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

Cindy Kabriel
785-565-6200

Board of Riley County Commissioners
Regular Meeting
Agenda
May 11, 2023

Commission Chambers **8:30 AM**

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

8:30 AM **Call to Order**

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Mobile Command Post Vehicle to Wamego July 4th Celebration
4. Recommendation for Pre-Cast Box Culverts Quote
5. Discuss Joint City/County/County Meeting Agenda

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - May 8, 2023 8:30 AM

Review Tentative Agenda

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

9:00 AM **Craig Cox, Deputy County Counselor**

9. Administrative Work Session

9:20 AM **Judge Bannister, District Court**

10. 2024 DISTRICT COURT BUDGET

9:30 AM **Shilo Heger, Treasurer**

11. April 2023 Revenue Reporting - Riley County Treasurer
12. Request to Fill Customer Service Representative I Position - County Treasurer

9:45 AM **Jason Smith, Manhattan Area Chamber of Commerce**

13. Economic development update

10:00 AM **Jason Smith, Manhattan Area Chamber of Commerce**

14. 2024 ECONOMIC DEVELOPMENT REQUEST

10:10 AM **Budget and Planning Committee - Darell Edie, Budget and Finance Officer**

15. Monthly Cash Flow Report for March 2023

10:20 AM **Ron Fehr, Manhattan City Manager**

16. Manhattan City General Update

10:50 AM **David Adams, EMS/Ambulance Director**

17. Public Safety Headquarters Update

11:35 AM **Kevin Larson, Riley County Council on Aging**

18. 2024 COUNCIL ON AGING APPROPRIATION REQUEST

11:45 AM **John Ellermann, Public Works Director/County Engineer**

19. Request to fill Customer Service Representative I position

1:15 PM **Robbin Cole, Pawnee Mental Health Services Director**

20. PAWNEE MENTAL HEALTH APPROPRIATION 2024

1:30 PM **Jared Garren, Be Able**

21. 2024 BE ABLE ECONOMIC DEVELOPMENT

1:45 PM **Lori Feldkamp, Big Lakes Developmental Center Director**

22. 2024 BIG LAKES DEVELOPMENT CENTER APPROPRIATION

2:00 PM **Vernon Turner, Flint Hills Veterans Coalition**

23. 2024 FLINT HILLS VETERAN'S COALITION ECONOMIC DEVELOPMENT REQUEST

2:10 PM **Katharine Hensler, Museum Director**

24. 2024 MUSEUM BUDGET

2:20 PM **Shilo Heger, Treasurer**

25. 2024 TREASURER, MOTOR VEHICLE AND TREASURER TECH BUDGET REQUESTS

2:30 PM **David Adams, EMS/Ambulance Director**

26. 2024 AMBULANCE AND EMS GRANTS

2:45 PM **Michael Boller, Noxious Weed Director**

27. 2024 Riley County Noxious Weed 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.

EMERGENCY MANAGEMENT/FIRE
Outside Agency Request

Russel Stukey
Emergency Management Director
115 North 4th Street
Manhattan, KS 66502
Phone: 785-537-6333

COMMISSION AGENDA REPORT

FROM: **Laurie Harrison, Emergency Management Assistant Director**

MEETING: **May 11, 2023**

SUBJECT: **Mobile Command Post Vehicle to Wamego July 4th Celebration**

PRESENTER: **Laurie Harrison, Emergency Management Assistant Director**

BACKGROUND

The city of Wamego Police Department and Pottawatomie County Emergency Management have asked for the use of our mobile command post vehicle for the July 4th Celebration and fireworks display. The mobile command post will be scheduled to be in Wamego July 1-5, 2023. They anticipate using the mobile command post for communications and unified command during the event.

DISCUSSION

Riley County Emergency Management received the mobile command post through Homeland Security grant funds. We have supported this event for over 10 years and this is a very effective way to utilize it's regional communications capability in a planned event. There is an understanding that in the event we need the vehicle returned for our own incident, it will be an expedient coordinated release.

FISCAL IMPACT

There would be no direct cost to the county for staff to take the mobile command post to Wamego. Laurie Harrison will be available for any equipment issues that may come up. There may be minimal fuel costs, however, the city of Wamego has filled the fuel tanks in previous deployments.

RECOMMENDATION(S)

It is recommended to deploy the mobile command post to the event.

POSSIBLE MOTION(S)

Move to approve deploying the mobile command post vehicle to Wamego for the July 4th celebration.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

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

PUBLIC WORKS
Recommendations

COMMISSION AGENDA REPORT

FROM: **Shannon Sterling, Administrative Assistant II**

MEETING: **May 11, 2023**

SUBJECT: **Recommendation for Pre-Cast Box Culverts Quote**

PRESENTER: **John Ellermann, Director of Public Works**

BACKGROUND

Based on the inspection program and maintenance reports for each structure in the county, Staff have determined it is necessary to replace the existing structure on Homestead Road due to constant maintenance.

The site has been reviewed to determine the type of structure best suited for its particular characteristics. Pre-cast concrete boxes are not suited for every site. They are best utilized in small drainage areas where there is a relatively shallow channel. These are generally locations where a smaller structure will be utilized. The site on Homestead Road exhibits this criteria. However, as the size of structure begins to increase the cost increases and the cost benefit ratio for utilizing a pre-cast box over a cast in place box becomes less attractive.

Other reasons for utilizing a pre-cast concrete box are:

1. Our crews install them thus reducing the out of pocket cost
2. The installation only takes a few days so the road is not closed as long
3. The pre-cast box can be shipped directly to the construction site
4. The cost is generally less than a cast in place structure which allows more of the smaller structures to be replaced

Attached are the quotes received from 3 manufacturers of pre-cast concrete boxes.

DISCUSSION

Review the quotes from McPherson Concrete, Forterra, and OldCastle Precast
Discuss Quotes
Approve the funding source

FISCAL IMPACT

We propose to fund the pre-cast concrete box from the Public Works Budget in the amount of $29,261.34.

ALTERNATIVES

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

RECOMMENDATION(S)

Staff recommends the replacement of the structure at Homestead Road. Further, we recommend acceptance of the low quote from McPherson Concrete.

POSSIBLE MOTION(S)

Move to accept the quote for one pre-cast concrete box culvert from McPherson Concrete in the amount of $29,261.34, funded from the Public Works Budget.

Enclosures:

- 2023 RCB Quotes (PDF)

2023 RCB Replacement Projects	Project Location	RCB Size	Cost / Freight
Vendor: McPherson Concrete	Homestead Rd.	10' x 6' x 36'	$ 29,261.34
Vendor: Forterra	Homestead Rd.	10' x 6' x 36'	$ 38,827.00
Vendor: OldCastle Precast	Homestead Rd.	10' x 6' x 36'	$ 38,050.00

Cindy Kabriel

From: Chelsea Johnson [redacted]
Sent: Thursday, May 4, 2023 10:13 AM
To: Cindy Kabriel; Chad Kinsley
Cc: Brenda Wolf; Lauren Page
Subject: 05/18/23 Joint City/County/County Items Due
Attachments: 051823-Ci.docx

Good morning,

The next Joint City/County/County meeting is scheduled for Thursday, May 18, 2023, at the City. Attached is a draft agenda, the item that we have on the agenda will likely last an hour. If something absolutely needs added to the agenda please let us know before noon on Thursday, May 11, 2023.

Thank you!

Chelsea Johnson
Assistant City Clerk
City Manager's Office
785-587-2405

City of Manhattan Kansas

Attachment: May Joint City County County Meeting Agenda (12933 : Joint City/County/County Agenda Meeting Information)

AGENDA
JOINT CITY/COUNTY/COUNTY MEETING
CITY COMMISSION ROOM
THURSDAY, MAY 18, 2023
4:00 P.M.

1. Flint Hills Region Electric Vehicles Readiness Plan (Jared Tremblay, Planning Manager, Flint Hills Metropolitan Planning Organization)

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

Attachment: May Joint City County County Meeting Agenda (12933 : Joint City/County/County Agenda Meeting Information)

Board of Riley County Commissioners
Regular Meeting
TENTATIVE Agenda
May 15, 2023

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

Cindy Kabriel
785-565-6200

Commission Chambers **8:30 AM**

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

8:30 AM **Call to Order**

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM **Amanda Webb, Planning/Special Projects Director**

1. Out of State Travel Request

9:15 AM **David Adams, EMS/Ambulance Director**

2. Staff update

9:30 AM **Press Conference**

9:40 AM **Elizabeth Ward, Human Resource Director**

3. New and expanded positions

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

4. Administrative Work Session

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

5. 2024 Community Corrections Budget Request

10:45 AM **Barry Wilkerson, County Attorney**

6. 2024 Riley County Attorney Budget Request

Attachment: 05-15-23 tentative agenda (12837 : Tentative Agenda)

11:00 AM **Gina Snyder, Downtown Manhattan Director**

7. 2024 Downtown Manhattan Inc. Appropriation Request

11:10 AM **Dennis Cook, Aggieville Business District**

8. 2024 Aggieville Business Association Appropriation Request

11:20 AM **Patrick Gormely, Riley County Genealogical Society**

9. 2024 Riley County Genealogical Society Appropriation Request

11:30 AM **Amy Manges, Register of Deeds**

10. 2024 Register of Deeds/Tech fund budget Requests

12:00 PM **Law Enforcement Agency Meeting**

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: 05-15-23 tentative agenda (12837 : Tentative Agenda)

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

Cindy Kabriel
785-565-6200

Board of Riley County Commissioners
Regular Meeting
TENTATIVE Agenda
May 18, 2023

Commission Chambers **9:00 AM**

District 2 – Greg McKinley, Member | District 3 – Kathryn Focke, Chair | District 1 – John Ford, 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 **Julie Gibbs, Health Department Director**

2. Staff update
3. Out of State Travel Request

10:00 AM **Gary Fike, County Extension Director**

4. Staff update

10:15 AM **Brian Peete, RCPD Director**

5. RCPD update

10:30 AM **Bob Isaac, Planner**

6. Public hearing for Random Woods, Unit 4 final plat

10:45 AM **Bob Isaac, Planner**

7. Public hearing for Flintstone Addition, Unit 3 final plat

11:15 AM **Gary Fike, County Extenison Director**

8. 2024 Fair budget and Extension appropriation requests

Attachment: 05-18-23 tentative agenda (12837 : Tentative Agenda)

11:35 AM **Clancy Holeman, Counselor/Director of Administrative Services**

9. Administrative Work Session

1:15 PM **Scott Carmichael, Riley County Conservation District Director**

10. 2024 Riley County Conservation District Appropriation Request

1:25 PM **Anne Smith, aTa Bus Director**

11. 2024 aTa Bus Appropriation Request

1:35 PM **Rich Vargo, County Clerk**

12. 2024 Clerk, Election, Tech 2024 Budget Requests

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

Adjournment

Announcement

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

Attachment: 05-18-23 tentative agenda (12837 : Tentative Agenda)

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

COUNTY CLERK & ELECTIONS
Budget

MEMORANDUM

FROM: **KATHERINE OLIVER**

MEETING: **May 11, 2023**

SUBJECT: **2024 DISTRICT COURT BUDGET**

PRESENTER: **JUDGE BANNISTER**

Enclosures:
- District Court Memorandum (DOCX)
- Form JA 101.corr (PDF)
- Form JA 100 proposed (PDF)
- 2024 District Court Budget to BOCC (XLSX)

MEMORANDUM

DATE: April 26, 2023

TO: Board of Riley County Commissioners

FROM: Kathy Oliver
District Court Administrator

RE: *2024 Proposed Budget*

As a reminder, all of District Court employees are State of Kansas employees; thus, no personnel costs are budgeted through Riley County. Additionally, attorney fees are included in Riley County's General Budget and not through District Court.

District Court's proposed 2024 budget totals $185,080.

The increase is primarily due to the need of a new copier for the Court Services Office.

I am estimating that the 2024 revenue from Clerk Fees, Forfeitures, Miscellaneous Collections and Miscellaneous Reimbursements will total $40,000.

Attachment: District Court Memorandum (13399 : 2024 DISTRICT COURT BUDGET)

ANNUAL BUDGET
K.S.A. 20-349
General Fund Account

Form No. JA 101
(Rev. 03/2023)

21 Judicial District Riley County, Kansas

Expenditure Detail	Actual Previous Year 2022	Estimated Current Year 2023	Proposed Budget Year 2024
Personnel Services:			
Salaries			
Fringe Benefits			
Health Insurance			
Contractual Services:			
Indigent Services	BUDGETED IN COUNTY GENERAL FUND		
Legal Defense			
Witness Fees and Travel			
Transcripts	$ 30,689.00	$ 18,000.00	$ 18,000.00
Medical/Psychiatric Exam	$ 7,550.00	$ 10,000.00	$ 10,000.00
Other (Specify) Interpreter	$ 11,945.00	$ 6,700.00	$ 6,700.00
Juveniles GAL			
Mentally Ill GAL			
Alcoholic Treatment			
Drug Tests			
Judges pro tem	$ 1,200.00	$ 700.00	$ 2,000.00
Court Reporters			
~~Trial Costs~~ XXXXXXXXX Court Costs	$ 1,325.00	$ 3,500.00	$ 3,500.00
Juror's Fees and Travel	$ 25,996.00	$ 20,700.00	$ 20,700.00
Juror's meals			
Other (Specify) Other Contractual Srvcs	$ 3,649.00	$ 3,530.00	$ 3,880.00
Travel	$ 5,852.00	$ 9,300.00	$ 9,300.00
Education, Tuition, and Training	$ 6,114.00	$ 8,700.00	$ 9,300.00
Equipment Rental			
Repair and Maintenance	$ 17,479.00	$ 16,200.00	$ 15,500.00
Microfilming	$ 7,929.00	$ 11,000.00	$ 11,000.00
Postage	$ 18,581.00	$ 20,000.00	$ 20,000.00
Rent (including utilities if applicable)			
Telephone			
Utilities			
Computer Services	$ 4,215.00	$ 5,000.00	$ 4,500.00
Fax Service			
~~District Expense~~ XXXXXXXX Liability Ins	$ 2,032.00	$ 2,100.00	$ 2,300.00
Other (Specify) Advertising	$ 260.00	$ 1,500.00	$ 1,500.00
Commodities:			
Printing and Office Supplies	$ 15,066.00	$ 19,500.00	$ 21,000.00
Recording Tapes			
Other (Specify) Books/Subscriptions	$ 11,944.00	$ 13,500.00	$ 14,500.00
Capital Outlay:			
Office Equipment	$ 3,087.00	$ 4,070.00	$ 7,900.00
Recording Equipment			
Other (Specify) Computer/Printer	$ 3,367.00	$ 3,000.00	$ 3,500.00
Total	$ 178,280.00	$ $ 177,000.00	$ $ 185,080.00

Attachment: Form JA 101.corr (13399 : 2024 DISTRICT COURT BUDGET)

Submit to County Commission by July 17 and forward a copy of the proposed budget to the Office of Judicial Administration. Approved budgets are due in the Office of Judicial Administration by August 25.	ANNUAL BUDGET K.S.A. 20-349 All Funds Summary 21 Judicial District Riley County, Kansas		Form No. JA 100 (Rev. 03/2023)
FUND	Actual Expenditures Previous Year 2022	Estimated Expenditures Current Year 2023	Proposed Expenditures Budget Year 2024
General	$ 178,280.00	$ 177,000.00	$ 185,080.00
Court Trustee Operations			
Retirement			
Social Security			
Workmen's Compensation			
Employment Security			
Employee Benefit			
Other (Specify)			
FUND TOTALS:	$ 178,280.00	$ 177,000.00	$ 185,080.00

COMMENTS:	Submitted: Grant D. Bannister Chief Judge Enclosures: Circle all which apply General Fund Account Personnel Schedule Court Trustee Operation Fund Court Trustee Personnel Schedule Other Funds
	Approved: **As submitted** / **As amended** — Circle One
	Presiding Officer - County Commission Date

Although courts are not revenue-producing agencies, fees and other revenues which have accrued or will accrue to the County General Fund are as follows:	Actual Previous Year 2022	Estimated Current Year 2023	Proposed Budget Year 2024
	$ 34,811.36	$ 40,000.00	$ 40,000.00

Attachment: Form JA 100 proposed (13399 : 2024 DISTRICT COURT BUDGET)

Riley County, Kansas
2024 Budget
District Court Department
001-008

	EXPENDITURES	2022	2023	2024
	CONTRACTUAL SERVICES	**ACTUAL**	**BUDGET**	**BUDGET**
2010	Postage/Freight/Shipping	$ 18,581	$ 20,000	$ 20,000
2040	Internet Access	4,215	5,000	4,500
2080	Printing/Duplication Services	1,124	2,500	3,000
2110	Advertising & Legal Publications	260	1,500	1,500
2123	Liability Insurance	2,032	2,100	2,300
2275	Records Preservation	7,929	11,000	11,000
2410	Repair/Maintain Office Equipment	15,018	13,000	13,000
2430	Computer Software Maintenance/Support	2,461	2,700	2,000
2470	Repair Furniture	-	500	500
2510	Mileage/Tolls/Parking/Rental	2,381	4,000	4,000
2520	Lodging	1,842	4,500	4,500
2530	Air Fare	1,218		-
2540	Meals	411	800	800
2550	Dues & Memberships	2,830	4,200	4,800
2560	Training & Registrations	3,284	4,500	4,500
2570	Subscriptions	9,799	10,500	11,500
2620	Court Costs	1,325	3,500	3,500
2630	Architect Fees	-		-
2660	Juror Fees	25,996	20,700	20,700
2665	Courts-Medical/Psych/Lab	7,550	10,000	10,000
2675	Judge Pro-Tem Fees	1,200	700	2,000
2710	Transcripts	30,689	18,000	18,000
2725	Interpreter/Translator	11,945	6,700	6,700
2755	Accountant & Auditor Fees	-	30	30
2760	Consultant Fees	-		-
2990	Other Contract Services	3,649	3,500	3,850
	TOTAL CONTRACTUAL SERVICES	**$ 155,739**	**$ 149,930**	**$ 152,680**
	COMMODITIES			
3010	Office Supplies	$ 10,822	$ 15,000	$ 16,000
3020	Books & Publications	2,145	3,000	3,000
3030	Computer Supplies	-	-	
3032	Supplies-Printers	3,120	2,000	2,000
3135	Furniture < $100	-	500	500
	TOTAL COMMODITIES	**$ 16,087**	**$ 20,500**	**$ 21,500**
	CAPITAL OUTLAY	**ACTUAL**	**BUDGET**	**BUDGET**
4010	Office Equipment	$ -	$ 2,070	$ 5,900
4040	Furniture > $100	3,087	1,500	1,500
4050	Technology Hardware	-	-	-
4060	Computer Software	3,367	3,000	3,500
	TOTAL CAPITAL OUTLAY	**$ 6,454**	**$ 6,570**	**$ 10,900**
	TOTAL EXPENDITURES	**$ 178,280**	**$ 177,000**	**$ 185,080**

Attachment: 2024 District Court Budget to BOCC (13399 : 2024 DISTRICT COURT BUDGET)

Shilo Heger
Treasurer
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-537-6320

COUNTY TREASURER'S OFFICE
Staff Update

STAFF REPORT

FROM: **Shilo Heger**

MEETING: **May 11, 2023**

SUBJECT: **April 2023 Revenue Reporting - Riley County Treasurer**

PRESENTER: **Shilo Heger**

Enclosures:

- April 2023 Financials (PDF)

Riley County Balance Sheet
April 30, 2023

Assets	
KS State Bank-Checking	69,498,597.02
KS State Bank-ARP	14,193,353.68
Riley State Bank	47,226.28
Leonardville State Bank	5,000.00
Sunflower Bank	0.00
Cash on Hand	42,742.48
CD/CDARS	9,441,890.85
TOTAL ASSETS	**$ 93,228,810.31**

Liabilities/Fund Balances			
County General			26,197,736.51
Disaster Fund (ARPA Funds)			14,193,353.68
Health Department			2,107,964.59
Capital Improvements Fund			10,239,090.79
Economic Development			378,863.21
RCPD Levy/Inmate Medical			429,023.45
Bond & Interest			497,098.20
Road & Bridge Capital Projects			6,957,791.55
Road & Bridge .20 Sales Tax			393,529.95
Landfill Closure			60,344.86
County Building			232,470.63
County Auction			251,557.47
Solid Waste			632,626.88
Emergency Management			693,340.32
Fire District #1			850,409.13
Register of Deeds Tech Fund			155,445.88
Clerk Tech Fund			153,296.51
Treasurer Tech Fund			99,426.82
Motor Vehicle Operations			142,755.54
RCPD Ops/IT Reserve/Seizure			3,619,061.50
District Court-Technology			163,514.38
Court Services			3,475.00
EMS Grants			6,610.91
Museum Bequest			6,582.25
War Memorial Fund			10,745.07
KS Opioid Settlement			118,118.02
LATCF Funds			50,000.00
Miscellaneous			39,519.08
Community Corrections			325,808.74
JJA Prevention	Teen Court	Adult Services	
Juvenile Intake Case Manager	Juvenile Service	Special Alcohol	
County Attorney			4,916.61
Special Prosecutor Trust	PATF		
Benefit Districts			1,021,533.11
University Park	Moehlman Bottoms	Deep Creek	
Carson Sewer	Valleywood	Lakeside Heights	
Hunters Island	Terra Heights	Konza	
Mertz/McGehee Drainage			
Funds to be Distributed			1,786,054.98
City Funds	Wildlife & Parks	School Funds	
Township Funds	Special Assessments	State Funds	
Cemetery Funds			
Tax Holding Funds			21,406,744.69
Commercial Vehicle Fees	16/20M Truck Taxes	Advance Tax	
Recreational Vehicle Tax	Current Ad Valorem Tax	Sales Tax Coll	
Motor Vehicle Tax	Delinquent PP Tax	Driver's License	
Motor Vehicle Registrations	Delinquent RL Tax	Veh Rental Excise	
TOTAL LIABILITIES & FUND BAL			**93,228,810.31**

Attachment: April 2023 Financials (13379 : April Treasurer's Report-2023)

Investments and Interest
April 30, 2023
Investments & Year to Date Interest

Bank	CDs	Checking Savings	Year to Date Interest	2022 Interest
KS State Bank	$0.00	$83,691,950.70	$1,025,024.39	
Riley State Bank	$800,000.00	$47,226.28	$94.33	
Peoples State Bank	$0.00	$5,000.00	$11.15	
Sunflower	$0.00	$0.00	$0.00	
UMB	$1,700,000.00	$0.00	$0.00	
Landmark National Bank	$0.00	$0.00	$0.00	
Intrust	$2,500,000.00	$0.00	$0.00	
Capitol Federal	$1,000,000.00	$0.00	$0.00	
Community 1st National Bank	$0.00	$0.00	$0.00	
United Bank	$0.00	$0.00	$0.00	
Municipal Investment Pool	$1,100,000.00	$0.00	$0.00	
Commerce Bank	$2,341,890.85	$0.00	$32,948.47	
Central National Bank	$0.00	$0.00	$0.00	
Total	**$9,441,890.85**	**$83,744,176.98**	**$1,058,078.34**	**$866,534.32**
Cash & Transfer items	$42,742.48			
Total on Deposit	**$93,228,810.31**			

	2023	2022
Interest Transfers		
Capital Improvements #145	$210,698.43	$97,892.50
Emergency 911 #148	$15,276.15	$8,038.12
Reg of Deeds Technology #106	$3,682.40	$1,853.76
Clerk Technology #107	$3,219.99	$1,420.31
Treasurer Technology #108	$2,063.20	$885.32
RCPD Seizure Funds	$7,045.13	$2,912.10
Total Transfers	$241,985.30	$113,002.11
Net Interest to County General	**$816,093.04**	**$753,532.21**
Less Interest Paid for Treasury Bond	**$0.00**	**-$2,633.40**
Net Interest Earned	**$816,093.04**	**$750,898.81**
Budget	**$ 100,000.00**	**$25,000.00**
% Collected	816.09%	3014.13%
Interest - ARPA Fund	**$210,285.62**	**$888.53**

Interest rate on active checking account	4.96%
Interest rate on one year investments	4.87%

Attachment: April 2023 Financials (13379 : April Treasurer's Report-2023)

General Fund Revenue Detail
Through April 30, 2023

	April		Year To Date		
	Actual	Budget	Actual	Budget	Variance
Motor Vehicle					
Motor Vehicle	0.00	0.00	582,400.77	610,130.00	-27,729.23
Vehicle Rental Excise	0.00	0.00	21,267.30	10,578.00	10,689.30
Recreational Vehicle	0.00	0.00	5,308.10	5,660.00	-351.90
Commercial Vehicles	0.00	0.00	26,377.98	20,095.00	6,282.98
Ad Valorem					
RL/Oil/PP	0.00	0.00	14,589,192.44	14,417,932.00	171,260.44
Intangible	0.00	0.00	212,188.07	111,201.00	100,987.07
16/20 M Trucks	0.00	0.00	10,117.66	9,560.00	557.66
Watercraft	0.00	0.00	9,754.90	4,379.00	5,375.90
Delinquent Tax	0.00	0.00	161,243.92	0.00	161,243.92
Sales Tax	170,747.53	150,000.00	745,322.13	600,000.00	145,322.13
Payment In Lieu of Tax	0.00	0.00	0.00	0.00	0.00
City/County Highway	247,050.63	276,252.75	511,536.25	552,505.50	-40,969.25
Interest/Penalties	23,142.45	25,000.00	93,076.09	100,000.00	-6,923.91
Investment Interest	90,707.74	8,333.33	816,093.04	33,333.33	782,759.71
Recording Fees	27,849.00	25,000.00	92,143.00	100,000.00	-7,857.00
Hertiage Trust Fund	2,068.00	2,083.33	6,812.00	8,333.33	-1,521.33
Juvenile Supervision Fees	8.73	41.67	33.16	166.67	-133.51
Diversion Fees	7,905.66	4,666.67	15,738.57	18,666.67	-2,928.10
Franchise Fees	0.00	8,750.00	6,582.59	17,500.00	-10,917.41
Miscellaneous	0.00	0.00	72.68	0.00	72.68
Departments					
Clerk	97.00	250.00	238.75	1,000.00	-761.25
Register of Deeds	1,598.30	2,083.33	6,424.65	8,333.33	-1,908.68
Treasurer	191.50	666.67	1,479.28	2,666.67	-1,187.39
Clerk of the District Court	2,706.64	3,750.00	13,582.22	15,000.00	-1,417.78
Emergency Management	0.00	375.00	85,907.00	1,500.00	84,407.00
Coroner	2,076.00	0.00	2,076.00	0.00	2,076.00
Fair	2,376.00	1,666.67	8,341.00	6,666.67	1,674.33
Museum	0.00	0.00	0.00	0.00	0.00
Election	160.00	416.67	313.00	1,666.67	-1,353.67
Ambulance/EMS	159,835.45	110,430.42	601,694.75	441,721.67	159,973.08
Appraiser	50.00	1,416.67	4,698.55	5,666.67	-968.12
Planning & Development	4,050.00	3,166.67	13,314.00	12,666.67	647.33
Information Systems	0.00	0.00	24,845.78	0.00	24,845.78
General-General	8,377.58	0.00	37,339.92	0.00	37,339.92
Public Works	30,933.23	40,000.00	108,529.85	160,000.00	-51,470.15
Noxious Weed	5,395.66	10,000.00	19,465.33	40,000.00	-20,534.67
Total Before Transfers	**787,327.10**	**674,349.83**	**18,833,510.73**	**17,316,928.83**	**1,516,581.90**
Transfers In	0.00	0.00	2,765.61	0.00	0.00
Total After Transfers	**787,327.10**	**674,349.83**	**18,836,276.34**	**17,316,928.83**	**1,519,347.51**
Over/Under Budget Before Transfers	**16.75%**		**8.76%**		
Over/Under Budget After Transfers	**16.75%**		**8.77%**		

Prepared by Shilo Heger
05/02/2023

Attachment: April 2023 Financials (13379 : April Treasurer's Report-2023)

2023 General Fund Revenue
Year To Date

	April		Year To Date		
	Actual	Budget	Actual	Budget	% of Budget Collected
Motor Vehicle					
Motor Vehicle	0.00	0.00	582,400.77	2,033,757.00	28.64%
Vehicle Rental Excise	0.00	0.00	21,267.30	21,156.00	100.53%
Recreational Vehicle	0.00	0.00	5,308.10	18,872.00	28.13%
Commercial Vehicles	0.00	0.00	26,377.98	80,380.00	32.82%
Ad Valorem					
RL/Oil/PP	0.00	0.00	14,589,192.44	25,294,617.00	57.68%
Intangible	0.00	0.00	212,188.07	195,087.00	108.77%
16/20 M Trucks	0.00	0.00	10,117.66	16,770.00	60.33%
Watercraft	0.00	0.00	9,754.90	7,683.00	126.97%
Delinquent Tax	0.00	0.00	161,243.92	0.00	0.00%
Sales Tax	170,747.53	150,000.00	745,322.13	1,800,000.00	41.41%
Payment In Lieu of Tax	0.00	0.00	0.00	40,000.00	0.00%
City/County Highway	247,050.63	276,252.75	511,536.25	1,105,011.00	46.29%
Interest/Penalties	23,142.45	25,000.00	93,076.09	300,000.00	31.03%
Investment Interest	90,707.74	8,333.33	816,093.04	100,000.00	816.09%
Recording Fees	27,849.00	25,000.00	92,143.00	300,000.00	30.71%
Hertiage Trust Fund	2,068.00	2,083.33	6,812.00	25,000.00	0.00%
Juvenile Supervision Fees	8.73	41.67	33.16	500.00	6.63%
Diversion Fees	7,905.66	4,666.67	15,738.57	56,000.00	28.10%
Franchise Fees	0.00	8,750.00	6,582.59	35,000.00	18.81%
Miscellaneous	0.00	0.00	72.68	0.00	0.00%
Departments					
Clerk	97.00	250.00	238.75	3,000.00	7.96%
Register of Deeds	1,598.30	2,083.33	6,424.65	25,000.00	25.70%
Treasurer	191.50	666.67	1,479.28	8,000.00	18.49%
Clerk of the District Court	2,706.64	3,750.00	13,582.22	45,000.00	30.18%
Emergency Management	0.00	375.00	85,907.00	4,500.00	0.00%
Coroner	2,076.00	0.00	2,076.00	0.00	0.00%
Fair	2,376.00	1,666.67	8,341.00	20,000.00	41.71%
Museum	0.00	0.00	0.00	0.00	0.00%
Election	160.00	416.67	313.00	5,000.00	6.26%
Ambulance/EMS	159,835.45	110,430.42	601,694.75	1,325,165.00	45.41%
Appraiser	50.00	1,416.67	4,698.55	17,000.00	27.64%
Planning & Development	4,050.00	3,166.67	13,314.00	38,000.00	35.04%
Information Systems	0.00	0.00	24,845.78	0.00	0.00%
General-General	8,377.58	0.00	37,339.92	0.00	0.00%
Public Works	30,933.23	40,000.00	108,529.85	480,000.00	22.61%
Noxious Weed	5,395.66	10,000.00	19,465.33	120,000.00	16.22%
Total Before Transfers	**787,327.10**	**674,349.83**	**18,833,510.73**	**33,520,498.00**	**56.19%**
Transfers In	0.00	0.00	2,765.61	300,000.00	0.00%
Total After Transfers	**787,327.10**	**674,349.83**	**18,836,276.34**	**33,820,498.00**	**55.69%**
Over/Under Budget Before Transfers	**16.75%**				
Over/Under Budget After Transfers	**16.75%**				
April = 33.33% of the Budget					

Prepared by Shilo Heger 05/02/2023

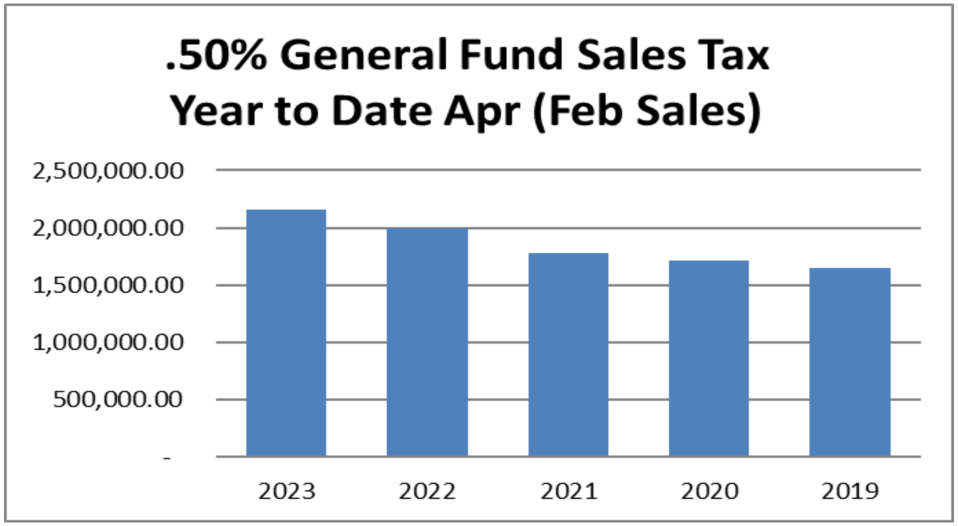
Sales Tax Received
April 30, 2023

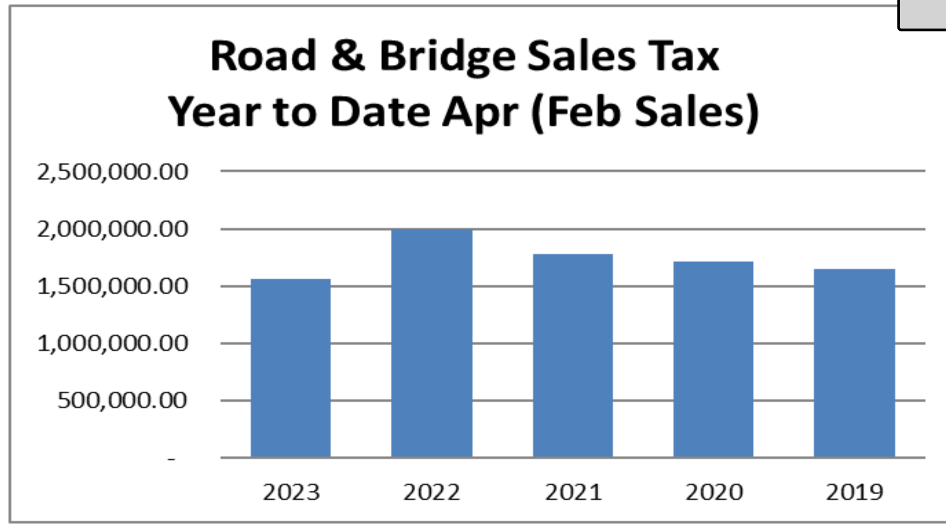
	County General			2013 R&B .50% Sales Tax	2013 R&B .50% Sales Tax	2023 R&B .20% Sales Tax				
	2022	2023	Prior Year Variance	2022	2023		Prior Year Variance	Total Collected	2023 Budget	% Ov Budg
January (Nov)	176,613.72	193,878.41	9.78%	176,613.72	193,878.40	0.00	9.78%	387,756.81	300,000.00	29.2
February (Dec)	203,380.11	211,882.26	4.18%	203,380.11	211,882.25	0.00	4.18%	423,764.51	300,000.00	41.2
March (Jan)	164,982.21	168,813.93	2.32%	164,982.20	0.00	195,644.52	18.59%	364,458.45	300,000.00	21.4
April (Feb)	153,999.52	170,747.53	10.88%	153,999.52	0.00	197,885.43	28.50%	368,632.96	300,000.00	22.8
May (Mar)	191,055.04		-100.00%	191,055.03	0.00		-100.00%	0.00	300,000.00	-100.0
June (Apr)	194,557.33		-100.00%	194,557.33	0.00		-100.00%	0.00	300,000.00	-100.0
July (May)	166,841.98		-100.00%	166,841.98	0.00		-100.00%	0.00	300,000.00	-100.0
August (June)	188,561.83		-100.00%	188,561.83	0.00		-100.00%	0.00	300,000.00	-100.0
September (July)	227,154.27		-100.00%	227,154.26	0.00		-100.00%	0.00	300,000.00	-100.0
October (Aug)	146,657.85		-100.00%	146,657.84	0.00		-100.00%	0.00	300,000.00	-100.0
November (Sept)	215,216.37		-100.00%	215,216.36	0.00		-100.00%	0.00	300,000.00	-100.0
December (Oct)	194,581.96		-100.00%	194,581.95	0.00		-100.00%	0.00	300,000.00	-100.0
Year to Date	**$2,223,602.19**	**$745,322.13**		**$2,223,602.13**	**$405,760.65**	**$393,529.95**	**-66.48%**	**$1,544,612.73**	**$3,600,000.00**	**-57.0**

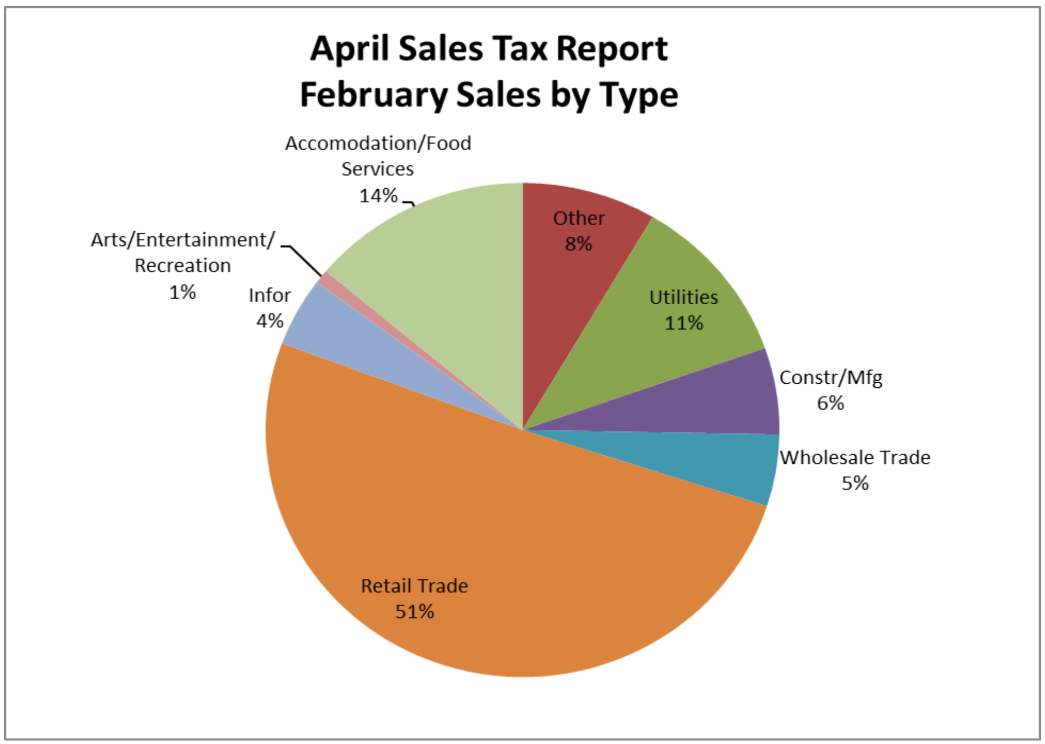
	2022	2023
Sales Tax Collected	**$4,447,204.32**	**$1,544,612.73**
Budget	**$3,400,000.00**	**$3,600,000.00**
% of Budget Collected	**130.80%**	**42.91%**
% Over Budget	**30.80%**	**9.57%**

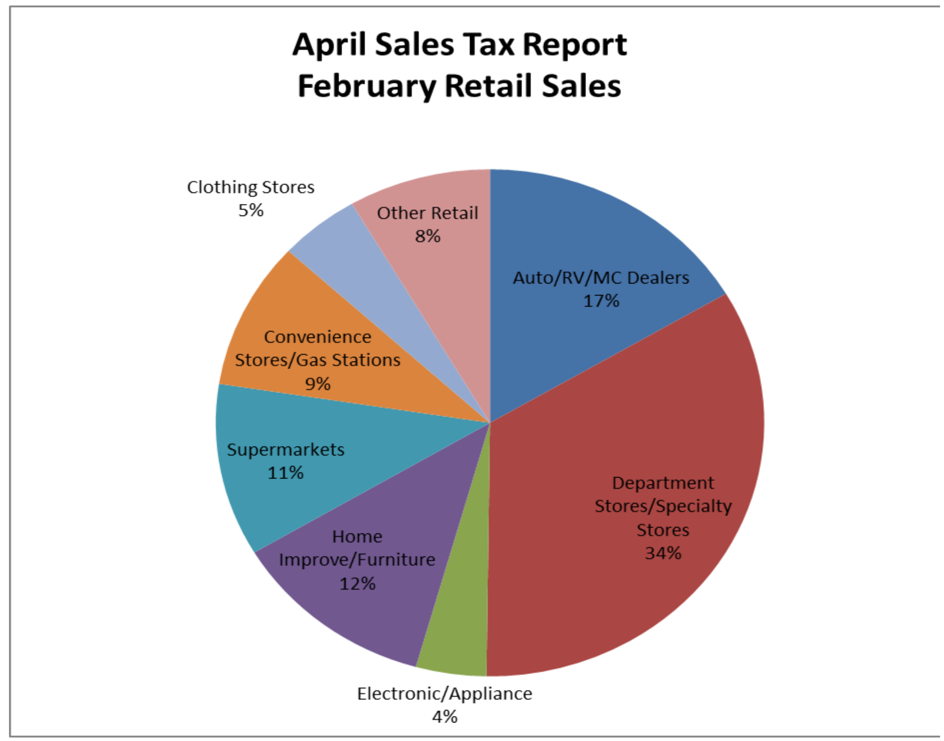
Prepared by Shilo Heger 05/02/2023

Attachment: April 2023 Financials (13379 : April Treasurer's Report-2023)









Prepared by Shilo Heger 05/02/2023

Attachment: April 2023 Financials (13379 : April Treasurer's Report-2023)

April 2023 (Feb Sales)

			State Treasurer
Sales Tax			
Leonardville	405,788.92	0.003611	1,465.32
Ogden	405,788.92	0.015657	6,353.53
Randolph	405,788.92	0.001305	529.74
Riley	405,788.92	0.009689	3,931.88
Manhattan	405,788.92	0.624109	253,256.62
County	405,788.92	0.345628	140,251.83
		0.999999	405,788.92
Use Tax			
Leonardville	88,232.76	0.003611	318.60
Ogden	88,232.76	0.015657	1,381.47
Randolph	88,232.76	0.001305	115.18
Riley	88,232.76	0.009689	854.93
Manhattan	88,232.76	0.624109	55,066.88
County	88,232.76	0.345628	30,495.70
		0.999999	88,232.76
.50 Sales Tax	**494,021.68**		**494,021.68**
		.20 Sales Tax	**197,885.43**
		Total Sales Tax	**691,907.11**

Attachment: April 2023 Financials (13379 : April Treasurer's Report-2023)

Shilo Heger
Treasurer
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-537-6320

COUNTY TREASURER'S OFFICE
Personnel

COMMISSION AGENDA REPORT

FROM: **Shilo Heger**

MEETING: **May 11, 2023**

SUBJECT: **Request to Fill Customer Service Representative I Position - County Treasurer**

PRESENTER: **Shilo Heger**

POSSIBLE MOTION(S)

Move to approve

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- Request to Fill CSRI (DOC)
- 2023-05 Treasurer Customer Service Rep I PAF (DOCX)
- Customer Service Rep I Position Descriptions (PDF)

RILEY COUNTY

TREASURER'S OFFICE

Shilo Heger
County Treasur

110 Courthouse Pla
Manhattan, Kansas 66502-01
Phone: 785-537-63
Fax: 785-537-63
E-mail: sheger@rileycountyks.g
Website: www.rileycountyks.g

May 11, 2023

To: Riley County Commissioners

From: Shilo Heger, Riley County Treasurer

RE: Customer Service Representative 1

I have received a resignation from one of my customer service representative 1 positions. I am requesting to fill this position with another Customer Service Representative I. This position is in my 2023. There should be no detrimental fiscal impact by filling the position.

We have one employee from the counter dedicated daily to perform drivers' license transactions. That leaves 8 employees at the counter to assist with motor vehicle and tax transactions. Without this position it would hinder our ability to assist customers in a timely manner especially if there are absences due to vacation or illnesses.

Thank you for your consideration.

RILEY COUNTY POSITION ACTION FORM

Requisition Approval Process

Submitted by Shilo Heger on 05/08/2023 at 03:20 PM

Internal Position Details (not displayed on job posting)

Company
Riley County, KS

Position Template
Customer Svc Rep I [CSRI]

Work Location
Office Building

Job ID
1706807

Salary
$17.34 - $18.38/hour

Supervisor Position
No

Pay Grade
--

EEO Class
--

Workers Compensation
8810 [8810]

Cost Center 1
County General [1]

Cost Center 2
Treasurer [7]

Cost Center 3
--

1 Job Slot
CUSTOME-1

Supervisor: Donna Borgerding

Department Head: Shilo Heger

☒No changes to Position or Budget

☒Position Description attached

Total annual hours 2080

☒Budgeted

☐New or updated position description

☐New request for budget (details attached)

Salary: $38,230.40

Budget for Benefits: $15,101

Total proposed annual budget: $53,331.41

Additional Position Comments: ______________________________

BoCC Chairwoman ______________________ Date: ______________

BoCC Member ______________________ Date: ______________

BoCC Member ______________________ Date: ______________

Original document stored in Human Resources

Revised 2023-01

RILEY COUNTY, KANSAS JOB DESCRIPTION

Job Title:	**CUSTOMER SERVICE REPRESENTATIVE I**		
Department:	Treasurer	**Division:**	Motor Vehicle
Reports To:	Vehicle Supervisor		
Pay Range:	**4**	**Status:**	Full Time
FLSA Status:	Non-Exempt		

PURPOSE: Accurate titling and registration of motor vehicles in Riley County, including specialized plates, repossessions, disability placards and refunds. Accurate collection of personal property and rea estate taxes. Determine status of military for personal property tax exemption.

ESSENTIAL FUNCTIONS:

- Process title and registration applications.
- Advise customer for each independent situation, using Kansas Motor Vehicle laws and Kansas Department of Revenue Rules and Regulations and Federal Custom Laws.
- Analyze and verify legal documentation for titling and registering motor vehicles to determine authenticity and correctness of the documents.
- Keep abreast of constantly changing State regulations and statutes.
- Balance cash drawer daily
- Determine the proper tax situs, assign the proper tax code(s), and classify vehicle for registration.
- Calculate and collect personal property and real estate taxes, including appropriate delinquent fees and interest.
- Respond to telephone inquiries. Review customer needs solve the customer's concerns.

SECONDARY FUNCTIONS:

- Open office each morning and secure documents at night.
- Process lienholder mailings
- Order supplies.
- Process antique motor vehicle billings
- Process refunds on motor vehicle transactions
- Correspond with customer as needed.
- Assist with Webtags as needed.
- Process lien releases.
- Assist with filing and other duties as assigned.

POSITION REQUIREMENTS:

Education: High School diploma or equivalent required.

Successful completion of the MOVRS system for motor vehicle titling and registration through the Kansas Department of Revenue is mandatory upon hire.

Experience: 1 year experience in money handling. One year experience in working with the public. One year experience in an office environment.

Knowledge/Skills: Knowledge of Kansas Motor Vehicle laws and Kansas Department of Revenue motor vehicle rules and regulations as they apply to various types of vehicles including cars, trucks, motorcycles, motor homes, motor bikes, trailers, recreational vehicles, etc. Ability to use independent judgment, initiative, and discretion to make determinations and analyze whether documents are complete, accurate and authentic. Knowledge of the Federal Soldiers' and Sailors' Civil Relief Act of

Attachment: Customer Service Rep I Position Descriptions (13410 : Request to Fill Customer Service Representative I- Treasurer)

2003 and Kansas Statute 79-5107(e) regarding exemption of military from personal property taxes. Ability to examine legal documents for completeness, accuracy and validity of the items presented, through training and experience.

Working knowledge of Kansas Motor Vehicle statutes. Working knowledge of computers is necessary. General knowledge of personal property and real estate tax laws for collection purposes.

Physical Demands/Effort: The employee is required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; talk, hear and see. The employee must occasionally lift and/or move up to 20 pounds. Specific vision abilities required by this job include close vision, color vision, depth perception, and ability to adjust focus.

Work Environment/Conditions: The employee is exposed to normal noise level. However working conditions can become hostile with customers who are unhappy with the laws and procedures required.

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

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

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

COUNTY CLERK & ELECTIONS
Budget

MEMORANDUM

FROM: **JASON SMITH**

MEETING: **May 11, 2023**

SUBJECT: **2024 ECONOMIC DEVELOPMENT REQUEST**

PRESENTER: **JASON SMITH**

Enclosures:

- Manhattan Area Chamber of Commerce (PDF)

April 21, 2023

Kathryn Focke, Chair
Riley County Board of Commissioners
110 Courthouse Plaza
Manhattan, KS 66502

RE: Economic Development Budget Request -- 2024

Dear Chairman Focke:

Enclosed is the Manhattan Area Chamber of Commerce economic development budget request for 2024. The total amount requested from Riley County is $55,000, **unchanged** from last year.

We have made tremendous strides since the release of our Region Reimagined economic development strategy in our general economic development programming with a renewed emphasis on local business, entrepreneurship, talent retention and attraction and professional marketing for new business.

The results have been clear. In the past 2 ½ years, the Manhattan region had 11 corporate projects announced. These projects are projected to create over 900 new jobs and $700 million in private investment.

These include significant projects in Riley County including Bev-Hub, Kansas Gas, Prime Companies and Canopy. These projects will generate over 100 jobs at wages significantly higher than the average Riley County salary. Additional projects in Manhattan on the Pottawatomie County side will generate up to 650 new jobs. These include Cimarron Trailers, HydroGraph and Scorpion Biological Services. In the case of Scorpion Biological Services, it is estimated that there will be an additional 700 indirect and induced jobs created by the project with over $1 billion of personal consumption expenditures brought to the region, a significant amount expected to be in Riley County.

Additionally, the community had three major construction projects announced with Office Building 3 at the Kansas State Office Park, Midtown at Aggieville and the Museum of Art and Light in downtown Manhattan. These construction projects are estimated to bring over $150 million in new construction to Riley County.

Finally, we expect over 100 scientists to be moving to the region over the next two years as the NBAF facility becomes operational.

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 Foundation Business Park and other local projects.

Attachment: Manhattan Area Chamber of Commerce (13366 : MANHATTAN CHAMBER OF COMMERCE)

- 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.

We are concerned about the lack of sites in Riley County and are also working to develop recommendations for infrastructure to allow us to be even more competitive in the future. This would include discussion on Riley County business park development.

Additionally, 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 $400,000 in Network Kansas E-Community loan and GrowKS Women & Minority Growth loans to Riley County businesses over the past two years. SBDC has assisted thousands of Riley County businesses since our contract was initiated several years ago.

In addition, County funds are essential to Chamber functions such as the military relations program. We are thrilled to have added Christian Bishop to our team as the Military Relations Manager in 2023 and expect the program to build.

The monthly Military Relations Committee luncheon draws over 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 2024 that we were awarded in 2023. For the economic development budget, the Chamber is requesting funding in three key areas:

- Greater Manhattan Economic Partnership – GMEP is the Manhattan region's brand and how the region is marketed for outside investment and job creation. GMEP has been the lead on most job projects completed in the last year. GMEP also maintains the region's building and site database as well as the regional data page. The data page breaks down over 100 datapoints specifically for Riley County while the building and site database is uploaded automatically to the state's database and is available for any property owner throughout the county. The total budget for GMEP is estimated to be $165,000. There will be $75,000 pledged from city and private investor funds, $55,000 from Pottawatomie County through the EDC and we are requesting $25,000 from Riley County. This is a $5 match for every $1 invested by Riley County.

- Entrepreneurship Activities – The Chamber is requesting $5,000 to support both the SBDC office in Manhattan and the facilitation of e-community loans through Network Kansas. 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. For SBDC, the Chamber is contributing $12,000 plus free rent in the Chamber offices. Pottawatomie County and Geary County contribute to this effort as well.

- Riley County Business Park Development – The Manhattan Chamber spent over $30,000 in the past six month on research for business parks in Riley County. With the situation still unresolved, the organization is planning to spend additional resources to find ways to grow industrial and warehouse options in Riley County. The Chamber is requesting $5,000 to be matched by the Chamber at $15,000, giving the county a $3 to $1 match.

- For Military Relations, we are requesting $20,000. 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

Attachment: Manhattan Area Chamber of Commerce (13366 : MANHATTAN CHAMBER OF COMMERCE)

fund-raising activities for military relations will be $150,000 meaning Riley County's funding will be leveraged $7.50 for every $1 of county investment.

These are in addition to other county-wide programs including:

- EDA Grant Match at the Flint Hills Regional Council (Pottawatomie and Geary County also participating) - $37,000
- Spark MHK Entrepreneurial Program - $100,000
- Made for Manhattan Talent Strategy - $100,000
- Business Retention & Expansion Program - $125,000

The total budget for economic development would be $1.273 million. The proposed funding partners breakdown would be:

- Advantage Manhattan (Pledged Private Sector) - $625,000
- City of Manhattan (Requested) - $543,000
- Riley County (Requested) - $55,000
- Pottawatomie County (GMEP) - $55,000

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 ROI for Riley County taxpayers.

Thank you for your consideration. We look forward to working with Riley County again in 2024.

Sincerely,

Jason Smith

Jason Smith
President/CEO
Manhattan Area Chamber of Commerce

Attachment: Manhattan Area Chamber of Commerce (13366 : MANHATTAN CHAMBER OF COMMERCE)

Manhattan Economic Development Kansas

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 MACC 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 2024
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

Attachment: Manhattan Area Chamber of Commerce (13366 : MANHATTAN CHAMBER OF COMMERCE)

Attachment: Manhattan Area Chamber of Commerce (13366 : MANHATTAN CHAMBER OF COMMERCE)

Manhattan Economic Development Kansas

Riley County Request		
Ft. Riley Military Affairs	$20,000	
Economic Development	$35,000	
Total Request		**$55,000**

EXPENSES

Sites and Buildings Strategies	$5,000	
Business Attraction Marketing (GMEP)	$25,000	
Entrepreneurship/Small Business Support	$5,000	
Fort Riley Military Affairs		
Program Support	$15,000	
Kaw Valley Rodeo	$ 5,000	
Total Operating Expenses		**$55,000**

Attachment: Manhattan Area Chamber of Commerce (13366 : MANHATTAN CHAMBER OF COMMERCE)

Attachment: Manhattan Area Chamber of Commerce (13366 : MANHATTAN CHAMBER OF COMMERCE)

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

COUNTY CLERK & ELECTIONS
Budget

MEMORANDUM

FROM: **Darell Edie, Budget & Finance Officer**

MEETING: **May 11, 2023**

SUBJECT: **Monthly Cash Flow Report for March 2023**

PRESENTER: **Darell Edie, Budget & Finance Officer**

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

Enclosures:
- April 2023 Riley County Cip Cash Flow (PDF)
- April 2023 Riley County Building Cash Flow Report (PDF)
- April 2023 Riley County Economic Depelopment Report (PDF)
- April 2023 Riley County .2% Sales Tax Cash Flow Report (PDF)
- April 2023 Riley County Half Cent Sales Tax Report (PDF)

2023 Riley County CIP Cash Flow Analysis

% of Year: 33.3%

FUND 145

Month	Revenue	Transfers In	Reimbursements	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar A/P	Total Expenditures
Jan	93,613.31	1,786,668.00		1,880,281.31	288,002.84			288,002.84
Feb				-	41,874.67			41,874.67
Mar				-	10,736.96			10,736.96
Apr	117,085.12		99,535.00	216,620.12	466,438.19			466,438.19
May				-				-
Jun				-				-
Jul				-				-
Aug				-				-
Sep				-				-
Oct				-				-
Nov				-				-
Dec				-				-
Totals	210,698.43	1,786,668.00	99,535.00	2,096,901.43	807,052.66	$0	$0	807,052.66

Cash Reconciliation	
2023 Beginning Unencumbered Cash	8,064,241.07
2023 Revenue	2,096,901.43
Less 2023 Expenditures/Encumbrances	807,052.66
2023 Ending Unencumbered Cash	9,354,089.84
Less Remaining Approved Projects	2,579,617.40
2023 Projected Unencumbered Cash	6,774,472.44
LESS RESERVED FUNDS	2,398,677.44
Projected 2023 Cash w/out Reserves	4,375,795.00

Riley County 2023 CIP Budget Authority Summary		% Budget Expended
2023 CIP Budgeted Expenditures	7,987,210	
Expenditures to Date	807,052.66	10.10%
2023 Remaining Budget Authority	$7,180,157	

Riley County 2021 CIP Budgeted Revenue		% Budgeted Revenue
2023 CIP Budgeted Revenue	2,896,672.00	
Revenue to Date	2,096,901.43	72.39%

Reserved Funds:	
CIP Reserve	500,000.00
Fair Reserve	96,807.55
FFE Reserve	915,201.89
Hardware Refresh	886,668.00
TOTAL RESERVE	2,398,677.44

Attachment: April 2023 Riley County Cip Cash Flow (13411 : Monthly Cash Flow Report for April 2023)

2023 CIP Detailed Expenditures per Project and per Dept

Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	2023 Actual Expenditures/ Encumbrances/ Reserve	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
		PUBLIC WORKS:					
13-13PW005	465	Tabor Valley Bridge	35,000	16,100		18,900	
16-16PK003	71	Parking lot for CICO Playground	18,000	7,078		10,922	
18-18PK003		Playground Equipment at CICO Park + (PK trx-$75,000)	225,000	0		225,000	
18-18PW012	27	Fairgrounds ADA Walkway	170,000	104,648		65,352	
19-19LEC005		Andover Control Replacement	297,000	296,228		772	
20-20LEC002		Replace Air Regulators on 1/2 Jail Doors	30,000	13,239		16,761	
20-20LEC003		Rewire Elevator Safety Systems	40,000	0		40,000	
20-20PK004		CICO Parking Lot Engineering	10,000	0		10,000	
21-21LEC002		Elevator Repair-LEC Lobby	45,000	0		45,000	
21-21LEC003		Upgrade Fuel Card System	13,000	13,000		0	
21-21LEC004		Canopy to Cover Fuel Island	45,000	0		45,000	
22-22LEC001		Master Control Door and Camera	275,000	0		275,000	
22-22LEC002		New Roof top HVAC Unit	60,000	0		60,000	
21-21PK008		Playground Equipment - CICO Park	75,000	0		75,000	
21-21PW001		Tandem Axle Truck w/Plow & Spreader	205,000	196,395		8,605	
21-21PW002		Semi Truck	85,000	0		85,000	
21-21PW007		Imaging Software & Conversion	75,000	0		75,000	
21-21PW009		Tandem Axle Truck w/ Plow & Spreader	234,021	0		234,021	
21-21PW010		Tandem Axle Truck w/ Plow & Spreader	234,021	0		234,021	
22-22PW001	465	Tabor Valley Bridge	255,000	166,861	41,986	46,153	
22-22PW002		Motor Graders (4)	460,000			460,000	
		PUBLIC WORKS TOTAL	2,171,042	813,549	41,986	1,524,354	0
		EMERGENCY MEDICAL SERVICE					
13-13AM001	302	Design of the EMS Facility Enhancement	100,000	25,770		74,230	
20-20AM003	302	EMS Facility Engineering Design Cost	50,000	0		50,000	
21-21AM003	302	2 SUV Replacement Vehicles	120,000	111,539	8,461.00	0	0
22-22AM001		EMS AMBULANCE	325,000	0		325,000	
22-22AM002		ZOLL "X" ERIES Cardiac Monitor	94,000	94,000	0	0	
		EMS TOTAL	689,000	231,309	8,461	449,230	0
		CLERK					
21-21CK001		Open.Gov software	$202,620.00	88,370.00	44,675.00	69,575	
		CLERK TOTAL	202,620	88,370	44,675	69,575	0
		ATTORNEY					
19-19AT001	760	Odyssey Software System	280,000	280,000		0	
		ATTORNEY TOTAL	280,000	280,000	0	0	0
		APPRAISER					
21-21AP001		Replacement Vehicle	35,144	0		35,144	
		APPRAISER TOTAL	35,144	0	0	35,144	0
		BOCC					
21-21BOCC002		Church Asbestos Removal	50,000	0		50,000	
		BOCC TOTAL	50,000	0	0	50,000	0
		PLANNING & DEVELOPMENT					
21-21PD002		Electronic Permit System	110,000	99,725	0	10,275	
		PLANNING & DEVELOPMENT TOTAL	110,000	99,725	0	10,275	0

Attachment: April 2023 Riley County Cip Cash Flow (13411 : Monthly Cash Flow Report for April 2023)

Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	2021 Actual Expenditures/ Encumbrances/ Reserve	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
		NOXIOUS WEED					
22-22NW001		Mower Replacement	135,000	0	0	135,000	
		NOXIOUS WEED TOTAL	135,000	0	0	135,000	0
		EMERGENCY MANAGEMENT					
16-16EM002		Standby/Backup Generator Pottorf Hall	40,000	0		40,000	
20-20EM005		Bi-directional amplifiers (radio project)	35,000	18,961		16,039	
21-21EM001		Mobile Command Post Upgrade/Equip Refresh	125,000	0		125,000	
21-21EM002		EM Storage Building	125,000	0		125,000	
		EMERGENCY MANAGEMENT TOTAL	325,000	18,961	0	306,039	0
		OTHER					
13-13PW009		Motor Grader (Lease Purchase through 2023)	1,000,605	550,605		450,000	
18-18EM003	21	Hardware Refresh Reserve (through 2025)	1,182,221	886,668		295,553	
Lease pmt to 2033	21	Radio Infrastructure Project Lease (15 yr term through 2033)	6,401,938	1,707,184	426,795.89	4,267,958	
B&I Trx to 2025		2010-B G.O. Bond payment (15 yr term through 2025)	2,849,815	2,288,346	185,600.00	375,869	
		OTHER TOTAL	11,434,579	5,432,803	612,396	5,389,381	0
		TOTAL	15,432,385	6,964,716	707,518	7,968,998	0
					99,535.00		
					807,052.66		
		Remaining Approved Projects less lease/debt payments				2,579,617	
		(not included as these payments are subject to approval with annual budget)					

Completed Projects

Attachment: April 2023 Riley County Cip Cash Flow (13411 : Monthly Cash Flow Report for April 2023)

2023 Detailed Expenditures per Project by Month

Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	Jan	Feb	Mar	Apr	May	Jan/Feb Mar	Expenditures to Date	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
		PUBLIC WORKS:											
13-13PW005	465	Design cost for 1 culverts	$35,000.00	$16,100.00							$16,100.00	$18,900.00	
16-16PK003	71	Parking lot for CICO Playground	$18,000.00	$7,078.29							$7,078.29	$10,921.71	
18-18PK003		Playground Equipment at CICO Park + (PK trx-$75,000)	$225,000.00	$0.00							$0.00	$225,000.00	
18-18PW012	27	Fairgrounds ADA Walkway	$170,000.00	$104,648.05							$104,648.05	$65,351.95	
19-19LEC005		Andover Control Replacement	$297,000.00	$296,228.00							$296,228.00	$772.00	
20-20LEC002		Replace Air Regulators on 1/2 Jail Doors	$30,000.00	$13,238.55							$13,238.55	$16,761.45	
20-20LEC003		Rewire Elevator Safety Systems	$40,000.00	$0.00							$0.00	$40,000.00	
20-20PK004		CICO Parking Lot Engineering	$10,000.00	$0.00							$0.00	$10,000.00	
21-21LEC002		Elevator Repair-LEC Lobby	$45,000.00	$0.00							$0.00	$45,000.00	
21-21LEC003		Upgrade Fuel Card System	$13,000.00	$13,000.00							$13,000.00	$0.00	
21-21LEC004		Canopy to Cover Fuel Island	$45,000.00	$0.00							$0.00	$45,000.00	
22-22LEC001		Master Control Door and Camera	$275,000.00	$0.00							$0.00	$275,000.00	
22-22LEC002		New Roof top HVAC Unit	$60,000.00	$0.00							$0.00	$60,000.00	
21-21PK008		Playground Equipment - CICO Park	$75,000.00	$0.00							$0.00	$75,000.00	
21-21PW001		Tandem Axle Truck w/Plow & Spreader	$205,000.00	$196,395.00							$196,395.00	$8,605.00	
21-21PW002		Semi Truck	$85,000.00	$0.00							$0.00	$85,000.00	
21-21PW007		Imaging Software & Conversion	$75,000.00	$0.00							$0.00	$75,000.00	
21-21PW009		Tandem Axle Truck w/ Plow & Spreader	$234,021.00	$0.00							$0.00	$234,021.00	
21-21PW010		Tandem Axle Truck w/ Plow & Spreader	$234,021.00	$0.00							$0.00	$234,021.00	
22-22PW001	465	Tabor Valley Bridge	$255,000.00	$0.00	$2,867.84	$3,621.70	$561.96	$36,722.94			$43,774.44	$211,225.56	
22-22PW002		Motor Graders (4)	$460,000.00	$0.00							$0.00	$460,000.00	
		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	
21-21AM003	302	2 SUV Replacement Vehicles	$120,000.00	$111,539.00		$3,752.97		$2,919.36			$118,211.33	$1,788.67	
22-22AM001		EMS AMBULANCE	$325,000.00	$0.00							$0.00	$325,000.00	
22-22AM002		ZOLL "X" ERIES Cardiac Monitor	$94,000.00	$94,000.00							$94,000.00	$0.00	
		CLERK											
21-21CK001		Open.Gov software	$202,045.00	$88,370.00		$34,500.00	$10,175.00				$133,045.00	$69,000.00	
		ATTORNEY											
19-19AT001	760	Odyssey Software System	$280,000.00	$280,000.00							$280,000.00	$0.00	
		APPRAISER											
21-21AP001		Replacement Vehicle	$35,144.00	$0.00							$0.00	$35,144.00	
		BOCC											
21-21-BOCC002		Church Asbestos Removal	$50,000.00	$0.00							$0.00	$50,000.00	
		PLANNING & DEVELOPMENT											
21-21PD002		Electronic Permit System	$110,000.00	$99,725.00							$99,725.00	$10,275.00	
		NOXIOUS WEED											
22-22NW001		Mower Replacement	$135,000.00	$0.00							$0.00	$135,000.00	
		EMERGENCY MANAGEMENT											
16-16EM002		Standby/Backup Generator Pottorf Hall	$40,000.00	$0.00							$0.00	$40,000.00	
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	$0.00							$0.00	$125,000.00	
21-21EM002		EM Storage Building	$125,000.00	$0.00							$0.00	$125,000.00	
		OTHER											
13-13PW009		Motor Grader (Lease Purchase through 2023)	$1,000,604.70	$500,604.70							$500,604.70	$500,000.00	
18-18EM003	21	Hardware Refresh Reserve (through 2025)	$1,182,221.00	$886,668.00							$886,668.00	$295,553.00	
Lease to 2033	21	Radio Project Lease (15 yr term through 2033)	$6,401,938.00	$1,280,387.67				$426,795.89			$1,707,183.56	$4,694,754.44	
B&I Trx to 2025		2010-B G.O. Bond pmt (15 yr term through 2025)	$2,849,815.47	$2,108,346.03	$285,135.00						$2,393,481.03	$456,334.44	
		TOTALS	$16,146,810.17	$6,141,059.00	$288,002.84	$41,874.67	$10,736.96	$466,438.19	$0.00	$0.00	$6,948,111.66	$9,198,698.51	$0.00

Completed Projects 3,733,912.99

Attachment: April 2023 Riley County Cip Cash Flow (13411 : Monthly Cash Flow Report for April 2023)

Federal Fund Exchange monies

Date	Amount	Project	Project Number
Aug-16	516,992.20	Fancy Creek Bridge E.2/5.6	16-16PW006
Apr-17	158,472.17	Anderson Avenue Bridge	17-17PW014
Sep-17	157,237.08	Anderson Avenue Bridge	17-17PW014
Jul-19	(171,536.67)	Trx to West 32nd Bridge from Anderson Ave Bridge	
	144,172.58		
Apr-18	263,375.40	West 32nd Ave Bridge	19-19PW007
Jul-19	289,879.33	West 32nd Ave Bridge	19-19PW007
Jul-19	171,536.67	Trx from Anderson Ave Bridge to West 32nd Bridge	
	724,791.40	***no longer assigned***	
10/21/2019	250,000.00	use FFE for Winkler Bridge Deck Project 19-19PW014	19-19PW014
12/17/2019	27,260.00	use FFE for amendment on Wieter Rd Project 18-18PW013	18-18PW013
	447,531.40	unassigned FFE as of 12/31/19	
9/23/2020	243,640.58	rec'd, but unassigned	
	691,171.98	Total unassigned FFE as of 9/23/2020	
11/12/2020	233,509.12	Welsh Road Asphalt Overlay	20-20PW010
	457,662.86	Total unassigned FFE as of 11/5/2020	
9/2/2021	234,041.53	rec'd, but unassigned	
	691,704.39	Total unassigned FFE as of 10/19/2021	
	250,000.00	Released back to Public Works - Sales Tax Project now	
6/30/2022	(255,000.00)	Assigned to Tabor Bridge Project	22-22PW001
	686,704.39		
12/30/2022	228,497.50	rec'd, but unassigned	
	915,201.89		

Attachment: April 2023 Riley County Cip Cash Flow (13411 : Monthly Cash Flow Report for April 2023)

2023 Riley County Building Cash Flow Analysis FUND 152

% of Year: 33.3%

Month	Revenue	Reimbursements	Other	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar A/P	Total Expenditures
Jan	149,608.81		33.50	149,642.31	13,901.75			13,901.75
Feb		10.00	33.50	44	31,597.04			31,597.04
Mar	8,632.12	43.50		8,676	26,712.00			26,712.00
Apr			33.50	34	65,361.32			65,361
May				-				-
Jun				-				-
Jul				-				-
Aug				-				-
Sep				-				-
Oct				-				-
Nov				-				-
Dec				-				-
	158,240.93	53.50	100.50	158,394.93	137,572.11	-	-	137,572.11

Cash Reconciliation	
2023 Beginning Unencumbered Cash	223,123.39
2023 Revenue	158,394.93
Less 2023 Expenditures/Encumbrances	137,572.11
2023 Ending Unencumbered Cash	243,946.21

Riley County 2022 Budget Authority Summary		% Budget Expended
2022 Budgeted Expenditures	$393,000	
Expenditures to Date	$137,572	35.01%
2022 Remaining Budget Authority	$255,428	

Riley County 2022 Budgeted Revenue		% Budgeted Revenue
2022 Budgeted Revenue	$253,418	
Revenue to Date	$158,395	62.50%

2023 Riley County Economic Development Cash Flow Analysis

% of Year: 33.3%

Month	Revenue	Reimbursements	Other	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar A/P	Total Expenditures
Jan	282,275			282,275	84,052.20			84,052
Feb				-				-
Mar				-				-
Apr				-	1,000.00			1,000
May				-				-
Jun				-				-
Jul				-				-
Aug				-				-
Sep				-				-
Oct				-				-
Nov				-				-
Dec				-				-
	$282,275	$0	$0	$282,275	85,052.20	$0	$0	$85,052

Cash Reconciliation	
2023 Beginning Unencumbered Cash	181,640.00
2023 Revenue	282,275.00
Less 2023 Expenditures/Encumbrances	85,052.20
2023 Ending Unencumbered Cash	378,862.80
Less Est. Project Balance for CY	177,166.80
2023 Projected Unencumbered Cash	201,696.00

Riley County 2023 Budget Authority Summary		% Budget Expended
2023 Budgeted Expenditures	$282,275	
Expenditures to Date	$85,052	30.13%
2022 Remaining Budget Authority	$197,223	

Riley County 2022 Budgeted Revenue		% Budgeted Revenue
2022 Budgeted Revenue	$282,275	
Revenue to Date	$282,275	100.00%

2023 Detailed Expenditures per Project and per Department

Projects	Project Estimate	Prior Year Expenditures	2023 Actual Expenditures/ Encumbrances	Remaining Project Estimate Totals	Completed Projects (Over) Under Estimate	
APPROPRIATIONS						
Chamber of Commerce	55,000	0	27,500.00	27,500	0	
Flint Hills Veterans Coalition	1,015	0	508.00	507	0	
Downtown Manhattan	5,000	0	2,500.00	2,500	0	
Riley Co. General Eco Devo	132,850	0		132,850		
APPROPRIATION TOTALS	$193,865	$0	30,508.00	$163,357	$0	
MEMBERSHIPS						
FHMPO Contribution	5,201	0	1,391.20	3,810	0	
FHRLP Underwriters & Sponsors	1,000		1,000.00	0	0	
FHRC Contribution	10,000	0		10,000		not approved
MEMBERSHIP TOTALS	$16,201	$0	2,391.20	$13,810	$0	
CONTRACTS						
Auto Lane Development (2024)	121,140	109,025.64		12,114		pay 2023 taxe
CONTRACT TOTALS	$121,140	$109,026	-	$12,114	$0	
DEBT OBLIGATION TRANSFER						
Konza Water Debt Payment Transfer	658,502	359,504.67	52,153.00	246,844		
DEBT OBLIGATION TRANSFER TOTALS	$658,502	$359,505	52,153.00	$246,844	$0	
PROJECTS						
Comprehensive plan update	25,000	0		25,000		
PROJECT TOTALS	$25,000	$0	-	$25,000	$0	
TOTALS	$1,014,707	$468,530	85,052.20	$461,125	$0	

Remaining Approved Projects less lease/debt payments/reserve $177,167

(not included as these payments are subject to approval with annual budget)

Completed Projects

Attachment: April 2023 Riley County Economic Depelopment Report (13411 : Monthly Cash Flow Report for April 2023)

2023 Riley County .2% Cent Sales Tax Cash Flow Analysis

% of Year: 33.3%

Month	Sales Tax Revenue	Reimbursements	KDOT	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar A/P	Total Expenditures
Jan				-				-
Feb				-				-
Mar	195,644.52			195,644.52				-
Apr	197,885.43			197,885.43				-
May				-				-
Jun				-				-
Jul				-				-
Aug				-				-
Sep				-				-
Oct				-				-
Nov				-				-
Dec				-				-
	393,529.95	-	-	393,529.95	-	-	-	-

Cash Reconciliation	
2023 Beginning Unencumbered Cash	-
2023 Revenue	393,529.95
Less 2023 Expenditures/Encumbrances	-
2023 Ending Unencumbered Cash	393,529.95
Remaining 2023 Projected Revenue	-
Less Est. Project Balance for CY	-
2023 Projected Unencumbered Cash	393,529.95

Riley County 2023 Budget Authority Summary		% Budget Expended
2023 Budgeted Expenditures	$0	
Expenditures to Date	$0	#DIV/0!
2023 Remaining Budget Authority	$0	

Riley County 2023 Budgeted Revenue		% Budgeted Revenue
2023 Budgeted Revenue	$1,500,000	
Revenue to Date	$393,530	26.24%

2023 Riley County 1/2 Cent Sales Tax Cash Flow Analysis

% of Year: 33.3%

Month	Sales Tax Revenue	Reimbursements	KDOT	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar A/P	Total Expenditures
Jan	193,878.40			193,878.40				-
Feb	211,882.25			211,882.25				-
Mar	-			-				-
Apr	-			-				-
May				-				-
Jun				-				-
Jul				-				-
Aug				-				-
Sep				-				-
Oct				-				-
Nov				-				-
Dec				-				-
	405,760.65	-	-	405,760.65	-	-	-	-

Cash Reconciliation	
2023 Beginning Unencumbered Cash	6,553,284.91
2023 Revenue	405,760.65
Less 2023 Expenditures/Encumbrances	-
2023 Ending Unencumbered Cash	6,959,045.56
Remaining 2023 Projected Revenue	(105,760.65)
Less Est. Project Balance for Projects	5,094,162.83
Less Est. Project Balance for Overlay	350,000.00
2022 Projected Unencumbered Cash	1,409,122.08

Riley County 2022 Budget Authority Summary		% Budget Expended
2022 Budgeted Expenditures	$3,736,590	
Expenditures to Date	$0	0.00%
2022 Remaining Budget Authority	$3,736,590	

Riley County 2022 Budgeted Revenue		% Budgeted Revenue
2022 Budgeted Revenue	$300,000	
Revenue to Date	$405,761	135.25%

Attachment: April 2023 Riley County Half Cent Sales Tax Report (13411 : Monthly Cash Flow Report for

2023 Detailed Expenditures per Project and per Department

Project Code	Projects	Project Estimate	Prior Year Expenditures	2023 Actual Expenditures/ Encumbrances	Remaining Project Estimate Totals	Completed Projects (Over) Under Estimate
	CULVERTS					
457	Flat Rock Road	113,500	52,707.29		60,792.71	
458	Parallel Road	117,000	51,440.37		65,559.63	
403	Kitten Creek Road	148,000	54,790.60		93,209.40	
459	Union Road	125,000	56,605.00		68,395.00	
	CULVERT TOTALS	$503,500	215,543.26	-	287,956.74	-
	BRIDGES					
461	Fancy Creek K.0/6.2	653,800	53,909.92		599,890.08	
454	West 32nd Avenue	1,004,750	1,464,031.69		-	(459,281.69)
460	Winkler Mills Bridge	1,200,000	102,835.61	-	1,097,164.39	1,097,164.39
	BRIDGE TOTALS	2,858,550.00	1,620,777.22	-	1,697,054.47	637,882.70
	RECONSTRUCTION					
431	McDowell Creek Road (north end)	3,000,000	515,848.38	-	2,484,151.62	2,484,151.62
	RECONSTRUCTION TOTALS	$3,000,000	515,848.38	-	2,484,151.62	2,484,151.62
	OVERLAY					
	4 Unidentified Overlays	800,000	175,000.00		625,000.00	
	OVERLAY TOTALS	$800,000	175,000.00	-	625,000.00	-
	TOTALS	$7,162,050	2,527,168.86	-	5,094,162.83	3,122,034.32

Completed Projects

Attachment: April 2023 Riley County Half Cent Sales Tax Report (13411 : Monthly Cash Flow Report for April 2023)

Project Estimates for 2021	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

2023 Detailed Expenditures per Project by Month

Project Code	Projects	Project Estimate	Prior Year Expenditures	Jan	Feb	Mar	Apr	May	Encumbrances	Expenditures to Date	Remaining Project Estimate
	CULVERTS										
457	Flat Rock Road	113,500	52,707							52,707.29	60,793
458	Parallel Road	117,000	51,440							51,440.37	65,560
403	Kitten Creek Road	148,000	54,791							54,790.60	93,209
459	Union Road	125,000	56,605							56,605.00	68,395
	BRIDGES										
461	Fancy Creek K.0/6.2	653,800	53,910							53,909.92	599,890
454	West 32nd Avenue	1,004,750	1,464,032							1,464,031.69	0
460	Winkler Mills Bridge	1,200,000	102,836							102,835.61	1,097,164
	RECONSTRUCTION										
431	McDowell Creek Road (north end)	3,000,000	515,848							515,848.38	2,484,152
	OVERLAY										
	4 overlays unidentifed	800,000	175,000							175,000.00	625,000
	TOTALS	$7,162,050	$2,527,169	$0	-	-	$0.00	$0.00	$0.00	2,527,168.86	$5,094,163
									$0.00		

Completed Projects

Attachment: April 2023 Riley County Half Cent Sales Tax Report (13411 : Monthly Cash Flow Report for

David Adams
EMS/Ambulance
Director
2011 Claflin Rd
Manhattan, KS 66502
Phone: 785-539-3535

EMS/AMBULANCE
Project

COMMISSION AGENDA REPORT

FROM: **David Adams, EMS/Ambulance Director**

MEETING: **May 11, 2023**

SUBJECT: **Public Safety Headquarters Update**

PRESENTER: **David Adams, EMS/Ambulance Director**

BACKGROUND

The county building committee is here to provide an update and options for your consideration and ask for a vote to move forward on the Public Safety Headquarters project.

The County building committee consisting of David Adams, EMS/Ambulance Director; Greg McKinley, Riley County Commissioner; John Ellerman, Public Works Director; Russel Stukey EM/RCFD Chief; Rich Vargo, Riley County Clerk; Josh Gering, EMS/Ambulance Assistant Director; Kris Schneider, Riley County IT; as well as representatives of ArchImages and BHS Construction.

As you may recall there has been a lot of discussion regarding the size and scope of the project as well as the cost. The original scope of the project was an EMS facility that incorporated an EOC. The committee received direction from the Board of County Commissioners:

- To evaluate the possibility of office space and storage for Emergency Management/Fire District #1 staff.
- To evaluate the possibility of a backup dispatch with 2-3 consoles to be adjacent to a multipurpose training/meeting/EOC room.
- To evaluate the possibility of infrastructure to be put in place for a full dispatch capable building for future use.
- A 'shell' extra floor for future expansion.

DISCUSSION

The committee has met multiple times with ArchImages and BHS providing a breakdown of costs, primary design options and timelines. The committee has discussed pros and cons to each of the proposals as well as needs and goals for Riley County now and in the future.

<u>We are putting forth 3 options for your consideration.</u>

Option #1 is the full new building which consists of

- EMS quarters for staff, 3 apparatus bays and offices for EMS Administration,
- Offices for EM/RCFD #1 staff and storage,
- Basement for EOC and dispatch consoles to be available for use now as well as infrastructure for future full dispatch capability.
- Shell floor for future expansion.

This option requires a complete revamping and additional construction of the current FCRC parking lot with new parking added to the north of the building between the FCRC and Claflin Road.

The projected costs for this building, which include design fees (already approved), furniture and equipment, IT components (alarm, telecom, Audiovisual and IT) are between **<u>$18,580,000 and $21,750,000.</u>**

<u>Option #2 is an EMS only building which consists of:</u>

- EMS quarters
- 3 apparatus bays
- EMS administration offices
- Multipurpose room for training/meetings/EOC

The projected cost of Option #2 which includes Furniture and Equipment, IT components of alarm, telecom, audiovisual and IT, design fees (already approved), testing and inspections is between **<u>$11,405,000 and $13,520.00.</u>**

<u>Option #3</u> is new and is a result of conversations among the working group. This option incorporates option #2 but after completion of the new facility it involves:

- Complete interior demo of the current EMS facility,
- New roofing and siding and then the construction of offices and storage,
- 30 person EOC in the building.

Within this alternative we are proposing option #2 which is 2,953 sq ft and the projected cost is $855,000.00

<u>Other considerations:</u>

Potential cost of adding the backup dispatch to the EMS only facility: $900,000.00
The potential cost of a second floor on the new building is $2,000,000.

Option #3 will be accomplished after the HQ facility is completed and EMS has vacated the current EMS facility.

The updated timeline is now to begin construction in February 2024 with an approximate 12-13-month build.

FISCAL IMPACT

The Board of County Commissioners have stated previously their intention of utilizing unused ARPA funds for this project.

Option #1 projected costs are between $18,580,000 and $21,750,000.

Option #2 projected costs are between $11,405,000 and $13,520,000 (does NOT include approximately $900,000 for a backup dispatch).

Option #3 projected costs are $855,000.00

RECOMMENDATION(S)

It is staff's recommendation, based on budgetary parameters, to accept Options #2 and #3 for a projected cost to not exceed $14,375,000.

POSSIBLE MOTION(S)

Move to approve

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- HQ Worksheet (PDF)

BHS CONSTRUCTION

301 S. 4TH ST, STE 210
MANHATTAN, KS 66502

BHSCONSTRUCTION.NET
785.537.2068

5-2-23 – Riley County EMS – Revised Budget Worksheet

5/2/2023

Schematic Revised - True EMS, 3 App Bays	Low		High		
Revised Base Construction:	$	9,075,000	$	9,075,000	
Construction Contingency:	$	450,000	$	1,360,000	5% - 15%
Design Contingency:	$	475,000	$	1,560,000	5% - 15%
Overall Construction:	**$**	**10,000,000**	**$**	**11,995,000**	

Owner Items:	Low		High	
Furniture & Equipment:	$	225,000	$	225,000
Alarm, Telecom, AV, IT:	$	200,000	$	200,000
Design Fees:	$	900,000	$	1,000,000
Testing & Inspections:	$	80,000	$	100,000
Total Project Cost Range:	**$**	**11,405,000**	**$**	**13,520,000**

EMS Budget Inclusions

1) 16,000 SF Building
   a. 1st Floor – Office Space, Small Storm Shelter, 3 Apparatus Bays, Living Quarters
   b. Boiler / DX HVAC System
   c. Reuse Existing Generator
2) 71,400 SF (1.6 Acres)
   a. South Site Only
   b. Demo, Grading, Paving, Utilities, Improvements, Landscaping
   c. Storm Detention, Retaining Wall

Em. Mang Admin Reno Options	Option 2 - 2,953 SF		
Base Construction:	$	690,000	
Construction Contingency:	$	35,000	5%
Design Contingency:	$	35,000	5%
Overall Construction:	**$**	**760,000**	

Owner Items:	Option 2	
Furniture & Equipment:	$	35,000
Alarm, Telecom, AV, IT:	$	50,000
Design Fees:	In EMS Costs	
Testing & Inspections:	$	10,000
Total Project Cost Range:	**$**	**855,000**

Emergency Management Admin Renovation Inclusions

1) Full interior demo back to structure
2) All new roofing & siding
3) New Ext Storefront & Interior doors
4) New interior & select exterior walls
5) New finishes
6) New MEP systems similar to existing

Build Together

Attachment: HQ Worksheet (13413 : Public Safety Headquarters)

BHS CONSTRUCTION

301 S. 4TH ST, STE 210
MANHATTAN, KS 66502

BHSCONSTRUCTION.NET
785.537.2068

6) New MEP systems similar to existing

Exclusions:

1) Site Work
2) Owner Items
3) Design / Engineering

Previous Budgets:

3/27/2023

Schematic Revised - No Basement, 2nd Floor Built Out	Low	High	
Revised Base Construction:	$ 13,650,000	$ 13,650,000	
Construction Contingency:	$ 680,000	$ 2,050,000	5% - 15%
Design Contingency:	$ 725,000	$ 2,150,000	5% - 15%
Overall Construction:	**$ 15,055,000**	**$ 17,850,000**	

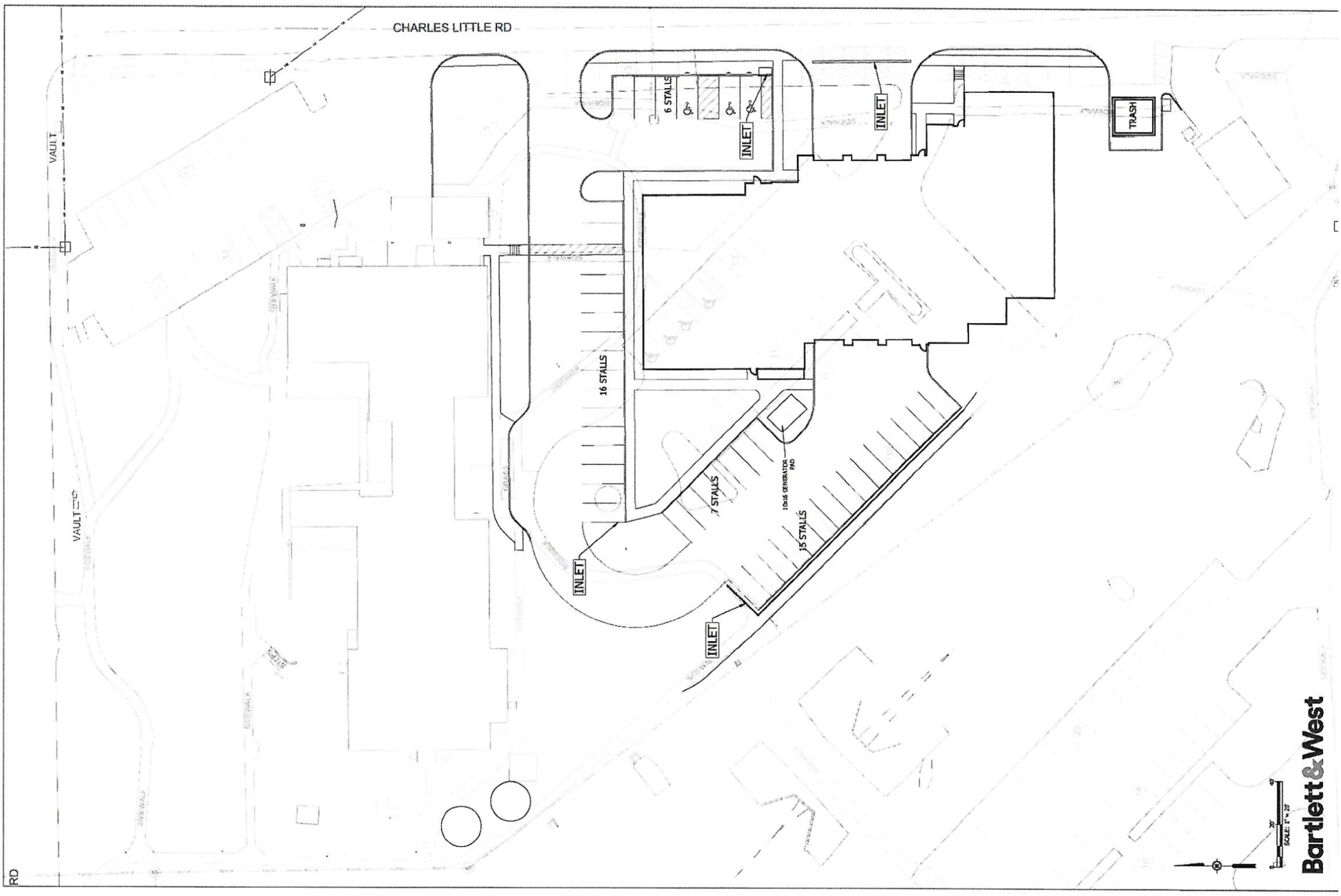
Owner Items:	Low	High
Furniture & Equipment:	$ 400,000	$ 550,000
Alarm, Telecom, AV, IT:	Pending	Pending
Design Fees:	$ 900,000	$ 1,000,000
Testing & Inspections:	$ 80,000	$ 100,000
Total Project Cost Range:	**$ 16,435,000**	**$ 19,500,000**

3/9/2022

Schematic Orginal - Basement, 2nd White Box	Low	High	
Revised Base Construction:	$ 15,000,000	$ 15,000,000	
Construction Contingency:	$ 750,000	$ 2,000,000	5% - 15%
Design Contingency:	$ 850,000	$ 2,500,000	5% - 15%
Overall Construction:	**$ 16,600,000**	**$ 19,500,000**	

Owner Items:	Low	High
Furniture & Equipment:	$ 400,000	$ 550,000
Alarm, Telecom, AV, IT:	Pending	Pending
Design Fees:	$ 900,000	$ 1,000,000
Testing & Inspections:	$ 80,000	$ 100,000
Total Project Cost Range:	**$ 17,980,000**	**$ 21,150,000**

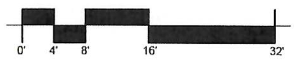
Attachment: HQ Worksheet (13413 : Public Safety Headquarters)


CHARLES LITTLE RD
VAULT
VAULT
6 STALLS
INLET
INLET
16 STALLS
7 STALLS
15 STALLS
INLET
INLET
TRASH
Bartlett&West
RD

Attachment: HQ Worksheet (13413 : Public Safety Headquarters)

EMERGENCY MANAGEMENT ADMIN. TEST FIT & SPACE PLANNING - OPTION NO. 2

REMODEL SPACE: 2,765 GSqft (EXISTING BAYS ARE NOT INCLUDED)
ADDITION: 250 GSqft



Attachment: HQ Worksheet (13413 : Public Safety Headquarters)

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

COUNTY CLERK & ELECTIONS
Budget

MEMORANDUM

FROM: **SHARON POLLMAN**

MEETING: **May 11, 2023**

SUBJECT: **2024 COUNCIL ON AGING APPROPRIATION REQUEST**

PRESENTER: **KEVIN LARSON**

Enclosures:
- 2024 COUNCIL ON AGING (PDF)

April 20, 2023

Riley County Council on Aging
Kevin Larson, Chair
212 North High Street
Riley, KS 66531

Sharon Pollman, Treasurer
1401 Wreath Avenue
Manhattan, KS 66503

Riley County Commission
115 North 4th Street
Manhattan, KS 66502

Subject: Riley County Council on Aging 2024 Budget Request

Dear Commissioners:

The Riley County Council on Aging requests a total allocation of $310,105 for 2024 to fund the ten organizations that we support (listed alphabetically): Homecare and Hospice, Leonardville Community Council on Aging, Manhattan Senior Center, North Central Flint Hills Area Agency on Aging (with the related Kitchen located in the Manhattan Senior Center), Ogden 60+, Randolph Senior Center, Riley Senior Meals, Flint Hills Volunteer Center (RSVP), Silver-Haired Legislature, and Zeandale Senior Center. The requested amount was derived by reviewing the budget requests and justifications for their requests by our individual board members. A table is attached that shows the requests of the individual agencies and the histories of their funding for 2020-2023 along with their request levels for 2024. The cumulative request is a 12.765% increase over what was approved for 2023. The amount requested for 2023 was $306,338 so the actual amount requested this year is an increase is 1.230% from what was requested last year.

The principal functions of these organizations are to provide senior and disabled citizens with meals, healthcare, transportation, and educational and social opportunities. Whenever possible, most organizations have implemented cost-saving plans and/or will be increasing the costs of their services to their clientele; where and when possible, they seek extra sources of funding. Unfortunately, many of the Riley County citizens served by these organizations have severely limited incomes, and any increases in the costs of these services often pose serious economic hardships for them.

As the percentage of older Riley County citizens increases, demands that are being placed on these organizations are rising proportionately. The goals of the RCCOA remain the same - to represent older citizens of Riley County and to provide financial assistance to nonprofit organizations that provide essential services to those in need.

Sincerely,

Kevin Larson, Chair, Riley County Council on Aging

1

Attachment: 2024 COUNCIL ON AGING (13367 : COUNCIL ON AGING)

Sub-Agency Funding requests for 2024

Sub-agency allocations for the past 4 years and request for funding in 2024 showing:

Actual funding from RCCOA to each sub-agency for the past four years (columns B, C, D & E)
The amount requested for 2023 from RCCOA by each sub-agency (column F)
The amount requested for 2024 from RCCOA by each sub-agency (column G)
The percent change in funding requested for 2024 (columnG) compared to 2023 request(column F) = Column H
The amount requested for 2024 from RCCOA by each sub-agency as a percentage of their total funding from all of their respective sources (column I)

A	B	C	D	E	F	G	H	I
Agencies funded in whole or in part by RCCOA	Approved for 2020	Approved for 2021	Approved for 2022	Approved for 2023	Request for 2023	Request for 2024	% increase over 2023 request	RCCOA funding as % of total
Homecare and Hospice	72,090	72,090	72,090	72,090	72,090	72,090	0.000%	18.110%
Leonardville Community Council on Aging	3,200	3,200	3,200	3,200	3,200	3,200	0.000%	37.210%
Manhattan Senior Center	117,793	117,793	117,793	117,793	119,000	119,000	0.000%	55.730%
NC Flint Hills Area Agency on Aging	36,298	36,298	36,298	36,298	49,932	51,496	3.132%	---
....NCFH Area Agency on Aging - Kitchen	14,020	14,020	14,020	14,020	26,546	27,874	5.003%	100.000%
Ogden 60+	600	600	900	900	1,730	1,730	0.000%	100.000%
Randolph Senior Center	1,500	1,500	1,500	1,500	3,200	3,075	-3.906%	37.870%
Riley Senior Meals	3,016	3,016	3,016	3,016	3,900	3,900	0.000%	58.520%
Flint Hills Volunteer Center (RSVP)	24,983	24,983	24,983	24,983	26,540	26,540	0.000%	100.000%
Silver-Haired Legislature	500	500	200	200	200	200	0.000%	100.000%
Zeandale Senior Center	1,000	1,000	1,000	1,000	-	1,000	100.000%	98.040%
Total dollars, average percentages	**275,000**	**275,000**	**275,000**	***275,000***	**306,338**	***310,105***	**1.230%**	---

Attachment: 2024 COUNCIL ON AGING (13367 : COUNCIL ON AGING)

Riley County Council on Aging

Mission Statement: *The Riley County Council on Aging, Inc. (RCCOA), represents older citizens of Riley County and provides financial assistance to nonprofit organizations that, in turn, provide essential services to those in need.*

Agency Description: *The RCCOA is a group of volunteers that works under the auspices of the Riley County, Kansas, Commissioners. It is governed by a 9-member Executive Board. Three more persons appointed by the Riley County Commission act as liaisons between the RCCOA and the County. Its sole source of funding is from Riley County, through the County Commissioners. This money in turn is granted to various agencies (10 at present) based in the county, or with affiliates based in the county, whose functions meet the mission statement of the RCCOA. These grants to the sub-agencies are based on an annual competitive process.*

The RCCOA is registered with the Federal Government as a 501(c)3 agency and reports annually to the U. S. Internal Revenue Service and to the Kansas Secretary of State as a Not-for-Profit Corporation.

Goals for 2024: *The primary goal of the RCCOA, within the realm of its mission and under the oversight of the Riley County Commission, is to strive to better recognize, understand, and meet the needs of the increasing number of older citizens in Riley County, and to act as a clearing house for people, ideas, and actions that best meet those needs.*

Line Item Discussion in alphabetical order (with percentage increases from 2023 requests).

Homecare and Hospice

Requested increase in 2024 allocation: 0.000%
Percentage of 2024 budget provided by RCCOA:....... 18.110%

No Increase. They are requesting the same amount of budget that they had for the previous year. They are the only non-profit agency in the area and provide much needed care. They have kept their hourly cost to $22 per hour as compared to most of the other agencies who are up to $28 per hour. They continue to provide many hours of services including Medical transportation, Health Care attendants, Palliative home health, Hospice, Care Coordination, Volunteers and Transitions program.

Leonardville Community Council on Aging

Requested increase in 2024 allocation:	-0-
Percentage of 2024 budget provided by RCCOA:	37.210%

No increase requested. They are meeting regularly and have a cook who makes the meals for them. They are keeping costs at a minimum and also deliver meals.

Manhattan Senior Center

Requested increase in 2024 allocation:	0.00%
Percentage of 2024 budget provided by RCCOA	55.730%

No increase. They are requesting the same amount as was allocated last year. They have several projects in the process for fund raisers and have been working on new ideas for this next year.

North Central Flint Hills Area Agency on Aging (NC FH AAA)

Requested increase in 2024 allocation:	3.132%
Percentage of 2024 budget provided by RCCOA:	----

Basis for Increase: Most of the increase is due to employee costs. An allocation is based on one of the 18 counties and 38 senior centers that are served by the agency. There is a raise in administrative costs and in home services as well as the cost of health insurance provided for two of the staff at the Manhattan Senior Center kitchen.

North Central Flint Hills Area Agency on Aging - Kitchen

Requested increase in 2024allocation:	5.003%
Percentage of 2024 budget provided by RCCOA:	100.000%

Basis for Increase: A small increase in salaries expense accounts for the change. Allocation for last year was only $14,020 from a request of $26, 546. There is now a full staff of head cook, assistant cook, nutrition coordinator, Ogden center manager and a second assistant when needed.

Ogden 60+

Requested increase in 2024 allocation	00.00%
Percentage of 2024 budget provided by RCCOA	100.00%

No Increase. The budget request for 2023 was the same amount as this year but they were only allocated $900 as they had been allocated the previous years. The increase needed was for a cemetery project that they have been working on.

Randolph Senior Center

Requested increase in 2024 allocation:	-03.906%
Percentage of 2024 budget provided by RCCOA:	37.870%

Small decrease. They had requested $3200 for last year but were only allocated $1500 – the same amount as the previous year. They have their meals catered but the seniors pay the difference in the meal cost.

Riley Senior Meals

Requested decrease in 2024 allocation: 00.00%
Percentage of 2024 budget provided by RCCOA: 58.520%

No increase. They are having their meals catered and the seniors are paying the difference between the cost of the meal and what has been allocated. Expenses are kept to a minimum to keep from asking for any increase.

Flint Hills Volunteer Center (RSVP)

Requested increase in 2024 allocation: 00.00%
Percentage of 2024 budget provided by RCCOA: 100.00%

No increase. Asking for the same amount as requested the previous year. The expenses are only what applies to the RSVP program and that is the amount requested.

Silver-Haired Legislature

Requested increase in 2024 allocation: -0-%
Percentage of 2024budget provided by RCCOA: 100.000%

No Increase. *Allowance needed for travel, etc.*

Zeandale Senior Center

Requested increase in 2024 allocation: 100.00%
Percentage of 2024budget provided by RCCOA: 98.040%

Previous year no budget request was given because they had not been meeting and also had some grant funds. They are meeting again and request funds as previous years.

PUBLIC WORKS
Personnel

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

COMMISSION AGENDA REPORT

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

MEETING: **May 11, 2023**

SUBJECT: **Request to fill Customer Service Representative I position**

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

BACKGROUND

The Department of Public Works has a need to fill a Customer Service Representative I.

DISCUSSION

We are requesting to fill the Customer Service Representative I position in the Public Works Department. The current employee was recently promoted and will leave this position open effective May 15, 2023. This position provides customer service, clerical duties and courier delivery support. This position also interacts with customers and others to provide information and resolve inquiries.

FISCAL IMPACT

This position is a full time budgeted position.

RECOMMENDATION(S)

It is recommended that the BOCC allow Public Works to fill the Customer Service Representative I position.

POSSIBLE MOTION(S)

Move to approve filling of the Public Works Customer Service Representative I position.

Move to deny filling of the Public Works Customer Service Representative I position.

Enclosures:

- Customer Service Rep I Position Description (PDF)
- 2023-05 PW Customer Service Rep I PAF (DOCX)

RILEY COUNTY, KANSAS JOB DESCRIPTION

Job Title:	**CUSTOMER SERVICE REPRESENTATIVE I**		
Department:	Public Works	**Division:**	Administrative Services
Reports to:	Administrative Services Manager		
Pay Grade:	**4**	**Status:**	Full Time
FLSA Status:	Non-Exempt		

POSITION SUMMARY: The Customer Service Rep I provides customer service, clerical duties, and courier delivery support for the Riley County Public Works Department.

The Customer Service Rep I provides information and resolves inquiries with the public. Position is responsible for delivering intradepartmental mail for the Public Works Department and other Riley County Departments, which will include driving to various locations.

ESSENTIAL FUNCTIONS:

- Provides front line customer service using customer courtesy, answers incoming calls/directs calls and provides information, receives, and documents complaints and takes accurate and complete messages and relays to the proper person in a timely manner.
- Performs multiple tasks while maintaining a calm, professional and helpful attitude.
- Transports items daily between County buildings and other non-County establishments as necessary
- Receives, scans, and enters historical and current information into software program.
- Receipts cash and checks daily.
- Creates and maintains Solid Waste tonnage spreadsheet, balances and/or reconciles monthly invoices.
- Creates and maintains spreadsheets.
- Maintains records and filing systems, files electronically, operates standard office equipment.
- Pick-up, open, stamp, sort and distribute incoming mail.
- Processes outgoing mail
- Performs clerical and miscellaneous duties as assigned.
- Assists with distributing information to employees.
- Reserves, assists with setup and cleanup for conference & training room activities.

SECONDARY FUNCTIONS:

- Serves as backup to Account Clerk I position.
- Assists with counting solid waste cash bags.
- Assists with historical research.
- Maintains work area in a clean and safe manner.
- Performs other duties as assigned.

POSITION REQUIREMENTS:

Education: Highschool diploma or equivalent required

License(s)/Certificate(s): Valid driver's license with an acceptable driving record required. Successful completion of a customer service course within 2 years of employment required.

Experience: Customer service experience required. 2 years computer experience with proficiency in Microsoft. Word and Excel experience required. General office experience preferred.

Must qualify and maintain bonded status by a surety company acceptable to the County.

May require occasional work outside normal work hours which may include holidays and weekends.

Requires the employee provide and carry a cell phone and will be reimbursed per the County's Cell Phone Policy.

Attachment: Customer Service Rep I Position Description (13397 : Request to fill Customer Service Representitive I)

Must have attendance and foster a cooperative work environment.

An appropriate combination of experience and education will be considered in lieu of the above requirements.

Skills:

- Knowledge of business financial practices preferred.
- Ability to express oneself clearly and concisely, orally and written.
- Ability to ensure and provide quality customer service to customers.
- Responsibility, reliability, honesty, punctuality, accuracy, and patience.
- Ability to drive daily on established routes and follow laws and safe driving procedures and practices.
- Ability to handle confidential information and/or high value document/items including cash.
- Ability to follow oral and written instruction.
- Ability to work with multiple interruptions.
- Ability to plan, prioritize, organize, and accomplish work assignments.
- Ability to learn new software applications.
- Ability to operate computers, calculators, copiers, fax machines, and related office equipment.
- Ability to establish and maintain effective working relations with employees, supervisors, other governmental agency officials, and the general public.

PHYSICAL DEMANDS/EFFORT: The physical demands described here are representative of those which must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Specific vision abilities required by this job include close vision, distance vision, color vision and peripheral vision. The position has a dimension which may lead to mental and physical fatigue. While performing the duties of this job, the employee is required to stand, walk; sit; use hands to finger, handle, reach with hands and arms; talk and hear. Requires the ability to exert up to 50 pounds of force occasionally to lift, carry, push, and pull or otherwise move objects.

WORK ENVIRONMENT/CONDITIONS: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Work environment involves everyday risks or discomforts which require normal safety precautions typical of an office setting. Work is generally in an office setting with visual attention and dexterity in computer operation. Noise level in the work environment is usually moderate. While performing the duties of the job outside of the office, there may be exposure to wet and/or humid conditions, extreme hot/cold and while driving rain, snow, or ice.

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

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

RILEY COUNTY POSITION ACTION FORM

Requisition Approval Process

Submitted by Julie Winter on 05/05/2023 at 10:13 AM

Internal Position Details (not displayed on job posting)

Company
Riley County, KS

Position Template
Customer Service Rep I [PWCSRI]

Work Location
Public Works Building

Job ID
1702707

Salary
Salary range $17.34 - $18.38

Supervisor Position
No

Pay Grade
--

EEO Class
--

Workers Compensation
8810 [8810]

Cost Center 1
County General [1]

Cost Center 2
Public Works [40]

Cost Center 3
--

1 Job Slot
CUSTOME-1

Supervisor: Julie Winter

Department Head: John Ellermann

☒No changes to Position or Budget

☒Position Description attached

Total annual hours 2080

☒Budgeted

☐New or updated position description

☐New request for budget (details attached)

Salary: $38,230.40

Budget for Benefits: $15,101

Total proposed annual budget: $53,331.41

Additional Position Comments: ____________________

BoCC Chairwoman ____________________ Date: ____________

BoCC Member ____________________ Date: ____________

BoCC Member ____________________ Date: ____________

Original document stored in Human Resources

Revised 2023-01

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

COUNTY CLERK & ELECTIONS
Budget

MEMORANDUM

FROM: **APRIL BROTHERS**

MEETING: **May 11, 2023**

SUBJECT: **PAWNEE MENTAL HEALTH APPROPRIATION 2024**

PRESENTER: **ROBBIN COLE**

Enclosures:

- Pawnee Appropriation Request Riley County 2024 (PDF)
- PMHS Budget FY 24 (Riley) (PDF)

Pawnee MENTAL HEALTH SERVICES

Darell Edie
Budget and Finance Officer
Riley County
110 Courthouse Plaza
Manhattan, KS 66502

Dear Commissioners:

Thank you for the opportunity to present Pawnee Mental Health Services' (Pawnee's) 2024 Appropriation Request.

Mission Statement:
The mission statement of Pawnee Mental Health Services is "to provide comprehensive quality mental health and substance use treatment and recovery services to strengthen the wellness of our communities." Pawnee provides emergency services 24 hours a day, seven days a week, 365 days a year.

Agency/Entity Description:
Pawnee is a **private, not-for-profit** licensed community mental health center and substance use treatment facility serving ten counties (7,324 square miles) in north central Kansas. Each county provides budgetary support for mental health resources in its own county.

Pawnee was first incorporated in Manhattan sixty-six years ago this past November as the Riley County Mental Health Center. In 1977, Riley, Pottawatomie, Clay, Marshall, and Geary counties merged with Cloud, Republic, Mitchell, Jewell, and Washington counties (then known as Sunflower Guidance Center) to form the Pawnee Comprehensive Mental Health Center, now known as Pawnee Mental Health Services.

While there may be other mental health providers in the community, Pawnee is the *only* mental health resource:

- With statutory authority to provide Mental Health Reform Screens for admission to the state psychiatric hospital.
- 24/7/365 Emergency Mental Health Services
    - Crisis Stabilization Unit (CSU)
- Community Services for:
    - Children with serious emotional disturbances (SED)
    - Adults with severe and persistent mental illnesses (SPMI)
- Services regardless of ability to pay
- Services regardless of status as a client

2001 Claflin Rd.
P.O. Box 747
Manhattan, KS 66505-0747
785-587-4300 • Fax 785-587-4305

814 Caroline Avenue
Junction City, KS 66441
785-762-5250 • 785-762-2144

210 W. 21st
P.O. Box 585
Concordia, KS 66901
785-243-8900 • Fax 785-243-8933

Your community mental health center in Clay, Cloud, Geary, Jewell, Marshall, Mitchell, Pottawatomie, Republic, Riley, and Washington Counties.

Attachment: Pawnee Appropriation Request Riley County 2024 (13368 : PAWNEE MENTAL HEALTH 2024)

CCBHC (Certified Community Behavioral Health Clinic)
In 2021, the Kansas Legislature passed HB2208, making Kansas the first state in the nation to identify the CCBHC model as a solution to the mental health and substance use crisis facing our nation. The law requires the transition of the entire Kansas community mental health system to the CCBHC model by July 1, 2024 with nine CMHCs making the transition on July 1, 2022, nine more by July 1, 2023 and the remainder by July 1, 2024.

The CCBHC model was originally developed by SAMHSA (Substance Abuse and Mental Health Services Administration) and CMS (Centers for Medicare and Medicaid Services) and tested during a federal demonstration project from 2017 through 2019. CCBHCs are a federal Medicaid model which focuses on whole-person care. Patients have access not only to mental health services but also to integrated care that emphasizes recovery, wellness, trauma-informed care, and physical-behavioral health integration. CCBHCs must meet rigorous quality standards and provide all required services as outlined in the legislation.

Medicaid services provided under the CCBHC model are paid based on the cost of providing and expanding services to meet the needs of the community. This represents a major change in the Medicaid funding model for Kansas community mental health centers and for the first time will provide the opportunity to pay wages and salaries competitive enough to recruit and retain staff to meet community needs. Pawnee is preparing for provisional certification as a CCMHC on July 1, 2023.

Governance
Pawnee is governed by a board of directors appointed by each county served. Each county appoints two regular and one alternate board member. Five of the ten counties have appointed a county commissioner to serve on the board. Under state licensing requirements, an adult with a severe and persistent mental illness (SPMI) and the parent of a child with a serious emotional disturbance (SED) must also serve on the board. Riley County is currently represented by Anne Browne (Chairperson) and Dantia MacDonald. Commissioner John Ford serves as alternate. Stan Wilson, also of Riley County, serves as a representative of persons with a severe and persistent mental illness.

Under CCBHC the agency will add an advisory board made up of no less than 51% members with a mental illness.

Board Strategic Plan/Goals for 2024:
1. Engage in activity that promotes access to mental health and recovery services
2. Engage in activity that promotes recovery
3. Expand and strengthen relationships with community members
4. Expand and strengthen community support
5. Create cohesive understanding of mission and organizational direction
6. Identify, develop, and deliver skill-building training in a manner that is responsive to staff expressed needs

7. Integrate continuous quality improvement into organizational operations
8. Consistent upward trending in cash reserve

FY2022 Annual Update:

- For the first year since the beginning of the pandemic, Pawnee has seen an overall increase in the number of people receiving services, though the numbers have not reached pre-pandemic levels.
  - The increased demand has come at a time that Kansas faces significant workforce challenges. Pawnee has augmented its boots-on-the ground staffing as much as it can with tele-health providers.
  - The other challenge faced by Pawnee is that its wages and salaries are not competitive with other employers or with community mental health centers that have already transitioned to CCBHC. This has exacerbated our ability to recruit and retain work force. Once we make the transition to CCBHC, we should be in a more competitive position and better equipped to meet community needs.
- Pawnee provided mental health and substance abuse treatment services to 6,640unduplicated individuals throughout the ten-county service area in FY22 compared to 6,211 in FY21.
  - ***Pawnee provided mental health and substance abuse treatment services to 2420 unduplicated Riley County residents.***
  - ***In calendar year 2022, 1181Riley County residents were served by Crisis Services.***
    - ***452 were served in the ER***
    - ***714 came directly to the CSU***
    - ***15 were screened in the jail***
  - ***294 of these were admitted to the CSU***
- Pawnee provided over $12 million in services throughout the ten-county service area in FY22. The amount of uncompensated care was a little over $4.8 million.
  - ***Pawnee provided over $5.4 million in services to Riley County residents.***
  - ***Over $2.1 million was uncompensated due to reasons of no insurance or underinsurance.***
  - ***FY22 audited financial statements show a gain of $536 which is unsustainable.***

Comparative Values

- Riley County's CY23 budget for Pawnee Mental Health is **$300,000.** This has been unchanged since CY20.
- Riley County currently spends approximately **$4.04 annually per capita** (utilizing the July 2020 Kansas Division of Budget report which shows a Riley County population of 74,232.) The average per capita spending for the counties in Pawnee's service area is $8.35. **If Riley County met the per capita average for the counties in Pawnee's service area, Riley County's mental health budget would be $619,837.**

Attachment: Pawnee Appropriation Request Riley County 2024 (13368 : PAWNEE MENTAL HEALTH 2024)

- Riley County currently budgets approximately **$123.97 annually per resident served.** The average per resident served spending for the counties in Pawnee's service area is $216. 41. **If Riley County met the per resident served average for the counties in Pawnee's service area, Riley County's mental health budget would be $523,711.**

Comprehensive Breakdown of Sources of Funding: (Riley County Only)
Attached is a budget document which includes a comprehensive breakdown of all the agency's sources of funding. This is a preliminary budget document which will be reviewed by the Pawnee Board of Directors on June 27, 2023. This budget document, which is subject to change per ongoing CCBHC negotiations with the state, will be approved by the Pawnee board on July 25, 2023.

Line-item budget for use of Funds Requested:
All funds requested are used to help cover the costs of uncompensated care to Riley County residents. This is essential to pay the wages and salaries of providers to serve this population.

Appropriation Request
Pawnee respectfully requests that Riley County increase its budget for mental health by 100% or by $300,000 from $300,000 annually to $600,000 annually. Riley County accounts for 41.38% of all clients served but only 28% of all county funding.

This increase in funding will better equip Pawnee to recruit and retain qualified mental health professionals to meet the needs of the citizens of Riley County. We appreciate the partnership we have with Riley County and look forward to your continued support.

Respectfully yours,

Robbin W Cole

Robbin Waldner Cole, LSCSW
Chief Executive Officer

Attachment: Pawnee Appropriation Request Riley County 2024 (13368 : PAWNEE MENTAL HEALTH 2024)

PAWNEE MENTAL HEALTH SERVICES
BUDGET
FY '24'

Patient Fees	PMHS Budget FY 23	PMHS Budget FY 24
Private Pay	$ 1,391,712	$ 1,248,309
Medicaid	$ 7,380,627	$ 19,706,778
Blue Cross	$ 889,888	$ 650,196
Commercial	$ 810,398	$ 702,344
Tri-Care	$ 485,386	$ 326,521
Medicare	$ 406,135	$ 304,644
EAP	$ 15,166	$ 11,428
Special Billing	$ 295,037	$ 232,895
Subtotal Patient Fees	$ 11,674,349	$ 23,183,116
Allowances	$ (2,539,171)	$ (1,824,946)
Net Patient Fees	$ 9,135,178	$ 21,358,170
Total County	$ 1,053,134	$ 1,110,434
Federal MH Block Grant	$ 99,233	$ 99,233
Federal - AAPS Grant (Recovery)	$ 59,874	$ 55,000
Federal - DLT I & II Grants	$ 283,029	$ 400,000
Federal - SAMHSA CMHC	$ 2,515,155	$ 628,789
State Aid	$ 601,057	$ 601,057
KDADs Funding - CSU	$ 900,000	$ 900,000
KDADs Funding - Beneficiary Agreement	$ 127,147	$ -
Mental Health Reform	$ 1,574,868	$ 1,574,868
Governor's MH Initiative (GMHI)	$ 299,972	$ 299,972
Regional Recovery Support Center (RRSC)	$ 301,415	$ 301,415
State Grants	$ -	$ 250,641
County Grants	$ 331,304	$ 333,459
City Grants	$ 101,200	$ 103,436
Private Grants	$ 442,467	$ 164,000
Total Grant Income	$ 7,636,721	$ 5,711,869
Interest Income	$ 2,500	$ 2,500
Medical Records	$ 2,500	$ 2,500
Gain/Loss on Sale of Asset	$ 5,000	$ 5,000
Gifts & Donations	$ 150,000	$ 150,000
Foundation Compensation	$ 142,928	$ 147,216
MH First Aid Training	$ 15,000	$ 15,000
Management Fee Income	$ 12,000	$ 12,000
Deferred Compensation	$ 25,000	$ 25,000
Miscellaneous Income	$ 30,000	$ 30,000
Total Interest & Misc Income	$ 384,928	$ 389,216
Total Revenue	$ 18,209,961	$ 28,569,689

Attachment: PMHS Budget FY 24 (Riley) (13368 : PAWNEE MENTAL HEALTH 2024)

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

COUNTY CLERK & ELECTIONS
Budget

MEMORANDUM

FROM: **JARRED GARREN**

MEETING: **May 11, 2023**

SUBJECT: **2024 BE ABLE ECONOMIC DEVELOPMENT**

PRESENTER: **JARRED GARREN**

Enclosures:

- Be Able Presentation - Riley County Commission (PDF)


BE
ABLE

BE
ABLE

Our mission:
To engage with those in adversity by creating connections, cultivating skills, and opening doors of opportunity.

Attachment: Be Able Presentation - Riley County Commission (13369 : BE ABLE)

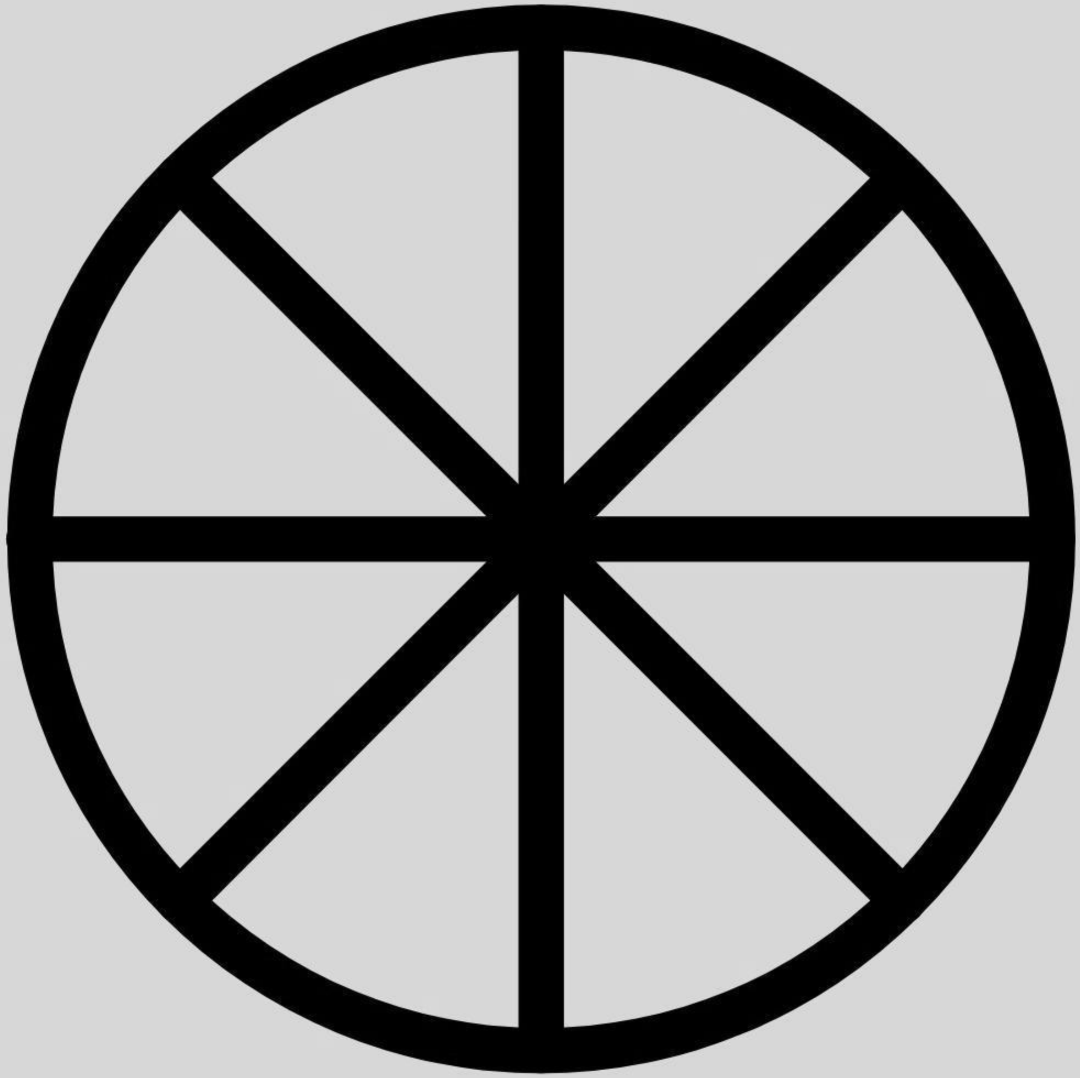
Our strategy:

- Housing
- Employment
- Health and wellness
- Long-term mentorship

Attachment: Be Able Presentation - Riley County Commission (13369 : BE ABLE)

Holistic Approach

mental health
physical health
employment
housing
nourishment
clothing
transportation
relationship



Attachment: Be Able Presentation - Riley County Commission (13369 : BE ABLE)

Holistic Approach

mental health

~~physical health~~

employment

housing

nourishment

clothing

transportation

relationship

Holistic Approach

mental health

~~physical health~~

employment

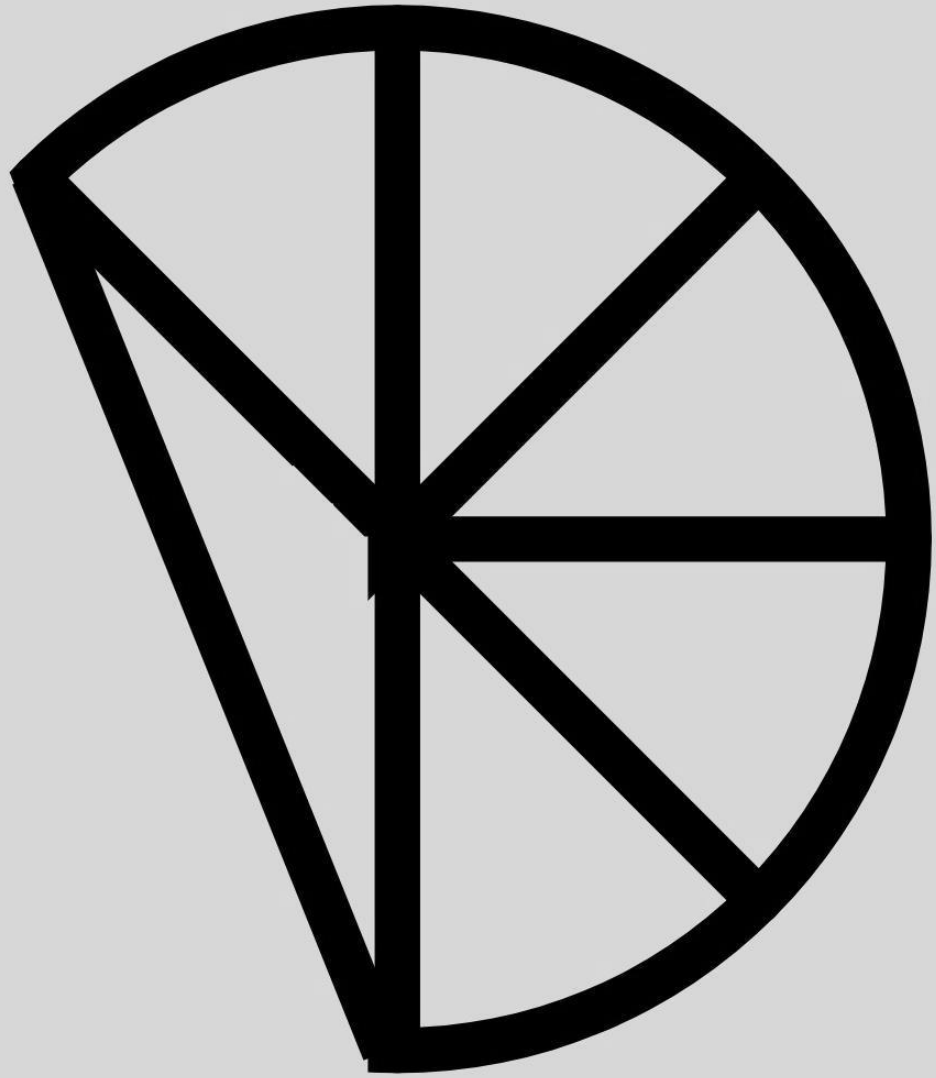
housing

nourishment

clothing

transportation

~~relationship~~



BE ABLE

Our focus: relationships

Transformational, not transactional.

Attachment: Be Able Presentation - Riley County Commission (13369 : BE ABLE)

BE ABLE

Regina's Story

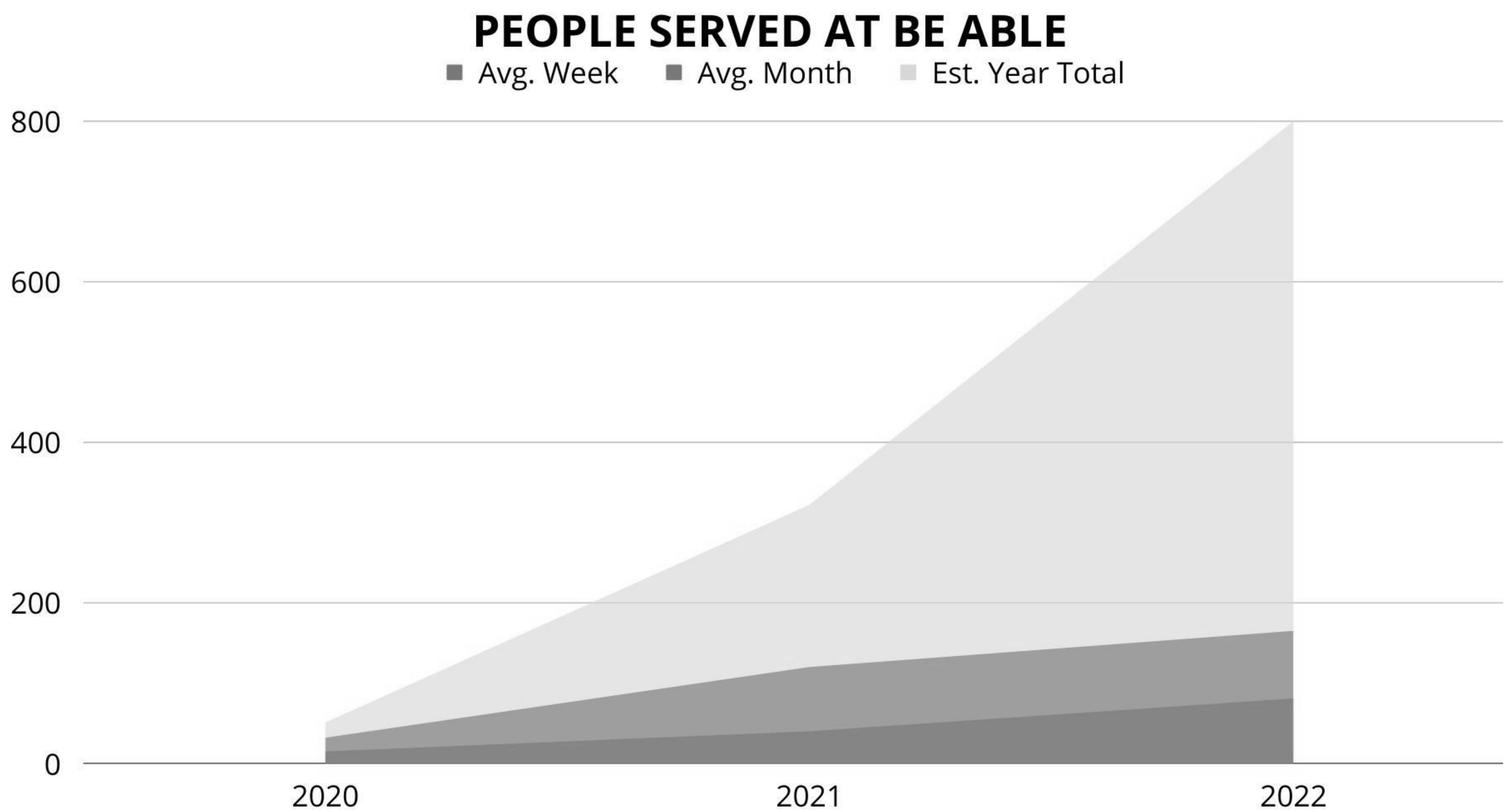
Attachment: Be Able Presentation - Riley County Commission (13369 : BE ABLE)

Attachment: Be Able Presentation - Riley County Commission (13369 : BE ABLE)

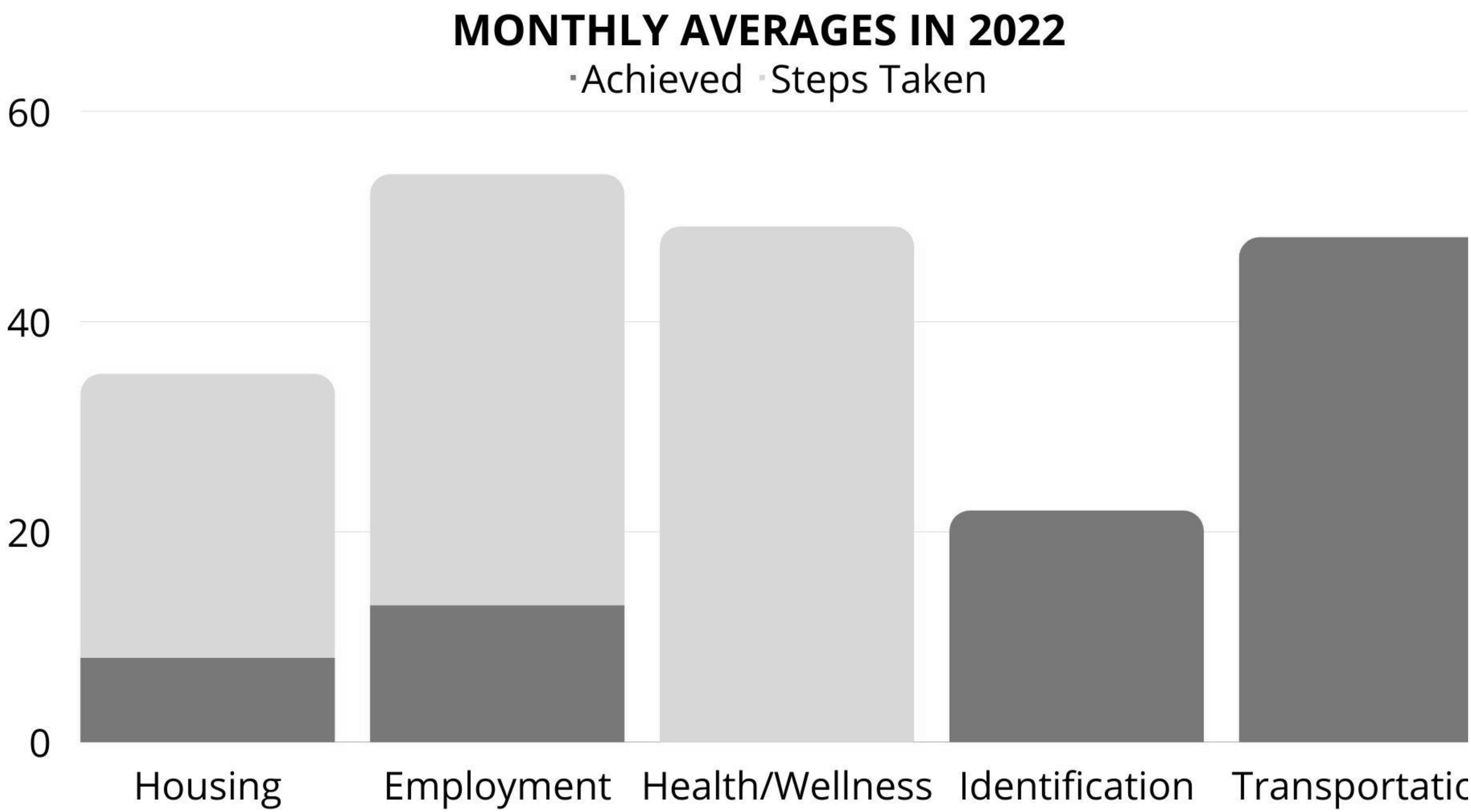
BE
ABLE

Regina’s Story

Attachment: Be Able Presentation - Riley County Commission (13369 : BE ABLE)

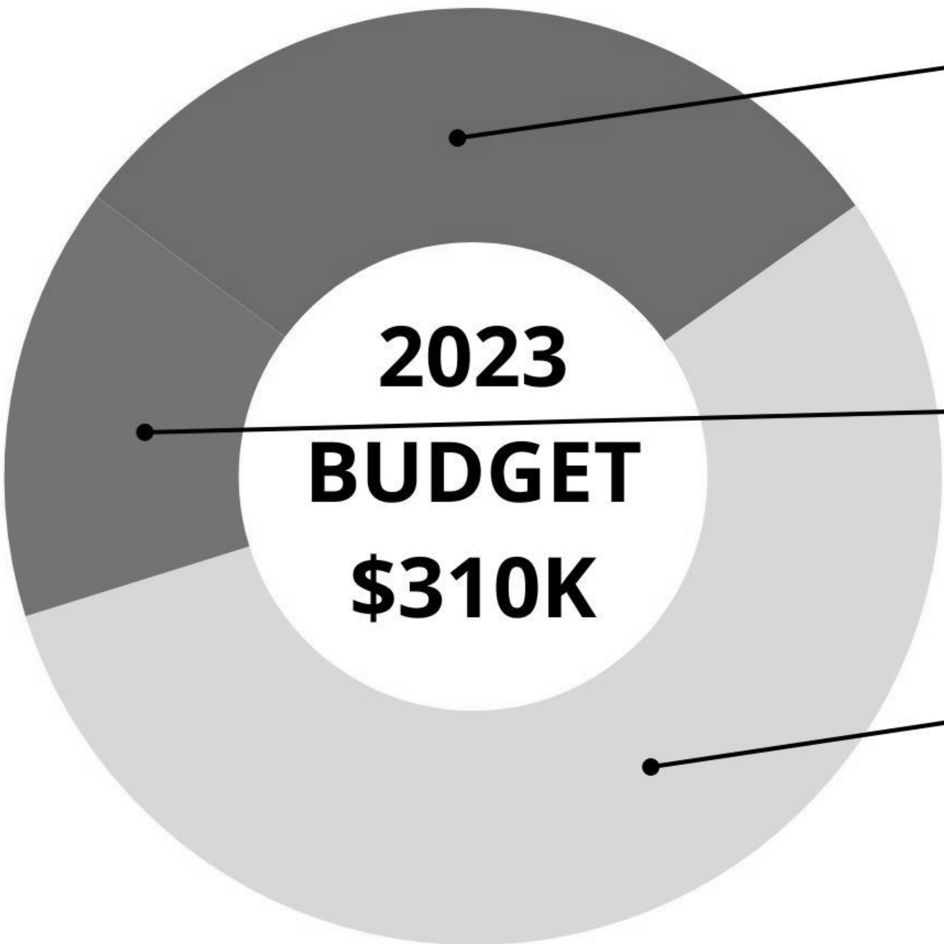


Attachment: Be Able Presentation - Riley County Commission (13369 : BE ABLE)



Attachment: Be Able Presentation - Riley County Commission (13369 : BE ABLE)

HOW WE ARE FUNDED



LOCAL GRANTS (30%)
KONZA UNITED WAY, MEMORIAL HOSPITAL, CITY OF MANHATTAN, KEATING FOUNDATION, ETC.

LOCAL ORGANIZATIONS (20%)
BUSINESS SPONSORSHIPS, CLUBS, CHURCHES

LOCAL INDIVIDUALS (50%)
$72,800 RAISED ON 2023 GROW GREEN MATCH DAY

Attachment: Be Able Presentation - Riley County Commission (13369 : BE ABLE)

BE ABLE

New initiatives in 2023:

- Riley County Jail mentorship
- Facility renovations to include showers, laundry facilities, accessible restrooms

Attachment: Be Able Presentation - Riley County Commission (13369 : BE ABLE)

The need is growing.
Be Able is seeking support for our proven collaborative coaching program. Thank you!

Attachment: Be Able Presentation - Riley County Commission (13369 : BE ABLE)

Attachment: Be Able Presentation - Riley County Commission (13369 : BE ABLE)

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

COUNTY CLERK & ELECTIONS
Budget

MEMORANDUM

FROM: **LORI FELDKAMP**

MEETING: **May 11, 2023**

SUBJECT: **2024 BIG LAKES DEVELOPMENT CENTER APPROPRIATION**

PRESENTER: **LORI FELDKAMP**

Enclosures:

- Big Lakes - Riley County Budget 2024(PDF)

Big Lakes Developmental Center, Inc.
Riley County 2024 Appropriation Request
April 16, 2023

Mission, Vision, Values

Our Mission: *Deliver quality services that promote choice, independence and inclusion for persons with intellectual and developmental disabilities.*

Our Vision: *Provide opportunities for a full and meaningful life.*

Our Values: *WE STRIVE - Support, Teamwork, Respect, Integrity, Valor, and Enthusiasm*

Agency/Entity Description

Big Lakes Developmental Center, Inc. has provided services for 219 adults and children with intellectual/developmental disabilities (I/DD) in Riley, Geary, Clay and Pottawatomie counties in Kansas since 1973. Services are provided 24 hours a day, 365 days a year. We currently have 228 full and part-time staff positions (155 FTEs). Programs include:

- Adult Day Services
- Residential Services
- Center-Based Employment and Training
- Community Employment
- Case Management

Numbers served by county of origin:

Clay: 21
Geary: 36
Pottawatomie: 47
Riley: 101
Other: 14

Big Lakes is licensed by the Kansas Department of Aging and Disability Services/Community Supports and Programs. Big Lakes has training centers in Manhattan and Clay Center where we provide vocational training,

Attachment: Big Lakes - Riley County Budget 2024 (13370 : BIG LAKE DEVELOPMENT CENTER, INC)

job placement, employment options, day activities and retirement services. The Manhattan day program serves 119 individuals. The Clay Center day program serves 13 individuals.

Residential services are provided to 100 individuals. Big Lakes owns sixteen homes or duplexes in the Manhattan area that are located throughout the community and one home in Clay Center where varying levels of support are provided. Support is also provided to individuals who live in their own apartments in the four county area through our independent living program.

County Mil Levy Funds

County Mil Levy dollars are expended to support transportation services. Transportation is NOT an allowable cost under Medicaid/HCBS funding, the primary funding source for services at Big Lakes. However, services are not possible for the I/DD population without transportation. Big Lakes maintains a fleet of 39 vehicles for 132 clients that provides transportation services from 6am to 10pm, seven days a week. Vehicle types range from large wheelchair accessible buses to smaller passenger vans and cars.

The four county bus routes provide daily (M-F) transportation for 37 clients to and from the Manhattan and Clay Center Training Centers for individuals enrolled exclusively in day services and not part of our residential program that serves 100. The Big Lakes Riley County route bus has 12 regular riders. KDOT provides a stipend of $10,000 per year to Big Lakes for operational expenses, under the 5310 program. Operational expenses for transportation services are paid for using these KDOT funds, county mil levy and fees paid by the clients who utilize the transportation program.

Big Lakes encourages independence through the use of public transportation systems (i.e. ATA Bus, taxis, and any other available transportation systems). ATA's demand response program works well for the few clients who can utilize it. However, specialized transportation services, provided by Big Lakes, and is critical for the majority of the people we serve due to the level of disability (physical, behavioral, intellectual capacity), the need for trained staff support, vehicle accessibility, flexibility of hours and affordability to the recipient.

Attachment: Big Lakes - Riley County Budget 2024 (13370 : BIG LAKE DEVELOPMENT CENTER, INC)

The fixed route system ATA operates requires higher cognitive function to wait at bus stops and to make bus transfers. Most of our clients do not have intellectual capacity to navigate a transfer system. Many also require 24-hour supervision for their health, safety and/or the safety of others. Behavioral issues result in violation of ATA policy, loss of riding privileges and subsequent access to Big Lakes' transportation services.

ATA demand response program charges by the ride and the majority of our clients would require a demand response trip at a higher cost. Clients who live outside Manhattan city limits would pay up to $176 per month for two trips per day (to and from the center).

Clients currently pay Big Lakes a $60 flat fee for unlimited trips to and from the center, employment access, community outings, shopping and medical appointments. The fee was increased from $50 to $60 beginning January 1, 2022 due to increasing operational costs.

Clients receive income from Social Security that is well below poverty level and they cannot afford to pay for the full cost of transportation services without the subsidy provided by the counties. Most clients average $800 per month in Social Security disability income to cover all their living expenses. This includes rent, food, utilities, transportation, clothing, etc. Medicaid does NOT pay for these basic living expenses.

99% of our clientele do not have the intellectual, physical and/or financial capacity to drive. Residential services must have vehicles available evenings, nights and weekends for use at each group home and provide access to individuals in independent living and the staff that support them. Those same vehicles are used by the day program for access to employment, medical appointments and community activities. Scheduled bus route services, available through public transportation, do not provide the flexibility of hours, supervision or affordability necessary for our clientele. It is simply not possible for Big Lakes to not provide transportation and meet the needs of our clients.

2024 Budget Request

Big Lakes is requesting a 5% increase in the County Mil Levy appropriation for 2024. For Riley County, the amount requested is $228,123.

Riley County Funding History			
2024	$ 228,123	5.00%	*Requested*
2023	$ 217,260	0.00%	
2022	$ 217,260	0.00%	
2021	$ 217,260	0.00%	
2020	$ 217,260	*2.00%*	

	2022 Mileage	2022 Rides
Riley	**163,435**	**69,888**

Big Lakes continues to apply and qualify for KDOT capital grants that utilize county mil levy as match to replace aging/high mileage, large capacity, accessible buses and vans/cars to meet the needs of our clients. Those grants require tax dollars to match the grant request. Big Lakes is still waiting for delivery on two large buses approved for purchase in 2020. Vehicle maintenance costs are increasing as a direct result of the inability to replace vehicles. Big Lakes is not planning an expansion of services in 2024 due to the inability to recruit and retain employees.

Inflation has hit Big Lakes' budget very hard the past year. Funding sources for transportation has not kept pace with increasing transportation costs over the past five years, especially fuel costs. COVID-19 pandemic reduced overall transportation costs 2020-2021 as the day program and routes were closed for 13 months.

Big Lakes' Audited Transportation Expenses

	5 Year Change	2022	2021	2020	2019	2018
Fees	1.13%	$ 86,343	$ 69,476	$ 14,295	$ 83,555	$ 85,375
KDOT	100.00%	10,000	15,000	10,000	-	5,000
County Mil	1.40%	547,606	542,109	542,109	536,818	540,048
TOTAL REVENUE	2.15%	$ 643,949	$ 626,585	$ 566,404	$ 620,373	$ 630,423
Personnel	14.35%	$ 304,896	$ 275,342	$ 277,326	$ 279,955	$ 266,623
Gas/Oil	25.52%	123,783	93,266	54,998	103,545	98,618
Vehicle Maintenance	14.91%	104,410	75,059	103,132	107,071	90,861
Insurance	14.64%	49,512	47,664	42,594	43,534	43,191
Depreciation	-7.29%	124,431	112,995	123,366	142,974	134,215
Direct Overhead	34.86%	27,315	22,190	22,686	19,974	20,255
TOTAL EXPENSES	12.33%	$ 734,347	$ 626,516	$ 624,101	$ 697,053	$ 653,764
PROGRAM GAIN/LOSS		$ (90,398)	$ 69	$ (57,697)	$ (76,680)	$ (23,341)

Attachment: Big Lakes - Riley County Budget 2024 (13370 : BIG LAKE DEVELOPMENT CENTER, INC)

Big Lakes Budget/Actual Expenses History & Projections			
2024	$10.8 Million	Proj. Budget	0.09%
2023	$10.7 Million	Budget	0.00%
2022	$10.7 Million	Actual - Includes $417k in COVID Relief Funds & $461k in Capital Grant	1.10%
2021	$9.6 Million	Actual - Includes $1 Million in COVID Relief Funds & $64k in Capital Grant	-5.88%
2020	$10.2 Million	Actual - Includes $1.7 million in COVID Relief Funds	5.15%

Programs and Services Funding

Over 91% of Big Lakes funding is obtained through Federal, State, and County tax entities. Medicaid is the primary source (98%) of direct service funding through the Medicaid-Home and Community Based Service Waiver for the intellectual/developmentally disabled (HCBS/IDD).

In mid-2022, Big Lakes was able to increase starting wages for direct support staff to $16 per hour with an increase in Medicaid/HCBS reimbursement rates. There are no proposed increases in Medicaid funding in the budget passed by the state legislature for FY24. Recruitment and retention of staff remains Big Lakes' biggest obstacle to providing services. Thirty FTE direct support positions remain open as of April, 2023.

Other Funding Sources

Big Lakes ability to increase revenue to offset increasing costs is strictly limited. Fund raising and grant opportunities are actively pursued. Most grantors or donors will not pay for operational expenses or supplant Medicaid funding. Grants are generally more available for special projects or capital expenditures. In 2017, the Big Lakes Foundation launched a campaign called the "10in10 Endowment Campaign" to fund an endowment to assist with operational costs, the workforce crisis, leadership development and the lack of capacity to serve individuals coming off the waiting list. The Foundation determines the level of giving towards Big Lakes operations each January and has supported Big Lakes operations every year since 2018. In 2023, the Foundation will provide $165,000 towards operational

Attachment: Big Lakes - Riley County Budget 2024 (13370 : BIG LAKE DEVELOPMENT CENTER, INC)

expenses.

Waiting List for Services

The local and statewide waiting list continues to grow with no significant progress being made to address lack of funding by the state. ***The average wait time for services is now 10 years, 3 months.*** The state has not provided additional funding for individuals on the waiting list for many years. After six years of few admissions, Big Lakes opened admissions to backfill open beds in residential and available day services slots due to deaths and relocation of clients the past six years. Expansion of services is impossible until the workforce shortage can be sufficiently addressed.

Funding Waiting List - March, 2022			Big Lakes Funding Waiting	
Big Lakes	135		List by County - Riley	
Statewide*	4950		59	
*Per April, 2023 KDADS HCBS Monthly Summary				

Goals for 2024 and beyond

Our goal for 2024 and beyond is to continue to provide quality services for the individuals currently enrolled, fill open beds in residential services, admit more individuals in day services, increase community employment placements and fill staffing vacancies. ***Recruiting and retaining quality staff is our biggest barrier to the delivery of quality services and why Big Lakes has limited new admissions for services.*** Employee vacancies remain extremely high for Big Lakes and the human services field nationwide. The waiting list cannot be addressed until system capacity issues are acknowledged and addressed in a significant manner.

In late 2022, Big Lakes launched a $2 million, 2 year capital campaign called Raise the Roof Capital Improvement Project. The main headquarters for administration, day and employment services in Manhattan has a 43 year old leaky roof (45,000 sq ft). In addition, solar panels will be added to the roof for long term savings on electricity, remodeling of the 27 year old interior finishes, HVAC system and parking lot replacements.

Attachment: Big Lakes - Riley County Budget 2024 (13370 : BIG LAKE DEVELOPMENT CENTER, INC)

Conclusion

Big Lakes continues to need the support of all four counties it serves in 2024 to maintain a transportation program that is essential to people with intellectual disabilities served by Big Lakes. Without this support, Big Lakes could not provide the services and supports necessary for our clients. We are appreciative of the steadfast financial support received from Riley County.

Attachment: Big Lakes - Riley County Budget 2024 (13370 : BIG LAKE DEVELOPMENT CENTER, INC)

BIG LAKES DEVELOPMENTAL CENTER, INC. 2024 PRELIMINARY BUDGET				
Dated 4/14/23	2021 AUDITED	2022 AUDITED	2023 BUDGET	2024 PRELIMINARY BUDGET
INCOME				
Targeted Case Management	$ 166,383	$ 186,685	$ 186,012	$ 186,012
HCBS	6,311,854	7,661,350	8,411,896	8,411,896
Private Pay for Service (School/Individuals)	37,694	17,987	34,825	34,825
Maintenance Fees Room & Board	560,384	553,169	600,060	600,060
Transportation Fees	69,476	86,343	86,400	86,400
NEMT	6,844	28,176	38,000	38,000
Subcontract & Prime Mfg.	91,813	92,431	92,080	92,080
Grant Income & Donations	1,230,141	1,043,355	180,000	180,000
Interest	28,483	24,750	29,928	29,928
Concessions	9,554	5,075	4,254	4,254
Miscellaneous	28,333	56,215	11,338	22,009
CDDO Assessment Fees	37,820	40,325	42,550	42,550
KDADS - ID/DD Contract	387,476	387,350	442,700	442,700
KDOT Grant	74,156	10,000	10,000	10,000
Riley County*	217,260	217,260	217,260	228,123
Geary County*	89,984	90,784	93,508	98,183
Pott County*	170,605	174,017	179,238	188,199
Clay County*	64,260	65,545	67,512	70,887
	$ 9,582,520	$ 10,740,817	$ 10,727,561	$ 10,766,106
*5% Increase Requested in 2024				
EXPENSES				
Salaries: Staff	$ 5,575,366	$ 6,814,534	$ 7,055,570	$ 7,055,570
Payroll Taxes: Staff & Clients	439,026	524,875	553,547	553,547
Wages Earned: Client	157,427	142,592	140,000	140,000
Fringe Benefits	1,492,555	1,217,884	1,212,612	1,212,612
Insurance: Worker's Comp	62,592	53,032	63,284	63,284
Insurance: Building/Grounds	80,215	94,271	87,600	87,600
Insurance: Vehicle	47,664	49,512	51,012	53,793
Insurance: General	5,700	5,700	5,700	5,700
Professional/Consultant/Outside Services	70,511	59,728	113,500	113,500
Staff Development	10,899	13,810	16,000	16,000
Data Processing	13,521	28,787	7,500	7,500
Legal & Accounting	14,862	9,931	13,574	13,574
Supplies: Personal	329	119	-	-
Supplies: Program	21,621	27,332	30,909	30,909
Supplies: Production	14,281	7,741	7,000	7,000
Supplies: Food	310,173	369,247	353,192	353,192
Supplies: Non-Food	9,106	10,759	10,000	10,000
Supplies: Décor	2,288	2,479	1,700	1,700
Supplies: Fire/Life Safety	5,195	18,341	10,000	10,000
Supplies: In House Training	4,509	3,337	3,237	3,237
Supplies: Medical	9,054	18,139	26,193	26,193
Supplies: Custodial	53,997	53,549	55,686	55,686
Supplies: Office	15,239	15,250	15,934	15,934
Supplies: Security	1,395	716	500	500
Postage	10,632	12,156	11,693	11,693
Communications	51,763	58,218	65,000	65,000
Utilities	230,514	275,308	238,843	238,843
Trash Services	14,567	15,372	14,637	14,637
Bldg: Repairs & Maintenance	146,909	107,207	90,000	90,000
Equip: Repairs & Maintenance	41,508	40,152	41,508	41,508
Vehicle: Repairs & Maintenance	75,492	104,851	95,000	110,094
Transportation: Gas/Oil	102,180	136,839	127,553	148,024
Transportation: Other	2,160	3,651	2,160	2,160
Real Estate Taxes (Specials)	8,495	8,726	8,918	8,918
Subscriptions/Publications	4,556	536	2,000	2,000
Bank Fees	6,482	3,738	5,000	5,000
Memberships/Dues/Licenses	36,412	36,625	36,412	36,412
Drug Testing	9,894	10,811	10,000	10,000
Background Checks	15,157	15,203	15,000	15,000
Travel for Business	5,862	17,125	1,500	1,500
Advertisement	384	463	500	500
Raw Materials & Parts	(2,684)	(528)	-	-
Equipment Expense >$500	36,331	33,907	36,000	36,000
Equipment Expense <$500	16,976	11,280	17,000	17,000
Video Camera Monitoring	680	-	-	-
Rental of Equipment	4,083	7,073	10,000	10,000
Community Education	16,420	11,460	7,694	7,694
Staff Recruitment	27,883	34,674	40,000	40,000
Concessions	969	4,821	3,500	3,500
Miscelleanous	17,562	4,634	-	-
Printing & Duplications	14,936	29,796	11,000	11,000
Client Recreation	2,463	3,668	2,000	2,000
Transportation Costs: Production	817	380	592	592
Depreciation	525,722	530,317	530,317	530,317
TOTAL EXPENSES	$ 9,842,648	$ 11,060,123	$ 11,258,078	$ 11,296,423
Increase(Decrease) Net Assets	(260,128)	(319,306)	(530,517)	(530,317)
Capital Expenditures	223,705	304,493	1,000,000	1,000,000
Raise the Roof Capital Campaign Grants/Donations			(1,000,000)	(1,000,000)

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

COUNTY CLERK & ELECTIONS
Budget

MEMORANDUM

FROM: VERNON TURNER

MEETING: May 11, 2023

SUBJECT: 2024 FLINT HILLS VETERAN'S COALITION ECONOMIC DEVELOPMENT REQUEST

PRESENTER: VERNON TURNER

Enclosures:

- FHVC Info Sheet 2023 (DOCX)
- Parade Summary 2022 (PDF)

This Year Honoring Those Who Served in the Cold War

History of the Flint Hills Veterans Coalition

During renovation of the Riley County Courthouse in the mid 1980's the commemorative plaques bearing the names of World War I and World War II veterans were removed from the Courthouse. In 1990 members of the Manhattan American Legion and the Manhattan Veterans of Foreign Wars requested that the commemorative plaques be re-installed. After discussion with the Riley County Commission, it was decided that it would be better to develop a Riley County Armed Forces Memorial on the Courthouse grounds. In December 1992 the Riley County Commission appointed Charles Arthur, Burke Bayer and Dick Jepson to an Armed Forces Memorial Committee. Two charges were given to this committee, first to develop an Armed Forces Memorial and second to plan for an annual Veterans Day program. The Riley County Commission provided the site and design for the memorial and the Manhattan American Legion and Manhattan Veterans of Foreign Wars raised the funds necessary for its construction. Kansas State University students Mark Wilcox, Amy Homoloy and Mark Connelly won the design competition for the memorial. The Riley County Armed Forces Memorial was dedicated November 11, 1992.

After the dedication, area veterans decided that an ongoing organization was needed to plan for annual Veterans Day activities and the Flint Hills Veterans Coalition was formed. Representatives from all the area veterans' organizations and all interested individuals were invited to join.

Veterans Day Parade

While many realize that Veterans Day, which always falls on November 11, is a day to honor our Veterans, few realize the historical significance behind the day. Veterans Day originated as Armistice Day and marked the end of hostilities of World War I that occurred at the 11th hour on the 11th day of the 11th month. Therefore, the day is always recognized on November 11th, regardless of the day of the week the 11th In 1919. President Wilson commemorated the first Armistice Day with these words:

> ***"To us in America, the reflections of Armistice Day will be filled with solemn pride in the heroism of those who died in the country's service and with gratitude for the victory, both because of the thing from which it has freed us and because of the opportunity it has given America to show her***

Attachment: FHVC Info Sheet 2023 (13373 : VETERNS COALITION)

sympathy with peace and justice in the councils of the nations…"

The day was originally set aside to honor the Veterans of World War I with a day of parades and remembrances as well as a pause in activities at 11am.

The Veterans Day parade held in Manhattan is our State's largest celebration of service. It is sponsored by the Flint Hills Veterans Coalition offering the public the opportunity to show their support for those who serve on our nation's most visible stage. To conduct the parade the Flint Hills Veterans Coalition works in partnership with the Kansas State Army ROTC, Ft. Riley, USO, and other organizations. We are thankful for the tremendous support of those who participate and those who donate to honor those who have given so much.

Scholarships & Financial Assistance

The Flint Hills Veterans Coalition has established scholarships to recognize the academic dedication and leadership of student Veterans. The scholarships will be awarded to a student(s) who demonstrates academic commitment, leadership, and financial need. The recipient must be:

a. Any US military serving or honorably discharged Veteran.

b. A student in good standing in accordance with the academic criteria of the educational institution during the academic period for which the financial award is made.

Current programs:

$1,000 each fall and spring to full time to K-State Veteran students.
$1,000 annually to Manhattan Area Technical College Veterans
$1,000 annually to Manhattan Christian College Veterans

The application forms may be obtained from each institution.

Membership

Membership is open to Veterans, spouses of Veterans, or those related to a Veteran. Meetings are open to all and are currently held at St. Thomas More Utopia Room (2900 Kimball Avenue, Manhattan) on the 2nd Tuesday of the month from March through November.

The FHVC provides a biscuit and gravy breakfast from 7:00 am to 9:00 am Veterans Day morning at the Manhattan American Legion, 114 McCall Road.

An Indoor Ceremony is held following the Parade in the Peace memorial Auditorium and assistance in conducting the ceremony is always appreciated. There are many other activities that you can be a part of.

Attachment: FHVC Info Sheet 2023 (13373 : VETERNS COALITION)

Flint Hills Veterans Day Parade

Date: Friday, November 11, 2022

Honoring Veterans of the Vietnam War

Name of Organization	C	A	T	V	An	M	B

	Total number of Organizations:	61
(C)	Total number of Children:	830
(A)	Total number of Adults:	416
(T)	Total number of Trailers:	5
(V)	Total number of Vehicles:	86
(An)	Total number of Animals:	23
(M)	Total number of Motorcycles:	33
(B)	Total number of Bicycles:	0
	Total Adults/Children:	1,246

Attachment: Parade Summary 2022 (13373 : VETERNS COALITION)

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

COUNTY CLERK & ELECTIONS
Budget

MEMORANDUM

FROM: **KATHARINE HENSLER**

MEETING: **May 11, 2023**

SUBJECT: **2024 MUSEUM BUDGET**

PRESENTER: **KATHARINE HENSLER**

Enclosures:

- Museum Budget Narrative 2024 (DOC)
- 2024 Museum (PDF)

RILEY COUNTY HISTORICAL MUSEUM

BUDGET NARRATIVE 2024

PERSONNEL

Full Time Staff (exempt, benefits eligible): Director, Curator of Archives/Library, Curator of Collections, Curator of Education/Design.

Part Time/As Needed Staff (non-exempt, not benefits eligible): Weekend Museum Assistant (up to 1,000 hours per year, offset by RCHS grant), As Needed Museum Assistants (a pool of staff, average of 286 hours each per year/total 1,430 hours.)

CONTRACTURAL SERVICES

2010 Postage/Freight/Shipping – **$700.00.** 10 rolls forever stamps, 100 count/roll (.60) @ $60 = $600; $100 for metered mail or shipping costs through UPS, FedEx, etc.

This is a $100.00 decrease from previous year.

2030 Cell Phone Service- **$800.00.** Estimate will fund 2 salaried museum staff with a basic usage cell phone stipend and allow for intermittent use reimbursement for the other 2 salaried staff as needed.

2060 Moving Office Equipment- **$200.00.** Estimate for moving for items.

2080 Printing/Duplication Services- **$300.00.** Educational bookmarks, exhibit printing, marketing material, other printing:

This is a $175.00 increase from previous year.

2110 Advertising and Legal Publications- **$1,200.00.** Estimate $1,200 cost for running planned ads in Kansas Travel Guide, Visit Manhattan Guide, and other relevant advertisement and marketing platforms.

This is an $800 decrease from previous year.

2260 Fire/Security Services- **$0.00.**

2410 Repair and Maintain Office Equipment- **$1020.00.** Estimate of new copy machine lease which includes maintenance, parts, toner. The current copy machine has been used at the Museum for over ten years and does not offer the current technology required.

This is an increase of $320 from previous year.

2420 Repair and Maintain Other Equipment-**$100.00.** Fire extinguisher maintenance cost in 2021 = $403, 2022 = $39. Estimate $100 to cover fire extinguisher checks and possible other incidentals.

Attachment: Museum Budget Narrative 2024 (13398 : 2024 MUSEUM DEPARTMENT BUDGET)

2430 Comp Software Main/Sup Museum- **$1031.00.** Estimate for Past Perfect support = $432; Adobe Creative Cloud Suite= $599.

Decrease of $439 from previous year.

2480 Repair and Maintain Buildings and Grounds- **$600.00**. Includes accommodations for minor repairs and dumpster rental for cleaning out Museum's break room, storage space, and exhibit fabrication workroom.

Increase of $250 from previous year.

2510 Mileage/Tolls/Parking/Rental- **$500.00.**

In-State – estimate mileage to Kansas Museums Association annual conference.

2520 Lodging **$960.00.**

In State – Kansas Museums Association annual conference estimate 4 rooms x 4 nights @$120 = $960.

2550 Dues and Memberships **$1,500.00.** Proposed: AASLH= $155; AAM= $575, MPMA = $200, KMA = $150, MAC= $100, TIAK = $150, KC Archivists $30 = Total $1,360.00. Rounded up to $1,500 to prepare for potential dues increase.

2560 Training and Registrations **$1,900.00.**

In State- Estimate based on 4 registrations/workshop (KMA) @$265.00 = $1060.00; Additional training (in and out of state) $100.00 x 4 = $400.00. Total = $1,860.00. Rounded up to $1,900 in the event that registration fees vary from previous year.

2024 CONTRACTURAL SERVICES is a decrease of $994 from the 2023 budget.

COMMODITIES

3010 Office Supplies **$650.00.** General office supplies.

This is a decrease of $150 from previous year.

3032 Supplies- Printer **$800.00.** Estimate based on cartridges for printer # 1 (Director) $420.00, #2 (Admin 2) $120, #3 (Collections) $140 and #4 (Library) $120.00 = $800.00.

3990 Other Supplies and Materials **$3,000.00**. Conservation supplies, education and exhibit material. The 2024 proposal includes the cost to update and modernize the permanent exhibits in the east and west galleries = $500; metal storage shelves to assist in organization and storage of the permanent collection = $400; archival/conservation supplies = $1,300; education supplies = $800.

This is a $320.00 decrease from 2023 budget.

Attachment: Museum Budget Narrative 2024 (13398 : 2024 MUSEUM DEPARTMENT BUDGET)

The 2024 COMMODITIES request has decreased by $470 from the 2023 budget.

CAPITAL OUTLAY

4050 Technology Hardware $0**.**

4051 Technology Hardware- $0

The total 2024 CAPITAL OUTLAY request has not changed from the 2023 budget.

The 2024 budget request for Contractual Services, Commodities, and Capital Outlay is a decrease of $1,464 from the 2023 budget.

Attachment: Museum Budget Narrative 2024 (13398 : 2024 MUSEUM DEPARTMENT BUDGET)

Riley County, Kansas
2024 Budget
Museum Department
001-017

PERSONNEL Position Title - Full Time	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Director	1.00	1.00	1.00
Curator Archivist & Librarian	1.00	1.00	1.00
Curator of Design	1.00	1.00	1.00
Curator of Registrar	1.00	1.00	1.00
Sub-Total	**4.00**	**4.00**	**4.00**
Part-Time/Seasonal/Temporary			
Weekend Museum Assistant	1.00	1.00	1.00
As-Needed Museum Assistant	5.00	5.00	5.00
Sub-Total	**6.00**	**6.00**	**6.00**
TOTAL NUMBER OF EMPLOYEES	**10.00**	**10.00**	**10.00**

		2022 ACTUAL	2023 BUDGET	2024 BUDGET
	EXPENDITURES			
	PERSONNEL SERVICES			
1001	Salaries (Full Time)	$ 260,187	$ 306,641	307,218
1003	Seasonal/Temporary/Part Time	21,868	20,402	21,450
1005	Overtime	108	-	
1504	FICA	21,471	25,019	26,673
1506	Health Insurance	27,857	67,000	70,319
1508	KPERS Retirement	24,341	30,378	33,573
1510	State Unemployment Tax	247	307	349
	TOTAL PERSONNEL SERVICES	**$ 356,078**	**$ 449,747**	**$ 459,582**
	CONTRACTUAL SERVICES			
2010	Postage/Freight/Shipping	$ -	$ 850	$ 700
2030	Cellular Phone Services	-	800	800
2060	Moving Office Equipment	-	200	200
2080	Printing/Duplication Services	78	125	300
2110	Advertising & Legal Publications	1,328	2,000	1,200
2260	Fire/Security Services	-	350	-
2410	Repair/Maintain Office Equipment	483	700	1,020
2420	Repair/Maintain Other Equipment	39	100	100
2430	Computer Software Maintenance/Support	1,018	1,470	1,031
2480	Repair/Maintain Buildings & Grounds	-	350	600
2510	Mileage/Tolls/Parking/Rental	1,315	500	500

Attachment: 2024 Museum (13398 : 2024 MUSEUM DEPARTMENT BUDGET)

2520 Lodging		961		960		960
2530 Mileage/Tolls/Parking/Rental		561		-		-
2550 Dues & Memberships		1,223		1,500		1,500
2560 Training & Registrations		1,779		1,900		1,900
TOTAL CONTRACTUAL SERVICES	**$**	**8,784**	**$**	**11,805**	**$**	**10,811**
COMMODITIES						
3010 Office Supplies	$	601	$	800	$	650
3032 Supplies-Printers		-		800		800
3990 Other Supplies/Materials		1,833		3,320		3,000
TOTAL COMMODITIES	**$**	**2,434**	**$**	**4,920**	**$**	**4,450**
CAPITAL OUTLAY						
4010 Office Equipment	$	158	$	-	$	-
4050 Technology Hardware	$	55	$	-	$	-
4051 Technology Hardware-Notebook		-		-		-
TOTAL CAPITAL OUTLAY	**$**	**213**	**$**	**-**	**$**	**-**
TOTAL OPERATING EXPENDITURES	**$**	**367,296**	**$**	**466,472**	**$**	**474,843**
TOTAL EXPENDITURES LESS PERSONNEL	**$**	**11,431**	**$**	**16,725**	**$**	**15,261**
TOTAL EXPENDITURES	**$**	**367,509**	**$**	**466,472**	**$**	**474,843**

Attachment: 2024 Museum (13398 : 2024 MUSEUM DEPARTMENT BUDGET)

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

COUNTY CLERK & ELECTIONS
Budget

MEMORANDUM

FROM: **SHILO HEGER**

MEETING: **May 11, 2023**

SUBJECT: **2024 TREASURER, MOTOR VEHICLE AND TREASURER TECH BUDGET REQUESTS**

PRESENTER: **SHILO HEGER**

Enclosures:

- 2024 Treasurer (XLSX)
- MOTOR VEHICLE 2024 (XLS)
- TREASURER TECH 2024 (XLS)

Riley County, Kansas
2024 Budget
Treasurer Department
001-007

	PERSONNEL Position Title - Full Time	2022 ACTUAL	2023 BUDGET	2024 BUDGET
	Treasurer	1.00	1.00	1.00
	Tax Supervisor	1.00	1.00	1.00
	Motor Vehicle Supervisor-Deputy	0.00	1.00	1.00
	Assistant Motor Vehicle Supervisor	0.00	1.00	1.00
	Building Receptionist	0.00	1.00	1.00
	Clerk Analyst II-MV/Tax/DL	1.00	2.00	2.00
	Clerk Analyst I-AP	1.00	1.00	1.00
	Customer Service Rep I	2.00	3.00	2.00
	Customer Service Rep II	4.00	5.00	6.00
	TOTAL NUMBER OF EMPLOYEES	**10.00**	**16.00**	**16.00**
	EXPENDITURES			
	PERSONNEL SERVICES			
1001	Salaries (Full Time)	$ 611,360	$ 944,071	958,864
1005	Overtime	568	5,941	9,648
1504	FICA	44,366	73,525	74,091
1506	Health Insurance	138,542	216,673	208,133
1508	KPERS Retirement	57,836	90,344	99,369
1510	State Unemployment Tax	389	961	969
	TOTAL PERSONNEL SERVICES	**$ 853,060**	**$ 1,331,515**	**$ 1,351,075**
	CONTRACTUAL SERVICES			
2010	Postage/Freight/Shipping	$ 25,474	$ 25,000	30,000
2030	Cellular Phone Services	780	780	780
2080	Printing/Duplication Services	-	1,500	1,500
2110	Advertising & Legal Publications	11,520	13,000	13,000
2124	Other Insurance	683	-	-
2200	Office Equipment Rental	4,119	2,250	2,400
2250	Armor Car Service	8,303	8,000	6,600
2490	Other Repairs/Maintenance	1,089	1,100	1,100
2550	Dues & Memberships	-	500	500
2990	Other Contract Services	1,200	1,200	1,200
	TOTAL CONTRACTUAL SERVICES	**$ 53,168**	**$ 53,330**	**$ 57,080**
	COMMODITIES			
3010	Office Supplies	$ -	$ 1,000	$ 1,000
3020	Books & Publications	-	-	$ -
3032	Supplies-Printers	-	1,000	$ 1,000
	TOTAL COMMODITIES	**$ -**	**$ 2,000**	**$ 2,000**
	TREASURER DEPT **CAPITAL OUTLAY**	**2022** **ACTUAL**	**2023** **BUDGET**	**2024** **BUDGET**
4130	Building Improvements	$ -	$ -	$ -

Attachment: 2024 Treasurer (13407 : 2024 TREASURER, MOTOR VEHICLE AND TREASURER TECH)

TOTAL CAPITAL OUTLAY	$	-	$	-	$	-
TOTAL OPERATING EXPENDITURES	$	906,228	$	1,386,845	$	1,410,155
TOTAL EXPENDITURES LESS PERSONNEL	$	53,168	$	55,330	$	59,080
TOTAL EXPENDITURES	$	906,228	$	1,386,845	$	1,410,155

05/09/20234:44 PM

Fund #130
Riley County Motor Vehicle Fund

PERSONNEL	2019	2020	2021	2022	2023	2024
Position Title - Full-Time	**ACTUAL**	**ACTUAL**	**ACTUAL**	**ACTUAL**	**BUDGET**	**BUDGET**
Vehicle Supervisor	1	1	1	1	0	0
Asst. Vehicle Supervisor	1	1	1	1	0	0
Clerk Analyst II-Dr Lic	1	1	1	1	0	0
Customer Service Rep. II	2	1	1	1	0	0
Customer Service Rep. I	0	1	0	0	0	0
TOTAL NUMBER OF EMPLOYEES	**5**	**5**	**4**	**4**	**0**	**0**
BEGINNING CASH BALANCE						
Fund Balance	$ 28,773	$ 12,889	$ 56,356	$ 45,162	$ 6,197	$ -
TOTAL BEGINNING CASH BALANCE	**$ 28,773**	**$ 12,889**	**$ 56,356**	**$ 45,162**	**$ 6,197**	**$ -**
REVENUE						
300 Daily Receipts	$ 348,805	$ 341,463	$ 353,870	$ 353,346	$ 345,000	$ 350,000
310 Comm Veh Daily Receipts	36,745	36,768	37,623	38,970	35,000	35,000
451 Full Privilege Tag	1,575	1,925	1,750	1,925	1,500	1,900
503 Non-Collection Revenue	-	19	-	-	-	-
600 Misc. Reimb	201	244	41	-	-	-
602 Misc. Collection	138	245	119	79	200	200
603 Transfer In	-	19,685	3,360	-	-	-
TOTAL REVENUE	**$ 387,464**	**$ 400,349**	**$ 396,763**	**$ 394,320**	**$ 381,700**	**$ 387,100**
TOTAL RESOURCES AVAILABLE	**$ 416,237**	**$ 413,238**	**$ 453,120**	**$ 439,481**	**$ 387,897**	**$ 387,100**
PERSONNEL SERVICES						
1001 Salaries (Full-Time)	$ 247,106	$ 229,591	$ 223,729	$ 245,995	$ 11,000	$ 12,000
1005 Overtime	264	347	1,064	141	-	-
1504 FICA	17,828	16,473	16,473	17,987	951	920
1506 Health Insurance	57,232	50,298	52,161	54,233	-	-
1508 KPERS	24,465	22,099	20,876	23,334	1,089	1,250
1510 State Unemployment Tax	207	267	205	193	-	-
TOTAL PERSONNEL SERVICES	**$ 347,102**	**$ 319,075**	**$ 314,509**	**$ 341,883**	**$ 13,040**	**$ 14,170**
CONTRACTUAL SERVICES						
2010 Postage / Freight / Shipping	$ 6,611	$ 9,028	$ 7,929	$ 8,059	$ 10,000	$ 10,000
2080 Printing/Duplication Services	2,774	2,951	4,558	1,590	5,000	5,000
2110 Advertising&Legal Publication	-	-	-	150	1,500	-
2200 Office Equipment Rent					2,250	2,400
2260 Security Services	-	-	-	-		-
2410 Repair & Maint Office Equip	-	-	93	-		-
2450 Hardware Maint/Support	374	-	-	-		-
2510 Mileage / Tolls / Parking / Rental	2,682	683	281	944	3,000	2,000
2520 Lodging	3,313	289	747	1,218	4,000	3,000
2530 Air Fare	353	376	242	1,196	1,500	1,500
2540 Meals	447	107	136	176	1,500	1,500
2550 Dues, Memberships, Registrations	875	575	823	425	1,500	1,500
2560 Training	1,273	182	1,108	1,098	2,000	2,000
2570 Subscriptions	406	472	850	1,105	500	1,000
2850 Waste Disposal	240	250	240	260	300	300
2990 Other Contract Services	91	75	-	248	160	230
TOTAL CONTRACTUAL SERVICES	**$ 19,439**	**$ 14,988**	**$ 17,007**	**$ 16,470**	**$ 33,210**	**$ 30,430**

Attachment: MOTOR VEHICLE 2024 (13407 : 2024 TREASURER, MOTOR VEHICLE AND TREASURER TECH)

05/09/20234:44 PM

		2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
	COMMODITIES						
3010	Office Supplies	$ 2,555	$ 4,155	$ 3,710	$ 3,711	$ 5,000	$ 5,000
3020	Books&Publications	450	30	-	35	500	-
3030	Computer Supplies	920	-	1,283	-	-	-
3032	Supplies - Printer	2,578	4,663	5,329	2,792	6,500	6,500
3990	Other Supplies & Materials	-	-	-	694	-	-
	TOTAL COMMODITIES	**$ 6,503**	**$ 8,848**	**$ 10,322**	**$ 7,231**	**$ 12,000**	**$ 11,500**
	CAPITAL OUTLAY						
4010	Office Equipment	$ -	$ -	$ -	$ 616	$ -	$ 1,000
4040	Furniture >$100	325	299	-	12,832	-	15,000
4050	Tech Hardware	-	621	-	390	4,750	1,000
4051	Tech Hardware-Notebook	390	-	-	-	-	-
4054	Tech Hardware-Printers	815	161	640	-	10,000	5,000
4060	Computer Software	-	-	9,124	8,700	8,700	9,000
	TOTAL CAPITAL OUTLAY	**$ 1,530**	**$ 1,081**	**$ 9,764**	**$ 22,538**	**$ 23,450**	**$ 31,000**
	TRANSFERS						
604	Transfer to General Fund	$ 28,774	$ 12,890	$ 56,357	$ 45,162	$ 300,000	$ 300,000
	TOTAL TRANSFERS	**$ 28,774**	**$ 12,890**	**$ 56,357**	**$ 45,162**	**$ 300,000**	**$ 300,000**
	TOTAL EXPENDITURES	**$ 403,348**	**$ 356,882**	**$ 407,958**	**$ 433,284**	**$ 381,700**	**$ 387,100**
	TOTAL ENDING FUND BALANCE	**$ 12,889**	**$ 56,356**	**$ 45,162**	**$ 6,197**	**$ 6,197**	**$ -**

05/09/20234:44 PM

Fund # 108
Riley County Treasurer Technology

		2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 BUDGET
	BEGINNING CASH BALANCE					
	Fund Balance	$ 32,916	$ 39,977	$ 52,160	$ 76,335	$ 93,957
	TOTAL BEGINNING CASH BALANCE	**$ 32,916**	**$ 39,977**	**$ 52,160**	**$ 76,335**	**$ 93,957**
	REVENUE					
402	Investment Interest	$ 797	$ 307	$ 31	$ 885	$ 150
602	Misc. Collection	14,164	21,776	24,144	16,738	12,500
	TOTAL REVENUE	**$ 14,961**	**$ 22,083**	**$ 24,175**	**$ 17,623**	**$ 12,650**
	TOTAL RESOURCES AVAILABLE	**$ 47,877**	**$ 62,060**	**$ 76,335**	**$ 93,957**	**$ 106,607**
	CONTRACTUAL SERVICES					
2990	Other Contract Services	$ -	$ -	$ -	$ -	$ -
	TOTAL CONTRACTUAL SERVICES	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
	COMMODITIES					
3990	Other Supplies & Materials	$ -	$ -	$ -	$ -	$ -
	TOTAL COMMODITIES	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
	CAPITAL OUTLAY					
4050	Computer Hardware	$ -	$ 2,000	$ -	$ -	$ 88,985
4060	Computer Software	7,900	7,900	-	-	-
4990	Other Capital	-	-	-		
	TOTAL CAPITAL OUTLAY	**$ 7,900**	**$ 9,900**	**$ -**	**$ -**	**$ 88,985**
	TOTAL EXPENDITURES	**$ 7,900**	**$ 9,900**	**$ -**	**$ -**	**$ 88,985**
	TOTAL ENDING FUND BALANCE	**$ 39,977**	**$ 52,160**	**$ 76,335**	**$ 93,957**	**$ 17,622**

Attachment: TREASURER TECH 2024 (13407 : 2024 TREASURER, MOTOR VEHICLE AND TREASURER TECH)

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

COUNTY CLERK & ELECTIONS
Budget

MEMORANDUM

FROM: **DAVE ADAMS**

MEETING: **May 11, 2023**

SUBJECT: **2024 AMBULANCE AND EMS GRANTS**

PRESENTER: **DAVE ADAMS**

Enclosures:

- EMS Ambulance 2024 Budget Request (DOCX)
- 2024 Ambulance (EMS) Department (PDF)

To: Board of County Commissioners

From: David Adams, EMS/Ambulance Director

Date: May 11, 2023

RE: 2024 EMS/Ambulance Budget Request

Introduction:

The Riley County EMS/Ambulance Budget request includes all personnel, commodity, contract and capital items for the EMS/Ambulance Department. It also includes anticipated revenue collected from patient care services and event standbys. This information is based off historical data, current trends, and pricing, as well as projected costs due to increased call volume, operation of a new station in North Riley County, as well as purchase, repair, replacement of existing and new equipment.

Capital, Commodities and Contractual combined:

The total budgetary request for the 3 C's is $337,850 dollars which is a decrease of $10,375 (3%) from the 2023 budget allocation. The most notable cost increases are attributed to:

1. Increased cost of contract services, most notably for patient billing services related to increased call volume.
2. Increased cost of medical and pharmaceutical supplies related to increased call volume and inflation.
3. Technology related costs to the additional station and ambulance in service.

Patient Services fees captured:

Riley County EMS anticipates fees collected from insurers of $1,553,001 which is an increase of $227,836 from 2023. This change is associated directly with an increase in call volume as well as an increase in out-of-town transfers. We do anticipate an increase in Medicaid reimbursement as approved in the 2024 Kansas Budget, however; at the time of this writing, we cannot provide an anticipated dollar amount.

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,

David A Adams, Director

Attachment: EMS Ambulance 2024 Budget Request (13391 : 2024 AMBULANCE AND EMS GRANTS)

Riley County, Kansas
2024 Budget
Ambulance (EMS) Department
001-020

	PERSONNEL	2021	2022	2023	2024
	Position Title - Full Time	**ACTUAL**	**BUDGET**	**BUDGET**	**BUDGET**
	Director	1.00	1.00	1.00	1.00
	Assistant Director	1.00	1.00	1.00	1.00
	Staff Development/Training Officer	1.00	1.00	1.00	1.00
	EMT	7.00	7.00	13.00	12.00
	AEMT	2.00	4.00	2.00	3.00
	Captain	3.00	3.00	3.00	3.00
	Lieutenant	3.00	3.00	3.00	3.00
	Paramedic	12.00	10.00	18.00	18.00
	PRN	24.00	24.00	10.00	10.00
	TOTAL NUMBER OF EMPLOYEES	**54.00**	**54.00**	**52.00**	**52.00**
	REVENUE				
207	Federal Grant	$ -	$ -		
330	Client Services	1,259,425	1,133,287	1,254,324	1,553,001
503	Non-collection (Standby)	71,768	70,401	70,841	71,950
505	Snyder = P&I	2,337	-		
600	Miscellaneous Reimbursement	42,260	-		
603	Transfer from Disaster Fund	4,433	-		
610	Outside Collections	7,270	-		
	TOTAL REVENUE	**$ 1,387,494**	**$ 1,203,688**	**$ 1,325,165**	**$ 1,624,951**
	EXPENDITURES				
	PERSONNEL SERVICES				
1001	Salaries (Full Time)	$ 1,268,524	$ 1,356,862	$ 2,003,581	$ 2,140,073
1003	Seasonal/Temporary/Part Time	91,206	158,899	65,441	60,483
1005	Overtime	843,333	893,981	1,252,650	1,324,564
1504	FICA	161,680	184,345	254,108	269,672
1506	Health Insurance	381,246	402,479	585,667	658,628
1508	KPF Retirement	481,063	521,883	745,157	796,520
1510	State Unemployment Tax	2,108	2,410	3,322	3,525
	TOTAL PERSONNEL SERVICES	**$ 3,229,161**	**$ 3,520,859**	**$ 4,909,925**	**$ 5,253,464**
	CONTRACTUAL SERVICES				
2010	Postage/Freight/Shipping	$ 2,644	$ 2,000	$ 3,000	$ 1,500
2020	Phone Services	-	100	100	-
2030	Cellular Phone Services	1,740	2,000	2,250	1,750
2040	Internet Access	8,579	5,000	9,000	8,000
2110	Advertisin/Legal Publica	106	-		
2122	Vehicle/Fleet Insurance	8,473	40,000	40,000	40,000
2124	Other Insurance	-	3,000	-	
2245	Other Rental Services	10,389	8,500	12,500	12,000

Attachment: 2024 Ambulance (EMS) Department (13391 : 2024 AMBULANCE AND EMS GRANTS)

2275	Records Preservation	50	-	-	
2400	Repair/Maintain County Vehicles	12,426	25,000	17,500	15,000
2420	Repair/Maintain Other Equipment	15,423	15,000	17,500	11,000
2430	Computer Software Maintenance/Support	234	500	500	-
2480	Repair/Maintain Buildings & Grounds	764	1,500	1,500	500
2510	Mileage/Tolls/Parking/Rental	1,060	1,000	1,200	1,000
2520	Lodging	808	1,500	1,500	1,250
2530	Airfare	607	750	750	750
2540	Meals	2,288	8,175	8,175	3,000
2550	Dues & Memberships	1,736	2,000	2,000	2,000
2560	Training & Registrations	21,056	10,000	10,000	10,000
2570	Subscriptions	4,732	1,500	4,000	4,000
2655	Hospital Fees	154	-		
2657	Miscellaneous Fees	-	-		
2700	Bonding Services	-	-		
2750	Credit Card Fees	2,822	4,250	4,000	4,000
2765	Contract Fees	650	1,500	2,500	2,000
2990	Other Contract Services	90,653	84,500	84,500	86,000
	TOTAL CONTRACTUAL SERVICES	**$ 187,394**	**$ 217,775**	**$ 222,475**	**$ 203,750**
	COMMODITIES				
3010	Office Supplies	$ 5,026	$ 5,000	$ 6,000	$ 6,000
3030	Computer Supplies	228	500	500	650
3032	Supplies-Printers	1,115	1,200	1,500	2,500
3040	Clothing	7,833	7,500	8,250	8,250
3045	Protective Gear	4,034	-	2,500	2,500
3060	Medical Supplies	77,873	58,350	69,000	74,000
3075	Pharmacy Supplies	9,259	11,000	13,000	15,000
3080	Fuel & Lubricants	11,432	10,000	10,000	11,000
3160	Fair Supplies	-	1,000	1,000	700
3990	Other Supplies & Materials	4,299	3,500		
	TOTAL COMMODITIES	**$ 121,100**	**$ 98,050**	**$ 111,750**	**$ 120,600**
	CAPITAL OUTLAY				
4020	Other Equipment	$ 15,946	$ 4,000	$ 8,000	$ 6,000
4040	Furniture > $100	9,351	3,000	3,000	3,000
4050	Technology Hardware	-	-		2,500
4051	Technology Hardware-Notebook	1,600	3,000	3,000	2,000
4057	Tech Harware-Wireless	316	-		
4990	Technology Hardware-Printers	13,700	-		
	TOTAL CAPITAL OUTLAY	**$ 40,912**	**$ 10,000**	**$ 14,000**	**$ 13,500**
	TOTAL OPERATING EXPENDITURES	**$ 3,537,654**	**$ 3,836,684**	**$ 5,244,150**	**$ 5,577,814**
	TOTAL EXPENDITURES LESS PERSONNEL	**$ 349,406**	**$ 325,825**	**$ 348,225**	**$ 337,850**
	TOTAL EXPENDITURES	**$ 3,578,567**	**$ 3,846,684**	**$ 5,258,150**	**$ 5,591,314**

Attachment: 2024 Ambulance (EMS) Department (13391 : 2024 AMBULANCE AND EMS GRANTS)

Michael Boller
Noxious Weed Director
6245 Tuttle Creek Blvd
Manhattan, KS 66503
Phone: 785-539-3202

NOXIOUS WEED/HHW
Budget

MEMORANDUM

FROM: **Michael Boller Director Riley County Noxious Weed Department**

MEETING: **May 11, 2023**

SUBJECT: **2024 Riley County Noxious Weed Budget Request**

PRESENTER: **Michael Boller Director Riley County Noxious Weed Department**

Enclosures:

- 2024 Budget Memo (DOC)
- 2024 Noxious Weed Budget (XLSX)

6245 Tuttle Creek Blvd.
Manhattan, Kansas 66503
Phone: 785-539-3202
Fax: 785-565-6288
E-mail: mboller@rileycountyks.gov

NOXIOUS WEED DEPARTMENT
Michael Boller, Director

May 11, 2023

2024 Budget Presentation

Noxious Weed/HHW - 2024 Budget Request

Contractual Services request is $128,210 which is an increase of $10,000. This increase is reflected in line item 2990 which is hazardous waste disposal. Waste material disposal has increased in cost primarily due to the rising cost of diesel fuel, labor costs and restrictions and shortages of incineration facilities. Our contractor continues to add additional transportation costs and additional disposal fees. We have seen a 30% increase in cost this past year in this area.

Commodities request is $125,120. This remains neutral from 2023. We have seen stabilization of costs of many materials including chemical, fertilizer, and seed.

Capital Outlay is a zero budget.

Total budget request for 2024 Contractual Services, Commodities, and Capital Outlay is $253,330 which is an increase of $10,000 or 4% over the 2023 budget.

Total Operating Expenditures is $864,161.

Attachment: 2024 Budget Memo (13406 : Riley County Noxious Weed 2024 Budget Request)

Riley County, Kansas
2024 Budget
Noxious Weed & Household Hazardous Waste Department
001-041

	PERSONNEL Position Title - Full Time	2022 ACTUAL	2023 BUDGET	2024 BUDGET
	Director	1.00	1.00	1.00
	Hazardous Waste Program Coord/Asst Director	1.00	1.00	1.00
	Commercial Pesticide Applicator	2.50	2.00	2.00
	Roadside Maintenance	1.00	1.00	1.00
	Administrative Assistant II	1.00	1.00	1.00
	TOTAL NUMBER OF EMPLOYEES	**6.50**	**6.00**	**6.00**
	EXPENDITURES			
	PERSONNEL SERVICES			
1001	Salaries (Full Time)	$ 369,628	$ 415,646	421,330
1005	Overtime	4,064	7,771	16,542
1504	FICA	27,666	32,391	33,497
1506	Health Insurance	54,233	92,517	94,099
1508	KPERS Retirement	35,344	41,918	44,926
1510	State Unemployment Tax	311	423	438
	TOTAL PERSONNEL SERVICES	**$ 491,247**	**$ 590,667**	**$ 610,831**
	CONTRACTUAL SERVICES			
2010	Postage/Freight/Shipping	$ 192	$ 500	500
2030	Cellular Phone Services	2,460	2,460	2,460
2080	Printing/Duplication Services	402	500	500
2110	Advertising & Legal Publications	135	200	200
2122	Vehicle/Fleet Insurance	3,654	3,000	3,000
2200	Office Equipment Rental	-	400	400
2210	Machinery Equipment Rental	6,720	5,000	5000
2300	Tax Payment	477	50	50
2400	Repair/Maintain County Vehicles	1,984	4,000	4,000
2420	Repair/Maintain Other Equipment	2,964	15,000	15,000
2430	Computer Software Maintenance/Support	500	1,000	1,000
2480	Repair/Maintain Buildings & Grounds	2,293	2,000	2,000
2510	Mileage/Tolls/Parking/Rental	-	500	500
2520	Lodging	1,674	1,000	1,000
2540	Meals	592	500	500
2550	Dues & Memberships	512	1,000	1,000
2560	Training & Registrations	1,128	1,000	1,000
2570	Subscriptions	78	100	100
2990	Other Contract Services	62,479	80,000	90,000
	TOTAL CONTRACTUAL SERVICES	**$ 88,243**	**$ 118,210**	**$ 128,210**

COMMODITIES

Attachment: 2024 Noxious Weed Budget (13406 : Riley County Noxious Weed 2024 Budget Request)

3010 Office Supplies	$ 458	$ 500	500
3032 Supplies-Printers	513	800	800
3040 Clothing	500	900	900
3045 Protective Gear	135	500	500
3080 Fuel & Lubricants	207	2,000	2,000
3085 Propane	-	150	150
3090 Custodian Supplies	35	500	500
3100 Chemical	75,897	100,770	100,770
3140 Parts & Tools < $100	1,566	4,000	4,000
3150 Parts & Tools > $100	16,115	8,000	8,000
3220 Seed & Fertilizer	7,326	6,000	6,000
3990 Other Supplies/Materials	605	1,000	1,000
TOTAL COMMODITIES	**$ 103,358**	**$ 125,120**	**$ 125,120**
CAPITAL OUTLAY			
4020 Other Equipment	$ 6,323	$ -	$ -
4050 Technology Hardware	-	-	-
TOTAL CAPITAL OUTLAY	**$ 6,323**	**$ -**	**$ -**
TOTAL OPERATING EXPENDITURES	**$ 682,847**	**$ 833,997**	**$ 864,161**
TOTAL EXPENDITURES LESS PERSONNEL	**$ 197,923**	**$ 243,330**	**$ 253,330**
TOTAL EXPENDITURES	**$ 689,170**	**$ 833,997**	**$ 864,161**

Attachment: 2024 Noxious Weed Budget (13406 : Riley County Noxious Weed 2024 Budget Request)