into the county general fund
- Parks Department oversees maintenance, logistics, mowing, repairs, etc.
- USD 383 uses the carnival grounds for track meets and would like to build shotput and discus cages, runway for javelin, and have more general use of the area.
- There is talk of an indoor water park where CiCo Park pool is now located. If this occurs, loss of parking will occur.

Attachment: Riley County Fair Discussion (13207 : Riley County Fair Future)

Purpose of this Discussion – Background - continued

- Parking has been an issue for the last several years and will continue to be.
- Pottorf Hall has had structural issues in the past, and they continue today; floor settling in large room (previously), north wall issue problems, lack of AC in the bathrooms, Clover Room floor is apparently sinking.
- Barn facilities are outdated, have made some electrical updates.
- Vendor area is on a hillside. Parking food trucks and trailers is inconvenient.
- Generally, the fairgrounds are "scrunched" in together too tightly.
- If the fair is to grow, changes probably need to be made. If status quo, the fair will stagnate and/or shrink.

Attachment: Riley County Fair Discussion (13207 : Riley County Fair Future)

Ongoing Discussion of Moving the Fairgrounds

- Has been discussed in the past. Plans were drawn up, but no changes occurred. New locations considered?
- Now a new livestock/equine facility and barns are going to be built along Kimball Avenue near the Stanley Stout Center. Completion date?
- Talks of moving the Kaw Valley Rodeo, the fair, to this area. Possible movement of many livestock shows from CiCo to the new facility.
- Questions regarding this possible move:
  - Can the fair be held on Foundation and/or KSU property?
  - What happens with current fairgrounds and facilities?
  - Infrastructure for electrical and water hookups for carnival, for livestock, beyond possible new barns, stalls, other?
  - If rodeo moves and fair stays where it is?

Questions, continued

- IF the fair moved out there, what building will be used for all of the "static" 4-H exhibits?
- Will charges at the new facility be made to the fair board for use of the new facilities, which are currently free?
- Will the KSU Foundation and KSU Animal Science both be involved with logistics, planning, reserving?
- If we stay where we are with the fair, is USD 383 going to be allowed to build infrastructure on county property?
- In summary, we would like to know what, if any plans are being made regarding the future of the Riley County Fair and it's location?

PUBLIC WORKS
Presentation

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

COMMISSION AGENDA REPORT

FROM: **John Ellermann, Public Works Director**

MEETING: **February 27, 2023**

SUBJECT: **County Road Systems in Kansas**

PRESENTER: **John Ellermann**

BACKGROUND
See attached

DISCUSSION
Discuss road system options.

FISCAL IMPACT
NA

RECOMMENDATION(S)
NA

POSSIBLE MOTION(S)
Move to approve

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- County Road Systems in Kansas (PDF)

County Road Systems in Kansas

History

Townships have been taking care of the roads in Kansas since 1861 when Kansas became a state. At that time there were not County or State roads. Roads then were no more than a trail used by farmers and ranchers to get to town. These roads were minimally maintained, if at all. In 1909 the legislature authorized the county commission to designate county roads and maintain them. Not much happened until 1911 when the legislature ordered the county commission to classify country roads and designate county roads, state roads, mail routes and township roads. This forced the counties to hire workers and obtain facilities and equipment.

With the increase in the number of cars on the roads the state legislature, realizing the issue townships had with maintaining roads, authorized the county unit road system in 1916. In 1970 the legislature authorized the county-rural system giving counties three types of road systems to choose from.

County-Township – the townships maintain all the local roads and the county maintains main roads (major and minor collectors), bridges, and culverts with more than 25 sq.ft. opening.

County Unit – the county maintains all roads, bridges, and culverts outside of cities except state highways.

County Rural – the county maintains county and township roads but has separate accounting and taxing for township roads.

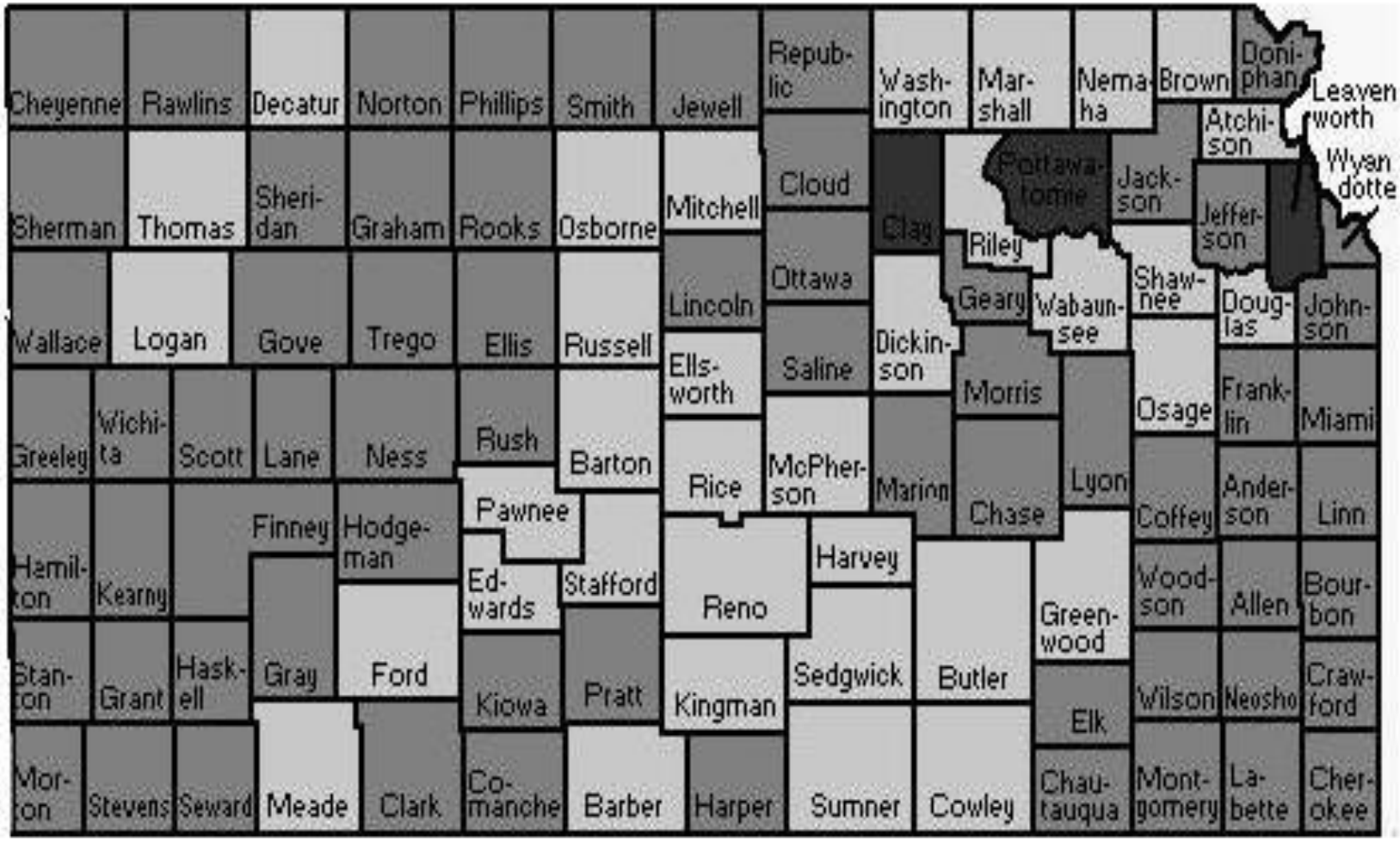
It appears most of the counties converted over to the county unit before 1950. The last county to convert was Coffey County in 1979. Osage County's attempt to go county unit failed when brought to an election. Clay County in 2001 attempted to move to a county unit road system and settled on the county rural system after meeting with the cities who did not give their support.

Current make-up of county road systems is shown in the table below. The map on the next page shows the counties and the system .

ROAD SYSTEM TYPE	NUMBER OF COUNTIES
County Township	35
County Unit	66
County Rural	3
Other	1

Townships are having a more difficult time stretching budgets for materials and equipment to maintain their roads along with being able to hire qualified operators. When this happens they start contracting with the county for their road maintenance. Currently, county crews are maintaining roads for three townships and help the others at their request.

Attachment: County Road Systems in Kansas (13208 : County Road Systems)


Cheyenne
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Thomas
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Jack-son
Jeffer-son
Riley
Wallace
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Ellis
Russell
Lincoln
Ottawa
Geary
Wabaun-see
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Doug-las
John-son
Ells-worth
Saline
Dickin-son
Morris
Osage
Frank-lin
Miami
Greeley
Wichi-ta
Scott
Lane
Ness
Rush
Barton
Rice
McPher-son
Marion
Chase
Lyon
Coffey
Ander-son
Linn
Hamil-ton
Kearny
Finney
Hodge-man
Pawnee
Ed-wards
Stafford
Reno
Harvey
Wood-son
Allen
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Kingman
Sedgwick
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Green-wood
Elk
Wilson
Neosho
Craw-ford
Mor-ton
Stevens
Seward
Meade
Clark
Co-manche
Barber
Harper
Sumner
Cowley
Chau-tauqua
Mont-gomery
La-bette
Cher-okee
County-Township System
County Unit System
County Rural System

Each system has its own unique set of requirements and abilities to maintain township roads in the county.

County Township

Townships control own budget, road maintenance schedule and road specifications/standards.
County doesn't have to worry about maintenance of township roads.
Townships do not collect property tax on property inside city limits
Some townships do not collect enough taxes for the level of service resulting in complaints from citizens
Citizens often call county to fix, maintain, enforce maintenance on township roads. County does not have authority.
Causes confusion for residents about how and why roads are maintained
Township roads are not kept to the same standard.
Townships can contract with county to maintain their roads. When doing this, County operators spend a lot of time dead heading to get to roads. Inefficient and costly

County Unit

County maintains all roads in the county. Township has no road maintenance responsibilities.
Better service to residents. Roads are generally more consistently maintained.
Taxes are collected from all property in the county (including with in cities)
Taxes would most likely go up on property county wide, including within the cities.
County will likely have to hire more employees and equipment to maintain the increased milage.
Public works road & bridge division may have to be reorganized.
To bring roads up to county standards will take years.
May inherit more mileage than what townships originally reported (not accurate).

County Rural

County maintains all roads. Township has no responsibility for road maintenance.
Better service to residents. More consistently maintained.
Maintain 2 budgets. County roads and Township roads budgeted and tracked separately
Cities do not pay taxes for road maintenance on township roads.
Township residents expect a higher level of services than necessarily warranted with the funding available.

How to convert

To a County Unit:

KSA 68-515b to KSA 68-516e gives the County Commission the ability to adopt the county road system by resolution in the event of a petition signed by 10% of the qualified electors in the county. The resolution shall be published for 3 consecutive weeks in the newspaper of general circulation in the county. If within 90 days of the first publication a petition is filed from 10% of qualified electors in the

county protesting the adoption the County Commission is required to submit the question of a county unit system to the electors of the county.

Upon adoption of a county unit system the township boards shall pay over to the county treasurer all unused funds which had been received or acquired by the township for road purposes or for machinery or equipment of the construction and maintenance of roads. In which case the funds must be spent in the township from which the funds came from. The townships shall turn over and deliver to the county all road machinery and equipment acquired by the township for the purpose of constructing and maintaining township roads. This also means the county assumes any contracts or leases for equipment from the townships.

To a County Rural:

KSA 68-591 to KSA 68-595allows the County Commission to adopt this form of road system, provided the question for adoption be voted on by the electors of county residents outside the corporate limits of any city.

Upon adoption of a county rural system the township boards shall turn over funds and equipment as in the county unit system.

INTERGOVERNMENTAL LUNCHEON
February 27, 2023
12:00 p.m. (Noon)
RockinK's
1880 Event Space
1880 Kimball Avenue
Manhattan, KS

A G E N D A

I. Gather and Luncheon (11:30-12:00)

II. Convene and Introductions

III. Agenda Topics

a. School Finance – Lew Faust, Director of Business Services for USD 383

IV. Miscellaneous Updates and Announcements and Possible Future Items

V. Next Meeting Date: March 27, 2023

VI. Adjournment

For those who have RSVP'd for lunch, food will be served starting at 11:30AM. Payments can be collected on site by Manhattan-Ogden USD 383 by cash, check, or credit card. If individuals need to be invoiced, address of entity to be billed is required with contact information.

Attachment: 2-27-23 Intergovernmental Agenda (12899 : Intergovernmental Luncheon Agenda)