



**Board of Riley County
Commissioners
Regular Meeting
Agenda
May 08, 2025**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Member](#)

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Discuss Joint City/County/County Meeting

Review Minutes

4. Board of Riley County Commissioners - Regular Meeting - May 5, 2025 8:30 AM

Review Tentative Agenda

5. Tentative Agenda

Press Conference Topics

6. Discuss Press Conference

9:00 AM

Bryant Parker, Counselor/Director of Administrative Services

7. Administrative Work Session

9:20 AM

Budget and Planning Committee - Brittany Phillips, Budget and Finance Officer

8. Monthly Cash Flow Report for April 2025

9:30 AM

Jason Smith, Manhattan Area Chamber of Commerce Director

9. 2026 Manhattan Area Chamber of Commerce Appropriation Request

9:45 AM

Jason Smith, Manhattan Area Chamber of Commerce

10. Economic development update

- 10:00 AM Diane Creek, Health Department Director and Heather Ritchey, Child Care Licensing Supervisor**
11. Staff update/Child Care Licensing Update
- 10:15 AM Jacob Hansen, Deputy County Counselor**
12. Hargrave & Salzman Fence View
- 10:30 AM Bryant Parker, Counselor/Director of Administrative Services**
13. Executive session to discuss confidential legal advice regarding pending litigation issues
- 11:05 AM Diane Creek, Health Department Director**
14. 2026 Riley County Health Department Budget Request
- 11:25 AM Daphne McNelly, aTa Bus**
15. 2026 ATA Bus Appropriation Request
- 1:15 PM Anna Burson, Appraiser**
16. 2026 Riley County Appraiser Budget Request
- 1:35 PM Russel Stukey, Emergency Management Director**
17. 2026 Emergency Management, 911, Rural Fire District, Rural Fire Capital Outlay Budget Requests
- 1:55 PM David Adams, EMS/Ambulance Director**
18. 2026 Ambulance (EMS) Budget Request
- 2:15 PM Amy Manges, Register of Deeds**
19. 2026 Register of Deeds & Tech Fund Budget Requests
- 2:35 PM Emily Wagner, Manhattan Emergency Shelter Director**
20. 2026 Manhattan Emergency Shelter Appropriation Request

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
May 12, 2025**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Member](#)

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Sign Proclamation for Older Americans Month
4. National Public Works Week Proclamation May 18-24, 2025

Review Minutes

Review Tentative Agenda

Press Conference Topics

5. Discuss Press Conference

9:00 AM

Rich Vargo, County Clerk

6. Year to date budget and expenditure reports

9:15 AM

John Ellermann, Public Works Director/County Engineer

7. Project update

9:30 AM

Press Conference

8. Presentation of National Public Works Week Proclamation - Greg McKinley and John Ellermann (2-3 minutes)
9. Presentation of Older Americans Month Proclamation - Greg McKinley and Kevin Larson (2-3 minutes)

9:35 AM

Bryant Parker, County Counselor and Russel Stuke, Emergency Management Director/Fire Chief

10. Fireworks discussion

- 9:55 AM Rich Vargo, County Clerk**
 11. Executive session to discuss a performance matter involving non-elected personnel
- 10:40 AM Bryant Parker, Counselor/Director of Administrative Services**
 12. Administrative Work Session
- 11:00 AM Katharine Hensler, Museum Director**
 13. Staff update
- 11:15 AM Michael Boller, Noxious Weed/HHW Director**
 14. Out of State Travel Request
- 11:25 AM Katharine Hensler, Museum Director**
 15. 2026 Museum Budget Request
- 11:45 AM Brittany Phillips, Budget and Finance Officer**
 16. 2026 Commissioners, Bond & Interest, and Coroner Budget Requests
 17. 2026 Insurance and Juvenile Supervision and Fees Budget Requests
 18. 2026 RCPD, CIP, and Economic Development Budget Requests
 19. 2026 General, War Memorial, and Special Alcohol Budget Requests
 20. 2026 Sales Tax Budget Request
- 1:00 PM Shilo Heger, Treasurer**
 21. 2026 Treasurer, Motor Vehicle, & Treasurer Tech Fund Budget Requests
- 1:15 PM Cory Meyer, IT/GIS Director**
 22. 2026 IT/GIS Budget Request
- 1:35 PM Barry Wilkerson, County Attorney**
 23. 2026 Riley County Attorney Budget Request
- 1:55 PM Megan Lewis, Community Corrections Director**
 24. 2026 Community Corrections Budget Request
- 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: 05-12-25 tentative agenda (15643 : Tentative Agenda)



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
May 15, 2025**

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

Cindy Kabriel
785-565-6200

Commission Chambers

9:00 AM

[District 1 – John Ford, Member](#)

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

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

9:00 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

9:30 AM

Bryant Parker, Counselor/Director of Administrative Services

2. Administrative Work Session

10:00 AM

Daniel Skucius, Extension Director and Gregg Eyestone, Extension Agent

3. Staff update

10:15 AM

Brian Peete, RCPD Director

4. RCPD update

10:45 AM

Michael Rezkella, Pawnee Mental Health Services Director

5. 2026 Pawnee Mental Health Services Appropriation Request

11:00 AM

John Ellermann, Public Works Director/County Engineer

6. 2026 Public Works, County Building, Auction Budget Requests

11:20 AM

Judge Bannister, District Court

7. 2026 District Court Budget Request

1:15 PM

Scott Carmichael, Riley County Conservation District Director

Attachment: 05-15-25 tentative agenda (15643 : Tentative Agenda)

8. 2026 Riley County Conservation District Appropriation Request

1:35 PM Evan McMillan, Assistant County Engineer

9. 2026 Benefit Districts and Solid Waste Budget Requests

1:55 PM Bryant Parker, Counselor/Director of Administrative Services

10. 2026 Counselor/Administrative Services Budget Request

2:15 PM Kevin Larson, Riley County Council on Aging

11. 2026 Riley County Council on Aging Appropriation Request

2:35 PM Rich Vargo, County Clerk

12. 2026 Clerk, Elections, Clerk Tech Fund Budget Requests

4:00 PM Joint City/County/County Meeting (at City Offices)

Adjournment

Announcement

The May Policy Breakfast will be held today 7:15 a.m. - 8:30 a.m. at the DoubleTree by Hilton, 530 Richards Drive.

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



COUNTY CLERK & ELECTIONS
Budget

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

MEMORANDUM

FROM: Brittany Phillips, Budget & Finance Officer

MEETING: May 8, 2025

SUBJECT: Monthly Cash Flow Report for April 2025

PRESENTER: Brittany Phillips, Budget & Finance Officer

Cash Flow Reports for the Economic Development Fund, County Building Fund, Capital Improvement Fund, Road & Bridge 1/2 Cent Sales Tax Fund and Road & Bridge 0.2 Cents Sales Tax Fund.

Enclosures:

- April 2025 updated cash flows (PDF)

2025 Riley County Economic Development Cash Flow Analysis

% of Year: 33.3%

Month	Revenue	Reimbursements	Other	Total Revenue	Expenditures	Jan/Feb/Mar 2024 A/P	Total Expenditures
Jan	\$136,229.00			\$136,229.00	\$84,309.45		\$84,309.45
Feb				\$0.00			\$0.00
Mar				\$0.00	\$14,008.96		\$14,008.96
Apr				\$0.00	-\$737.08		-\$737.08
May				\$0.00			\$0.00
Jun				\$0.00			\$0.00
Jul				\$0.00			\$0.00
Aug				\$0.00			\$0.00
Sep				\$0.00			\$0.00
Oct				\$0.00			\$0.00
Nov				\$0.00			\$0.00
Dec				\$0.00			\$0.00
\$136,229.00		\$0.00	\$0.00	\$136,229.00	\$97,581.33	\$0.00	\$97,581.33

Cash Reconciliation	
2025 Beginning Unencumbered Cash	\$315,128.18
2025 Revenue	\$136,229.00
Less 2024 Expenditures/Encumbrances	\$97,581.33
2025 Ending Unencumbered Cash	\$353,775.85
Less Est. Project Balance for CY	\$165,051.85
2025 Projected Unencumbered Cash	\$188,724.00

Riley County 2025 Budget Authority Summary		
2025 Budgeted Expenditures	\$324,361	% Budget Expended
Expenditures to Date	\$97,581	
2025 Remaining Budget Authority	\$226,780	
30.08%		
Riley County 2025 Budgeted Revenue		
2025 Budgeted Revenue	\$188,382	% Budgeted Revenue
Revenue to Date	\$136,229	
72.32%		

Attachment: April 2025 updated cash flows (15777 : Monthly Cash Flow Reports for April 2025)

2025 Detailed Expenditures per Project and per Department

Projects	Project Estimate	Prior Year Expenditures	2025 Actual Expenditures	Jan/Feb/Mar 2024 A/P	Remaining Project Estimate Totals	Completed Projects (Over) Under Estimate
APPROPRIATIONS						
Chamber of Commerce	\$55,000.00		\$27,500.00		\$27,500.00	
Flint Hills Veterans Coalition	\$1,000.00		\$500.00		\$500.00	
Downtown Manhattan	\$5,000.00		\$2,500.00		\$2,500.00	
Riley Co. General Eco Devo	\$132,850.00				\$132,850.00	
APPROPRIATION TOTALS	\$193,850.00	\$0.00	\$30,500.00	\$0.00	\$163,350.00	\$0.00
MEMBERSHIPS						
FHMPO Contribution	\$3,358.30	\$0.00	\$1,656.45		\$1,701.85	\$0.00
FHRLP Underwriters & Sponsors	\$1,000.00	\$0.00	\$1,000.00		\$0.00	\$0.00
MEMBERSHIP TOTALS	\$3,358.30	\$0.00	\$2,656.45	\$0.00	\$1,701.85	\$0.00
DEBT OBLIGATION TRANSFER						
Konza Water Debt	\$658,501.67	\$411,657.67			\$246,844.00	\$0.00
DEBT OBLIGATION TRANSFER TOTALS	\$658,501.67	\$411,657.67	\$0.00	\$0.00	\$246,844.00	\$0.00
PROJECTS						
Comprehensive Plan Update	\$150,000.00	\$2,320.75	\$157.92		\$147,521.33	\$0.00
PROJECT TOTALS	\$150,000.00	\$2,320.75	\$157.92	\$0.00	\$147,521.33	\$0.00
TOTALS	\$1,005,709.97	\$413,978.42	\$33,314.37	\$0.00	\$559,417.18	\$0.00

Remaining Approved Projects less lease/debt payments/reserve payments/reserve \$165,051.85
(not included as these payments are subject to approval with annual budget) al with annual budget)

Completed Projects

2025 Riley County Building Cash Flow Analysis FUND 152

% of Year: 33.3%

Month	Revenue	Reimbursements	Other	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar 2024 A/P	Total Expenditures
Jan	\$222,709.30	\$77.00		\$222,786.30	\$2,577.06		\$8,615.24	\$11,192.30
Feb				\$0.00	\$11,995.23			\$11,995.23
Mar	\$11,344.56	\$43.50		\$11,388.06	\$18,176.10			\$18,176.10
Apr		\$43.50		\$43.50	\$22,345.40			\$22,345.40
May				\$0.00				\$0.00
Jun				\$0.00				\$0.00
Jul				\$0.00				\$0.00
Aug				\$0.00				\$0.00
Sep				\$0.00				\$0.00
Oct				\$0.00				\$0.00
Nov				\$0.00				\$0.00
Dec				\$0.00				\$0.00
	\$234,053.86	\$164.00	\$0.00	\$234,217.86	\$55,093.79	\$0.00	\$8,615.24	\$63,709.03

Cash Reconciliation	
2025 Beginning Unencumbered Cash	\$184,082.67
2025 Revenue	\$234,217.86
Less 2024 Expenditures/Encumbrances	\$55,093.79
2025 Ending Unencumbered Cash	\$363,206.74

Riley County 2025 Budget Authority Summary	
2025 Budgeted Expenditures	\$433,000
Expenditures to Date	\$63,709
2025 Remaining Budget Authority	\$369,291
% Budget Expended	
14.71%	

Riley County 2025 Budgeted Revenue	
2025 Budgeted Revenue	\$414,303
Revenue to Date	\$234,218
% Budgeted Revenue	
56.53%	

Attachment: April 2025 updated cash flows (15777 : Monthly Cash Flow Reports for April 2025)

2025 Riley County CIP Cash Flow Analysis

% of Year: 33.3%

Month	Revenue	Transfers In	Reimbursements	Total Revenue	Expenditures	Jan/Feb/Mar	Total Expenditures
						2024 A/P	
Jan	\$323,328.02	\$3,500,000.00		\$3,823,328.02	\$220,831.67	\$24,691.62	\$245,523.29
Feb		\$39,700.00		\$39,700.00	\$104,976.28		\$104,976.28
Mar				\$0.00	\$121,423.93		\$121,423.93
Apr	\$325,858.05			\$325,858.05	\$336,193.45		\$336,193.45
May				\$0.00			\$0.00
Jun				\$0.00			\$0.00
Jul				\$0.00			\$0.00
Aug				\$0.00			\$0.00
Sep				\$0.00			\$0.00
Oct				\$0.00			\$0.00
Nov				\$0.00			\$0.00
Dec				\$0.00			\$0.00
Totals	\$649,186.07	\$3,539,700.00	\$0.00	\$4,188,886.07	\$783,425.33	\$24,691.62	\$808,116.95

Cash Reconciliation	
2025 Beginning Unencumbered Cash	\$26,150,057.48
2025 Revenue	\$4,188,886.07
Less 2024 Expenditures/Encumbrances	\$808,116.95
2025 Ending Unencumbered Cash	\$29,530,826.60
Less Remaining Approved Projects	\$5,579,783.17
2025 Projected Unencumbered Cash	\$23,951,043.43
LESS RESERVED FUNDS	\$3,824,895.73
Projected 2025 Cash w/out Reserves	\$20,126,147.70

Riley County 2025 CIP Budget Authority Summary		
2025 CIP Budgeted Expenditures	\$15,548,840	% Budget Expended 5.04%
Expenditures to Date	\$783,425	
2025 Remaining Budget Authority	\$14,765,415	
Riley County 2025 CIP Budgeted Revenue		
2025 CIP Budgeted Revenue	\$4,175,394	% Budgeted Revenue 100.32%
Revenue to Date	\$4,188,886	

Reserved Funds:	
CIP Reserve	500,000.00
Fair Reserve	76,176.24
FFE Reserve	1,358,586.53
CARES Funds	1,890,133
TOTAL RESERVE	3,824,895.73

To be spent on North Co. EMS Facility & Public Safety HQ after ARPA funds are used

Attachment: April 2025 updated cash flows (15777 : Monthly Cash Flow Reports for April 2025)

2025 CIP Detailed Expenditures per Project and per Dept

Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	Reserved for Approved Projects	2025 Actual Expenditures	Jan/Feb/Mar 2024 A/P	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
PUBLIC WORKS:									
20-20LEC003		Rewire Elevator Safety Systems	\$40,000.00	\$0.00				\$40,000.00	
21-21LEC002		Elevator Repair-LEC Lobby	\$45,000.00	\$0.00				\$45,000.00	
21-21PW007		Imaging Software & Conversion	\$75,000.00	\$0.00				\$75,000.00	
23-23PW004		Dump Truck Bed (Unit 26)	\$70,000.00	\$60,252.00				\$0.00	\$9,748.00
23-23PW005		Dump Truck Bed (Unit 27)	\$70,000.00	\$0.00		\$60,252.00		\$0.00	\$9,748.00
23-23PW006		550 Diesel Truck w/ Snow Plow & Spreader	\$120,000.00	\$114,195.00				\$0.00	\$5,805.00
23-23PK001		Large Area Mower w/ Cab	\$72,000.00	\$70,633.73				\$0.00	\$1,366.27
24-24PW001		Courthouse (63) & Health Department (57) Elevator Modernization & Carnegie (65)	\$605,000.00	\$0.00		\$44.69		\$604,955.31	
24-24PK001	81	30" Aerator	\$11,000.00	\$8,992.00				\$0.00	\$2,008.00
24-24PK002	81	University Park Pickleball/Basketball Courts	\$25,000.00	\$0.00				\$25,000.00	
24-24PK003	81	Restroom in Ogden Community Park	\$22,000.00	\$0.00				\$22,000.00	
24-24PK004	81	Restroom Leonardville Park	\$25,700.00	\$0.00				\$25,700.00	
24-24PW002		FCRC Replace Roof	\$150,000.00	\$0.00				\$150,000.00	
24-24PW003		Museum - Replace HVAC	\$35,000.00	\$0.00			\$22,710.00	\$0.00	\$12,290.00
24-24PW004		Museum - Lighting	\$75,000.00	\$0.00				\$75,000.00	
24-24PW006		550 Diesel Truck w/ snow plow & spreader	\$125,000.00	\$76,711.00		\$40,727.00		\$7,562.00	
24-24PW007		3/4 Ton 4x4 Extended Cab Pickup w/Plow & Spreader	\$75,000.00	\$64,508.08				\$0.00	\$10,491.92
24-24PW008	993	Window Replacement - CPE building	\$750,000.00	\$3,325.00		\$11,438.22	\$1,172.50	\$734,064.28	
24-24LEC001		Kitchen Floor Replacement	\$30,000.00	\$28,079.38				\$0.00	\$1,960.62
24-24LEC002		Jail Intake Shower	\$10,000.00	\$5,937.64				\$0.00	\$4,062.36
24-24LEC003		Isolation Room	\$10,000.00	\$6,252.98				\$0.00	\$3,747.02
24-24PW009		RCOB Fire Alarm Panel Replacement	\$26,500.00	\$0.00		\$22,213.32		\$0.00	\$4,286.68
24-24PW010		CPE 1st Floor HVAC	\$30,000.00	\$0.00		\$14,577.22		\$0.00	\$15,422.78
24-24PW011		Courthouse Cooling Tower Pump	\$30,000.00	\$0.00				\$30,000.00	
24-24PW012		Tandem Axle Truck Chasis	\$200,000.00	\$0.00				\$200,000.00	
24-24PK005	81	Standing Spreader/Sprayer	\$28,000.00	\$0.00		\$22,979.15		\$0.00	\$5,020.85
24-24PK006	81	Standing 72" Mower w/ Bagger	\$20,000.00	\$0.00		\$19,235.00		\$0.00	\$765.00
24-24PK007	81	Tractor	\$55,000.00	\$0.00				\$55,000.00	
24-24LEC004		RCPD Rage Cleanup	\$220,000.00	\$0.00				\$220,000.00	
24-24LEC005		Jail Camera Software	\$25,000.00	\$7,085.36				\$17,914.64	
25-25PW001		Museum - Roof Top HVAC w/Humidifier	\$50,000.00	\$0.00				\$50,000.00	
25-25PK001	81	Ventrac Tractor Add-On Equipment	\$18,000.00	\$0.00				\$18,000.00	
25-25PK002	81	Turf Cart w/Brush Guard & Cover	\$18,000.00	\$0.00				\$18,000.00	
25-25PK003	81	Storage Building for Fairmont Park	\$135,000.00	\$0.00				\$135,000.00	
25-25PK004	81	Playground Equipment at CICO Park, (PK trx \$75000) & 18-18PK003, 21-21PK008	\$450,000.00	\$0.00				\$450,000.00	
25-25PW002		Hydraulic Trailer 32' Gooseneck	\$55,000.00	\$0.00		\$44.69		\$54,955.31	
25-25PW003		Tandem Axle Truck w/Plow & Spreader	\$280,000.00	\$0.00				\$280,000.00	
25-25PW004		3/4 Ton 4x4 Extended Cab Pickup w/Plow	\$78,000.00	\$0.00		\$69,631.00		\$8,369.00	
25-25PW005		550 Diesel Truck w/Snow Plow and Spreader	\$130,000.00	\$0.00				\$130,000.00	

Attachment: April 2025 updated cash flows (15777 : Monthly Cash Flow Reports for April 2025)

25-25PW006	7+ Passenger Van	\$60,000.00	\$0.00				\$60,000.00	
	PUBLIC WORKS TOTAL	\$4,349,200.00	\$445,972.17	\$0.00	\$261,142.29	\$23,882.50	\$3,531,520.54	\$86,722.50

EMERGENCY MEDICAL SERVICE

13-13AM001	302 Design of the EMS Facility Enhancement	\$100,000.00	\$25,770.00				\$74,230.00	
20-20AM003	302 EMS Facility Engineering Design Cost	\$50,000.00	\$0.00				\$50,000.00	
23-23AM001	Overhead Alerting Systems	\$187,545.61	\$102,773.58		\$1,778.00		\$82,994.03	
23-23AM002	Patient Mover Replacement	\$69,265.00	\$8,535.00				\$60,730.00	
24-24AM001	New Ambulance	\$390,441.00	\$0.00				\$390,441.00	
24-24AM002	Zoll X Series Cardiac Monitor	\$46,000.00	\$43,958.88				\$2,041.12	
24-24AM003	Strker Powercot	\$30,806.97	\$28,733.03				\$2,073.94	
24-24AM004	Ambulance Remount	\$303,442.00	\$0.00				\$303,442.00	
	EMS TOTAL	\$1,177,500.58	\$209,770.49	\$0.00	\$1,778.00	\$0.00	\$965,952.09	\$0.00

CLERK

21-21CK001	Open.Gov software	\$202,045.00	\$167,545.00		\$34,500.00		\$0.00	\$0.00
	CLERK TOTAL	\$202,045.00	\$167,545.00		\$34,500.00	\$0.00	\$0.00	\$0.00

Elections

	CLERK TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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IT/GIS

24-24IT001	Countywide Phone System Upgrade	\$65,000.00	\$0.00				\$65,000.00	
25-25IT001	EMR Replacement for Health Dept.	\$250,000.00	\$0.00				\$250,000.00	
	IT/GIS TOTAL	\$315,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$315,000.00	\$0.00

Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	Reserved for Approved Projects	2025 Actual Expenditures	Jan/Feb/Mar 2023 A/P	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
APPRAISER									
24-24AP002		Replacement Vehicle	\$46,000.00	\$0.00		\$39,658.00		\$0.00	\$6,342.00
		APPRAISER TOTAL	\$46,000.00	\$0.00	\$0.00	\$39,658.00	\$0.00	\$0.00	\$6,342.00
BOCC									
		BOCC TOTAL	\$0.00	\$0.00			\$0.00	\$0.00	\$0.00
PLANNING & DEVELOPMENT									
		PLANNING & DEVELOPMENT TOTAL	\$0.00	\$0.00			\$0.00	\$0.00	\$0.00
NOXIOUS WEED									
24-24NW001		10' Pull Behind Mower	\$32,000.00	\$0.00		\$26,125.00		\$5,875.00	
24-24NW002		Mower Tractor 6100 series	\$135,000.00	\$0.00		\$116,101.24		\$18,898.76	
24-24NW003		3/4 Ton 4x4 Crew Cab Truck W/ Standard Bed	\$60,000.00	\$0.00		\$52,179.00		\$7,821.00	
25-25NW001		2025 Ford F550 Flat Bed 4x4 for Roadside Spraying & Snow Removal	\$65,000.00	\$0.00		\$65,000.00		\$0.00	\$0.00
25-25NW002		Bala Clean Up	\$13,244.50	\$0.00				\$13,244.50	
		NOXIOUS WEED TOTAL	\$305,244.50	\$0.00	\$0.00	\$259,405.24	\$0.00	\$45,839.26	\$0.00
EMERGENCY MANAGEMENT									
20-20EM005		Bi-directional amplifiers (radio project)	\$35,000.00	\$18,960.71				\$16,039.29	
21-21EM001		Mobile Command Post Upgrade/Equip Refresh	\$125,000.00	\$8,434.96				\$116,565.04	
21-21EM002		EM Storage Building	\$125,000.00	\$0.00				\$125,000.00	
23-23EM001		Outdoor Warning Siren Upgrade	\$85,000.00	\$80,742.10				\$4,257.90	
24-24EM001		EM SUV Replacement	\$60,000.00	\$0.00				\$60,000.00	
	988	Ka-Comm/L3 Harris Radio Replacement	\$400,000.00	\$0.00			\$390.95	\$399,609.05	
		EMERGENCY MANAGEMENT TOTAL	\$830,000.00	\$108,137.77	\$0.00	\$0.00	\$390.95	\$721,471.28	\$0.00
OTHER									
Lease pmt to 2033	21	Radio Infrastructure Project Lease (15 yr term through 2033)	\$6,401,938.00	\$2,560,775.78				\$3,841,162.22	
B&I Trx to 2025		2010-B G.O. Bond payment (15 yr term through 2025)	\$2,849,815.47	\$2,666,215.63		\$183,600.00		-\$0.16	
Fair Reserve	74	Fair		\$31,503.54	111,439.75	\$3,341.80	\$418.17	\$76,176.24	
CARES Funds	977/978	North Co. EMS Facility & EMS HQ Reserved			\$1,890,133			\$1,890,132.96	
		OTHER TOTAL	\$9,251,753.47	\$5,258,494.95	\$2,001,572.71	\$186,941.80	\$418.17	\$5,807,471.26	\$0.00
TOTAL									
		TOTAL	\$16,476,743.55	\$6,189,920.38	\$2,001,572.71	\$783,425.33	\$24,691.62	\$11,387,254.43	\$93,064.50

Remaining Approved Projects less lease/debt payments/reserves \$5,579,783.17
(not included as these payments are subject to approval with annual budget)

Debt/Lease Estimate Remaining 3,841,162

Completed Projects

Attachment: April 2025 updated cash flows (15777 : Monthly Cash Flow Reports for April 2025)

2025 Detailed Expenditures per Project by Month

															Completed Projects (Over) Under Approved Estimate
Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	Reserved for Approved Projects	Jan	Feb	Mar	Apr	May	Jun	Jan/Feb/Mar 2024 A/P	Expenditures to Date	Remaining Project Estimate	
PUBLIC WORKS:															
20-20LEC003		Rewire Elevator Safety Systems	\$40,000.00	\$0.00									\$0.00	\$40,000.00	
21-21LEC002		Elevator Repair-LEC Lobby	\$45,000.00	\$0.00									\$0.00	\$45,000.00	
21-21PW007		Imaging Software & Conversion	\$75,000.00	\$0.00									\$0.00	\$75,000.00	
23-23PW004		Dump Truck Bed (Unit 26)	\$70,000.00	\$60,252.00									\$60,252.00	\$0.00	\$9,748.00
23-23PW005		Dump Truck Bed (Unit 27)	\$70,000.00	\$0.00					\$60,252.00				\$60,252.00	\$0.00	\$9,748.00
23-23PW006		550 Diesel Truck w/ Snow Plow & Spreader	\$120,000.00	\$114,195.00									\$114,195.00	\$0.00	\$5,805.00
23-23PK001		Large Area Mower w/ Cab	\$72,000.00	\$70,633.73									\$70,633.73	\$0.00	\$1,366.27
Courthouse (63) & Health Department (57)Elevator Modernization & Carnegie (65)															
24-24PW001			\$605,000.00	\$0.00			\$44.69						\$44.69	\$604,955.31	
24-24PK001	81	30" Aerator	\$11,000.00	\$8,992.00									\$8,992.00	\$0.00	\$2,008.00
24-24PK002	81	Basketball/Pickleball Courts for University Park	\$25,000.00	\$0.00									\$0.00	\$25,000.00	
24-24PK003	81	Bathroom in Ogden Community Park	\$22,000.00	\$0.00									\$0.00	\$22,000.00	
24-24PK004	81	Restroom Leonardville Park	\$25,700.00	\$0.00									\$0.00	\$25,700.00	
24-24PW002		FCRC Replace Roof	\$150,000.00	\$0.00									\$0.00	\$150,000.00	
24-24PW003		Museum - Replace HVAC	\$35,000.00	\$0.00								\$22,710.00	\$22,710.00	\$0.00	\$12,290.00
24-24PW004		Museum - Lighting	\$75,000.00	\$0.00									\$0.00	\$75,000.00	
24-24PW006		550 Diesel Truck w/ snow plow & spreader	\$125,000.00	\$76,711.00			\$40,727.00						\$117,438.00	\$7,562.00	
24-24PW007		3/4 Ton 4x4 Extended Cab Pickup w/Plow & spreader	\$75,000.00	\$64,508.08									\$64,508.08	\$0.00	\$10,491.92
24-24PW008	993	Window Replacement	\$750,000.00	\$13,325.00			\$ 7,413.22	\$ 3,500.00	\$ 525.00			\$1,172.50	\$15,935.72	\$734,064.28	
24-24LEC001		Kitchen Floor Replacement	\$30,000.00	\$28,079.38									\$28,079.38	\$0.00	\$1,920.62
24-24LEC002		Jail Intake Shower	\$10,000.00	\$5,937.64									\$5,937.64	\$0.00	\$4,062.36
24-24LEC003		Isolation Room	\$10,000.00	\$6,252.98									\$6,252.98	\$0.00	\$3,747.02
24-24PW009		RCOB Fire Alarm Panel Replacement	\$26,500.00	\$0.00		\$ 11,106.67			\$ 11,106.65				\$22,213.32	\$0.00	\$4,286.68
24-24PW010		CPE 1st Floor HVAC	\$30,000.00	\$0.00			\$ 14,577.22						\$14,577.22	\$0.00	\$15,422.78
24-24PW011		Courthouse Cooling Tower Pump	\$30,000.00	\$0.00									\$0.00	\$30,000.00	
24-24PW012		Tandem Axle Truck Chassis	\$200,000.00	\$0.00									\$0.00	\$200,000.00	
24-24PK005	81	Standing Spreader/Sprayer	\$28,000.00	\$0.00			\$ 22,979.15						\$22,979.15	\$0.00	\$5,020.85
24-24PK006	81	Standing 72" Mower w/ Bagger	\$20,000.00	\$0.00			\$ 19,235.00						\$19,235.00	\$0.00	\$765.00
24-24PK007	81	Tractor	\$55,000.00	\$0.00									\$0.00	\$55,000.00	
24-24LEC004		RCPD Rage Cleanup	\$220,000.00	\$0.00									\$0.00	\$220,000.00	
24-24LEC005		Jail Camera Software	\$25,000.00	\$7,085.36									\$7,085.36	\$17,914.64	
25-25PW001		Museum - Roof Top HVAC w/humidifier	\$50,000.00	\$0.00									\$0.00	\$50,000.00	
25-25PK001	81	Ventrac Tractor Add-On Equipment	\$18,000.00	\$0.00									\$0.00	\$18,000.00	
25-25PK002	81	Turf Cart w/Brush Guard & Cover	\$18,000.00	\$0.00									\$0.00	\$18,000.00	
25-25PK003	81	Storage Building for Fairmont Park	\$135,000.00	\$0.00									\$0.00	\$135,000.00	
Playground Equipment at CICO Park, (PK trx \$75000) & 18-18PK003, 21-															
25-25PK004	81	21PK008	\$450,000.00	\$0.00									\$0.00	\$450,000.00	
25-25PW002		Hydraulic Trailer 32' Gooseneck	\$55,000.00	\$0.00					\$44.69				\$44.69	\$54,955.31	
25-25PW003		Tandem Axle Truck w/Plow & Spreader	\$280,000.00	\$0.00									\$0.00	\$280,000.00	
25-25PW004		3/4 Ton 4x4 Extended Cab Pickup w/Plow	\$78,000.00	\$0.00						\$ 69,631.00			\$69,631.00	\$8,369.00	
25-25PW005		550 Diesel Truck w/Snow Plow and Spreader	\$130,000.00	\$0.00									\$0.00	\$130,000.00	
25-25PW006		7+ Passenger Van	\$60,000.00	\$0.00									\$0.00	\$60,000.00	
EMERGENCY MEDICAL SERVICE															
13-13AM001	302	Design of the EMS Facility Enhancement	\$100,000.00	\$25,770.00									\$25,770.00	\$74,230.00	
20-20AM003	302	EMS Facility Engineering Design Cost	\$50,000.00	\$0.00									\$0.00	\$50,000.00	
23-23AM001		Overhead Alerting Systems	\$187,545.61	\$102,773.58					\$1,778.00				\$104,551.58	\$82,994.03	
23-23AM002		Patient Mover Replacement	\$69,265.00	\$8,535.00									\$8,535.00	\$60,730.00	
24-24AM001		New Ambulance	\$390,441.00	\$0.00									\$0.00	\$390,441.00	
24-24AM002		Zoll X Series Cardiac Monitor	\$46,000.00	\$43,958.88									\$43,958.88	\$2,041.12	
24-24AM003		Striker Powercot	\$30,806.97	\$28,733.03									\$28,733.03	\$2,073.94	
24-24AM004		Ambulance Remount	\$303,442.00	\$0.00									\$0.00	\$303,442.00	
CLERK															
21-21CK001		Open.Gov software	\$202,045.00	\$167,545.00					\$34,500.00				\$202,045.00	\$0.00	\$0.00
Election															
IT/GIS															
24-24IT001		Countwide Phone System Upgrade	\$65,000.00	\$0.00									\$0.00	\$65,000.00	
25-25IT001		EMR Replacement for Health Dept.	\$250,000.00	\$0.00									\$0.00	\$250,000.00	
APPRAISER															
24-24AP002		Replacement Vehicle	\$46,000.00					\$39,658.00					\$39,658.00	\$0.00	\$6,342.00
BOCC															
													\$0.00	\$0.00	
PLANNING & DEVELOPMENT															
NOXIOUS WEED															
24-24NW001		10' Pull Behind Mower	\$32,000.00			\$26,125.00							\$26,125.00	\$5,875.00	
24-24NW002		Mower Tractor 6100 series	\$135,000.00						\$116,101.24				\$116,101.24	\$18,898.76	
24-24NW003		3/4 Ton 4x4 Crew Cab Truck W/ Standard Bed	\$60,000.00							\$52,179.00			\$52,179.00	\$7,821.00	
25-25NW001		2025 Ford F550 Flat Bed 4x4 for Roadside Spraying & Snow Removal	\$65,000.00						\$65,000.00				\$65,000.00	\$0.00	\$0.00
25-25NW002		Bala Cleanup	\$13,244.50										\$0.00	\$13,244.50	
EMERGENCY MANAGEMENT															
20-20EM005		Bi-directional amplifiers (radio project)	\$35,000.00	\$18,960.71									\$18,960.71	\$16,039.29	
21-21EM001		Mobile Command Post Upgrade/Equip Refresh	\$125,000.00	\$8,434.96									\$8,434.96	\$116,565.04	
21-21EM002		EM Storage Building	\$125,000.00	\$0.00									\$0.00	\$125,000.00	
23-23EM001		Outdoor Warning Siren Upgrade	\$85,000.00	\$80,742.10									\$80,742.10	\$4,257.90	
24-24EM001		EM SUV Replacement	\$60,000.00	\$0.00									\$0.00	\$60,000.00	
	988	Ka-Comm/L3Harris Radio Replacement	\$400,000.00	\$0.00							\$ 390.95		\$390.95	\$399,609.05	
OTHER															
Lease to 2033	21	Radio Project Lease (15 yr term through 2033)	\$6,401,938.00	\$2,560,775.78									\$2,560,775.78	\$3,841,162.22	
B&I Trx to 2025		2010-B G.O. Bond pmt (15 yr term through 2025)	\$2,849,815.47	\$2,666,215.63		\$183,600.00							\$2,849,815.63	\$0.16	
Fair Reserve	74	Fair		\$31,503.54		\$111,439.75				\$3,341.80			\$35,263.51	\$76,176.24	
CARES Money	977/978	North Co. EMS Facility & EMS HQ Reserved		\$1,890.133							\$ 418.17		\$0.00	\$1,890,132.96	
TOTALS			\$16,476,743.55	\$6,189,920.38	\$2,001,572.71	\$220,831.67	\$104,976.28	\$121,423.93	\$336,193.45	\$0.00	\$0.00	\$24,691.62	\$6,998,037.33	\$11,387,254.43	\$93,024.50
													\$808,116.95		

Completed Projects

			Received FFE		Approved Projects	Expenditures to	Remaining from
Project Number	Project Code	Projects	Monies		Amount	Date	Received Monies - Expenditures
16-16PW006	447	Fancy Creek Bridge E.2/5.6	\$	516,992.20		\$ 516,992.20	\$ -
17-17PW014	412	Anderson Avenue Bridge	\$	315,709.25		\$ 147,260.53	\$ 168,448.72
		Unassigned	\$	553,254.73			\$ 553,254.73
		Unassigned					\$ -
18-18PW013		Wieter Rd Project			\$ 27,260.00	\$ 27,260.00	\$ (27,260.00)
20-20PW010	509	Welsh Road Overlay	\$	243,640.58		\$ 233,509.12	\$ 10,131.46
		Unassigned	\$	234,041.53			\$ 234,041.53
22-22PW001	465	Tabor Bridge Project			\$ 255,000.00	\$ 211,708.44	\$ (211,708.44)
		Unassigned	\$	228,497.50			\$ 228,497.50
		Unassigned	\$	216,868.67			\$ 216,868.67
		Unassigned	\$	186,312.36			\$ 186,312.36
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total			\$	2,495,316.82	\$ 282,260.00	\$ 1,136,730.29	\$ 1,358,586.53

2025 Riley County 1/2 Cent Sales Tax Cash Flow Analysis

% of Year: 33.3%

Month	Sales Tax Revenue	Reimbursements	KDOT	Total Revenue	Expenditures	Jan/Feb/Mar	Total Expenditures
						2024 AP	
Jan				\$0.00		\$63,473.30	\$63,473.30
Feb				\$0.00	\$6,848.32		\$6,848.32
Mar				\$0.00	\$158,616.43		\$158,616.43
Apr				\$0.00	\$12,367.68		\$12,367.68
May				\$0.00			\$0.00
Jun				\$0.00			\$0.00
Jul				\$0.00			\$0.00
Aug				\$0.00			\$0.00
Sep				\$0.00			\$0.00
Oct				\$0.00			\$0.00
Nov				\$0.00			\$0.00
Dec				\$0.00			\$0.00
				\$0.00	\$177,832.43	\$63,473.30	\$241,305.73

Cash Reconciliation		
2025 Beginning Unencumbered Cash	\$6,412,203.86	
2025 Revenue	\$0.00	
Less 2024 Expenditures/Encumbrances	\$177,832.43	
2025 Ending Unencumbered Cash	\$6,234,371.43	
Remaining 2025 Projected Revenue	\$0.00	
Less Est. Project Balance for Projects	\$1,244,990.84	
Less Est. Project Balance for Overlay	\$350,000.00	
2025 Projected Unencumbered Cash	\$4,639,380.59	

Riley County 2025 Budget Authority Summary		
2025 Budgeted Expenditures	\$5,745,678	% Budget Expended
Expenditures to Date	\$241,306	
2025 Remaining Budget Authority	\$5,504,372	
Riley County 2025 Budgeted Revenue		
2025 Budgeted Revenue	\$0	% Budgeted Revenue
Revenue to Date	\$0	#DIV/0!

Attachment: April 2025 updated cash flows (15777 : Monthly Cash Flow Reports for April 2025)

2025 Detailed Expenditures per Project and per Department

Project Code	Projects	Project Estimate	Prior Year Expenditures	2025 Actual Expenditures	Jan/Feb/Mar 2024 AP	Remaining Project Estimate Totals	Completed Projects (Over) Under Estimate
CULVERTS							
458	Parallel Road	\$117,000.00	\$385,056.61		\$1,441.75	-\$269,498.36	
403	Kitten Creek Road	\$148,000.00	\$56,568.84	\$176,837.77	\$489.99	-\$85,896.60	
990	Wildcat Creek Rd	\$71,853.73	\$83,710.64		\$28,138.03	-\$39,994.94	
991	Lasita Rd	\$52,273.55	\$60,680.46		\$33,403.53	-\$41,810.44	
CULVERT TOTALS		\$389,127.28	\$586,016.55	\$176,837.77	\$63,473.30	-\$437,200.34	\$0.00
BRIDGES							
460	Winkler Mills Bridge	\$1,200,000.00	\$111,878.82	\$789.60		\$1,087,331.58	
BRIDGE TOTALS		\$1,200,000.00	\$111,878.82	\$789.60	\$0.00	\$1,087,331.58	\$0.00
OTHER							
Advertising of RFQ for Projects				\$205.06			
OTHER TOTALS		\$0.00	\$0.00	\$205.06	\$0.00	\$0.00	\$0.00
OVERLAY							
4 Unidentified Overlays		\$800,000.00	\$205,140.40			\$594,859.60	
OVERLAY TOTALS		\$800,000.00	\$205,140.40	\$0.00	\$0.00	\$594,859.60	\$0.00
TOTALS		\$2,389,127.28	\$903,035.77	\$177,832.43	\$63,473.30	\$1,244,990.84	\$0.00

Completed Projects

Project Estimates for 2025	Total	Updated
Culverts-Fancy Creek/Sherman	\$ -	\$ -
Rosehill Road Bridge	\$ -	\$ -
Senn Road Bridge	\$ -	\$ -
Overlay TBD and approved by BOCC	\$ 350,000	\$ 350,000
TOTAL	\$ 350,000	\$ 350,000

Attachment: April 2025 updated cash flows (15777 : Monthly Cash Flow Reports for April 2025)

2025 Detailed Expenditures per Project by Month

Project Code	Projects	Project Estimate	Prior Year Expenditures	Apr	May	Jun	Jan/Feb/Mar 2024 AP	Expenditures to Date	Remaining Project Estimate
CULVERTS									
458	Parallel Road	\$117,000.00	\$385,056.61				\$1,441.75	\$386,498.36	-\$269,498.36
403	Kitten Creek Road	\$148,000.00	\$56,568.84	\$12,367.68			\$489.99	\$233,896.60	-\$85,896.60
990	Wildcat Creek Rd	\$71,853.73	\$83,710.64				\$28,138.03	\$111,848.67	-\$39,994.94
991	Lasita Rd	\$52,273.55	\$60,680.46				\$33,403.53	\$94,083.99	-\$41,810.44
BRIDGES									
460	Winkler Mills Bridge	\$1,200,000.00	\$111,878.82					\$112,668.42	\$1,087,331.58
OTHER									
	Advertising of RFQ for Projects								
OVERLAY									
	4 overlays unidentified	\$800,000.00	\$205,140.40					\$205,140.40	\$594,859.60
TOTALS		\$2,389,127.28	\$903,035.77	\$12,367.68	\$0.00	\$0.00	\$63,473.30	\$1,144,136.44	\$1,244,990.84
							\$241,306		

Completed Projects

2025 Riley County .2% Cent Sales Tax Cash Flow Analysis

% of Year: 33.3%

Month	Sales Tax Revenue	Reimbursements	KDOT	Total Revenue	Expenditures	Jan/Feb/Mar	Total Expenditures
						2024 A/P	
Jan	\$236,121.43			\$236,121.43			\$0.00
Feb	\$241,460.32			\$241,460.32			\$0.00
Mar	\$195,810.56			\$195,810.56			\$0.00
Apr	\$193,537.38			\$193,537.38			\$0.00
May				\$0.00			\$0.00
Jun				\$0.00			\$0.00
Jul				\$0.00			\$0.00
Aug				\$0.00			\$0.00
Sep				\$0.00			\$0.00
Oct				\$0.00			\$0.00
Nov				\$0.00			\$0.00
Dec				\$0.00			\$0.00
	\$866,929.69	\$0.00	\$0.00	\$866,929.69	\$0.00	\$0.00	\$0.00

Cash Reconciliation		
2025 Beginning Unencumbered Cash	\$4,845,363.41	
2025 Revenue	\$866,929.69	
Less 2024 Expenditures/Encumbrances	\$0.00	
2025 Ending Unencumbered Cash	\$5,712,293.10	
Remaining 2025 Projected Revenue	\$0.00	
Less Est. Project Balance for CY	\$0.00	
2025 Projected Unencumbered Cash	\$5,712,293.10	

Riley County 2024 Budget Authority Summary			
2025 Budgeted Expenditures	\$6,160,856	% Budget Expended	0.00%
Expenditures to Date	\$0		
2025 Remaining Budget Authority	\$6,160,856		
Riley County 2024 Budgeted Revenue			
2025 Budgeted Revenue	\$2,000,000	% Budgeted Revenue	43.35%
Revenue to Date	\$866,930		

Attachment: April 2025 updated cash flows (15777 : Monthly Cash Flow Reports for April 2025)

2025 Detailed Expenditures per Project and per Department

Project Code	Projects	Project Estimate	Prior Year Expenditures	2025 Actual Expenditures	Jan/Feb/Mar 2024 AP	Remaining Project Estimate Totals	Completed Projects (Over) Under Estimate
CULVERTS							
CULVERT TOTALS		\$0	-	-		-	-
BRIDGES							
BRIDGE TOTALS		0.00	-	-		-	-
RECONSTRUCTION							
RECONSTRUCTION TOTALS		\$0	-	-		-	-

OVERLAY

OVERLAY TOTALS	\$0	-	-	-	-
TOTALS	\$0	-	-	-	-

Completed Projects

<u>Project Estimates for 2021</u>	Total		Updated	
Culverts-Fancy Creek/Sherman	\$	-	\$	-
Rosehill Road Bridge	\$	-	\$	-
Senn Road Bridge	\$	-	\$	-
Overlay TBD and approved by BOCC				
TOTAL	\$	-	\$	-

2025 Detailed Expenditures per Project by Month

Project Code	Projects	Project Estimate	Prior Year Expenditures	Jan	Jan/Feb/Mar 2024 AP	Expenditures to Date	Remaining Project Estimate
	CULVERTS						
	BRIDGES						
	RECONSTRUCTION						
	TOTALS	\$0	\$0	\$0	\$0.00	-	\$0
					\$0.00		
	Completed Projects						



COUNTY CLERK & ELECTIONS
Budget

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

MEMORANDUM

FROM: Brittany Phillips, Budget & Finance Officer

MEETING: May 8, 2025

SUBJECT: 2026 Manhattan Area Chamber of Commerce Appropriation Request

PRESENTER: Jason Smith, Manhattan Area Chamber of Commerce

Enclosures:

- 2026 ED Riley Co Budget Letter-Final (PDF)



April 22, 2025

Greg McKinley, Chair
Riley County Board of Commissioners
110 Courthouse Plaza
Manhattan, KS 66502

RE: Economic Development Budget Request -- 2026

Dear Chairman McKinley:

Enclosed is the Manhattan Area Chamber of Commerce economic development budget request for 2026. The total amount requested from Riley County is \$55,000, the same amount as last year.

It's also worth noting that projects assisted by the Chamber in the past have resulted in the following current return to Riley County:

- Roughly \$265,000 in property tax is paid annually to Riley County (\$975,000 total). This includes the Manhattan Business Park, the KSU Foundation Business Park and other local projects.
- Projects that have created over 2,400 jobs at an average salary of \$45,000 including the National Bio and Agro-Defense Facility. These jobs have generated over 1,100 new homes, \$36 million in retail sales and over \$6.6 million in annual property taxes according to economic impact estimates.

However, we also recognize the need to make appropriate changes and adjust priorities based upon the changing global economic landscape. As such, we are currently implementing a new strategy focused on community growth. We believe that as a community, county and region, we must prioritize growth in population, jobs and wages to maintain the quality of life and community services we have come to expect.

One area that has had great impact in every community across Riley County is our expanded entrepreneurial and small business efforts. We have partnered with Innovate24 (formerly Spark) since 2021, and we continue to support entrepreneurial programs such as the Small Business Development Center and Network Kansas which offer programs throughout Riley County. We were able to facilitate over \$550,000 in E-Community, Elevate, Empower, and Grow-KS loans to Riley County businesses over the past four years including a significant loan earlier in 2025 in the community of Riley.

SBDC has assisted thousands of Riley County businesses and entrepreneurs since our contract was initiated several years ago.

The Chamber revamped our entrepreneurship program last year, to include an expanded board and new Innovate24 director, Stephanie Pierce. Additionally, a new loan program was established for business start-ups (Elevate Micro-Loan Fund) and Network Kansas expanded its minority-based loan program (Empower Fund) into the Manhattan metropolitan counties. The Chamber and Innovate24 will administer both of these programs.

In addition, County funds are essential to Chamber functions such as the military relations program. We are thrilled to continue to see our program grow with Christian Bishop as director.

The monthly Military Relations Committee luncheon draws nearly 100. This is one of many programs that allow us to spread the message about the importance and vitality of Fort Riley. County funding also helps with promotion of the Kaw Valley Rodeo and Veterans Day Parade among other activities for military personnel and families.

As mentioned earlier, we are requesting the same amount in 2026 that we were awarded in 2025 to be focused on two key areas: Entrepreneurship/Small Business Assistance and Military Relations. For the economic development budget, the Chamber is requesting funding in two key areas:

- Entrepreneurship Activities – The Chamber is requesting \$20,000 to support both the SBDC office in Manhattan and the facilitation of small business loans through Innovate24, including E-community, GrowKS, and Empower through Network Kansas, and the local Elevate Micro-loan program. The Chamber is the designated administrator for E-community loans in Riley County and the program is open to any business outside of Manhattan as well as certain census tracts within the community. Pottawatomie County also contributes to this effort, committing \$25,000 in 2025 for Innovate24 and SBDC. With the commitment to Innovate24 from city and chamber sources, there is a \$10+ to \$1 match for county investment.
- For Military Relations, we are requesting \$35,000. We are requesting \$50,000 from the City of Manhattan, and our private sector fund will continue at an annual \$50,000 allocation. The total budget with other fund-raising activities for military relations will be \$200,000 meaning Riley County's funding will be leveraged nearly \$6 for every \$1 of county investment.

These are in addition to other county-wide programs funded by city and private sources including:

- Business Attraction through the Greater Manhattan Economic Partnership - \$150,000
- Made for Manhattan Talent Strategy - \$100,000
- Business Retention & Expansion Program - \$125,000

The total budget for economic development would be nearly \$1.4 million. The proposed funding partners breakdown would be:

- Advantage Manhattan (Pledged Private Sector) - \$725,000
- City of Manhattan (Requested) - \$535,000
- Riley County (Requested) - \$55,000
- Pottawatomie County (GMEP & Innovate 24) - \$75,000

Overall, that means Riley County is a key participant in an economic development program leveraging over \$20 in other funds for every \$1 invested by the county. This, plus the economic impact of new jobs and capital investment on the Riley County budget, creates a tremendous return on investment for Riley County taxpayers.

Thank you for your consideration. We look forward to working with Riley County again in 2026.

Sincerely,



Jason Smith
President/CEO
Manhattan Area Chamber of Commerce



Manhattan Area Chamber of Commerce

Mission: To foster an environment for business success that enhances the quality of life in our region.

We, the Manhattan Area Chamber of Commerce:

- Market the region
- Advocate for diverse business
- Provide value to our members and clients

Vision: The Manhattan Area Chamber of Commerce is the leader in advocating for a growing diverse business community and economic opportunities for Manhattan and the region resulting in a highly desired location in which to work, visit and live.



Goals for 2026
From Region Reimagined Economic Development Strategy

Jobs

- Support & Facilitate the Retention and Expansion of Existing Regional Businesses
- Build External Awareness of the Manhattan Region's Assets among Prospect Employers, Investors & Corporate Relocation Professionals
- Attract Investment and Provide Sufficient Supply of Economic Growth Enabling Infrastructure

Talent

- Enhance the Capacity of Pre-K to 20 Educational Institutions
- Increase the Number of Recent Graduates and Fort Riley Soldiers Choosing to Remain in Manhattan
- Partner on Efforts to Improve Health Outcomes and Develop Medical Education Capacity
- Improve the Attraction of Talent
- Construct and Rehabilitate Diverse, High-Quality and Suitable Housing
- Provide Quality of Place Environments and Amenities that Enhance Community, Attract Talent across All Economic Sectors and Enhance Tourism

Entrepreneurship

- Create and Expand Entrepreneurial Support Systems
- Formalize Pipeline from K-20
- Optimize Kansas State University's Entrepreneurship Programs
- Create a K-State-Affiliated and Community "Center of Gravity" Offering Support Mechanisms to Assess, Coach and Fund Entrepreneurial Growth
- Create and Support Community-Based Coworking, Incubator and Event Spaces
- Create Minority and Black-Owned Business Fund and Assistance Programs
- Advance Economic Gardening Strategies to Help Businesses Generate New Revenues from Outside the Region

Innovation

- Align with and Integrate K-State's Global Food and Biosecurity Science Economic Prosperity Strategies to Grow and Diversify the Innovation Ecosystem throughout the Region
- Leverage Research and Talent Assets to Attract Outside Investment, Including Company Attraction
- Evolve Real Estate Strategies Adjacent to the K-State Campus
- Continue to Expand the Capacity and Impact of Existing K-State and Affiliated Research and Commercialization

Recovery

- Accelerate the Flow of Grant and Other Funding into the Community
- Grants to Small Locally Owned Businesses Facing Financial Exigencies Related to the Pandemic
- Seed Capital Grants to Licensed Day-Care Operators for Reopening and Start-up Staffing
- Provide Matching Grants to Certain Existing Businesses to Improve Website Presence and to Execute Concepts to Increase Market Impact



Riley County Request	
Entrepreneurship/Small Business	\$20,000
Ft. Riley Military Affairs	\$35,000
Total Request	\$55,000

EXPENSES	
Entrepreneurship/Small Business Support	\$20,000
Fort Riley Military Affairs	
Program Support	\$30,000
Kaw Valley Rodeo	\$ 5,000
Total Operating Expenses	\$55,000



HEALTH DEPARTMENT
Staff Update

Diane Creek
Health Department Director
2030 Tecumseh Rd
Manhattan, KS 66502
Phone: 785-776-4779

STAFF REPORT

FROM: Diane Creek, Health Department Director

MEETING: May 8, 2025

SUBJECT: Staff update/Child Care Licensing Update

PRESENTER: Diane Creek, Health Department Director and Heather Ritchey, Child Care Licensing Supervisor

Enclosures:

- CCL Update May 2025 (PDF)



Family & Child Resource Center
2101 Claflin Rd. (Lower Level)
Manhattan, KS 66502
785-776-4779 Ext 7662

Child Care Licensing Update

Heather Ritchey
Child Care Licensing Supervisor

Reinstatement of KDHE Application and Background Check Fees

- Comprehensive Fingerprint Background Check Fees-\$48
- Family Child Care Home-\$85 initial and renewal fee
- Child Care Center-\$75 plus \$1 for each child included in capacity

*KDHE is appealing federal decision.

House Bill 2045 update

- Signed into law by Governor Kelly on April 24th, 2025
- Focuses on streamlining and consolidating 20 Kansas programs into the Office of Early Childhood.

How HD 2045 affects CCL

- Home-based providers can be unlicensed and unregulated if they provide less than 35 hours per week of care to no more than four children, up to two of whom can be infants.
- Reduces qualifications for child care center program directors and lead teachers.
- Authorizes Director to waive qualifications for hiring lead or assistant teachers on a case-by-case basis.

How HB 2045 affects CCL

- Professional Development training hours reduced for family child care providers to between 8-10 hours annually.
- Family child care providers can care for four infants at any time. Required to have 3 hours of infant-specific professional development training.
- Licensee may not be required to live in child care home. (TBD)

How HB 2045 affects CCL

- Licensing Specialist will be required to be “certified”.
- Rename drop-in programs to youth development programs.
- Develop and operate pilot programs to increase availability or capacities.
- Immunizations not required if written statement on file by parent if immunizations violate religious beliefs.



**COUNTY
COUNSELOR/ADMINISTRATIVE SERVICES**
Request

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

COMMISSION AGENDA REPORT

FROM: Jacob Hansen, Deputy Riley County Counselor

MEETING: May 8, 2025

SUBJECT: Hargrave & Salzman Fence View

PRESENTER: Jacob Hansen, Deputy Riley County Counselor

BACKGROUND:

On April 18, 2025, this Board, acting pursuant to statute, conducted a “view” of a proposed partition fence identified in the application of Gary and Diane Hargrave (“Hargraves”). This proposed partition fence separates the Hargraves parcel of land from a parcel owned by Steve and Renee Salzman (“Salzmans”).

Both the Hargraves and Salzmans were provided during the view held on April 18, 2025, fifteen (15) minutes to make any argument for their position, wherein the Hargraves proceeded first and Salzmans thereafter.

Based upon the discussions during the fence view, it is possible that only a portion of the proposed partition fence is eligible for this Board’s lawful order. The portion of fence in question is that part of proposed fence that begins on the most western part of the Hargrave Salzman boundary line then extending eastward until it overlaps with the Salzman’s already existing fence. A map of the explained portions and color coded is attached as “Attachment A.”

The Salzmans have articulated to the Board during the fence view, along with correspondence with the County Counselor’s office, that they do not wish their land that exists between their already existing fence line just north of the proposed partition fence and south of the proposed partition fence line, enclosed. This portion of the proposed partition fence shall be referred to herein as “Disputed Fence Line.”

DISCUSSION:

The Salzmans claim that they are exempt from contribution to the Disputed Fence Line based upon the statutory exemption in K.S.A. 29-309. The application of K.S.A. 29-309 requires two conditions precedent to be met:

- (1) First, the occupant must not wish his or her land to be enclosed.
- (2) Second, the occupant may not occupy or use the subject land otherwise than in common with the adjoining landowner.

The Salzmans contend that they do not wish their land, located on the western half of the proposed partition fence and then immediately north thereof until it meets the Salzmans current fence line, enclosed (referred to herein as “Disputed Land”). This is supported by the statements made and materials provided by the Salzmans as previously discussed in the Background portion of this Commission Agenda Report.

The Salzmans further claim that the above-described land which they do not wish to enclose is not occupied by them.

Kansas law has not defined what it means to not “occupy” the land in the context of fence views and specifically in K.S.A. 29-309, which is a vital part of the analysis of the Board’s present case.

Occupancy as defined in Black’s Law Dictionary 7th Edition, is, “[t]he act, state, or condition of holding, possessing, or residing in or on something; actual possession, residence, or tenancy, especially of a dwelling or land.”

Regardless of whether the Board finds that the Salzmans are compelled to contribute to the Disputed Fence Line, there is still that portion of the fence to which the Salzman’s cannot claim exemption under K.S.A. 29-309 which is identified by the red highlighted section of the boundary in Attachment A (referred to herein as “Undisputed Fence Line”).

As it relates to the Undisputed Fence Line the Board must assign maintenance responsibility for any partition fence established between two or more adjoining landowners. The following issues are ripe for decision by this Board:

1. How should maintenance responsibility for the partition fence be divided for the future between the Hargraves and Salzmans properties?
2. How should costs be divided between the parties for establishing the partition fence?

Your primary duty as “viewers” when deciding these matters are to carry out the legislatures intent as expressed in the plain English of the relevant statutes. K.S.A. 29-101 *et. seq.* If you believe the legislature’s intent is not clear from the plain English of those statutes, then you are entitled to try and “interpret” what the legislature intended in a relevant statute by recourse to other authorities such as Attorney General Opinions and Kansas case law. A packet of some of

those resources are attached as “References.”

FISCAL IMPACT

Fiscal impact to the County is negligible, involving Commission and staff time.

ALTERNATIVES

- . Schedule work session to discuss issue further

RECOMMENDATION(S)

The Board, after deliberating upon the arguments and materials presented by the Hargraves and Salzmans, directs the County Counselor’s Office to draft an Order consistent with the determinations made by the Board.

POSSIBLE MOTION(S)

“I move the Board direct the County Counselor’s Office to draft a Fence View Order consistent with the deliberations of the Board regarding the fence view conducted April 18, 2025. . .”

“I move the Board to continue its deliberations at a later date. . .”

Enclosures:

- Fence View Packet (PDF)



-  Disputed Fence Line
-  Undisputed Fence Line
-  Disputed Land



STATE OF KANSAS

OFFICE OF THE ATTORNEY GENERAL

2ND FLOOR, KANSAS JUDICIAL CENTER, TOPEKA 66612

ROBERT T. STEPHAN
ATTORNEY GENERAL

March 25, 1983

MAIN PHONE (913) 296-2211
CONSUMER PROTECTION 296-3
ANTITRUST 296-5299

ATTORNEY GENERAL OPINION NO. 83- 43

Thomas H. Sullivan
Phillips County Attorney
P. O. Box 571
Phillipsburg, Kansas 67661

Re: Fences -- Partition Fences -- What Occupants Not
Required To Contribute Towards Partition Fence

Synopsis: The responsibility to comply with K.S.A. 29-101
and 29-301 is relieved by K.S.A. 29-309 only if
a landowner or occupier does not want his/her
land enclosed and the land is used or occupied
in common with the adjoining landowner or occu-
pier. County commissioners, acting in their
capacity as fence viewers, may order adjoining
landowners to contribute to the cost of erection
and maintenance of a partition fence unless both
requirements of K.S.A. 29-309 are satisfied.
Cited herein: K.S.A. 29-101, 29-301, 29-309.

*

*

*

Dear Mr. Sullivan:

You have requested an opinion from this office regarding the
responsibilities of the board of county commissioners in their
capacity as fence viewers pursuant to K.S.A. 29-201 et seq.
Specifically, you inquire as follows:

"When may the County Commissioners, in their
capacity as fence viewers, order that a parti-
tion fence be built and maintained and a por-
tion of the expense thereof assessed against
one of the adjoining land owners who does not
wish his land to be fenced?"

You state further that this issue arises as a result of a
dispute between adjoining farmers, one of which uses his

Attachment: Fence View Packet (15808 : Fence View)

Thomas H. Sullivan
Page Two

land for pasture while the other cultivates his land for crops. The farmer who cultivates his land for crops contends that K.S.A. 29-309 relieves him of a duty to contribute to the cost of a partition fence.

K.S.A. 29-101 states as follows:

"All fields and enclosures shall be enclosed with a fence sufficiently close, composed of posts and rails, posts and palings, posts and planks or palisades, posts and wire, rails alone, laid up in the manner commonly called a worm fence, or turf, with ditches on each side, of stone, or a hedge, composed either of thorn or Osage orange."

K.S.A. 29-301 provides as follows:

"The owners of adjoining lands shall keep up and maintain in good repair all partition fences between them in equal shares, so long as both parties continue to occupy or improve such lands, unless otherwise agreed."

K.S.A. 29-309 states as follows:

"No person not wishing his land enclosed, and not occupying or using it otherwise than in common, shall be compelled to contribute to erect or maintain any fence dividing between his land and that of an adjacent owner; but when he encloses or uses his land otherwise than in common, he shall contribute to the partition fence as in this act is provided."
(Emphasis added.)

In Griffith v. Carruthers, 86 Kan. 93 (1911) the Court determined the intent of the fence laws to be, inter alia, as follows:

"The theory of the law is that owners of adjoining lands, that are occupied or improved, are under mutual obligations to maintain partition fences in equal shares." 86 Kan. at 94.

The legislature has apparently recognized in K.S.A. 29-309, that factual situations may arise where application of the statutory requirement to build and maintain a partition fence is not necessary. Two conditions precedent must be satisfied in order for K.S.A. 29-309 to be applicable. First, the occupant must not wish his or her land to be enclosed. Second,

Attachment: Fence View Packet (15808 : Fence View)

Thomas H. Sullivan
Page Three

the occupant may not occupy or use the subject land otherwise than in common with the adjoining landowner. The final clause of K.S.A. 29-309 is helpful in clarifying the legislative intent in this regard. That clause specifies that if an occupant "encloses or uses his land otherwise than in common, he shall contribute to the partition fence as in this act provided."

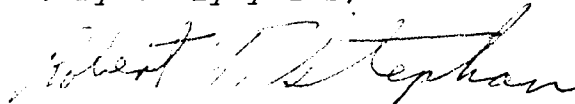
In the factual situation presented herein the adjoining landowners apparently are not using their respective parcels in common, where one farmer cultivates his land for crops while the other utilizes his land for pasture. See, Hewitt v. Jewell, 12 N.W. 738, 39 Iowa 37 (1882) wherein the court discusses the term "in common" as follows:

"Land is not held 'in common' when a party segregates it from the adjoining land by the erection of a fence or otherwise. A person uses his land otherwise than in common when he segregates it from the adjoining land, his occupation being such that he and his neighbor cannot or do not use their land together or in common. This may be done by the erection of a fence, but it may be done otherwise. One person may use his land for growing grain, and another for pasture." Id. at 739. (Emphasis added.)

Therefore, K.S.A. 29-309 appears to be inapplicable and both adjoining landowners should be required to contribute in equal shares to the erection and maintenance of a partition fence pursuant to K.S.A. 29-101 and 29-301.

In conclusion, the responsibility to comply with K.S.A. 29-101 and 29-301 is relieved by K.S.A. 29-309 only if a landowner or occupier of land does not want his or her land enclosed and the land is used or occupied in common with the adjoining landowner or occupier. County commissioners, acting in their capacity as fence viewers may order adjoining landowners to contribute to the cost of erection and maintenance of a partition fence, unless both requirements of K.S.A. 29-309 are satisfied.

Very truly yours,



ROBERT T. STEPHAN
ATTORNEY GENERAL OF KANSAS



Robert Vinson Eye
Assistant Attorney General

RTS:BJS:RVE:hle



STATE OF KANSAS

OFFICE OF THE ATTORNEY GENERAL

2ND FLOOR, KANSAS JUDICIAL CENTER, TOPEKA 66612

ROBERT T. STEPHAN
ATTORNEY GENERAL

February 16, 1987

MAIN PHONE: (913) 296-2215
CONSUMER PROTECTION: 296-375

ATTORNEY GENERAL OPINION NO. 87- 28

The Honorable Joseph F. Norvell
State Senator, 37th District
State Capitol, Room 452-E
Topeka, Kansas 66612

Re: Fences -- Legal Enclosures -- Enclosure of
Domestic Animals

Fences -- Partition Fences -- Adjoining
Landowners; Duty to Erect and Maintain Partition
Fences

Synopsis: K.S.A. 29-301 requires adjacent landowners to share the costs of erecting and maintaining partition fences. Kansas' adoption of a "fence-in" policy with respect to domestic animal trespass does not negate this duty, notwithstanding the use each landowner makes of his land. Cited herein: K.S.A. 29-101; 29-102; 29-108; 29-201; 29-301; 29-304; 29-305; 29-309; 47-104; 47-120; 47-121; K.S.A. Ensley 1981 47-101 to 47-103; 47-105; 47-106; 47-107 to 47-110; 47-112 to 47-119; 47-301; G.S. 1868, ch. 40, §1.

Dear Senator Norvell:

You have requested our opinion as to whether Kansas' recent formal adoption of a "fence-in" policy with respect to domestic animal trespass alters the duty of adjoining landowners to erect and maintain partition fences.

At common law, a possessor of domestic animals was held strictly liable for damages caused by his animal's trespass. Lindsay v. Cobb, 6 Kan. App. 2d 171, 172, rev. denied 229 Kan. 670 (1981). Therefore, the duty was on the owner or possessor of animals to keep his animals off the

Attachment: Fence View Packet (15808 : Fence View)

land of another. During the early years of statehood, Kansas lawmakers statutorily changed the common law rule to give effect to the primary use of the Kansas prairie -- grazing livestock on open range. A "fence-out" policy was adopted. Before a property owner could recover from an owner or possessor of livestock for damages caused by the animal's trespass, the property had to be enclosed by a legal fence. (G.S. 1868, ch. 40, § 1). Thus, landowners were required to fence livestock out of their property. Union Pac. Ry. Co. v. Rollins, 5 Kan. *167, *177 (1869).

As Kansas law evolved, "herd laws" were enacted which required specified animals to be restrained under certain circumstances. See K.S.A. Ensley 1981 47-101 to 47-103, inclusive (night herd laws); 47-105 (bull-boar law); 47-106 (stag law); 47-107 to 47-110, inclusive (stallion-jack law); 47-112 to 47-119, inclusive (swine law); 47-301 et seq. (county option herd law). These laws partially restored the principles of common law by limiting the privilege of allowing animals to run at large.

To end confusion as to the law of domestic animal trespass, the 1986 Legislature enacted Senate Bill No. 403 (L.1986, ch. 195). See Report on Kansas Legislative Interim Studies to the 1986 Legislature, pp. 25-47. In enacting this legislation Kansas formally adopted a "fence-in" policy by requiring "[a]ll domestic animals, other than cats and dogs, [to] be enclosed with a [legal] fence" K.S.A. 29-101. The legislative declaration of policy is stated in K.S.A. 29-108:

"It is hereby declared that the policy of this state with respect to domestic animal trespass shall be that all such animals shall be enclosed by a lawful fence. it is further declared that, unless otherwise specifically provided by law, strict or absolute liability for damages for injury to any person or property resulting from domestic animal trespass shall not arise, and, in all such cases, the principles of ordinary negligence shall apply."

In addition, the Legislature repealed the "herd laws" except for those statutes which concern driving livestock along the roadways. K.S.A. 47-104; 47-120; 47-121. It is now clear that owners and possessors of animals have the duty to keep their animals enclosed.

The question has been raised as to the effect of the 1986 legislation concerning enclosure of animals on the partition fence law. Specifically, you ask whether a landowner who raises crops must share the cost of building and maintaining a partition fence when the adjoining land is used for livestock.

The laws concerning partition fences, K.S.A. 29-301 et seq., were not altered by the 1986 Legislature. The general duty of adjoining landowners is stated in K.S.A. 29-301:

"The owners of adjoining lands shall keep up and maintain in good repair all partition fences between them in equal shares, so long as both parties continue to occupy or improve such lands, unless otherwise agreed."

K.S.A. 29-305 provides as follows:

"If a party neglect or refuse (sic) to erect or maintain the part of the fence assigned him by the fence viewers, it may be erected and maintained by the aggrieved party in the manner before provided, and he shall be entitled to recover the ascertained cost thereof, with interest at the rate of one percent per month and a reasonable attorney's fee to be fixed and allowed by the court, by action in any court of competent jurisdiction; and the amount recovered, with costs, shall be a lien against the land chargeable with the same."

By statute, the members of the board of county commissioners of each county are designated as fence viewers. The board has the duty and authority to determine whether a fence is lawful and to settle controversies. K.S.A. 29-201; 29-304. See Attorney General Opinion No. 85-54. A lawful fence is one which meets the criteria set out in K.S.A. 29-102.

The court in Griffith v. Carrothers, 86 Kan. 93, 94 (1911), determined the intent of the partition fence law to be as follows:

"The theory of the law is that owners of adjoining lands, that are occupied or

improved, are under mutual obligations to maintain partition fences in equal shares."

The only exception to the legal requirement that adjoining landowners share the cost of a partition fence is found in K.S.A. 29-309:

"No person not wishing his land enclosed, and not occupying or using it otherwise than in common, shall be compelled to contribute to erect or maintain any fence dividing between his land and that of an adjacent owner; but when he encloses or uses his land otherwise than in common, he shall contribute to the partition fence as in this act is provided."

Two conditions must be met before K.S.A. 29-309 is applicable. "First, the occupant must not wish his or her land to be enclosed. Second, the occupant may not occupy or use the subject land otherwise than in common with the adjoining landowner." Attorney General Opinion No. 83-43, pp. 2-3. In that opinion we noted that the term "in common" was defined by the court in Hewitt v. Jewell, 12 N.W. 738, 739 (Iowa 1882), as follows:

"'Land is not held "in common" when a party segregates it from the adjoining land by the erection of a fence or otherwise. A person uses his land otherwise than in common when he segregates it from the adjoining land, his occupation being such that he and his neighbor cannot or do not use their land together or in common. This may be done by the erection of a fence, but it may be done otherwise. One person may use his land for growing grain, and another for pasture.'" Attorney General Opinion No. 83-43, p. 2.

It is contended that, since animals must be fenced in, crop growers should not be required to share the expense of partition fences. The partition fence laws, however, were not altered by the legislature. It is a fundamental rule of statutory construction that effect must be given to all

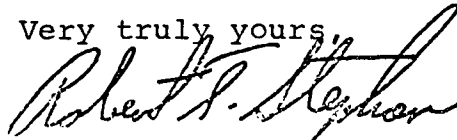
statutes when possible. See State v. Kitzman, 240 Kan. 191, 193 (1986); State v. Cole, 238 Kan. 370, 371 (1985).

The "fence-in" statutes, K.S.A. 29-101, et seq., concern the liability of an animal owner not only for the trespass of his livestock on his neighbor's property, but for an animal's trespass on any property. Adjoining landowners must share the cost of building and maintaining partition fences unless their land is held in common or the parties otherwise agree. K.S.A. 29-301. "Partition fences" have been described as follows:

"Generally, a partition or division fence is a fence erected on the dividing or boundary line between the lands of adjacent owners In reference to use, a partition fence is a common fence, that is to say, a fence which each of the adjoining landowners may make use of as part of his inclosure, and it is not erected solely to prevent animals from crossing division lines, but also to protect real property from being trespassed upon in any way or for any purpose and to mark the boundaries of the inclosed land and the possession of the person claiming title thereto." 35 Am. Jur. 2d Fences § 6 (1967).

The purpose of a partition fence is not only to keep out animals, but to delineate the boundary between adjacent parcels of land. K.S.A. 29-101 and K.S.A. 29-301, then, are not in conflict and are not mutually exclusive. Therefore, the fact that the 1986 session of the legislature amended the statutes concerning liability of owners and possessors of animals does not negate the duty of adjoining landowners to build and maintain partition fences, notwithstanding the use to which each landowner makes of his land.

Very truly yours,



ROBERT T. STEPHAN
ATTORNEY GENERAL OF KANSAS



Rita L. Noll
Assistant Attorney General

RTS:JLM:RLN:bas

Attachment: Fence View Packet (15808 : Fence View)

APPLICATION FOR FENCE VIEWING

INSTRUCTIONS: Provide all information requested. Application must be signed by all Owners of Record. If there is not sufficient space to provide the requested information, attach additional pages as necessary. Mail or deliver application to:

**BOARD OF COMMISSIONERS OF RILEY COUNTY, KANSAS
COURTHOUSE PLAZA EAST
115 NORTH 4TH STREET – 1ST FLOOR
MANHATTAN KS 66502**

NAMES OF APPLICANT LANDOWNER(S): Gary L. + Diana C. Hargrave

ADDRESS OF APPLICANT(S): 14770 Walnut Creek Rd., Randolph, KS
66554

NAME(S) OF ADJACENT LANDOWNER(S): Steven E. + Renee S. Salzman

ADDRESS OF ADJACENT LANDOWNER(S): 12751 Tuttle Creek BLVD
Randolph, KS 66554

LEGAL DESCRIPTION OF TRACT OF PROPERTY OWNED BY APPLICANT THAT
CONTAINS THE PROPERTY LINE IN DISPUTE: S 04, T 08, R 06 E, Acres
66.34 BEG NW Corner NW 4 TH 1787'; TH SE 1/4 520';
TH SE 1/4 729'; TH S 636'; TH W 2654'; TH N 1267'
to POB Less ROW

LEGAL DESCRIPTION OF TRACT OF PROPERTY OWNED BY NEIGHBOR THAT
CONTAINS THE PROPERTY LINE IN DISPUTE: S 33, T 07, R 06 E,
Acres 236.89 SW 4 + W 2 SE 4 Less ROW

DESCRIBE THE NATURE OF THE CONTROVERSY: We understand the road
is closed along our north property line adjacent to the
Salzmans. A new fence needs to be built on the
actual property line. This section of Walsburg Road
is closed.

Attachment: Fence View Packet (15808 : Fence View)

STATE YOUR CLAIM: We want to reclaim property we are paying taxes on. According to Kansas fence laws, the cost of building fences dividing property lines is shared equally between land owners.

STATE YOUR NEIGHBOR'S CLAIM: The Salzmanns don't want a fence on the property line and don't want to pay their share.

ATTACH A SKETCH OR DIAGRAM SHOWING:

- (1) YOUR PROPERTY
- (2) YOUR NEIGHBOR'S PROPERTY
- (3) THE LOCATION OF THE DISPUTED FENCE LINE
- (4) THE LOCATION OF OBSTACLES WHICH MAY AFFECT THE ASSIGNMENT OF EQUAL SHARES

I (WE) APPLY TO THE BOARD OF COMMISSIONERS OF RILEY COUNTY IN THEIR CAPACITY AS FENCE VIEWERS TO VIEW THE PARTITION FENCE LINE DESCRIBED ABOVE PURSUANT TO K.S.A. 29-304, AND TO ASSIGN TO EACH PARTY THEIR EQUAL SHARE OF THE PARTITION FENCE WHICH WILL BE THAT PARTIES RESPONSIBILITY TO KEEP UP AND MAINTAIN IN GOOD REPAIR.

Dated: 1-19-2025

APPLICANT(S):

Gary L Hargrave

Printed Name

Gary L Hargrave

Signature

Diana C. Hargrave

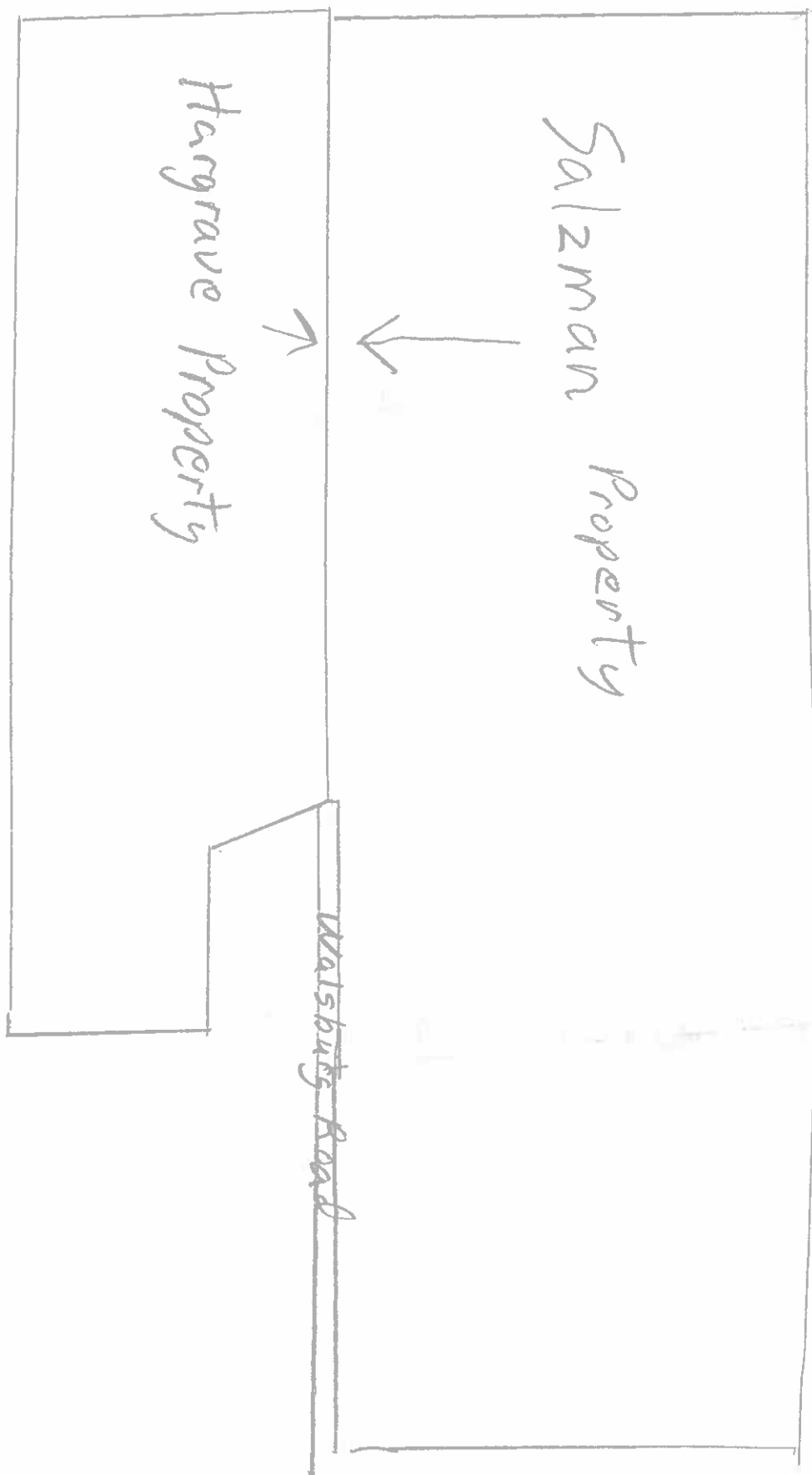
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Kansas Statutes and Court Rules

Chapter 29, Fences

Chapter 29. Fences

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- 29-502. Repealed by Laws 1995, Ch. 117, § 1
- 29-503. Repealed by Laws 1969, Ch. 429, § 3
- 29-504. Repealed by Laws 1969, Ch. 429, § 3
- 29-505. Repealed by Laws 1995, Ch. 117, § 1
- 29-508. Repealed by Laws 1995, Ch. 117, § 1

29-101. Enclosure of domestic animals with fence required, KS ST 29-101

[West's Kansas Statutes Annotated](#)

[Chapter 29. Fences](#)

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K.S.A. 29-101

29-101. Enclosure of domestic animals with fence required

[Currentness](#)

All domestic animals, other than cats and dogs, shall be enclosed with a fence sufficiently close, composed of posts and rails, posts and palings, posts and planks or palisades, posts and wire, rails alone, laid up in the manner commonly called a worm fence, or turf, with ditches on each side, of stone, or a hedge in existence on July 1, 1986, composed either of thorn or Osage orange.

Credits

Laws 1986, ch. 195, § 2.

Codifications: G.S. 1868, ch. 40, § 1; R.S. 1923, 29-101.

[Notes of Decisions \(12\)](#)

K. S. A. 29-101, KS ST 29-101

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29-102. Construction and composition of fences, KS ST 29-102

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K.S.A. 29-102

29-102. Construction and composition of fences

[Currentness](#)

All fences composed of posts and rails, posts and palings, posts and planks, or palisades, or of stone, or composed of posts and wires, or those composed of turf, shall be at least four feet high. Those composed of rails, commonly called a worm fence, shall be at least four and one-half feet high to the top of the rider, and shall be thoroughly staked and ridered, or if not staked and ridered shall have the corners locked with strong rails, stakes or posts. Those composed of stone shall be at least 18 inches wide at the bottom and 12 inches wide at the top. Those composed of turf shall be thoroughly staked and ridered, and shall have a ditch on the outside not less than two feet wide at the top and three feet deep. With respect to all fences composed of rails or lumber, the bottom rail, board or plank shall not be more than two feet from the ground. All such fences shall be substantially built and sufficiently close to prevent domestic animals, other than cats and dogs from going through. All hedge fences shall be of such height and thickness as will be sufficient to enclose domestic animals other than cats and dogs.

Credits

Laws 1873, ch. 88, § 1; Laws 1986, ch. 195, § 3.

Codifications: G.S. 1868, ch. 40, § 2; R.S. 1923, 29-102.

[Notes of Decisions \(4\)](#)

K. S. A. 29-102, KS ST 29-102

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29-103. Fences composed of posts and wires, KS ST 29-103

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[Chapter 29. Fences](#)

[Article 1. Legal Enclosures](#)

K.S.A. 29-103

29-103. Fences composed of posts and wires

[Currentness](#)

In fences composed of posts and wires, the posts shall be of ordinary size for fencing purposes, and set in the ground at least two feet deep and not more than twelve feet apart, with holes through the posts or staples on the side not more than fifteen inches apart, to admit four separate strands of fence wire not smaller than No. 9, and shall be provided with rollers and levers, at suitable distances, to strain and hold the wire straight and firm.

Credits

Codifications: G.S. 1868, ch. 40, § 3; R.S. 1923, 29-103.

K. S. A. 29-103, KS ST 29-103

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29-104. What deemed legal and sufficient fences, KS ST 29-104

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[Chapter 29. Fences](#)

[Article 1. Legal Enclosures](#)

K.S.A. 29-104

29-104. What deemed legal and sufficient fences

[Currentness](#)

Fences of the material and of the height and sufficiency aforesaid, and all brooks, rivers, creeks, ditches and constructions which shall be equivalent thereto, in the judgment of the fence viewers within whose jurisdiction the same may be, shall be deemed legal and sufficient fences.

Credits

Codifications: G.S. 1868, ch. 40, § 4; R.S. 1923, 29-104.

K. S. A. 29-104, KS ST 29-104

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29-105. Barbed-wire fence deemed legal fence; construction, KS ST 29-105

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[Chapter 29. Fences](#)

[Article 1. Legal Enclosures](#)

K.S.A. 29-105

29-105. Barbed-wire fence deemed legal fence; construction

[Currentness](#)

(a) Except as otherwise provided in subsection (b), and in addition to fence declared by law to be a legal fence, the following shall be a legal fence: A barbed-wire fence, of not less than three wires, with the third wire from the ground not less than 44 inches nor more than 48 inches from the ground, and the bottom wire not more than 24 inches nor less than 18 inches from the ground, with the center wire equidistant, or nearly so, between upper and lower wires. All such wires shall be well stretched and barbed, barbs to average not more than nine inches apart and such barbed wire shall be composed of two wires not smaller than No. 13, or one wire not smaller than No. 9, or wires having not less than 950 pounds breaking strength. All such wires shall be securely fastened to posts, which shall not be more than two rods apart and not less than 20 inches in the ground, and set in a workmanlike manner or the posts may be not more than 48 feet apart, with slats placed perpendicularly, not more than 12 feet apart, between the posts and fastened to the wires by staples, or with holes in the slats. Suspension fences shall not be subject to the requirements of this section.

(b) The board of county commissioners of any county, by resolution, may establish for a barbed-wire fence constructed after the effective date of such resolution construction requirements which are more stringent than the requirements under subsection (a). In those cases where a barbed-wire fence is located on a county line, the least restrictive requirements for construction of such fence shall apply.

Credits

Laws 1883, ch. 113, § 1; Laws 1986, ch. 195, § 4.

Codifications: R.S. 1923, 29-105.

[Notes of Decisions \(6\)](#)

K. S. A. 29-105, KS ST 29-105

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29-106. Fencing extensive tracts in certain counties; gates and..., KS ST 29-106

[West's Kansas Statutes Annotated](#)

[Chapter 29. Fences](#)

[Article 1. Legal Enclosures](#)

K.S.A. 29-106

29-106. Fencing extensive tracts in certain counties; gates and hitching posts

[Currentness](#)

That whenever any person, persons or corporations shall fence and enclose extensive tracts of land of one hundred acres or over in extent for grazing purposes in the counties of Barber, Pratt, and Russell, and all counties west of range 15, west of the sixth principal meridian, in the state of Kansas, such person, persons or corporation shall provide a suitable swinging or lifting gate, constructed in such manner that it may be easily opened or closed, whenever said fence or enclosure crosses any road established by custom and usage but not a legally established public highway. Said gate shall be so constructed as to meet conveniently the requirements of the traveling public; and in addition to said gate, shall set posts on each side of said gate, at suitable distances therefrom, and of not less than four inches in diameter and not less than seven feet in length, set not less than thirty inches in the ground, and for the purpose of tying any horse or team thereto, while any traveler is engaged in opening or closing said gate.

Credits

Laws 1901, ch. 225, § 1.

Codifications: R.S. 1923, 29-106.

K. S. A. 29-106, KS ST 29-106

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29-107. Penalty for interfering with such fence or leaving gates open, KS ST 29-107

[West's Kansas Statutes Annotated](#)

[Chapter 29. Fences](#)

[Article 1. Legal Enclosures](#)

K.S.A. 29-107

29-107. Penalty for interfering with such fence or leaving gates open

[Currentness](#)

Any person who shall willfully molest or interfere with said fence or enclosure described in [K.S.A. 29-106](#), by cutting wires or otherwise mutilating or tearing down said fence, or who shall willfully leave open any gate of said fence or enclosure, shall be deemed to have committed a misdemeanor, and shall be liable to a fine not exceeding fifty dollars.

Credits

Laws 1901, ch. 225, § 2.

Codifications: R.S. 1923, 29-107.

K. S. A. 29-107, KS ST 29-107

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29-108. Declaration of policy relating to domestic animal trespass;..., KS ST 29-108

[West's Kansas Statutes Annotated](#)

[Chapter 29. Fences](#)

[Article 1. Legal Enclosures](#)

K.S.A. 29-108

29-108. Declaration of policy relating to domestic animal trespass; liability for damages

[Currentness](#)

It is hereby declared that the policy of this state with respect to domestic animal trespass shall be that all such animals shall be enclosed by a lawful fence. It is further declared that, unless otherwise specifically provided by law, strict or absolute liability for damages for injury to any person or property resulting from domestic animal trespass shall not arise, and, in all such cases, the principles of ordinary negligence shall apply.

Credits

Laws 1986, ch. 195, § 1.

K. S. A. 29-108, KS ST 29-108

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29-109. Electric fence deemed legal fence; construction and composition, KS ST 29-109

West's Kansas Statutes Annotated

Chapter 29. Fences

Article 1. Legal Enclosures

K.S.A. 29-109

29-109. Electric fence deemed legal fence; construction and composition

Currentness

(a) In addition to fences otherwise declared by law to be a legal fence, an electrically charged wire fence with at least one 14 gauge wire or its equivalent not more than 48 inches from the ground and which is deemed by the fence viewers in whose jurisdiction such fence is located, to be equivalent to other legal fences, is hereby deemed a legal fence. The board of county commissioners of any county, by resolution, may elect to declare that such electrically charged wire fence shall not be a legal fence within the jurisdiction of such board. No electrically charged wire fence shall be erected or maintained in contact with public utility poles or lines or in any manner where there is danger or possibility of unreasonable interference with or damage to the equipment or service of a public utility without the permission of the public utility. No utility which furnishes electricity shall have or incur any liability to any person in the event of electric power failure to or for any electric fence.

(b) The board of county commissioners of any county, by resolution, may establish for an electrically charged wire fence constructed after the effective date of such resolution construction requirements which are more stringent than the requirements under subsection (a). In those cases where an electrically charged wire fence is located on a county line, the least restrictive requirements for construction of such fence shall apply.

Credits

Laws 1986, ch. 195, § 5.

K. S. A. 29-109, KS ST 29-109

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29-201. County commissioners as fence viewers; designees, KS ST 29-201

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[Chapter 29. Fences](#)

[Article 2. Fence Viewers](#)

K.S.A. 29-201

29-201. County commissioners as fence viewers; designees

[Currentness](#)

The board of county commissioners, in each county in this state, or their designees, shall be fence viewers in each township of such county. Any action taken by the board pursuant to 29-201 et seq., and amendments thereto, shall require a majority vote of the board of county commissioners. If the board appoints designees to act as fence viewers, any recommendation of such designees shall not be effective unless approved by a majority of the board of county commissioners.

Credits

Laws 1949, ch. 270, § 1; [Laws 2005, ch. 78, § 1](#).

Codifications: G.S. 1868, ch. 40, § 5; R.S. 1923, 29-201.

[Notes of Decisions \(4\)](#)

K. S. A. 29-201, KS ST 29-201

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29-202. Penalty for neglect of duty, KS ST 29-202

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[Chapter 29. Fences](#)

[Article 2. Fence Viewers](#)

K.S.A. 29-202

29-202. Penalty for neglect of duty

[Currentness](#)

Any fence viewer who shall, when requested, unreasonably neglect to view any fence or to perform any duty required of him in this act, shall forfeit and pay the sum of ten dollars, and shall also be liable to the party injured for all damages consequent upon such neglect.

Credits

Codifications: G.S. 1868, ch. 40, § 6; R.S. 1923, 29-202.

K. S. A. 29-202, KS ST 29-202

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29-203. Compensation and expenses, KS ST 29-203

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[Chapter 29. Fences](#)

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K.S.A. 29-203

29-203. Compensation and expenses

[Currentness](#)

Each fence viewer shall be entitled to receive seven dollars and fifty cents (\$7.50) as full compensation for each fence viewed, to be paid in the first instance by the party or parties requiring the services; and all expenses of the view shall be borne equally between the parties interested, except in case of a view to appraise damages for neglect or refusal to make or maintain a just proportion of a division fence, in which case the costs of view shall be paid by the party in default, to be recovered as a part of the damages assessed.

Credits

Laws 1949, ch. 270, § 2.

Codifications: G.S. 1868, ch. 40, § 7; R.S. 1923, 29-203.

K. S. A. 29-203, KS ST 29-203

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29-301. Maintenance, KS ST 29-301

[West's Kansas Statutes Annotated](#)[Chapter 29. Fences](#)[Article 3. Partition Fences](#)

K.S.A. 29-301

29-301. Maintenance

[Currentness](#)

The owners of adjoining lands shall keep up and maintain in good repair all partition fences between them in equal shares, so long as both parties continue to occupy or improve such lands, unless otherwise agreed.

Credits

Codifications: G.S. 1868, ch. 40, § 8; R.S. 1923, 29-301.

[Notes of Decisions \(12\)](#)

K. S. A. 29-301, KS ST 29-301

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29-302. Neglect to repair or rebuild, KS ST 29-302

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[Chapter 29. Fences](#)

[Article 3. Partition Fences](#)

K.S.A. 29-302

29-302. Neglect to repair or rebuild

[Currentness](#)

If any party neglect to repair or rebuild a partition fence, or the portion thereof which he ought to maintain, the aggrieved party may complain to the fence viewers, who, after due notice to each party, shall examine the same, and if they determine that the fence is insufficient, shall signify it, in writing, to the delinquent occupant of the land, and direct him to repair or rebuild the same within such time as they may judge reasonable.

Credits

Codifications: G.S. 1868, ch. 40, § 9; R.S. 1923, 29-302.

K. S. A. 29-302, KS ST 29-302

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29-303. Complainant may repair or rebuild, when; recovery; attorney's fee, KS ST 29-303

[West's Kansas Statutes Annotated](#)

[Chapter 29. Fences](#)

[Article 3. Partition Fences](#)

K.S.A. 29-303

29-303. Complainant may repair or rebuild, when; recovery; attorney's fee

[Currentness](#)

If such fence be not repaired or rebuilt accordingly, the complainant may repair or rebuild it, and the same being adjudged sufficient by the fence viewers, and the value thereof, with their fees, being ascertained by them and certified under their hands, the complainant may demand of the owner of the land where the fence was deficient, the sum so ascertained; and in case of neglect to pay the same for one month after written demand, may recover it, with interest at the rate of one percent per month, by action in any court of competent jurisdiction. In any such action the court shall allow the prevailing party a reasonable sum for attorney's fee.

Credits

Laws 1949, ch. 270, § 3.

Codifications: G.S. 1868, ch. 40, § 10; R.S. 1923, 29-303.

[Notes of Decisions \(1\)](#)

K. S. A. 29-303, KS ST 29-303

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29-304. Controversies; settlement by fence viewers, KS ST 29-304

[West's Kansas Statutes Annotated](#)[Chapter 29. Fences](#)[Article 3. Partition Fences](#)

K.S.A. 29-304

29-304. Controversies; settlement by fence viewers

[Currentness](#)

When any controversy shall arise about the rights of the respective owners in partition fences, or their obligations to keep up and maintain the same in good repair, and if they cannot agree among themselves, either party may apply to the fence viewers of the township in which such fence may be situated, who, after a reasonable notice to the other party, shall proceed, on application as aforesaid, to view such fence, and assign to each party, in writing, his equal share or part of such partition fence, to be by him kept up and maintained in good repair; which assignment shall be recorded by the register of deeds of the county in a book to be provided for that purpose, and shall be final, conclusive and binding upon the parties, and upon all the succeeding occupants of the lands, and they shall be obliged thereafter to maintain their respective portions of said fence.

Credits

Codifications: G.S. 1868, ch. 40, § 11; R.S. 1923, 29-304.

[Notes of Decisions \(7\)](#)

K. S. A. 29-304, KS ST 29-304

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29-305. Failure to erect or maintain assigned part; recovery of cost..., KS ST 29-305

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[Chapter 29. Fences](#)

[Article 3. Partition Fences](#)

K.S.A. 29-305

29-305. Failure to erect or maintain assigned part; recovery of cost and attorney's fee

[Currentness](#)

If a party neglect or refuse to erect or maintain the part of the fence assigned him by the fence viewers, it may be erected and maintained by the aggrieved party in the manner before provided, and he shall be entitled to recover the ascertained cost thereof, with interest at the rate of one percent per month and a reasonable attorney's fee to be fixed and allowed by the court, by action in any court of competent jurisdiction; and the amount recovered, with costs, shall be a lien against the land chargeable with the same.

Credits

Laws 1901, ch. 218, § 1; Laws 1949, ch. 270, § 4.

Codifications: G.S. 1868, ch. 40, § 12; R.S. 1923, 29-305.

[Notes of Decisions \(2\)](#)

K. S. A. 29-305, KS ST 29-305

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29-306. Assignment of viewers; agreement between owners of..., KS ST 29-306

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[Article 3. Partition Fences](#)

K.S.A. 29-306

29-306. Assignment of viewers; agreement between owners of adjoining land; recordation

[Currentness](#)

All assignments of the fence viewers shall be certified and signed by them and shall contain a certain description of the lands divided by such partition fence and the names of the owners thereof. Any agreement entered into prior to the effective date of this act between the owners of adjoining land in relation to the division of partition fences between them shall also contain a pertinent description of such lands, and such agreement, acknowledged or proved as conveyances of land, may be recorded in the office of the register of deeds of the proper county in the same manner as an assignment of fence viewers. Any agreement or modification of an existing agreement entered into on or after the effective date of this act between the owners of adjoining land in relation to the division of partition fences between them shall also contain a pertinent description of such lands, and such agreement, acknowledged or proved as conveyances of land, shall be recorded in the office of the register of deeds of the proper county in the same manner as an assignment of fence viewers. Any such assignment or agreement, duly recorded as provided in this article, shall be binding upon the parties and all succeeding owners of the lands.

Credits

Laws 1985, ch. 127, § 1.

Codifications: G.S. 1868, ch. 40, § 13; R.S. 1923, 29-306.

[Notes of Decisions \(1\)](#)

K. S. A. 29-306, KS ST 29-306

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29-307. Party building more than his share, KS ST 29-307

[West's Kansas Statutes Annotated](#)

[Chapter 29. Fences](#)

[Article 3. Partition Fences](#)

K.S.A. 29-307

29-307. Party building more than his share

[Currentness](#)

When in any controversy between owners of adjoining lands as to their respective rights in any partition fence, it shall appear to the fence viewers that either of the owners had, before any complaint made to them, voluntarily erected the whole fence, or more than his just share of the same, or otherwise become proprietor thereof, the other occupant shall pay for so much as may be assigned to him to repair or maintain, the value of which shall be ascertained and recovered in the manner hereinbefore provided.

Credits

Codifications: G.S. 1868, ch. 40, § 14; R.S. 1923, 29-307.

[Notes of Decisions \(1\)](#)

K. S. A. 29-307, KS ST 29-307

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29-308. Partition fences to be kept in good repair, KS ST 29-308

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K.S.A. 29-308

29-308. Partition fences to be kept in good repair

[Currentness](#)

All partition fences shall be kept in good repair throughout the year, unless the owners of the land on both sides otherwise agree.

Credits

Codifications: G.S. 1868, ch. 40, § 15; R.S. 1923, 29-308.

[Notes of Decisions \(1\)](#)

K. S. A. 29-308, KS ST 29-308

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29-309. What occupants not required to contribute towards partition fence, KS ST 29-309

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K.S.A. 29-309

29-309. What occupants not required to contribute towards partition fence

[Currentness](#)

No person not wishing his land enclosed, and not occupying or using it otherwise than in common, shall be compelled to contribute to erect or maintain any fence dividing between his land and that of an adjacent owner; but when he encloses or uses his land otherwise than in common, he shall contribute to the partition fence as in this act is provided.

Credits

Codifications: G.S. 1868, ch. 40, § 16; R.S. 1923, 29-309.

K. S. A. 29-309, KS ST 29-309

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29-310. Proceedings when one common owner desires to occupy..., KS ST 29-310

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K.S.A. 29-310

29-310. Proceedings when one common owner desires to occupy land in severalty

[Currentness](#)

When lands owned in severalty have been enclosed in common without a partition fence, and one of the owners is desirous to occupy his land in severalty and the other refuses or neglects, on demand, to divide the line where the fence should be built, or to build a sufficient fence on his part of the line when divided, the party desiring it may notify the fence viewers who shall give written notice to both owners that unless said owners agree on the erection of said fence, the viewers will, in not less than twenty nor more than 40 days, divide and assign said line and, in writing, assign a reasonable time (having regard to the season of the year) for making the fence; and if either party neglect to comply with the decision of the viewers within the time assigned, the other party, after making his own part, may make the other part, and recover the ascertained value thereof, with interest at the rate of one percent per month, together with the fees of the fence viewers as above provided and a reasonable attorney's fee to be fixed and allowed by the court.

Credits

Laws 1949, ch. 270, § 5.

Codifications: G.S. 1868, ch. 40, § 17; R.S. 1923, 29-310.

K. S. A. 29-310, KS ST 29-310

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29-311. Throwing land open, KS ST 29-311

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K.S.A. 29-311

29-311. Throwing land open

[Currentness](#)

When one party shall desire to throw his land open and leave it unenclosed, he shall not take away any part of the partition fence belonging to him and adjoining the next enclosure, if the owner or occupant of such enclosure will, within two months after the same shall be ascertained, pay therefor such sum as the fence viewers shall, in writing, under their hands, determine to be the value of such partition fence belonging to such party.

Credits

Codifications: G.S. 1868, ch. 40, § 18; R.S. 1923, 29-311.

K. S. A. 29-311, KS ST 29-311

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29-312. Rights of party not improving land adjoining partition fence, KS ST 29-312

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K.S.A. 29-312

29-312. Rights of party not improving land adjoining partition fence

[Currentness](#)

If any person shall determine not to improve any part of his land adjoining any partition fence that may have been divided according to the provisions of this act, and shall give six months' notice, in writing (provided such notice be served between the first day of July and the first of October), of such determination to all the adjoining owners or occupants of lands, he shall not be required to keep up or maintain any part of such fence during the time his lands shall lie open and unimproved; and he may thereafter remove his portion thereof, if the owner or occupant of the adjoining land will not pay therefor as provided in the preceding section.

Credits

Codifications: G.S. 1868, ch. 40, § 19; R.S. 1923, 29-312.

K. S. A. 29-312, KS ST 29-312

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29-313. Owner enclosing his unenclosed land shall pay for one half..., KS ST 29-313

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K.S.A. 29-313

29-313. Owner enclosing his unenclosed land shall pay for one half of partition fence

[Currentness](#)

When land which has been unenclosed is enclosed, the owner thereof shall pay for one half of each partition fence between his land and the adjoining lands, the value to be ascertained and stated in writing, under their hands, by the fence viewers, in case the parties cannot agree; and if the owner enclosing as aforesaid shall neglect, for sixty days after the value has been so ascertained and demand made, to pay the same, the owners of such partition fences may recover, with interest, as hereinbefore provided; or the party enclosing may, at his election, rebuild and make half of each of such partition fences, and if he neglect so to do for sixty days after making such election, he shall be liable as before provided.

Credits

Codifications: G.S. 1868, ch. 40, § 20; R.S. 1923, 29-313.

K. S. A. 29-313, KS ST 29-313

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29-314. Fence on boundary line between counties; viewers, KS ST 29-314

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K.S.A. 29-314

29-314. Fence on boundary line between counties; viewers

[Currentness](#)

If the line upon which a partition fence is to be made or to be divided is the boundary line between counties or if such line is partly in one county and partly in another, two of the fence viewers shall be the chairpersons of the board of county commissioners of the respective counties. If such commissioners cannot agree, they shall select a third commissioner from the county fence viewers in the two counties, and their assignment, in order to be binding and effectual, must be recorded, as hereinbefore provided, in each of such counties. A county commissioner may appoint a designee to serve as a fence viewer in place of such commissioner.

Credits

Laws 1949, ch. 270, § 6; [Laws 2005, ch. 78, § 2](#).

Codifications: G.S. 1868, ch. 40, § 21; R.S. 1923, 29-314.

K. S. A. 29-314, KS ST 29-314

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29-315. Owner defined; notice; liability to tenant or occupant, KS ST 29-315

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K.S.A. 29-315

29-315. Owner defined; notice; liability to tenant or occupant

[Currentness](#)

The word “owner,” under the provisions of this act, shall be held to include and apply to the occupant or tenant, when the owner does not reside within the county; and no proceedings under this act shall bind the owner, unless he shall be notified; but he shall be liable to the occupant or tenant for the cost and expense of erecting and maintaining, under the provisions of this chapter, any partition fence upon the line of his land, unless there in a special agreement to the contrary.

Credits

Codifications: G.S. 1868, ch. 40, § 22; R.S. 1923, 29-315.

K. S. A. 29-315, KS ST 29-315

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29-316. Fence may be built on partition line; removal, KS ST 29-316

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K.S.A. 29-316

29-316. Fence may be built on partition line; removal

[Currentness](#)

A person building a fence may lay the same upon the line between his own land and the land adjacent, so that the fence may be partly on one side of such line and partly on the other; and the owner shall have the same right to remove it as if it were wholly on his own land.

Credits

Codifications: G.S. 1868, ch. 40, § 23; R.S. 1923, 29-316.

[Notes of Decisions \(1\)](#)

K. S. A. 29-316, KS ST 29-316

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29-317. Partition fence wholly on one side of line, KS ST 29-317

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K.S.A. 29-317

29-317. Partition fence wholly on one side of line

[Currentness](#)

The foregoing provisions concerning partition fences shall apply to fences standing wholly upon one side of the division line, and used as a partition fence.

Credits

Codifications: G.S. 1868, ch. 40, § 24; R.S. 1923, 29-317.

[Notes of Decisions \(1\)](#)

K. S. A. 29-317, KS ST 29-317

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29-318. Fence on line between townships where hogs prohibited..., KS ST 29-318

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K.S.A. 29-318

29-318. Fence on line between townships where hogs prohibited from running at large in one and not the other; damages

[Currentness](#)

In all cases where fences are built upon township lines, between townships in one of which hogs are prohibited from running at large and in the other of which they are not prohibited from running at large, such fence shall be built in the manner prescribed in the first article of this act¹ for fences in townships where hogs are not prohibited from running at large: *Provided*, That the owner of any hogs shall be liable for all damages sustained by any person in consequence of such hogs crossing such township lines by way of the highway.

Credits

Codifications: G.S. 1868, ch. 40, § 25; R.S. 1923, 29-318.

Footnotes

¹

Laws 1868, ch. 40, §§ 1 to 4, classified as article 1 of this chapter, [K.S.A. 29-101](#) to [29-104](#).

K. S. A. 29-318, KS ST 29-318

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29-319. Making partition fence hog-tight, KS ST 29-319

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K.S.A. 29-319

29-319. Making partition fence hog-tight

[Currentness](#)

Whenever any owner of land enclosed in part by a partition fence desires to make hog-tight any part of the fence enclosing his premises, constructed or maintained by the owner of the adjoining land, he may attach to such partition fence, in a secure and workmanlike manner, woven wire at least two feet in height, so as to prevent hogs from getting through such fence.

Credits

Laws 1905, ch. 264, § 1.

Codifications: R.S. 1923, 29-319.

K. S. A. 29-319, KS ST 29-319

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29-401. Liability for neglect to maintain or repair portion of partition fences, KS ST 29-401

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K.S.A. 29-401

29-401. Liability for neglect to maintain or repair portion of partition fences

[Currentness](#)

If any person liable to contribute to the erection of a partition fence shall neglect or refuse to make and maintain his proportion of such fence, or shall permit the same to be out of repair, he shall not be allowed to have and maintain any action for damages incurred, but shall be liable to pay to the party injured all such damages as shall accrue to his lands and the crops, fruit trees and shrubbery thereon, and fixtures connected with the said land, such damage to be assessed by the fence viewers, on application of the party injured, one day's notice in writing having been first given to the party liable, either by delivering to him personally or by copy left at his usual place of abode, that such application for assessment of damages had been made, and the time when the fence viewers would attend to make such assessment.

Credits

Codifications: G.S. 1868, ch. 40, § 26; R.S. 1923, 29-401.

[Notes of Decisions \(2\)](#)

K. S. A. 29-401, KS ST 29-401

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29-402. Domestic animals breaking into enclosure, KS ST 29-402

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K.S.A. 29-402

29-402. Domestic animals breaking into enclosure

[Currentness](#)

If any horse, mule or ass, or any neat cattle, hogs or sheep, or other domestic animals, shall break into any enclosure, and the owner or occupant thereof shall consider himself aggrieved thereby, such person may apply to the fence viewers of the township in which such enclosure may be situate, having first given at least one day's notice, in writing, to the owner or keeper of such trespassing animal, if known to him, or by leaving a written notice at the place of abode of such person, of his intended application, and also of the time when the fence viewers will attend to examine the fence and investigate the subject of damages; and the said fence viewers shall forthwith repair to the place where such injury shall have been done, and there diligently examine the fence over or through which such trespassing animal shall have broken or entered into any such enclosure.

Credits

Codifications: G.S. 1868, ch. 40, § 27; R.S. 1923, 29-402.

[Notes of Decisions \(7\)](#)

K. S. A. 29-402, KS ST 29-402

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29-403. Assessment of damages by fence viewers, KS ST 29-403

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K.S.A. 29-403

29-403. Assessment of damages by fence viewers

[Currentness](#)

If in the opinion of said fence viewers such fence is a good and sufficient fence, according to the provisions of this act, they shall proceed, upon view and inquiry, to assess the damages sustained by such applicant from such trespassing animal or animals; which assessment, including the sum due for their services, they shall make out and certify, in writing, subscribe their names thereto, and deliver the same to the person sustaining such damage; and all expenses of the view shall be borne equally between the parties interested, except in case of a view to appraise damages for neglect or refusal to make or maintain a just proportion of a division fence, in which case the costs of view shall be paid by the party in default, to be recovered as a part of the damages assessed.

Credits

Codifications: G.S. 1868, ch. 40, § 28; R.S. 1923, 29-403.

K. S. A. 29-403, KS ST 29-403

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29-404. Recovery by civil action of damages assessed; attorney's fee, KS ST 29-404

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K.S.A. 29-404

29-404. Recovery by civil action of damages assessed; attorney's fee

[Currentness](#)

If any party against whom damages shall be assessed by the fence viewers under the provisions of this act shall fail or refuse to pay the damages so assessed, after the same shall have been demanded, and after receiving a copy of such assessment made by the fence viewers as aforesaid, the same may be recovered by civil action in any court of competent jurisdiction; and in all such actions the assessments of the fence viewers, subscribed by them, shall be received in all courts as prima facie evidence of the amount of damages actually sustained by the party in whose favor given and in all such actions the court shall fix and allow to the prevailing party a reasonable attorney's fee.

Credits

Laws 1949, ch. 270, § 7.

Codifications: G.S. 1868, ch. 40, § 29; R.S. 1923, 29-404.

K. S. A. 29-404, KS ST 29-404

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29-405. Fence not of proper height or kind; costs, KS ST 29-405

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K.S.A. 29-405

29-405. Fence not of proper height or kind; costs

[Currentness](#)

If the fence viewers shall be of opinion that such fence is not of the height and sufficiency required by this act, the person calling upon them to examine the same shall pay all the costs of such view and examination, to be recovered in a civil action in the name of the said fence viewers, with costs of suit, in the district court of the county in which the defendant may reside.

Credits

Laws 1977, ch. 105, § 12.

Codifications: G.S. 1868, ch. 40, § 30; R.S. 1923, 29-405.

K. S. A. 29-405, KS ST 29-405

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29-406. Removal of fence built upon land of another by mistake; damages, KS ST 29-406

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K.S.A. 29-406

29-406. Removal of fence built upon land of another by mistake; damages

[Currentness](#)

When a person has made a fence on an enclosure which afterwards, on making division lines, is found to be on lands of another, and the same has occurred through mistake, such first person may enter upon the land of the other and remove his fence and material within six months after such line has been run, upon his first paying or offering to pay the other party for any damages to the soil which may be occasioned thereby; and when the parties cannot agree as to the damage, the fence viewers may determine it as in other cases.

Credits

Codifications: G.S. 1868, ch. 40, § 31; R.S. 1923, 29-406.

K. S. A. 29-406, KS ST 29-406

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29-407. Limitations on removal, KS ST 29-407

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K.S.A. 29-407

29-407. Limitations on removal

[Currentness](#)

But such fence shall not be removed, if it was made of timber or other material taken from the land on which it is built, until the party pays to the owner of the land the value of the timber or other material, to be ascertained by the fence viewers; nor shall a fence be removed at a time when the removal will throw open or expose the crop of the other party, but it shall be removed within a reasonable time after the crop is secured, although the six months above specified have passed.

Credits

Codifications: G.S. 1868, ch. 40, § 32; R.S. 1923, 29-407.

K. S. A. 29-407, KS ST 29-407

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29-408. Taking trespassing animals into possession, KS ST 29-408

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K.S.A. 29-408

29-408. Taking trespassing animals into possession

[Currentness](#)

If any of the animals mentioned in this act break free of their lawful enclosure, and trespass on land owned by another person, the owner or occupant of the land may take into possession such animal trespassing, and keep the same until damages, with reasonable charges for feeding and keeping, and all costs of suit, be paid, to be recovered in any court of competent jurisdiction.

Credits

Laws 1986, ch. 195, § 8.

Codifications: G.S. 1868, ch. 40, § 33; R.S. 1923, 29-408.

[Notes of Decisions \(4\)](#)

K. S. A. 29-408, KS ST 29-408

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29-409. Cruelty to domestic animals; damages, KS ST 29-409

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K.S.A. 29-409

29-409. Cruelty to domestic animals; damages

[Currentness](#)

If any person or corporation shall hurt, wound, kill, lame or destroy, or cause to be hurt, wounded, killed, lamed or destroyed, by running over or against, shooting, worrying with dogs, or otherwise, any of the animals mentioned in this act, when such animals are upon premises which are not enclosed with a sufficient fence as prescribed in this act, or when any such animals are upon the unenclosed premises of any such person or corporation, such person or corporation so offending shall satisfy and pay the owner of any such animal or animals full damages therefor, with costs.

Credits

Codifications: G.S. 1868, ch. 40, § 34; R.S. 1923, 29-409.

[Notes of Decisions \(4\)](#)

K. S. A. 29-409, KS ST 29-409

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29-410 to 29-418. Repealed by Laws 1986, ch. 195, § 9, KS ST 29-410



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29-410 to 29-418. Repealed by Laws 1986, ch. 195, § 9

[Currentness](#)

K. S. A. 29-410, KS ST 29-410

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29-410 to 29-418. Repealed by Laws 1986, ch. 195, § 9, KS ST 29-418



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K.S.A. 29-418

29-410 to 29-418. Repealed by Laws 1986, ch. 195, § 9

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K. S. A. 29-418, KS ST 29-418

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29-419. Repealed by Laws 1986, ch. 195, § 9, KS ST 29-419



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K.S.A. 29-419

29-419. Repealed by Laws 1986, ch. 195, § 9

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K. S. A. 29-419, KS ST 29-419

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29-420. Repealed by Laws 1986, ch. 195, § 9, KS ST 29-420



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KeyCite Red Flag Negative Treatment 29-420. Repealed by Laws 1986, ch. 195, § 9

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K.S.A. 29-420

29-420. Repealed by Laws 1986, ch. 195, § 9

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K. S. A. 29-420, KS ST 29-420

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29-421. Repealed by Laws 1986, ch. 195, § 9, KS ST 29-421



KeyCite Red Flag - Severe Negative Treatment

KeyCite Red Flag Negative Treatment 29-421. Repealed by Laws 1986, ch. 195, § 9

[West's Kansas Statutes Annotated](#)

[Chapter 29. Fences](#)

[Article 4. Miscellaneous Provisions](#)

[Hedge and Weed Law](#)

K.S.A. 29-421

29-421. Repealed by Laws 1986, ch. 195, § 9

[Currentness](#)

K. S. A. 29-421, KS ST 29-421

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Attachment: Fence View Packet (15808 : Fence View)

29-422, 29-423. Repealed by Laws 1986, ch. 195, § 9, KS ST 29-422



KeyCite Red Flag - Severe Negative Treatment

KeyCite Red Flag Negative Treatment 29-422, 29-423. Repealed by Laws 1986, ch. 195, § 9

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[Article 4. Miscellaneous Provisions](#)

[Hedge and Weed Law](#)

K.S.A. 29-422

29-422, 29-423. Repealed by Laws 1986, ch. 195, § 9

[Currentness](#)

K. S. A. 29-422, KS ST 29-422

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29-422, 29-423. Repealed by Laws 1986, ch. 195, § 9, KS ST 29-423



KeyCite Red Flag - Severe Negative Treatment

KeyCite Red Flag Negative Treatment 29-422, 29-423. Repealed by Laws 1986, ch. 195, § 9

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[Hedge and Weed Law](#)

K.S.A. 29-423

29-422, 29-423. Repealed by Laws 1986, ch. 195, § 9

[Currentness](#)

K. S. A. 29-423, KS ST 29-423

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Attachment: Fence View Packet (15808 : Fence View)

29-501, 29-502. Repealed by Laws 1995, ch. 117, § 1, KS ST 29-501



KeyCite Red Flag - Severe Negative Treatment

KeyCite Red Flag Negative Treatment **29-501, 29-502. Repealed by Laws 1995, ch. 117, § 1**

[West's Kansas Statutes Annotated](#)

[Chapter 29. Fences](#)

[Article 5. Shelter Belt Snow Fence Law \[Repealed\]](#)

K.S.A. 29-501

29-501, 29-502. Repealed by Laws 1995, ch. 117, § 1

[Currentness](#)

K. S. A. 29-501, KS ST 29-501

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Attachment: Fence View Packet (15808 : Fence View)

29-501, 29-502. Repealed by Laws 1995, ch. 117, § 1, KS ST 29-502



KeyCite Red Flag - Severe Negative Treatment

KeyCite Red Flag Negative Treatment 29-501, 29-502. Repealed by Laws 1995, ch. 117, § 1

[West's Kansas Statutes Annotated](#)

[Chapter 29. Fences](#)

[Article 5. Shelter Belt Snow Fence Law \[Repealed\]](#)

K.S.A. 29-502

29-501, 29-502. Repealed by Laws 1995, ch. 117, § 1

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K. S. A. 29-502, KS ST 29-502

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Attachment: Fence View Packet (15808 : Fence View)

29-503, 29-504. Repealed by Laws 1969, ch. 429, § 3, KS ST 29-503



KeyCite Red Flag - Severe Negative Treatment

KeyCite Red Flag Negative Treatment **29-503, 29-504. Repealed by Laws 1969, ch. 429, § 3**

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[Chapter 29. Fences](#)

[Article 5. Shelter Belt Snow Fence Law \[Repealed\]](#)

K.S.A. 29-503

29-503, 29-504. Repealed by Laws 1969, ch. 429, § 3

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K. S. A. 29-503, KS ST 29-503

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29-503, 29-504. Repealed by Laws 1969, ch. 429, § 3, KS ST 29-504



KeyCite Red Flag - Severe Negative Treatment

KeyCite Red Flag Negative Treatment 29-503, 29-504. Repealed by Laws 1969, ch. 429, § 3

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[Chapter 29. Fences](#)

[Article 5. Shelter Belt Snow Fence Law \[Repealed\]](#)

K.S.A. 29-504

29-503, 29-504. Repealed by Laws 1969, ch. 429, § 3

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K. S. A. 29-504, KS ST 29-504

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Attachment: Fence View Packet (15808 : Fence View)

29-505 to 29-508. Repealed by Laws 1995, ch. 117, § 1, KS ST 29-505



KeyCite Red Flag - Severe Negative Treatment

KeyCite Red Flag Negative Treatment 29-505 to 29-508. Repealed by Laws 1995, ch. 117, § 1

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[Chapter 29. Fences](#)

[Article 5. Shelter Belt Snow Fence Law \[Repealed\]](#)

K.S.A. 29-505

29-505 to 29-508. Repealed by Laws 1995, ch. 117, § 1

[Currentness](#)

K. S. A. 29-505, KS ST 29-505

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29-505 to 29-508. Repealed by Laws 1995, ch. 117, § 1, KS ST 29-508



KeyCite Red Flag - Severe Negative Treatment

KeyCite Red Flag Negative Treatment29-505 to 29-508. Repealed by Laws 1995, ch. 117, § 1

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[Chapter 29. Fences](#)

[Article 5. Shelter Belt Snow Fence Law \[Repealed\]](#)

K.S.A. 29-508

29-505 to 29-508. Repealed by Laws 1995, ch. 117, § 1

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K. S. A. 29-508, KS ST 29-508

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Attachment: Fence View Packet (15808 : Fence View)



COUNTY CLERK & ELECTIONS
Budget

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

MEMORANDUM

FROM: Brittany Phillips, Budget & Finance Officer

MEETING: May 8, 2025

SUBJECT: 2026 Riley County Health Department Budget Request

PRESENTER: Diane Creek, Health Department Director

Enclosures:

- Memo final (DOCX)
- 2026 Health Department Budgets - Copy - final for review (1) (PDF)



Health Department

Diane Creek
Health Director
2030 Tecumseh Road
Manhattan, KS 66502
Phone: 785-776-4779
Email: dcreek@rileycountyks.gov

MEMORANDUM

FROM: Brittany Phillips, Budget & Finance Officer

MEETING: May 8, 2025

SUBJECT: 2026 Riley County Health Department Budget Request

PRESENTER: Diane Creek, Health Department Director

BACKGROUND:

The FY2026 budget request for Riley County Health Department (RCHD) is attached.

DISCUSSION:

The total projected FY2026 revenue is \$6,930,228 and our total projected expenses are \$6,499,400. The beginning cash balance is \$338,741.

FISCAL IMPACT:

RCHD is requesting funding from the County for 2026 in the amount of \$2,399,148 of which \$62,622 is for opioid education. RCHD is also requesting to use \$338,741 in carryover funds in the FY 2026 budget request. See the attached PowerPoint and FY 2026 Budget.

**Riley County, Kansas
2026 Budget
Health Department
Fund 30**

Unencumbered Cash Balance	\$	735,547	\$	822,536	\$	338,741
REVENUE						
206 State Grant	\$	1,356,193	\$	1,260,249	\$	1,219,841
207 Federal Grant	\$	2,028,871	\$	1,940,545	\$	2,252,558
209 Grants-Other	\$	40,466	\$	9,560	\$	22,440
330 Client Services	\$	101,606	\$	88,100	\$	105,000
331 Medicaid	\$	43,520	\$	56,200	\$	56,000
332 Other Insurance	\$	416,244	\$	406,000	\$	536,500
600 Miscellaneous Reimbursement	\$	23,619	\$	-	\$	-
602 Miscellaneous Collection	\$	19,578	\$	-	\$	-
603 Transfers In	\$	1,688,442	\$	1,953,333	\$	2,399,148
650 Expense Reimbursement	\$	6,293	\$	-	\$	-
TOTAL REVENUE	\$	5,724,833	\$	5,713,987	\$	6,591,487
Total Resources	\$	6,460,380	\$	6,536,523	\$	6,930,228
EXPENDITURES						
General	\$	734,717	\$	813,861	\$	836,650
Wildcat Region	\$	48,563	\$	70,745	\$	29,561
Emergency Response	\$	68,074	\$	97,771	\$	94,943
WIC	\$	1,002,974	\$	1,145,109	\$	1,344,328
CCL	\$	390,174	\$	424,075	\$	433,558
FP	\$	437,968	\$	574,539	\$	517,414
IAP	\$	652,618	\$	542,839	\$	657,851
MCH	\$	465,287	\$	418,966	\$	418,175
OPEI	\$	539,233	\$	585,712	\$	645,643
Raising Riley	\$	969,956	\$	1,073,841	\$	1,132,974
State Formula	\$	328,281	\$	450,325	\$	388,303
TOTAL EXPENDITURES	\$	5,637,844	\$	6,197,782	\$	6,499,400
Unencumbered Cash Balance	\$	822,536	\$	338,741	\$	430,828

Riley County, Kansas
2026 Budget
General Department-HD
30-400

PERSONNEL	2024	2025	2026
Position Title - Full Time	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Administrative Analyst	1.00	0.00	0.00
Administrative Asst II	1.00	1.00	1.00
Health Dept Administrator	1.00	1.00	1.00
Health Educator	1.00	1.00	1.00
DECK Coordinator		0.50	0.00
Community Health Educator		0.50	0.50
TOTAL NUMBER OF EMPLOYEES	4.00	4.00	3.50
REVENUE			
207 Federal Grant	\$ 145,666	\$ 65,000	\$ 67,087
209 Grants-Other	14,091		
330 Client Services	5,974		
600 Miscellaneous Reimbursement	23,619		
602 Miscellaneous Collection	19,193		
603 Transfers In	1,688,442	1,953,333	2,399,148
Prior year canceled encumbrances			
650 Expense Reimbursement	653		
TOTAL REVENUE	\$ 1,897,638	\$ 2,018,333	\$ 2,466,235
EXPENDITURES			
PERSONNEL SERVICES			
1001 Salaries	\$ 341,780	\$ 370,813	\$ 325,152
1003 Seasonal/Temporary		-	-
1005 Overtime	694	1,991	1,518
1504 FICA	25,852	28,520	24,990
1506 Health Insurance	32,496	78,326	69,025
1508 KPERS Retirement	35,222	39,927	56,758
1510 State Unemployment Tax	317	485	425
TOTAL PERSONNEL SERVICES	\$ 436,361	\$ 520,062	\$ 477,867
CONTRACTUAL SERVICES			
2010 Postage/Freight/Shipping	\$ 1,870	\$ 3,499	\$ 3,625
2020 Phone Services	18,961	22,500	22,500
2030 Cellular Phone Services	1,771	2,000	1,900
2040 Internet Access	960	1,500	1,250
2060 Moving Office Equipment	-	-	
2080 Printing/Duplication Services	3,592	5,000	2,000
2110 Advertising & Legal Publications	5,831	10,000	8,000
2120 Insurance-Property/Building	17,998	15,000	23,398

Attachment: 2026 Health Department Budgets - Copy - final for review (1) [Revision 1] (15775 : 2026 Riley County Health Department Budget

2122 Vehicle/Fleet Insurance	-	-	
2123 Liability Insurance	3,121	3,000	4,060
2124 Other Insurance	440	1,400	1,400
2200 Office Equipment Rental	3,314	2,800	4,125
2245 Other Rental Services	-	50	50
2220 Building Space Rental	-	500	
2260 Security Services	385	1,050	400
2400 Repair/Maintain County Vehicles		500	
2420 Repair/Maint Other Equip		3,500	
2430 Computer Software Maintenance/Support	51,429	80,000	60,000
2480 Repair/Maintain Buildings & Grounds	10,245	1,500	1,500
2490 Other Repairs/Maintenance	-	500	
2510 Mileage/Tolls/Parking/Rental	4,279	5,000	4,750
2520 Lodging	4,604	3,500	5,500
2530 Air Fare	3,013	1,000	5,500
2540 Meals	3,005	1,000	3,000
2550 Dues & Memberships	2,721	2,500	2,750
2560 Training & Registrations	13,511	4,500	20,000
2570 Subscriptions	9,715	500	10,000
2585 Misc Refunds/Reimbursements	51,807		-
2625 Laboratory Fees	-	-	
2657 Miscellaneous Fees	5,600	6,000	6,000
2700 Bonding Services	100	100	100
2725 Interpreter/Translator	-	500	-
2750 Credit Card Fees	2,276	2,000	3,000
2760 Consultant Fees		3,750	
2810 Electric/Gas Services	46,147	67,500	67,500
2830 Water	4,559	3,600	18,675
2840 Sewage Charges	8,184	12,000	-
2990 Other Contract Services	1,608	10,000	54,000
TOTAL CONTRACTUAL SERVICES	\$ 281,047	\$ 277,749	\$ 334,983
COMMODITIES			
3010 Office Supplies	\$ 962	\$ 1,500	\$ 1,250
3020 Books & Publications	590	250	6,250
3030 Computer Supplies	118	250	250
3032 Supplies-Printers	673	1,000	750
3040 Clothing	1,451	250	
3060 Medical Supplies	-	-	-
3075 Pharmacy Supplies	-	-	-
3080 Fuel & Lubricants	34	300	300
3135 Furniture < \$100			
3140 Parts & Tools < \$100			
3990 Other Supplies/Materials	11,166	12,500	15,000
TOTAL COMMODITIES	\$ 14,993	\$ 16,050	\$ 23,800

CAPITAL OUTLAY

4000 Capital Outlay		\$	-	\$	-
-349 ELC-KDHE COVID Grant					
4020 Other Equipment			-		-
-352 Medical Reserve Corps					
4030 Telecommunications Equipment					
4040 Furniture > \$100					
4050 Technology Hardware			-		-
4051 Tech Harware-Notebook	2,315				
4054 Tech Hardware - Printers					
4060 Computer Software					
4990 Other Capital Outlay			-		-
TOTAL CAPITAL OUTLAY	\$ 2,315	\$	-	\$	-
TOTAL EXPENDITURES	\$ 734,717	\$	813,861	\$	836,650

**Riley County, Kansas
2026 Budget
Wildcat Region Department-HD
30-409**

PERSONNEL	2024	2025	2026
Position Title - Full Time	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Coordinator	0.05	0.05	0.05
MRC Coordinator		0.58	
TOTAL NUMBER OF EMPLOYEES	0.05	0.05	0.05
REVENUE			
207 Federal Grant	\$ 44,924	\$ 70,660	\$ 30,330
650 Expense Reimbursement	97		
TOTAL REVENUE	\$ 45,020	\$ 70,660	\$ 30,330
EXPENDITURES			
PERSONNEL SERVICES			
1001 Salaries (Full Time)	\$ 11,270	\$ 32,373	\$ 3,172
1005 Overtime	-	-	47
1504 FICA	857	2,477	246
1506 Health Insurance	812	6,801	692
1508 KPERS Retirement	1,156	3,467	330
1510 State Unemployment Tax	11	42	3
TOTAL PERSONNEL SERVICES	\$ 14,106	\$ 45,160	\$ 4,491
CONTRACTUAL SERVICES			
2010 Postage/Freight/Shipping	156.1		150
2020 Phone Services	\$ -		
2030 Cellular Phone Services	18	30	20
2080 Printing/Duplication Services	191	480	200
2110 Advertising & Legal Publications	496		400
2122 Vehicle/Fleet Insurance	489	500	500
2220 Building Space Rental	-	375	-
2245 Other Rentals SVCS	-		
2420 Repair/Maint Other Equip	-		
2430 Computer Software Maintenance/Support	150	150	150
2480 Repair/Main Builc/Ground	-		
2510 Mileage/Tolls/Parking/Rental	1,323	1,000	1,400
2520 Lodging	3,442	2,500	3,500
2530 Airfare	2,736	750	2,000
2540 Meals	701	500	650
2550 Dues & Memberships	1,000	2,000	1,000

2560 Training & Registrations	4,140	3,250	3,000
2570 Subscriptions	-		
2585 Misc Refunds	8,113		
2725 Interpreter/Translator			
2990 Other Contract Services		2,500	
TOTAL CONTRACTUAL SERVICES	\$ 22,955	\$ 14,035	\$ 12,970
3010 Office Supplies	\$ 1,964	\$ 900	\$ 1,500
3020 Books & Publications	\$ -		
3030 Computer Supplies	-	200	
3032 Supplies - Printer	905	200	1,000
3040 Clothing	-		
3060 Medical Supplies	583	250	600
3080 Fuel & Lubricants	-		
3990 Other Supplies/Materials	8,050	10,000	9,000
TOTAL COMMODITIES	\$ 11,502	\$ 11,550	\$ 12,100
CAPITAL OUTLAY			
604 Transfer out (Disaster fund reimb)	\$ -	\$ -	\$ -
4020 Other Equipment	-	-	\$ -
4054 Tech Hardware-Printers	-		
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 48,563	\$ 70,745	\$ 29,561

Riley County, Kansas
2026 Budget
Emergency Response Department-HD
30-410

PERSONNEL	2024	2025	2026
Position Title - Full Time	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Emergency Response Coordinator	0.95	0.95	0.95
Public Health Nurse	0.05	0.05	0.05
TOTAL NUMBER OF EMPLOYEES	1.00	1.00	1.00
REVENUE			
206 State Grant	\$ 6,166		
207 Federal Grant	\$ 50,744	\$ 49,327	\$ 49,327
209 Grants-Other		-	-
603 Transfer in		-	-
TOTAL REVENUE	\$ 56,910	\$ 49,327	\$ 49,327
EXPENDITURES			
PERSONNEL SERVICES			
1001 Salaries (Full Time)	\$ 48,463	\$ 68,900	\$ 66,205
1005 Overtime	-	-	904
1504 FICA	3,646	5,271	5,134
1506 Health Insurance	8,541	14,476	14,194
1508 KPERS Retirement	4,972	7,379	7,114
1510 State Unemployment Tax	45	90	67
TOTAL PERSONNEL SERVICES	\$ 65,667	\$ 96,116	\$ 93,618
CONTRACTUAL SERVICES			
2030 Cellular Phone Services	\$ 385	\$ 780	\$ 400
2080 Printing/Duplication Services	-	100	-
2123 Liability Insurance	728	650	800
2124 Other Insurance	116	125	125
2200 Office Equipment Rental			
2430 Computer Software Maintenance/Support			
2480 Repair/Maint Build/Ground			
2540 Meals			
2560 Training/Registrations	38		-
2725 Interpreter/Translator			
2810 Electric/Gas Services			
TOTAL CONTRACTUAL SERVICES	\$ 1,268	\$ 1,655	\$ 1,325
3010 Office Supplies	\$ -	\$ -	\$ -

Attachment: 2026 Health Department Budgets - Copy - final for review (1) [Revision 1] (15775 : 2026 Riley County Health Department Budget

3020 Books & Publications	-	-	-
3032 Supplies-Printers	-	-	-
3040 Clothing	-	-	-
3060 Medical Supplies	-	-	-
3990 Other Supplies/Materials	-	-	-
TOTAL COMMODITIES	\$ -	\$ -	\$ -
CAPITAL OUTLAY			
4030 Telecommunications Equipment	\$ -	\$ -	\$ -
4050 Technology Hardware-Comm Disease	-	-	-
4051 Technology Hardware-Notebook	1,139	-	-
TOTAL CAPITAL OUTLAY	\$ 1,139	\$ -	\$ -
TOTAL EXPENDITURES			
	\$ 68,074	\$ 97,771	\$ 94,943

Riley County, Kansas
2026 Budget
Women, Infants, Children (WIC) Department-HD
30-412

PERSONNEL	2024	2025	2026
Position Title - Full Time	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Interpreter (Part Time)	0.13	0.38	0.375
WIC Clerk	4.00	4.00	4.000
Breastfeeding Peer Counselor (Part Time)	0.75	0.75	1.125
Dietitian	4.00	5.00	5.000
WIC Supervisor	1.00	1.00	1.000
TOTAL NUMBER OF EMPLOYEES	9.88	11.13	11.50
REVENUE			
206 State Grant	\$ 102,511		
207 Federal Grant	\$ 1,058,304	\$ 1,105,038	\$ 1,230,000
209 Grants Other	\$ -		-
330 Fees-Self Pay	100	-	-
603 Transfers In	-	-	-
650 Expense Reimbursement	2,692		
600 Miscellaneous Reimbursement	-		
TOTAL REVENUE	\$ 1,061,097	\$ 1,105,038	\$ 1,230,000
EXPENDITURES			
PERSONNEL SERVICES			
1001 Salaries (Full Time)	\$ 693,903	\$ 774,923	\$ 822,871
1003 Seasonal/Temporary/Part Time	-	-	-
1005 Overtime	54	9,726	5,191
1504 FICA	51,421	60,026	63,347
1506 Health Insurance	122,597	164,855	175,135
1508 KPERS Retirement	71,196	84,036	87,775
1510 State Unemployment Tax	629	1,020	828
TOTAL PERSONNEL SERVICES	\$ 939,801	\$ 1,094,584	\$ 1,155,147
CONTRACTUAL SERVICES			
2010 Postage/Freight/Shipping	\$ -	\$ 100	\$ 100
2030 Cellular Phone Services	1,037	1,000	3,000
2040 Internet Access	969	1,750	
2080 Printing/Duplication Services	1,014	2,000	4,500
2110 Advertising & Legal Publications	-	500	3,000
2122 Vehicle/Fleet Insurance	489	500	
2123 Liability Insurance	6,069	5,125	7,250
2124 Other Insurance	1,207	750	

Attachment: 2026 Health Department Budgets - Copy - final for review (1) [Revision 1] (15775 : 2026 Riley County Health Department Budget

2200 Office Equipment Rental	3,203	2,750	
2220 Building Space Rental	720	1,500	1,000
2420 Repair/Maintain Other Equipment	-	500	1,500
2430 Computer Software Maintenance/Support	144	750	
2510 Mileage/Tolls/Parking/Rental	1,064	1,500	1,000
2520 Lodging	6,709	2,000	
2530 Airfare	3,545	-	
2540 Meals	1,588	750	
2550 Dues & Memberships	-	100	
2560 Training & Registrations	6,993	5,500	8,000
2570 Subscriptions	-	150	
2657 Misc Fees	-	-	
2725 Interpreter/Translator	4,268	3,500	5,000
2810 Electric/Gas Services	-	-	
2830 Water	-	-	
2840 Sewage Charges	-	-	
TOTAL CONTRACTUAL SERVICES	\$ 39,019	\$ 30,725	\$ 34,350
COMMODITIES			
3010 Office Supplies	\$ 1,436	\$ 2,250	\$ 2,500
3020 Books & Publications	2,225	1,500	2,500
3030 Computer Supplies	637	500	
3032 Supplies-Printers	-	1,000	
3040 Clothing	427		
3060 Medical Supplies	6,899	6,500	7,500
3080 Fuel & Lubricants	128	50	
3135 Furniture < \$100	-		1,500
3990 Other Supplies/Materials	6,161	8,000	136,831
TOTAL COMMODITIES	\$ 17,913	\$ 19,800	\$ 150,831
CAPITAL OUTLAY			
4020 Other Equipment	\$ 1,613		
4040 Furniture > \$100		\$ -	\$ 4,000
4050 Technology Hardware		-	-
4051 Technology Hardware-Notebook	4,628	-	-
TOTAL CAPITAL OUTLAY	\$ 6,241	\$ -	\$ 4,000
TOTAL EXPENDITURES	\$ 1,002,974	\$ 1,145,109	\$ 1,344,328

Riley County, Kansas
2026 Budget
Child Care Licensing Department-HD
30-420

PERSONNEL	2024	2025	2026
Position Title - Full Time	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Receptionist	0.0125	0	0
Child Care Surveyor	3.00	3.00	3.00
Child Care Supervisor	1.00	1.00	1.00
TOTAL NUMBER OF EMPLOYEES	4.0125	4	4
REVENUE			
206 State Grant	\$ 51,316	\$ 25,434	
207 Federal Grant	165,222	194,863	220,297
330 Fees-Self Pay	23,221	25,000	25,000
TOTAL REVENUE	\$ 239,759	\$ 245,297	\$ 245,297
EXPENDITURES			
PERSONNEL SERVICES			
1001 Salaries (Full Time)	\$ 271,003	\$ 291,319	\$ 301,080
1003 Seasonal/Temp/PT	\$ -	\$ -	\$ -
1005 Overtime	144	3,021	1,563
1504 FICA	20,116	22,517	23,152
1506 Health Insurance	60,860	61,929	64,009
1508 KPERS Retirement	27,820	31,524	32,080
1510 State Unemployment Tax	246	294	303
TOTAL PERSONNEL SERVICES	\$ 380,190	\$ 410,605	\$ 422,188
CONTRACTUAL SERVICES			
2010 Postage/Freight/Shipping	\$ -	\$ -	\$ -
2030 Cellular Phone Services	1,920	1,920	1,920
2040 Internet Access	1,200	1,950	1,300
-338 Geary County	400		400
2080 Printing/Duplication Services	-	500	400
2110 Advertising & Legal Publications	-	125	50
2122 Vehicle/Fleet Insurance	489	500	500
2123 Liability Insurance	2,774	2,500	2,600
2124 Other Insurance	440	500	500
2200 Office Equipment Rental	-	250	-
2510 Mileage/Tolls/Parking/Rental	531	1,750	600
-113 Pottawatomie County	22		50

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-338 Geary County	826		850
-347 Dickinson County	111		100
2520 Lodging	-	500	-
2540 Meals	-	250	100
2550 Dues & Memberships	50	100	100
2560 Training & Registrations	46	500	250
2657 Misc Fees	-	-	
2810 Electric/Gas Services	-	-	
2830 Water	-	-	
2840 Sewage Charges	-	-	
TOTAL CONTRACTUAL SERVICES	\$ 8,810	\$ 11,345	\$ 9,720
3010 Office Supplies	\$ 471	\$ 750	\$ 500
3020 Books & Publications	-	25	-
3030 Computer Supplies	39	300	150
3032 Supplies-Printer	322	300	500
3040 Clothing	-	-	-
3060 Medical Supplies	-	-	-
3080 Fuel & Lubricants	-	-	-
3135 Furniture < \$100	-	-	-
3990 Other Supplies/Materials	343	750	500
TOTAL COMMODITIES	\$ 1,174	\$ 2,125	\$ 1,650
CAPITAL OUTLAY			
4020 Other Equipment	\$ -	\$ -	\$ -
4040 Furniture > \$100	\$ -	\$ -	
4050 Technology Hardware	\$ -	\$ -	
4051 Tech Hardware-Notebook	\$ -	\$ -	
4050 Technology Hardware	-	-	-
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 390,174	\$ 424,075	\$ 433,558

Riley County, Kansas
2026 Budget
Family Planning Department-HD
30-421

PERSONNEL	2024	2025	2026
Position Title - Full Time	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Receptionist	0.45	0.45	0.00
Medical Clerk	0.40	0.40	0.85
Public Health Nurse	0.55	0.55	1.35
LPN	0.70	0.70	0.00
Clinic Supervisor	0.30	0.30	0.35
Interpreter (Part Time)	0.00	0.00	0.20
ARNP-FP	0.80	0.80	0.80
TOTAL NUMBER OF EMPLOYEES	3.20	3.20	3.55
REVENUE			
206 State Grant	\$ 64,706	\$ -	
207 Federal Grant	163,426	143,259	228,132
330 Fees-Self Pay	21,162	30,000	30,000
331 Fees-Medicaid	12,156	17,000	17,000
332 Fees-Other Insurance	32,479	35,000	65,000
602 Miscellaneous Collection	96		
650 Expense Reimbursement			
603 Transfer In		-	
TOTAL REVENUE	\$ 294,026	\$ 225,259	\$ 340,132
EXPENDITURES			
PERSONNEL SERVICES			
1001 Salaries (Full Time)	\$ 284,137	\$ 362,148	\$ 311,933
1003 Seasonal/Temporary/Part Time	-	-	-
1005 Overtime	158	1,106	873
1504 FICA	21,017	27,789	23,930
1506 Health Insurance	42,800	76,320	66,158
1508 KPERS Retirement	29,197	38,904	33,157
1510 State Unemployment Tax	256	472	313
TOTAL PERSONNEL SERVICES	\$ 377,564	\$ 506,739	\$ 436,364
CONTRACTUAL SERVICES			
2010 Postage/Freight/Shipping	\$ -		\$ -
2030 Cellular Phone Services	578	700	700
2060 Moving Office Equipment	-		-

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2080 Printing/Duplication Services	2,056	4,500	2,100
2110 Advertising & Legal Publications	953	250	1,000
2123 Liability Insurance	2,185	2,000	2,200
2124 Other Insurance	371	400	400
2200 Office Equipment Rental	2,671	2,500	2,750
2420 Repair/Maintain Other Equipment	-	400	-
2490 Other Repairs/Maintenance	-	250	-
2510 Mileage/Tolls/Parking/Rental	-	350	350
2520 Lodging	-	1,000	1,000
2540 Meals	-	250	250
2560 Training & Registrations	363	2,000	2,000
2570 Subscriptions	-	600	1,000
2585 Misc Refunds/Reimb	-	400	400
2625 Laboratory Fees	800	2,000	1,500
2650 Physician Fees	4,150	4,250	4,250
2657 Misc Fees	-	-	-
2725 Interpreter/Translator	76	1,000	1,000
2760 Consultant Fees	360	500	500
TOTAL CONTRACTUAL SERVICES	\$ 14,562	\$ 23,350	\$ 21,400
COMMODITIES			
3010 Office Supplies	\$ 278	\$ 500	\$ 400
3020 Books & Publications	-	200	-
3030 Computer Supplies	-	-	-
3032 Supplies-Printer	1,222	250	1,250
3060 Medical Supplies	6,840	8,000	8,000
3075 Pharmacy Supplies	37,467	35,000	50,000
3080 Fuel & Lubricants	-	-	-
3990 Other Supplies/Materials	34	500	-
TOTAL COMMODITIES	\$ 45,842	\$ 44,450	\$ 59,650
CAPITAL OUTLAY			
4054 Technology Hardware-Printers	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 437,968	\$ 574,539	\$ 517,414

Riley County, Kansas
2026 Budget
Immunization Action Plan Department-HD
30-422

PERSONNEL	2024	2025	2026
Position Title - Full Time	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Receptionist	0.30	0.30	0.00
Medical Clerk	0.42	0.42	0.72
Public Health Nurse	2.10	2.10	1.10
LPN	0.00	0.00	0.00
Interpreter	0.00	0.00	0.20
Clinic Supervisor	0.25	0.25	0.25
TOTAL NUMBER OF EMPLOYEES	3.07	3.07	2.27
REVENUE			
206 State Grant	\$ 5,170	\$ 5,170	
207 Federal Grant	62,627	3,890	9,060
209 Grants-Other	-	6,060	
330 Fees-Self Pay	40,745	22,000	40,000
331 Fees-Medicaid	29,010	35,000	35,000
332 Fees-Other Insurance	362,989	345,000	450,000
602 Miscellaneous Collections	290		
650 Expense Reimbursement	-		
TOTAL REVENUE	\$ 500,831	\$ 417,120	\$ 534,060
EXPENDITURES			
PERSONNEL SERVICES			
1001 Salaries (Full Time)	\$ 193,319	\$ 183,406	\$ 183,879
1005 Overtime	17	762	763
1504 FICA	13,816	14,089	14,125
1506 Health Insurance	33,564	38,694	39,052
1508 KPERS Retirement	19,817	19,724	19,572
1510 State Unemployment Tax	168	239	185
TOTAL PERSONNEL SERVICES	\$ 260,702	\$ 256,914	\$ 257,576
CONTRACTUAL SERVICES			
2010 Postage/Freight/Shipping	\$ 15	\$ 100	\$ 100
2030 Cellular Phone Services	174	500	500
2040 Internet Access	-	500	500
2080 Printing/Duplication Services	86	500	500
2110 Advertising & Legal Publications	600	250	500
2123 Liability Insurance	2,060	1,800	2,200
2124 Other Insurance	229	325	325
2200 Office Equipment Rental	771	500	800
2420 Repair/Maintain Other Equipment	-	1,000	1,000

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2430 Computer Software Maintenance/Support	3,268	20,000	3,500
2490 Other Repairs/Maintenance	-	150	150
2510 Mileage/Tolls/Parking/Rental	-	150	150
2520 Lodging	-	500	500
2540 Meals	-	100	100
2560 Training & Registrations	400	550	550
2570 Subscriptions	-	200	200
2585 Misc Refunds	22	100	100
2650 Physician Fees	900	1,000	1,000
2725 Interpreter/Translator	4,363	1,500	4,500
2850 Waste Disposal	1,553	1,000	1,750
TOTAL CONTRACTUAL SERVICES	\$ 14,442	\$ 30,725	\$ 18,925
COMMODITIES			
3010 Office Supplies	\$ 282	\$ 1,000	\$ 1,000
3020 Books & Publications	-	150	150
3030 Computer Supples	-	200	200
3032 Supplies-Printers	259	350	350
3040 Clothing	-	-	-
3060 Medical Supplies	1,709	2,750	3,000
3075 Pharmacy Supplies	373,728	250,000	375,000
3080 Fuel & Lubricants	121		150
3990 Other Supplies/Materials	1,277	750	1,500
TOTAL COMMODITIES	\$ 377,375	\$ 255,200	\$ 381,350
CAPITAL OUTLAY			
4020 Other Equipment		\$ -	\$ -
4050 Technology Harware			
4051 Tech Hardware - Notbook		\$ -	\$ -
4060 Computer Software	\$ 98		
TOTAL CAPITAL OUTLAY	\$ 98	\$ -	\$ -
TOTAL EXPENDITURES	\$ 652,618	\$ 542,839	\$ 657,851

**Riley County, Kansas
2026 Budget
Maternal Child Health Department-HD
30-423**

PERSONNEL	2024	2025	2026
Position Title - Full Time	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Medical Clerk II	0.25	0.25	0.25
Social Worker	0.10	0.10	0.05
Home Visitor	0.90	0.90	0.90
Interpreter (Part Time)	0.04	0.20	
Bilingual Navigator			0.05
Nurse	0.90	0.75	0.75
Nurse		0.90	0.75
Supervisor	0.15	0.15	0.15
TOTAL NUMBER OF EMPLOYEES	2.34	3.25	2.90
REVENUE			
206 State Grant	\$ 226,730	\$ 203,460	\$ 178,564
207 Federal Grant	90,278	68,508	93,404
-19	4,500		4,998
209 Grants-Other	-	3,500	
-343	23,000		16,940
-351	3,375		5,500
330 Fees-Self Pay	2	100	
331 Fees-Medicaid	1,471	3,200	2,500
332 Fees-Other Insurance	4,738	4,000	4,500
600 Miscellaneous Reimbursement		-	
602 Miscellaneous Collections		-	
603 Transfer In			108,707
650 Expense Reimbursemnt	246		
-351	2,000		
TOTAL REVENUE	\$ 356,340	\$ 282,768	\$ 415,113
EXPENDITURES			
PERSONNEL SERVICES			
1001 Salaries (Full Time)	\$ 265,112	\$ 279,923	\$ 259,645
1003 Seasonal/Temporary/Part Time	7,840	-	
1005 Overtime	-	217	1,263
1504 FICA	19,676	21,431	19,959
1506 Health Insurance	55,395	58,941	55,182
1508 KPERS Retirement	27,148	30,003	27,656
1510 State Unemployment Tax	241	280	261
TOTAL PERSONNEL SERVICES	\$ 375,412	\$ 390,796	\$ 363,967

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CONTRACTUAL SERVICES

2030 Cellular Phone Services	\$ 1,008	\$ 1,100	\$ 1,100
2040 Internet Access	465	600	500
2080 Printing/Duplication Services	1,066	2,000	1,200
-19 Printing/Duplication Services	38	-	
-351 Printing/Duplication Services	594		
2110 Advertising & Legal Publications	179	500	
2123 Liability Insurance	2,219	2,000	2,200
2124 Other Insurance	358	500	
2200 Office Equipment Rental	1,640	350	
-351 Office Equipment Rental			
2220 Building Space Rental	-		
-351	840		
2245-351 Other Rental Services	38		
2420 Repair/Maintain Other Equipment	-	350	
2430 Comp Software Main/Support	648	500	1,200
2510 Mileage/Tolls/Parking/Rental	1,871	500	1,000
-19	112		
2520 Lodging	2,223	750	1,000
-19	257		
2530 Airfare			1,200
2540 Meals	800	300	500
-19	30		
2550 Dues & Memberships	51	120	
2560 Training & Registrations	3,503	3,000	1,250
2570 Subscriptions	-	200	
2625 Laboratory Fees	188		
2650 Physician Fees	1,200	1,200	1,200
2657 Misc Fees	-	-	
2725 Interpreter/Translator	630	250	
2760 Consultant Fees	2,240	350	1,120
2990 Other Contract (KPCC/Yoga)	1,545	5,200	7,000
TOTAL CONTRACTUAL SERVICES	\$ 23,744	\$ 19,770	\$ 20,470

COMMODITIES

3010 Office Supplies	\$ 2,729	\$ 1,750	\$ 2,000
3020 Books&Publications	2,786	500	2,500
3030 Computer Supplies	27	-	
3032 Supplies - Printer	6	150	100
3040 Clothing	906	-	
-343	899		
-351	385		
3060 Medical Supplies	3,131	500	500

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3075 Pharmacy Supplies	-	500	
3135 Furniture < \$100	64	-	
3990 Other Supplies/Materials	41,541	5,000	1,200
-19 Safe Kids	5,070		4,998
-343 Memorial Hospital	3,516		16,940
-351 Community Baby Shower	3,082		5,500
TOTAL COMMODITIES	\$ 64,141	\$ 8,400	\$ 33,738
CAPITAL OUTLAY			
4040 Furniture > \$100	1989.8		
4050 Technology Hardware	\$ -	\$ -	\$ -
4051 Technology Hardware-Notebook	-	-	-
TOTAL CAPITAL OUTLAY	\$ 1,990	\$ -	\$ -
TOTAL EXPENDITURES	\$ 465,287	\$ 418,966	\$ 418,175

**Riley County, Kansas
2026 Budget
Outreach, Prevention for Early Intervention-HD
30-441**

PERSONNEL	2024	2025	2026
Position Title - Full Time	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Medical Clerk II	0.75	0.75	0.75
Home Visitor	0.10	0.10	0.10
Social Worker	1.90	1.90	1.90
Interpreter (Part Time)	0.80	0.80	0.00
Bilingual Navigator			
Nurse	0.25	0.25	0.10
Nurse	0.10	0.10	0.25
Supervisor	0.85	0.85	0.85
TOTAL NUMBER OF EMPLOYEES	4.75	4.75	3.95
REVENUE			
207 Federal Grant	\$ 240,000	\$ 240,000	\$ 319,923
209 Grants-Other	-		
603 Transfer In			319,923
650 Expense Reimbursement			
TOTAL REVENUE	\$ 240,000	\$ 240,000	\$ 639,846
EXPENDITURES			
PERSONNEL SERVICES			
1001 Salaries (Full Time)	\$ 359,804	\$ 385,342	\$ 427,129
1003 Seasonal/Temporary/Part Time	-	-	
1005 Overtime	-	652	787
1504 FICA	25,526	29,529	32,736
1506 Health Insurance	85,553	81,213	90,504
1508 KPERS Retirement	36,838	41,340	45,359
1510 State Unemployment Tax	311	386	428
TOTAL PERSONNEL SERVICES	\$ 508,033	\$ 538,462	\$ 596,943
CONTRACTUAL SERVICES			
2010 Postage/Freight/Shipping			
2030 Cellular Phone Services	1,872	\$ 2,000	\$ 2,000
2040 Internet Access	1,600	3,500	1,600
2080 Printing/Duplication Services	2,163	4,500	5,000
2110 Advertising/Legal Publica	-	500	
2120 Insurance-Property/Building	16,778	13,000	29,500
2122 Vehicle/Fleet Insurance	489	750	500
2123 Liability Insurance	3,329	2,800	3,300
2124 Other Insurance	523	750	
2200 Office Equipment Rental	1,652	3,000	2,500
2400 Repair/Maintain County Vehicles	-	200	
2420 Repair/Maintain Other Equipment	-	250	
2430 Computer Software Maintenance/Support	-	500	

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2480 Repair/Maintain Buildings & Grounds	-	500	
2510 Mileage/Tolls/Parking/Rental	119	1,200	1,200
2520 Lodging	-	1,500	500
2530 Air Fare			500
2540 Meals	-	500	250
2550 Dues & Memberships	139	300	300
2560 Training & Registrations	435	3,000	500
-343 Training & Registrations	315		
2570 Subscriptions	-	750	
2650 Physician Fees	-	-	
2725 Interpreter	-	-	
2810 Electric/Gas Services	-	-	250
2830 Water	-	-	100
2840 Sewage Charges	-	-	200
TOTAL CONTRACTUAL SERVICES	\$ 29,415	\$ 39,500	\$ 48,200
COMMODITIES			
3010 Office Supplies	\$ -	\$ 1,000	
3020 Books & Publications	-	100	
3030 Computer Supplies	-	200	200
-343 Computer Supplies	14		
3032 Supplies-Printers	-	150	
3060 Medical Supplies	-	250	
3075 Pharmacy Supplies	-	50	
3135 Furniture < \$100	-	-	
3990 Other Supplies/Materials	106	6,000	300
-343 Other Supplies/Materials	1,666		
TOTAL COMMODITIES	\$ 1,786	\$ 7,750	\$ 500
CAPITAL OUTLAY			
4020 Other Equipment	\$ -	\$ -	\$ -
4040 Furniture > \$100		-	-
4050 Technology Hardware		-	-
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 539,233	\$ 585,712	\$ 645,643

Riley County, Kansas
2025 Budget
Raising Riley Right Department-HD
30-444

PERSONNEL	2024	2025	2026
Position Title - Full Time	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Child Care Facilitator	2	2	2
Family Engagement Parent Ed.	1	2	1
Literacy Facilitator	1	0	1
Supervisor	1	1	1
Outreach Coordinator	0	0	1
Medical Clerk	1	1	1
TOTAL NUMBER OF EMPLOYEES	6	6	7
REVENUE			
206 State Grant	\$774,268	\$911,757	\$911,757
209 Grants-Other	144652		
600 Miscellaneous Reimbursement	0		
650 Expense Reimbursement	605		
TOTAL REVENUE	\$919,525	\$911,757	\$911,757
EXPENDITURES			
PERSONNEL SERVICES			
1001 Salaries (Full Time)	\$430,711	\$477,406	\$491,504
1005 Overtime	68.66	5,687	5,854
1504 FICA	31,168	36,957	38,048
1506 Health Insurance	89,986	101,498	105,191
1508 KPERS Retirement	44,198	51,739	52,720
1510 State Unemployment Tax	379.22	628	497.36
TOTAL PERSONNEL SERVICES	\$596,510	\$673,915	\$693,814
CONTRACTUAL SERVICES			
2010 Postage/Freight/Shipping			
2030 Cellular Phone Services	480	480	480
2040 Internet Access	1,440	1,500	1,500
2080 Printing/Duplication Services	141.27	250	200
2110 Advertising & Legal Publications	0	200	200
2123 Liability Insurance	4,855	3,500	5,000
2124 Other Insurance	770	1,000	1,000
2200 Office Equipment Rental	3,682	5,500	5,000
2220 Building Space Rental	0	500	800
2245 Other Rental Services	0	200	0
2330 Transportation Services	0	500	0
2430 Computer Software Maintenance/Support	2051.15	250	3600
2450 Computer Hardware Maintenance/Support	0		0
2480 Repair/Maint Office Bldg	0		0
2510 Mileage/Tolls/Parking/Rental	1,648	3,000	15,240

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2520 Lodging	874	4,000	0
2530 Airfare	0	-	
2540 Meals	3,077	4,500	0
2550 Dues & Memberships	244	1,200	500
2560 Training & Registrations	3,759	8,000	4,300
2570 Subscriptions	2,461	2,800	3,000
2650 Physician Fees	0		0
2657 Misc Fees	0		0
2745 Child Care Scholarships	313,074	319,999	320,000
2746 Child Care Incentives	0		0
2760 Consultant Fees	0		0
2810 Electric/Gas Services	0	-	0
2830 Water	0	-	0
2840 Sewage Charges	0	-	0
2990 Other Contract Services	17,543	19,999	40,240
TOTAL CONTRACTUAL SERVICES	\$356,099	\$377,378	\$401,060
COMMODITIES			
3010 Office Supplies	\$1,610	\$2,499	\$13,500
3020 Books & Publications	8,030	7,000	8,000
3030 Computer Supplies	309.41	350	350
3032 Supplies-Printers	554.82	500	600
3040 Clothing	0	100	0
3080 Fuel & Lubricants	29.59	100	50
3135 Furniture < \$100	59.99	-	100
3990 Other Supplies/Materials	6,753	11,999	12,000
TOTAL COMMODITIES	\$17,347	\$22,548	\$34,600
CAPITAL OUTLAY			
604 Transfer out (Disaster fund reimb)	\$ -	\$ -	\$ -
4020 Other Equipment	-	-	-
4040 Furniture > \$100	-	-	3500
4050 Technology Hardware	-	-	-
4054 Technology Hardware-Printers	-	-	-
TOTAL CAPITAL OUTLAY	\$0	\$0	\$3,500
TOTAL EXPENDITURES	\$969,956	\$1,073,841	\$1,132,974

Riley County, Kansas
2026 Budget
State Formula Department-HD
30-445

PERSONNEL	2024	2025	2026
Position Title - Full Time	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Receptionist	0.25	0.25	0.00
Medical Clerk	0.18	0.18	0.43
Clinic Supervisor	0.45	0.45	0.40
Public Health Nurse	1.40	1.40	1.50
LPN	0.15	0.15	0.00
ARNP-FP	0.20	0.20	0.20
TOTAL NUMBER OF EMPLOYEES	2.63	2.63	2.53
REVENUE			
206 State Grant	\$ 125,326	\$ 114,428	\$ 129,520
207 Federal Grant	3,180		
209 Grants-Other	-		
330 Fees-Self Pay	10,402	11,000	10,000
331 Fees-Medicaid	883	1,000	1,500
332 Fees-Other Insurance	16,037	22,000	17,000
602 Miscellaneous Collection			
650 Expense Reimbursement			
TOTAL REVENUE	\$ 155,828	\$ 148,428	\$ 158,020
EXPENDITURES			
PERSONNEL SERVICES			
1001 Salaries (Full Time)	\$ 229,917	\$ 288,835	\$ 246,112
1003 Seasonal/Temporary/Part Time	-	-	-
1005 Overtime	77	574	378
1504 FICA	16,673	22,140	18,856
1506 Health Insurance	37,801	60,805	52,133
1508 KPERS Retirement	23,589	30,996	26,128
1510 State Unemployment Tax	203	376	246
TOTAL PERSONNEL SERVICES	\$ 308,260	\$ 403,725	\$ 343,853
CONTRACTUAL SERVICES			
2010 Postage/Freight/Shipping	\$ -	\$ -	\$ -
2030 Cellular Phone Services	860	900	900
2040 Internet Access	865	1,500	1,500

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2060 Moving Office Equipment	-	-	-
2080 Printing/Duplication Services	3	750	750
2110 Advertising & Legal Publications	-	300	300
2123 Liability Insurance	1,963	2,000	2,000
2124 Other Insurance	304	300	300
2200 Office Equipment Rental	732	1,100	1,100
2220 Building Space Rental	-	-	-
2420 Repair/Maintain Other Equipment	805	1,000	1,000
2480 Repair/<Maint Build/Ground	-	500	500
2510 Mileage/Tolls/Parking/Rental	197	750	750
2520 Lodging	455	1,800	1,000
2530 Airfare	-	-	-
2540 Meals	21	250	250
2550 Dues & Memberships	-	750	750
2560 Training & Registrations	759	2,000	2,000
2625 Laboratory Fees	4,312	12,000	10,000
2650 Physician Fees	1,900	3,250	3,000
2725 Interpreter/Translator	263	500	750
2850 Waste Disposal	-	2,500	2,500
2990 Other Contract Services	-	5,000	5,000
TOTAL CONTRACTUAL SERVICES	\$ 13,439	\$ 37,150	\$ 34,350
COMMODITIES			
3010 Office Supplies	\$ 748	\$ 1,500	\$ 1,500
3020 Books & Publications	-	600	-
3030 Computer Supplies	-	100	100
3032 Supplies-Printers	1,267	750	1,500
3060 Medical Supplies	3,150	5,000	5,000
3075 Pharmacy Supplies	1,276	1,000	1,500
3135 Furniture < \$100	-	-	-
3990 Other Supplies/Materials	141	500	500
TOTAL COMMODITIES	\$ 6,581	\$ 9,450	\$ 10,100
CAPITAL OUTLAY			
604 Transfer out (Disaster fund reimb)	\$ -	\$ -	\$ -
4020 Other Equipment	-	-	-
4040 Furniture > \$100	-	-	-
4050 Technology Hardware	-	-	-
4054 Technology Hardware-Printers	-	-	-
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 328,281	\$ 450,325	\$ 388,303

Attachment: 2026 Health Department Budgets - Copy - final for review (1) [Revision 1] (15775 : 2026 Riley County Health Department Budget



COUNTY CLERK & ELECTIONS
Budget

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

MEMORANDUM

FROM: Brittany Phillips, Budget & Finance Officer

MEETING: May 8, 2025

SUBJECT: 2026 ATA Bus Appropriation Request

PRESENTER: Anne Smith, ATA Director

Enclosures:

- FY2026 FHATA Budget Request - Riley County (PDF)
- FY2026 Riley County Presentation - FHATA (PPTX)

Flint Hills Area Transportation Agency

2026 Riley County Appropriation Request

Anne E. Smith,
Executive Director
04/21/2025



Since 1976

Flint Hills Area Transportation Agency

5815 Marlatt Ave. Manhattan, Kansas 66503 • 785.537.6345 • fhata.org

- Courteous
- Reliable
- Safe

19 April 2025

Brittany Phillips, Budget & Finance Officer
110 Courthouse Plaza
Manhattan, KS 66502

Dear Ms. Phillips:

Enclosed please find the 2026 Riley County appropriations request from the Flint Hills Area Transportation Agency Inc (FHATA). Our 2025 award from Riley County is \$150,000 plus \$20,000 allocated from Public Works. Due to the continued impact of inflation, we are requesting in our 2026 award, an increase in funding of \$22,500. Our total 2025 budget request is \$192,500. Enclosed please review our request in detail.

On behalf of the FHATA Inc Board and staff I would like to express our gratitude for the support that Riley County has provided to this agency.

If you have any questions or need any additional information, please let me know.

Sincerely,

Anne Smith
Executive Director
Flint Hills Area Transportation Agency Inc

About Us

The Flint Hills Area Transportation Agency is a 501c3 private non-profit organization, founded in 1976 and the Flint Hills Area Transportation Agency Board. Each organization has a separate governing board, however they are operated as one entity and managed by the same organizational chart. The reference FHATA represents Flint Hills Area Transportation Agency which includes both entities.

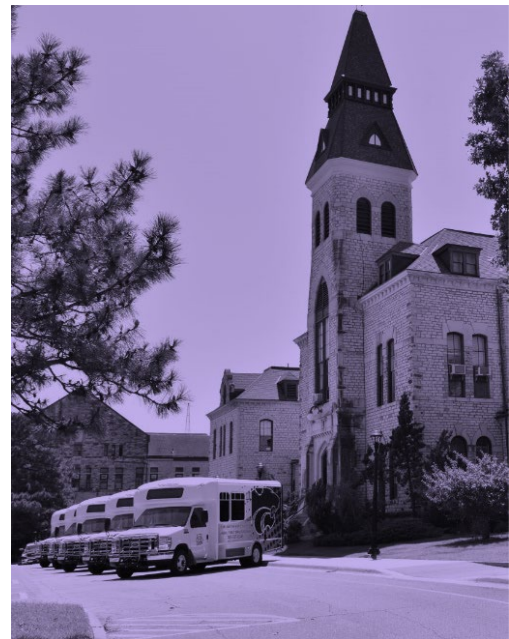
Our Vision and Mission



Vision: We believe in empowering people and connecting communities

Mission: Provide and promote the highest quality transit services to the Flint Hills communities.

Public Service Mission: Build stronger communities and promote equality and opportunity.



FHATA uses local funding primarily from the City of Manhattan, Riley County, Kansas State University, United Way, and local businesses to leverage Federal funding under the Federal Transit Administration's 49 U.S.C. § 5307 Program. **This has allowed the citizens of Riley County to leverage its funding to aTa Bus by obtaining a manifold increase of Federal and State Funds for every dollar spent by Manhattan.** Section 5307 funding reimburses the FHATA for up to 50% of our operating expenses and FTA pays for 80% of the cost of new vehicles. KDOT also provides funding up to 20% of the local match requirements and also 10% in administrative assistance.

THE RESIDENTS OF RILEY COUNTY CLEARLY SEE MORE THAN A TWO DOLLAR BENEFIT FOR EVERY SINGLE DOLLAR INVESTS IN aTa Bus!



RILEY COUNTY BUDGET REQUEST FY2026

TRANSIT IS...

COMMUNITY ATA Bus will be celebrating **50 Years** of service to our community in 2026!

GROWTH



Building Expansion

In 2024, ATA Bus has also invested \$1 Million into building improvements to the location on Riley County property. This project was fully funded with state and federal dollars.

Bus Wrap Improvements



A modernized design can unify public transportation, making it more visually appealing and engaging for passengers and passersby alike. This project is paid for with a Caroline Peine Grant and state and federal funding, no local match dollars will be used.

ECONOMIC DEVELOPMENT

REGIONAL CONNECTION BRINGS PEOPLE IN

Ridership on the K-18 Connector Route, connecting JC to Ogden, Ogden to MHK, and the business district to MHK, continues to grow and experienced a **34% increase** in the last year.

RIDERS ARE DIRECTLY IMPACTING LOCAL ECONOMY

55% of riders are traveling to work or to school

30% of riders are traveling to go shopping or for recreation/social visits

ATA BUS INVESTS/SPENDS LOCALLY

ATA spends on average, over **\$2 Million** on wages and goods and services in Riley County

GOAL ORIENTED



The Flint Hills Transit System Comprehensive Analysis is a study that will identify how Flint Hills Area Transportation Agency can improve the transit experience for its communities in the Flint Hills Region. Study is taking place now and will conclude summer 2025.

TRANSIT STUDY GOALS

- ☐ Obtain a comprehensive understanding of Flint Hills ATA.
- ☐ Engage riders, non-riders, staff, stakeholders, and the general community.
- ☐ Evaluate ridership, utilization, efficiency, and reliability.
- ☐ Develop a plan to improve and expand transit service.

CONNECTION

We connect our riders to the community.



Why People Ride

The majority of riders do not have access to a vehicle on a regular basis.



What Our Riders Do

The majority of riders are employed full-time or are a full-time student



What Riders Like About Our Services

Riders think highly of staff, buses, and fares

Top 5 Fixed Route Stops

1. Walmart
2. KSU Union
3. The Gramercy Apts.
4. Dillons Westloop
5. Conference Center

Top 5 Demand Response Stops

1. Big Lakes Dev. Center
2. Walmart
3. Via Christi Hospital
4. MHK Senior Center
5. Ogden Community Center



RILEY COUNTY BUDGET REQUEST FY2026

FUNDING REQUEST OVERVIEW

We are committed to providing safe, reliable, and affordable transportation for all residents, with a strong emphasis on accessibility, equity, and environmental sustainability. We are requesting increased funding to support our strategic growth and modernization. This increase is critical for us to continue to meet the evolving mobility needs of our community, ensure service reliability, and position FHATA for sustainable long-term growth.

CURRENT CHALLENGES

Software Modernization

Our existing transit management software is outdated, limiting our ability to optimize routing, provide real-time information, and streamline administrative processes.

Aging Fleet

88% of our fleet is over 3 years old and 44% of our fleet has mileage over 150,000. This leads to increased maintenance costs, reduced reliability, and potential safety concerns.

Driver Recruitment & Retention

Like many transit agencies nationwide, FHATA faces a persistent driver shortage. Limited funding makes it difficult to offer competitive wages, which hampers our ability to attract and retain qualified personnel.

REQUEST

Current Funding Level - FY2025: **\$170,000**

Requested Funding Level - FY2026: **\$192,500**
+\$22,500 / 15% INCREASE

Potential Increased Leverage of State and Federal Dollars:
+\$52,500 ADDITIONAL STATE/FED DOLLARS

YOUR FUNDING IMPACT

RETURN ON INVESTMENT

Increased funding for FHATA will yield measurable benefits:

- **Ridership Growth:** Enhanced services will attract and retain more users
- **Cost Savings:** Modern equipment and efficient systems lower long-term operational expenses
- **Workforce Stability:** Better wages and working conditions reduce turnover and training costs
- **Community Access:** More consistent, reliable transit options strengthen access to economic and social opportunities
- **Grant Leverage:** Local investment increases eligibility for federal and state funding matches

CONCLUSION

FHATA is committed to delivering innovative and inclusive transit solutions for the Flint Hills region. However, to meet the challenges of aging infrastructure, labor shortages, and rising service demands, increased funding is essential. **With your support, we can modernize our operations, retain quality staff, and expand our positive impact across the communities we serve.**

Flint Hills Area Transportation Agency
FY 2025 Agency Wide Proposed Budget

	Proposed FY 2025	Increase (Decrease) FY 24 Amended Budget	% of Total Expense	FY 2025 BUDGET BY PROGRAM								
				Admin	5307	5311	Charters	CTD Council	CTD	Mobility Mngt	Dispatch	Capital Grants
Income												
40000 · Rider Income	90,000	-	1.7%	-	45,000	45,000	-	-	-	-	-	-
44000 · Grants and Contracts	4,136,541	756,384	77.4%	406,978	1,360,628	770,797	-	54,000	-	96,886	-	1,447,252
48000 · Service Contracts (Local match)	1,065,975	160,957	19.9%	198,725	520,271	214,085	-	-	-	-	25,580	107,314
48500 · Other match funds	15,000	(3,027)	0.3%	15,000	-	-	-	-	-	-	-	-
48900 · Charter services	7,500	286	0.1%	-	-	-	7,500	-	-	-	-	-
49000 · Other Income	31,095	6,081	0.6%	26,000	-	-	-	-	5,095	-	-	-
Total Income	5,346,111	920,681		646,703	1,925,899	1,029,882	7,500	54,000	5,095	96,886	25,580	1,554,566
Expense												
51000 · Personnel Related Expenses	2,615,743	27,801	70.7%	477,358	1,287,041	693,022	6,726	44,840	5,045	84,896	16,815	-
52000 · Administration	123,730	2,150	3.3%	90,250	18,200	9,800	-	500	-	4,980	-	-
52500 · Program Operating Costs	215,250	4,150	5.8%	11,599	123,364	66,427	-	-	50	7,010	6,800	-
53000 · Bus Expense	661,500	(51,000)	17.9%	-	429,650	231,350	500	-	-	-	-	-
54000 · Safety Costs	11,500	-	0.3%	7,820	2,392	1,288	-	-	-	-	-	-
54100 · COVID-19 Response	-	-	0.0%	-	-	-	-	-	-	-	-	-
60000 · Facilities	73,100	(7,200)	2.0%	51,308	14,164	7,628	-	-	-	-	-	-
61000 · Fundraising Expense	-	-	0.0%	-	-	-	-	-	-	-	-	-
62000 · Passenger amenities	500	(2,000)	0.0%	-	325	175	-	-	-	-	-	-
64000 · CTD Administration Expense	-	-		-	-	-	-	-	-	-	-	-
Total Expense	3,701,323	(26,099)		638,335	1,875,136	1,009,690	7,226	45,340	5,095	96,886	23,615	-
Net Ordinary Income	1,644,788	946,780		8,368	50,763	20,192	274	8,660	-	-	1,965	1,554,566
Other Income/Expense												
Other Income												
70000 · Match Contribution FHATA Board												
70001 · Contributions to Other NP	500	500		-	-	-	-	-	-	-	-	-
Total Other Income	500	500		-	-	-	-	-	-	-	-	-
Other Expense												
Total 63000 · Planning Related Costs	223,540	160,000		1,750	28,301	13,489	-	-	-	-	-	180,000
Total 80000 · Depreciation and Other												
89000 · Capital Costs												
89001 · Bus Stops and Amenities	475,115	438,933		-	16,250	8,750	-	-	-	-	-	450,115
89030 · Vehicles	595,484	595,484		-	-	-	-	-	-	-	-	595,484
89050 · IT Equipment and Software	12,500	8,000		-	4,875	2,625	-	-	-	-	-	5,000
89060 · Facilities Capital Expense	214,037	(520,391)		-	-	-	-	-	-	-	-	214,037
89070 · Vehicle Maintenance	109,263	109,263		-	-	-	-	-	-	-	-	109,263
89999 · Reclass - capitalize assets												
Total 89000 · Capital Costs	1,406,399	631,289		-	21,125	11,375	-	-	-	-	-	1,373,899
Total Other Expense	1,629,939	791,289		1,750	49,426	24,864	-	-	-	-	-	1,553,899
Net Other Income	(1,629,439)	(790,789)		(1,750)	(49,426)	(24,864)	-	-	-	-	-	(1,553,899)
Net Income	15,349	155,991		6,618	1,337	(4,672)	274	8,660	-	-	1,965	667
	5,331,262			(640,085)	416,055	224,030						
				-	2,340,617	1,258,584	7,226	45,340	5,095	96,886	23,615	1,553,899
				43.9%	23.6%	0.1%	0.9%	0.1%	1.8%	0.4%	29.1%	

FY 2026 Budget is in Preparation

Attachment: FY2026 FHATA Budget Request - Riley County (15723 : 2026 ATA Bus Appropriation Request)



RIDE THE *Flint Hills*

FLINT HILLS AREA TRANSPORTATION AGENCY

RILEY COUNTY BUDGET REQUEST FY2026

Presenters: Anne Smith, Executive Director
Daphne McNelly, Marketing and Communications



49 Years of Public Transportation

WHO WE ARE & WHAT WE DO



The Agency was founded in 1976 by a group of county residents concerned about the lack of public transportation.



Provides safe, reliable, and affordable public transportation as a 501c3 private, non-profit organization



Plans, manages, and operates public transportation services within the Manhattan Urbanized Area, Junction City, Riley County, Pottawatomie County, and Geary County.



OUR SERVICES

► Fixed Routes

Manhattan and Junction City routes with a fixed schedule and pick-up locations.

► Demand Response

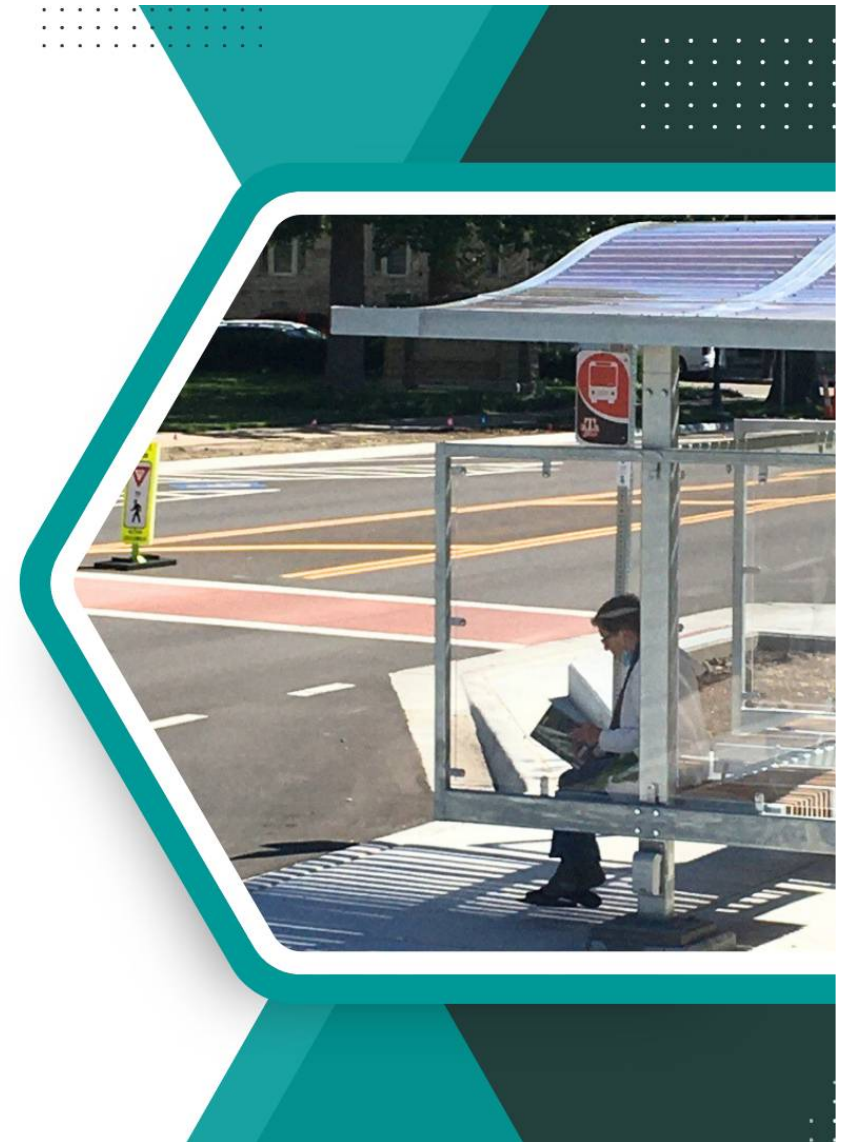
Curb-to-curb service for seniors, disabled, and those who live far from a bus stop.

► Regional Service

The K-18 Connector and service to additional communities.

► ADA Services

All ATA Bus vehicles are 100% ADA Accessible.



WHAT WE'VE BEEN UP TO



Community Investment

*Building Expansion Completed
Fall 2024*

*Fremont & 11th Reconstruction &
Bus Shelter Installation
Completed Winter 2024*



Transit Study

*Developing a plan to improve and
expand transit service.*

*First Round of Public Comment
Completed Winter 2024/25*



Service Improvements

*E/W Express Introduced
Winter 2024*

*Improved Fleet Branding and
Bus Rewrap Coming Summer
2025*



Community Involvement

*K-State International Innovative
Education Program Award for 2024*

*Leadership Manhattan 2025 Class
Project Selection with FHBB*

MEET THE RIDER

► Why They Ride

The majority of riders do not have access to a vehicle on a regular basis.

► What They Do

The majority of riders are employed full-time or a student

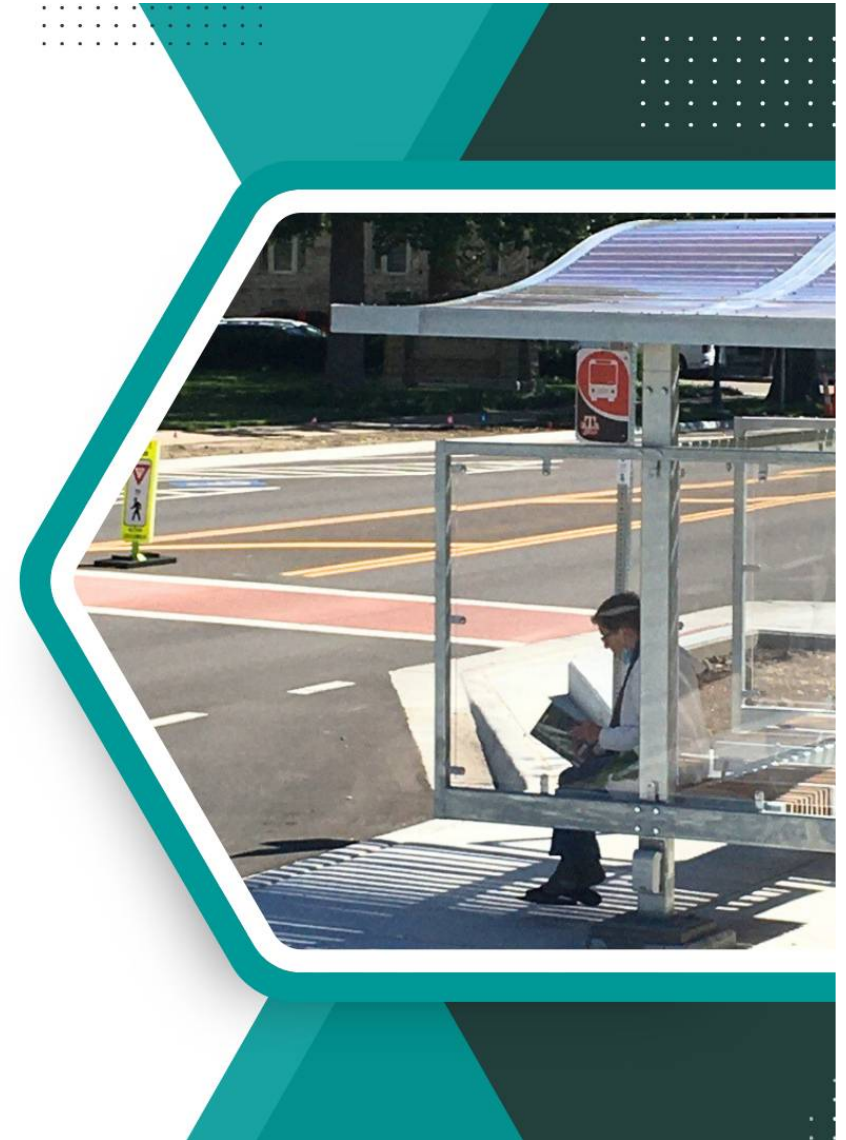
► What They Like

Riders think highly of staff, buses, and fares

► What They Want

Riders desire more coverage, more frequent service, and expanded service hours

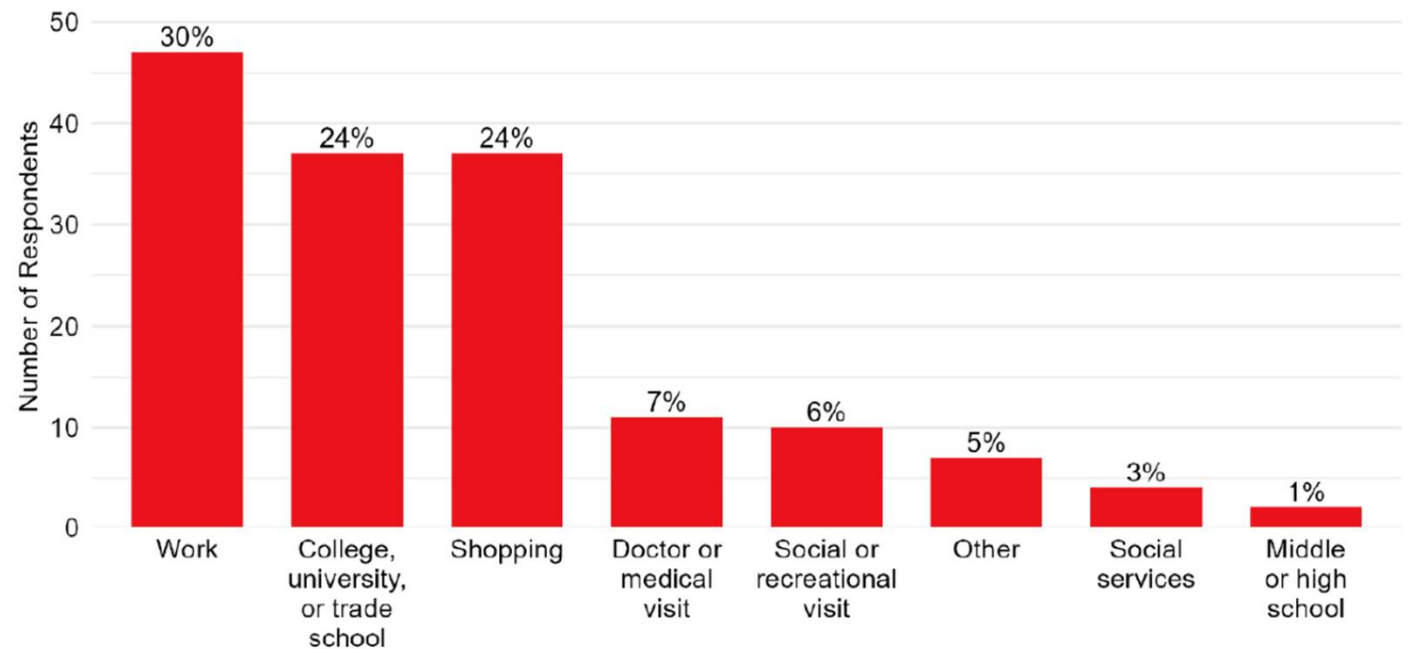
K-State specific riders want more frequent service and a university pass program



FIXED ROUTES

Fixed-route riders are typically traveling to work, college, or shopping.

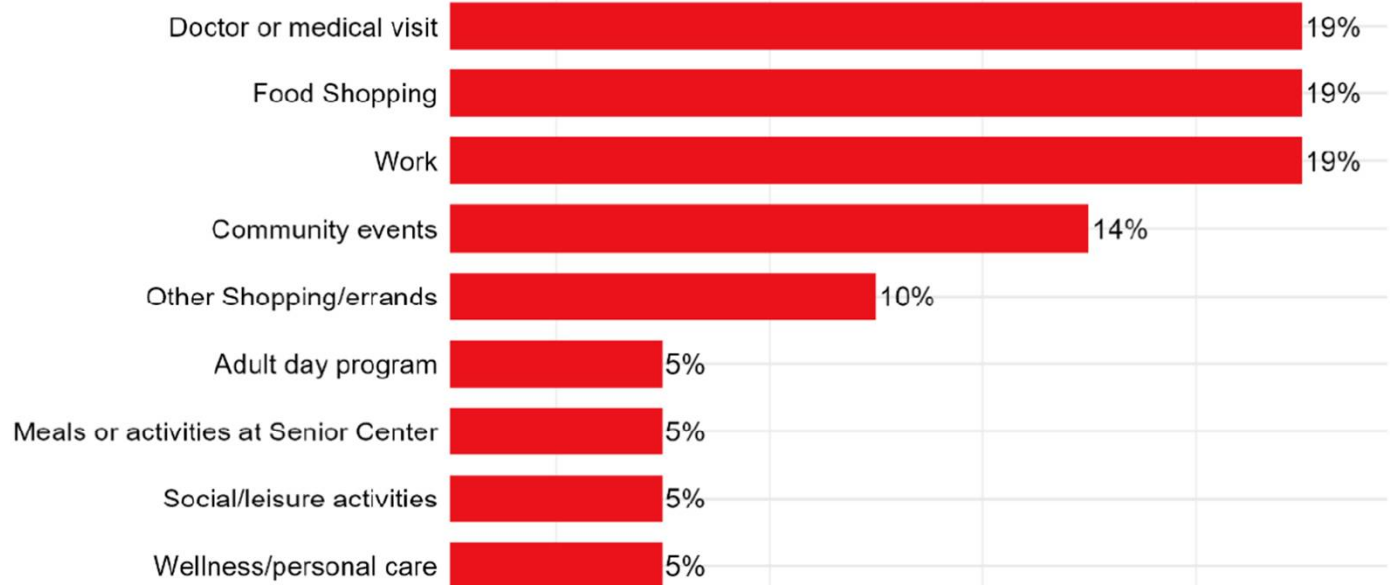
Figure 16. Most Common Trip Purpose



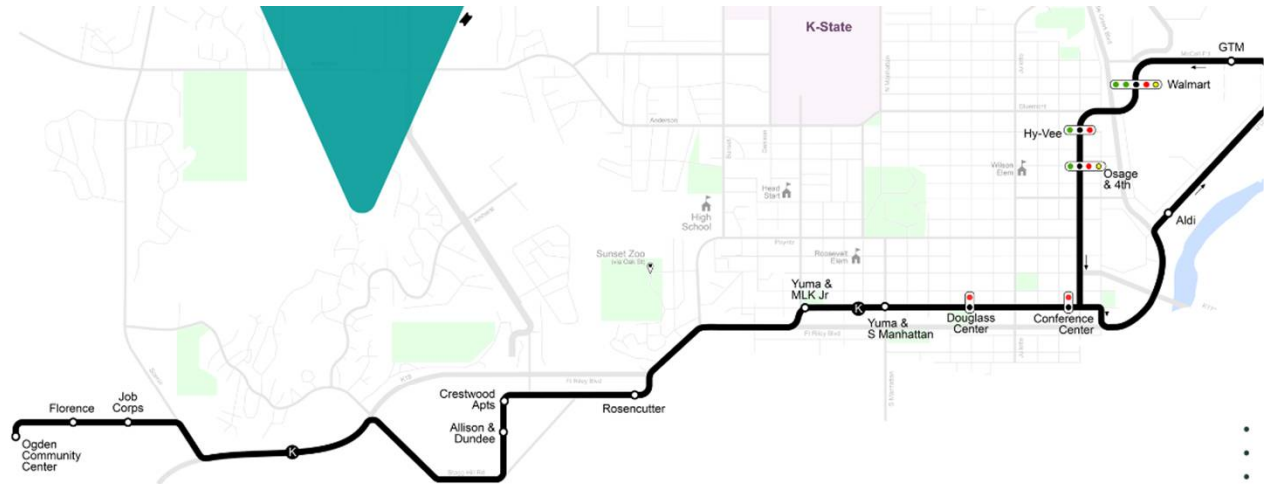
DEMAND RESPONSE

Demand-response riders are using the service to go to the doctor, shop for food, or go to work.

Figure 25. Most Common Demand-Response Trip Purposes



K-18 CONNECTOR



Ridership on the K-18 Connector Route, connecting Ogden to MHK, the business district to MHK, and JC to Ogden, continues to grow and experienced a 34% increase in the last year.

We have the goal to extend the fixed route fully to Junction City to better connect our communities and bring more employment and economic development to the region.

KEY TAKEAWAY



WHEN PEOPLE RIDE ATA BUS, THEY DIRECTLY
IMPACT THE LOCAL ECONOMY

Top 5 Fixed Route Stops

1. Walmart
2. KSU Union
3. The Gramercy Apts.
4. Dillons Westloop
5. Conference Center

Top 5 Demand Response Stops

1. Big Lakes Dev. Center
2. Walmart
3. Via Christi Hospital
4. MHK Senior Center
5. Ogden Community Center

CURRENT CHALLENGES



Software Modernization

Our current software is outdated, limiting our ability to optimize and streamline our processes.

We will have to acquire new software in the next 12 months.



Aging Fleet

88% of our fleet is over 3 years old and 44% of our fleet has mileage over 150,000.

This leads to increased maintenance costs, reduced reliability, and potential safety concerns.



Driver Recruitment & Retention

Limited funding makes it difficult to offer competitive wages, which hampers our ability to attract and retain qualified personnel.



UNDERSTANDING THE FUNDING

► You Provide the Local Match

KDOT awards an annual apportionment for use as match on Urban Federal Funding for Administration, Operations, and Capital expenses

Local governments, non-federal grants, and service contracts make up the funding for the local match



Federal 50%

State 20%



Local 30%

► Fares are NOT Considered Match

Fare Revenue is program income and cannot be used to Leverage Federal and State Allocated funds and must be spent first.

FY2026 BUDGET REQUEST

REQUEST

Current Funding Level - FY2025: **\$170,000**

Requested Funding Level - FY2026: **\$192,500**
+\$22,500 / 15% INCREASE

Potential Increased Leverage of State and Federal Dollars:
+\$52,500 ADDITIONAL STATE/FED DOLLARS

REQUEST BREAKDOWN

FY2025

- Public Works = \$20,000
- BOCC Gen Fund = \$150,000
- Total = \$170,000

FY2026 Ask

- Public Works = \$20,000
- BOCC Gen Fund = \$172,500
- Total = \$192,500

- Increase 15% - \$22,500
- Represents approx. \$75,000 increase in total budget, of which \$52,500 increased leverage for Federal/State funds
- Total Federal/State Funds Leveraged = \$449,190

Riley County represents approximately 61% of Population Served (Agency Wide) (88% of 5307 Service Area)

YOUR FUNDING IMPACT



Ridership Growth

Enhanced services will attract and retain more users



Cost Savings

Modern equipment and efficient systems lower long-term operational expenses



Workforce Stability

Better wages and working conditions reduce turnover and training costs



Community Access

More consistent, reliable transit options strengthen access to economic and social opportunities



Grant Leverage

Local investment increases eligibility for federal and state funding matches

WHAT'S TO COME?



Study Recommendations & Public Comment

Please join us during our public comment period!



Unveiling of New Bus Wraps

Take a picture and share it out once you see it on the road!



Budget Season

Currently working through the end of the Fiscal Year and budget appropriation requests.



Continued Growth

We will continue to seek out, develop, and elevate current community partnerships but we are always ready for more!



THANK YOU FOR YOUR TIME!

Questions?

fhata@fhata.org





COUNTY CLERK & ELECTIONS
Budget

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

MEMORANDUM

FROM: Brittany Phillips, Budget & Finance Officer

MEETING: May 8, 2025

SUBJECT: 2026 Riley County Appraiser Budget Request

PRESENTER: Anna Burson, County Appraiser

Enclosures:

- Appraiser's Office 2026 Budget Presentation (DOCX)
- Draft 2026 Appraiser (1) (PDF)

Appraiser's Office 2026 Budget Overview

The Appraiser's Office is fundamentally responsible for the discovery, listing, and valuation of property for ad valorem taxation purposes. This is a highly complex and technical function that demands accuracy, consistency, and transparency, and it is subject to considerable public and regulatory scrutiny. Our work requires extensive and ongoing training to ensure the quality of data collection and the defensibility of valuations. Staff must meet continuing education requirements, with some courses requiring updates every two years, and others, particularly those tied to state certifications and IAAO designations, requiring compliance with a four-year continuing education cycle.

As our community continues to grow, the demands on our office expand proportionally. By law, all real property must be reinspected at least once every six years. Additionally, every valid sale requires a field review, and all building permits must undergo thorough inspection to maintain accurate property records.

Recognizing fiscal constraints, we have refrained from requesting additional personnel. Instead, we have focused on leveraging technology to improve efficiency, reallocating existing resources, redefining roles and responsibilities, and revising internal procedures to ensure statutory compliance in the most cost-effective manner possible.

Budget Adjustments Summary

The 2026 proposed budget for the Appraiser's Office maintains flat funding across most categories, with exceptions in key areas due to unavoidable cost increases. Below is a breakdown of those adjustments:

1. Vehicle/Fleet Insurance (Line Item 2122)

- Based on updated advisories, we are budgeting for a substantial increase in fleet insurance premiums to accurately reflect anticipated 2026 costs.

2. Office Equipment Rental (Line Item 2200)

- This line funds the lease and maintenance of our Xerox equipment, including annual bulk printing activities. While we anticipate a future reduction in costs as we transition to more digital processes by the end of 2025, the 2026 budget includes a cautious adjustment to prevent overspending during this transition period.

3. Computer Software Maintenance/Support (Line Item 2430)

- Covers maintenance agreements, updates, and support for essential applications including Komtek, Tyler Technologies, Orion, and Apex. These systems are critical for appraisal operations and valuation accuracy.

4. Meals (Line Item 2540) & Books & Publications (Line Item 3020)

- These line item covers meal expenses and Books for employees attending out-of-town training courses. As the number of required trainings for new staff has increased, there is a corresponding rise in overall meal costs and books to accommodate all attendees.

5. Subscriptions (Line Item 2570)

- Subscription costs for commercial valuation tools and residential data access have increased. These resources are vital for producing accurate property valuations and for defending assessments, thereby minimizing the volume of appeals, particularly at the Board of Tax Appeals (BOTA).

6. Legal Services (New Line Item 2640)

- **Change:** Requesting to add a new line item and shift costs from the County Counselor's Office to the Appraiser's Office.
- **Explanation:** Currently, outside legal counsel for BOTA cases is funded through the County Counselor's budget. To improve financial transparency and budgeting accuracy, we propose moving these costs directly under the Appraiser's Office. This will ensure proper oversight of expenses related to expert witness testimony, depositions, transcription costs, and other litigation-related expenses. It is important to note that BOTA cases are typically initiated by taxpayers, not the Appraiser's Office. While the volume of cases remains consistent with historical norms, BOTA has recently accelerated the hearing of backlogged cases (some dating back to 2018), resulting in a temporary increase in legal activity.

Final Notes

We remain committed to meeting our statutory obligations and service expectations with the most responsible use of public funds. The requested budget adjustments are necessary to continue supporting our mission of fair and equitable property valuation while adapting to the growing and evolving needs of our community.

**Riley County, Kansas
2026 Budget
Appraiser Department
001-022**

PERSONNEL	2024	2025	2026
Position Title - Full Time	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Appraiser	1.00	1.00	1.00
Assistant Appraiser-Commercial Anayst	1.00	1.00	1.00
Appraisal Analyst	1.00	1.00	1.00
Appraiser I	1.00	1.00	0.00
Appraiser II	4.00	4.00	7.00
Appraiser III	6.00	6.00	4.00
Appraiser IV	1.00	1.00	1.00
Administrative Assistant II	1.00	1.00	1.00
Residential Supervisor	1.00	1.00	1.00
Sub-Total	17.00	17.00	17.00
Seasonal/Temporary			
As-Needed Clerical	1.00	1.00	1.00
As-Needed Real Estate Analyst	0.00	0.00	0.00
Sub-Total	1.00	1.00	1.00
TOTAL NUMBER OF EMPLOYEES	18.00	18.00	18.00
EXPENDITURES			
PERSONNEL SERVICES			
1001 Salaries (Full Time)	\$ 1,158,807	1,287,890	1,290,630
1003 Seasonal/Temporary	9,041	15,000	15,000
1005 Overtime	1,349	23,040	23,750
1504 FICA	84,757	101,434	101,698
1506 Health Insurance	219,969	275,820	277,728
1508 KPERS Retirement	119,032	140,401	139,193
1510 State Unemployment Tax	1,034	1,326	1,728
TOTAL PERSONNEL SERVICES	\$ 1,593,989	\$ 1,844,909	\$ 1,849,727
CONTRACTUAL SERVICES			
2010 Postage/Freight/Shipping	\$ 11,460	\$ 27,000	\$ 25,000
2030 Cellular Phone Services	3,335	4,000	4,000
2040 Internet Access	871	1,000	1,000
2060 Moving Office Equipment	-		
2080 Printing/Duplication Services	4,831	5,000	5,000
2110 Advertising & Legal Publications	2,243	2,000	2,000
2122 Vehicle/Fleet Insurance	3,985	5,000	5,500

Attachment: Draft 2026 Appraiser (1) [Revision 1] (15749 : 2026 Riley County Appraiser Budget Request)

2140 Appraisal Services	37,400	50,000	50,000
2200 Office Equipment Rental	12,097	7,000	12,000
2240 Storage Rental	-		
2245 Other Rental Services	-		
2260 Security Services	-		
2400 Repair/Maintain County Vehicles	32	500	200
2410 Repair/Maintain Office Equipment	-		
2430 Computer Software Maintenance/Support	16,299	12,000	16,300
2480 Repair/Maintain Buildings & Grounds	-		
2510 Mileage/Tolls/Parking/Rental	291	800	500
2520 Lodging	8,106	7,000	7,000
2530 Airfare	1,030	2,000	2,000
2540 Meals	2,741	1,500	2,000
2550 Dues & Memberships	3,881	6,000	5,000
2560 Training & Registrations	14,980	17,500	17,500
2570 Subscriptions	8,633	5,000	8,600
2585 Misc Refunds/Reimbursements	-		
2640 Legal Services	2,652		27,525
2657 Miscellaneous Fees	-		
2700 Bonding Services	-	200	200
2850 Waste Disposal	130	120	120
TOTAL CONTRACTUAL SERVICES	\$ 134,995	\$ 153,620	\$ 191,445
COMMODITIES			
3010 Office Supplies	\$ 9,006	\$ 12,000.00	\$ 10,000
3020 Books & Publications	4,304	2,000	4,000
3030 Computer Supplies	-	300	300
3032 Supplies-Printers	450	400	450
3040 Clothing	1,009	600	800
3080 Fuel & Lubricants	78		100
3305 Web Development		-	
3990 Other Supplies/Materials		-	
TOTAL COMMODITIES	\$ 14,847	\$ 15,300	\$ 15,650

CAPITAL OUTLAY

4010 Office Equipment	\$ -	\$ 1,000	\$ -
4030 Telecommunications Equipment	\$ -		
4040 Furniture > \$100	\$ 12,143	\$ 5,000	
4050 Technology Hardware	65	-	100
4052			100
4054 Tech Hardware - Printers	-		1,000
4055 Tech Hardware - Imaging	2,798	1,000	2,000
4057 Tech Hardware - Wireless	-		
4058 Tech hardware - Security	38		
TOTAL CAPITAL OUTLAY	\$ 15,045	\$ 7,000	\$ 3,200
TOTAL OPERATING EXPENDITURES	\$ 1,743,830	\$ 2,013,829	\$ 2,056,822
TOTAL EXPENDITURES LESS PERSONNEL	\$ 164,887	\$ 175,920	\$ 210,295
TOTAL EXPENDITURES PLUS ENCUMBRANCES	\$ 1,758,875	\$ 2,020,829	\$ 2,060,022



COUNTY CLERK & ELECTIONS
Budget

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

MEMORANDUM

FROM: Brittany Phillips, Budget & Finance Officer

MEETING: May 8, 2025

SUBJECT: 2026 Emergency Management, 911, Rural Fire District, Rural Fire Capital Outlay Budget Requests

PRESENTER: Russel Stukey, Emergency Management Director

Enclosures:

- 2026 Budget memo EM Fire 911 (DOC)
- Draft 2026 Emergency Management (PDF)
- Draft 2026 Fire (PDF)
- Draft 2026 911 (PDF)
- Draft 2026 Fire Station Projects1 (PDF)
- Draft 2026 Fire Capital Outlay (PDF)



EMERGENCY MANAGEMENT
FIRE DISTRICT #1 / 911
785-537-6333
115 N. 4th
Manhattan KS 66502
www.rileycountyks.gov



To: Riley BOCC
From: Russel Stukey, Emergency Services Director
Dat: April 21, 2025
Subject: 2026 Budget

Commissioners attached you will find the drafts for the 3 different budgets that I am responsible for, Emergency Management, Fire District #1 and 911. I have worked closely with my staff and Budget Officer Phillips to develop these budgets using the most up-to-date information available to us. One variable that we don't know is how the uncertainty with federal funding will affect these budgets. We plan to monitor the situation with federal funds closely, right up until the deadline to finalize the budget and provide information to the BOCC as we receive it.

Emergency Management-budget has been reviewed and submitted with an overall increase of \$12,097. The bulk of that increase is directly related to personnel \$10,497. Which leaves only \$1,600 increase attributable to Contractual, Commodities, and Capital expenses. One big concern we have is with the EMPG (Emergency Management Performance Grant) funding that we receive annually from the federal government passed to us through KDEM. That is what we currently use to fund our planner position. I have had conversations with Finance/HR about whether we should budget for the possibility of that funding being reduced or eliminated.

Fire District #1-budget has been reviewed and submitted with an overall increase of \$1,393. There are several different factors that are worth mentioning. One is we completed the last payment on a loan that was taken out in March of 2020 for radios. This payment \$59,012, has been in our budget for the last five years. Unfortunately instead of being able to decrease our budget, the additional cost of insurance and personnel, has taken a significant portion of what would have been savings. But thanks to the BOCC allowing the use of ARPA funds for construction of Fire Station 110 in University Park our Capitol outlay fund balance hasn't taken as big of a



EMERGENCY MANAGEMENT
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reduction as we thought we would and we feel that we can keep our budget basically revenue neutral for 2026. We do feel that there will be fewer grant opportunities especially from federal sources going into 2026 and beyond so we have taken that into account also. Working with Finance we have also changed how we are budgeting for Capital Improvements and putting less in the Contractual and Commodities and budgeting to put more directly into Capital funds 184 and 185 to prepare for equipment purchases and station maintenance/upgrades.

911 Fund- The 911 fund is currently funded from E911 fees assessed by the State of KS. These fees are charged to each active phone line, both land and mobile. The state retains a portion of the revenue to maintain the state 911 back bone equipment and then passes the remainder to the cities and counties with PSAPs (Public Safety) to use to maintain the local 911 equipment. Currently we enjoy a fund surplus of approximately \$650,000. We are spending approximately \$50,000 more per year than we receive in funding from the state. Thanks to cost cutting measures that we have taken we have reduced the deficit spending from approximately \$100,000 a few years ago down to the current \$50,000 today. So "if" income and expenses stay consistent we have 10+ years until we have to worry too much about supplementing the 911 fund with ad valorem taxes. So to date we don't assess any ad valorem taxes to supplement the 911 fund. We do use some Emergency Management funds to pay for certain expenses that E911 funds aren't allowed to be spent on such as mowing, fencing/repairs, gravel for the access roads to the tower sites, propane for the generators etc.

Riley County, Kansas
2026 Budget
Emergency Management Department
001-010

PERSONNEL	2024	2025	2026
Position Title - Full Time	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Director	0.50	0.50	0.50
Emergency Management Coordinator	1.00	1.00	1.00
Planner	0.50	1.00	1.00
TOTAL NUMBER OF EMPLOYEES	2.00	2.50	2.50
EXPENDITURES			
PERSONNEL SERVICES			
1001 Salaries (Full Time)	\$ 213,667	230,470	237,686
1003 Seasonal/Temporary	-	-	-
1005 Overtime	114	851	880
1504 FICA	15,748	17,696	18,250
1506 Health Insurance	30,215	48,669	50,409
1508 KPERS/KPF Retirement	30,544	34,739	35,617
1510 State Unemployment Tax	192	230	310
TOTAL PERSONNEL SERVICES	\$ 290,479	\$ 332,655	\$ 343,152
CONTRACTUAL SERVICES			
2010 Postage/Freight/Shipping	\$ 59	500.00	\$ 300
2020 Phone Services	1,808	1,900.00	\$ 2,000
2030 Cellular Phone Services	1,170	1,400.00	\$ 1,350
2040 Internet Access	2,056	2,000.00	\$ 2,150
2080 Printing/Dupl Srv	-	500	400
2110 Advertising & Legal Publications	-	500	400
2122 Vehicle/Fleet Insurance	4,070	4,750	5,300
2200 Office Equipment Rental	2,483	3,000	3,000
2245 Other Rental Services	1,140	1,250	1,250
2350 Right-of-Way Maintenance	-		
2400 Repair/Maintain County Vehicles	163	5,000	4,000
2420 Repair/Maintain Other Equipment	17,846	11,000	12,000
2430 Computer Software Maintenance/Support	-	-	
2480 Repair/Maintain Buildings & Grounds	-	500	250
2510 Mileage/Tolls/Parking/Rental	28	300	250
2520 Lodging	112	2,000	1,500
2530 Air Fare	-	500	500
2540 Meals	423	1,000	850

Attachment: Draft 2026 Emergency Management (15737 : 2026 Emergency Mngmt, 911, Fire, Cap Outlay Budget Requests)

2550 Dues & Memberships	225	400	350
2560 Training & Registrations	1,025	1,500	1,400
2570 Subscriptions	545	600	600
2615 Recording Fees	-		
2635 Engineering Fees	-		
2810 Electric	304	500	500
2890 Other Utilities	-		
2990 Other Contract Services	6,842	6,500	7,000
TOTAL CONTRACTUAL SERVICES	\$ 40,299	\$ 45,600	\$ 45,350

Attachment: Draft 2026 Emergency Management (15737 : 2026 Emergency Mngmt, 911, Fire, Cap Outlay Budget Requests)

COMMODITIES

3010 Office Supplies	\$ 421	\$ 800	\$ 800
3032 Supplies-Printers	-	100	100
3040 Clothing	-	500	500
3045 Protective Gear	72	750	650
3080 Fuel & Lubricants	21	200	150
3135 Furniture < \$100	78		
3140 Parts & Tools < \$100	728	250	750
3150 Parts & Tools > \$100	1,112	250	750
3170 Gravel Aggregates	-	-	
3990 Other Supplies/Materials	11,030	6,500	7,000
TOTAL COMMODITIES	\$ 13,461	\$ 9,350	\$ 10,700

CAPITAL OUTLAY

4020 Other Equipment	468		
4030 Telecommunications Equipment	\$ 530	1500	1250
4040 Furniture >\$100	-	250	1000
4050 Technology Hardware	\$ -	0	
4051 Technology Hardware-Notebook	-	1500	1500
4060 Computer Software	-	-	
TOTAL CAPITAL OUTLAY	\$ 998	\$ 3,250	\$ 3,750

TOTAL OPERATING EXPENDITURES	\$ 344,239	\$ 387,605	\$ 399,202
TOTAL EXPENDITURES LESS PERSONNEL	\$ 54,758	\$ 58,200	\$ 59,800
TOTAL EXPENDITURES	\$ 345,237	\$ 390,855	\$ 402,952

Attachment: Draft 2026 Emergency Management (15737 : 2026 Emergency Mngmt, 911, Fire, Cap Outlay Budget Requests)

Riley County, Kansas
2026 Budget
Rural Fire District #1 Fund
Fund 183

PERSONNEL	2024	2025	2026
Position Title - Full Time	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Director/Chief	0.5	0.5	0.5
Deputy Chief	1	1	1
Deputy Chief	1	1	1
Office Assistant II	1	1	1
TOTAL NUMBER OF EMPLOYEES	3.5	3.5	3.5
BEGINNING CASH BALANCE			
Fund Balance	\$ 87,487	\$ 93,024	\$ 27,913
REVENUE	\$ 87,487	\$ 93,024	\$ 27,913
102 Motor Vehicle Tax	\$ 124,598	\$ 119,299	\$ 132,510
103 Vehicle Rental Excise Tax		-	-
113 Recreational Vehicle Tax	1,978	2,011	2,014
130 Commercial Vehicle Fees	9,332	9,556	10,274
180 Ad Valorem Tax	1,156,851	1,325,154	
181 Delinquent Tax	18,009		
182 Oil & Gas	864		
183 Oil & Gas Delinq	3		
184 P.P	31,561		
185 P.P Delinquent	2,315		
190 16/20 M Vehicle Tax	3,197	3,156	
192 16/20M Trucks Delinq	305		
193 Watercraft Tax	1,843	1,933	1,983
194 Watercraft Delinq	259		
207 Federal Grant			
402 Investment Interest			
503 Non-Collection Revenue	5,763		
600 Miscellaneous Reimbursement	18,862	-	
602 Miscellaneous Collection	2,198	-	
TOTAL REVENUE	\$ 1,377,938	\$ 1,461,109	\$ 146,781
TOTAL RESOURCES AVAILABLE	\$ 1,465,425	\$ 1,554,133	\$ 174,694
PERSONNEL SERVICES			
1001 Salaries (Full Time)	\$ 232,482	\$ 282,419	\$ 286,014
1003 Stipends	50,095	75,325	77,338
1005 Overtime	219	788	816
1504 FICA	20,017	27,428	27,859
1506 Health Insurance	55,115	59,586	60,263
1508 KPERS/KPF Retirement	48,153	62,366	63,000
1510 State Unemployment Tax	197	358	473
TOTAL PERSONNEL SERVICES	\$ 406,278	\$ 508,269	\$ 515,763

Attachment: Draft 2026 Fire (15737 : 2026 Emergency Mngmt, 911, Fire, Cap Outlay Budget Requests)

CONTRACTUAL SERVICES

2010 Postage/Freight/Shipping	\$ 165	\$ 1,500	\$ 1,000
2030 Cellular Phone Services	1,795	2,500	2,250
2040 Internet Access	3,502	4,250	4,250
2080 Printing/Duplication Services	-	500	500
2110 Advertising & Legal Publications	568	1,500	1,250
2120 Insurance-Property/Building	7,282	10,500	13,650
2122 Vehicle/Fleet Insurance	38,509	32,250	50,061
2124 Other Insurance	37,643	6,000	7,800
2126 Life Insurance	7,602	6,000	9,800
2200 Office Equipment Rental	2,483	3,750	3,500
2210 Machinery Equipment Rental	456	1,500	1,500
2245 Other Rental Services	1,315	2,500	2,500
2290 Debt Service-principal	134,378	136,188	79,934
2305 Debt Service-interest	47,181	44,813	41,255
2400 Repair/Maintain County Vehicles	37,828	75,000	75,000
2420 Repair/Maintain Other Equipment	12,366	20,000	20,000
2430 Computer Software Maintenance/Support	-	2,000	2,000
2450 Computer Hardware Maintenance/Support	-	250	250
2480 Repair/Maintain Buildings & Grounds	9,546	12,000	12,000
2510 Mileage/Tolls/Parking/Rental	716	350	1,000
2520 Lodging	470	2,000	1,500
2530 Air Fare	2,052	1,000	2,000
2540 Meals	5,192	6,500	6,500
2550 Dues & Memberships	291	750	750
2560 Training & Registrations	3,891	5,000	5,000
2570 Subscriptions	2,337	2,250	2,500
2615 Recording Fees	38		
2635 Engineering Fees	-	500	500
2650 Physician Fees	-	3,500	3,500
2700 Bonding Services	-	-	
2775 Pest Control Fees	-	1,000	1,000
2810 Electric/Gas Services	15,913	18,000	18,000
2830 Water	2,108	3,000	3,000
2850 Waste Disposal	1,428	1,850	1,850
2890 Other Utilities	-	250	250
2990 Other Contract Services	277	4,000	4,000
TOTAL CONTRACTUAL SERVICES	\$ 377,334	\$ 412,951	\$ 379,850

Attachment: Draft 2026 Fire (15737 : 2026 Emergency Mngmt, 911, Fire, Cap Outlay Budget Requests)

COMMODITIES

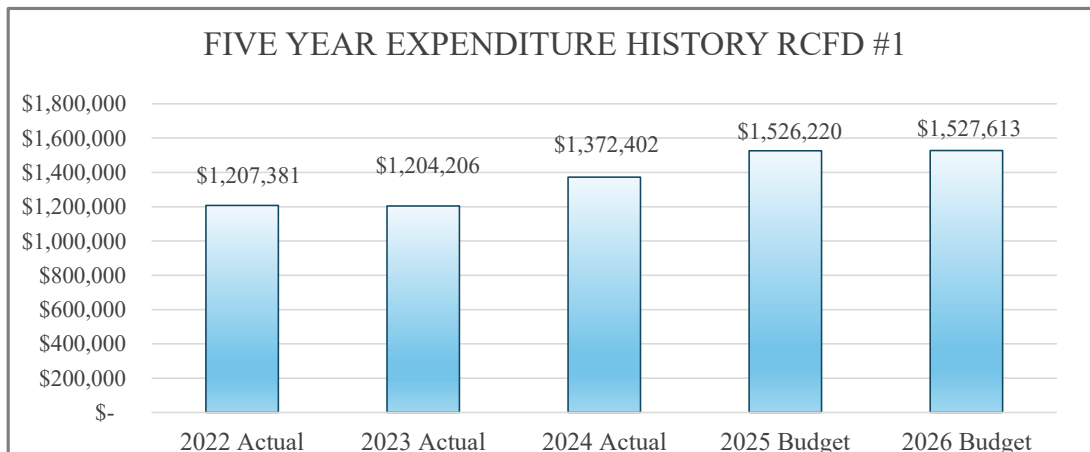
3010 Office Supplies	\$ 1,083	\$ 9,000	\$ 5,000
3020 Books & Publications	-	1,000	500
3040 Clothing	550	7,500	5,000
3045 Protective Gear	17,883	40,000	40,000
3060 Medical Supplies	-	1,000	1,000
3080 Fuel & Lubricants	28,389	70,000	45,000
3085 Propane	8,880	15,000	11,500
3100 Chemical	90	500	500
3135 Furniture < \$100	78	1,000	5,000
3140 Parts & Tools < \$100	12,530	30,000	20,000
3150 Parts & Tools > \$100	43,691	110,000	70,000
3170 Gravel Aggregates	-	1,000	1,000
3190 Sign Material	-	1,500	1,000
3302 Network Services	-	500	500
3990 Other Supplies/Materials	7,660	7,000	8,500
TOTAL COMMODITIES	\$ 120,833	\$ 295,000	\$ 214,500

CAPITAL OUTLAY

4020 Other Equipment	\$ 2,950	2000	3000
4030 Telecommunications Equipment	\$ 16,640	\$ 10,000	\$ 15,000
4031 Technology Network Equipment	-	1,500	-
4050 Technology Hardware	-	1,500	-
4058 Tech Hardware-Security	29		-
4060 Computer Software	12,690	5,000	13,000
4085 Emergency Vehicles	7,023	115,000	155,000
4110 Maint/Construction Equip	2,488		3,500
4120 Other Heavy Equipment	16,137		15,000
4130 Building Improvements	-		20,000
4990 Other Capital Outlay	-	125,000	23,000
TOTAL CAPITAL OUTLAY	\$ 57,957	\$ 260,000	\$ 247,500

604 Transfer to Rural Fire Capital Outlay	\$ 140,000	\$ 50,000	\$ 160,000
604 Transfer to Fire Station Projects	\$ 270,000		\$ 10,000
TOTAL TRANSFERS	\$ 410,000	\$ 50,000	\$ 170,000
TOTAL EXPENDITURES	\$ 1,372,402	\$ 1,526,220	\$ 1,527,613

TOTAL ENDING FUND BALANCE \$ 93,024 \$ 27,913 \$ (1,352,919)



Riley County, Kansas
2026 Budget
Emergency 911 Fund
Fund 148

	2024	2025	2025	2026
BEGINNING CASH BALANCE	<u>ACTUAL</u>	<u>BUDGET</u>	<u>estimate</u>	<u>BUDGET</u>
Fund Balance	\$ 719,689	\$ 697,915	\$ 697,915	\$ 478,973
TOTAL BEGINNING CASH BALANCE	\$ 719,689	\$ 697,915	\$ 697,915	\$ 478,973
REVENUE				
334 Usage Fees	\$ 3,473	\$ 3,473	\$ 3,473	\$ 3,473
402 Investment Interest	38,968	\$ 24,000	\$ 24,000	\$ 24,000
602-149 Miscellaneous Collection	392,656	\$ 360,000	\$ 360,000	\$ 383,100
600 Miscellaneous Reimbursement	-	18,000	18,000	18,000
TOTAL REVENUE	\$ 435,096	\$ 405,473	\$ 405,473	\$ 428,573
TOTAL RESOURCES AVAILABLE	\$ 1,154,785	\$ 1,103,388	\$ 1,103,388	\$ 907,546
EXPENDITURES				
CONTRACTUAL SERVICES				
2020 Phone Services	\$ 145,966	\$ 150,000	\$ 150,000	\$ 156,000
2040 Internet Access	10,450	14,000	14,000	14,000
2230 Land Rental/Lease Payments	33,361	-	35,000	35,000
2245 Other Rental Services	-	-		
2410 Repair & Maintain Office Equipment	181,103			
2420 Repair/Maintain Other Equipment	-	45,000		60,000
2450 Computer Hardware Maintenance/Support	49,280	180,000	231,000	231,000
2490 Other Repairs/Maintenance	-	-		
2510 Mileage/Toll/Parking	-	2,000	2,000	2,000
2520 Lodging	-	2,000	2,000	2,000
2540 Meals	-	1,000	1,000	1,000
2560 Training & Registration	5,417	2,500	2,500	4,000
2760 Consultant Fees	-	3,000	3,000	3,000
2765 Contract Fees	3,473	3,473	3,473	3,473
2810 Electric/Gas Services	27,821	35,000	35,000	35,000
2990 Other Contract Services	-	154,310		100,000
TOTAL CONTRACTUAL SERVICES	\$ 456,871	\$ 592,283	\$ 478,973	\$ 646,473
COMMODITIES				
3085 Propane	\$ -	\$ -	\$ -	\$ -
TOTAL COMMODITIES	\$ -	\$ -		\$ -
CAPITAL OUTLAY				
4020 Other Equipment	\$ -	\$ 404,214	\$ -	\$ 400,000
4030 Telecommunications Equipment	-	-		
4031 Tech Network Equipment		-		-
TOTAL CAPITAL OUTLAY	\$ -	\$ 404,214	\$ -	\$ 400,000
TOTAL EXPENDITURES	\$ 456,871	\$ 996,497	\$ 624,415	\$ 1,046,473
TOTAL ENDING FUND BALANCE	\$ 697,915	\$ 106,891	\$ 478,973	\$ (138,927)

Attachment: Draft 2026 911 (15737 : 2026 Emergency Mngmt, 911, Fire, Cap Outlay Budget Requests)

Fund #185
Riley County Fire Station Projects

17.e

	<u>2024</u>	<u>2025</u>	<u>2026</u>
	<u>Actual</u>	<u>BUDGET</u>	<u>BUDGET</u>
BEGINNING CASH BALANCE			
Fund Balance	\$ 672	\$ 34,644	\$ 33,972
TOTAL BEGINNING CASH BALANCE	\$ 672	\$ 34,644	\$ 33,972
REVENUE			
598 Temporary Note	\$ -	\$ -	\$ -
600 Miscellaneous Reimbursement	\$ -	\$ 300,000	
601 G.O. Bond Proceeds			
603 Transfer from Rural Fire	270,000		10,000
603 Transfer from Rural Fire Capital Outlay	-	200,000	
TOTAL REVENUE	\$ 270,000	\$ 500,000	\$ 10,000
TOTAL RESOURCES AVAILABLE	\$ 270,672	\$ 534,644	\$ 43,972
EXPENDITURES			
CONTRACTUAL EXPENSES			
2010 Postage/Freight/Shipping	\$ -	\$ -	\$ -
2110 Advertising/Legal Publications			
2120 Insurance Property/Bldg	\$ -	\$ -	\$ -
2210 Machinery	\$ 550		
2245 Other Rental Svc	135	-	-
2290 Principal Payment	-	-	-
2305 Interest Payment	-	-	-
2420 Repair/Maint Other Equip	475		
2480 Repair/Maint Building/Grounds	7,013	-	-
2630 Architect Fees	6,679		
2635 Engineering Fees	-	-	-
2640 Legal Services	-	-	-
2700 Bonding Services	-	-	-
2765 Contract Fees	-	-	-
2830 Water	-	-	-
2840 Sewage Charges	-	-	-
2990 Other Contract Services	600	500,672	
TOTAL CONTRACTUAL EXPENSES	\$ 15,451	\$ 500,672	\$ -
COMMODITIES			
3140 Parts & Tools < \$100	\$ 7,639		
3150 Parts & Tools > \$100	\$ 3,380	\$ -	\$ -
3170 Gravel Aggregates	\$ 8,213		
3990 Other Supplies & Material	-	-	-
TOTAL COMMODITIES	\$ 19,233	\$ -	\$ -
CAPITAL OUTLAY			
4020 Other Equipment	-	-	

Attachment: Draft 2026 Fire Station Projects1 (15737 : 2026 Emergency Mngmt, 911, Fire, Cap Outlay Budget Requests)

Riley County, Kansas
2026 Budget
Rural Fire Capital Outlay Fund
Fund 184

	2024	2025	2025	2026
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>Est</u>	<u>BUDGET</u>
BEGINNING CASH BALANCE				
Fund Balance	\$ 652,603	\$ 618,603	\$ 618,603	\$ 8,269
TOTAL BEGINNING CASH BALANCE	\$ 652,603	\$ 618,603	\$ 618,603	\$ 8,269
REVENUE				
503 Non-Collection Revenue		\$ -		\$ -
603 Transfer from Rural Fire Operating	140,000	50,000	50,000	170,000
TOTAL REVENUE	\$ 140,000	\$ 50,000	\$ 50,000	\$ 170,000
TOTAL RESOURCES AVAILABLE	\$ 792,603	\$ 668,603	\$ 668,603	\$ 178,269
EXPENDITURES				
CONTRACTUAL EXPENSES				
2110 Advertising & Legal Publications	\$ -	\$ -		\$ -
TOTAL CONTRACTUAL EXPENSES	\$ -	\$ -	\$ -	\$ -
COMMODITIES EXPENSES				
3150 Parts & Tools >\$100	\$ -	\$ -		\$ -
TOTAL COMMODITIES EXPENSES	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY				
4020 Other Equipment		\$ -		\$ 135,000
4030 Telecommunications Equipment		-		50,000
4085 Emergency Vehicles				475,000
4990 Other Capital Outlay	174,000	660,334		
TOTAL CAPITAL OUTLAY	\$ 174,000	\$ 660,334	\$ -	\$ 660,000
TOTAL EXPENDITURES	\$ 174,000	\$ 660,334	\$ -	\$ 660,000
TOTAL ENDING FUND BALANCE	\$ 618,603	\$ 8,269		\$ (481,731)

Attachment: Draft 2026 Fire Capital Outlay [Revision 1] (15737 : 2026 Emergency Mngmt, 911, Fire, Cap Outlay Budget Requests)



COUNTY CLERK & ELECTIONS
Budget

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

MEMORANDUM

FROM: Brittany Phillips, Budget & Finance Officer

MEETING: May 8, 2025

SUBJECT: 2026 Ambulance (EMS) Budget Request

PRESENTER: David Adams, EMS Director

Enclosures:

- RCEMS 2026 Budget (DOCX)
- Draft 2026 EMS (1) (PDF)



EMERGENCY MEDICAL SERVICES

Headquarters
2011 Claflin Road
Manhattan, KS 66502
Phone: 785-539-3535

To: Board of County Commissioners

From: David Adams, EMS/Ambulance Director

Date: 5/8/2025

RE: 2026 EMS/Ambulance Budget Request

Introduction:

The Riley County EMS/Ambulance Budget request includes all personnel, commodities, contract, and capital items for the EMS/Ambulance Department. This information is based on historical data, current trends, and pricing, as well as projected costs due to increased call volume, operation of a new station in Leonardville as well as the Headquarters station. This budget also includes the purchase, repair, and replacement of existing and new equipment. The total budget request for 2026 is \$6,624,371.

Personnel:

Increase of \$120,486 is due to possible Merit and increased costs associated with benefits.

Capital, Commodities and Contractual combined:

The total budgetary request for the 3 C's is \$383,615 dollars which is an increase of \$18,915.00 from the 2025 budget allocation. The most notable cost increases are attributed to:

1. Increase of \$29,400 in Contract Services due to increased costs of Billing and other contractual obligations. Billing costs are 5.25% of payments received per month. We anticipate an increase of \$76,330 in client services revenue over 2025 projections and combined with an underestimated increase in revenue from 2023 and 2024 which has led to a deficit of \$33,800 in funding for this line item in 2024. The increase is largely due to increased funding from Medicaid and private insurance reimbursement.
2. Ongoing increase in medical supply costs of \$7,000 and other contract services.
3. Increase in capital outlay of \$2,750.
4. Increase of \$3500 in repair/maintenance of other equipment.
5. Increase of \$4,000 in Computer software/maintenance/support due to enhanced camera systems in ambulances and medical supply system (Pyxis).
6. Decreases were noted in pharmaceuticals of \$7,500 and vehicle insurance of \$15,000.



EMERGENCY MEDICAL SERVICES

Headquarters
2011 Claflin Road
Manhattan, KS 66502
Phone: 785-539-3535

Patient Services fees captured:

Riley County EMS anticipates fees collected from insurers of \$1,830,604 which is an increase of \$76,330 from the budgeted projections from 2025. This change is associated directly with a sustained call volume as well as an increase in out-of-town transfers. We have also captured increased reimbursement from the State of Kansas and Private insurers due to increased payments to the federal rural Medicare rates.

For your general knowledge, the service fees captured are based on several variables; call volume, the patients' insurance that was billed, distance travelled to the appropriate facility as well as the level of care that was provided.

Respectfully submitted,

David A. Adams, Director

Riley County, Kansas
2026 Budget
Ambulance (EMS) Department
001-020

PERSONNEL	2024	2025	2026
Position Title - Full Time	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Director	1.00	1.00	1.00
Assistant Director	1.00	1.00	1.00
Staff Development/Training Officer	1.00	1.00	1.00
EMT	13.00	13.00	13.00
AEMT	2.00	2.00	2.00
Captain	3.00	3.00	3.00
Lieutenant	3.00	3.00	3.00
Paramedic	18.00	18.00	18.00
PRN	10.00	10.00	10.00
TOTAL NUMBER OF EMPLOYEES	52.00	52.00	52.00
REVENUE			
207 Federal Grant		\$ -	
209 Grants-Other		-	
330 Client Services	1,861,078	1,766,036	1,830,604
503 Non-collection (Standby)	74,179	60,738	72,500
505 Snyder = P&I			
600 Miscellaneous Reimbursement	3,292		
603 Transfer from Disaster Fund			
610 Outside Collections			
TOTAL REVENUE	\$ 1,938,550	\$ 1,826,774	1,903,104.00
EXPENDITURES			
PERSONNEL SERVICES			
1001 Salaries (Full Time)	\$ 2,342,134	\$ 2,417,786	\$ 2,474,273
1003 Seasonal/Temporary	53,077	61,529	67,485
1005 Overtime	1,044,226	1,504,528	1,546,581
1504 FICA	252,423	304,784	312,784
1506 Health Insurance	571,196	881,143	871,434
1508 KPF Retirement	780,735	962,701	962,911
1510 State Unemployment Tax	3,052	3,964	5,289
TOTAL PERSONNEL SERVICES	\$ 5,046,843	\$ 6,136,435	\$ 6,240,756
CONTRACTUAL SERVICES			
2010 Postage/Freight/Shipping	\$ 2,058	\$ 1,500	\$ 200
2020 Phone Services			
2030 Cellular Phone Services	1,756	1,750	1,765

Attachment: Draft 2026 EMS (1) [Revision 1] (15748 : 2026 Ambulance (EMS) Budget Request)

2040 Internet Access	9,275	5,000	5,000
2060 Moving Office Equipment	1,026		
2110 Advertisin/Legal Publica	-		
2122 Vehicle/Fleet Insurance	16,123	40,000	25,000
2124 Other Insurance	-		
2245 Other Rental Services	14,889	15,500	15,500
2275 Records Preservation	100		
2400 Repair/Maintain County Vehicles	15,038	15,000	15,250
2420 Repair/Maintain Other Equipment	28,599	11,000	14,500
2430 Computer Software Maintenance/Support	825		5,000
2480 Repair/Maintain Buildings & Grounds	365	600	500
2510 Mileage/Tolls/Parking/Rental	506	1,000	500
2520 Lodging	233	750	750
2530 Airfare	-	750	750
2540 Meals	6,107	4,500	6,500
2550 Dues & Memberships	2,672	3,000	2,700
2560 Training & Registrations	9,270	8,500	8,500
2570 Subscriptions	4,998	3,500	4,000
2655 Hospital Fees			
2657 Miscellaneous Fees			
2700 Bonding Services	75		
2740 Ambulance Service	29		
2750 Credit Card Fees	3,074	4,000	-
2765 Contract Fees	1,196	1,500	
2850 Waste Disposal	73		
2990 Other Contract Services	157,424	108,000	137,400
TOTAL CONTRACTUAL SERVICES	\$ 275,711	\$ 225,850	\$ 243,815

COMMODITIES

3010 Office Supplies	\$ 5,546	\$ 4,800	\$ 6,500
3030 Computer Supplies	-	600	
3032 Supplies-Printers	1,351	2,500	1,300
3040 Clothing	5,916	8,250	7,000
3045 Protective Gear	6,526	1,500	2,250
3060 Medical Supplies	90,990	81,000	88,000
3075 Pharmacy Supplies	5,501	15,000	7,500
3080 Fuel & Lubricants	5,164	8,000	8,000
3085 Propane	560		
3140 Parts & Tools < \$100	-		
3160 Fair Supplies	-	700	
3990 Other Supplies & Materials	215		
TOTAL COMMODITIES	\$ 121,771	\$ 122,350	\$ 120,550

Attachment: Draft 2026 EMS (1) [Revision 1] (15748 : 2026 Ambulance (EMS) Budget Request)

CAPITAL OUTLAY

4010 Office Equipment	\$	139.73		1000
4020 Other Equipment	\$	1,481	\$ 8,000	\$ 8,000
4040 Furniture > \$100		3,180	4,000	4,500
4050 Technology Hardware			2,500	3,500
4051 Technology Hardware-Notebook			2,000	3,250
4057 Tech Harware-Wireless				
4990 Technology Hardware-Printers				
TOTAL CAPITAL OUTLAY	\$	4,801	\$ 16,500	\$ 19,250
TOTAL OPERATING EXPENDITURES	\$	5,444,325	\$ 6,484,635	\$ 6,605,121
TOTAL EXPENDITURES LESS PERSONNEL	\$	402,282	\$ 364,700	\$ 383,615
TOTAL EXPENDITURES	\$	5,449,125	\$ 6,501,135	\$ 6,624,371

Attachment: Draft 2026 EMS (1) [Revision 1] (15748 : 2026 Ambulance (EMS) Budget Request)



COUNTY CLERK & ELECTIONS
Budget

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

MEMORANDUM

FROM: Brittany Phillips, Budget & Finance Officer

MEETING: May 8, 2025

SUBJECT: 2026 Register of Deeds & Tech Fund Budget Requests

PRESENTER: Brittany Phillips, Budget & Finance Officer

Enclosures:

- 2026 Budget Presentation Memo (DOC)
- Draft 2026 Register of Deeds (PDF)
- Draft ROD TECH 2026 (PDF)



**REGISTER OF
DEEDS OFFICE**

19.a

Amy M. Manges
Register of Deeds
110 Courthouse Plaza
Manhattan, Kansas 66502-0109
Phone: 785-537-6340
Fax: 785-537-6343
E-mail: amanges@rileycountyks.gov

TO: Board of County Commissioners

FROM: Amy Manges

DATE: May 8, 2025

SUBJECT: 2025 Budget Request

Register of Deeds Office

Contractual Services

2010 – Postage/Freight/Shipping:

There is a \$50 increase over 2025's budgeted amount as the cost of stamps and other mailing services keeps rising. These funds are used to return documents to customers, send microfilm to the salt mines and order supplies that at times don't qualify for free shipping.

2200/2240 - Office Equipment Rental & Storage Rental:

There is a \$500 increase between both accounts over 2025's budgeted amount as these items typically increase yearly. Funds pay for our copier and space in the preservation vault at the salt mines for storage of books/microfilm/aperture cards that have been moved off site.

2510/2520 – Mileage/Tolls/Parking & Lodging:

There is a \$400 increase between these accounts over the 2025 budgeted amount in anticipation of more training opportunities for staff.

2550 – Dues & Memberships:

There is a \$300 increase over the 2025 budgeted amount as there have been slight increases in dues. I am also more involved with various professional organizations than in previous years.

2990 – Other Contract Services:

The Heritage Trust Fund was created by the 1990 legislative session and is used for grants to support the preservation of historical buildings. Prior to Jan. 1, 2015, a mortgage registration fee was paid on the principal debt of a mortgage at 0.26% of which 1/26th was distributed to the Heritage Trust Fund. In 2014, K.S. A. 28-

Attachment: 2026 Budget Presentation Memo (15750 : 2026 Register of Deeds & Tech Fund Budget Requests)

115 was amended which also changed how Heritage Trust Fund fees are collected. Starting Jan. 1, 2015, in addition to the fees required to be collected, an additional fee of \$1 per page was added for the Heritage Trust Fund. To summarize, this fee has always been collected at the time of recording and was never an expense to the county. In fact, any amount collected over \$30,000 is deposited into the County General Fund and is extra income.

Beginning with the 2018 budget planning cycle, an estimated payment for the Heritage Trust Fund and County General Fund were added to our budget worksheet. At times this has been problematic as these funds alone represent more than 50% of the budget after salaries. Estimating recording growth inflated the budget percentage increase resulting in an ask to cut the budget down to a certain percentage. Not estimating enough made it appear the office went over budget. After discussion with Brittany and a subsequent review by Jacob with Sink Gordon Accountants, it was determined that there is no legal or statutory reason for this fund to be included in the budget as our office is just a pass through.

Summary

The Register of Deeds 2026 budget request reflects a \$815 or 3% decrease in the 3 Cs compared to the 2025 budget after subtracting line item 2990.

Register of Deeds Technology Fund

This fund is used to acquire equipment and technological services relating to the preservation of land records. Some of the items currently paid for by this fund are:

- Maintenance fees for our recording software and hardware
- Computers, scanners, and laptops
- Annual fee for our Evault Data Storage
- Microfilm
- Record conversion

Any money not spent can be carried over from year to year allowing our office to save for more expensive projects or equipment and cover qualifying costs that may arise throughout the year.

Riley County, Kansas
2026 Budget
Register of Deeds Department
001-006

PERSONNEL	2024	2025	2026
Position Title - Full Time	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Register of Deeds	1.00	1.00	1.00
Deputy Register of Deeds	1.00	1.00	1.00
Records Assistant II	2.00	2.00	2.00
Records Assistant I	1.00	1.00	1.00
TOTAL NUMBER OF EMPLOYEES	5.00	5.00	5.00

EXPENDITURES			
PERSONNEL SERVICES			
1001 Salaries (Full Time)	\$ 358,039	394,453	407,068
1003 Seasonal/Temp/PT	\$ -	-	-
1005 Overtime	-	3,231	3,347
1504 FICA	26,150	30,423	31,397
1506 Health Insurance	40,210	83,673	86,721
1508 KPERS Retirement	36,639	42,592	43,463
1510 State Unemployment Tax	181	398	534
TOTAL PERSONNEL SERVICES	\$ 461,220	\$ 554,768	\$ 572,529

CONTRACTUAL SERVICES			
2010 Postage/Freight/Shipping	\$ 741	850	900
2030 Cellular Phone Services	680	780	780
2110 Advertising & Legal Publications	-	100	100
2200 Office Equipment Rental	1,636	2,300	2,500
2240 Storage Rental	-	2,100	2,400
2245 Other Rental Services	-		
2260 Security Services	-	65	
2275 Records Preservation	45	500	500
2285 Bond Payment	225		
2410 Repair/Maintain Office Equipment	-	400	400
2450 Computer Hardware Maintenance/Support	282	500	500
2510 Mileage/Tolls/Parking/Rental	1,014	1,500	1,500
2520 Lodging	1,899	1,800	2,200
2540 Meals	129	800	800
2550 Dues & Memberships	785	700	1,000

Attachment: Draft 2026 Register of Deeds (15750 : 2026 Register of Deeds & Tech Fund Budget Requests)

2560 Training & Registrations	1,868	3,000	3,000
2570 Subscriptions	305	400	400
2850 Waste Disposal	10	150	150
2990 Other Contract Services	26,779	28,000	
TOTAL CONTRACTUAL SERVICES	\$ 36,398	\$ 43,945	\$ 17,130
COMMODITIES			
3010 Office Supplies	\$ 1,131	\$ 4,500	\$ 3,800
3015 Records Management/Preservation	-	500	500
3020 Books & Publications	-	100	100
3030 Computer Supplies	53	200	200
3032 Supplies-Printers	187	300	300
3040 Clothing	77		150
3060 Medical Supplies	108		150
3135 Furniture < \$100	100		100
TOTAL COMMODITIES	\$ 1,656	\$ 5,600	\$ 5,300
CAPITAL OUTLAY			
604 Heritage Trust to General Cash		0	
4010 Office Equipment		1000	1000
4040 Furniture > \$100	34,494	3700	2000
4058 Technology Hardware-Security	-		
4061 Computer Software-Desktop	-	200	200
4070 Surveillance Equipment	-	200	200
4990 Other Capital Outlay	-		
TOTAL CAPITAL OUTLAY	\$ 34,494	\$ 5,100	\$ 3,400
TOTAL OPERATING EXPENDITURES	\$ 499,274	\$ 604,313	\$ 594,959
TOTAL EXPENDITURES LESS PERSONNEL	\$ 72,549	\$ 54,645	\$ 25,830
TOTAL EXPENDITURES	\$ 533,768	\$ 609,413	\$ 598,359

Attachment: Draft 2026 Register of Deeds (15750 : 2026 Register of Deeds & Tech Fund Budget Requests)

Fund # 106
Riley County Register of Deeds Technology

	2024	2025	2026
	ACTUAL	<u>BUDGET</u>	<u>BUDGET</u>
BEGINNING CASH BALANCE			
Fund Balance	\$ 168,460	\$ 180,239	\$ 86,979
TOTAL BEGINNING CASH BALANCE	\$ 168,460	\$ 180,239	\$ 86,979
REVENUE			
503 Non-Collection Revenue			
402 Investment Interest	\$ 9,245	\$ 5,600	\$ 5,000
602 Misc. Collection	56,202	50,000	50,000
TOTAL REVENUE	\$ 65,447	\$ 55,600	\$ 55,000
TOTAL RESOURCES AVAILABLE	\$ 233,907	\$ 235,839	\$ 141,979
EXPENDITURES			
CONTRACTUAL SERVICES			
2010 Postage/Freight/Shipping	\$ -	\$ -	\$ -
2240 Storage Rental	\$ 1,752	\$ 2,700	\$ 3,500
2275 Records Preservation	\$ 14,440	\$ 35,000	\$ 40,000
2430 Rep,Maint,Support Software	23,778	31,160	38,000
2440 Equipment Installation			
2450 Hardware Maint/Support	2,699	6,600	6,000
2990 Other Contract Services			
TOTAL CONTRACTUAL SERVICES	\$ 42,669	\$ 75,460	\$ 87,500
COMMODITIES			
3010 Office Supplies			
3015 Records Preservation	\$ 130	\$ 39,000	\$ 19,479
3030 Computer Supplies		\$ 1,000	\$ 1,000
3032 Supplies - Printer	106	800	1,000
3304 Programming Services		3,000	3,000
3305 Web Development	10,722	15,000	12,000
3070 Prescriptions			
3990 Other Supplies & Materials		-	

Attachment: Draft ROD TECH 2026 (15750 : 2026 Register of Deeds & Tech Fund Budget Requests)

TOTAL COMMODITIES	\$ 10,958	\$ 58,800	\$ 36,479
CAPITAL OUTLAY			
4050 Technology Hardware	\$ -	5,000	5,000
4051 Tech Hardware - Notebook	\$ -	2,300	2,500
4052 Tech Hardware-Desktop	\$ -	\$ 3,000	\$ 3,000
4054 Tech Hardware - Printers	\$ 41	\$ 2,500	\$ 2,500
4055 Tech Hardware - Imaging	-	5,500	5,000
4060 Computer Software	-		
4990 Other Capital	-	3,600	
TOTAL CAPITAL OUTLAY	\$ 41	\$ 14,600	\$ 18,000
TOTAL EXPENDITURES	\$ 53,668	\$ 148,860	\$ 141,979
TOTAL ENDING FUND BALANCE	\$ 180,239	\$ 86,979	\$ -



COUNTY CLERK & ELECTIONS
Budget

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

MEMORANDUM

FROM: Brittany Phillips, Budget & Finance Officer

MEETING: May 8, 2025

SUBJECT: 2026 Manhattan Emergency Shelter Appropriation Request

PRESENTER: Emily Wagner, Executive Director

Enclosures:

- Riley County Request 2026 (PDF)

Manhattan Emergency Shelter, Inc. Appropriation Request for the 2026 Budget

Mission Statement

Manhattan Emergency Shelter, Inc. provides safe shelter and housing stabilization services for the homeless individuals and families of Manhattan.

Agency Description

Manhattan Emergency Shelter, Inc. (MESI) provides homeless services to the Manhattan community and surrounding areas. MESI provides services including emergency and transitional shelter, rapid rehousing rental assistance, and homeless prevention services to meet the growing demands of our community.

Caroline Peine Transitional Shelter provides emergency and transitional shelter as well as individualized case management to meet the immediate needs of the homeless in Riley County. Additional programs are offered to improve the success of clients including referral services, transportation services, medical financial assistance, and advocacy. To qualify for emergency shelter and the aforementioned services, an individual must be literally homeless, requesting shelter and have proper identification. In 2024, Caroline Peine Transitional Shelter provided emergency shelter to 392 unduplicated individuals including 67 children.

MESI's *Homeless Rental Assistance Program* (HRAP) aims to rapidly re-house households that are literally homeless and prevent homelessness in households that are facing eviction. HRAP is possible through the federally funded Emergency Solutions and Community Development Block Grants. By design, the program is intended to help households that typically maintain housing stability but are currently experiencing financial difficulties. Types of assistance provided when funding is available are: rental and rental arrears, security deposits, and utility and utility arrears. Households must be literally homeless or at imminent risk of homelessness and have no other housing options, financial resources, or support networks. Case managers must document clients can stabilize within a reasonable timeframe, which usually requires households to have income great enough to support themselves financially once assistance is discontinued. In 2024, MESI helped 321 clients move into permanent housing through these programs.

Flint Hills Rapid Re-housing Program will start in June 2025 and will serve homeless individuals in Riley, Pottawatomie, Geary, Clay, Marshall, and Washington Counties. This is federally funded through Continuum of Care Grant with match generously provided by a local foundation. The program will pair individualized case management with rental assistance to reduce housing barriers, increase life skills and income, and stabilize households in their home community.

Funding Sources

Budgeted Figures	2025
Emergency Solutions Grant	\$140,000
City of Manhattan	\$86,760
Konza United Way	\$40,000
Community Development Block Grant	\$45,000
City of Manhattan (Special Alcohol)	\$18,000
Emergency Food and Shelter Program	\$14,000
Kansas Career Work Study	\$20,000
City of Manhattan (Capital Improvement Funds)	\$5,000
Greater Manhattan Community Foundation	\$15,000

MESI brings in approximately \$150,000 each year in unrestricted revenue from contributions and fundraising efforts.

Line-Item Budget for Requested Funds

4000	Salaries	\$ 23,250
4001	Payroll Taxes	\$ 1,750
	Total	\$ 25,000

MESI is requesting funding to support Caroline Peine Transitional Shelter through salaries and payroll taxes for night and weekend staff. These positions are essential to providing 24-hour shelter to the homeless in our community. Night and weekend employees oversee the facility during nontraditional business hours for assistance, security, and safety. MESI is requesting \$25,000 from Riley County. This funding is vital to maintaining the high quality of services delivered at MESI. Without an increase in revenue, MESI may be forced to reduce the number of individuals served due to safety precautions. This would leave people with nowhere else to go, causing them to live outside, in abandoned buildings or vehicles, or in places not meant for human habitation. This would increase the unsheltered, visible homeless population in our community.

2026 Goals

- Seek out and secure additional funding to support loss in federal funding.
- Improve agency sustainability by increasing endowment gifts.
- Provide emergency shelter for a minimum of 400 homeless individuals in the community.
- Facility maintenance of exterior and interior of building.