



**Board of Riley County
Commissioners
Regular Meeting
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

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

Review Minutes

3. Board of Riley County Commissioners - Regular Meeting - Mar 27,
2023 8:30 AM

Review Tentative Agenda

4. Tentative Agenda

Press Conference Topics

5. Discuss Press Conference

6:30 PM

Clancy Holeman, Counselor/Director of Administrative Services

6. Administrative Work Session

6:50 PM

Brian Peete, RCPD Director

7. RCPD update

7:05 PM

Russel Stukey, Emergency Management Director

8. Firefighter and Storm Spotter Recruitment

7:20 PM

Darci Pottroff, Riley City Mayor

9. Riley City update

7:30 PM

Vivienne Leyva, PIO

10. Communications Update for March 2023

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.



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
April 03, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Agreement for North Riley County EMS Station
2. Proclamation for National County Government Month
3. Proclamation for Child Abuse Awareness Month

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Clancy Holeman, Counselor/Director of Administrative Services

4. Administrative Work Session

9:20 AM

Craig Cox, Deputy County Counselor

5. Contract for attorney fees for tax sale

9:30 AM

Press Conference

6. RCPD Update - Greg Steere (3-5 minutes)
7. Proclamation for National County Government Month - Kathryn Focke and Vivienne Leyva (3-5 minutes)
8. Proclamation for Child Abuse Awareness Month - Kathryn Focke and Julie Gibbs (3-5 minutes)

9:45 AM

Craig Cox, Deputy County Counselor

9. Animal Control in Riley County

10:00 AM

Russel Stukey, Emergency Management Director

Attachment: 04-03-23 tentative agenda (12825 : Tentative Agenda)

10. Staff update

10:15 AM

Amanda Webb, Planning/Special Projects Director

11. Housing Discussion

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: 04-03-23 tentative agenda (12825 : Tentative Agenda)



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
April 06, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Approve payroll/accounts payables (when completed)

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Amanda Webb, Planning/Special Projects Director

2. Finalize the Comprehensive Update Consultant Request for Qualifications

9:15 AM

Michael Boller, Noxious Weed Director

3. Staff update

9:30 AM

Anna Burson, Appraiser

4. Staff update

10:00 AM

Amanda Webb, Planning/Special Projects Director

5. Staff update

10:15 AM

Clancy Holeman, Counselor/Director of Administrative Services

6. Administrative Work Session

Adjournment

Announcement

Attachment: 04-06-23 tentative agenda (12825 : Tentative Agenda)

A Special Law Enforcement Agency Meeting will be held today at 12:00 (noon) p.m. in the City Commission Meeting Room, City Hall, 1101 Poyntz Avenue.

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: 04-06-23 tentative agenda (12825 : Tentative Agenda)



COUNTY CLERK & ELECTIONS
Staff Update

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

STAFF REPORT

FROM: Vivienne Leyva, PIO
MEETING: March 30, 2023
SUBJECT: Communications Update for March 2023
PRESENTER: Vivienne Leyva, PIO

March has been another busy month and I am particularly grateful for the generosity of staff and elected officials. You are all quick to respond to media and information requests, and your willingness to spend energy communicating with the public makes my job easy. Riley County Fire District #1 has been very gracious in allowing both me and local reporters access to fire scenes when it is safe to do so. Sharing news stories about recent fires helps raise awareness about the department, the need for volunteers, and the need for safe practices during dangerous fire conditions.

In addition to regular assignments, this month I visited the health department to take professional headshots and department group photos for anyone interested. I'm still processing the photos, as there were a lot of them to get through, but the process went smoothly and I would be happy to take updated photos for anyone on staff who needs a headshot.

Throughout the year I plan to provide training for staff, and I would be happy to work with any staff members or elected officials who would be interested in media training.

Thank you for your time.

Enclosures:

- March 2023 Commission presentation (PDF)



COMMUNICATIONS UPDATE

March 2023

Vivienne Leyva

News Releases

- 6 in March
- 4 in February
- 2 in January





RCFD#1 Recruitment

Riley County Social Media

Twitter Followers

RCEMS: 41 (+2)

RCEM: 1,063 (+1)

RC: 412 (+7)

RCHD: 1,244 (-2)

RCFD#1: 619 (+2)

Facebook Followers

RCEMS: 3,536 (+36)

RCEM: 3,582 (+26)

RC: 2,949 (+14)

RCHD: 12,590 (+13)

RCFD#1: 3,172 (+132)

February 2023 Website Information

- 21,738 users
- Popular Pages
 1. Driver's License
 2. COVID-19
 3. STI
 4. District Court
 5. Treasurer-Motor Vehicle



Search Terms

1. Records
2. Court records
3. Do I need an appointment?
4. Marriage
5. Marriage license
6. NAME
7. Burn permit
8. Personal property taxes
9. Burn Permit
10. Divorce

March News

2023

Deep Creek Road Wildfire

March 4



Hidden Valley Trail Wildfire

March 16

Gary Fike with Riley County Research and Extension Office Speaks About Seasonal Tips and Tidbits for Ranchers, Farmers and Landowners.



5 minutes left

K-State Research and Extension

March 17



Planning & Development Fees

March 17

HWY 177 Wildfire

March 21

Photo courtesy Little Apple
Post/Becky Gof



EMS Station

March 21



13WIBW
5:03 / 58°

STOCKS

Dillard's

301.95



Photo courtesy WIBW

-3.16

Packet Pg. 20



Thank You