



**Board of Riley County
Commissioners
Regular Meeting
Agenda
March 23, 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. 2023 Asphalt Overlay Program Bid Recommendation
4. Approve payroll/accounts payables (when completed)

Review Minutes

5. Board of Riley County Commissioners - Regular Meeting - Mar 20, 2023 8:30 AM

Review Tentative Agenda

6. Tentative Agenda

Press Conference Topics

7. Discuss Press Conference

9:00 AM

Barry Wilkerson, County Attorney

8. Staff update

9:15 AM

Clancy Holeman, Counselor/Director of Administrative Services

9. Administrative Work Session

9:35 AM

Riley County Commissioners

10. Task Force Nominations on Fairground Relocation

9:50 AM

Shelly Williams, Community Corrections Director

11. Staff Update Juvenile Intake & Assessment Services Program

- 10:05 AM Elizabeth Ward, Human Resource Director**
12. Riley County EAP Contract
13. Request to Fill-As Needed HR Clerical position
- 10:20 AM Bob Isaac, Planner**
14. Replat Lot 1 and Lot 2 of Schurle Ranch Unit Two into two lots and update the Final Development Plan associated with the Planned Unit Development zoning designation for the property.
- 10:35 AM Ron Fehr, Manhattan City Manager**
15. City of Manhattan General Update
- 11:05 AM Amy Manges, Register of Deeds**
16. Request to Fill Open Position
- 4:00 PM Joint City/County/County Meeting (at City Offices)**
17. City/County/County Meeting 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.



PUBLIC WORKS
Bid

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

COMMISSION AGENDA REPORT

FROM: Shannon Sterling, Administrative Assistant II

MEETING: March 23, 2023

SUBJECT: 2023 Asphalt Overlay Program Bid Recommendation

PRESENTER: John Ellermann, Public Works Director

Staff has reviewed the sole bid from Schilling Construction Co., Inc., Manhattan, KS for the above referenced project and found it to be in order

Staff recommends awarding Alternate 1 of the bid to Schilling Construction Co., Inc. in the amount of \$1,280,252.00. The contractor proposes an August 15, 2023 start date and anticipates completion within 30 working days.

This project would be funded through the Public Works budget and the Sales Tax fund.

POSSIBLE MOTION(S)

Move to approve the bid for Alternate 1 from Schilling Construction Co., Inc. in the amount of \$1,280,252.00.

Move to deny the bid for Alternate 1 from Schilling Construction Co., Inc. in the amount of \$1,280,252.00.

Move to table for further discussion.

Enclosures:

- Bid Tab_2023 Asphalt Overlay (PDF)

BID TABULATION SHEET

Riley County Public Works

Project: 2023 Asphalt Overlay Project

Date: March 16, 2023 at 9:50 a.m.

Shilling Construction Company
PO Box 1568
Manhattan, KS 66505

Alternate No. 1 - Hi-View Drive, Lakeside Dr., Mound Ridge Rd, North Marlatt Ave,
Gardiner Rd (North), County Line Rd, LK & W Rd, W. 68th Ave, Blue Ridge Rd, and Sharm Rd

<u>ITEMS</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1.5" Class A HMA - Commercial Overlay	11,170	\$ 114.60	\$ 1,280,082.00
Class A HMA - Commerical Pavement Patching	1	\$ 170.00	\$ 170.00
TOTAL:			\$ 1,280,252.00

Proposed Start Date 8/15/2023
Proposed Working Days 30

Alternate No. 2 - Hi-View Drive, Lakeside Dr., Mound Ridge Rd, North Marlatt Ave,
Gardiner Rd (North), County Line Rd, and LK & W Rd

<u>ITEMS</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1.5" Class A HMA - Commercial Overlay	8,565	\$ 116.50	\$ 997,822.50
Class A HMA - Commerical Pavement Patching	1	\$ 170.00	\$ 170.00
TOTAL:			\$ 997,992.50

Proposed Start Date 8/15/2023
Proposed Working Days 25



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
March 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

Commission Comments

Business Meeting

Review Minutes

Press Conference Topics

Review Tentative Agenda

9:00 AM

Alvin Perez, Operations and Fleet Manager

1. Bid opening for asphalt seal oil

9:05 AM

Russel Stukey, Emergency Management Director

2. Bid opening for Two Rural Fire Stations

9:15 AM

Cory Meyer, IT/GIS Director

3. Staff update

9:30 AM

Press Conference

9:40 AM

Amanda Webb, Planning/Special Projects Director

4. Comprehensive Plan update work session

10:10 AM

Clancy Holeman, Counselor/Director of Administrative Services

5. Administrative Work Session

10:30 AM

David Adams, EMS/Ambulance Director

6. Staff update

Attachment: 03-27-23 tentative agenda (12823 : Tentative Agenda)

12:00 PM Intergovernmental Luncheon

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: 03-27-23 tentative agenda (12823 : Tentative Agenda)



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
March 30, 2023**

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

Cindy Kabriel
785-565-6200

Riley City Hall, 222 S. Broadway, Riley,
Kansas

6:00 PM

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

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

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

6:00 PM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

Review Minutes

Review Tentative Agenda

Press Conference Topics

6:30 PM

Clancy Holeman, Counselor/Director of Administrative Services

1. Administrative Work Session

6:50 PM

Brian Peete, RCPD Director

2. RCPD update

7:05 PM

Russel Stukey, Emergency Management Director

3. Firefighter and Storm Spotter Recruitment

7:20 PM

Darci Pottroff, Riley City Mayor

4. Riley City update

7:30 PM

Vivienne Leyva, PIO Officer

5. PIO update

Adjournment

Attachment: 03-30-23 tentative agenda (12823 : 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: 03-30-23 tentative agenda (12823 : Tentative Agenda)



COUNTY CLERK & ELECTIONS
Discussion

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

COMMISSION AGENDA REPORT

FROM: Cindy Kabriel, Senior Administrative Assistant
MEETING: March 23, 2023
SUBJECT: Task Force Nominations on Fairground Relocation
PRESENTER: Board of County Commissioners

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:

- 2023 Cico Park Value (PDF)
- PRE_Westside Sports Complex_08.31.2022 (PDF)
- Task Force Nominations on Fair Relocation (DOCX)

Tax Year: 2023

RILEY COUNTY COST VALUATION REPORT

3/13/2023 7:56:00 AM

Parcel ID: 081-211-11-0-20-01-002.00-0

Quick Ref ID: R14833

Calc Date: 02/09/2023

Owner: RILEY, COUNTY OF

Date

Amount Type Source Validity

LBSC Function: 5510 - General recreation park
 Nbhd: 621.0 - Apt/Res - along Seth Child & Kimball
 Primary Situs: 00000 ROBINSON RD
 Manhattan, KS 66503

Sale 1
 Sale 2
 Sale 3

COM BUILDING 1

LBSC Structure: 8000 - Sheds, farm buildings, or agric
 Identical Units: 1
 Building Name: WREATH HALL

No. Units: 1
 Unit Type:
 Tot Bldg Area w/o Bsmt: 7,320

Assmt Class: E
 M&S Zip / Mult: /

SECTION 1

Building Name: Wreath Hall
 Occupancy: 473 - Material Shelter
 M&S Class: S
 Rank: GD
 Yr. Blt/EFff Yr Blt: 1972/

Income Use: 084 - Multi-Use Storage - 084
 Level to Level: 01/01
 Num Stories:
 Area Per Floor: 7,320
 Perimeter: 120
 Wall Height: 10

Physical Cond: AV
 Functional: AV
 Economic:
 Assmt Class:

Marshall & Swift Information:

Wall Hgt Factor:
 Local Multiplier:

No. of Stories Adj:
 Perimeter Adj:

	Units	Cost	Total
1 - Base Cost	7.320	17.33	126.856
Total Replacement Cost New			126,856

TOTAL SECTION 1 COST VALUE

Replacement Cost New: 126,856
 Ovrld Pct Good:
 Overall % Good(5) 50
 Unadjusted RCNLD: 63,430
 Market Adj Factor: 100
 Economic Adj Factor: 0
 Adjusted RCNLD: 63,430

TOTAL COM BUILDING 1 COST VALUE

Replacement Cost New: 126,860
 Overall % Good: 50
 Unadjusted RCNLD: 63,430
 Market Adj Factor: 100
 Economic Adj Factor: 0
 Building RCNLD (adjusted) 63,430
 Identical Units: 1
 Total Building RCNLD(adjusted): 63,430
 Adjusted RCNLD per Sqft: 8.67

COM BUILDING 2

LBSC Structure: 8000 - Sheds, farm buildings, or agric
 Identical Units: 1
 Building Name: HURLBERT HALL

No. Units: 1
 Unit Type:
 Tot Bldg Area w/o Bsmt: 8,400

Assmt Class: E
 M&S Zip / Mult: /

Attachment: 2023 Cico Park Value (13273 : Fairground relocation)

Tax Year: 2023

RILEY COUNTY COST VALUATION REPORT

3/13/2023 7:56:00 AM

Parcel ID: 081-211-11-0-20-01-002.00-0

Quick Ref ID: R14833

Calc Date:

02/09/2023

SECTION 1

Building Name:
Occupancy: 472 - Equipment Shed
M&S Class: S
Rank: GD
Yr. Blt/EFff Yr Blt: 1970/

Income Use: 084 - Multi-Use Storage - 084
Level to Level: 01/01
Num Stories:
Area Per Floor: 8,400
Perimeter: 140
Wall Height: 16

Physical Cond: AV
Functional: AV
Economic:
Assmt Class:

Marshall & Swift Information:

Wall Hgt Factor:
Local Multiplier:

No. of Stories Adj:
Perimeter Adj:

	Units	Cost	Total
1 - Base Cost	8.400	25.01	210.084
916 - Single -Metal on Steel Frame	8,400	6.58	55,272
Total Replacement Cost New			265,356

TOTAL SECTION 1 COST VALUE

Replacement Cost New:	265,356
Ovrd Pct Good:	
Overall % Good(5)	50
Unadjusted RCNLD:	132,680
Market Adj Factor:	100
Economic Adj Factor:	0
Adjusted RCNLD:	132,680

TOTAL COM BUILDING 2 COST VALUE

Replacement Cost New:	265,360
Overall % Good:	50
Unadjusted RCNLD:	132,680
Market Adj Factor:	100
Economic Adj Factor:	0
Building RCNLD (adjusted)	132,680
Identical Units:	1
Total Building RCNLD(adjusted):	132,680
Adjusted RCNLD per Sqft:	15.80

COM BUILDING 2 OTHER IMPROVEMENT 1

Occupancy: 133 - Prefabricated Storage Shed
LBCS Struct:
Quantity: 1
M&S Class: D
Rank/Quality: VG
Yr Blt / Eff Yr Blt: 1970/

Num Stories: 1.00
Area: 160
Perimeter: 52
Wall Height: 7
Length: 16
Width: 10

Physical Cond: AV
Functional: AV
Economic:
Assmt Class:
M&S Zip / Multi: /

Marshall & Swift Information:

Wall Hgt Factor:
Local Multiplier:

No. of Stories Adj:
Perimeter Adj:

	Units	Cost	Total
Base Cost:	160.00	38	6,099
Total Replacement Cost New			6,099

TOTAL COM BUILDING 2 OTHER IMPROVEMENT 1 COST VALUE

Replacement Cost New:	6,100
Ovrd Pct Good:	
Overall % Good(5)	12
Unadjusted RCNLD:	730
Market Adj Factor:	100
Economic Adj Factor:	100
Adjusted RCNLD:	730
Identical Units:	1
Total Adjusted RCNLD:	730

COM BUILDING 3

LBCS Structure: 8000 - Sheds, farm buildings, or agric
Identical Units: 1
Building Name: CASEMENT HALL

No. Units: 1
Unit Type:
Tot Bldg Area w/o Bsmt: 7,320

Assmt Class: E
M&S Zip / Mult: /

This valuation report reflects market data conclusions developed in accordance with the USPAP Standards 5 and 6

2 of 17

Tax Year: 2023

RILEY COUNTY COST VALUATION REPORT

3/13/2023 7:56:00 AM

Parcel ID: 081-211-11-0-20-01-002.00-0

Quick Ref ID: R14833

Calc Date:

02/09/2023

SECTION 1

Building Name:
Occupancy: 473 - Material Shelter
M&S Class: S
Rank: GD
Yr. Blt/EFff Yr Blt: 1972/

Income Use: 084 - Multi-Use Storage - 084
Level to Level: 01/01
Num Stories:
Area Per Floor: 7,320
Perimeter: 120
Wall Height: 10

Physical Cond: AV
Functional: AV
Economic:
Assmt Class:

Marshall & Swift Information:

Wall Hgt Factor:
Local Multiplier:

No. of Stories Adj:
Perimeter Adj:

	Units	Cost	Total
1 - Base Cost	7.320	17.33	126.856
Total Replacement Cost New			126,856

TOTAL SECTION 1 COST VALUE

Replacement Cost New:	126,856
Ovrd Pct Good:	
Overall % Good(5)	50
Unadjusted RCNLD:	63,430
Market Adj Factor:	100
Economic Adj Factor:	0
Adjusted RCNLD:	63,430

TOTAL COM BUILDING 3 COST VALUE

Replacement Cost New:	126,860
Overall % Good:	50
Unadjusted RCNLD:	63,430
Market Adj Factor:	100
Economic Adj Factor:	0
Building RCNLD (adjusted)	63,430
Identical Units:	1
Total Building RCNLD(adjusted):	63,430
Adjusted RCNLD per Sqft:	8.67

COM BUILDING 4

LBCS Structure: 4000 - Institutional or community facili
Identical Units: 1
Building Name: POTTORF HALL

No. Units: 1
Unit Type:
Tot Bldg Area w/o Bsmt: 10,766

Assmt Class: E
M&S Zip / Mult: /

Attachment: 2023 Cico Park Value (13273 : Fairground relocation)

Tax Year: 2023

RILEY COUNTY COST VALUATION REPORT

3/13/2023 7:56:00 AM

Parcel ID: 081-211-11-0-20-01-002.00-0

Quick Ref ID: R14833

Calc Date:

02/09/2023

SECTION 1

Building Name:
Occupancy: 514 - Community Center
M&S Class: C
Rank: AV
Yr. Blt/EFff Yr Blt: 1975/

Income Use: 064 - Social/Fraternal Hall - 064
Level to Level: 01/01
Num Stories:
Area Per Floor: 10,248
Perimeter: 384
Wall Height: 14

Physical Cond: AV
Functional: AV
Economic:
Assmt Class:

Marshall & Swift Information:

Wall Hgt Factor:
Local Multiplier:

No. of Stories Adj:
Perimeter Adj:

	Units	Cost	Total
1 - Base Cost	10.248	120.19	1,231,707
812 - Concrete Block	10,248	17.65	180,877
611 - Package Unit	10,248	14.50	148,596
8002 - Porch, Open Slab	330	8.50	2,805
8002 - Porch, Open Slab	64	8.50	544
6602030 - Flagstone on Sand Base Grouted	2,000	11.80	23,600
6602030 - Flagstone on Sand Base Grouted	2,000	11.80	23,600
6602030 - Flagstone on Sand Base Grouted	1,815	12.02	21,816
8065 - Canopy, Retail Wood Frame	1,264	40.11	50,699
8065 - Canopy, Retail Wood Frame	756	40.11	30,323
8065 - Canopy, Retail Wood Frame	634	40.11	25,430
Total Replacement Cost New			1,739,997

TOTAL SECTION 1 COST VALUE

Replacement Cost New: 1,739,997
Ovrd Pct Good:
Overall % Good(5) 36
Unadjusted RCNLD: 626,400
Market Adj Factor: 100
Economic Adj Factor: 0
Adjusted RCNLD: 626,400

SECTION 2

Building Name:
Occupancy: 514 - Community Center
M&S Class: C
Rank: AV
Yr. Blt/EFff Yr Blt: 1975/

Income Use: 088 - Multi Use RR/Locker - 088
Level to Level: 01/01
Num Stories:
Area Per Floor: 518
Perimeter: 82
Wall Height: 12

Physical Cond: AV
Functional: AV
Economic:
Assmt Class:

Marshall & Swift Information:

Wall Hgt Factor:
Local Multiplier:

No. of Stories Adj:
Perimeter Adj:

	Units	Cost	Total
1 - Base Cost	518	144.43	74,815
825 - Solid Local Stone	518	58.12	30,106
611 - Package Unit	518	17.43	9,029
8005 - Porch, Slab with Roof	55	25.47	1,401
Total Replacement Cost New			115,351

TOTAL SECTION 2 COST VALUE

Replacement Cost New: 115,351
Ovrd Pct Good:
Overall % Good(5) 36
Unadjusted RCNLD: 41,530
Market Adj Factor: 100
Economic Adj Factor: 0
Adjusted RCNLD: 41,530

Tax Year: 2023

RILEY COUNTY COST VALUATION REPORT

3/13/2023 7:56:01 AM

Parcel ID: 081-211-11-0-20-01-002.00-0

Quick Ref ID: R14833

Calc Date:

02/09/2023

TOTAL COM BUILDING 4 COST VALUE

Replacement Cost New:	1,855,350
Overall % Good:	36
Unadjusted RCNLD:	667,930
Market Adj Factor:	100
Economic Adj Factor:	0
Building RCNLD (adjusted)	667,930
Identical Units:	1
Total Building RCNLD(adjusted):	667,930
Adjusted RCNLD per Sqft:	62.04

COM BUILDING 4 OTHER IMPROVEMENT 1

Occupancy:	163 - Site Improvements	Num Stories:	1	Physical Cond:	AV
LBCS Struct:		Area:	10	Functional:	AV
Quantity:	1	Perimeter		Economic:	
M&S Class:	B	Wall Height:			
Rank/Quality:	AV	Length:		Assmt Class:	
Yr Blt / Eff Yr Blt:	1980/	Width:		M&S Zip / Multi:	/

Marshall & Swift Information:	Wall Hgt Factor: Local Multiplier:	No. of Stories Adj: Perimeter Adj:	
	Units	Cost	Total
8355 - Paving, Concrete with Base	37,261	6.59	245,550
Total Replacement Cost New			245,550

TOTAL COM BUILDING 4 OTHER IMPROVEMENT 1 COST VALUE

Replacement Cost New:	245,550
Ovrd Pct Good:	
Overall % Good(5)	26
Unadjusted RCNLD:	63,840
Market Adj Factor:	100
Economic Adj Factor:	100
Adjusted RCNLD:	63,840
Identical Units:	1
Total Adjusted RCNLD:	63,840

COM BUILDING 4 OTHER IMPROVEMENT 2

Occupancy:	163 - Site Improvements	Num Stories:	1	Physical Cond:	AV
LBCS Struct:		Area:	10	Functional:	AV
Quantity:	1	Perimeter		Economic:	
M&S Class:	D	Wall Height:			
Rank/Quality:	AV	Length:		Assmt Class:	
Yr Blt / Eff Yr Blt:	1980/	Width:		M&S Zip / Multi:	/

Marshall & Swift Information:	Wall Hgt Factor: Local Multiplier:	No. of Stories Adj: Perimeter Adj:	
	Units	Cost	Total
8350 - Paving, Asphalt with Base	15,993	4.48	71,649
Total Replacement Cost New			71,649

TOTAL COM BUILDING 4 OTHER IMPROVEMENT 2 COST VALUE

Replacement Cost New:	71,650
Ovrd Pct Good:	
Overall % Good(5)	30
Unadjusted RCNLD:	21,490
Market Adj Factor:	100
Economic Adj Factor:	100
Adjusted RCNLD:	21,490
Identical Units:	1
Total Adjusted RCNLD:	21,490

Tax Year: 2023

RILEY COUNTY COST VALUATION REPORT

3/13/2023 7:56:01 AM

Parcel ID: 081-211-11-0-20-01-002.00-0

Quick Ref ID: R14833

Calc Date:

02/09/2023

COM BUILDING 4 OTHER IMPROVEMENT 3

Occupancy: 163 - Site Improvements
 LBCS Struct:
 Quantity: 1
 M&S Class: W
 Rank/Quality: AV
 Yr Blt / Eff Yr Blt: 1995/

Num Stories: 1.00
 Area: 10
 Perimeter
 Wall Height:
 Length:
 Width:

Physical Cond: AV
 Functional: AV
 Economic:
 Assmt Class:
 M&S Zip / Multi: /

Marshall & Swift Information:

Wall Hgt Factor:
 Local Multiplier:

No. of Stories Adj:
 Perimeter Adj:

Units

Cost

Total

6605 - Outdoor Floodlight, Incandescent

3

602.00

1,806

6605 - Outdoor Floodlight, Incandescent

3

602.00

1,806

6605 - Outdoor Lighting Pole, Steel

24

279.71

6,713

Total Replacement Cost New

10,325

TOTAL COM BUILDING 4 OTHER IMPROVEMENT 3 COST VALUE

Replacement Cost New: 10,330

Ovrd Pct Good:

Overall % Good(5) 21

Unadjusted RCNLD: 2,170

Market Adj Factor: 100

Economic Adj Factor: 100

Adjusted RCNLD: 2,170

Identical Units: 1

Total Adjusted RCNLD: 2,170

COM BUILDING 4 OTHER IMPROVEMENT 4

Occupancy: 163 - Site Improvements
 LBCS Struct:
 Quantity: 1
 M&S Class: W
 Rank/Quality: AV
 Yr Blt / Eff Yr Blt: 2000/

Num Stories: 1.00
 Area: 10
 Perimeter
 Wall Height:
 Length:
 Width:

Physical Cond: AV
 Functional: AV
 Economic:
 Assmt Class:
 M&S Zip / Multi: /

Marshall & Swift Information:

Wall Hgt Factor:
 Local Multiplier:

No. of Stories Adj:
 Perimeter Adj:

Units

Cost

Total

6605 - Outdoor Floodlight, Incandescent

9

601.89

5,417

6605 - Outdoor Lighting Pole, Steel

12

839.50

10,074

Total Replacement Cost New

15,491

TOTAL COM BUILDING 4 OTHER IMPROVEMENT 4 COST VALUE

Replacement Cost New: 15,490

Ovrd Pct Good:

Overall % Good(5) 21

Unadjusted RCNLD: 3,250

Market Adj Factor: 100

Economic Adj Factor: 100

Adjusted RCNLD: 3,250

Identical Units: 1

Total Adjusted RCNLD: 3,250

Tax Year: 2023

RILEY COUNTY COST VALUATION REPORT

3/13/2023 7:56:01 AM

Parcel ID: 081-211-11-0-20-01-002.00-0

Quick Ref ID: R14833

Calc Date:

02/09/2023

COM BUILDING 4 OTHER IMPROVEMENT 5

Occupancy:	163 - Site Improvements	Num Stories:	1.00	Physical Cond:	AV
LBCS Struct:		Area:	10	Functional:	AV
Quantity:	1	Perimeter		Economic:	
M&S Class:	C	Wall Height:			
Rank/Quality:	AV	Length:	24	Assmt Class:	
Yr Blt / Eff Yr Blt:	2017/	Width:	24	M&S Zip / Multi:	/

Marshall & Swift Information:Wall Hgt Factor:
Local Multiplier:No. of Stories Adj:
Perimeter Adj:

Units

Cost

Total

8002 - Porch, Open Slab

576

8.50

4,896

Total Replacement Cost New

4,896

TOTAL COM BUILDING 4 OTHER IMPROVEMENT 5 COST VALUE

Replacement Cost New:	4,900
Ovrd Pct Good:	
Overall % Good(5)	48
Unadjusted RCNLD:	2,350
Market Adj Factor:	100
Economic Adj Factor:	100
Adjusted RCNLD:	2,350
Identical Units:	1
Total Adjusted RCNLD:	2,350

COM BUILDING 4 OTHER IMPROVEMENT 6

Occupancy:	162 - Outbuildings	Num Stories:	1.00	Physical Cond:	AV
LBCS Struct:		Area:	10	Functional:	AV
Quantity:	1	Perimeter		Economic:	
M&S Class:	P	Wall Height:			
Rank/Quality:	AV	Length:	20	Assmt Class:	
Yr Blt / Eff Yr Blt:	1970/	Width:	20	M&S Zip / Multi:	/

Marshall & Swift Information:Wall Hgt Factor:
Local Multiplier:No. of Stories Adj:
Perimeter Adj:

Units

Cost

Total

8065 - Canopy, Retail Wood Frame

400

40.11

16,044

Total Replacement Cost New

16,044

TOTAL COM BUILDING 4 OTHER IMPROVEMENT 6 COST VALUE

Replacement Cost New:	16,040
Ovrd Pct Good:	
Overall % Good(5)	19
Unadjusted RCNLD:	3,050
Market Adj Factor:	100
Economic Adj Factor:	100
Adjusted RCNLD:	3,050
Identical Units:	1
Total Adjusted RCNLD:	3,050

COM BUILDING 4 OTHER IMPROVEMENT 7

Occupancy:	163 - Site Improvements	Num Stories:	1.00	Physical Cond:	AV
LBCS Struct:		Area:	10	Functional:	AV
Quantity:	1	Perimeter		Economic:	
M&S Class:	C	Wall Height:			
Rank/Quality:	AV	Length:	22	Assmt Class:	
Yr Blt / Eff Yr Blt:	1970/	Width:	22	M&S Zip / Multi:	/

Tax Year: 2023

RILEY COUNTY COST VALUATION REPORT

3/13/2023 7:56:01 AM

Parcel ID: 081-211-11-0-20-01-002.00-0

Quick Ref ID: R14833

Calc Date:

02/09/2023

Marshall & Swift Information:	Wall Hgt Factor: Local Multiplier:	No. of Stories Adj: Perimeter Adj:	
	Units	Cost	Total
8002 - Porch, Open Slab	484	8.50	4,114
Total Replacement Cost New			4,114

TOTAL COM BUILDING 4 OTHER IMPROVEMENT 7 COST VALUE	Replacement Cost New:	4,110
	Ovrd Pct Good:	
	Overall % Good(5)	16
	Unadjusted RCNLD:	660
	Market Adj Factor:	100
	Economic Adj Factor:	100
	Adjusted RCNLD:	660
	Identical Units:	1
	Total Adjusted RCNLD:	660

COM BUILDING 4 OTHER IMPROVEMENT 8

Occupancy: 162 - Outbuildings	Num Stories: 1.00	Physical Cond: AV
LBCS Struct:	Area: 10	Functional: AV
Quantity: 1	Perimeter	Economic:
M&S Class: P	Wall Height:	
Rank/Quality: AV	Length: 20	Assmt Class:
Yr Blt / Eff Yr Blt: 1970/	Width: 20	M&S Zip / Multi: /

Marshall & Swift Information:	Wall Hgt Factor: Local Multiplier:	No. of Stories Adj: Perimeter Adj:	
	Units	Cost	Total
8065 - Canopy, Retail Wood Frame	400	40.11	16,044
Total Replacement Cost New			16,044

TOTAL COM BUILDING 4 OTHER IMPROVEMENT 8 COST VALUE	Replacement Cost New:	16,040
	Ovrd Pct Good:	
	Overall % Good(5)	19
	Unadjusted RCNLD:	3,050
	Market Adj Factor:	100
	Economic Adj Factor:	100
	Adjusted RCNLD:	3,050
	Identical Units:	1
	Total Adjusted RCNLD:	3,050

COM BUILDING 4 OTHER IMPROVEMENT 9

Occupancy: 432 - Restroom Building	Num Stories: 1.00	Physical Cond: AV
LBCS Struct:	Area: 209	Functional: AV
Quantity: 1	Perimeter	Economic:
M&S Class: C	Wall Height:	
Rank/Quality: AV	Length: 11	Assmt Class:
Yr Blt / Eff Yr Blt: 1990/	Width: 19	M&S Zip / Multi: /

Marshall & Swift Information:	Wall Hgt Factor: Local Multiplier:	No. of Stories Adj: Perimeter Adj:	
	Units	Cost	Total
Base Cost:	209.00	227	47,351
8002 - Porch, Open Slab	76	8.50	646
Total Replacement Cost New			47,997

Attachment: 2023 Cico Park Value (13273 : Fairground relocation)

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TOTAL COM BUILDING 4 OTHER IMPROVEMENT 9 COST VALUE

Replacement Cost New:	48,000
Ovrd Pct Good:	
Overall % Good(5)	48
Unadjusted RCNLD:	23,040
Market Adj Factor:	100
Economic Adj Factor:	100
Adjusted RCNLD:	23,040
Identical Units:	1
Total Adjusted RCNLD:	23,040

COM BUILDING 5

LBCS Structure: 3220 - Club house

No. Units: 1

Assmt Class: E

Identical Units: 1

Unit Type:

Building Name: CICO PARK SWIMMING POOL

Tot Bldg Area w/o Bsmt: 2,472

M&S Zip / Mult: /

SECTION 1

Building Name:

Income Use: 088 - Multi Use RR/Locker - 088

Physical Cond: AV

Occupancy: 311 - Clubhouse

Level to Level: 01/01

Functional: AV

M&S Class: C

Num Stories:

Economic:

Rank: AV

Area Per Floor: 1,080

Yr. Blt/Eff Yr Blt: 1989/

Perimeter: 76

Assmt Class:

Wall Height: 10

Marshall & Swift Information:

Wall Hgt Factor:

No. of Stories Adj:

Local Multiplier:

Perimeter Adj:

	Units	Cost	Total
1 - Base Cost	1.080	91.27	98.572
812 - Concrete Block	1,080	20.59	22,237
8011 - Porch, Raised Enclosed, Solid Walls	336	57.35	19,270
6606011 - Residential Pool, Gunite, Larger	5,368	61.60	330,669
6606011 - Residential Pool, Gunite, Larger	4,275	61.60	263,340
Total Replacement Cost New			734,088

TOTAL SECTION 1 COST VALUE

Replacement Cost New:	734,088
Ovrd Pct Good:	
Overall % Good(5)	47
Unadjusted RCNLD:	345,020
Market Adj Factor:	100
Economic Adj Factor:	0
Adjusted RCNLD:	345,020

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SECTION 2

Building Name:
Occupancy: 311 - Clubhouse
M&S Class: C
Rank: AV
Yr. Blt/EFff Yr Blt: 1989/

Income Use: 084 - Multi-Use Storage - 084
Level to Level: 01/01
Num Stories:
Area Per Floor: 720
Perimeter: 78
Wall Height: 12

Physical Cond: AV
Functional: AV
Economic:
Assmt Class:

Marshall & Swift Information:

Wall Hgt Factor:
Local Multiplier:

No. of Stories Adj:
Perimeter Adj:

	Units	Cost	Total
1 - Base Cost	720	105.37	75,866
812 - Concrete Block	720	23.77	17,114
Total Replacement Cost New			92,980

TOTAL SECTION 2 COST VALUE

Replacement Cost New:	92,980
Ovrd Pct Good:	
Overall % Good(5)	47
Unadjusted RCNLD:	43,700
Market Adj Factor:	100
Economic Adj Factor:	0
Adjusted RCNLD:	43,700

SECTION 3

Building Name:
Occupancy: 311 - Clubhouse
M&S Class: C
Rank: AV
Yr. Blt/EFff Yr Blt: 1989/

Income Use: 083 - Multi-Use Sales - 083
Level to Level: 01/01
Num Stories:
Area Per Floor: 672
Perimeter: 76
Wall Height: 10

Physical Cond: AV
Functional: AV
Economic:
Assmt Class:

Marshall & Swift Information:

Wall Hgt Factor:
Local Multiplier:

No. of Stories Adj:
Perimeter Adj:

	Units	Cost	Total
1 - Base Cost	672	100.91	67,812
812 - Concrete Block	672	22.76	15,295
8005 - Porch, Slab with Roof	364	25.47	9,271
8005 - Porch, Slab with Roof	182	25.47	4,636
8005 - Porch, Slab with Roof	169	25.47	4,304
Total Replacement Cost New			101,318

TOTAL SECTION 3 COST VALUE

Replacement Cost New:	101,318
Ovrd Pct Good:	
Overall % Good(5)	47
Unadjusted RCNLD:	47,620
Market Adj Factor:	100
Economic Adj Factor:	0
Adjusted RCNLD:	47,620

TOTAL COM BUILDING 5 COST VALUE

Replacement Cost New:	928,390
Overall % Good:	47
Unadjusted RCNLD:	436,340
Market Adj Factor:	100
Economic Adj Factor:	0
Building RCNLD (adjusted)	436,340
Identical Units:	1
Total Building RCNLD(adjusted):	436,340
Adjusted RCNLD per Sqft:	176.51

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COM BUILDING 5 OTHER IMPROVEMENT 1

Occupancy:	163 - Site Improvements	Num Stories:	1.00	Physical Cond:	PR
LBCS Struct:		Area:	10	Functional:	PR
Quantity:	1	Perimeter		Economic:	
M&S Class:	D	Wall Height:		Assmt Class:	
Rank/Quality:	AV	Length:		M&S Zip / Multi:	/
Yr Blt / Eff Yr Blt:	1989/	Width:			

Marshall & Swift Information:

	Wall Hgt Factor: Local Multiplier:	No. of Stories Adj: Perimeter Adj:	
	Units	Cost	Total
8350 - Paving, Asphalt with Base	49,180	4.48	220,326
Total Replacement Cost New			220,326

TOTAL COM BUILDING 5 OTHER IMPROVEMENT 1 COST VALUE

Replacement Cost New:	220,330
Ovrd Pct Good:	
Overall % Good(5)	2
Unadjusted RCNLD:	4,410
Market Adj Factor:	100
Economic Adj Factor:	100
Adjusted RCNLD:	4,410
Identical Units:	1
Total Adjusted RCNLD:	4,410

COM BUILDING 5 OTHER IMPROVEMENT 2

Occupancy:	163 - Site Improvements	Num Stories:	1	Physical Cond:	AV
LBCS Struct:		Area:	10	Functional:	AV
Quantity:	1	Perimeter		Economic:	
M&S Class:	W	Wall Height:		Assmt Class:	
Rank/Quality:	AV	Length:		M&S Zip / Multi:	/
Yr Blt / Eff Yr Blt:	1989/	Width:			

Marshall & Swift Information:

	Wall Hgt Factor: Local Multiplier:	No. of Stories Adj: Perimeter Adj:	
	Units	Cost	Total
6605 - Outdoor Floodlight, Incandescent	2	602.00	1,204
6605 - Outdoor Lighting Pole, Steel	24	186.42	4,474
Total Replacement Cost New			5,678

TOTAL COM BUILDING 5 OTHER IMPROVEMENT 2 COST VALUE

Replacement Cost New:	5,680
Ovrd Pct Good:	
Overall % Good(5)	21
Unadjusted RCNLD:	1,190
Market Adj Factor:	100
Economic Adj Factor:	100
Adjusted RCNLD:	1,190
Identical Units:	1
Total Adjusted RCNLD:	1,190

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COM BUILDING 5 OTHER IMPROVEMENT 3

Occupancy:	163 - Site Improvements	Num Stories:	1	Physical Cond:	AV
LBCS Struct:		Area:	10	Functional:	AV
Quantity:	1	Perimeter		Economic:	
M&S Class:	H	Wall Height:			
Rank/Quality:	AV	Length:	604	Assmt Class:	
Yr Blt / Eff Yr Blt:	2011/	Width:	6	M&S Zip / Multi:	/

Marshall & Swift Information:Wall Hgt Factor:
Local Multiplier:No. of Stories Adj:
Perimeter Adj:

Units

Cost

Total

6604 - Chain Link Fence, Galvanized

604

19.42

11,730

Total Replacement Cost New

11,730

TOTAL COM BUILDING 5 OTHER IMPROVEMENT 3 COST VALUE

Replacement Cost New:	11,730
Ovrd Pct Good:	
Overall % Good(5)	68
Unadjusted RCNLD:	7,980
Market Adj Factor:	100
Economic Adj Factor:	100
Adjusted RCNLD:	7,980
Identical Units:	1
Total Adjusted RCNLD:	7,980

COM BUILDING 5 OTHER IMPROVEMENT 4

Occupancy:	163 - Site Improvements	Num Stories:	1.00	Physical Cond:	AV
LBCS Struct:		Area:	10	Functional:	AV
Quantity:	1	Perimeter		Economic:	
M&S Class:	H	Wall Height:			
Rank/Quality:	AV	Length:	122	Assmt Class:	
Yr Blt / Eff Yr Blt:	2011/	Width:	3	M&S Zip / Multi:	/

Marshall & Swift Information:Wall Hgt Factor:
Local Multiplier:No. of Stories Adj:
Perimeter Adj:

Units

Cost

Total

6604 - Metal Fence, Hand Forged

366

12.65

4,630

Total Replacement Cost New

4,630

TOTAL COM BUILDING 5 OTHER IMPROVEMENT 4 COST VALUE

Replacement Cost New:	4,630
Ovrd Pct Good:	
Overall % Good(5)	68
Unadjusted RCNLD:	3,150
Market Adj Factor:	100
Economic Adj Factor:	100
Adjusted RCNLD:	3,150
Identical Units:	1
Total Adjusted RCNLD:	3,150

COM BUILDING 5 OTHER IMPROVEMENT 5

Occupancy:	163 - Site Improvements	Num Stories:	1	Physical Cond:	AV
LBCS Struct:		Area:	10	Functional:	AV
Quantity:	1	Perimeter		Economic:	
M&S Class:	C	Wall Height:			
Rank/Quality:	AV	Length:		Assmt Class:	
Yr Blt / Eff Yr Blt:	1989/	Width:		M&S Zip / Multi:	/

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Marshall & Swift Information:

Wall Hgt Factor:
Local Multiplier:No. of Stories Adj:
Perimeter Adj:

Units

Cost

Total

8002 - Porch, Open Slab

20,000

8.50

170,000

Total Replacement Cost New

170,000

TOTAL COM BUILDING 5 OTHER IMPROVEMENT 5 COST VALUE

Replacement Cost New: 170,000

Ovrd Pct Good:

Overall % Good(5) 16

Unadjusted RCNLD: 27,200

Market Adj Factor: 100

Economic Adj Factor: 100

Adjusted RCNLD: 27,200

Identical Units: 1

Total Adjusted RCNLD: 27,200

COM BUILDING 5 OTHER IMPROVEMENT 6

Occupancy: 163 - Site Improvements

LBCS Struct:

Quantity: 1

M&S Class: B

Rank/Quality: AV

Yr Blt / Eff Yr Blt: 2018/

Num Stories: 1.00

Area:

10

Perimeter

Wall Height:

Length: 25

Width: 25

Physical Cond: AV

Functional: AV

Economic:

Assmt Class:

M&S Zip / Multi: /

Marshall & Swift Information:

Wall Hgt Factor:
Local Multiplier:No. of Stories Adj:
Perimeter Adj:

Units

Cost

Total

8355 - Paving, Concrete with Base

625

6.59

4,119

Total Replacement Cost New

4,119

TOTAL COM BUILDING 5 OTHER IMPROVEMENT 6 COST VALUE

Replacement Cost New: 4,120

Ovrd Pct Good:

Overall % Good(5) 65

Unadjusted RCNLD: 2,680

Market Adj Factor: 100

Economic Adj Factor: 100

Adjusted RCNLD: 2,680

Identical Units: 1

Total Adjusted RCNLD: 2,680

COM BUILDING 6

LBCS Structure: 8000 - Sheds, farm buildings, or agric

Identical Units: 1

Building Name:

No. Units: 1

Unit Type:

Tot Bldg Area w/o Bsmt: 1,320

Assmt Class: E

M&S Zip / Multi: /

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SECTION 1

Building Name:
Occupancy: 565 - Farm Utility Shelter
M&S Class: S
Rank: AV
Yr. Blt/Eff Yr Blt: 2000/

Income Use: 086 - Support Area - 086
Level to Level: 01/01
Num Stories:
Area Per Floor: 1,320
Perimeter: 10
Wall Height: 12

Physical Cond: AV
Functional: AV
Economic:
Assmt Class:

Marshall & Swift Information:	Wall Hgt Factor: Local Multiplier:	No. of Stories Adj: Perimeter Adj:	
	Units	Cost	Total
1 - Base Cost	1.320	6.89	9.095
Total Replacement Cost New			9,095

TOTAL SECTION 1 COST VALUE

Replacement Cost New: 9,095
Ovrd Pct Good:
Overall % Good(5) 11
Unadjusted RCNLD: 1,000
Market Adj Factor: 100
Economic Adj Factor: 0
Adjusted RCNLD: 1,000

TOTAL COM BUILDING 6 COST VALUE

Replacement Cost New: 9,100
Overall % Good: 11
Unadjusted RCNLD: 1,000
Market Adj Factor: 100
Economic Adj Factor: 0
Building RCNLD (adjusted) 1,000
Identical Units: 1
Total Building RCNLD(adjusted): 1,000
Adjusted RCNLD per Sqft: 0.76

COM BUILDING 6 OTHER IMPROVEMENT 1

Occupancy: 163 - Site Improvements
LBCS Struct:
Quantity: 1
M&S Class: W
Rank/Quality: AV
Yr Blt / Eff Yr Blt: 1981/

Num Stories: 1.00
Area: 10
Perimeter
Wall Height:
Length:
Width:

Physical Cond: AV
Functional: AV
Economic:
Assmt Class:
M&S Zip / Multi: /

Marshall & Swift Information:	Wall Hgt Factor: Local Multiplier:	No. of Stories Adj: Perimeter Adj:	
	Units	Cost	Total
6605 - Outdoor Floodlight, Incandescent	4	602.00	2,408
6605 - Outdoor Floodlight, Incandescent	92	601.92	55,377
6605 - Outdoor Lighting Pole, Steel	24	373.00	8,952
Total Replacement Cost New			66,737

TOTAL COM BUILDING 6 OTHER IMPROVEMENT 1 COST VALUE

Replacement Cost New: 66,740
Ovrd Pct Good:
Overall % Good(5) 21
Unadjusted RCNLD: 14,010
Market Adj Factor: 100
Economic Adj Factor: 100
Adjusted RCNLD: 14,010
Identical Units: 1
Total Adjusted RCNLD: 14,010

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COM BUILDING 6 OTHER IMPROVEMENT 2

Occupancy:	162 - Outbuildings	Num Stories:	1.00	Physical Cond:	AV
LBCS Struct:		Area:	10	Functional:	AV
Quantity:	1	Perimeter		Economic:	
M&S Class:	P	Wall Height:			
Rank/Quality:	AV	Length:	20	Assmt Class:	
Yr Blt / Eff Yr Blt:	1981/	Width:	16	M&S Zip / Multi:	/

Marshall & Swift Information:
 Wall Hgt Factor:
Local Multiplier:

 No. of Stories Adj:
Perimeter Adj:

Units

Cost

Total

8065 - Canopy, Retail Wood Frame

320

40.11

12,835

Total Replacement Cost New

12,835

TOTAL COM BUILDING 6 OTHER IMPROVEMENT 2 COST VALUE

Replacement Cost New:	12,840
Ovrd Pct Good:	
Overall % Good(5)	19
Unadjusted RCNLD:	2,440
Market Adj Factor:	100
Economic Adj Factor:	100
Adjusted RCNLD:	2,440
Identical Units:	1
Total Adjusted RCNLD:	2,440

COM BUILDING 6 OTHER IMPROVEMENT 3

Occupancy:	162 - Outbuildings	Num Stories:	1.00	Physical Cond:	AV
LBCS Struct:		Area:	10	Functional:	AV
Quantity:	1	Perimeter		Economic:	
M&S Class:	P	Wall Height:			
Rank/Quality:	AV	Length:	12	Assmt Class:	
Yr Blt / Eff Yr Blt:	2000/	Width:	16	M&S Zip / Multi:	/

Marshall & Swift Information:
 Wall Hgt Factor:
Local Multiplier:

 No. of Stories Adj:
Perimeter Adj:

Units

Cost

Total

8005 - Porch, Slab with Roof

192

25.47

4,890

Total Replacement Cost New

4,890

TOTAL COM BUILDING 6 OTHER IMPROVEMENT 3 COST VALUE

Replacement Cost New:	4,890
Ovrd Pct Good:	
Overall % Good(5)	19
Unadjusted RCNLD:	930
Market Adj Factor:	100
Economic Adj Factor:	100
Adjusted RCNLD:	930
Identical Units:	1
Total Adjusted RCNLD:	930

COM BUILDING 6 OTHER IMPROVEMENT 4

Occupancy:	133 - Prefabricated Storage Shed	Num Stories:	1.00	Physical Cond:	AV
LBCS Struct:		Area:	96	Functional:	AV
Quantity:	1	Perimeter	40	Economic:	
M&S Class:	S	Wall Height:	6		
Rank/Quality:	AV	Length:	12	Assmt Class:	
Yr Blt / Eff Yr Blt:	1981/	Width:	8	M&S Zip / Multi:	/

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Marshall & Swift Information:	Wall Hgt Factor: Local Multiplier:	No. of Stories Adj: Perimeter Adj:	
	Units	Cost	Total
Base Cost:	96.00	17	1,622
Total Replacement Cost New			1,622

TOTAL COM BUILDING 6 OTHER IMPROVEMENT 4 COST VALUE

Replacement Cost New:	1,620
Ovrd Pct Good:	
Overall % Good(5)	12
Unadjusted RCNLD:	190
Market Adj Factor:	100
Economic Adj Factor:	100
Adjusted RCNLD:	190
Identical Units:	1
Total Adjusted RCNLD:	190

COM BUILDING 6 OTHER IMPROVEMENT 5

Occupancy:	133 - Prefabricated Storage Shed	Num Stories:	1.00	Physical Cond:	AV
LBCS Struct:		Area:	288	Functional:	AV
Quantity:	1	Perimeter	72	Economic:	
M&S Class:	D	Wall Height:	8	Assmt Class:	
Rank/Quality:	AV	Length:	24	M&S Zip / Multi:	/
Yr Blt / Eff Yr Blt:	2017/	Width:	12		

Marshall & Swift Information:	Wall Hgt Factor: Local Multiplier:	No. of Stories Adj: Perimeter Adj:	
	Units	Cost	Total
Base Cost:	288.00	22	6,244
Total Replacement Cost New			6,244

TOTAL COM BUILDING 6 OTHER IMPROVEMENT 5 COST VALUE

Replacement Cost New:	6,240
Ovrd Pct Good:	
Overall % Good(5)	53
Unadjusted RCNLD:	3,310
Market Adj Factor:	100
Economic Adj Factor:	100
Adjusted RCNLD:	3,310
Identical Units:	1
Total Adjusted RCNLD:	3,310

COM BUILDING 6 OTHER IMPROVEMENT 6

Occupancy:	133 - Prefabricated Storage Shed	Num Stories:	1.00	Physical Cond:	AV
LBCS Struct:		Area:	60	Functional:	AV
Quantity:	1	Perimeter	32	Economic:	
M&S Class:	D	Wall Height:	6	Assmt Class:	
Rank/Quality:	AV	Length:	6	M&S Zip / Multi:	/
Yr Blt / Eff Yr Blt:	2017/	Width:	10		

Marshall & Swift Information:	Wall Hgt Factor: Local Multiplier:	No. of Stories Adj: Perimeter Adj:	
	Units	Cost	Total
Base Cost:	60.00	32	1,909
Total Replacement Cost New			1,909

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TOTAL COM BUILDING 6 OTHER IMPROVEMENT 6 COST VALUE

Replacement Cost New:	1,910
Ovrd Pct Good:	
Overall % Good(5)	53
Unadjusted RCNLD:	1,010
Market Adj Factor:	100
Economic Adj Factor:	100
Adjusted RCNLD:	1,010
Identical Units:	1
Total Adjusted RCNLD:	1,010

COM BUILDING 6 OTHER IMPROVEMENT 7

Occupancy:	162 - Outbuildings	Num Stories:	1.00	Physical Cond:	AV
LBCS Struct:		Area:	10	Functional:	AV
Quantity:	1	Perimeter		Economic:	
M&S Class:	P	Wall Height:			
Rank/Quality:	AV	Length:	12	Assmt Class:	
Yr Blt / Eff Yr Blt:	2017/	Width:	25	M&S Zip / Multi:	/

Marshall & Swift Information:Wall Hgt Factor:
Local Multiplier:No. of Stories Adj:
Perimeter Adj:

	Units	Cost	Total
8065 - Canopy, Retail Wood Frame	300	40.11	12,033
Total Replacement Cost New			12,033

TOTAL COM BUILDING 6 OTHER IMPROVEMENT 7 COST VALUE

Replacement Cost New:	12,030
Ovrd Pct Good:	
Overall % Good(5)	53
Unadjusted RCNLD:	6,380
Market Adj Factor:	100
Economic Adj Factor:	100
Adjusted RCNLD:	6,380
Identical Units:	1
Total Adjusted RCNLD:	6,380

MISCELLANEOUS SITE OVERRIDE VALUE

Misc Site Reason Code:	Class	Value
		Total: \$0

LAND VALUES

Market Land Value:	Class	Size	Base Size / Rate	Incr / Decr	Infl Factors	OVRD	Unit Price	Value
Primary Site - 1	E	55.9 AC	100,000 / \$8.00	8.00 / 8.00	25(4)			\$4,870,010
Total:								\$4,870,010

MARKET LAND TOTAL**\$4,870,010**

COM BUILDING 1 TOTAL (INCL OTHER IMPROVEMENTS)	\$63,430
COM BUILDING 2 TOTAL (INCL OTHER IMPROVEMENTS)	\$133,410
COM BUILDING 3 TOTAL (INCL OTHER IMPROVEMENTS)	\$63,430
COM BUILDING 4 TOTAL (INCL OTHER IMPROVEMENTS)	\$790,830
COM BUILDING 5 TOTAL (INCL OTHER IMPROVEMENTS)	\$482,950
COM BUILDING 6 TOTAL (INCL OTHER IMPROVEMENTS)	\$29,270
MISCELLANEOUS SITE IMPROVEMENTS	\$0
TOTAL PARCEL COST VALUE	\$6,433,330

This valuation report reflects market data conclusions developed in accordance with the USPAP Standards 5 and 6

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Attachment: PRE_Westside Sports Complex_08.31.2022 (13273 : Fairground relocation)

WESTSIDE SPORTS COMPLEX

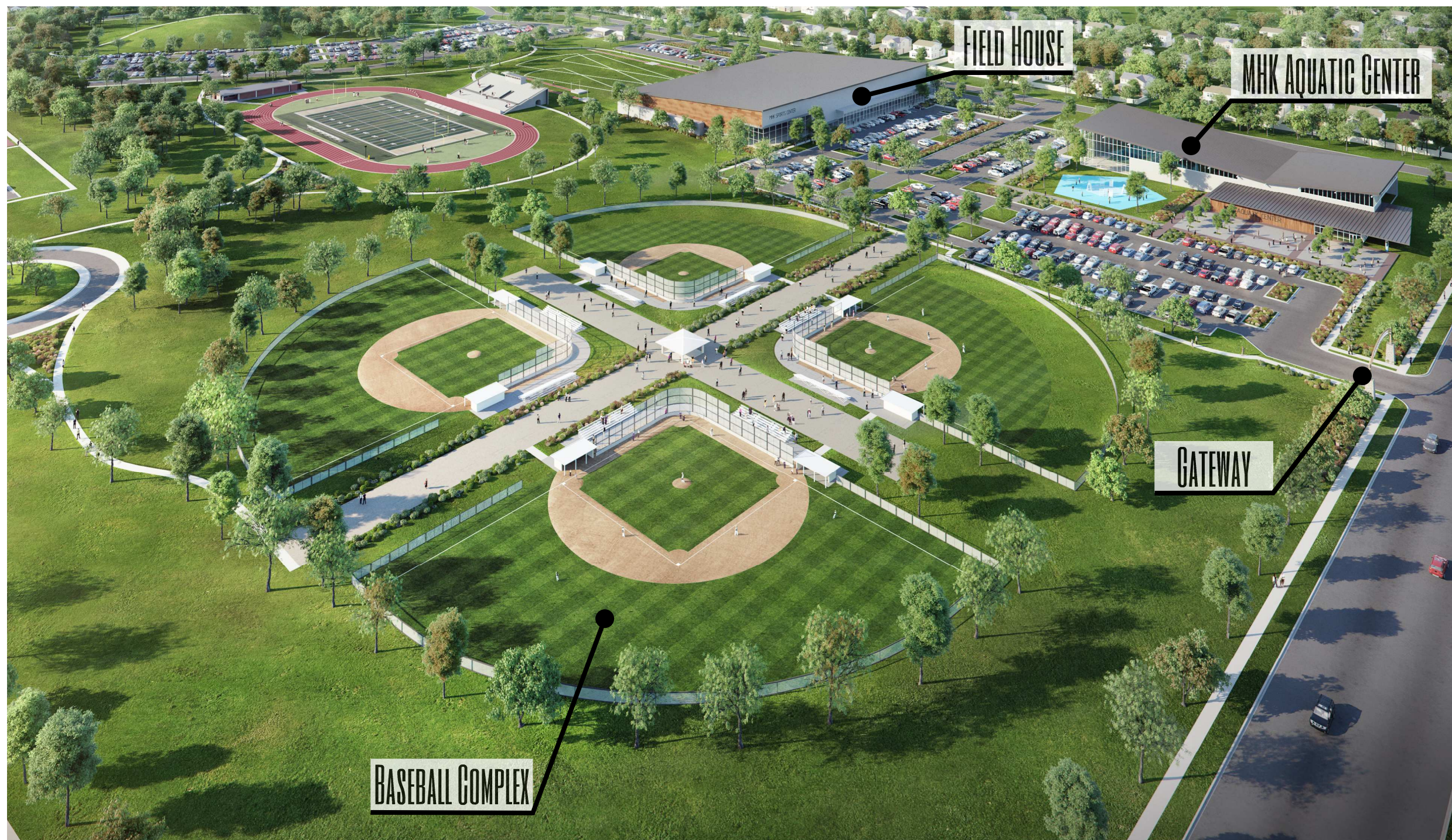
August 31, 2022

ANDERSON
KNIGHT
ARCHITECTS



WESTSIDE SPORTS COMPLEX - SITE PLAN

August 31, 2022



Attachment: PRE_Westside Sports Complex_08.31.2022 (13273 : Fairground relocation)

WESTSIDE SPORTS COMPLEX - NORTHSIDE

August 31, 2022



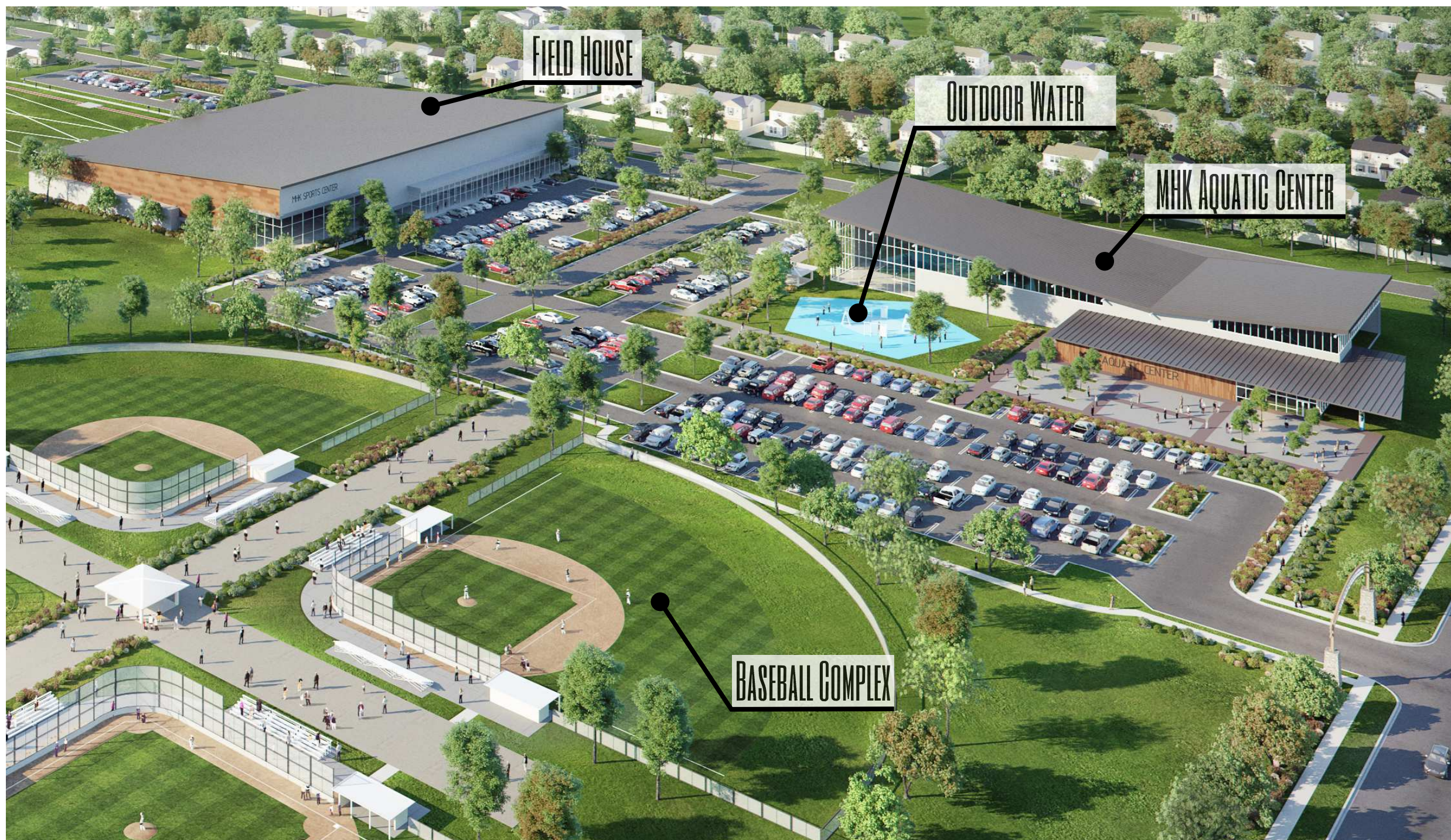


Attachment: PRE_Westside Sports Complex_08.31.2022 (13273 : Fairground relocation)

WESTSIDE SPORTS COMPLEX - SOUTHSIDE

August 31, 2022





Attachment: PRE_Westside Sports Complex_08.31.2022 (13273 : Fairground relocation)

WESTSIDE SPORTS COMPLEX

August 31, 2022





Attachment: PRE_Westside Sports Complex_08.31.2022 (13273 : Fairground relocation)

WESTSIDE SPORTS COMPLEX – MHK AQUATIC CENTER

August 31, 2022





Attachment: PRE_Westside Sports Complex_08.31.2022 (13273 : Fairground relocation)

WESTSIDE SPORTS COMPLEX - MHK AQUATIC CENTER

August 31, 2022



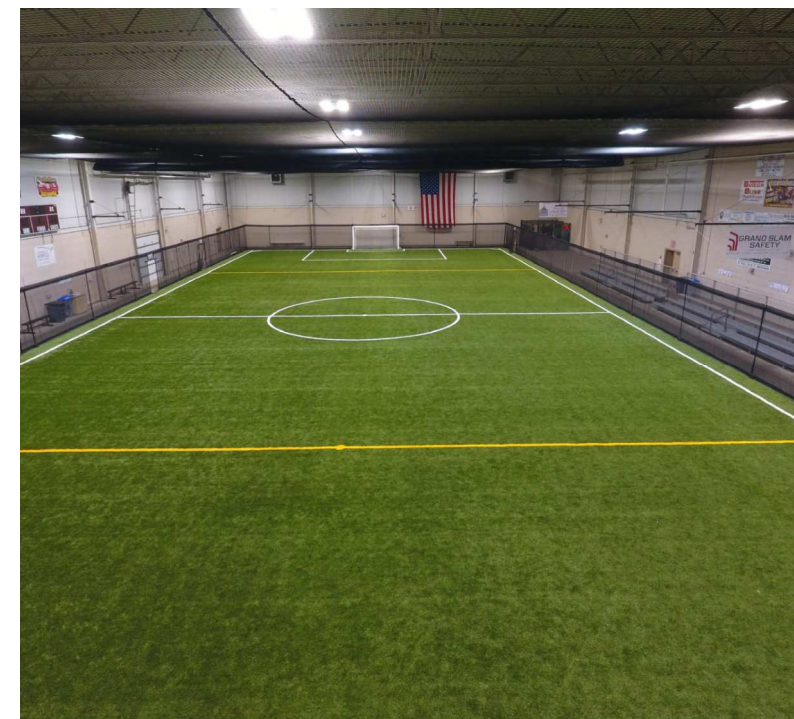
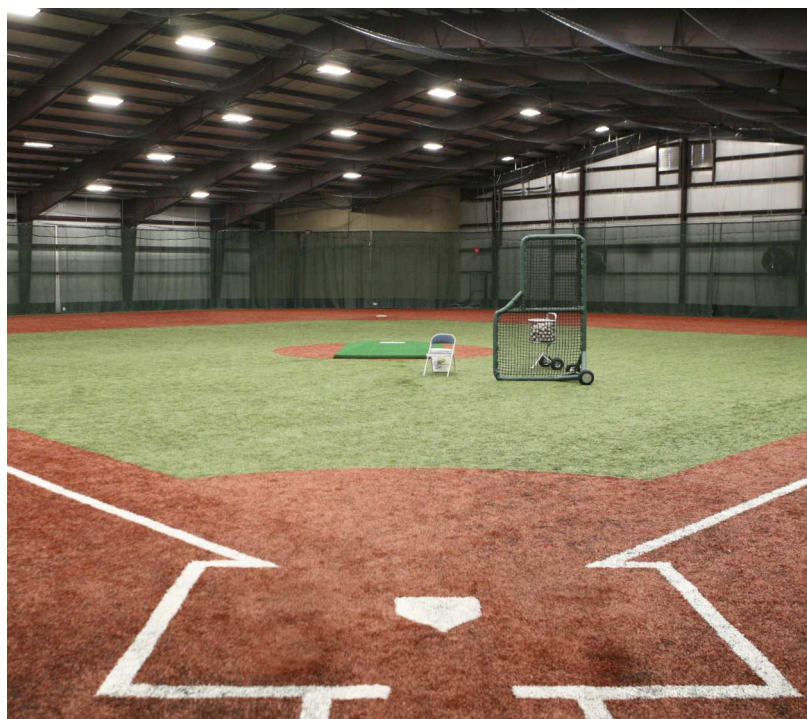
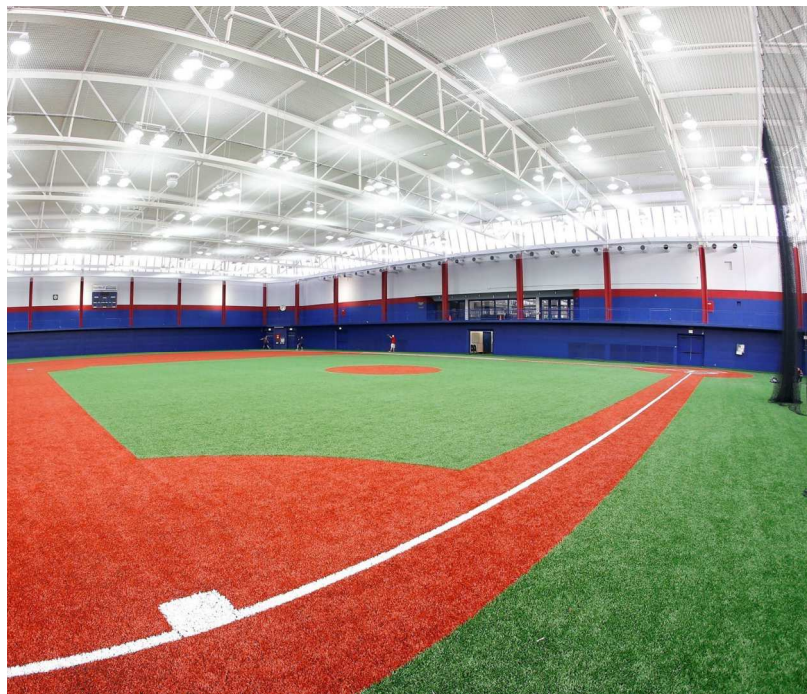


Attachment: PRE_Westside Sports Complex_08.31.2022 (13273 : Fairground relocation)

WESTSIDE SPORTS COMPLEX - MHK AQUATIC CENTER

August 31, 2022





Attachment: PRE_Westside Sports Complex_08.31.2022 (13273 : Fairground relocation)

WESTSIDE SPORTS COMPLEX - FIELD HOUSE

August 31, 2022

ANDERSON
KNIGHT
ARCHITECTS

Task Force Nominations on Fair Relocation

Craig Poe – Riley County Extension Executive Board

Ron Wells – Former County Commissioner

Dave Lewis – Former County Commissioner

Lance Sharp – Riley County Fair Board

Natalie Gordon – Anderson-Knight Architects and former Riley County 4-Her

Russell Stukey – Riley County Emergency Preparedness Director

Gary Fike and/or John Jobe – Riley County Extension Director and Riley County 4-H Agent

Mark Bauschkamp (sp?) – unknown

Mike Day – KSU Animal Science

Susan Metzger – KSU College of Agriculture

Greg Willems and/or Greg Lohrentz from KSU Foundation

RCREDAB member (?)

USD 383 Administrator (?)

City of Manhattan; City Council Member

Manhattan Area Chamber of Commerce representative



COMMUNITY CORRECTIONS
Staff Update

Shelly Williams
Community Corrections
Director
115 North 4th Street
Manhattan, KS 66502
Phone: 785-537-6380

STAFF REPORT

FROM: Shelly Williams, Director, Riley County Community Corrections

MEETING: March 23, 2023

SUBJECT: Staff Update Juvenile Intake & Assessment Services Program

PRESENTER: Shelly Williams, Director, Riley County Community Corrections

As requested by the Commissioners in previous BOCC meetings, I plan to highlight one Community Corrections' program per month starting at the front door of the juvenile justice system. The first program I am going to highlight is Juvenile Intake & Assessment Services.

I plan to cover how we staff JIAS, the purpose, goals and outcomes of the program, as well as the challenges of Juvenile Intake & Assessment Services. We have to be available and respond to law enforcement 24/7/365 days a year in both Clay and Riley counties, which makes this program the least favored amongst staff!

JIAS is a state mandated, (somewhat) state funded program. The KDOC sets the operational standards for programs and we set the policy and procedures locally.

Additionally I will touch briefly of the workload impact we are already experiencing as a result of the County Attorney's Office back-log attorney.

Enclosures:



COUNTY CLERK & ELECTIONS
Personnel

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

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resources Director
MEETING: March 23, 2023
SUBJECT: Riley County EAP Contract
PRESENTER: Elizabeth Ward

BACKGROUND

Riley County, offers an Employee Assistance Program (EAP) for its employees. Robust EAP programs offer confidential counseling, work-life support, legal guidance, financial resources and many other services and training programs to employees and their family members. Currently we offer EAP through the state health insurance plan and through Pawnee Mental Health Services

The State EAP program provides many services, but these are only available to our benefits eligible employees (full and part time regular employees).

Pawnee Mental Health Services offers EAP to our stipend and as-needed employees who are not otherwise benefits eligible. Some of our highest risk employees, including PRN EMS employees, volunteer fire fighters and any as needed or temporary position across Riley County (for example grant-funded temp positions) are not covered by the state program

Furthermore, the Pawnee contract is also open to those that are covered by the state EAP plan as well, who have been unable to connect with local counseling services when needed.

DISCUSSION

Historically, Riley County has contracted with Pawnee Mental Health Services to provide a supplemental counseling option for our employees. Not only does this program cover all

employees of Riley County, to include those that are not eligible for traditional benefits, it is also a local service with counselors available in our community.

The proposed contract would also include services for the family members of our employees. Each employee and family member would be able to have up to 3 sessions per incident per year without charge.

This contract is a renewal of the one we had in place for 2022. This will cover the 2023 year.

FISCAL IMPACT

The cost per employee for up to 300 employees is \$1 per month per employee. Therefore, the annual cost would be \$3600 annually.

This is an approved item in the Clerk's budget. Therefore, this would not be an additional cost.

RECOMMENDATION(S)

Recommendation is for the Commissioners to approve and sign the contract with Pawnee Mental Health Services for an Employee Assistance Program covering Riley County employees and their families.

POSSIBLE MOTION(S)

Move to approve the contract with Pawnee Mental Health Services for an Employee Assistance Program covering Riley County employees and their families.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- EAP Contract Pawnee Mental Health 2023 (PDF)

Employee Assistance Program (EAP) CONTRACT FOR SERVICES

This is a contract for services between Pawnee Mental Health Services (hereafter Pawnee) and Riley County (hereafter Company). It is understood that Pawnee will provide certain counseling, educational, and administrative services as stated within this contract beginning March 3, 2023 and ending March 2, 2024.

EAP is designed to help individuals deal with personal problems before they negatively affect the individual's health, relationship, or work performance. It will address a wide variety of issues, including marital differences, stress, childcare issues, and other concerns. After conducting an initial assessment, the counselor will work with the individual to develop an action plan that focuses on solutions to their identified concerns. These sessions may include education, short-term counseling, support, and referrals to additional resources, if necessary. It does not provide a medical (psychiatric) diagnosis.

1. PAWNEE'S RESPONSIBILITIES

- A. Shall participate in the overall development and functioning of the Company's EAP. This includes initial training for management, supervisors, and employees on how to utilize EAP. Informational resources will be provided as requested.
- B. Shall provide consultation services to supervisors/managers concerning employee problems that can be addressed by the EAP.
- C. Shall provide brief evaluation, consultation, and referral sessions for each employee and/or family member (spouse and children) referred to the EAP. Maximum will be three (3) visits per presenting problem, per person, per year. Services may be accessed at any Pawnee office or via tele-video. This does not include specialized evaluations such as psychological testing, custody evaluations, psychiatric evaluations, medication evaluations, other court-ordered evaluations, intake evaluations, therapy or alcohol and drug evaluations or testing.
- D. Shall provide 24-hour emergency services that Company employees and family members (spouse and children) may utilize as needed. After-hours services may be accessed by telephone.
- E. Shall provide critical incident stress management via telephonic or on-site counseling.
- F. Shall provide health fair support. Tabletop promotional material available.

- G. Shall provide utilization reports on a quarterly basis for any EAP services provided to your staff. Information will be de-identified.
- H. Shall designate an EAP Coordinator who is responsible for account management and an EAP Intake Manager who is responsible for managing all initial procedures and appointment scheduling.
- I. Shall not be responsible for any fees charged to employees or family members for services rendered because of the EAP referral process.
- J. Shall not reveal confidential information about the Company, its employees, management, operations, or services unless specifically released to do so in writing by a duly authorized officer of the Company or as required by law.
- K. Shall provide all services listed to active employees as well as employees who are separated but have opted to participate in COBRA continuation.

2. COMPANY'S RESPONSIBILITIES:

- A. Shall inform all employees of the Company's support of and participation in the EAP.
- B. Shall refer to Pawnee, persons who request services described herein provided by the EAP.
- C. Shall designate a Company point of contact who shall reasonably assist the Pawnee EAP Coordinator to develop and maintain the Company's EAP Program.
- D. Shall provide an average annual employee count to Pawnee at the beginning of the contract. This count should include any employees the company estimates it may refer to for EAP benefits.

3. AGREEMENT MODIFICATION AND TERMINATION

- A. Any changes in this agreement shall be mutually agreed to in writing by both parties and shall become part of this contract. Any proposed changes to the contract will be submitted in writing to the other party of the contract at least ninety (90) days prior.

The effective date of this agreement shall be March 3, 2023 and shall continue for a period of one year.

- B. "Written notice" as used herein shall be deemed to be given when emailed or deposited, postage paid, sent certified mail in the United States Mail, addressed to Company or Pawnee at their address or addresses set forth as follows:

Pawnee Mental Health Services	Riley County
423 Houston St	Attn: Elizabeth Ward
PO Box 747	110 Courthouse Plaza
Manhattan, KS 66505-0747	Manhattan, KS 66502
marketing@pawnee.org	

4. UNDERSTANDING OF PRIVILEGED AND CONFIDENTIAL RELATIONSHIP

- A. Each of the parties hereto acknowledges that the relationship between employees of Pawnee and the employees of the Company are confidential and privileged and under no circumstances, except as required by law, will any employee of Pawnee divulge any part of any conversation, report or other information gleaned from an employee of Company without the prior written consent of such employee. Company hereby acknowledges that it is aware of this policy and agrees that same is acceptable to Company.

5. COMPENSATION TO PAWNEE

- A. Company will be charged \$1.00 per employee per month for twelve months at the signing of the contract in the total amount of \$3,600.00 for 300 employees; arrangements may be made for paying half of the amount at signing and at six months or for quarterly payments.

6. INDEMNIFICATION

A. Company agrees to indemnify and hold Pawnee harmless for any cause of action brought against Pawnee and/or all claims, liabilities (including reasonable attorney's fees), loss, damages or judgments asserted against, imposed upon, or incurred by Pawnee arising out of acts or omissions of Company or its employees, agents, or representatives and/or Company's negligent performance or nonperformance of its obligations under this agreement to the extent allowed by law and without waiving any defense, immunity or limitation of liability available under the Kansas Tort Claims Act or other applicable law.

B. Pawnee agrees to indemnify and hold Company harmless for any cause of action brought against Company and/or all claims, liabilities (including reasonable attorney's fees), loss, damages or judgments asserted against, imposed upon, or incurred by Company arising out of acts or omissions of Pawnee or its employees, agents, or representatives

and/or Pawnee's negligent performance or nonperformance of its obligations under this agreement.

C. These obligations shall survive termination (for any reason) of this Agreement.

7. OPTIONAL ADDITIONAL ASSISTANCE PROGRAM SERVICES

The following service is available on a contractual basis. Contact your EAP Coordinator for a referral.

Mental Health First Aid- an 8-hour certification course teaching the layperson how to provide basis "first aid" to persons experiencing a mental health issue.

Entered this 3rd day of March, 2023 by the following who certify that they are duly authorized to execute and sign this agreement on behalf of their company.

 3-3-23

Robbin W. Cole Date
CEO
Pawnee Mental Health Services

Kathryn Focke, Chair Date
Riley County Commissioners
Riley County, KS

Attachment: EAP Contract Pawnee Mental Health 2023 (13277 : Riley County EAP Contract)



COUNTY CLERK & ELECTIONS
Personnel

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

COMMISSION AGENDA REPORT

FROM: Rich Vargo, County Clerk
MEETING: March 23, 2023
SUBJECT: Request to Fill-As Needed HR Clerical position
PRESENTER: Rich Vargo

BACKGROUND

The As-Needed HR Clerical Assistant position will become vacant on May 12, 2023. This position is a necessary position which aids in the ability of Human Resources, to meet the daily requirements of recruiting, records management and filing.

DISCUSSION

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

FISCAL IMPACT

No fiscal impact. This position is already included in the 2023 Budget.

RECOMMENDATION(S)

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

POSSIBLE MOTION(S)

Move the board approve the position of Part-time HR Clerical Assistant for the Riley County Clerk's office.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- As Needed Clerical Assistant-HR position description (DOC)
- 2023-03 Clerks As Needed HR Clerical PAF (DOCX)

RILEY COUNTY, KANSAS JOB DESCRIPTION

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

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

ESSENTIAL FUNCTIONS:

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

SECONDARY FUNCTIONS:

- As assigned by supervisor.

POSITION REQUIREMENTS:

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

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

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

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

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

Supervisory Responsibility: None

Guidelines:

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

Complexity:

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

Scope & Effect of Work:

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

Personal Contacts:

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

Purpose of Contacts:

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

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; talk or hear. The employee must occasionally lift and/or move up to 20 pounds. The employee may be asked to do basement work while assisting with elections. This could mean exposure heat, dust and/or humidity. During election season the employee might be required to work longer hours than a normal 8 hour work day.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is exposed to normal noise level. The employee may also be exposed to tense and sometimes confrontational situations while assisting with customers or voters during an election.

Approved: _____ Date: _____
(Supervisor)

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if work is similar, related or a logical assignment of the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

RILEY COUNTY POSITION ACTION FORM

13.b

Submitted by Marla Johnson on 03/20/2023 at 02:23 PM

Internal Position Details (not displayed on job posting)

Company

Riley County, KS

Position Template

Human Resources Clerical Assistant Part Time
[HRCLRASSTPT]

Work Location

Office Building

Job ID

1609741

Salary

\$15.00 per hour

Supervisor Position

No

Pay Grade

Temporary and As-Needed pay range [TASND]

EEO Class

Administrative Support Workers [5]

Workers Compensation

--

Cost Center 1

County General [1]

Cost Center 2

Clerk [2]

Cost Center 3

--

1 Job Slot

HUMAN R-1

Supervisor: Elizabeth Ward

Department Head: Rich Vargo

☒ No changes to Position or Budget

☒ Position Description attached

Total annual hours 1000

☒ Budgeted

☐ New or updated position description

☐ New request for budget (details attached)

Salary: \$15,000

Budget for Benefits: NA

Total proposed annual budget: \$15,000

Additional Position Comments: _____

BoCC Chairwoman _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Original document stored in Human Resources

Revised 2023-01



PLANNING & DEVELOPMENT
Public Hearing

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

RESOLUTION

FROM: Bob Isaac, Planner

MEETING: March 23, 2023

SUBJECT: Replat Lot 1 and Lot 2 of Schurle Ranch Unit Two into two lots and update the Final Development Plan associated with the Planned Unit Development zoning designation for the property.

PRESENTER: Bob Isaac, Planner

BACKGROUND

See staff report.

DISCUSSION

See staff report.

FISCAL IMPACT

None is anticipated

ALTERNATIVES

- . Approve the measure
- . Deny the measure
- . Modify or develop alternatives if other concerns or factors arise
- . Schedule work session to discuss issue further

RECOMMENDATION(S)

On March 13, 2023, the Riley County Planning Board forwarded a recommendation of approval to the Board of Commissioners of Riley County of the request to amend the Final Development Plan associated with the Planned Unit Development zoning designation of a tract of land, as it was determined to be in substantial conformance with the Preliminary Development Plan.

The Board also approved the Final Plat of Schurle Ranch Unit Three, as it was determined that all the requirements of the Riley County Land Development Regulations and Sanitary Code have been met.

Staff recommends that the Board approve the amended Final Development Plan associated with the Planned Unit Development zoning designation of a tract of land, as it was determined to be in substantial conformance with the Preliminary Development Plan.

Staff also recommends that the Board of County Commissioners acknowledge the approved Final Plat of Schurle Ranch Unit Three, accepting any easements, rights-of-way or licenses, as shown to be dedicated on the Final Plat.

POSSIBLE MOTION(S)

ACTION NEEDED FOR AMENDED FINAL DEVELOPMENT PLAN:

- . Motion to sign Resolution 032323-_____ approving the amended Final Development Plan associated with the Planned Unit Development zoning designation of a tract of land, as it was determined to be in substantial conformance with the Preliminary Development Plan and meets the minimum requirements of the Riley County Land Development Regulations and the Sanitary Code.
Or
- . Motion to sign Resolution 032323-_____ denying the request to amend the Final Development Plan associated with the Planned Unit Development zoning designation of a tract of land, as it was determined to not be in substantial conformance with the Preliminary Development Plan and/or it does not meet the minimum requirements of the Riley County Land Development Regulations or the Sanitary Code.

ACTION NEEDED FOR PLAT:

- A. Motion to approve Resolution 032323-_____ acknowledging the approved Final Plat of Schurle Ranch Unit Three and accept any easements, rights-of-way or licenses, as shown to be dedicated on the Final Plat, as it was determined that all the requirements of the Riley County Land Development Regulations and Sanitary Code have been met.
Or
- B. Motion to sign Resolution 032323-_____ denying acceptance of any rights-of-way, easements, licenses as shown to be dedicated on the Final Plat of Schurle Ranch Unit Three, as it was determined that all the requirements of the Riley County Land Development Regulations or the Sanitary Code have not been met.

ATTACHMENT(S):

- Staff report
- Maps
- Excerpt of Planning Board minutes

Enclosures:

- RCPB Minutes (PDF)
- Staff Report BOCC (PDF)
- Plat Resolution (PDF)
- PUD Amendment Resolution Approved (PDF)
- PUD Amendment Resolution Denied (PDF)

EXCERPT OF MINUTES

RILEY COUNTY PLANNING BOARD

March 13, 2023

Page 1

Foltz – Replat and update Final Development Plan

Chairman John Wienck opened the public hearing at the request of Shellee Foltz, petitioner, and Earlene M. Foltz, Drew Brokenicky and Shellee Foltz, owners, to replat Lot 1 and Lot 2 of Schurle Ranch Unit Two into two lots and update the Final Development Plan associated with the Planned Unit Development zoning designation for the property, located in Wildcat Township, Section 5, Township 10 South, Range 7 East, in Riley County, Kansas.

Bob Isaac stated that in October 2000, the subject site was rezoned from A-4 (Single Family Residential) and G-1 (General Agricultural) (#00-25 & #00-26) to A-5 (Single Family Residential) and platted as Lots 1 and 2 of the Schurle Ranch Subdivision (#00-24). He explained, the property was then rezoned from SF-5 (Single Family Residential) to R-PUD (Residential Planned Unit Development) (#13-19) and replatted into two (2) residential lots (#13-20) in April 2013.

He said the applicant wishes to replat the two lots, reconfiguring the common property line. Mr. Isaac stated there was also a request to update the Final Development Plan to reflect the change to the lot layout.

Staff recommended that the Planning Board approve the Final Plat of Schurle Ranch Unit Three, as it has been determined to meet the minimum requirements of the Riley County Land Development Regulations and the Sanitary Code.

Staff also recommended that the Planning Board forward a recommendation of approval to the Board of County Commissioners of the amended Final Development Plan associated with the PUD (Planned Unit Development) zoning designation of the subject property, as it remains in substantial conformance with the Preliminary Development Plan.

Chairman John Wienck opened the public hearing and asked if the applicant wanted to speak.

Richard Seaton, representative, stated only Lot 1 and Lot 2 are being affected and no one else. He said the bottom line is, Shellee wants to take back the horse pasture that was originally part of Lot 1.

There were no proponents or opponents.

Diane Hoobler moved to close the public hearing. Joe Gelroth seconded. Carried 5-0.

Diane Hoobler moved to approve the request to replat Lot 1 and Lot 2 of Schurle Ranch Unit Two into two lots and recommend approval of the amended Final Development Plan associated with the Planned Unit Development zoning designation for the property, as it has been determined that it meets the requirements of the Riley County Land Development Regulations. Joe Gelroth seconded. Carried 5-0.

Rita Cassida moved to forward a recommendation of approval to the Board of Commissioners of Riley County of the request to amend the Final Development Plan associated with the PUD (Planned Unit Development) zoning designation of the subject property, as it remains in

substantial conformance with the Preliminary Development Plan. Diane Hoobler seconded. Carried 5-0.

Mr. Isaac announced that the Board of County Commissioners would hear the request on March 23, 2023, at 10:30 am, in the County Commission Chambers.



PLANNING & DEVELOPMENT

STAFF REPORT

Replat/Amended Development Plan

PETITION:	#23-002	
APPLICANT:	Shellee Foltz 2748 W 60th Ave. Manhattan, KS 66503	
PROPERTY OWNERS:	Earlene M. Foltz 4124 Berkshire Cir. Manhattan, KS 66503	Shellee Foltz 2696 W 60 th Ave. Manhattan, KS 66503-9738
	Drew Brokenicky 2400 Heartland Dr. Manhattan, KS 66502	
REPRESENTATIVE:	Richard H. Seaton, Jr. 410 Humboldt St. Manhattan, KS 66502	
REQUEST:	Replat Lot 1 and Lot 2 of Schurle Ranch Unit Two into two lots and update the Final Development Plan associated with the Planned Unit Development zoning designation for the property.	
SIZE OF TRACT:	The subject site is approximately 5 acres.	
LOCATION:	Generally located approximately 1920 feet north of Anderson Avenue, on the east side of W. 60th Avenue; Section 5, Township 10 South, Range 7 East; Wildcat Township.	
JURISDICTION:	This application is subject to the requirements of the Riley County Land Development Regulations.	



BACKGROUND: In October 2000, the subject site was rezoned from A-4 (Single Family Residential) and G-1 (General Agricultural) (#00-25 & #00-26) to A-5 (Single Family Residential) and platted as Lots 1 and 2 of the Schurle Ranch Subdivision (#00-24). In April 2013, the property was rezoned from SF-5 (Single Family Residential) to R-PUD (Residential Planned Unit Development) (#13-19) and replatted into two (2) residential lots (#13-20).

The applicant wishes to replat the two lots, reconfiguring the common property line. There is also a request to update the Final Development Plan to reflect the change to the lot layout.

DESCRIPTION:

Physical site characteristics: Each lot is currently developed with a single family home.

General character of the area: The general character of the area is a mix of suburban residential and agricultural uses and zoning districts along W. 60th Avenue.

SUITABILITY OF ZONING:

Zoning History: (see background).

Current Zoning: The subject property is currently zoned “PUD” (Planned Unit Development). There are no variances, special uses or conditional uses associated with the site.

SURROUNDING ZONING/LAND USE		
	ADJACENT ZONING	LAND USE
NORTH	“AG” (Agricultural District)	Pasture
SOUTH	“AG” (Agricultural District)	Residential/horse pasture
EAST	“SF-4” (Single Family Residential)	Residential
WEST	“SF-4” (Single Family Residential) and “SF-5” (Single Family Residential)	Residential & vacant

POTENTIAL IMPACT:

Public Facilities and Services:

Streets and bridges: The subject property has direct access to W. 60th Avenue; a gravel, two-lane township road. Each lot will utilize an existing entrance, with no new entrances proposed.

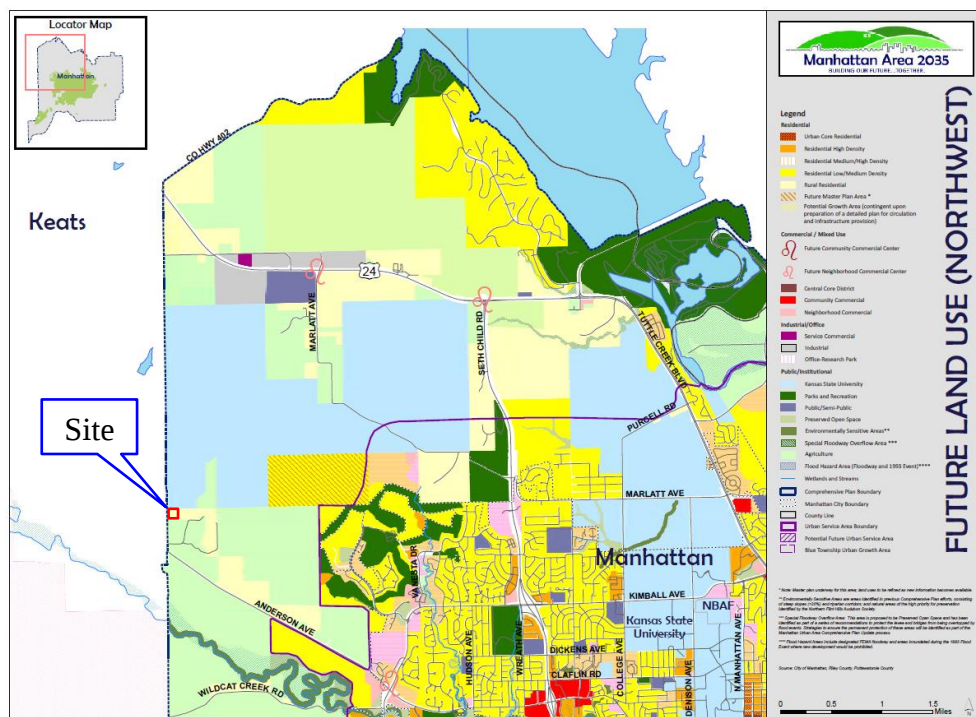
Water and sewer: Lot 1 is currently served by a conventional on-site septic system and served by Rural Water District #1. It is proposed that Lot 2 will be served by an alternative on-site septic system (permit issued) and served by Rural Water District #1.

Fire: Riley County Fire District #1 will serve the site. The nearest County Fire Station is located at 3141 W. 69th Avenue. The subject site is located within five road miles of a fire station.

Effect on public facilities and services: It is not anticipated that the proposed plat/rezoning will have an adverse impact on public facilities and/or services.

CONFORMANCE TO THE LAND USE PLAN:

According to the 2015 Manhattan Urban Area Plan, the subject site is located within the Northwest Planning Area. The projected land use for the subject property is rural residential. The existing and proposed residential development is consistent with the Rural Residential description found on Table 3-1 - Land Use Category Definitions



(p.35), with a net density of one (1) DU/6.1 acres.

According to Chapter 3: A Coordinated and Efficient Pattern of Growth, the Rural Residential designation is intended to provide a rural setting for large-lot, very low-density single-family housing on the urban fringe. Lot sizes and layouts for Rural Residential development are largely dependent upon topographical constraints typically associated with the hilly terrain surrounding the community. It further states that due to their location outside the Urban Service Area Boundary, individual sewage treatment systems, and either individual water wells or rural water districts usually serve the homes.

Staff analysis: The request generally conforms to the goals and objectives of the 2015 Manhattan Urban Area Comprehensive Plan.

The request was also reviewed with the 2009 Vision 2025 Riley County Comprehensive Plan, specifically the Development Guidance System (Chapter 12). The proposed development is consistent with the residential goals and objectives of the Plan and, although it is not located within a Designated Growth Area, is projected for residential use. However, the proposed development is located within the Fort Riley Noise Zone - Land Use Planning Zone (LUPZ), as per the 2005 Flint Hills Joint Land Use Study. Chapter 6 – Environment and Natural Resources, subsection – Fort Riley Noise Zones, describes the significant potential for environmental conflict that exists with the presence of Fort Riley and surrounding uses that are noise sensitive, particularly residential. The Plan also lists the actions suggestions by the JLUS that balance both military and civilian interests. Objective E5 and accompanying policies specifically reflect those recommendations.

Staff analysis: Although the development exceeds the recommended density of 1 DU/10 acres, the applicant has filed a Fort Riley, Kansas Area of Military Impact Real Estate Disclosure Form with the Register of Deeds, as a condition of the proposed Residential Planned Unit Development in 2013. The aforementioned form also includes recommendations regarding noise attenuating construction methods and materials. Therefore, the request generally conforms to the goals and objectives of the 2009 Vision 2025 Riley County Comprehensive Plan.

COMMENTS AND CONCERNS:

ENVIRONMENTAL HEALTH: The Riley County Environmental Health Specialist has reviewed the request and reported that both lots are in compliance with the Riley County Sanitary Code.

COUNTY ENGINEER: The County Engineer and Public Works have reviewed the request and reported no concerns.

EMERGENCY MANAGEMENT: Riley County Emergency Management has reviewed the request and reported no concerns.

TOWNSHIP TRUSTEE: A Development Review Memo was sent to the Wildcat Township Trustee regarding the proposed development. No response has been received.

FORT RILEY: A Development Review Memo was sent to the Director of Public Works on Fort Riley regarding the proposed development; no response has been received.

RILEY COUNTY PLANNING BOARD:

On March 13, 2022, the Riley County Planning Board held a public hearing and approved the request to replat Lots 1-2 of Schurle Ranch Unit 2 into two (2) lots, to be known as Schurle Ranch Unit 3, as it was determined to meet the requirements of the Riley County Land Development Regulations and the Sanitary Code.

STAFF RECOMMENDATIONS:

Staff recommends that the Planning Board approve the Final Plat of Schurle Ranch Unit Three, as it has been determined that it meets the minimum requirements of the Riley County Land Development Regulations and the Sanitary Code. Staff also recommends that the Planning Board forward a recommendation of approval of the updated Final Development Plan associated with the PUD (Planned Unit Development) zoning designation of the subject property, as it remains in substantial conformance with the Preliminary Development Plan.

Staff recommends that the Board of County Commissioners acknowledge the approved Final Plat of Lot 1 of Blue River Hills Unit Six, accepting any easements, rights-of-way or licenses, as shown to be dedicated on the Final Plat. Staff also recommends that the Board approve the amended (updated) Final Development Plan associated with the PUD (Planned Unit Development) zoning designation of the subject property, as it remains in substantial conformance with the Preliminary Development Plan.

ACTION NEEDED FOR PLAT:

- A. Motion to approve Resolution 032323-___ acknowledging the approved Final Plat of Schurle Ranch Unit Three and accept any easements, rights-of-way or licenses, as shown to be dedicated on the Final Plat, as it was determined that it meets the requirements of the Riley County Land Development Regulations.

Or

- B. Motion to sign Resolution 032323-___ denying acceptance of any rights-of-way, easements, licenses as shown to be dedicated on the Final Plat of Lot 1 of Blue River Hills Unit Six, as it has been determined that it does not meet the requirements of the Riley County Land Development Regulations.

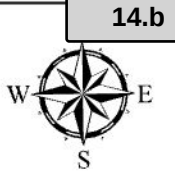
ACTION NEEDED FOR FINAL DEVELOPMENT PLAN:

- A. **Motion** to sign Resolution 032323-___ approving the request to amend the Final Development Plan associated with the PUD (Planned Unit Development) zoning designation of the subject property, as it remains in substantial conformance with the Preliminary Development Plan.
- B. **Motion** to sign Resolution 032323-___ denying the request to update the Final Development Plan associated with the PUD (Planned Unit Development) zoning designation of the subject property, as it was determined not to be in substantial conformance with the Preliminary Development Plan.

ATTACHMENTS:

- Vicinity/site map
- Surrounding zoning map
- Fire Station map
- Final Plat map
- Preliminary Development Plan (2013)
- Amended Final Development Plan

Prepared by: Bob Isaac, Planner
March 14, 2023



14.b

VICINITY AND SITE

Foltz
#23-003
Replat
Schurle Ranch Unit Three

5-10-7

 1000' Buffer
 Site



VICINITY

Attachment: Staff Report BOCC (13267 : Schurle Ranch, Unit Three)



SURROUNDING ZONING

Foltz
#23-003
Replat
Schurle Ranch Unit Three

5-10-7

1000' Buffer
Site

- AG Agricultural
- AG-R AG/Residential
- C-1 General Business
- C-2 Highway Business
- Fort Riley
- I-1 Light Industrial
- I-2 Heavy Industrial
- MF Multi-Family
- MHP Manufactured Home Park
- PUD Planned Unit Development
- SF-1 Single Family
- SF-2 Single Family
- SF-3 Single Family
- TF Two-Family
- U University
- Special Zoning



Attachment: Staff Report BOCC (13267 : Schurle Ranch, Unit Three)



FIRE STATIONS

Foltz
#23-003
Replat
Schurle Ranch Unit Three

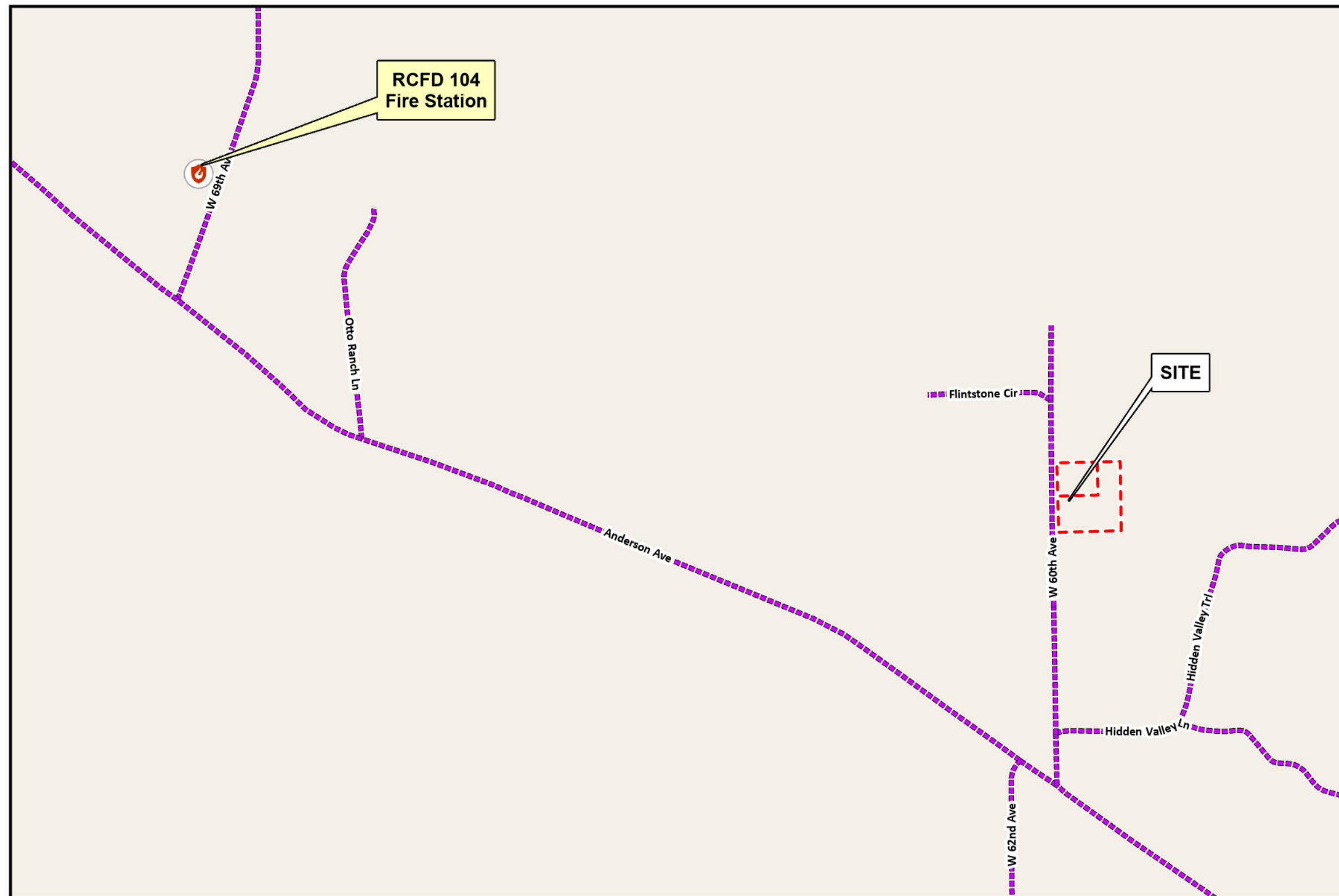
5-10-7



ISO Rating

- 5 (within 1000' of a hydrant)
- 6 (within 5 road miles of 6 fire station)
- 10 (outside 5 road miles OR road is not paved/gravel)
- Foltz

Attachment: Staff Report BOCC (13267 : Schurle Ranch, Unit Three)





FORT RILEY NOISE CONTOURS AVERAGE AND PEAK

Foltz
#23-003
Replat
Schurle Ranch Unit Three

5-10-7

Site

Legend

Average Noise Levels

- CDNL 57 (LUPZ)
- CDNL 62 (Zone II)
- CDNL 70 (Zone III)

Peak Noise Levels Large Caliber

- Large Caliber 115
- Large Caliber 130

Attachment: Staff Report BOCC (13267 : Schurle Ranch, Unit Three)

OWNER'S CERTIFICATE

State of Kansas)
) SS:
County of Riley)

This is to certify that the undersigned are the owners of the land hereon described on this plat, and that they have caused the same to be surveyed and subdivided as indicated thereon, for the uses and purposes herein set forth, and do hereby acknowledge and adopt the same under the style and title indicted.

All street rights-of-way as shown on this plat are hereby dedicated to the public. An easement or license to the public to locate, construct and maintain or authorize the location, construction and maintenance of poles, wires, conduits, water, gas and sewer pipes or required drainage channels or structures upon the area marked for easements on this plat is hereby granted.

Given under my hand at _____, Kansas this _____ day of _____, 2023 A.D.

Shellee Brokenicky aka Shellee Foltz Earlene Foltz

Drew Brokenicky

NOTARY CERTIFICATE:

State of Kansas)
) SS
Riley County)

BE IT REMEMBERED, That on this _____ day of _____, 2023

before me, the undersigned, a notary public in and for the County and State aforesaid came Shellee Brokenicky (aka Shellee Foltz), Earlene Foltz and Drew Brokenicky and who are personally known to me to be the same persons who executed the within instrument of writing on behalf of said Trust, and such persons duly acknowledge the execution of the same to be the act and deed of said Trust.

Given under my hand and Notarial Seal this _____ day of _____ A.D., 2023

My commission expires _____

Notary Public

LEGAL DESCRIPTION:

LOT ONE AND LOT TWO OF SCHURLE RANCH UNIT TWO, RILEY COUNTY, KANSAS, TOGETHER WITH AND SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD. SAID PROPERTY CONTAINS 4.57 ACRES, MORE OR LESS.

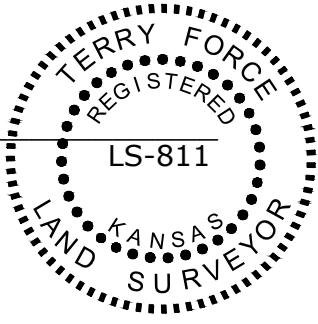
CERTIFICATION:

State of Kansas)
) SS:
County of Riley)

I the undersigned do hereby certify that I am a registered Land Surveyor in the State of Kansas, with experience and proficiency in land surveying; and that the heretofore described property was surveyed and subdivided by me, or under my supervision, that all subdivision regulations of Riley County, Kansas, have been complied with in the preparation of this plat, and that all the monuments shown herein actually exist and their positions are correctly shown to the best of my knowledge and belief.

Given under my hand and seal at Manhattan, Kansas this _____ day of _____, 2023, A.D.

Terry Force, R.L.S. 811

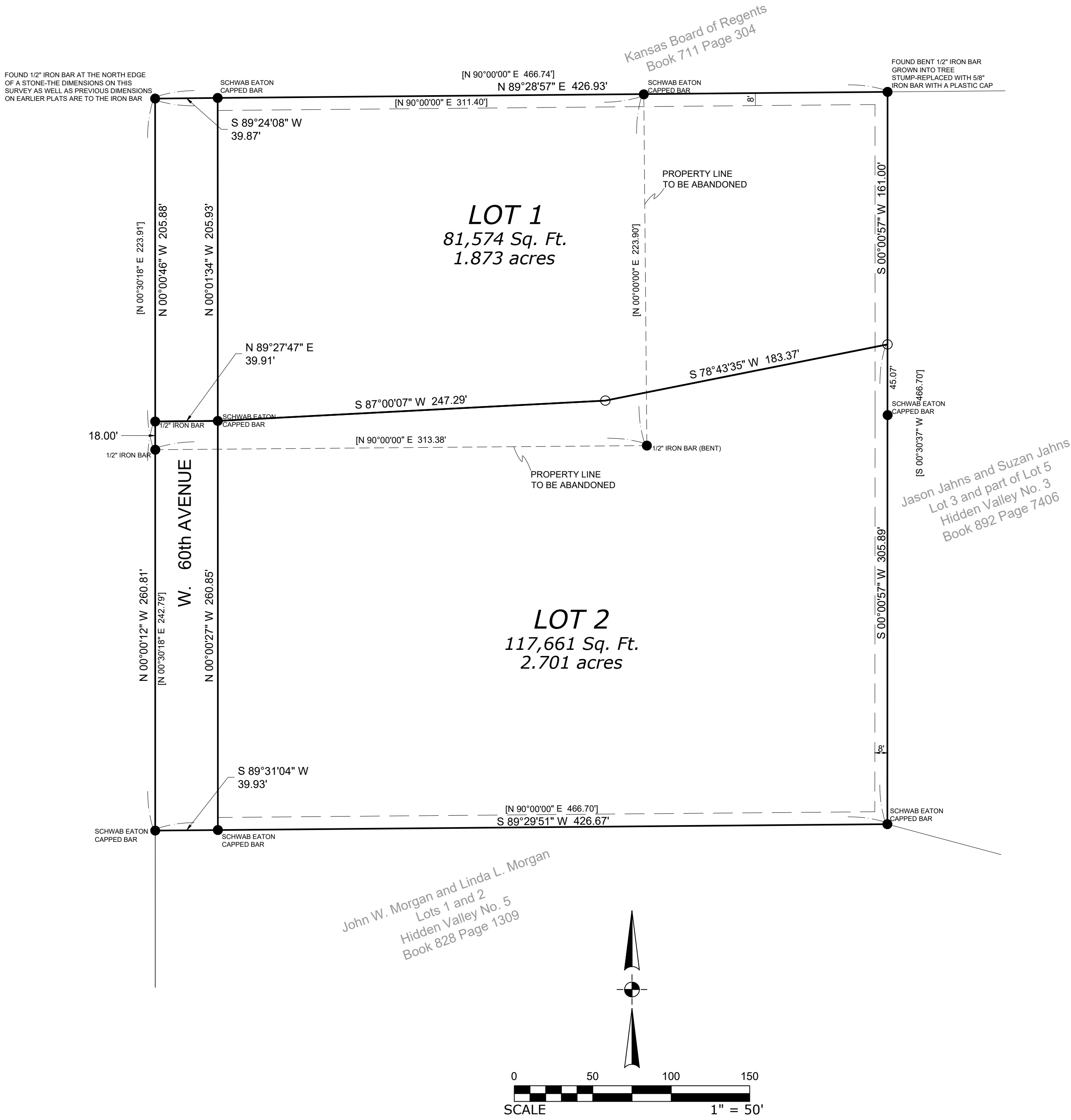


RILEY COUNTY PLAT REVIEW SURVEYOR SIGNATURE BLOCK

This plat has been reviewed and approved for filing pursuant to and in compliance with K.S.A. 58-2005 and with the requirements of Riley County Resolution No. 082913-58. No other warranties are extended or implied.

Approved: _____

License Number: _____ Date: _____



RILEY COUNTY PLANNING BOARD

State of Kansas)
) SS:
County of Riley)

Approved this _____ day of _____, 2023 A.D.

Riley County Planning Board

Chairperson _____ Member _____

Member _____ Member _____

Member _____

APPROVAL OF COUNTY OFFICIALS

County Counselor _____

County Engineer _____

Environmental Health Specialist _____

CERTIFICATE OF THE REGISTER OF DEEDS

State of Kansas)
) SS:
County of Riley)

This instrument was filed for record on the _____ day of _____ A.D. 2023, at ____ O'clock ____ M. and duly recorded in Book _____ on Page ____.

Register of Deeds _____

Deputy _____

Notes:

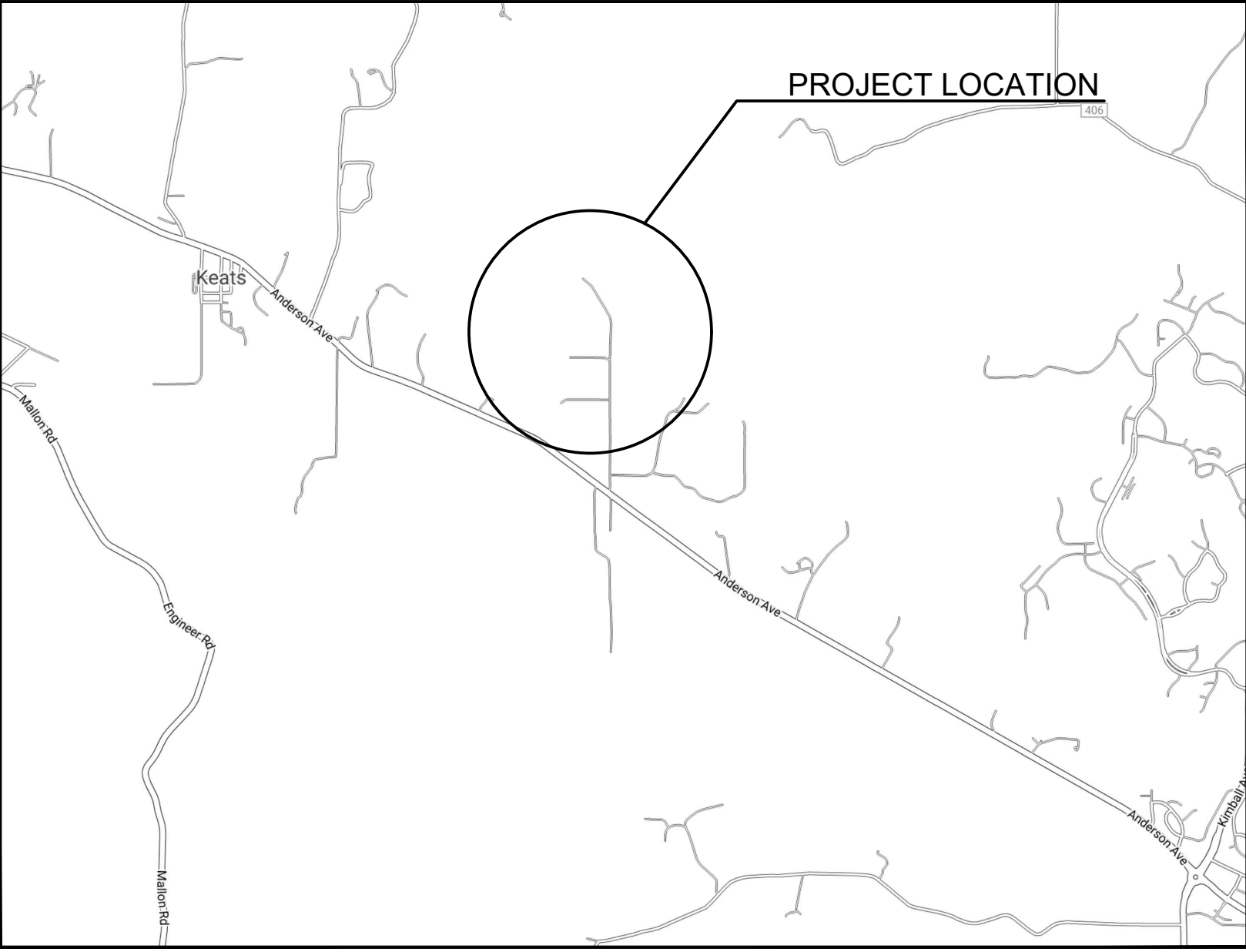
- The basis of bearings are assumed. The West line of Lot One is assumed North 00 degrees 00 minutes 46 seconds West. Bearings and distances with brackets are from the FINAL PLAT OF SCHURLE RANCH UNIT TWO, found in the Riley County Register of Deeds' office in Book 'K' at Page 745.
- No easements, restrictions, reservations, setbacks or other matter of record, if any, affecting the Title of this property are shown, except as platted, as per agreement with the landowner.
 - No gaps or overlaps exist.
 - There are no lines of possession that affect this survey.
 - These lots shall be in compliance with the Riley County Sanitary Code.
 - If an entrance pipe is required, the minimum size shall be calculated in accordance with the Riley County Standards for Road Designs in Platted Subdivisions. In no case, shall the diameter of the pipe be less than 15 inches.
 - Property owner is required to maintain all publicly granted drainage easements. Natural or non-natural structures or vegetative barriers (including but not limited to trees, shrubbery, berms, fences and walls) are prohibited within publicly granted or publicly dedicated drainage easements.
 - All development within the Schurle Ranch, Unit Three shall conform to the approved Final Development Plan and Resolution No. 053013-37 dated May 30, 2013 (or as amended).

ZONING
CURRENT ZONING: PUD (Planned Unit Development)

FLOODPLAIN NOTE:
This property in its entirety, lies in Flood Zone X which is an area designated by the Federal Emergency Management Agency having a minimal risk of flooding. Flood Insurance Rate Map Community Panel Number 20161C0333G with an effective date of March 16, 2015.

UTILITY NOTE:
Any utility company that locates facilities in any easement shall have the right to prune, remove, eradicate, cut and clear away any trees, limbs, vines and brush on the utility easement now or at any future time and prune and clear away any tree limbs, vines and brush on lands adjacent to the utility easement whenever, in the utility company's judgment, such may interfere with or endanger the construction, operation or maintenance of its facilities, together with the right of ingress to and egress from the utility easement and contiguous land subject to this plat for the purpose of surveying, erecting, constructing, maintaining, inspecting, rebuilding, replacing and with or endangering the construction, operation and maintenance of said facilities.

FORT RILEY NOTE:
This subdivision is subject to the Notice of Potential Noise Impacts from Fort Riley, Kansas Military Installation and Recommended Noise Attenuation Building Methods recorded on August 17, 2020 in Bk. 881 Pg. 7017.



VICINITY MAP
(NOT TO SCALE)

CERTIFICATE OF COUNTY COMMISSION

State of Kansas)
) SS:
County of Riley)

Approved this _____ day of _____, 2023 A.D.

BOARD OF COUNTY COMMISSIONERS
OF RILEY COUNTY, KANSAS

Chairman _____

Member _____

Member _____

ATTEST:

County Clerk _____

FINAL PLAT
of
SCHURLE RANCH
UNIT THREE

A Residential Planned Unit Development in
RILEY COUNTY, KANSAS
Being a replat of
SCHURLE RANCH UNIT TWO



PREPARED BY
TERRY FORCE, RLS
342 MAIN STREET
WHEATON, KANSAS 66521

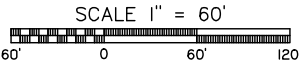
Phone:
785-396-4480
Email:
tforce@bluevalley.net

MARCH, 2023
PROJECT No. 99545

Project No. 130312A
Client: Drew Brokenicky
3500 Englewood Street
Manhattan, Kansas 66503

LEGAL DESCRIPTION

Lots 1 and 2, Schurle Ranch Subdivision, a Subdivision in Riley County, Kansas.
Together with and subject to easements, and restrictions of record.
Said property contains 4.57 acres more or less.



LEGEND

- 1/2" BAR FOUND FROM PREVIOUS S-E SURVEY
- 1/2" x 24" BAR W/CLS 59 CAP SET THIS SURVEY
- △ SECTION CORNER FOUND

OWNER/DEVELOPER:
Drew Brokenicky
3500 Englewood Street
Manhattan, Kansas 66503
(785) 313-5802

ENGINEER:
Schwab-Eaton P.A.
1125 Garden Way
Manhattan, KS 66502
(785) 539-4687

EXISTING LAND USE:
Residential

PROPOSED LAND USE:
Residential

BENCH MARK:

RM 23 = Standard U.S. Coast and Geodetic Survey disk stamped "C 36-9-6E" set in concrete on north side of County Highway 412, about 400 feet east of the Reservation Drive a county road. Elevation = 1137.83

PRELIMINARY DEVELOPMENT PLAN

SCHURLE RANCH
UNIT TWO

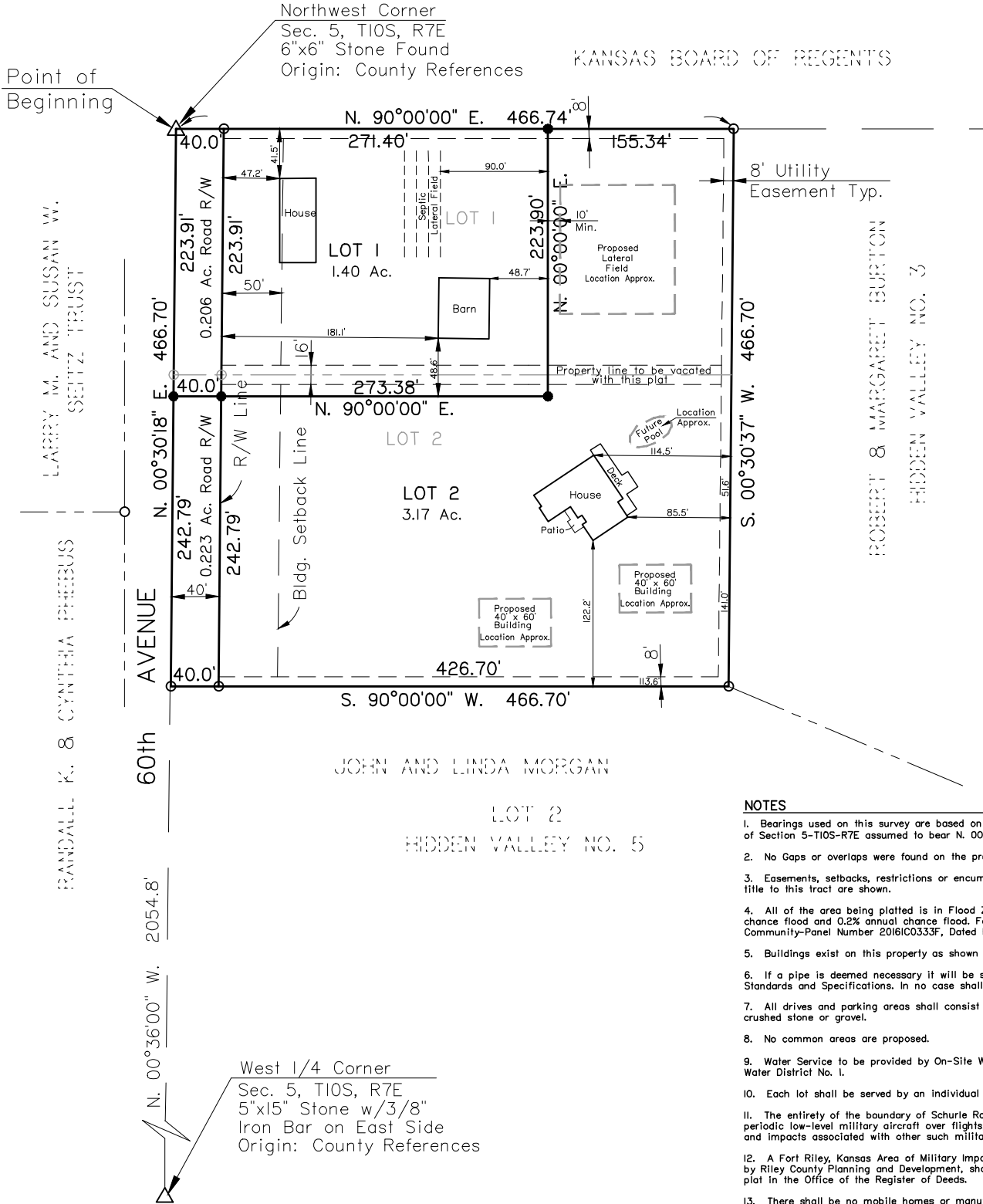
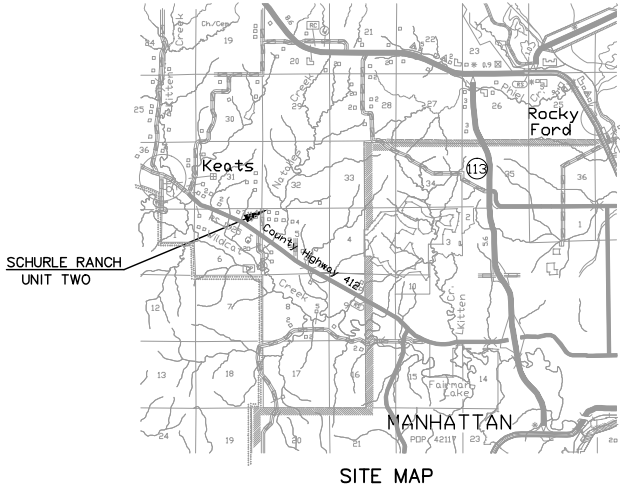
A Residential Planned Unit Development in
RILEY COUNTY, KANSAS

PREPARED BY



CONSULTING ENGINEERS - LAND SURVEYORS - LANDSCAPE ARCHITECTS
1125 GARDEN WAY MANHATTAN, KANSAS PH 785-539-4687

MAY 2013



LOT INFORMATION					
LOT	SQUARE FEET	ACREAGE	SQ. FT OF BUILDABLE ENVELOPE	% ENVELOPE PER LOT	MINIMUM LOT SIZE
1	60,984	1.40	37,696	61.81%	1.40 Ac.
2	156,816	3.60	121,725	77.82%	3.60 Ac.

LIST OF PERMITTED USES

1. All permitted uses in the "SF-5" (Single Family Residential) zoning district, subject to the use limitations of that district.

LIST OF PERMITTED STRUCTURES

- One Single Family Residential dwelling per lot. (Subject to the restrictions noted herein).
- Accessory buildings and uses.

PROPOSED NET DENSITY

One Unit Per 2.5 Acres or 0.40 Dwelling Units Per Acre.

DEVELOPMENT TIME TABLE

- Construction of Wastewater System 2013/2014.
- Connection of Rural Water if necessary 2013/2014.
- Individual Lot Development 2013/2014.
- Additional Structures or pools 2013/2023.

FLOOD NOTE:

The property shown herein lies in Flood Zone X areas outside of the 1% and 0.2% annual chance flood. As determined by (FIRM) Flood Insurance Rate Map No. 20161C0333F, Effective Date February 4, 2005.

CURRENT ZONING

"SF-5" Single Family Residential

PROPOSED ZONING

R-PUD = Single Family, Residential Planned Unit Development

NOTES

- Bearings used on this survey are based on the West line of the Northwest Quarter of Section 5-T10S-R7E assumed to bear N. 00°30'18" E.
- No Gaps or overlaps were found on the property.
- Easements, setbacks, restrictions or encumbrances of record if any, affecting the title to this tract are shown.
- All of the area being platted is in Flood Zone X, an area outside of the 1% annual chance flood and 0.2% annual chance flood. Found on Flood Insurance Rate Map, Community-Panel Number 20161C0333F, Dated February 4, 2005.
- Buildings exist on this property as shown hereon.
- If a pipe is deemed necessary it will be sized in accordance with Riley County Standards and Specifications. In no case shall the pipe be less than 18 inches.
- All drives and parking areas shall consist of all-weather surfacing including crushed stone or gravel.
- No common areas are proposed.
- Water Service to be provided by On-Site Water Wells and/or Riley County Rural Water District No. 1.
- Each lot shall be served by an individual wastewater system.
- The entirety of the boundary of Schurle Ranch, Unit Two may be exposed to periodic low-level military aircraft over flights, large artillery noise, small arms noise and impacts associated with other such military training activities.
- A Fort Riley, Kansas Area of Military Impact Real Estate Disclosure Form, provided by Riley County Planning and Development, shall be completed and filed along with the plat in the Office of the Register of Deeds.
- There shall be no mobile homes or manufactured homes.
- The proposed future pool shown hereon will be underground and approximately 15 feet by 30 feet in size and shall be maintained by draining the water into a container and transported off site for proper disposal.
- Lot 2 must be served by alternative septic system or a sewage lagoon.

OWNER'S CERTIFICATE

State of Kansas)
County of Riley) SS:

This is to certify that the undersigned are the owners or corporations of record of the land described on this plan, and that they have set forth, and do hereby acknowledge and adopt the same under style and title indicated. Further that said owners or corporations and their successors and assigns do agree to be bound by all the terms and conditions of this development plan.

Given under my hand at _____, Kansas this _____ day of _____, 2023 A.D.

Shellee Brokenicky aka Shellee Foltz Earlene Foltz

Drew Brokenicky

NOTARY CERTIFICATE:

State of Kansas)
Riley County) SS

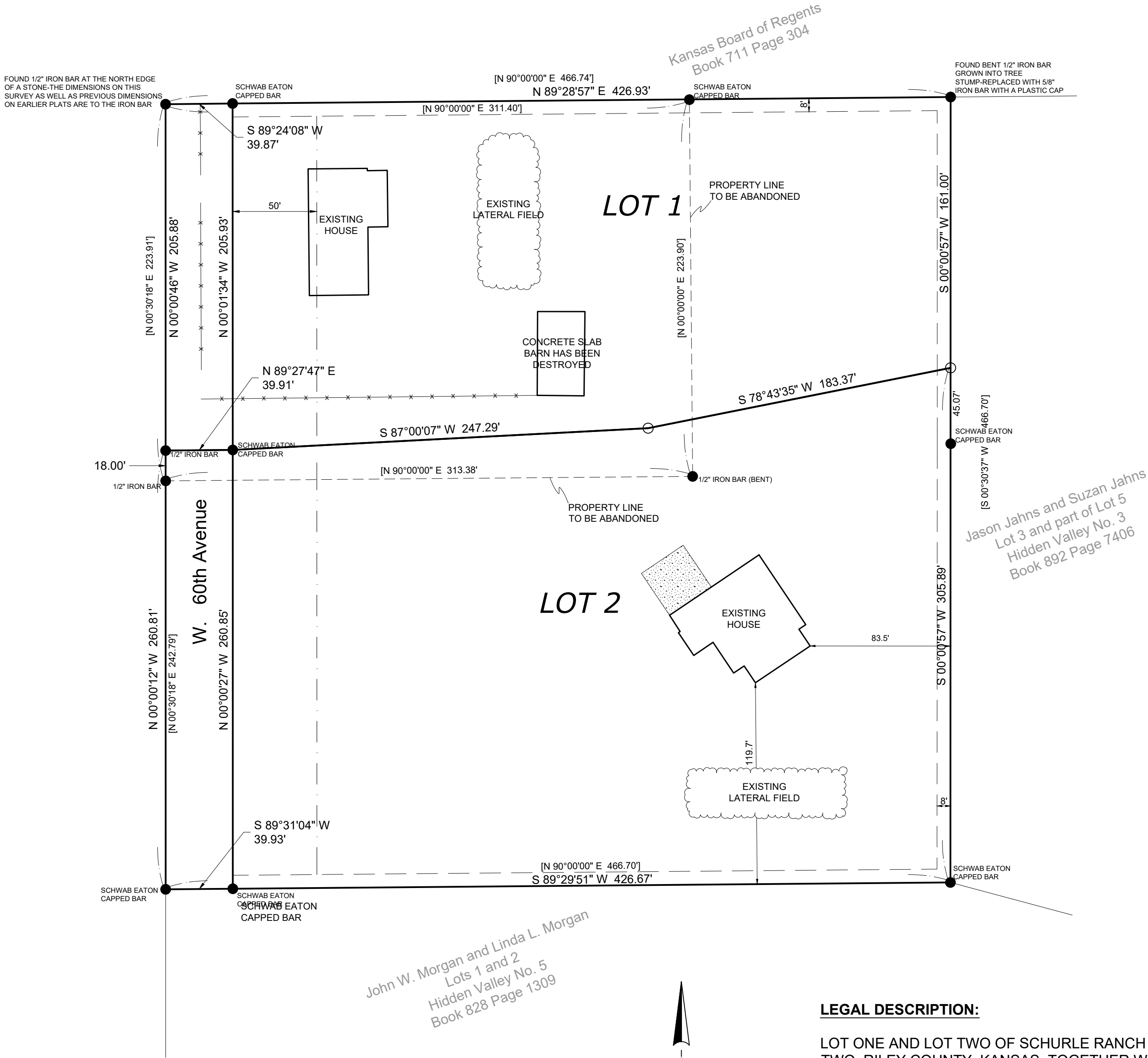
BE IT REMEMBERED, That on this _____ day of _____, 2023

before me, the undersigned, a notary public in and for the County and State aforesaid came Shellee Brokenicky (aka Shellee Foltz), Earlene Foltz and Drew Brokenicky and who are personally known to me to be the same persons who executed the within instrument of writing on behalf of said Trust, and such persons duly acknowledge the execution of the same to be the act and deed of said Trust.

Given under my hand and Notarial Seal this _____ day of _____ A.D., 2023

My commission expires _____

Notary Public



OWNERS STATEMENT

As the owners of land identified by the boundaries of Schurle Ranch, Unit Three, R-PUD; Shellee Foltz has an interest in and the capacity to effectuate the Final Development Plan proposed in this document.

Shellee Foltz

LOT INFORMATION					
LOTS	SQUARE FEET	ACREAGE	SQ. FT. OF BUILDABLE ENVELOPE	% ENVELOPE PER LOT	MINIMUM LOT SIZE
1	89,787	2.061	67,097	0.75%	2.061 Ac.
2	128,068	2.940	99,186	0.77%	2.940 Ac.

LEGEND

- ▲ FOUND MONUMENT (AS INDICATED)
- SET 1/4" IRON BAR WITH PLASTIC CAP STAMPED "FORCE LS-811"
- × COMPUTED POINT
- UTILITY EASEMENT
- - - BUILDING SETBACK LINE
- - - ORIGINAL LOT LINE
- [] BEARING AND DISTANCE PER PREVIOUS PLAT
- EXISTING PVC FENCE

LIST OF PERMITTED USES

- All permitted uses in the SF-1 Single Family Residential zoning district, subject to the use limitations of that district.

LIST OF PERMITTED STRUCTURES

- One Single Family Residential dwelling per lot. (Subject to the restrictions noted hereon).
- Accessory buildings and uses subject to Article 5 of the Riley County Land Development Regulations, as calculated for the SF-1 Single Family Residential District.

PROPOSED NET DENSITY

- One Unit Per 2.5 Acres or 0.40 Dwelling Units Per Acre.

DEVELOPMENT TIME TABLE

- N/A

Notes:

The basis of bearings are assumed. The West line of Lot One is assumed North 00 degrees 00 minutes 46 seconds West. Bearings and distances with brackets are from the FINAL PLAT OF SCHURLE RANCH UNIT TWO, found in the Riley County Register of Deeds' office in Book 'K' at Page 745.

- No easements, restrictions, reservations, setbacks or other matter of record, if any, affecting the Title of this property are shown, except as platted, as per agreement with the landowner.
- No gaps or overlaps exist.
- There are no lines of possession that affect this survey.
- These lots shall be in compliance with the Riley County Sanitary Code.
- If an entrance pipe is required, the minimum size shall be calculated in accordance with the Riley County Standards for Road Designs in Platted Subdivisions. In no case, shall the diameter of the pipe be less than 15 inches.
- Property owner is required to maintain all publicly granted drainage easements. Natural or non-natural structures or vegetative barriers (including but not limited to trees, shrubbery, berms, fences and walls) are prohibited within publicly granted or publicly dedicated drainage easements.

ZONING

CURRENT ZONING: PUD (Planned Unit Development)

FLOODPLAIN NOTE:

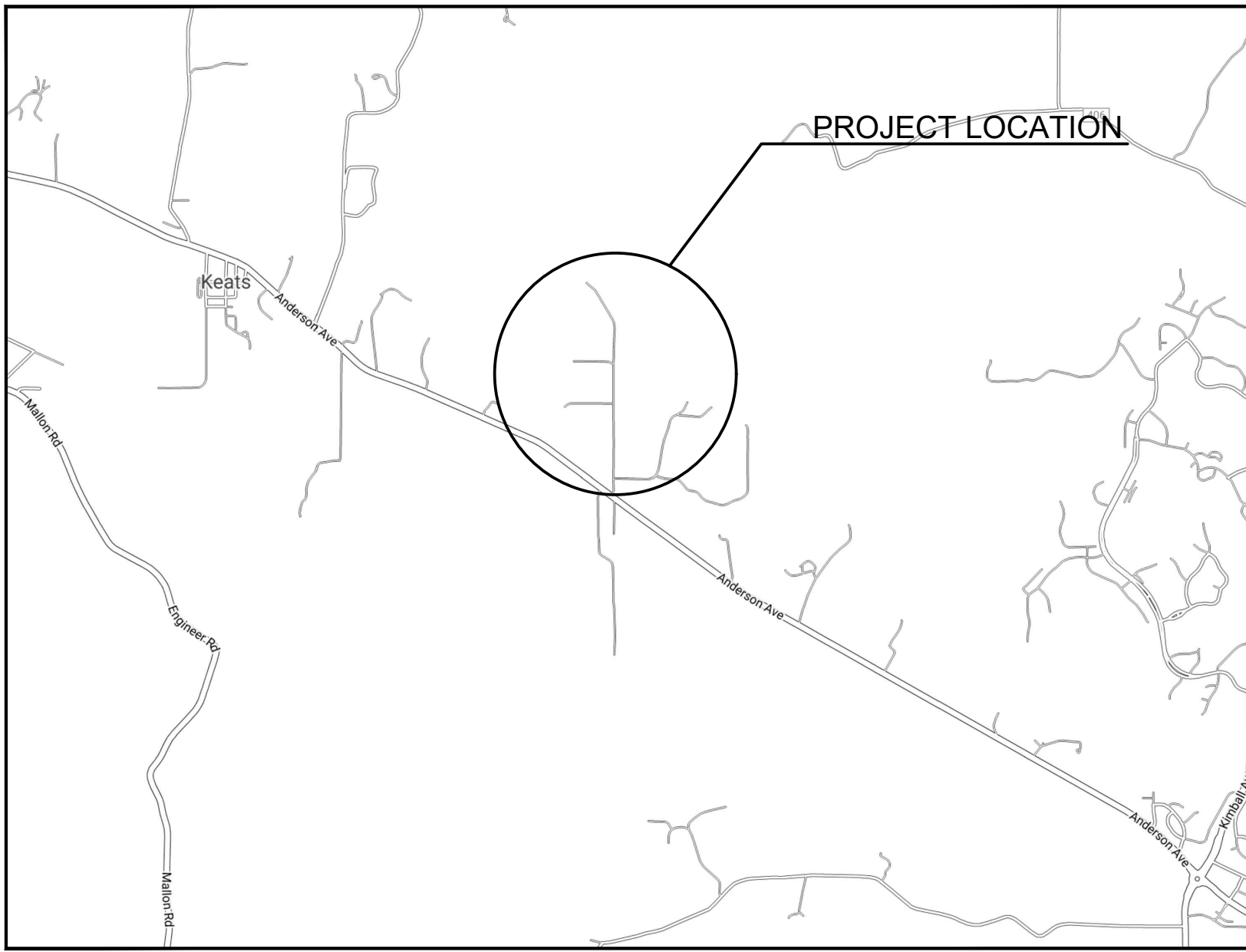
This property in its entirety, lies in Flood Zone X which is an area designated by the Federal Emergency Management Agency having a minimal risk of flooding. Flood Insurance Rate Map Community Panel Number 20161C0333G with an effective date of March 16, 2015.

UTILITY NOTE:

Any utility company that locates facilities in any easement shall have the right to prune, remove, eradicate, cut and clear away any trees, limbs, vines and brush on the utility easement now or at any future time and prune and clear away any tree limbs, vines and brush on lands adjacent to the utility easement whenever, in the utility company's judgment, such may interfere with or endanger the construction, operation or maintenance of its facilities, together with the right of ingress to and egress from the utility easement and contiguous land subject to this plat for the purpose of surveying, erecting, constructing, maintaining, inspecting, rebuilding, replacing and with or endangering the construction, operation and maintenance of said facilities.

FORT RILEY NOTE:

This subdivision is subject to the Notice of Potential Noise Impacts from Fort Riley, Kansas Military Installation and Recommended Noise Attenuation Building Methods recorded on August 17, 2020 in Bk. 881 Pg. 7017.



VICINITY MAP
(NOT TO SCALE)

CERTIFICATION:

State of Kansas)
County of Riley) SS:

I the undersigned do hereby certify that I am a registered Land Surveyor in the State of Kansas, with experience and proficiency in land surveying; and that the heretofore described property was surveyed and subdivided by me, or under my supervision, that all subdivision regulations of Riley County, Kansas, have been complied with in the preparation of this plat, and that all the monuments shown herein actually exist and their positions are correctly shown to the best of my knowledge and belief.

Given under my hand and seal at Manhattan, Kansas this _____ day

of _____, 2023, A.D.

Terry Force, R.L.S. 811



AMENDED FINAL DEVELOPMENT PLAN
**SCHURLE RANCH
UNIT THREE**
A Planned Unit Development in
RILEY COUNTY, KANSAS
Being a replat of
SCHURLE RANCH UNIT TWO



PREPARED BY
TERRY FORCE, RLS
342 MAIN STREET
WHEATON, KANSAS 66521

Phone: 785-396-4480
Email: tforce@bluevalley.net

MARCH, 2023
PROJECT No. 99545

RESOLUTION NO. 032323-**A RESOLUTION APPROVING THE SCHURLE RANCH UNIT THREE PLAT AND
ACCEPTING THE STREET RIGHTS OF WAY, EASEMENTS AND LICENSES AS
SHOWN TO BE DEDICATED ON SAID PLAT**

WHEREAS, the Board of Commissioners of Riley County, Kansas, has been presented for approval of the Schurle Ranch Unit Three; and

WHEREAS, the Board finds that all legal requirements have been met for approval of said plat; and

WHEREAS, the Riley County Planning & Development Department has reviewed said plat and found it to be in compliance with the Riley County Sanitary Code; and

WHEREAS, the Riley County Planning Board, after appropriate notice, conducted a public hearing on March 13, 2023; and

WHEREAS, the Riley County Planning Board, after making a determination that said plat meets the minimum requirements of Riley County Land Development Regulations, approved said plat; and

WHEREAS, all required signatures have been obtained.

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

That the Schurle Ranch Unit Three plat is hereby approved, and the Board of Commissioners of Riley County, Kansas hereby accepts all street rights of way, easements and licenses, as dedicated thereon.

ADOPTED this 23rd day of March, 2023

BOARD OF COMMISSIONERS
OF RILEY COUNTY, KANSAS

Kathryn Focke, Chair

John Ford, Vice Chair

Greg McKinley, Member

ATTEST:

Rich Vargo, Riley County Clerk

Attachment: Plat Resolution (13267 : Schurle Ranch, Unit Three)

RESOLUTION NO. 032323-

**RESOLUTION APPROVING THE REQUEST TO AMEND THE FINAL
DEVELOPMENT PLAN ASSOCIATED WITH THE PLANNED UNIT DEVELOPMENT
ZONING DESIGNATION OF CERTAIN REAL ESTATE
LOCATED IN WILDCAT TOWNSHIP**

WHEREAS, pursuant to the provisions of Section 4.19.E of the Riley County Land Development Regulations, Shellee Foltz, petitioner, and Earlene M. Foltz, Drew Brokenicky and Shellee Foltz, owner(s), have requested that the Final Development Plan associated with the Planned Unit Development zoning designation of the below described Riley County real property, be amended; and

WHEREAS, the Riley County Planning Board, after appropriate notice conducted a public hearing on March 13, 2023; and

WHEREAS, the Riley County Planning Board has reviewed the request and found the proposed amendments to the Final Development Plan to be in substantial conformance with the Preliminary Development Plan, as provided in Section 4.19.E of the Riley County Land Development Regulations; and

WHEREAS, the Riley County Planning Board has submitted its recommendation and report to the Board of Commissioners of Riley County, Kansas, recommending approval of the application.

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

Section 1. That the facts set forth in the Planner's staff report and the recommendation of the Riley County Planning Board filed in the office of the Planning and Development Department have been received and considered by the Board of Commissioners of Riley County, Kansas and have been determined to be the controlling facts concerning the application.

Section 2. The request was found to be consistent with the provisions of Section 4.19.E of the Riley County Land Development Regulations.

The request to amend the Final Development Plan associated with the Planned Unit Development zoning designation of the following described real estate in Riley County, Kansas:

Lots one and two of Schurle Ranch Unit Two, Riley County, Kansas
is hereby approved.

Attachment: PUD Amendment Resolution Approved (13267 : Schurle Ranch, Unit Three)

GRANTED this 23rd day of March, 2023

BOARD OF COMMISSIONERS
OF RILEY COUNTY, KANSAS

Kathryn Focke, Chair

John Ford, Vice Chair

Greg McKinley, Member

ATTEST:

Rich Vargo, Riley County Clerk

Attachment: PUD Amendment Resolution Approved (13267 : Schurle Ranch, Unit Three)

RESOLUTION NO. 032323-

**RESOLUTION DENYING THE REQUEST TO AMEND THE FINAL DEVELOPMENT
PLAN ASSOCIATED WITH THE PLANNED UNIT DEVELOPMENT ZONING
DESIGNATION OF CERTAIN REAL ESTATE
LOCATED IN WILDCAT TOWNSHIP**

WHEREAS, pursuant to the provisions of Section 4.19.E of the Riley County Land Development Regulations, Shellee Foltz, petitioner, and Earlene M. Foltz, Drew Brokenicky and Shellee Foltz, owner(s), have requested that the Final Development Plan associated with the Planned Unit Development zoning designation of the below described Riley County real property, be amended; and

WHEREAS, the Riley County Planning Board, after appropriate notice conducted a public hearing on March 13, 2023; and

WHEREAS, the Riley County Planning Board has reviewed the request and found the proposed amendments to the Final Development Plan to be in substantial conformance with the Preliminary Development Plan, as provided in Section 4.19.E of the Riley County Land Development Regulations; and

WHEREAS, the Riley County Planning Board has submitted its recommendation and report to the Board of Commissioners of Riley County, Kansas, recommending approval the application.

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

Section 1. That the facts set forth in the Planner's staff report and the recommendation of the Riley County Planning Board filed in the office of the Planning and Development Department have been received and considered by the Board of Commissioners of Riley County, Kansas and have been determined to be the controlling facts concerning the application.

Section 2. The request was found to be consistent with the provisions of Section 4.19.E of the Riley County Land Development Regulations.

The request to amend the Final Development Plan associated with the Planned Unit Development zoning designation of the following described real estate in Riley County, Kansas:

Lots one and two of Schurle Ranch Unit Two, Riley County, Kansas
is hereby denied as it was found NOT to be substantial conformance with the Preliminary

Attachment: PUD Amendment Resolution Denied (13267 : Schurle Ranch, Unit Three)

Development Plan, as provided in Section 4.19.E of the Riley County Land Development Regulations.

DENIED this 23rd day of March, 2023

BOARD OF COMMISSIONERS
OF RILEY COUNTY, KANSAS

Kathryn Focke, Chair

John Ford, Vice Chair

Greg McKinley, Member

ATTEST:

Rich Vargo, Riley County Clerk

Attachment: PUD Amendment Resolution Denied (13267 : Schurle Ranch, Unit Three)



REGISTER OF DEEDS
Personnel

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

COMMISSION AGENDA REPORT

FROM: Amy Manges, Register of Deeds
MEETING: March 23, 2023
SUBJECT: Request to Fill Open Position
PRESENTER: Amy Manges

BACKGROUND

The Register of Deeds office lost a full-time employee the beginning of March. I am requesting to fill that position.

DISCUSSION

We are an office of 5 fully staffed. To continue processing work in a timely manner and to allow for vacations and illness, it is vital that I hire and train another full-time employee.

FISCAL IMPACT

None as this is a budgeted position.

RECOMMENDATION(S)

Recommendation is to open the position of Records Assistant I

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:

- Records Assistant I Position Description (DOC)
- Gold Sheet Records Asst I RoD (PDF)

RILEY COUNTY, KANSAS JOB DESCRIPTION

Job Title:	RECORDS ASSISTANT I	
Department:	Register of Deeds	Division:
Reports To:	Deputy Register of Deeds	
Pay Grade:	5	Status: Full Time
FLSA Status:	Non-Exempt	

Position Summary: The Records Assistant I creates and maintains accurate land records which entails recording numerous documents as set out by Kansas Statutes pertaining to the Register of Deeds Office. Assists customers with genealogy, school records, military discharges, accessing land ownership records including but not limited to deeds, mortgages, easements, and liens. Must maintain knowledge of computers and software applications. .

Essential Functions:

- Perform all transactions dealing with real estate records for recording, retrieval, and indexing. Update records and indexes, which show the correct ownership, legal descriptions, and other pertinent data on all property in County.
- Verify incoming documents for recording for items such as names, legal descriptions, signatures, notary stamps/seals, and correct fees. Advise customers of errors by contacting the customer or moving the document to the rejection process.
- Ensure accurate recording transactions have been made. Verify data entered and update data to reflect required corrections. Check scanned documents for accuracy and perform required processing to return document to customer.
- Respond to customer inquiries from various outside entities, including but not limited to attorneys, abstractors, Internal Revenue Service, county offices, banks, realtors, and the public. Must be able to communicate and interpret many diverse questions dealing with legal descriptions and ownership.
- Analyze special information requests which require the use of Geographical Information Systems (GIS) website, access and interpret information and provide information to customer.
- Convert documents not previously contained in electronic database into Document Pro system and verification and correction of data entry to ensure accuracy.

SECONDARY FUNCTIONS:

- Prepare and work on special projects as requested by Register of Deeds
- Assist with balancing daily work as needed
- Enter Military discharges into database
- Assist Records Custodian. Responsible for protecting public records from damage and disorganization; prevent excessive disruption of essential functions provided by office relevant to county operations; provide assistance and information upon request; ensure efficient and timely action and response to all applications for inspection of public records and carry out procedures adopted by county for inspecting and copying open public records, all in conformance with the Kansas Open Records Act (KORA) (K.S.A. 45-215 *et seq*).

POSITION REQUIREMENTS:

Education: High school graduate or equivalent.

License(s)/Certification(s):

Experience: 1-3 years office experience. Considerable knowledge and experience with legal practices and legal descriptions. Basic knowledge of Kansas Statutes relating to Deeds Management.

Skills: Written and verbal communication skills. Ability to operate copy machines, facsimile machines, desk top calculators, personal computers, records management system (DocPro), microfilm reader/printer, digital scanning system. Ability to work effectively with Co-workers, county employees and various public entities. **Supervisory Control:** Work is done independently and on own initiative in

accordance with office instructions and accepted business practices. Supervisor provides additional instructions for priorities, deadlines, new, difficult or unusual assignments. Work is reviewed for accuracy from an overall standpoint in terms of expected results. Workflow is structured so checking for accuracy is constant and corrections are made when discovered.

Supervisory Responsibility: None

Guidelines: Knowledge of office practices and equipment capability is learned from experience, on job training and manuals. Judgment is frequently used in selecting appropriate guidelines while determining a course of action; assistance is obtained in unusual situations.

Complexity: Work consists of various steps and procedures which are technical in nature. Essential that indexing of legal descriptions be accurate which is the basis of all county real estate information. Questions dealing with real estate transactions which include at times incomplete or conflicting data

Scope & Effect of Work: The Register of Deeds Office is the beginning of all facets of County Government dealing with real estate transactions and tax process. Determining the ownership of real property is essential to the tax assessment function. Each record must accurately reflect the status of each individual parcel of land such as: Dimensions, Location, Names of owners, Easements, and Restrictions

Personal Contacts: Contacts with; Co-Workers, General Public, County offices, Abstractors, Attorneys, Veterans, Internal Revenue Agents, Appraisers, Surveyors, Real estate developers, Contractors, Financial institutions, Realtors, and Certified Genealogy researchers.

Purpose of Contacts: The purpose of contact is to receive facts, clarify differences and obtain information. The facts and information may range from general knowledge to highly technical. A problem may take days to resolve before the information needed is be put together for an accurate solution. Analyze information to resolve a problem or conflict that is not always apparent.

Physical Demands/Effort: The work environment is that of a typical office with a few additions. Requires a mix of sitting, standing and walking. Lifting and manipulating large heavy books and boxes which weigh up to 50 pounds. Work in confined areas; Climbing a ladder, Stooping, and Bending.

Work Environment/Conditions: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is exposed to normal noise levels. Work is performed in normal office conditions with moderate risks. Noise levels may on occasion be high due to office machines, which may make it difficult for telephone conversations or oral communication. When there is heavy workflow, the time restrictions for clerical, administrative and recordings can be fast paced.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if work is similar, related or a logical assignment of the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

RILEY COUNTY POSITION ACTION FORM

16.b



Submitted by Amy Manges on 03/15/2023 at 11:15 AM

Internal Position Details (not displayed on job posting)

Company

Riley County, KS

Job ID

1599591

Pay Grade

RANGE 4 [RANGE 4]

Cost Center 1

County General [1]

1 Job Slot

RECORDS-1

Position Template

Records Assistant I-Reg Deeds [RECAIROD]

Salary

\$17.34 - \$18.38

EEO Class

Administrative Support Workers [5]

Cost Center 2

Reg Of Deeds [6]

Work Location

Office Building

Supervisor Position

No

Workers Compensation

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Cost Center 3

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Supervisor: Jo Reed

Department Head: Amy Manges

☒ No changes to Position or Budget

☒ Position Description attached

Total annual hours 2080

☒ Budgeted

☐ New or updated position description.

☐ New request for budget (details attached)

Salary: \$38,230.40

Budget for Benefits: \$15,101.00

Total proposed annual budget: \$53,331.41

Additional Position Comments: _____

BoCC Chairwoman _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Original document stored in Human Resources

Revised 2023-01



AGENDA

JOINT CITY/COUNTY/COUNTY MEETING

CITY COMMISSION ROOM

THURSDAY, MARCH 23, 2023

4:00 P.M.

1. Discuss T. Russell Reitz Animal Shelter and Animal Control Operations
 - a. [01/31/23 City Commission Work Session Item B-Animal Shelter Discussion](#)
 - b. [01/31/23 Video of City Commission Work Session \(Animal Shelter Presentations and Discussions are between 06:59 and 1:25:33\)](#)



This meeting is being held in the City Commission Room at City Hall, 1101 Poyntz Avenue. In accordance with provisions of the ADA, every attempt will be made to accommodate the needs of persons with disabilities. Please contact the Human Resources Department (587-2443) for assistance.