Board of Riley County Commissioners
Regular Meeting
Agenda
May 16, 2022

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

Cindy Kabriel
785-565-6200

Commission Chambers **8:30 AM**

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

8:30 AM **Call to Order**

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. EMS Week 2022 Proclamation
4. Change Order #1 for the W. 32nd Avenue Bridge Replacement Project
5. Action on Portable Communication Device Allowance Form(s)
6. Sign Riley County Personnel Action Form(s)

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - May 9, 2022 8:30 AM

Review Tentative Agenda

8. Tentative Agenda

Press Conference Topics

9. Discuss Press Conference

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

10. Public Hearing to Consider Naming A Private Road Dodge Lane and Re-addressing Affected Properties

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

11. Staff Update

9:30 AM **Press Conference**

12. Presentation of EMS Week Proclamation - Greg McKinley and David Adams (3 minutes)
13. Wheat Plot Tour on May 25th - Greg McClure (3 minutes)

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

14. Support for Stadel Road Sewer Benefit District

9:50 AM **Alvin Perez, PW Operations and Fleet Manager**

15. Bid opening for corrugated metal pipe and bands

10:00 AM **Bob Isaac, Planner**

16. Plat a 3.3-acre tract of land into a single residential lot.

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

17. Administrative Work Session
18. Pending County Projects County Counselor
19. Letter of Support on Senate Substitute for House Bill No. 2380

10:30 AM **Budget and Planning Committee - Darell Edie, Budget and Finance Officer**

20. Monthly Cash Flow Reports for April 2022

10:50 AM **Vivienne Uccello, PIO**

21. Sponsorship Request for the Flint Hills Regional Leadership Program

11:00 AM **Clancy Holeman, Counselor/Director of Administrative Services**

22. Executive session to discuss confidential legal advice regarding potential litigation issues

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

23. Law Board Meeting Agenda

Adjournment

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

EMS/AMBULANCE
Proclamation

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

COMMISSION AGENDA REPORT

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

MEETING: **May 16, 2022**

SUBJECT: **EMS Week 2022 Proclamation**

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

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:
- EMS Week 2022 Proclamation (DOC)

PROCLAMATION

To designate the Week of May 15 - 21, 2022, as Emergency Medical Services Week

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, and other health care professionals; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, Riley County Emergency Medical Services providers continue to uphold and demonstrate the departmental core values: compassion, professionalism, and integrity; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

Therefore, we, the Riley County Board of County Commissioners, Manhattan, Kansas in recognition of this event do hereby proclaim the week of May 15-21, 2022, as

EMERGENCY MEDICAL SERVICES WEEK

EMERGENCY MEDICAL SERVICES WEEK

And encourage the community to observe this week with appropriate programs, ceremonies, and activities.

Attachment: EMS Week 2022 Proclamation (12128 : EMS Week 2022 Proclamation)

THE BOARD OF COUNTY COMMISSIONERS
OF RILEY COUNTY, KANSAS

CHAIR

MEMBER

MEMBER

ATTEST:

RICH VARGO
Riley County Clerk

Attachment: EMS Week 2022 Proclamation (12128 : EMS Week 2022 Proclamation)

PUBLIC WORKS
Change Order

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

COMMISSION AGENDA REPORT

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

MEETING: **May 16, 2022**

SUBJECT: **Change Order #1 for the W. 32nd Avenue Bridge Replacement Project**

PRESENTER: **Jason Anderson, Engineering Technician**

A change order is required for the W. 32nd Avenue Bridge Replacement Project. This includes adding additional piling and PDA testing at the piers. Due to the design method used for this project, PDA was required to ensure proper setting of the piles. After performing the PDA, it was found that additional piling was needed to meet the required pile loads for the bridge.

Change Order #1 increases the contract amount for the W. 32nd Avenue Bridge Replacement Project by $14,900.00 for a final cost of $1,299,489.40.

The Change Order and updated Cost Estimate for this work are attached.

Staff recommends approval.

POSSIBLE MOTION(S)

Move to approve W. 32nd Avenue Bridge Replacement Project Change Order #1

Move to deny W. 32nd Avenue Bridge Replacement Project Change Order #1

Move to table for further discussion

Enclosures:
- Change Order #1 (PDF)

CHANGE ORDER

Riley County, Kansas

CHANGE ORDER NUMBER: 1

CONTRACTOR: King Construction

ADDRESS: 301 N. Lancaster Ave.
Hesston, KS 67062

PROJECT NO. : T.0-30.8
PROJECT : W 32nd Avenue Bridge Replacement

DESCRIPTION: PDA Testing and Additional Piling

BID ITEMS

ITEM NO.	ITEM DESCRIPTION	UNITS	CONTRACT QUANTITY	ADJUSTED QUANTITY	INCREASE DECREASE	UNIT BID PRICE	INCREASE/DECREASE CONTRACT AMOUNT
37	Additional Pile (HP14x74)	LF	1032.0	1105.5	73.5	$72.00	$ 5,292.00
						Subtotal	$ 5,292.00

NEW ITEMS

ITEM NO.	ITEM DESCRIPTION	UNITS	CONTRACT QUANTITY	ADJUSTED QUANTITY	NET INCREASE	UNIT PRICE	INCREASE CONTRACT AMOUNT
46	Special Pile Testing (Contract -F ished)	LS	0.0	2.0	2.0	$2,500.00	$ 5,000.00
47	Pile Splices	LS	0.0	16.0	16.0	$288.00	$ 4,608.00
						Subtotal	$ 9,608.00
						TOTAL	$ 14,900.00

Amount of Original Bid:	$1,284,589.40
Total of Previous Change Orders:	$0
Amount of Change Order No. 1:	$ 14,900.00
Total Adjusted Contract Price:	$1,299,489.40

BY: _____ 05/05/2022
PROJECT ENGINEER DATE

BY: _____ 5-10-2022
DIRECTOR OF PUBLIC WORKS DATE

BY: _____ 5/6/2022
CONTRACTOR DATE

BY: _____
CHAIRMAN, BOARD OF COUNTY COMMISSIONERS DATE

Attachment: Change Order #1 (12131 : Change Order #1 - W. 32nd Ave Bridge Replacement)

RILEY COUNTY
Riley County Public Works
110 Courthouse Plaza
Manhattan, KS 66502
(785) 537-6330
(785) 537-6331 FAX

RILEY COUNTY, KANSAS

CONTRACTOR'S PAYMENT ESTIMATE NO. 4

PAY TO: King Construction

ADDRESS: 301 N. Lancaster Ave
Hesston, KS 67062

PROJECT NO. : T.0 - 30.8
PROJECT : W. 32nd Bridge Replacement

DESCRIPT Pier Construction, Pile Driving, Bridge Construction

PAYMENT PERIOD: 05/12/22

TOTAL CONTRACT AMOUN $ 1,299,489.40

PERCENT OF WORK COMPLETED: 32.05%

ITEM NO.	ITEM DESCRIPTION	UNITS	CONTRACT QUANTITY	ADJUSTED CONTRACT QUANTITY	TOTAL QUANTITY TO DATE	UNIT PRICE	AMOUNT EARNED TO DATE
1	Mobilization	LS	1		0.6	$118,268.81	$ 70,961.29
2	Contractor Construction Staking	LS	1		0.6	$5,300.00	$ 3,180.00
3	Clearing and Grubbing	LS	1		1	$4,000.00	$ 4,000.00
4	Removal of Existing Structure	LS	1		1	$34,500.00	$ 34,500.00
5	Common Excavation	CY	279			$6.00	$ -
6	Common Excavation (Contr. Furnished)	CY	113			$12.00	$ -
7	Rock Excavation	CY	96			$20.00	$ -
8	Compaction of Earthwork (Type AA)(MR-0-5)	CY	77			$3.25	$ -
9	Compaction of Earthwork (Type B)(MR-90)	CY	229			$2.00	$ -
10	Gaurdrail Removal of Steel Plate	LF	204		204	$2.46	$ 501.84
11	Guardrail, Steel Plate (MGS)	LF	125			$117.64	$ -
12	Guardrail, Steel Plate (CGS)	LF	75			$114.74	$ -
13	MGS - Crashworthy End Terminal	EA	3			$3,981.76	$ -
14	Concrete Payment (10" Uniform)(AE)(BR.APP)	SY	272			$225.00	$ -
15	Bridge Approach Slab Footing	CY	36.4			$375.00	$ -
16	HMA - Commerical Grade (Class A)	TON	108			$190.00	$ -
17	Aggregate Base (AB-3)(8")	SY	565			$11.00	$ -
18	Aggregate Shoulder (AS-1)(6")	SY	322			$11.00	$ -
19	Water (Aggregate Base)(Set Price)	MGAL	1			$35.00	$ -
20	Seeding	LS	1			$4,000.00	$ -
21	Sediment Removal (set price)	CY	1			$35.00	$ -
22	Temporary Stream Crossing	EA	1		1	$10,000.00	$ 10,000.00
						Subtotal Page 1:	$ 123,143.13

Attachment: Change Order #1 (12131 : Change Order #1 - W. 32nd Ave Bridge Replacement)

RILEY COUNTY
Riley County Public Works
115 Courthouse Plaza
Manhattan, KS 66502
(785) 537-6310
(785) 537-6311 FAX

ITEM NO.	ITEM DESCRIPTION	UNIT	CONTRACT QUANTITY	ADJUSTED QUANTITY	TOTAL QUANTITY TO DATE	UNIT PRICE	AMOUNT EARNED TO DATE
23	Silt Fence	LF	971			$4.00	$ -
24	Mulch Tacking Slurry	LBS	306			$1.00	$ -
25	Mulching	TON	1			$385.00	$ -
26	Water (Erosion Control)(Set price)	MGAL	1			$35.00	$ -
27	Signing Object Markers (Type 3)	EA	10			$160.00	$ -
28	Sign (Remove and Reset)	LS	1			$300.00	$ -
29	Traffic Control	LS	1		0.5	$3,500.00	$ 1,750.00
30	Class I Excavation	CY	204		204	$50.00	$ 10,200.00
31	Class II Excavation	CY	132		132	$50.00	$ 6,600.00
32	Concrete (Grade 4.0)(AE)	CY	187.2		187.2	$665.00	$ 124,488.00
33	Concrete (Grade 5.0)(AE)(SW)	CY	499.2			$665.00	$ -
34	Reinforcing Steel (Grade 60)	LBS	6430		6430	$1.50	$ 9,645.00
35	Reinforcing Steel (Grade 60)(Epoxy Coated)	LBS	85690			$1.25	$ -
36	Piles (Steel)(HP 12x53)	LF	665		332.5	$52.00	$ 17,290.00
37	Piles (Steel)(HP 12x74)	LF	1032	1105.5	1105.5	$72.00	$ 79,596.00
38	Test Piles (Special)(HP 12x74)	LF	149		149	$82.00	$ 12,218.00
39	Cast Steel Piles Points	EA	28		23	$180.00	$ 4,140.00
40	Abutment Strip Drain	CY	20			$415.00	$ -
41	Bridge Backwall Protection System	SY	37			$30.00	$ -
42	Slope Protection (RipRap Stone)	CY	629			$45.00	$ -
43	Substructure Waterproofing Membrane	SY	135			$45.00	$ -
44	Multi-Layer Polymer Overlay	SY	652			$48.61	$ -
45	Post-Tensioning for Slab Bridge	LBS	35613			$4.50	$ -
46	Special Pile Testing (Contractor-Furnished)	EA		2	2	$2,500.00	$ 5,000.00
47	Pile Splice	EA		16	16	$288.00	$ 4,608.00
						Subtotal Page 2	$ 275,535.00

Stored Materials (PAID):

ITEM NO.	ITEM DESCRIPTION	UNIT	STORED QUANTITY	UNIT PRICE	MATERIAL USED	MATERIAL REMAINING	TOTAL PRICE	AMOUNT REMAINING
48	Stored Materials #1 - 12x74 Pile	LF	1101	$54.64	1101	0	$60,154.24	$ -
48.1	Stored Materials #1 - Pile Points	EA	18	$90.00	18	0	$1,620.00	$ -
49	Stored Materials #2 - 12x53 Pile	LF	665	$39.17	332.5	332.5	$26,048.05	$ 13,024.03
49.1	Stored Materials #2 - Pile Points	EA	10	$90.00	5	5	$900.00	$ 450.00
49.2	Stored Materials #2 - 12x74 Pile	LF	80	$54.69	0	80	$4,374.88	$ 4,374.88
						Subtotal Stored	$93,097.17	$ 17,848.91

Attachment: Change Order #1 (12131 : Change Order #1 - W. 32nd Ave Bridge Replacement)

RILEY COUNTY
Riley County Public Works
111 Courthouse Plaza
Manhattan, KS 66502
(785) 537-6330
(785) 537-6331 FAX

TOTAL AMOUNT EARNED		$	416,527.04
LESS RETAINED	10%	$	41,652.70
NET AMOUNT		$	374,874.34
LESS PREVIOUS PAYMENTS		$	151,119.79
LESS STORED MATERIALS		$	93,097.17
AMOUNT DUE THIS ESTIMATE		$	130,657.38

BY: _____ 05/10/2022
PROJECT ENGINEER DATE

APPROVED: RILEY COUNTY, KANSAS
I HEREBY CONCUR IN THE FOREGOING RECOMMENDATION.

BY: _____ DATE: 5-11-2022
CONTRACTOR

BY: _____ DATE: 5-12-2022
DIRECTOR OF PUBLIC WORKS

Attachment: Change Order #1 (12131 : Change Order #1 - W. 32nd Ave Bridge Replacement)

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

COUNTY CLERK & ELECTIONS
Personnel

COMMISSION AGENDA REPORT

FROM: **Elizabeth Ward, Human Resource Manager**

MEETING: **May 16, 2022**

SUBJECT: **Action on Portable Communication Device Allowance Form(s)**

PRESENTER: **Elizabeth Ward, Human Resource Manager**

POSSIBLE MOTION(S)

Move to approve the Portable Communication Device Allowance Form(s).

Move to deny the Portable Communication Device Allowance Form(s).

Move to table the Portable Communication Device Allowance Form(s).

Enclosures:

- A Lee Portable Comm Device Allowance 2022-05 (PDF)

PORTABLE COMMUNICATION DEVICE ALLOWANCE FORM

EMPLOYEE CERTIFICATION: I have read and understand the requirements stated above and agree to adhere to them. I will fully cooperate with the County in making its response to any open record request directed to my personal portable communication device. I will immediately advise the County Counselor of any electronic or written open record request I receive which is directed to my personal portable communication device.

Please indicate if you wish to continue with existing phone number as currently issued by the county.

YES _✓_ NO____ If, yes, please list the phone number: 785-447-1018

Portable Communication Device Allowance Plan: ____ $25 ____ $40 X $65 Data Enabled

____Authorized to use personal portable communication device for business use reimbursed at a rate of $.25/minute.

Name of Authorized User: Albert Lee
(Please print)

Albert Lee 5-2-2022
Signature of Authorized User Date

Phone # 785-447-1018

Department Head Approval: John Ellc

Board of County Commission Approved Data Enabled Portable Communication Device

Signature of Chairman Date

Note: Please keep a copy of this certificate for your records and send the original to the County Human Resource Manager.

Revised December 2011, Effective January 2012

Attachment: A Lee Portable Comm Device Allowance 2022-05 (12124 : Cell Phone Allowance Form)

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

COUNTY CLERK & ELECTIONS
Personnel

COMMISSION AGENDA REPORT

FROM: **Elizabeth Ward, Human Resource Manager**

MEETING: **May 16, 2022**

SUBJECT: **Sign Riley County Personnel Action Form(s)**

PRESENTER: **Elizabeth Ward, Human Resource Manager**

Enclosures:

- 2022-05 PW D Nelson (green) (PDF)
- 2022-05 PW D Byarlay(green) (PDF)
- 2022-05 HD J Friedl(green)(PDF)

RILEY COUNTY PERSONNEL ACTION FORM

☐ Add ☒ Change	Supervisor: Dept Head: John Ellerman	Fill Request Date: 5-4-2022 Employee #

☐ New Hire ☒ Step Change	☐ Rehire ☐ Status Change	☐ Transfer ☐ Demotion	☐ Promotion ☐ Other	☐ Separation from County Service

☒ Full Time ☐ Part Time	☐ Regular ☐ Grant Funded	☐ As-Needed ☐ Intern	☐ Seasonal ☐ Temporary

Nelson	Darin		
Name: Last	First	Middle	Home Phone

Address: Street	City	State	Zip

Shop Supervisor	PW	0001-000040
Position Title	Department	Fund

4-30-2022	☐	☒		☒ Yes	☐ No
Effective Date	Exempt	Non-Exempt	Ending Date For Temporary	Is this a budgeted position?	

Q | 12	$36.26 ☒ Hour	$ ☐ Bi-weekly	☒ 40 | ☐
Grade/Step	Pay Rate		Hours Per Workweek

Approvals:

Department: John Ellerman Date: 5-9-2022

Personnel: E B Allard 5/4/2022

BOCC
Chairman: _____ _____

Member: _____ _____

Member: _____ _____

Original to Division of Human Resources, copy to Payroll, hiring department; revised 11/22/21

Attachment: 2022-05 PW D Nelson (green) (12123 : Personnel Action Form (Green Sheet))

RILEY COUNTY PERSONNEL ACTION FORM

☐ Add ☒ Change	Supervisor: Alvin Perez Dept Head: John Ellermann	Fill Request Date: 05/09/2022 Employee #

☐ New Hire	☐ Rehire	☐ Transfer	☐ Promotion	☒ Separation from
☐ Step Change	☐ Status Change	☐ Demotion	☐ Other	County Service

☒ Full Time	☐ Regular	☐ As-Needed	☐ Seasonal
☐ Part Time	☐ Grant Funded	☐ Intern	☐ Temporary

Byarlay	Douglas	K	
Name: Last	First	Middle	Home Phone

Address: Street	City	State	Zip

Traffic Control Supervisor	Public Works/Operations & Fleet	001-040
Position Title	Department	Fund

06/13/2022	☐ Exempt	☒ Non-Exempt		☒ Yes ☐ No
Effective Date			Ending Date For Temporary	Is this a budgeted position?

O 12	$32.89 ☒ Hour	$ ☐ Bi-weekly	☒ 40 ☐
Grade/Step	Pay Rate		Hours Per Workweek

Approvals:

Department: John Ellermann — Date: 5-5-2022

Personnel: [signature] — 5/10/22

BOCC Chairman: _____ _____

Member: _____ _____

Member: _____ _____

Original to Division of Human Resources, copy to Payroll, hiring department, revised 11/22/21

Attachment: 2022-05 PW D Byarlay(green) (12123 : Personnel Action Form (Green Sheet))

RILEY COUNTY PERSONNEL ACTION FORM

☐ Add ☒ Change	Supervisor: Dept Head: Julie Gibbs	Fill Request Date: 5-6-2022 Employee #

☐ New Hire	☐ Rehire	☐ Transfer	☐ Promotion	☒ Separation from
☐ Step Change	☐ Status Change	☐ Demotion	☐ Other	County Service

☐ Full Time	☐ Regular	☐ As-Needed	☐ Seasonal
☒ Part Time	☐ Grant Funded	☐ Intern	☐ Temporary

Friedli	Janet		
Name: Last	First	Middle	Home Phone

Address: Street	City	State	Zip

Medical Clerk	Health Department	0030-000400-0349
Position Title	Department	Fund

5-5-2022	☐	☒		☒ Yes	☐ No
Effective Date	Exempt	Non-Exempt	Ending Date For Temporary	Is this a budgeted position?	

G | 1	$ 15.89 ☒ Hour	$ ☐ Bi-weekly	☐ 40 ☐
Grade/Step	Pay Rate		Hours Per Workweek

Approvals:

Department: _____ Date: 5-6-22

Personnel: _____ 5/10/22

BOCC Chairman: _____ _____

Member: _____ _____

Member: _____ _____

Original to Division of Human Resources; copy to Payroll, hiring department, revised 11/22/21

Attachment: 2022-05 HD J Friedl(green) (12123 : Personnel Action Form (Green Sheet))

Board of Riley County Commissioners

Regular Meeting

TENTATIVE Agenda

May 19, 2022

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

Cindy Kabriel
785-565-6200

Commission Chambers **9:00 AM**

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

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

9:15 AM **Amy Manges, Register of Deeds**

2. Staff update

9:30 AM **Clancy Holeman, Counselor/Director of Administrative Services**

3. Administrative Work Session

9:50 AM **Shilo Heger, Treasurer**

4. April 2022 Revenue Reporting - Riley County Treasurer

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

5. Staff update

10:15 AM **Kurt Moldrup, Interim RCPD Director**

6. RCPD update

10:30 AM **Julie Gibbs, Health Department Director**

7. Staff update

11:00 AM **Teresa Garcia, Clinic Coordinator**

Attachment: 05-19-22 tentative agenda (11660 : Tentative Agenda)

8. Program update

11:30 AM **John Ellermann, Public Works Director/County Engineer**

9. Request to fill two open positions

11:40 AM **Shelly Williams, Community Corrections Director**

10. Staff update

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

Adjournment

Announcement

Good Morning Manhattan Virtual Meeting will be held today 7:30 - 8:30 a.m. via Zoom.

Beginning at 7:30 a.m. Thursday, May 19, 2022 lasting until approximately 8:30 a.m., the BOCC will be in its usual public meeting location, joining a Zoom meeting hosted by the Chamber of Commerce. This Chamber of Commerce Zoom call will be placed on a speaker phone, so BOCC members can "listen" to the presentations made by the scheduled speakers. But BOCC members will not participate in the Chamber of Commerce meeting. BOCC members will be "muted" during the Chamber of Commerce Zoom call.

Members of the Public are welcome to attend, in the BOCC Chambers, beginning at 7:30 a.m., on the above date, in order to listen to the Chamber of Commerce Zoom call.

At the conclusion of the Chamber of Commerce's Zoom call, the BOCC will be on break until 9:00 a.m., when the regular meeting of the BOCC will begin at the BOCC's same usual public meeting location. Riley County will begin its live steam of its regular meeting beginning at 9:00 a.m.

Attachment: 05-19-22 tentative agenda (11660 : Tentative Agenda)

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

Board of Riley County Commissioners

Regular Meeting

TENTATIVE Agenda

May 23, 2022

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

Cindy Kabriel
785-565-6200

Commission Chambers **8:30 AM**

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

8:30 AM	**Call to Order**
	Pledge of Allegiance
	Public Comment
	Commission Comments
	Business Meeting
	Review Minutes
	Review Tentative Agenda
	Press Conference Topics
9:15 AM	**Lori Feldkamp, Big Lakes Developmental Center Director**
	1. Big Lakes Developmental Center update
9:30 AM	**Press Conference**
10:00 AM	**Break**
10:10 AM	**Clancy Holeman, Counselor/Director of Administrative Services**
	2. Administrative Work Session
	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: 05-23-22 tentative agenda (11660 : Tentative Agenda)

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

PLANNING & DEVELOPMENT
Public Hearing

RESOLUTION

FROM: **Lisa Daily, Admin Asst II**

MEETING: **May 16, 2022**

SUBJECT: **Public Hearing to Consider Naming A Private Road Dodge Lane and Re-addressing Affected Properties**

PRESENTER: **Amanda Webb**

BACKGROUND

In accordance with the NG911 Resolution adopted by the Board of County Commissioners on March 13, 2017, owners of the properties adjacent to the private road identified in the attached map, were notified regarding naming of this private road and re-addressing of their properties. A copy of the letter to the property owners is also attached for your reference.

DISCUSSION

A copy of the proposed resolution naming this private road Dodge Lane and assigning new addresses to the affected properties is attached for your consideration. As required by the NG911 Resolution, this is an advertised public hearing.

FISCAL IMPACT

Planning and Development budget will cover the cost of the certified mailings. Emergency Management will cover the publication costs and filing fees. New signage is paid for from the 911 budget. Exact costs will vary for each instance and are unknown at this time.

RECOMMENDATION(S)

Staff recommends proceeding with the private road naming and re-addressing as presented in the resolution.

POSSIBLE MOTION(S)

Move to approve

Move to deny

Move to modify

Move to table

Enclosures:

- Attachments and Resolution (PDF)

RESOLUTION NO. 031317- 13

RESOLUTION ESTABLISHING A POLICY FOR THE NAMING OF EXISTING OR FUTURE PRIVATE ROADS AND THE NUMBERING OR RENUMBERING OF EXISTING AND FUTURE BUSINESS AND RESIDENCE ADDRESSES IN THE UNINCORPORATED AREA OF RILEY COUNTY, KANSAS TO IMPLEMENT NEXT GENERATION 9-1-1

WHEREAS, the Board of Riley County Commissioners is authorized by K.S.A. 2016 Supp. 19-101a(a) and (b) to name any road or street and to number or renumber business and residence addresses outside the corporate limits of any city within Riley County, Kansas; because that power is not contrary to any act of the legislature; and

WHEREAS, a number of private roads exist in Riley County, private roads being defined as "A non-dedicated way which forms the principal vehicular access to two or more properties"; and

WHEREAS, it has been the historical policy of Riley County to discourage private roads for a variety of reasons; and

WHEREAS, Riley County amended the Riley County Subdivision Regulations in 2005 to prohibit private roads in the rural areas; and

WHEREAS, new private roads may only be established in Riley County as a lawful nonconforming use, pursuant to the existing terms of the Riley County Subdivision Regulations; and

WHEREAS, it is essential that an accurate address is available to emergency responders attempting to locate businesses and residences; and

WHEREAS, Next Generation 9-1-1 (hereinafter "NG911") is a national movement to improve provision of emergency response to individuals regardless of location; and

WHEREAS, the implementation of NG911 requires the naming or renaming of private roads and the numbering or renumbering of business and residence addresses; and

WHEREAS, the Board of Riley County Commissioners has determined it would be in the best interest of the public to improve the ability of emergency responders to locate existing and future businesses and residences on existing or future private roads in the unincorporated area of Riley County by implementing NG911 recommendations.

Attachment: Attachments and Resolution (12125 : Naming Private Road, Dodge Lane)

NOW THEREFORE BE IT RESOLVED by the Board of Riley County Commissioners, whenever Riley County acts to name any existing private road and/or to number or renumber any existing or future business or residence address in the unincorporated area of Riley County, Kansas, such action shall be taken pursuant to the terms of the following policy.

A. PROCESS:

1. The Riley County Information Technology/Geographic Information Systems (IT/GIS) Department shall identify all existing private roads in the unincorporated area of Riley County, in accordance with NG911 requirements, and generate a listing of all adjacent property owners served by those private roads.

2. A NG911 Committee, consisting of the Emergency Management/Fire District Director, Historical Museum Director, County Counselor, Public Works Director, Planning & Development Director, Planning & Development Administrative Assistant, IT/GIS Director and IT/GIS Analyst shall oversee the process for naming any private road and the numbering or renumbering of any business or residence address. The Committee shall determine the timetable for implementation, the priorities for implementing the changes, and the procedures for recommending to the Board of Riley County Commissioners the names of private roads and the numbers of business and residence addresses to suggest to the property owners.

3. Once the Committee has determined how to proceed, Planning and Development shall provide all adjacent property owners involved in a particular situation a cover letter explaining the NG911 requirements and Riley County's intent to improve emergency response time to their property. The cover letter shall also notify those owners of Riley County's staff's decision to proceed with recommending to the Board of Riley County Commissioners that the Board name a private road and/or number or renumber their business or residence address.

4. The cover letter shall be mailed, certified mail return receipt requested, by Planning & Development and shall inform the adjacent property owner(s)of the proposed road name and/or numbering or renumbering of their business or residence address, if applicable. The adjacent property owners shall be given 30 days to either agree with the road name and addressing, or submit a petition available from Planning & Development, signed by at least 51% of the adjacent property owners, suggesting an alternate name. This alternate name must be approved by the Planning & Development Department, the Public Works Department, the Emergency Management Director and the Historical Museum Director, consistent with the guidelines outlined in section 8 below.

Attachment: Attachments and Resolution (12125 : Naming Private Road, Dodge Lane)

5. If no petition is received within 30 days, Planning & Development shall proceed to public hearing before the Board of Riley County Commissioners. If a valid petition is received and approved by the departments as outlined in Section 4 above, Planning & Development shall proceed to public hearing recommending the Board accept the alternate name proposed. If a valid petition is received but is not approved by the departments as outlined in Section 4 above, Planning & Development shall proceed to public hearing recommending the name submitted to the adjacent property owners.

6. Riley County Planning and Development shall publish notice of the public hearing in the official county newspaper and mail a copy of such published notice, by certified mail return receipt requested, to all adjacent property owners no later than fifteen (15) days prior to the public hearing.

7. The Board of Riley County Commissioners shall conduct the public hearing and shall take such public comment as the Board deems appropriate. At such hearing, the Board of Riley County Commissioners shall review the proposed resolution for naming the private road(s) and/or the numbering or renumbering of business or residence addresses. Such resolution shall include legal descriptions (if legal descriptions exist) of the applicable road(s), or a reasonable description of the course of the road(s). At the hearing the Board of Riley County Commissioners shall determine the name of any road and/or what numbering or renumbering of any address(es) shall be made. If the Board of Riley County Commissioners approves the name of any road and/or a number or renumbering change of any businesses or residence address, the Board shall pass a resolution to that effect. Riley County Planning and Development shall present that resolution for filing with the Riley County Register of Deeds.

8. Guidelines for road names shall be as follows:

    a. Names historically used should be maintained unless there are compelling reasons to change, such as avoidance of a situation where the historical name is the same or similar to an existing road or street name on Riley County's "Area Street List" for 911 addressing, available for reference in the office of the Riley County Planning and Development Department.

    b. Private roads should not be named for living persons unless there are specific and compelling reasons to do so.

    c. Names should have some connection to the area being served to locate properties in an emergency, and to better connect with and preserve unique Riley County history. A suggested list of historical names is available for reference in the Riley County Planning and Development Department.

    d. Names shall conform to the National Emergency Number (NENA) road naming and numbering standards.

Attachment: Attachments and Resolution (12125 : Naming Private Road, Dodge Lane)

9. Numbering or renumbering of business or residence addresses shall conform to the countywide addressing system and the National Emergency Association (NENA) road naming and numbering standards.

10. After a road or street is named pursuant to this policy, the Riley County Public Works Department shall erect and maintain a sign in public right-of-way at the intersection between the private road and the nearest public road. Such sign shall identify the road and bear the added designation "Private Road".

11. The naming of a private road, the numbering or renumbering of a business or residence address and the placement of a sign, all pursuant to this policy, shall in no way imply maintenance responsibility for the road on the part of Riley County or any other governmental entity.

12. In the event there is a fork in a private road, Riley County may place a sign at the fork in the private road indicating the location of addresses, provided an agreement for sign installation and maintenance between Riley County and the landowner has been signed by both parties.

B. Resolution No.081715-22, and any other resolutions in conflict herewith are hereby repealed and all previous name and number determinations of the Board of Riley County Commissioners made thereunder are hereby ratified.

C. This Resolution shall be effective upon passage and publication in the official county newspaper.

ADOPTED this 13th day of March, 2017.

BOARD OF COMMISSIONERS
OF RILEY COUNTY, KANSAS

Ronald E. Wells, Chair

Marvin Rodriguez, Vice Chair

Ben Wilson, Member

ATTEST:

Rich Vargo, ~~Riley County~~ Clerk

(SEAL)

Attachment: Attachments and Resolution (12125 : Naming Private Road, Dodge Lane)



Attachment: Attachments and Resolution (12125 : Naming Private Road, Dodge Lane)

Amanda Smeller
Director
110 Courthouse Plaza
Manhattan, Kansas 66502-0109
Phone: 785-537-6332
Fax: 785-537-6331
E-mail: asmeller@rileycountyks.gov
Website: www.rileycountyks.gov/planning

PLANNING & DEVELOPMENT
ENVIRONMENTAL HEALTH

February 18, 2022

LYNDA D & RONNIE E PHILLPS
11665 MILITARY TRAIL RD
ST GEORGE, KS 66535

Dear Property Owners:

The technology used for calling 9-1-1 when there is an emergency has not significantly changed in more than 40 years. The need to upgrade the 9-1-1 system has created a nationwide movement known as Next Generation 9-1-1 (NG911). NG911 has updated the system with the latest tools and technologies, including text, multimedia messaging, and Internet Protocol (IP) communication platforms. This includes the use of Geographic Information Systems (GIS) data for 9-1-1 call routing and location validation. The desired result is for the public to have the ability to contact 9-1-1 through a variety of methods and to receive an emergency response promptly at any location.

Several years ago, the Kansas 911 Coordinating Council utilized contractors to analyze legal 911 system deficiencies in each Kansas County. Riley County received recommendations for changes to include providing more accurate addressing to help locate individuals in need. On August 22, 2019, Riley County joined the Kansas hosted NG911 system which is now comprised of over 100 911 answering points state-wide. The Board of Commissioners of Riley County have determined these recommendations should be implemented to promote the highest level of public safety.

The recommended changes involve the following:

1. Eliminating duplicate road or street names;
2. Naming previously unnamed public or private roads or streets;
3. Assigning new addresses based on the new road/street name.

You are receiving this letter because, according to our records, you own property abutting an unnamed private road as identified in the attached map. Emergency response services (police, fire, emergency medical services) has identified this private road to be a high priority for renaming and readdressing as there has been considerable confusion in the past regarding locating properties and individuals in an emergency situation. To fulfill the NG911 objectives, Riley County staff has determined this road should be named in accordance with Resolution No. 031317-13 included herein for your reference. Because there are addresses assigned on this unnamed private road, all properties abutting will have to be readdressed based on the proposed new name.

In the coming weeks, you will receive notification of a suggested road name and possible associated readdressing for your property. You will have the opportunity to suggest alternative road names; however, any alternative name must be agreeable to a majority of the adjoining

Attachment: Attachments and Resolution (12125 : Naming Private Road, Dodge Lane)

property owners. Resolution No. 031317-13 outlines the process for the naming of the private road and the method for requesting alternatives.

Should you wish to opt in to electronic notifications for all future communications related to NG911, please provide a valid email address within the next 30 days by calling (785) 537-6332 or email awebb@rileycountyks.gov.

Sincerely,

Amanda Webb
Planning & Development Director

cc: Board of County Commissioners
Rich Vargo, County Clerk
NG911 Committee

Attachment: Attachments and Resolution (12125 : Naming Private Road, Dodge Lane)

Amanda Smeller
Director
110 Courthouse Plaza
Manhattan, Kansas 66502-0109
Phone: 785-537-6332
Fax: 785-537-6331
E-mail: asmeller@rileycountyks.gov
Website: www.rileycountyks.gov/planning

PLANNING & DEVELOPMENT
ENVIRONMENTAL HEALTH

February 18, 2022

JASON HUFF
698 MARLATT AVE
MANHATTAN, KS 66502

Dear Property Owner:

The technology used for calling 9-1-1 when there is an emergency has not significantly changed in more than 40 years. The need to upgrade the 9-1-1 system has created a nationwide movement known as Next Generation 9-1-1 (NG911). NG911 has updated the system with the latest tools and technologies, including text, multimedia messaging, and Internet Protocol (IP) communication platforms. This includes the use of Geographic Information Systems (GIS) data for 9-1-1 call routing and location validation. The desired result is for the public to have the ability to contact 9-1-1 through a variety of methods and to receive an emergency response promptly at any location.

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Attachment: Attachments and Resolution (12125 : Naming Private Road, Dodge Lane)

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Should you wish to opt in to electronic notifications for all future communications related to NG911, please provide a valid email address within the next 30 days by calling (785) 537-6332 or email awebb@rileycountyks.gov.

Sincerely,



Amanda Webb
Planning & Development Director

cc: Board of County Commissioners
Rich Vargo, County Clerk
NG911 Committee

Attachment: Attachments and Resolution (12125 : Naming Private Road, Dodge Lane)

PLANNING & DEVELOPMENT
ENVIRONMENTAL HEALTH

Amanda Webb
Director
110 Courthouse Plaza
Manhattan, Kansas 66502-0109
Phone: 785-537-6332
Fax: 785-537-6331
E-mail: awebb@rileycountyks.gov
Website: www.rileycountyks.gov/planning

March 21, 2022

LYNDA D & RONNIE E PHILLPS
11665 MILITARY TRAIL RD
ST GEORGE, KS 66535

Dear LYNDA D & RONNIE E PHILLPS:

To improve public emergency services response times and to fulfill the NG911 objectives, Riley County staff has determined this road should be named in accordance with Resolution No. 031317-13 included herein for your reference. Because there are addresses assigned on these roads, all properties abutting the road will have to be re-addressed based off the name assigned to this private road. Riley County staff is proposing a road name for each private road to expedite the process. Riley County staff proposes the roads be named **Dodge Lane**.

As an adjoining property owner to this road, you may suggest alternative names; however any alternative name must be agreeable to a majority of the adjoining property owners as well as meet the requirements outlined in the above-referenced resolution. After 30 days from the date of this letter, Riley County staff will schedule the road naming for a public hearing before the Board of County Commissioners to consider finalizing the naming of these private roads as **Dodge Lane** unless a substitute name is selected and approved. You will be notified in writing of the date of this public hearing.

Once the name of the road has been finalized, your address will officially be changed as follows:

CURRENT ADDRESS	NEW ADDRESS
700 E Marlatt Ave	2815 Dodge Ln
Manhattan, KS 66502	Manhattan, KS 66502

Riley County will notify the local Postmaster of this address change and the post office will work with you on the changeover as described in the attached letter from your Postmaster.

Please let me know if you have any concerns regarding this road naming process and whether or not you agree or disagree with the proposed name of **Dodge Lane**. Thank you in advance for your cooperation in this matter.

If you have any questions concerning this notification, please contact me at (785) 537-6335 or awebb@rileycountyks.gov. Thank you.

Sincerely,

Amanda Webb
Planning & Development Director

Copy: Board of County Commissioners; Rich Vargo, County Clerk; Greg McHenry, County Appraiser
NG911 Committee; Postmaster; Township Trustee

Attachment: Attachments and Resolution (12125 : Naming Private Road, Dodge Lane)

Amanda Webb
Director
110 Courthouse Plaza
Manhattan, Kansas 66502-0109
Phone: 785-537-6332
Fax: 785-537-6331
E-mail: awebb@rileycountyks.gov
Website: www.rileycountyks.gov/planning

PLANNING & DEVELOPMENT
ENVIRONMENTAL HEALTH

March 21, 2021

JASON HUFF
698 MARLATT AVE
MANHATTAN, KS 66502

Dear JASON HUFF:

To improve public emergency services response times and to fulfill the NG911 objectives, Riley County staff has determined this road should be named in accordance with Resolution No. 031317-13 included herein for your reference. Because there are addresses assigned on these roads, all properties abutting the road will have to be re-addressed based off the name assigned to this private road. Riley County staff is proposing a road name for each private road to expedite the process. Riley County staff proposes the roads be named **Dodge Lane**.

As an adjoining property owner to this road, you may suggest alternative names; however any alternative name must be agreeable to a majority of the adjoining property owners as well as meet the requirements outlined in the above-referenced resolution. After 30 days from the date of this letter, Riley County staff will schedule the road naming for a public hearing before the Board of County Commissioners to consider finalizing the naming of these private roads as **Dodge Lane** unless a substitute name is selected and approved. You will be notified in writing of the date of this public hearing.

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698 E Marlatt Ave	2875 Dodge Ln
Manhattan, KS 66502	Manhattan, KS 66502

Riley County will notify the local Postmaster of this address change and the post office will work with you on the changeover as described in the attached letter from your Postmaster.

Please let me know if you have any concerns regarding this road naming process and whether or not you agree or disagree with the proposed name of **Dodge Lane**. Thank you in advance for your cooperation in this matter.

If you have any questions concerning this notification, please contact me at (785) 537-6335 or awebb@rileycountyks.gov. Thank you.

Sincerely,

Amanda Webb
Planning & Development Director

Copy: Board of County Commissioners; Rich Vargo, County Clerk; Greg McHenry, County Appraiser
NG911 Committee; Postmaster; Township Trustee

Attachment: Attachments and Resolution (12125 : Naming Private Road, Dodge Lane)

Amanda Webb
Director
110 Courthouse Plaza
Manhattan, Kansas 66502
Phone: 785-537-6332
Fax: 785-537-6331
E-mail: awebb@rileycountyks.gov
Website: www.rileycountyks.gov/planning

RILEY COUNTY

PLANNING & DEVELOPMENT
ENVIRONMENTAL HEALTH

May 2, 2022

LYNDA D & RONNIE E PHILLPS
11665 MILITARY TRAIL RD
ST GEORGE, KS 66535

Dear Property Owners:

This letter is notification that the Board of Commissioners of Riley County, Kansas will hold a public hearing to name a private road located in Manhattan Township, Section 31, Township 9 South, Range 8 East and to readdress properties adjacent thereto. The proposal is to name the private road to Dodge Lane. Please see the enclosed Notice of Public Hearing for further information.

This request will be considered by the Board of County Commissioners on Monday, May 16, 2022 at 9:00 AM in the Commission Chambers, 115 North 4th Street, Manhattan. You are welcome to attend this hearing. If you have any questions or would like to submit written comments, please contact this office.

Planning & Development Department
of Riley County, Kansas

Copy: Board of County Commissioners; Rich Vargo, County Clerk; County Appraiser, NG911 Committee; Postmaster; Township Trustee

Attachment: Attachments and Resolution (12125 : Naming Private Road, Dodge Lane)

Amanda Webb
Director
110 Courthouse Plaza
Manhattan, Kansas 66502
Phone: 785-537-6332
Fax: 785-537-6331
E-mail: awebb@rileycountyks.gov
Website: www.rileycountyks.gov/planning

PLANNING & DEVELOPMENT
ENVIRONMENTAL HEALTH

May 2, 2022

JASON HUFF
698 MARLATT AVE
MANHATTAN, KS 66502

Dear Property Owner:

This letter is notification that the Board of Commissioners of Riley County, Kansas will hold a public hearing to name a private road located in Manhattan Township, Section 31, Township 9 South, Range 8 East and to readdress properties adjacent thereto. The proposal is to name the private road to Dodge Lane. Please see the enclosed Notice of Public Hearing for further information.

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Planning & Development Department
of Riley County, Kansas

Copy: Board of County Commissioners; Rich Vargo, County Clerk; County Appraiser, NG911 Committee; Postmaster; Township Trustee

Attachment: Attachments and Resolution (12125 : Naming Private Road, Dodge Lane)

RESOLUTION NO. 051622-

**RESOLUTION NAMING A PRIVATE ROAD
AND THE NUMBERING OR RENUMBERING OF EXISTING
BUSINESS AND RESIDENCE ADDRESSES
IN THE UNINCORPORATED AREA OF RILEY COUNTY, KANSAS**

WHEREAS, the Board of Riley County Commissioners is authorized by K.S.A. 19-101a(a) and (b) to name any road or street and to number or renumber business and residence addresses outside the corporate limits of any city within Riley County, Kansas; because that power is not contrary to any act of the legislature; and

WHEREAS, a number of private roads exist in Riley County, private roads being defined as "A non-dedicated way which forms the principal vehicular access to two or more properties"; and

WHEREAS, the implementation of NG911 requires the naming or renaming of private roads and the numbering or renumbering of business and residence addresses; and

WHEREAS, the Board of Riley County Commissioners has determined it would be in the best interest of the public to improve the ability of emergency responders to locate existing businesses and residences on existing private roads in the unincorporated area of Riley County by implementing NG911 recommendations.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Riley County, Kansas:

1. That a private road in Section 31, Township 9 South, Range 8 East, Manhattan, Township, in Riley County, Kansas exists and is shown in attached Exhibit A (incorporated herein by reference).

2. That such private road shall be named Dodge Lane (see Exhibit A).

3. That the private road, Dodge Lane, as described above, shall be added to the official Riley County Road Identification and Locator Map.

4. The following properties (see Exhibit A) shall be assigned the following road names

Attachment: Attachments and Resolution (12125 : Naming Private Road, Dodge Lane)

and addresses:

OWNER	**"OLD" ADDRESS**	**"NEW" ADDRESS**
Lynda D & Ronnie E Phillips	700 E Marlatt Avenue	2815 Dodge Lane
Jason Huff	698 E Marlatt Avenue	2875 Dodge Lane

NOW THEREFORE, BE IT RESOLVED that the foregoing findings are made, the final order of this Board and the "new" addresses assigned are effective with passage of this resolution and publication once in the official county newspaper.

Adopted this 16th day of May, 2022.

BOARD OF COMMISSIONERS
OF RILEY COUNTY, KANSAS

_____
Greg McKinley, Chair

_____
Kathryn G. Focke, Vice Chair

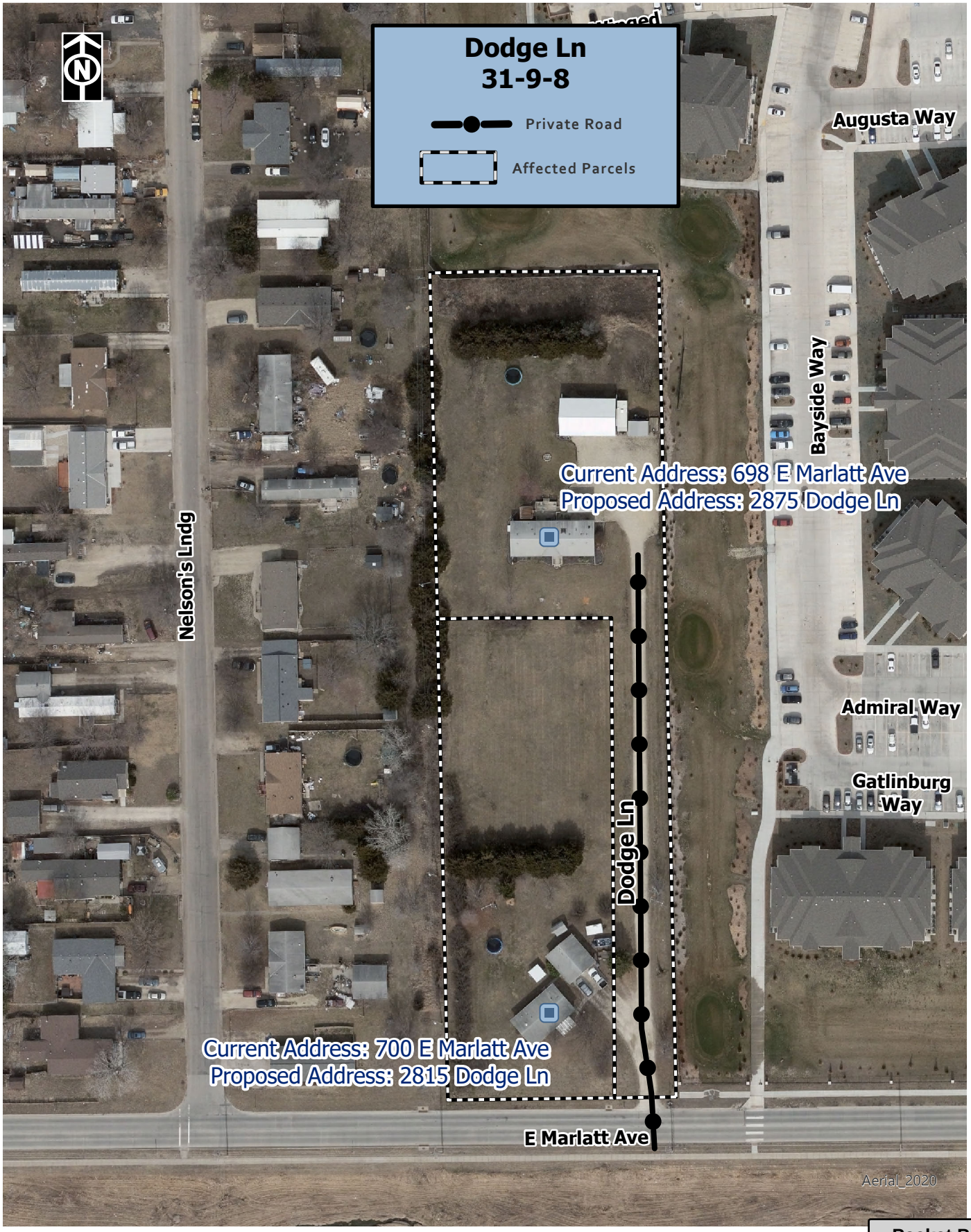
_____
John Ford, Member

ATTEST:

_____
Rich Vargo, Riley County Clerk

Attachment: Attachments and Resolution (12125 : Naming Private Road, Dodge Lane)

EXHIBIT A



Attachment: Attachments and Resolution (12125 : Naming Private Road, Dodge Lane)

EMS/AMBULANCE
Staff Update

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

STAFF REPORT

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

MEETING: **May 16, 2022**

SUBJECT: **Staff Update**

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

Operations

Calls for service

April- 423

North County- 15

Call volume by station:

Medic 11 located at 2011 Claflin Rd: 164

Medic 21 located at 11th & Poyntz: 130

Medic 31 located at 3060 TCB (Riley County Public Works): 80

Medic 41 located at Manhattan Regional Airport: 43

The rest of the calls are for event standbys and supervisors writing reports.

North County Operations:

- Go live with First Responder on June 6th.
- Working with RCFD staff on operational items
- Received initial documents from Anderson Knight, reviewing them currently.

Riley County Public Safety Headquarters:

- Archimages conducted interviews and space study analysis of EM/RCFD, EMS, RCPD (Dispatch)

Continue to participate as part of the County Policy update working group.

Two employees participated in the EMT job fair at Washburn Tech.

Pottawatomie County has asked to borrow a Mobile Medic unit from June 30th through the 5th.

Education

Conducted initial AMLS class

Community Outreach:

Continue to provide CPR/AED training as well as static demonstrations.

An employee recently completed Car Seat technician training.

Enclosures:

- Master-Ops-Report-with-Pick-List (PDF)

Runs By Day of Week

Incident Day Of Week Number And Name	Number of Runs	percent of total
01 - Sunday	41	9.69
02 - Monday	48	11.35
03 - Tuesday	71	16.78
04 - Wednesday	48	11.35
05 - Thursday	64	15.13
06 - Friday	73	17.26
07 - Saturday	78	18.44
	Total: 423	**Total: 100.00**

Attachment: Master-Ops-Report-with-Pick-List (12127 : Staff Update)

Runs by Hour of Day

Incident Hour Range Of Day 24	Number of Runs	Percent of Total Runs
00:00:00 - 00:59:59	11	2.60%
01:00:00 - 01:59:59	18	4.26
02:00:00 - 02:59:59	8	1.89
03:00:00 - 03:59:59	12	2.84
04:00:00 - 04:59:59	9	2.13
05:00:00 - 05:59:59	12	2.84
06:00:00 - 06:59:59	8	1.89
07:00:00 - 07:59:59	12	2.84
08:00:00 - 08:59:59	12	2.84
09:00:00 - 09:59:59	27	6.38
10:00:00 - 10:59:59	18	4.26
11:00:00 - 11:59:59	21	4.96
12:00:00 - 12:59:59	24	5.67
13:00:00 - 13:59:59	20	4.73
14:00:00 - 14:59:59	11	2.60
15:00:00 - 15:59:59	19	4.49
16:00:00 - 16:59:59	16	3.78
17:00:00 - 17:59:59	31	7.33
18:00:00 - 18:59:59	29	6.86
19:00:00 - 19:59:59	21	4.96
20:00:00 - 20:59:59	27	6.38
21:00:00 - 21:59:59	24	5.67
22:00:00 - 22:59:59	18	4.26
23:00:00 - 23:59:59	15	3.55
	Total: 423	**Total: 100.00**

Attachment: Master-Ops-Report-with-Pick-List (12127 : Staff Update)

Runs by Responding Unit

Response EMS Unit Call Sign (eResponse.14)	Number of Runs	Percent of Total Runs
MED11	164	38.77%
MED21	130	30.73
MED31	80	18.91
MED41	43	10.17
MED12	4	0.95
MED10	1	0.24
MED13	1	0.24
	Total: 423	**Total: 100.00**

Report Criteria

Incident Month Name - Year: Is In April 2022

Attachment: Master-Ops-Report-with-Pick-List (12127 : Staff Update)

PLANNING & DEVELOPMENT
Update

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

COMMISSION AGENDA REPORT

FROM: **Amanda Webb, Planning Director**

MEETING: **May 16, 2022**

SUBJECT: **Support for Stadel Road Sewer Benefit District**

PRESENTER: **Amanda Webb, Planning Director**

BACKGROUND

In summer 2021, discussions began between the City of Manhattan, Riley County, and the affected property owners about a potential sewer benefit district for several properties located on Stadel Road and Pillsbury (See attached map). One of the affected properties has a non-conforming wastewater system that serves two homes. The property owner inquired about splitting the parcel which would only be possible if the homes are hooked up to public services as the property is too small to be served by two conforming wastewater systems. Another property has a failed system that will be remedied once connected to public services.

DISCUSSION

Riley County Sanitary Code states that no private wastewater disposal system shall be constructed, repaired, or modified within 400 feet of an existing public sewer unless the connection is not reasonably feasible. The sewer benefit district upholds this stipulation and will provide the affected property owners with a reliable means of sewage disposal. Other properties will join the district as well, which will benefit the property owners should their existing systems fail in the future. All property owners will be better able to utilize more of their properties as they will not have to reserve space for a new wastewater system when the current system fails in the future.

This will be a city led benefit district and does not require any approval from Riley County. The city requested a letter of support from staff, draft attached.

FISCAL IMPACT

None. This is a city sewer benefit district.

RECOMMENDATION(S)

Staff recommends the Board of County Commissioners support the proposed benefit district and allow staff to submit a letter of support on the County's behalf to the city.

POSSIBLE MOTION(S)

Move to approve supporting the proposed Stadel Road Sewer Benefit District and allow staff to submit a letter of support on the County's behalf to the city.

Move to deny

Enclosures:

- Stadel BD map (PDF)
- Stadel BD letter (PDF)



Attachment: Stadel BD map (12126 : Stadel Road Sewer Benefit District)

Amanda Webb
Director
110 Courthouse Plaza
Manhattan, Kansas 66502-0109
Phone: 785-537-6332
Fax: 785-537-6331
E-mail: awebb@rileycountyks.gov
Website: www.rileycountyks.gov/planning

PLANNING & DEVELOPMENT
ENVIRONMENTAL HEALTH

May 11, 2022

Randy DeWitt P.E.
Assistant Director of Public Works
City of Manhattan
1101 Poyntz Avenue
Manhattan, KS 66502

Re: Stadel Road Sanitary Sewer Benefit Districts

Dear Mr. DeWitt:

I am writing with Riley County's support of the proposed Stadel Road Sewer Benefit Districts to serve the following parcels:

Parcel ID 2042011005012000 (861 & 881 Stadel)
Parcel ID 2042011005012010 (891 Stadel)
Parcel ID 2042011005013010 (0000 Stadel)
Parcel ID 2042011005015000 (1550 Pillsbury)
Parcel ID 2042011005015000 (1600 Pillsbury)

One of the affected properties has a non-conforming wastewater system that serves multiple homes. The property owner inquired about splitting the parcel which would only be possible if the homes are hooked up to public services as the property is too small to be served by two conforming wastewater systems. Another property has a failed system that will be remedied once connected to public services. Other properties will join the district as well, which will benefit the property owners should their existing systems fail in the future.

Riley County Sanitary Code states that no private wastewater disposal system shall be constructed, repaired, or modified within 400 feet of an existing public sewer unless the connection is not reasonably feasible. The sewer benefit district upholds this stipulation and will provide the affected property owners with a reliable means of sewage disposal.

Thank you for your work in putting this together. Please call or email with any questions.

Sincerely,

Amanda Webb
Planning Director

Attachment: Stadel BD letter (12126 : Stadel Road Sewer Benefit District)

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

PLANNING & DEVELOPMENT
Public Hearing

RESOLUTION

FROM: **Bob Isaac, Planner**

MEETING: **May 16, 2022**

SUBJECT: **Plat a 3.3-acre tract of land into a single residential lot.**

PRESENTER: **Bob Isaac, Planner**

BACKGROUND

See staff report.

DISCUSSION

See staff report.

FISCAL IMPACT

None is anticipated

ALTERNATIVES

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

RECOMMENDATION(S)

On May 2, 2022, the Manhattan Urban Area Planning Board unanimously approved the request for a Residential Use Designator-Extraneous Farmstead, as it has been determined that it met the minimum requirements of the Riley County Land Development Regulations. The Planning

Board also approved the Concurrent Plat of Walnut Grove, as it has been determined that the review factors in Subsec. 26-9C-3D of the Manhattan Development Code and the minimum requirements of the Riley County Sanitary Code were met.

STAFF RECOMMENDATIONS:

Staff recommends that the Board of County Commissioners acknowledge the approved Final Plat of Lot 1 of Walnut Grove, accepting any easements, rights-of-way or licenses, as shown to be dedicated on the Final Plat.

POSSIBLE MOTION(S)

ACTION NEEDED FOR PLAT:

A. Motion to approve Resolution 051622-___ acknowledging the approved Final Plat of Walnut Grove and accept any easements, rights-of-way or licenses, as shown to be dedicated on the Final Plat, as it has been determined that the review factors in Subsec. 26-9C-3D of the Manhattan Development Code and the minimum requirements of the Riley County Sanitary Code have been met.

Or

B. Motion to sign Resolution 051622-___ denying acceptance of any rights-of-way, easements, licenses as shown to be dedicated on the Final Plat of Walnut Grove, as it has been determined that the review factors in Subsec. 26-9C-3D of the Manhattan Development Code and the minimum requirements of the Riley County Sanitary Code have not been met.

ATTACHMENT(S):

- Staff report
- Maps
- Excerpt of Planning Board minutes

Enclosures:

- Staff Report (PDF)
- Resolution (PDF)

PLANNING & DEVELOPMENT

STAFF REPORT

Residential Use Designator & Plat

PETITION: #22-0021 Residential Use Designator & Plat

APPLICANT: Albert D. Wood
5281 S. 24th Street
Manhattan, KS 66502

PROPERTY OWNER: Walnut Grove Land, LLC
5281 William Wood Rd.
Manhattan, KS 66502

REQUEST: Receive a Residential Use Designator-Extraneous Farmstead for an unplatted tract of land and plat the tract into a single lot.

SIZE OF TRACT: The subject site is approximately 3.3 acres.

LOCATION: Generally located approximately 780 feet north of William Wood Road, on the east side of W. 52nd Avenue; Section 33, Township 10 South, Range 7 East; Ogden Township.

JURISDICTION: This application is subject to the requirements of the Riley County Land Development Regulations and Articles 26-5, 26-8 and 26-9 of the Manhattan Development Code.



Attachment: Staff Report (12121 : Walnut Grove)

BACKGROUND: The subject site is an approximately 3.3-acre portion of a larger approximately 39.35-acre parent tract. The applicant is requesting a Residential Use Designator - Extraneous Farmstead for that portion of the parent tract occupied by the existing single-family residence that was built circa 1904.

Although the property is located within a designated growth area as per the Vision 2025 Comprehensive Plan for Riley County, Kansas and within the Manhattan Urban Service Area, it was recommended by staff that, due to the property being located in an area projected for future industrial use and the nature of the existing land use, a residential use designator be utilized, rather than rezoning to a residential district in order to discourage additional residential growth at this location. Further, as per *Section 26-5A-3 - Applicability*, of the Manhattan Development Code, the remainder of the parent tract will remain in agricultural use and therefore be exempt from the platting requirements.

DESCRIPTION:

Physical site characteristics: As mentioned previously, the subject site is developed with a single family residence, with a few mature trees. The subject site has a fenced horse pasture north of the home. Seven Mile Creek transects the southeastern corner of the parent tract and consequently, the majority of the parent tract is located within the 0.2% annual chance, with smaller portions located in the 1% annual chance floodplain and floodway. The home and the majority of the proposed lot is out of the floodplain.

General character of the area: The general character of the area remains agricultural.

SUITABILITY OF ZONING:

Zoning History: The site has been zoned "AG" (Agricultural District) since at least 1974. The site has been zoned "AG" (Agricultural District) since at least 1974. In 1986, a conditional use was approved for a golf course that was never constructed. There are no special uses, variances or other conditional uses associated with the subject property.

A small portion of the northwest corner of the proposed lot is located within the Eureka Valley-K-18 Corridor Overlay District and is subject to the requirements of Section 4.22 Corridor Overlay Districts (GCOD and EVCOD) of the Riley County Land Development Regulations.

Also, the entire property lies within the Airport Overlay District, as of January 1, 2022. Moreover, a portion of the subject property lies within an avigation easement of the Manhattan Regional Airport, which was granted and recorded September 24th of 1980 by the applicant. Further development of the site will be subject to the use limitations, specifically height, as per Section 4.21-Airport Overlay District of the Riley County Land Development Regulations and per the limitations described in the recorded Avigation Easement document.

Proposed zoning: The request is not to rezone the subject property, but to receive approval for a Residential Use Designator for an Extraneous Farmstead, as per *Section 4.7 – Agricultural District-Residential Use Designator* of the Riley County Land Development Regulations.

Attachment: Staff Report (12121 : Walnut Grove)

SURROUNDING ZONING/LAND USE		
	ADJACENT ZONING	**LAND USE**
NORTH	"AG" (Agricultural District) and "PUD" (Planned Unit Development	Crops/former asphalt batch plant
SOUTH	"AG" (Agricultural District)	Crops
EAST	"AG" (Agricultural District)	Crops
WEST	"AG" (Agricultural District)	Farm/residential

POTENTIAL IMPACT:

Public Facilities and Services:

Streets and bridges: The subject site currently has direct access to W. 52nd Avenue, a gravel, two-lane local road, maintained by Ogden Township. No additional points of ingress/egress are being proposed with this request.

Water and sewer: The subject site is currently served by an on-site water well and standard septic/lateral system. As of March 30, 2022, the applicant replaced the septic tank.

Fire: Riley County Fire District #1 will serve the site. The nearest county fire station is the Ogden Fire Station, located at 500 E. Riley Avenue. However, City of Manhattan Fire Station 4 is located within 2.15 miles of the subject site.

Effect on public facilities and services: It is not anticipated that approval for a Residential Use Designator – Extraneous Farmstead for an existing and established homestead will have a detrimental impact on public facilities or services.

CONFORMANCE TO THE LAND USE PLAN:

The request was reviewed with the 2015 Manhattan Urban Area Comprehensive Plan. The subject site is located within the Southwest planning area (see Figure 1 - Land Use Map (southwest).

Goal GM-2.1A: Future Land Use Plan advises to use the Future Land Use Map as a tool to guide the general location of residential and other land uses within the Manhattan Urban Area over the next ten to twenty years. It also advises to apply the Future Land Use map in conjunction with other guiding principles, goals, and policies contained in the Plan and area-specific plans and policies where applicable, when considering individual development proposals regardless of size or location.

The Future Land Use map indicates that the subject site is projected for industrial use. The request and continued land use of the property will remain farm residential/agricultural.

Staff analysis: Although the request is not in conformance with the Future Land Use Map, the proposed residential use designator allows for the existing use to continue without increasing opportunities for land uses not in conformance with the Future Land Use Map.

Attachment: Staff Report (12121 : Walnut Grove)

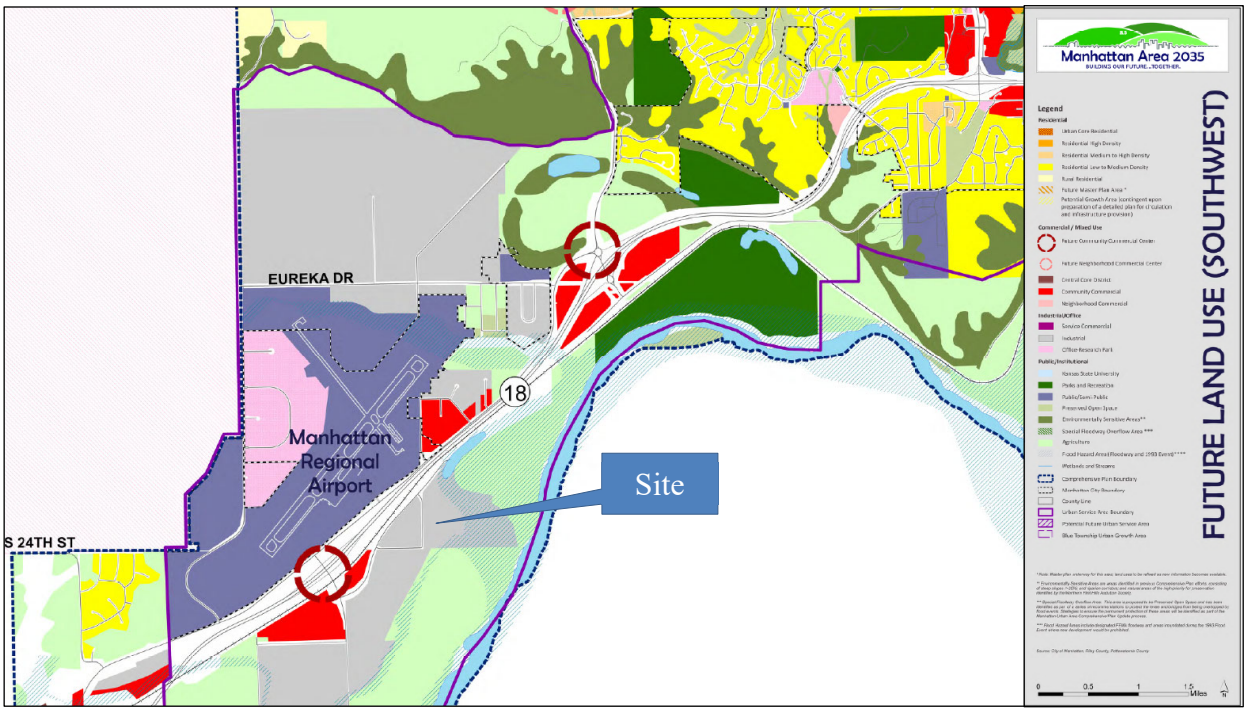


Figure 1. Land Use Map (southwest)

RILEY COUNTY LAND DEVELOPMENT REGULATIONS:

Section 4.7 – Agricultural District-Residential Use Designator of the Riley County Land Development Regulations describe the Residential Use Designator–Extraneous Farmstead. The conditions for approval are as follows:

1. The site to be divided from the existing agricultural operation should be the minimum required to accommodate the existing residence and any outbuildings or to accommodate a site that is logically separated from the existing agricultural operation. Conversion of existing productive agricultural land should be avoided.
2. The site shall be large enough to meet sanitary code minimum requirements.
3. A residential use designator for an extraneous farmstead is limited to one per original parent agricultural tract. One additional residential use designator for an extraneous farmstead may be permitted when it has been determined by the Department that the additional residence on the original parent tract has been supporting the agricultural operation on such tract.
4. The site must be platted and must meet all requirements for a plat, including adequate public road access as specified in the subdivision regulations, unless the site is 20 acres or larger. Once approved, the designator lot, whether platted or not platted, may not be further subdivided unless approved through the standard platting/rezoning process.
5. An Agricultural Protection Easement (APE), as specified in *Section 6.14 – Agricultural Protection Easement*, shall be filed with the Register of Deeds.

Staff analysis: The request is consistent/inconsistent with the above criteria.

Agricultural Buffer: N/A

Riparian Buffer: N/A

Attachment: Staff Report (12121 : Walnut Grove)

COMMENTS AND CONCERNS:

ENVIRONMENTAL HEALTH: The Environmental Health Specialist has reviewed the request and reported that the property is in compliance with the Sanitary Code.

COUNTY ENGINEER: The County Engineer has reviewed the request and reported no concerns.

EMERGENCY MANAGEMENT: The Riley County Deputy Fire Chief has reviewed the request and reported no issues.

OGDEN TOWNSHIP OFFICER: A Development Review memo was sent to the Township Officer; there was no reply.

FORT RILEY: A Development Review memo was sent to Fort Riley's Environmental Division; there was no reply.

MANHATTAN URBAN AREA PLANNING BOARD:
On May 2, 2022, the Manhattan Urban Area Planning Board heard the request. Having no concerns, the Planning Board approved the request for a Residential Use Designator – Extraneous Farmstead and approved the Concurrent Plat of Walnut Grove.

STAFF RECOMMENDATIONS:
Staff recommends that the Board of County Commissioners acknowledge the approved Final Plat of Walnut Grove, accepting any easements, rights-of-way or licenses, as shown to be dedicated on the Final Plat.

ACTION NEEDED FOR PLAT:

A. **Motion** to approve Resolution 051622-___ acknowledging the approved Final Plat of Walnut Grove and accept any easements, rights-of-way or licenses, as shown to be dedicated on the Final Plat, as it has been determined that the review factors in Subsec. 26-9C-3D of the Manhattan Development Code and the minimum requirements of the Riley County Sanitary Code have been met.

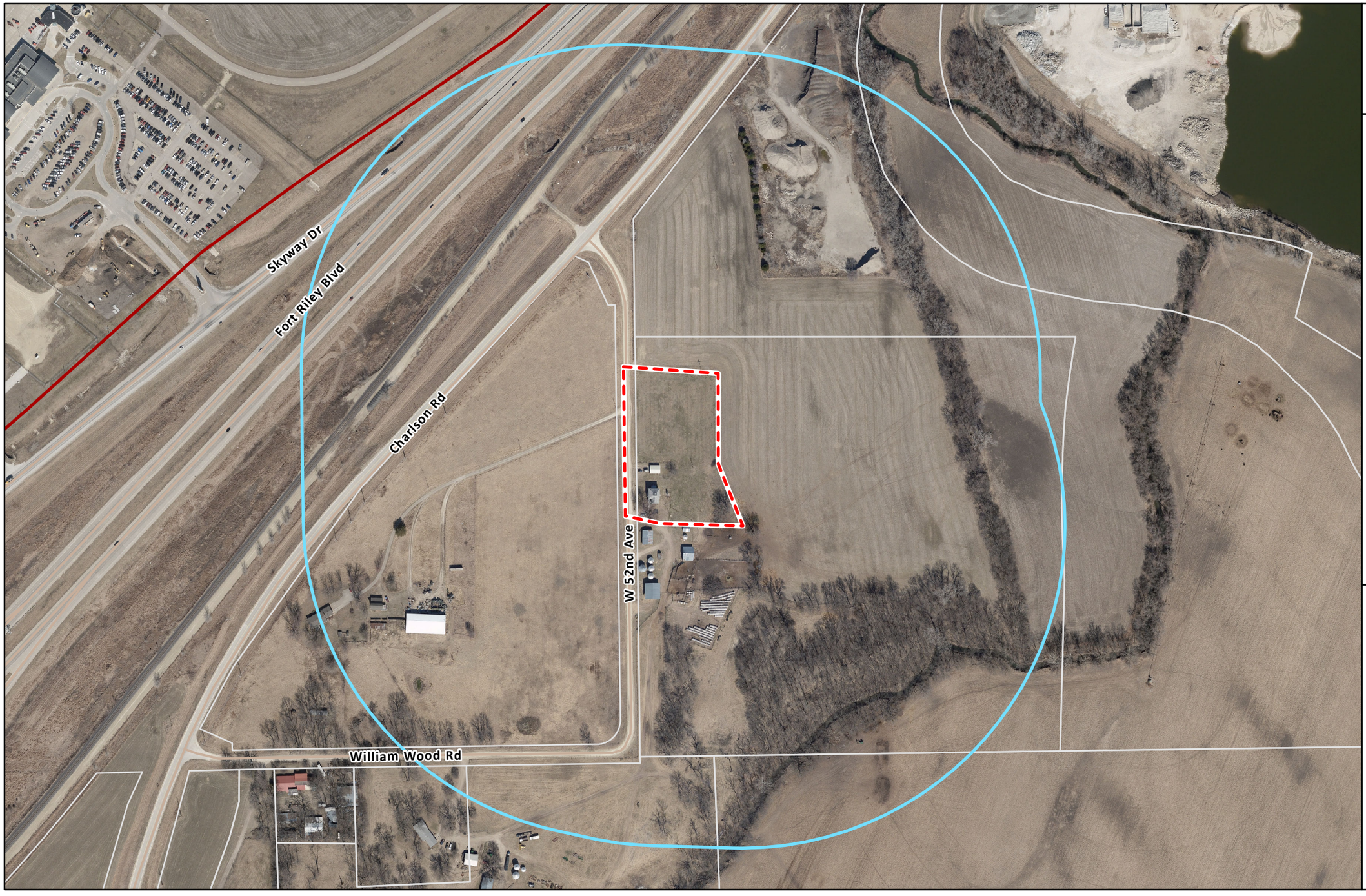
Or

B. **Motion** to sign Resolution 051622-___ denying acceptance of any rights-of-way, easements, licenses as shown to be dedicated on the Final Plat of Walnut Grove, as it has been determined that the review factors in Subsec. 26-9C-3D of the Manhattan Development Code and the minimum requirements of the Riley County Sanitary Code have not been met.

ATTACHMENTS:
- Vicinity/site map
- Surrounding zoning map
- Fire Station map
- Floodplain map
- Fort Riley Noise Buffer map
- Airport Overlay District map
- Eureka Valley-K-18 Corridor Overlay District map
- Preliminary Plat
- Final Plat

Prepared by: Bob Isaac, Planner May 3, 2022

Attachment: Staff Report (12121 : Walnut Grove)



VICINITY AND SITE

Wood

#22-0021
Plat

Walnut Grove

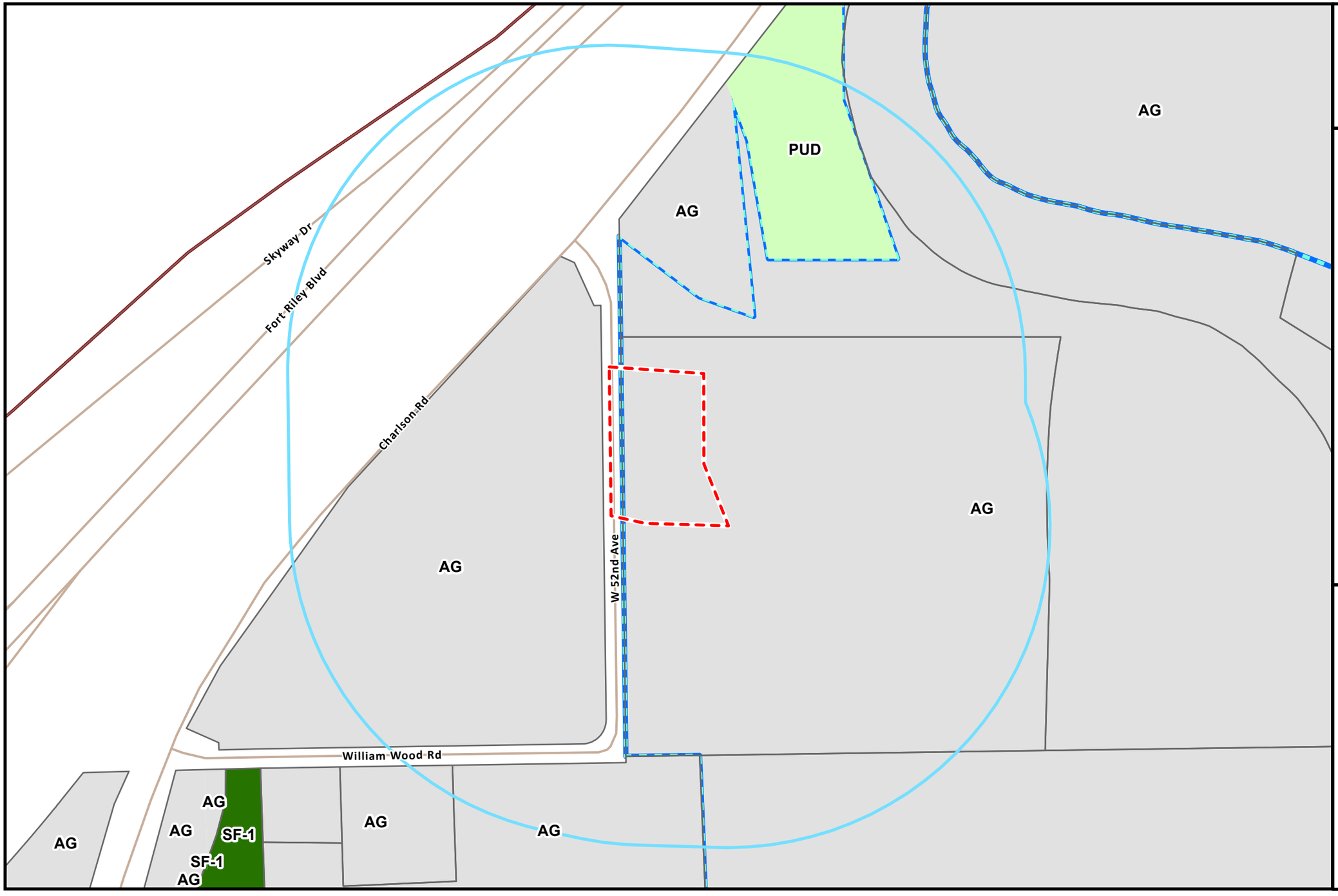
Residential Use Designator
Extraneous Farmstead

33-10-7

1000' Buffer
Site



Attachment: Staff Report (12121 : Walnut Grove)



SURROUNDING ZONING

Wood

#22-0021
Plat

Walnut Grove

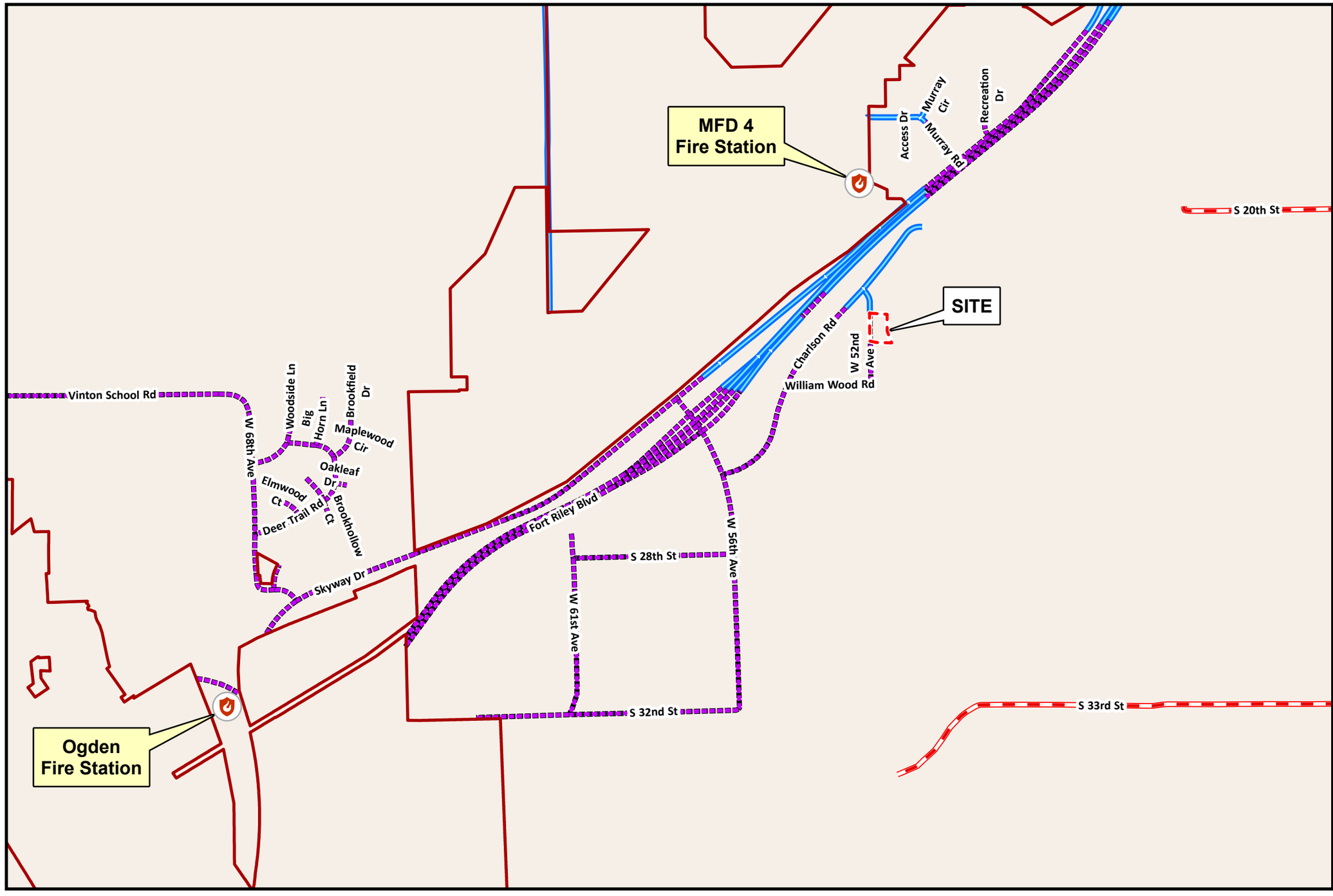
Residential Use Designator
Extraneous Farmstead

33-10-7

1000' Buffer
Site

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

Attachment: Staff Report (12121 : Walnut Grove)



FIRE STATIONS

Name

#Petition Number
Petition Request

Description

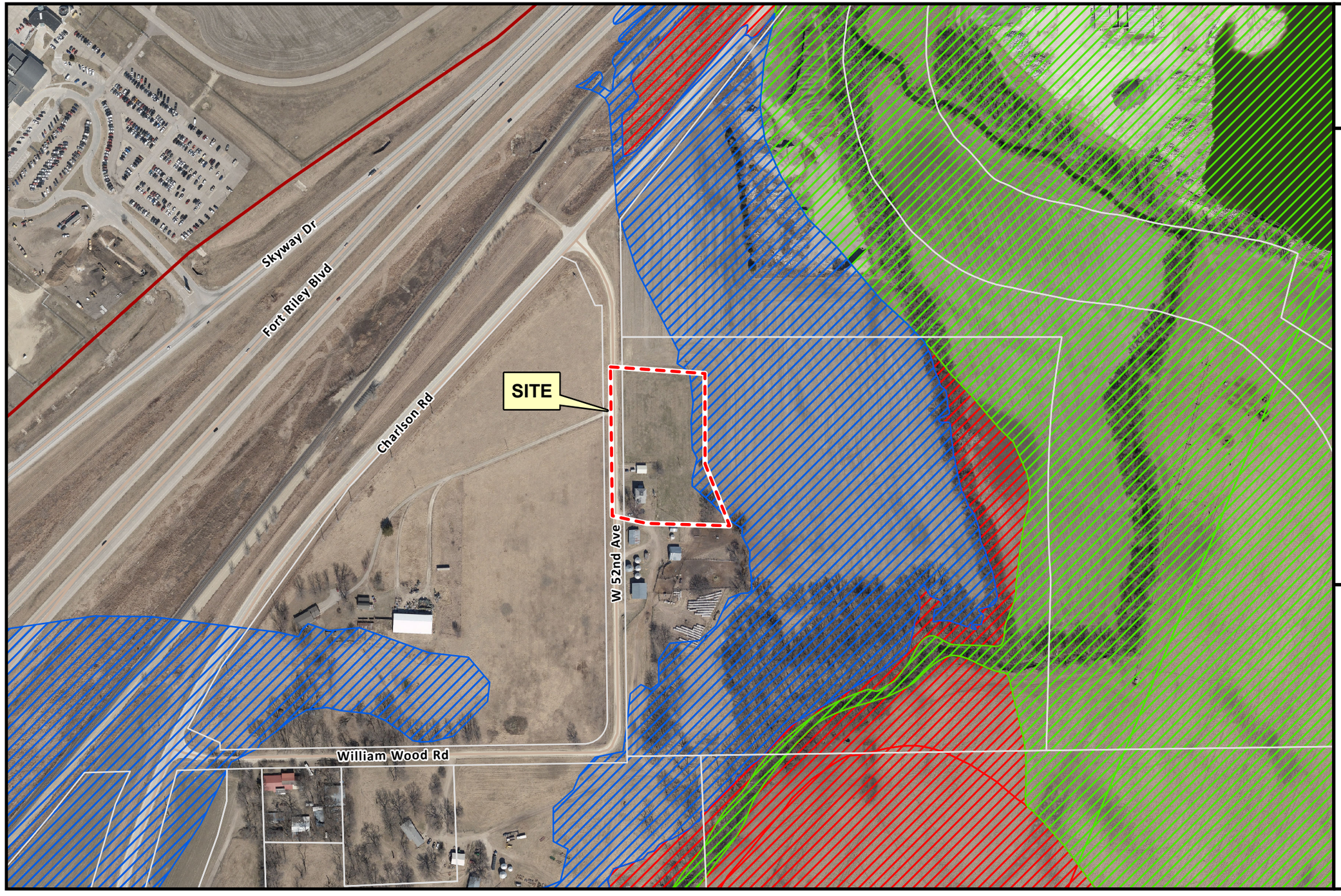
S-T-R

Fire Stations

ISO Rating

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

Attachment: Staff Report (12121 : Walnut Grove)



FLOODPLAIN

Wood

#22-0021
Plat

Walnut Grove

Residential Use Designator
Extraneous Farmstead

33-10-7

Floodplain
- 1% Annual Chance Flood (Unnumbered)
- 1% Annual Chance Flood (Numbered)
- Floodway
- 1% Annual Chance Flood (1'-3' Depth)
- 0.2% Annual Chance Flood

Attachment: Staff Report (12121 : Walnut Grove)



FORT RILEY NOISE CONTOURS AVERAGE AND PEAK

Wood

#22-0021
Plat

Walnut Grove

Residential Use Designator
Extraneous Farmstead

33-10-7

Site

Legend

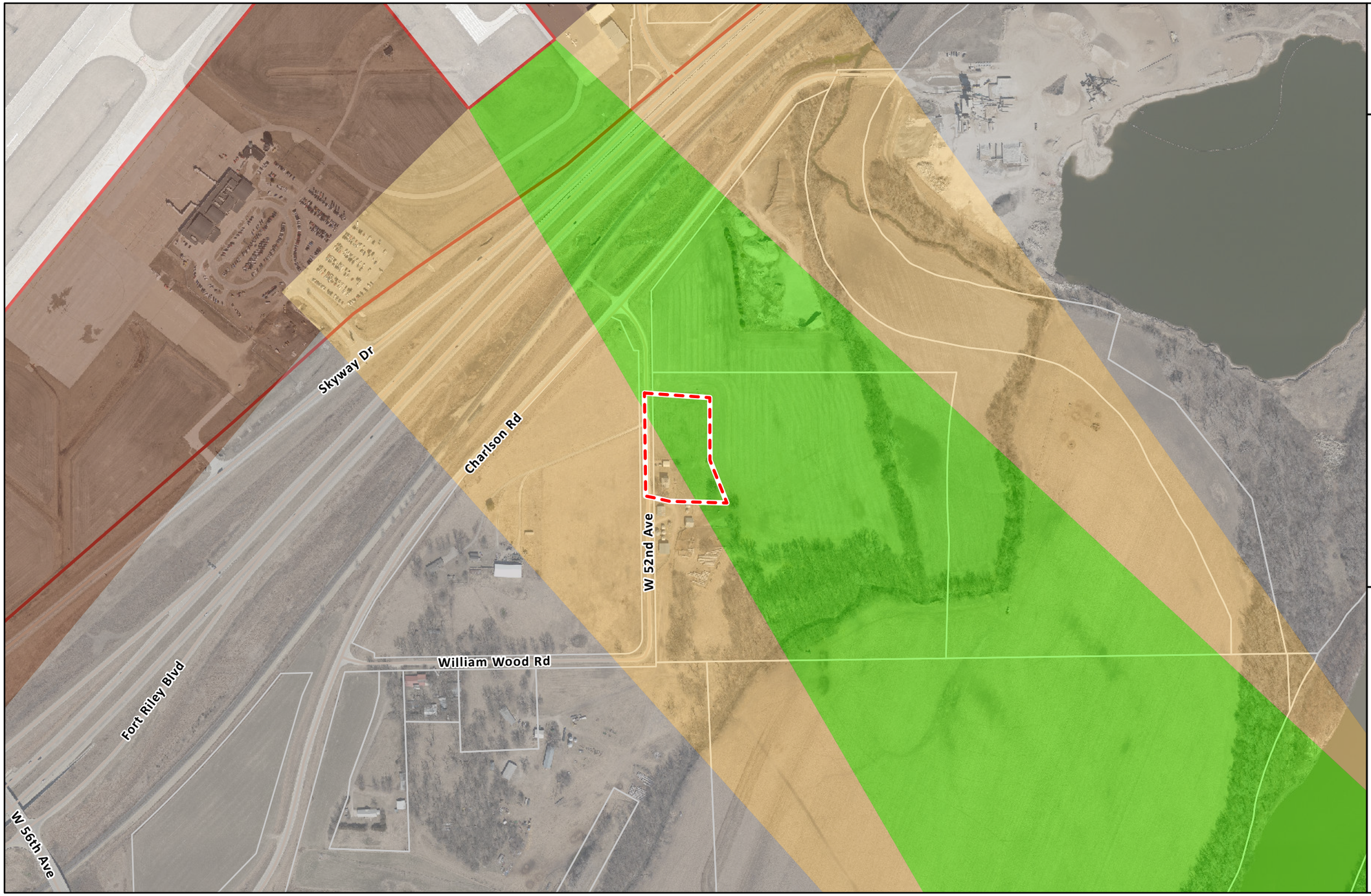
Average Noise Levels

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

Peak Noise Levels Large Caliber

- Large Caliber 115
- Large Caliber 130

Attachment: Staff Report (12121 : Walnut Grove)



Information Technology
RILEY COUNTY
Geographic Information Systems

W E S

AIRPORT OVERLAY DISTRICT

Wood

#22-0021
Plat

Walnut Grove

Residential Use Designator
Extraneous Farmstead

33-10-7

Site

Airport Overlay District
- Airport Overlay District (AOD)
- Conical Surface Zone
- Horizontal Surface Zone
- Precision Instrument Runway Approach Zc
- Primary Surface Zone
- Runway
- Transitional Surface Zone

Attachment: Staff Report (12121 : Walnut Grove)



Information Technology
RILEY COUNTY
Geographic Information Systems

W E S

EUREKA VALLEY CORRIDOR OVERLAY

Wood

#22-0021
Plat

Walnut Grove

Residential Use Designator
Extraneous Farmstead

33-10-7

Site

Eureka Valley Corridor Overlay Distr

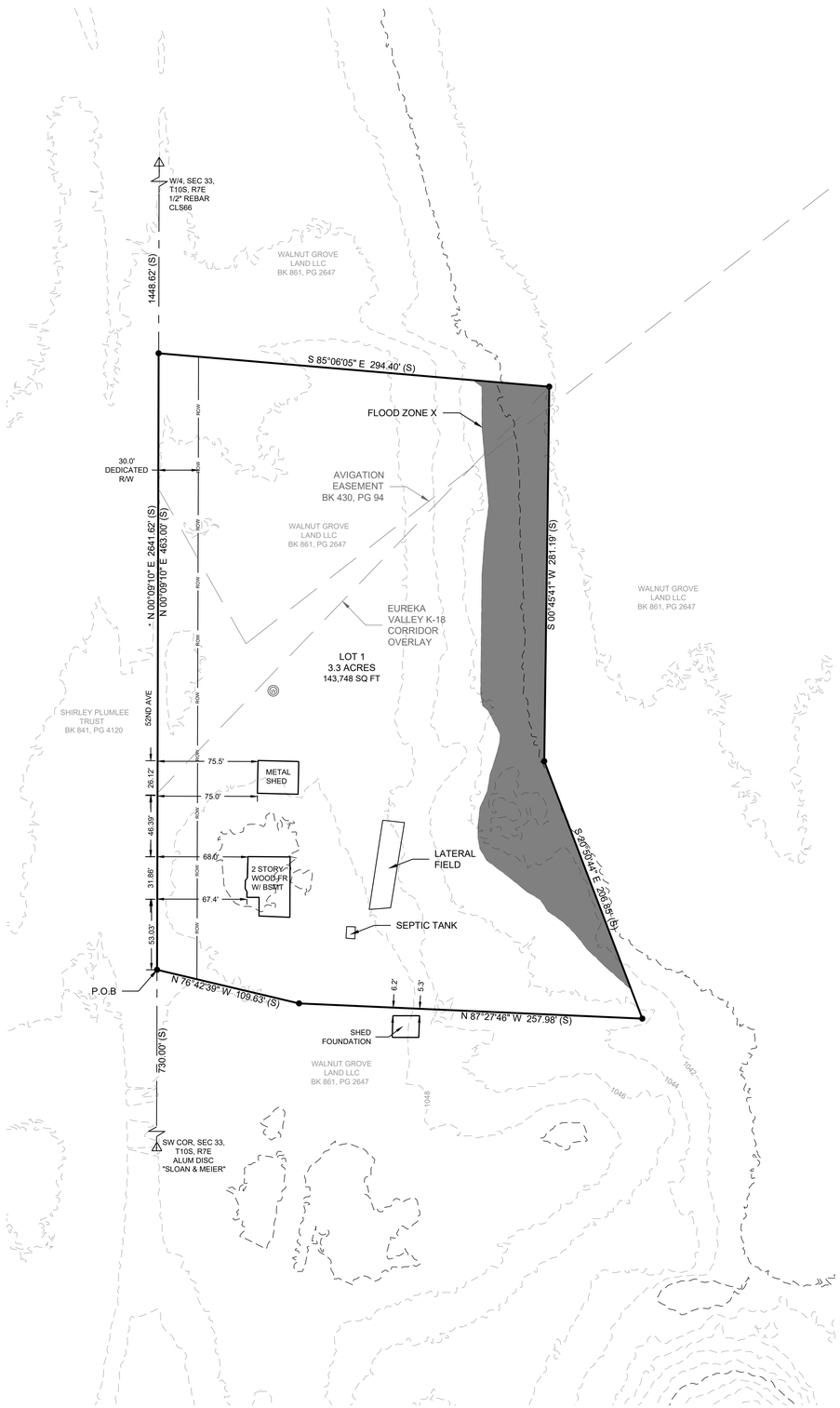
Attachment: Staff Report (12121 : Walnut Grove)

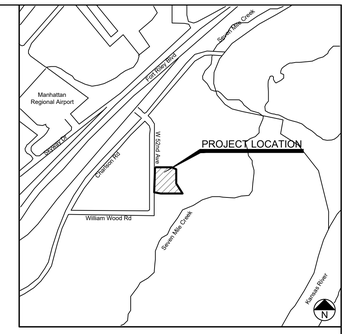
DESCRIPTION:

A tract of land in the Southwest Quarter of Section 33, Township 10 South Range 7 East of the Sixth Principal Meridian, Riley County, Kansas described as follows:

Beginning at a point that is N 00˚09'10" E 730.00 feet from the Southwest Corner of the Southwest Quarter of said Section 33, said point being on the West Line of the Southwest Quarter of said Section 33; thence
N 00˚09'10" E 463.00 feet along the West Line of the Southwest Quarter of said Section 33; thence
S 85˚06'05" E 294.40 feet; thence
S 00˚45'41" W 281.19 feet; thence
S 20˚50'44" E 206.85 feet; thence
N 87˚27'46" W 257.98 feet; thence
N 76˚42'39" W 109.63 feet to the point of beginning, containing 3.3 acres.
Tim Sloan, PLS-783, March 9, 2022.

Subject to easements and restrictions of record.





VICINITY MAP
(NOT TO SCALE)

Notes:

No easements, restrictions, reservations, setbacks, or other matter of record, if any, affecting the title of this property are shown, as per agreement with the landowner.

No gaps or overlaps exist.

There are no lines of possession that affect this survey.

Parent tract is recorded in Book 861, Page 2647, Register of Deeds Office, Riley County, Kansas.

All building setback requirements shall be determined by the zoning district, unless otherwise noted.

Existing Zoning: "AG" (Agricultural District)

Propsed Zoning: "AG" (Agricultural District with Residential Use Designator-Extraneous Farmstead

Riley County Note:
All lots shall be in compliance with the Riley County Sanitary Code.

If an entrance pipe is required, the minimum size shall be calculated in accordance with the Riley County Standards for Roadway Design in Platted Subdivisions. In no case, shall the diameter of the pipe be less than 15 inches.

Property owner(s) is/are required to maintain all publicly granted drainage easements. Natural or non-natural structures or vegetative barriers (including but not limited to trees, shrubbery, berms, fences, and walls) are prohibited within publicly granted or publicly dedicated drainage easements.

Floodplain Note:
Flood Plain: Flood Zone X, Areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile. FEMA FIRM (Flood Insurance Rate Map) Community Panel Number 20161C0343G, effective date, March 16, 2015.

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

FORT RILEY NOTICE OF POTENTIAL NOISE IMPACTS:
This subdivision is subject to the Notice of Potential Noise Impacts from Fort Riley, Kansas Military Installation and Recommended Noise Attenuation Building Methods recorded on August 17, 2020 in Book 88, Page 7017.

Eureka Valley -K-18 Corridor
A portion of the property is located within the Eureka Valley-K-18 Corridor Overlay District and is subject to the requirements of Section 4.22-Corridor Overlay Districts (GCOD and EVCOD) of the Riley County Land Development Regulations.

Airport Overlay District
The property is located within the Airport Overlay District and is subject to the requirements of Section 4.21-Airport Overlay District (AOD) of the Riley County Land Development Regulations.

SURVEYOR:
SMH Consultants, P.A.
Tim Sloan, Vice-President
2017 Vanesta Place, Suite 110
Manhattan, KS 66503
PH: 785-776-0541

ZONING:
EXISTING: "AG" (Agricultural District) and Airport Overlay District

PROPOSED: "AG" (Agricultural District) and Airport Overlay District with Residential Use Designator-Extraneous Farmstead

OWNER:
WALNUT GROVE
LAND LLC
5281 WILLIAM WOOD RD
MANHATTAN, KS 66503

LEGEND
- 1/2"x24" Rebar w/CLS66 Cap Set
- Section Corner, NOTE: All section corner monument origins are unknown unless otherwise noted.
- Assumed Bearing
- (S) Surveyed Dimension
- Well Head
- Flood Zone Hatch
- Avigation Easement
- Eureka Valley -k-18 Overlay District

NORTH
50' 25' 0' 50'
SCALE: 1" = 50'

CALL BEFORE YOU DIG - DRILL - BLAST
KANSAS:
P: 800-344-7233
F: 316-687-3753
COLORADO:
P: 800-922-1987
F: 303-234-1712

The utilities as shown on this drawing were developed from the information available. This is not implied nor intended to be the complete inventory of utilities in this area. It is the clients/contractors responsibility to verify the location of all utilities (whether shown or not) and protect said utilities from any damage.

Confirmation Number # 22075573

Preliminary Plat

WALNUT GROVE

An Addition to Riley County, Kansas

SMH CONSULTANTS
Civil Engineering • Land Surveying • Landscape Architecture
www.smhconsultants.com
Manhattan, KS - HQ P: (785) 776-0541 • **Dodge City, KS** P: (620) 255-1952
Kansas City, KS P: (913) 444-9615 • **Colorado Springs, CO** P: (719) 465-2145

Drawn By: RNC Project # 2202-0051 TDS # 88

MARCH 2022

Attachment: Staff Report (12121 : Walnut Grove)

DESCRIPTION:

A tract of land in the Southwest Quarter of Section 33, Township 10 South Range 7 East of the Sixth Principal Meridian, Riley County, Kansas described as follows:

Beginning at a point that is N 00˚09'10" E 730.00 feet from the Southwest Corner of the Southwest Quarter of said Section 33, said point being on the West Line of the Southwest Quarter of said Section 33; thence
N 00˚09'10" E 463.00 feet along the West Line of the Southwest Quarter of said Section 33; thence
S 85˚06'05" E 294.40 feet; thence
S 00˚45'41" W 281.19 feet; thence
S 20˚50'44" E 206.85 feet; thence
N 87˚27'46" W 257.98 feet; thence
N 76˚42'39" W 109.63 feet to the point of beginning, containing 3.3 acres.
Tim Sloan, PLS-783, March 9, 2022.

Subject to easements and restrictions of record.

OWNER'S CERTIFICATE

STATE OF KANSAS)
COUNTY OF RILEY) SS

This is to certify that the undersigned is/are the owner(s) of the land hereon described on this plat, and that said owner(s) has/have caused the same to be surveyed and subdivided as indicated thereon, for the uses and purposes herein set forth, and does hereby acknowledge and adopt the same under style and title indicated.

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

Given under my hand at _____, Kansas this _____ day of _____, 2022.

Walnut Grove Land, LLC

_____ _____
LAURA MAE WOOD, MEMBER ALBERT DARRELL WOOD, MEMBER

NOTARY CERTIFICATE

STATE OF KANSAS)
COUNTY OF RILEY) SS

BE IT REMEMBERED, that on this _____ day of _____ A.D. 2022, before me, the undersigned, a notary public in and for the County and State aforesaid, came

_____ Laura Wood and Darrell Wood as members of Walnut Grove Land, LLC _____

personally known to me to be the same persons who executed the foregoing Owner's Certificate, and duly acknowledged their execution of the same.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my notarial seal on the day and year last above written.

_____
Notary Public

My appointment expires:_____

CERTIFICATE OF THE COUNTY COMMISSION

STATE OF KANSAS)
COUNTY OF RILEY) SS

Approved this _____ day of _____, 2022.

Board of Commissioners, Riley County, Kansas.

_____ _____
Chairperson Commissioner

_____ _____
Commissioner Attest: County Clerk

CERTIFICATE OF THE REGISTER OF DEEDS

STATE OF KANSAS)
COUNTY OF RILEY) SS

This instrument was filed for record on the _____ day of _____ A.D. 2022, at _____ 0'clock __.M. and duly recorded in Book _____ on Page _____.

_____
Register of Deeds

_____
Deputy

MANHATTAN URBAN AREA PLANNING BOARD CERTIFICATE

STATE OF KANSAS)
COUNTY OF RILEY) SS

Approved this _____ day of _____ A.D. 2022.

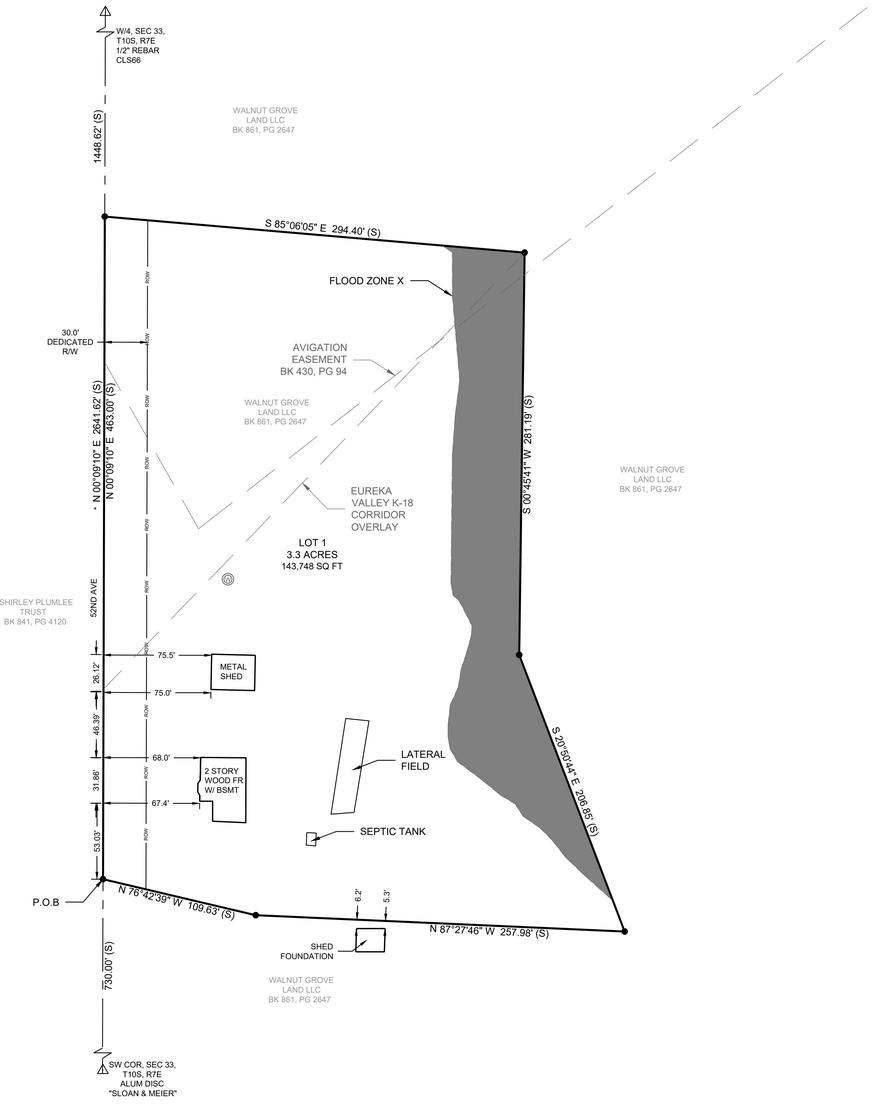
Manhattan Urban Area Planning Board.

_____ _____
Chairperson Member

_____ _____
Member Member

_____ _____
Member Member

_____ _____
Member Member



APPROVAL OF COUNTY OFFICERS

STATE OF KANSAS)
COUNTY OF RILEY) SS

_____
County Engineer

_____
County Counselor

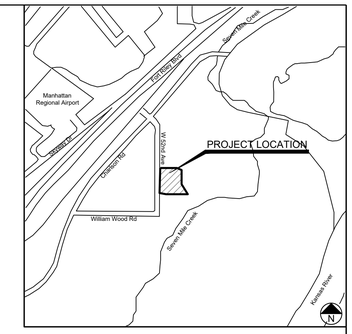
_____
Environmental Health Specialist

RILEY COUNTY PLAT REVIEW SURVEYOR SIGNATURE BLOCK

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

Approved:_____

License Number:_____ Date:_____



VICINITY MAP
(NOT TO SCALE)

Notes:

No easements, restrictions, reservations, setbacks, or other matter of record, if any, affecting the title of this property are shown, as per agreement with the landowner.

No gaps or overlaps exist.

There are no lines of possession that affect this survey.

Parent tract is recorded in Book 861, Page 2647, Register of Deeds Office, Riley County, Kansas.

All building setback requirements shall be determined by the zoning district, unless otherwise noted.

Existing Zoning: "AG" (Agricultural District)

Propsed Zoning: "AG" (Agricultural District with Residential Use Designator-Extraneous Farmstead

Riley County Note:
All lots shall be in compliance with the Riley County Sanitary Code.

If an entrance pipe is required, the minimum size shall be calculated in accordance with the Riley County Standards for Roadway Design in Platted Subdivisions. In no case, shall the diameter of the pipe be less than 15 inches.

Property owner(s) is/are required to maintain all publicly granted drainage easements. Natural or non-natural structures or vegetative barriers (including but not limited to trees, shrubbery, berms, fences, and walls) are prohibited within publicly granted or publicly dedicated drainage easements.

Floodplain Note:
Flood Plain: Flood Zone X, Areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile. FEMA FIRM (Flood Insurance Rate Map) Community Panel Number 20161C0343G, effective date, March 16, 2015.

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

FORT RILEY NOTICE OF POTENTIAL NOISE IMPACTS:

This subdivision is subject to the Notice of Potential Noise Impacts from Fort Riley, Kansas Military Installation and Recommended Noise Attenuation Building Methods recorded on August 17, 2020 in Book 88, Page 7017.

Eureka Valley -K-18 Corridor

A portion of the property is located within the Eureka Valley-K-18 Corridor Overlay District and is subject to the requirements of Section 4.22-Corridor Overlay Districts (GCOD and EVCOD) of the Riley County Land Development Regulations.

Airport Overlay District

The property is located within the Airport Overlay District and is subject to the requirements of Section 4.21-Airport Overlay District (AOD) of the Riley County Land Development Regulations.

LEGEND

- ● 1/2"x24" Rebar w/CLS66 Cap Set
- △ Section Corner, NOTE: All section corner monument origins are unknown unless otherwise noted.
- * Assumed Bearing
- (S) Surveyed Dimension
- ◎ Well Head
- Flood Zone Hatch
- Avigation Easement
- Eureka Valley -k-18 Overlay District

N O R T H

50' 25' 0' 50'
SCALE: 1" = 50'

SURVEYOR'S CERTIFICATE

STATE OF KANSAS)
COUNTY OF RILEY) SS

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

Given under my hand and seal at Manhattan, Kansas this _____ day of _____ , A.D., 2022.

SMH Consultants
By: Tim Sloan

_____
Tim Sloan, P.S.
Vice-President

TIM SLOAN REGISTERED LS-783 KANSAS LAND SURVEYOR

Final Plat

WALNUT GROVE

An Addition to Riley County, Kansas

SMH CONSULTANTS
Civil Engineering • Land Surveying • Landscape Architecture
www.smhconsultants.com
Manhattan, KS - HQ P: (785) 776-0541 • **Dodge City, KS** P: (620) 255-1952
Kansas City, KS P: (913) 444-9615 • **Colorado Springs, CO** P: (719) 465-2145

Drawn By: RNC Project # 2202-0051 TDS # 88

MARCH 2022

Attachment: Staff Report (12121 : Walnut Grove)

EXCERPT OF MINUTES
MANHATTAN URBAN AREA PLANNING BOARD

May 2, 2022

3.1. A PUBLIC HEARING to consider the request for the RESIDENTIAL USE DESIGNATOR-EXTRANEOUS FARMSTEAD, for a 3.3-acre tract of land, generally located approximately 780 feet north of William Wood Road, on the east side of W. 52nd Avenue, Section 33, Township 10 South, Range 7 East; Ogden Township (Applicant: Wood; file no. RCF-22-031)

Action needed: Consider the request based on the criteria set forth in Section 4.7 – Agricultural District-Residential Use Designator, of the Land Development Regulations for Riley County, Kansas, and approve, approve with conditions, or deny the request

3.2. A PUBLIC HEARING to consider the **CONCURRENT PLAT** for a 3.3-acre tract of land generally located approximately 780 feet north of William Wood Road, on the east side of W. 52nd Avenue, Section 33, Township 10 South, Range 7 East; Ogden Township (Applicant: Wood; file no. RCF-22-031)

Action needed: Consider the request based on the Land Development Regulations for Riley County, Kansas, and the review factors of Subsec. 26-9C-3D of the Manhattan Development Code, and approve, approve with conditions, or deny the plat

Board member, Ben Burton, recused himself from items 3.1 and 3.2.

Isaac stated subject site is an approximately a 3.3-acre portion of a larger approximately 39.35-acre parent tract. He said the applicant is requesting a Residential Use Designator - Extraneous Farmstead for that portion of the parent tract occupied by the existing single-family residence that was built circa 1904.

Mr. Isaac stated a small portion of the northwest corner of the proposed lot lies within the Eureka Valley K-18 Corridor Overlay District and is subject to the requirements of Section 4.22 Corridor Overlay Districts of the Riley County Land Development Regulations. He said the entire property lays within the Airport Overlay District as January 1, 2022, and is subject to the standards and use limitations, specifically height, as per Section 4.21 Airport Overlay District of the Riley County Land Development Regulations. He said that an avigation easement, granted and filed with the Register of Deeds September 24, 1980, overlays the northeast corner of the site. He said development of the area of the lot will be subject to the use limitations described in the avigation easement document. Mr. Isaac stated that the extreme eastern portion of the proposed lot lies within the 0.2% Annual Chance Floodplain.

Mr. Isaac said an Agricultural Protection Easement (APE) will be required and shall be filed with the Register of Deeds.

Staff recommended the Board approve the request for a Residential Use Designator– Extraneous Farmstead, as it has been determined that it met the minimum requirements of the Land Development Regulations for Riley County, Kansas. Staff also recommended that the Planning Board approve the Concurrent Plat of Walnut Grove, as it was determined that the review factors in Subsec. 26-9C-3D of the Manhattan Development Code and the minimum requirements of the Riley County Sanitary Code have been met.

Attachment: Staff Report (12121 : Walnut Grove)

Isaac announced that the Board of County Commissioners will hear the plat request May 16, 2022 at 10:00 am in the County Commission chambers.

Ball opened the public hearing.

The applicant, Albert Darrell Wood stated he lives on William Wood Road and has lived in Manhattan his entire life. M r. Wood said the house was moved onto the property in 1952 after the 1951 flood. The house was placed in that location to avoid future flooding.

There were no opponents and Ball closed the public hearing.

Stith motioned to approve the request to receive a Residential Use Designator–Extraneous Farmstead, as it was determined that it met the requirements of the Riley County Land Development Regulations.

Anderson seconded.

Motion carried 5-0

Stith motioned to approve the Concurrent Plat of Walnut Grove, as it was determined to meet the review factors in Subsec. 26-9C-3D of the Manhattan Development Code.

Ebert seconded.

Motion carried 5-0

Attachment: Staff Report (12121 : Walnut Grove)

RESOLUTION NO. 051622-

A RESOLUTION APPROVING THE WALNUT GROVE PLAT AND ACCEPTING THE STREET RIGHTS OF WAY, EASEMENTS AND LICENSES AS SHOWN TO BE DEDICATED ON SAID PLAT

WHEREAS, the Board of Commissioners of Riley County, Kansas, has been presented for approval of the Walnut Grove plat; and

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

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

WHEREAS, the Manhattan Urban Area Planning Board, after appropriate notice, conducted a public hearing on May 2, 2022; and

WHEREAS, the Manhattan Urban Area Planning Board, after making a determination that said plat meets the minimum requirements of Article 26-5. Subdivision Standards, Article 26-8. Procedures and Administration, and Article 26-9. Land Development Review of the Manhattan Development Code, **approved** said plat; and

WHEREAS, all required signatures have been obtained.

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

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

Adopted this 16th day of May, 2022.

BOARD OF COMMISSIONERS
OF RILEY COUNTY, KANSAS

_____
Greg McKinley, Chair

_____
Kathryn G. Focke, Vice Chair

_____
John Ford, Member

ATTEST:

_____
Rich Vargo, Riley County Clerk

Attachment: Resolution (12121 : Walnut Grove)

COUNTY COUNSELOR/ADMINISTRATIVE SERVICES
Staff Update

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

STAFF REPORT

FROM: **Clancy Holeman, Riley County Counselor**

MEETING: **May 16, 2022**

SUBJECT: **Pending County Projects County Counselor**

PRESENTER: **Clancy Holeman**

Enclosures:
- FINAL Commission List 05.16.2022 (DOC)

PENDING COUNTY PROJECTS ▪ Beginning May 5, 2022 and through May 11, 2022
Submitted by Clancy Holeman, Riley County Counselor
Changes or additions from previous entries or in the items listed are shown in italics.

NOTE: The below lists are not intended to be a comprehensive list of all "pending" Commission or projects of other County Departments underway. Instead, the below lists represent an ongoing "snapshot" of the current status of selected pending projects which have either consumed significant staff time, or involve county issues of widespread significance. Additional entries show selected project work for individual county departments. The sequence of entries below is not intended to reflect the priority assigned to any work described.

COMMISSION LIST

Board of Riley County Commissioners Public Meetings: Attend BOCC regular public meetings 2-21-22; 2-24-22. Attend BOCC public Meeting & Intergovernmental Meeting. (2-28-22) Prepare for BOCC public meeting scheduled for 3-3-22. (3-2-22) Attend BOCC regular public meeting: Present draft agenda for follow up legislative conference scheduled to occur April 7, 2022. Agenda approved by BOCC, following discussion. (3-31-22). Attend regular public meeting. Participate in panel interviews of applicants for position of County Appraiser. (4-4-22) Attend BOCC public meeting.(4-14-22) Prepare for BOCC 4-18-22 meeting. (4-15-22) Attend BOCC public meeting. (4-18-22) *Attend BOCC public meetings. (5-2-22; 5-5-22) Legal research on constitutional interpretation issue. (5-6-22)*

Countywide Emergency Radio Communications System Upgrade: The upgrade is complete. But now the "program" phase has been completed, additional work from this department will be provided, as necessary, during the "maintenance" and "warranty" periods now underway. Discussion with contract administrator for vendor (L3Harris) scheduled for August 27, 2021. Discussion held with vendor contract administrator. Discussion with EM Director (8-30-21). Working toward final documents of "program" phase. Conversation with EM Director. (9-24-21) Conversation with L3Harris contract administrator, moving this matter toward likely resolution by the BOCC on 9-30-21. (9-24-21) Review appropriately continues among EM, KSU and Emergency Dispatch personnel regarding close out of this phase of the project. (9-24-21) Draw Commission Agenda Report and place on 9-30-21 agenda for BOCC review and approval of contract documents. (9-28-21) Discuss final contract documents for agenda separately with EM Director and L3Harris Contract Administrator. (9-29-21) Obtain BOCC approval of Amendment 1 to Master Service Agreement. (9-30-21)

First Christian Church: Now this property is "listed" as a "historic site," there are state law restrictions applicable whenever a "project" is undertaken involving potential repair, damage or destruction of the site or its structure. Asbestos removal is likely the next "project." I will provide any necessary notice of that "project" to the State Preservation Officer. I presented a CAR to the Board 8/12/21 and discussed with the BOCC the primary controlling statute. Legal research 8-24-2021. BOCC decides during open meeting to cancel pending contract offer to remove asbestos from Church for approximately $18,000. Majority of BOCC states premature to remove asbestos before later decision by BOCC what is planned for Church now it's "listed." Gary Rosewicz, Assistant County Engineer, will notify the company offering to remove asbestos of this cancellation. (8-30-21) Confirmed with Gary Rosewicz, he notified company. (9-1-21). I filed petition for judicial review, in Riley County District Court, of state Historic Sites Board of Review designation of the First Christian Church as a historic site. (9-3-21). Contacting attorney for Historic Sites Board of Review. (9-19-21) Discussion with attorney for Historic Sites Board of Review. (9-23-21) Conduct legal research related to pending issues. (9-24-21) Received entry of appearance from Topeka law firm representing defendants. (9-24-21) Received District Court Clerk's extension of time to file answer to County's petition for judicial review, at Defendants' request. Granted as a matter of right by state statute. Deadline for Defendants to answer is extended to October 12, 2021. Legal research. (9-24-21) Advise Public Works on question regarding asbestos removal. (9-26-21) Agree to Defendant's attorney's request for additional time to submit record of hearing to Court. (Week of 9-29-2021) Case management order filed. County's brief in support of appeal due March 31, 2022. Riley County District Court Judges recuse themselves from case and transfer to Lyon County District Court. (1-25-22) Work with Clerk of the Riley County District Court and Lyon County District Court to process my unopposed motion for extension of time to file County's initial brief. Motion granted and new deadline to file County's initial brief is April 29, 2022. (3-18-22;3-21-22;3-25-22;3-28-22;3-29-22) Legal research for County's appeal brief due in district court April 29, 2022. (4-15-22;4-18-22; 4-19-22) *Legal research and prepare county brief on appeal. (4-20-22; 4-21-22;4-22-22; 4-25-22;4-26-22-4-27-22;4-28-22-4-29-22) File county brief electronically with District Court. (4-29-22)*

Attachment: FINAL Commission List 05.16.2022 (12132 : Clancy's Commission List)

County Jail Inmate Medical Care: Discussions have begun at the staff level, with the assistance of this department, regarding putting a renewal contract in place for this service. As this Board is aware, all medical expenses incurred by prisoners while in custody at the Riley County Law Enforcement Center's jail are the sole responsibility of Riley County--and not of the City of Manhattan or State of Kansas. Staff discussion scheduled for 8-27-21. Staff discussion rescheduled for 9-22-21. Staff discussion held—research history—recommendation accepted by staff. (9-22-21) Review state of current arrangement. (9-22-21)

KAC Annual Meeting (October 19, 2021): Accepted invitation to participate on panel discussion before the general KAC membership regarding "Dark Store" and Riley County's experience on the issue. Prepare for panel discussion. (9-29-21) Review and work on presentation of power point for presentation scheduled for 10-18-21. (10-16-21; 10-17-21) Participated in panel discussion during KAC annual meeting. (10-18-21)

County Counselors Association of Kansas: Assist with organization of the semi-annual CLE our statewide professional association will present to its members during the October 19, 2021 KAC annual meeting. Discuss with scheduled CLE presenter local experience on specific state statute related to soil investigation. (9-28-21) Assist with presentation of CLE to County Counselor's Association of Kansas during KAC annual meeting. Accept award as outgoing CCAK president (effective 1-1-22). Accept "Ed Randels" award for service to CCAK. (10-19-21) Work on scheduling next Board meeting of CCAK—set for Wednesday, 11-10-21)

"Dark Store": Oral argument (1/2 day) scheduled to take place before BOTA August 26, 2021. Discuss with BOTA staff, and relay to City Commissioner Linda Morse info she requested during 8-23-21 Intergovernmental Luncheon about BOTA 8-26-21 hearing time and whether hearing is open to public (8-23-21). Oral argument before BOTA conducted by counsel for both parties (8-26-21). Accept KAC invitation to be part of two-person panel discussion of "Dark Store," to be held during KAC annual meeting, October 18-21, Overland Park; will take place in opening breakout session—first morning of the annual meeting. Call Kim Qualls, KAC Education & Communications Director, about breakout session. Accepted KAC invitation to work with KAC Executive Director on recording of KAC podcast on "Dark Store"; recording scheduled for September 17, 2021. Reschedule "Dark Store" podcast recording for 10-1-21. (9-24-21) Work with County Appraiser Greg McHenry to prepare for KAC podcast this Friday (10-1-21) and KAC Panel Discussion during annual meeting to be held 10-18-21. (9-28-21) Continue preparation for KAC annual meeting and panel discussion of "Dark Store." (Week of 9-29-21) Work with KAC recording podcast on "Dark Store". (10-1-21) Discuss KAC annual meeting (10-18-21) presentation with co-panelist Douglas County Appraiser, and Greg McHenry. (10-4-21) Further discussion with Greg McHenry on Dark Store issues for KAC annual meeting panel presentation. (10-6-21) Final discussion with Greg McHenry on Dark Store issues for KAC annual meeting presentation. (10-7-21) Work with Greg on same subject. (10-10-21) Work with Greg on same subject (10-15-21) Participate in panel discussion on "Dark Store" at KAC annual meeting. (10-18-21) Receive notice from counsel BOTA has denied Riley County's Petition for Reconsideration in Home Depot appeal. (11-18-21)

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

Riley County Annual Legislative Conference: Confirm with BOCC during public meeting 9-9-21 following available dates for annual meeting with county's legislative delegation: November 1, 4 and 18, 2021. (Date of 11-18 removed because it conflicts with county official's luncheon; Date of 11-15 removed because it conflicts with Law Board meeting.) Legislative Conference has been scheduled for Thursday, November 4, 2021. (9-17-21) All delegation members were notified of the date and time of the legislative conference. Work on agenda for legislative conference. (10-14-21; 10-15-21) Present draft agenda for legislative conference to BOCC and obtain approval of final draft. (10-21-21) Work with staff on discussion of revised spreadsheet for use as attachment to conference agenda. (10-27-21) Cancel November 4, 2021 legislative conference and reschedule to December 2, 2021, following individual discussions with BOCC members, members of legislative delegation and county officials participating in presentation. (11-3-21; 11-4-21)

Attachment: FINAL Commission List 05.16.2022 (12132 : Clancy's Commission List)

White Canyon Benefit District: White Canyon benefit district's residents' request, made during this date's public commission meeting, asking whether Riley County willing to supplement the cost of the benefit district's proposed private road improvement project. No dollar figure provided by benefit district residents. County staff instructed to provide BOCC at upcoming meeting most recent Riley County Public Works' "estimate" of "northern route" as an option to current benefit district project proposed. (8-30-21)

American Rescue Plan: Discussion with staff about possibly engaging consultant to assist County with federal/state requirements in future use of County's $14M allocation of ARPA funds. Similar concept to staff's use of consultant with prior CARES funding. Unlike CARES funding, a primary focus of ARPA funding is infrastructure. (8-31-21) Discussions with staff and potential consultant. (9-17-21) Attend and participate in KAC webinar on ARPA and potential Health Department fund uses. (9-24-21) Communicate with consultant on agreed terms of service. (9-26-21) Finalize Professional Services Agreement with Consultant; draw Commission Agenda Report and submit for BOCC review and possible approval 9-30-21. (9-28-21) Obtain BOCC approval of Professional Services Agreement. (9-30-21) Staff meets with Consultant for first time regarding ARPA distribution rules. (9-30-21) Draft letter to congressional office (for discussion by BOCC in public meeting on 10-28-21) in support of S 3011—giving more flexibility to counties nationwide in their use of ARPA funds. (10-27-21)

Riley County Employee Day: Intermittent work on employee day: Discussions with potential lunch ½ hour vendors; discussion with planning committee, with keynote speaker and Elizabeth Ward, H.R. Manager. (9-16-21; 9-17-21) Contact moderator for morning virtual sessions offering potential meeting for Monday, September 27, 2021, with Elizabeth Ward and this office to answer any Employee Day questions. (9-24-21) Meet with prospective food truck vendor at Riley County Health Department. (9-27-21) (Agreements signed with 2 vendors—arrange to meet final vendor Saturday morning for signature of contract.) (10-1-21) Agreement signed Saturday, October 2, 2021 with final of the 3 vendors. Pick up tickets from 2 vendors representing meals served to employees during Employee Day (10-12-21; Third vendor hand-delivers tickets to this office (10-13-21); conduct final ticket count; submit information on ticket count with payment due vendors to Budget and Finance Officer and email each vendor same information. (10-15-21) Review with HR and Training Committee on outcomes from Employee Day. (10-25-21)

Nextgen 911: Meeting as member of Nextgen 911 staff committee to review potential upcoming renumbering/renaming projects. (9-21-21) Communicate with fellow members of staff committee on pending project. (9-23-21) Communicate with fellow members of staff committee on different pending project. (9-24-21)

Human Resources: Finalize contract with East Coast Risk Management and place on 10-4-21 agenda for BOCC review and approval. Company will consolidate current Personnel Policies and Guidelines with separate resolutions amending those policies over the past years. (10-1-21) Contract with East Coast Risk Management approved by BOCC. (10-4-21) Assist HR with personnel issues involving different departments. (11-22; 11:23) Advise on applicant issue. (4-3-22) Zoom meeting with county staff and potential vendor on software project. (4-19-22) Work on software project. (4-20-22)

Budget and Planning Committee: Attend meeting 9-28-21. Attend meeting 1-18-22.

Department Head Committee: Attend meeting regarding possible "Code of Conduct" required for state grant supporting businesses. (9-29-21) Obtain BOCC approval of "Code of Conduct." Participate in 1 ½ hour DHC meeting. (4-20-22) *Participate in 50-minute DHC meeting. (5-4-22)*

Indigent Defense Panel: Discuss at staff level potential 2022 contract. (9-21-21) Separate issue: Discuss with county and District Court staff coding of interpreter expense. (9-21-21) Panel member contracts for 2022 were created and emailed to current members. (11-3-21) Notice to Riley County Bar Association of at least one panel vacancy effective January 1, 2022. (11-4-21) Proposed 2022 contracts have been provided to all current panel members. None returned as of 11-23-21. No panel contracts are in place for calendar year 2022. Discuss draft request for proposal with Chairman. (2-22-22)

Rural Economic Development Advisory Board: Discuss with staff. (9-21-21) Staff discussion scheduled for 10-1-21. Circulate among staff working group draft of REDAB resolution—to include changes to resolution proposed by BOCC. (11-24-21) Revise original resolution to correct term limitations. 1-21-22. BOCC approves revised resolution. (1-27-22)

Federal Rules on Vaccination Mandate: Research applicability/non-applicability of CMS and OSHA vaccination mandates to be published this week. (11-4-21; 11-5-21) Discuss issues with BOCC during administrative time at

Attachment: FINAL Commission List 05.16.2022 (12132 : Clancy's Commission List)

public meeting. (11-8-21). Research legal issues. (11-10-21) Staff discussion of foregoing issues. (11-10-21) Legal research, attend webinars and discuss with staff possible employee vaccination policy if required by foregoing federal rules. (11-8; 11-12; 11-15; 11-16; 11-17; 11-18) Presented proposed draft vaccination policy to BOCC during public meeting November 22, 2021. BOCC decision is to not adopt. (11-22-21).

National Opioid Litigation Settlement: Successfully register on behalf of Riley County at national website. Will ensure we receive settlement documents when they are available, for review and possible signature. (11-24-21) All appropriate documents were signed and filed with Kansas Attorney General and National Settlement Administrator; and courtesy copies provided KAC before the January 1, 2022 deadline. Kansas Attorney General requires multiple counties (including Riley County) to alter their participation resolution by adding averment of at least $500 in costs incurred due to the national opioid epidemic. (1-21-22) Revise resolution and prepare CAR for BOCC meeting of 1-31, 2022. (1-27-22) Present CAR and obtain BOCC approval of revised national opioid settlement participation resolution. (1-31-22); Provide revised pdf of signed resolution to A.G. and KAC. (2-7-22) Confirm with A.G.'s office revised pdf filed was acceptable. Advised by Assistant A.G. in next couple of months information should be available on grant program for applications for funds from counties across the state. (2-22-22)

Legislation: Work on HCR 5022; prepare for legislative hearing scheduled for 1-20-22. (1-16-22; 1-17-22; 1-18-22). Prepare CAR for BOCC meeting 1-20-22. (1-18-22) Legal research regarding law board. (1-18-21) Testify before House Federal and State Affairs Committee on HCR 5022. (1-20-22) Evaluate possible ROW legislation. (1-21-22) Evaluate different possible legislation affecting two county departments. (1-21-22) Present BOCC work session on SB 325 regarding solar and wind energy facilities only on parcels zoned for industrial uses. (1-27-22) Submit neutral written testimony to House Agriculture Secretary on HB 2531 for hearing scheduled for February 9, 2022.(February 8, 2022) Contract lobbyist advises hearing has been continued to Monday, 2-14-22. (February 9, 2022) Review, analyze and discuss SB 119 pending in House; with member of legislative delegation; contract lobbyist; Riley County Appraiser. (2-7-22; 2-8-22; 2-9-22; 2-10-22). Watch portion of House floor debate on HCR 5022. Discussion with contract lobbyist. (2-22-22) Discuss with contract lobbyist potential in-session annual legislative conference update. (2-25-22) Discuss with member of delegation SB 119 as it stands in House. (2-25-22) Determine if members of delegation are available for follow up zoom legislative conference April 4 or April 7, 2022. (2-28-22) Review SB 538 at request of contract lobbyist. (3-2-22) Schedule follow up zoom only legislative conference for April 7, 2022. (3-2-22) CAR and agenda for April 7, 2022 follow up legislative conference provided delegation. (3-31-22) Review KAC legislative update. (4-5-22) Prepare for April 7, 2022 follow up legislative conference. Assist with presentation to BOCC of follow up legislative conference—1 delegation member present in BOCC chambers and 2 delegation members present by zoom. (4-7-22) *Work with Treasurer on legislative issue. (5-10-22; 5-11-22; 5-12-22)*

NG-911 Committee (Road naming) *Participate in discussion of proposed road name. (5-10-22)*

Proposed Construction of EMS/EM/RCFD Emergency Services Headquarters: Analyze legal issue. Advise staff working group. (3-31-22)

Staff Budget and Planning Committee: Attend committee meeting. (1-18-22)

DEPARTMENTAL LIST

Riley County Attorney: *Assist with contract issue. (4-26-22;4-27-22; 4-28-22; 5-2-22; 5-3-22; 5-4-22;5-5-22) Assist with contract issue (5-6-22)*

Riley County Clerk: Advise on .02 countywide retailers' sales tax election project (8-24-21). Legal research on project involving sign. (9-20-21) On same issue discussion with Planning and Development staff. (9-21-21) Work with county staff and PIO on separate project involving potential vendor of software. Contact potential vendor. (9-20-21) Review documents for BOCC signature on totaled Noxious Weed Vehicle. Scheduled for presentation to BOCC during 2-24-22 meeting. (2-22-22) Vehicle documents signed by BOCC during public meeting. (2-24-22)

Riley County Community Corrections: Discuss with Director Shelly Williams potential contract with Clay County Sheriff's Office for testing of Community Corrections' clients. (10-26-21) Work with Director Shelly Williams on Drug Court structure. (2-24-22) Review RCCC "FY 2023 Adult Comprehensive Plan Grant Signatory Approval Form. (4-19-22) Review RCCC "FY 2023 Juvenile Comprehensive Plan Grant Signatory Approval Form". *Work with Department Head on "Drug Court" project. (5-6-22)*

Riley County Emergency Management: Provide legal advice on 1 project. Advise on open record issue. (1-18-22)

Attachment: FINAL Commission List 05.16.2022 (12132 : Clancy's Commission List)

Riley County Emergency Medical Services: Will provide legal advice. (8-20-21) Conversation with Ambulance Service management, staff working group and Human Resources Manager regarding internal policy matter on education/training benefit. (2-23-22)

Riley County Fire District No. 1: Work with Budget and Finance Officer on District budget approval. (8-23-21)

Riley County Health Department: Provide legal advice on projects. Zoom meeting with Julie Gibbs and Debbie Nuss regarding request from Flint Hills Wellness Coalition to place walk-in cooler/freezer on grounds of Family and Child Resource Center. Draw and submit Commission Agenda Report reflecting request—scheduled for 9-30-21 BOCC meeting. (9-28-21) Obtain BOCC approval of Flint Hills Wellness Coalition agreement in principle, presented at 9-30-21 public meeting, for future license agreement and pouring of concrete as base for outdoor "walk-in cooler/freezer at RCHD's Family and Child Resource Center. (9-30-21) Finalize and place on BOCC agenda for 10-14-21 license agreement with FHWC. (10-5-21) Present to and obtain approval from BOCC license agreement with FHWC. (10-14-21) Discuss concept of assistance from Envisage Consulting, Inc., for Community Health Improvement Plan. (10-21-21) Review vaccination matter. (10-27-21) Work on location of site for COVID testing by KDHE. (1-12-22; 1-13-22) Advise RCHD staff on licensed day care issue. (1-14-22). Work on licensed child care inspection issue. (1-21-22; 1-23-22; 1-25-22) Work on lease for KDHE COVID testing. (1-25; 1-26) RCHD presents completed lease to BOCC and obtains approval. (1-27-22) Advise RCHD on legal matter involving department vehicle. (3-25-22) Advise Director on medical record issue. (4-5-22)

Riley County Historical Museum: Provide legal advice. Prepare for BOCC candidate interview Director/Curator position. (11-7-21)

Riley County Human Resources: Provide requested legal advice on multiple issues related to pandemic; zoom meeting on federal contract requirement. Work on separate project involving proposed vendor and personnel policies. (9-22-21). Review legal parameters of "long-COVID" disability as viewed by the Equal Opportunity Commission; information provided by H.R. (9-24-21) Discuss potential personnel policy change with staff working group. Scheduled for presentation to BOCC during 2-24-22 public meeting. (2-18-22;2-22-22) Discuss potential personnel manual change with staff working group. (2-22-22) Conversation with Human Resource Manager about accommodation request. (2-23-22) Conversation with Human Resource Manager about personnel policy issue. (2-23-22) Such personnel policy presented to BOCC during public meeting 2-24-22. Discuss background check issue with Human Resource Manager. Participate in discussion with H.R. and employee. (3-1-22) Participate in staff working group on personnel policy issue. (3-1-22) Assist with interview. (3-28-22) Participate in staff working group on personnel policy issue. (3-29-22) Assist with interview. (3-30-22) Prepare for panel interviews of applicants for Department Head position. (3-29-22; 3-30-22) Prepare for panel interviews for Department Head position. (4-1-22) Participate in panel interviews for Department Head position. (4-4-22)(4-7-22) Participate in panel interview for vacant Department Head position. (4-14-22) Review proposed Contract for unrelated internal system matter. (4-14-22) Participate in staff working group on project. (4-19-22)

Riley County Information Technology/GIS: Request for estimate (submitted to this office 8-20-21). Discuss technology issue with I.T. interim director. (10-21-21) Prepare for BOCC candidate interview IT/GIS Director. Review potential claim for Zoom subscribers in settled class action—not eligible as government subscriber. (3-1-22)

Riley County Planning & Development: Provide legal advice on 2 projects. Advise P & D Director on development of "Code of Conduct" necessary for grant close-out. (9-29-21) Discuss with P & D and H.R. departments "Code of Conduct" Commission Agenda Report to be presented by P & D 10-7-21. (10-4-21; 10-5-21) Discuss separate regulatory issue with P& D. (10-5-21) Advise department on development of contract. (1-14-22). Advise P& D staff on licensed day care issue. (1-14-22). Work on sanitary system inspection issue. (1-21-22; 1-23-22; 1-25-22) Complete contract between Gov.Built and County; submit to P & D; sign off on presentation of contract documents to BOCC for 2-14-22 public meeting. (2-9-22;2-10-22) Discuss with P & D Director proposed separate contract for online payment of fees; and county proposed requirements for any such contract. (2-18-22;2-22-22) Conversation with Deputy County Counselor about private wastewater system issue. (2-22-22; 2-23-22) Work on private wastewater system issue. (4-1-22; 4-3-22) Represent Planning and Development in support of variance application at evening hearing before hearing officer. (4-4-22) Prepare for RC P&D's scheduled 4-21-22 presentation to BOCC. (4-19-22) *Assist P & D with pending matter. (5-12-22)*

Riley County Public Information Officer: Finalize contract for Archive Social. Will present to BOCC for review and possible approval at public meeting on 11-29. Contract approved by BOCC.

Attachment: FINAL Commission List 05.16.2022 (12132 : Clancy's Commission List)

Riley County Public Works: Provide legal advice on project. Review and approve "as to form" KDOT Local Road Safety Plan Agreement. (9-24-21) Answer question on project. (10-21-21) Review and approve as to form Transfer Station scales repair contract. (10-25-21) Review "Force Account Construction Engineering Inspection Services Agreement" for replacement of Bridge over Swede Creek. (11-2-21) Discuss with USDA final documents for Fairmont Heights closing and construction. (11-2-21) Complete review of "Force Account Construction Engineering Inspection Services Agreement" for replacement of Bridge over Swede Creek. (11-7-21) Calendar March 9, 2022 Township Officials meeting. (1-31-22) Assist with benefit district project staff discussion. (3-29-22) Participate in discussion with outside regulatory authority. (4-1-22) Prepare CAR for EPA consent order on University Park wastewater treatment facility. (4-14-22) Review consultant agreement for University Park wastewater project under consent order--prepare contractual provisions attachment for consulting firm's review and approval. (4-19-22)

Riley County Register of Deeds: Provide legal advice. Conversation with ROD (8-2021). Conversation about county termination of contract. (9-22-21) Discussion with other party to contract. I can confirm contract will terminate as required by County. (9-22-21) Advise on departmental project. Discuss with ROD. (1-14-22) Assist Department Head with anticipated new project. (3-28-22; 3-29-22)

Riley County Treasurer: Advise on property tax issue. (10-6-21)

PROFESSIONAL ASSOCIATION MATTERS:

County Counselor Association of Kansas: Arrange for Continuing Legal Education seminar speaker to present at June 17, 2022 mid-year CLE of the County Counselors Association of Kansas. (4-1-22) Participate in Board meeting of CCAK. (4-20-22)

Kansas Association of Counties: KAC Annual Meeting **(October 19, 2021):** Accepted invitation to participate on panel discussion before the general KAC membership regarding "Dark Store" and Riley County's experience on the issue. Prepare for panel discussion. (9-29-21) Review and work on presentation of power point for presentation scheduled for 10-18-21. (10-16-21; 10-17-21) Participated in panel discussion during KAC annual meeting. (10-18-21)

Attachment: FINAL Commission List 05.16.2022 (12132 : Clancy's Commission List)

COUNTY COUNSELOR/ADMINISTRATIVE SERVICES
Letter of Support

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

COMMISSION AGENDA REPORT

FROM: **Clancy Holeman, Riley County Counselor**

MEETING: **May 16, 2022**

SUBJECT: **Letter of Support on Senate Substitute for House Bill No. 2380**

PRESENTER: **Clancy Holeman**

BACKGROUND

Senate Substitute for House Bill No. 2380 is known as the "Motor Vehicle Flat Fee Bill." The Kansas County Treasurer's Association has been working to obtain passage of this legislation for 4 years. The bill currently is on "general orders" in the Senate and "below the line."

This Board has expressed support for this legislation in past conversations with Shilo Heger, Riley County Treasurer. Shilo has asked for this Board's assistance in moving the bill forward as we near the end of this legislative session.

DISCUSSION

Having spoken with Shilo and Tom Bruno, our contract lobbyist in Topeka, I believe the attached letter of support to Senate Leadership may help in obtaining passage of the legislation.

One important benefit of the legislation as written is that it should reduce the amount of property tax dollars Riley County must use to subsidize the state's motor vehicle transactions conducted in the County Treasurer's office.

FISCAL IMPACT

Shilo has provided information described in the attached letter regarding the amount of property tax support reduction which could be realized if this bill becomes law.

RECOMMENDATION(S)

I recommend the BOCC sign the attached letter of support to Senate Leadership.

POSSIBLE MOTION(S)

A. "I move the Board sign the letter as presented."

B. "I move the Board sign the letter with the following changes… ."

C. "I move the Board not sign the letter."

Enclosures:

- LTR HB 2380 (DOC)

RILEY COUNTY
BOARD OF COMMISSIONERS

115 N. 4th Street, 1st Floor
Manhattan, Kansas 66502
Phone: 785-565-6844
Fax: 785-565-6847
Email: bocc@rileycountyks.gov

May 16, 2022

Senator Ty Masterson, President
State Capitol Building, Room: 332-E
300 SW 10th St
Topeka, KS 66612

Senator Rick Wilborn, Vice President
State Capitol Building, Room: 341-E
300 SW 10th St.
Topeka, KS 66612

Senator Larry Alley, Majority Leader
State Capitol Building, Room: 330-E
300 SW 10th St.
Topeka, KS 66612

Senator Renee Erickson, Assistant Majority Leader
State Capitol Building, Room: 441-E
300 SW 10th St.
Topeka, KS 66612

Senator Richard Hilderbrand, Majority Whip
State Capitol Building, Room 445-S
300 SW 10th St.
Topeka, KS 66612

Senator Dinah Sykes, Minority Leader
State Capitol Building, Room: 318-E
300 SW 10th St.
Topeka, KS 66612

Senator Oletha Faust-Goudeau, Assistant Minority Leader
State Capitol Building, Room: 135-E
300 SW 10th St.
Topeka, KS 66612

Senator Pat Pettey, Minority Whip
State Capitol Building, Room: 125-E
300 SW 10th St.
Topeka, KS 66612

Senator Marci Francisco, Agenda Chair
State Capitol Building, Room: 134-E
300 SW 10th St.
Topeka, KS 66612

Attachment: LTR HB 2380 (12137 : Letter of Support)

Senator Jeff Pittman, Caucus Chair
State Capitol Building, Room: 124-E
300 SW 10th St.
Topeka, KS 66612

Re: Letter of Support Requesting Debate on Senate Substitute for House Bill No. 2380

Dear Senate Leadership:

When the legislature returns May 23, 2022, the Board of Riley County Commissioners unanimously requests you schedule debate on Sen. Sub. HB 2380.

This bill is currently on "General Orders" of the Senate. But it is below the "Line".
Known as the "Motor Vehicle Flat Fee Bill," this legislation can benefit property taxpayers statewide. In 2021 Riley County's general fund subsidized the state's motor vehicle operations by paying the salary and benefits of 9 employees. Those county employees spent 90% of their time working on motor vehicle transactions. That cost the general Riley County taxpayers approximately $450, 000 in 2021.

The fee increase in Sen. Sub. HB 2380 would generate Riley County approximately $250,000. That supplemental revenue would not completely "cover" Riley County's cost of performing those state transactions. But this bill would reduce the amount of local property tax revenue Riley County needs to perform this state function.

Debate, then passage, of Sen. Sub. HB 2380 will benefit every county where local property taxes must now be used to support the state's motor vehicle title and registration operations.

Respectfully,

BOARD OF COMMISSIONERS OF
RILEY COUNTY, KANSAS

_____
Greg McKinley, Chairman

_____
Kathryn Focke, Vice-Chair

_____
John Ford, Member

cc: Senator Tom Hawk
Representative Sydney Carlin
Representative Ron Highland
Representative Suzi Carlson
Representative Mike Dodson
Shilo Heger, Riley County Treasurer

Attachment: LTR HB 2380 (12137 : Letter of Support)

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 16, 2022**

SUBJECT: **Monthly Cash Flow Reports for April 2022**

PRESENTER: **Rich Vargo, County Clerk**

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

Enclosures:
- cash flow reports 2022 2 (PDF)

2022 Riley County CIP Cash Flow Analysis

% of Year: 33.33%

Month	Revenue	Transfers In	Reimbursements	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar A/P	Total Expenditures
Jan	1,220	2,369,805		2,371,025	264,157			264,157
Feb				-	11,801			11,801
Mar			169,837	169,837	64,822			64,822
Apr	7,595			7,595	500			500
May				-				-
Jun				-				-
Jul				-				-
Aug				-				-
Sep				-				-
Oct				-				-
Nov				-				-
Dec				-				-
Totals	$8,815	$2,369,805	$169,837	$2,548,457	$341,280	$0	$0	$341,280

Cash Reconciliation	
2022 Beginning Unencumbered Cash	$7,501,076.98
2022 Revenue	$2,548,457
Less 2022 Expenditures/Encumbrances	$341,280
2022 Ending Unencumbered Cash	$9,708,253
Less Remaining Approved Projects	$3,372,945
Less Reserves	$2,128,731
2022 Unreserved Cash	$4,206,577

Reserved Funds:	
CIP Reserve	$500,000
Fair Reserve	$91,218
Radio Int Reserve	$106,919
FFE Reserve	$691,704
Hardware Refresh	$738,890
Total Reserves	$2,128,731

Riley County 2022 Budget Authority Summary		
2022 Budgeted Expenditures	$7,554,156	**% Budget Expended**
Expenditures to Date	$341,280	4.52%
2022 Remaining Budget Authority	$7,212,876	

Riley County 2022 Budgeted Revenue		
2022 Budgeted Revenue	$2,384,805	**% Budgeted Revenue**
Revenue to Date	$2,548,457	106.86%

Attachment: cash flow reports 2022 2 (12122 : Monthly Cash Flow Reports)

2022 CIP Detailed Expenditures per Project and per Dept

Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	2022 Actual Expenditures/ Encumbrances/ Reserve	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
		PUBLIC WORKS:					
13-13PW005		Design cost for 2 culverts	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	
19-19PW008		1 1/2T Truck w/Utility Bed	100,000	46,725		53,275	
19-19PW014		Winkler Bridge Deck-FFE	250,000	0		250,000	
19-19LEC004	98	RCPD Firing Range	2,285,000	2,194,227		90,773	
20-20PW003		Tandem Axle Truck w/Plow & Spreader	200,000	189,863	500.00	0	9,637
20-20LEC001		Replace 1 Roof Top HVAC Unit	15,000	14,500		500	
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	
20-20PK005		Wildcat Park Bridge Replacement	150,000	123,021	4,670	0	22,309
21-21LEC002		Elevator Repair-LEC Lobby	45,000	0		45,000	
21-21LEC003		Upgrade Fuel Card System	13,000	0		13,000	
21-21LEC004		Canopy to Cover Fuel Island	45,000	0		45,000	
21-21PK001		3/4T 4x4 Ext. Cab Pickup	40,000	30,434		9,566	
21-21PK003		1/2T Pickup	30,000	28,673		0	1,327
21-21PK004		72" Mower w/Accessories	31,000	26,239		0	4,762
21-21PK005		Score Board-Fairmont Park	12,500	0		12,500	
21-21PK006		Goal Post-Fairmont Park	10,000	0	7,132	2,869	
21-21PK007		Aeravator Tractor Attachments	10,500	9,874		626	
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	
21-21PW006		Power Broom	43,000	0		43,000	
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	
21-21PW011		SUV	45,000	40,905		4,095	
21-21PW012		3/4 Ton 4X4 Ext, Cab Pickup	50,000	32,712		17,288	
		PUBLIC WORKS TOTAL	4,811,042	3,074,633	12,301	1,686,073	38,035
		EMERGENCY MEDICAL SERVICE					
13-13AM001	302	Design of the EMS Facility Enhancement	100,000	25,770		74,230	
20-20AM002	302	800 MhZ Radios	195,226	176,746	2,415.00	16,065	
20-20AM003	302	EMS Facility Engineering Design Cost	50,000	0		50,000	
21-21AM001	302	Ambulance Replacement	275,000	0		275,000	
21-21AM003	302	2 SUV Replacement Vehicles	106,000	0		106,000	
		EMS TOTAL	726,226	202,516	2,415	521,295	0
		CLERK					
21-21CK001		Open.Gov software	$191,870	$53,870	$34,500	103,500	
21-21CK002		Shadow Tax System-SB13 requirement	30,000	0		30,000	
		CLERK TOTAL	221,870	53,870	34,500	133,500	0
		ATTORNEY					
19-19AT001	760	Odyssey Software System	280,000	187,412		92,588	
		ATTORNEY TOTAL	280,000	187,412	0	92,588	0
		APPRAISER					
21-21AP001		Replacement Vehicle	26,000	0		26,000	
		APPRAISER TOTAL	26,000	0	0	26,000	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	0	62,407	47,593	
		PLANNING & DEVELOPMENT TOTAL	110,000	0	62,407	47,593	0

Attachment: cash flow reports 2022 2 (12122 : Monthly Cash Flow Reports)

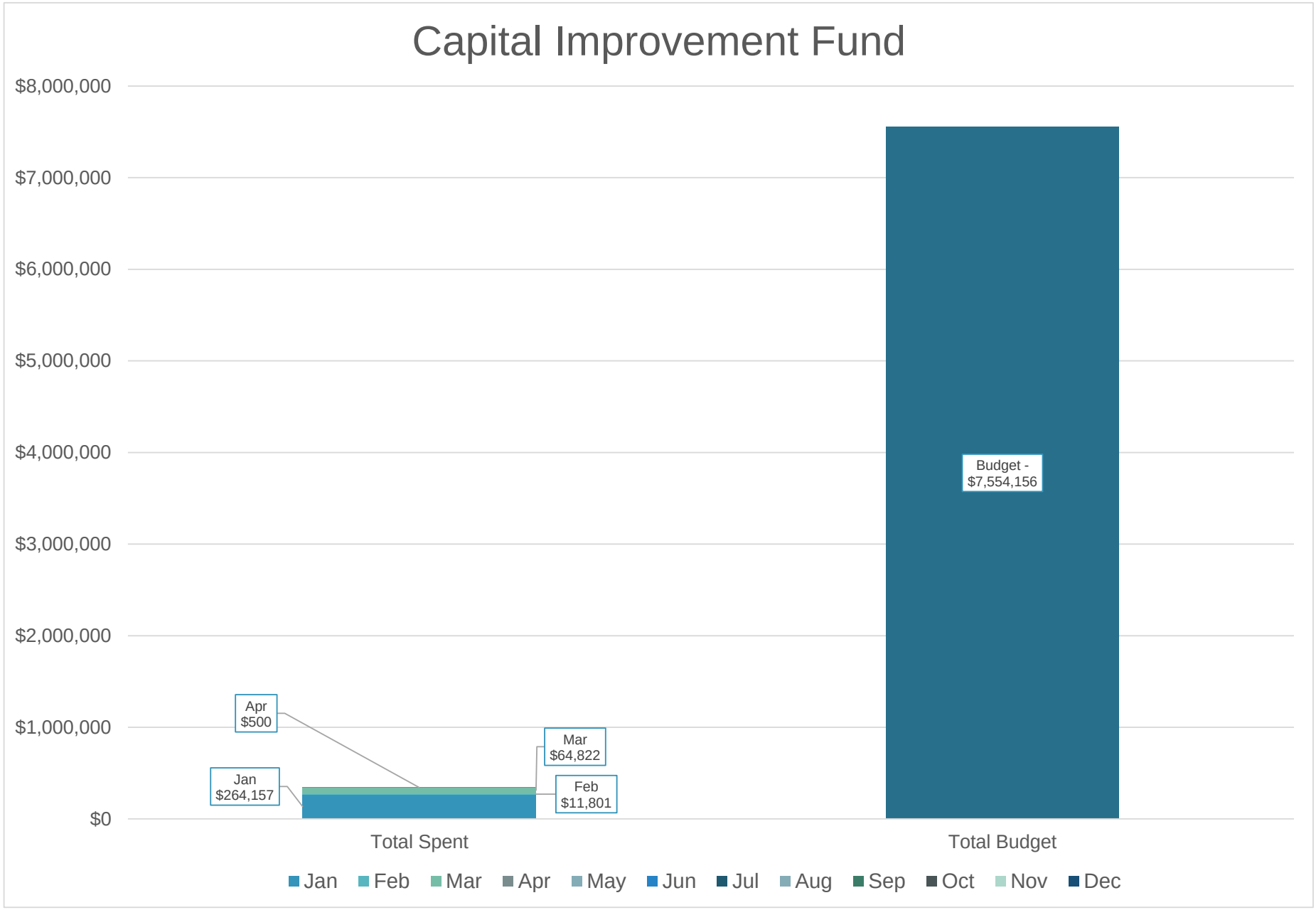
Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	2022 Actual Expenditures/ Encumbrances/ Reserve	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
		NOXIOUS WEED					
20-20NW001		1 1/2T 4x4 Spray Truck	40,000	0	39,487	0	513
21-21NW001		10' Pull Behind Mower	28,000	0		28,000	
		NOXIOUS WEED TOTAL	68,000	0	39,487	28,000	513
		EMERGENCY MANAGEMENT					
16-16EM002		Standby/Backup Generator Pottorf Hall	40,000	0		40,000	
20-20EM004		1/2 SUV 4x4	20,000	14,259		0	5,741
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	345,000	33,220	0	306,039	5,741
		OTHER					
13-13PW009		Motor Grader (Lease Purchase through 2023)	1,000,605	495,544		505,060	
18-18EM003	21	Hardware Refresh Reserve (through 2025)	1,182,221	738,890		443,331	
Lease pmt to 2033	21	Radio Infrastructure Project Lease (15 yr term through 2033)	6,401,938	1,280,388		5,121,550	
B&I Trx to 2025		2010-B G.O. Bond payment (15 yr term through 2025)	2,849,815	2,108,346	190,170	551,299	
		OTHER TOTAL	11,434,579	4,623,168	190,170	6,621,241	0
		TOTAL	18,072,717	8,174,818	341,280	9,512,330	44,289

Remaining Approved Projects less lease/debt payments/hardware refresh 3,372,945

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

Completed Projects

Attachment: cash flow reports 2022 2 (12122 : Monthly Cash Flow Reports)



Attachment: cash flow reports 2022 2 (12122 : Monthly Cash Flow Reports)

2022 Riley County Building Cash Flow Analysis

% of Year: 33.33%

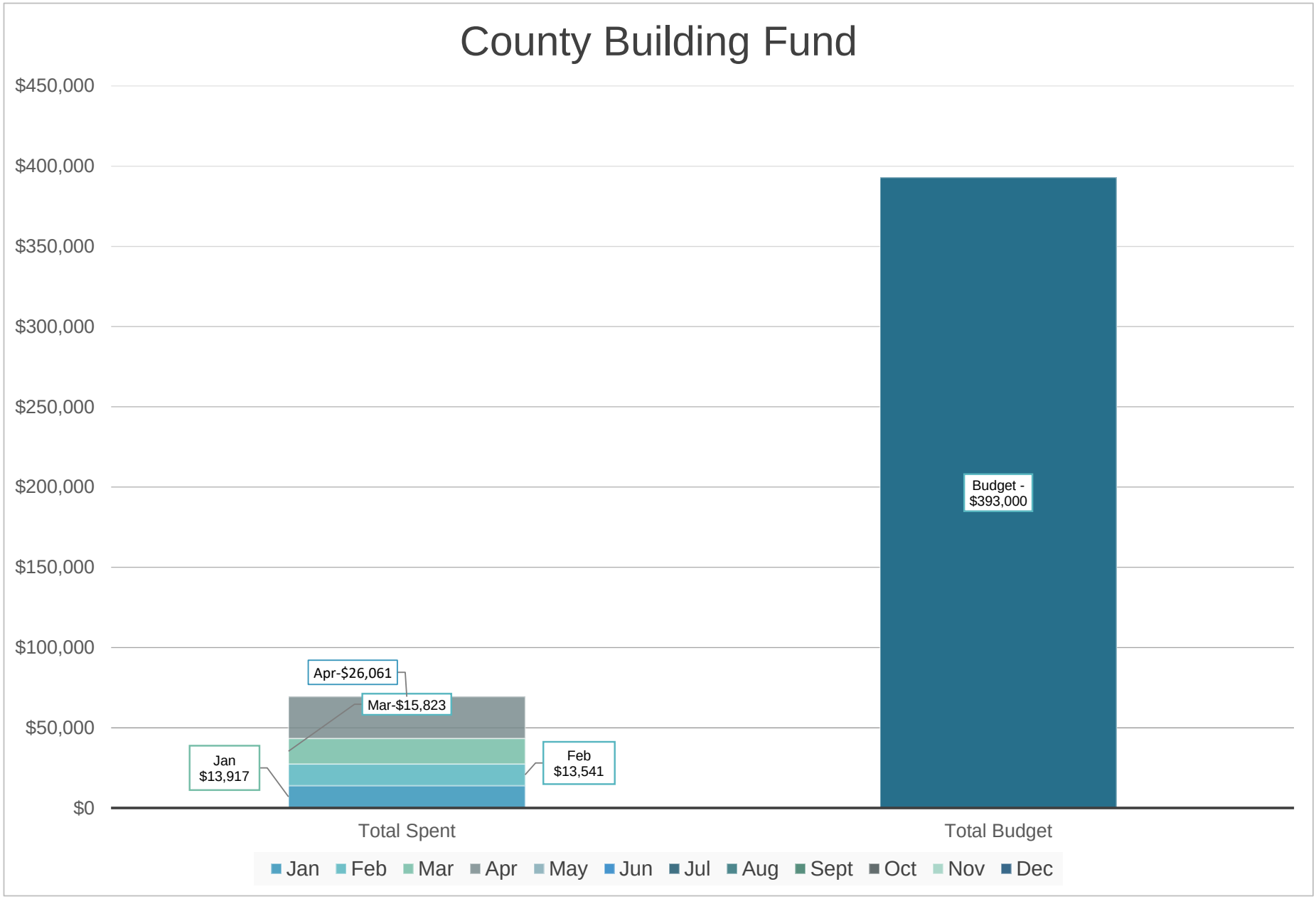
Month	Revenue	Reimbursements	Other	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar A/P	Total Expenditures
Jan	207,574	10	34	207,618	13,917			13,917
Feb			34	34	13,541			13,541
Mar	10,565		34	10,599	15,823			15,823
Apr			34	34	26,061			26,061
May				-				-
Jun				-				-
Jul				-				-
Aug				-				-
Sep				-				-
Oct				-				-
Nov				-				-
Dec				-				-
Totals	$218,140	$10	$134	$218,284	$69,342	$0	$0	$69,342

Cash Reconciliation	
2022 Beginning Unencumbered Cash	$110,269
2022 Revenue	$218,284
Less 2022 Expenditures/Encumbrances	$69,342
2022 Ending Unencumbered Cash	$259,210

Riley County 2022 Budget Authority Summary		
2022 Budgeted Expenditures	$393,000	**% Budget Expended**
Expenditures to Date	$69,342	17.64%
2022 Remaining Budget Authority	$323,658	

Riley County 2022 Budgeted Revenue		
2022 Budgeted Revenue	$387,749	**% Budgeted Revenue**
Revenue to Date	$218,284	56.30%

Attachment: cash flow reports 2022 2 (12122 : Monthly Cash Flow Reports)



Attachment: cash flow reports 2022 2 (12122 : Monthly Cash Flow Reports)

2022 Riley County Economic Development Cash Flow Analysis

% of Year: 33.33%

Month	Revenue	Reimbursements	Other	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar A/P	Total Expenditures
Jan	185,500			185,500	82,394			82,394
Feb	-			-	-			-
Mar	-			-	-			-
Apr	-			-	-			-
May	-			-	-			-
Jun	-			-				-
Jul	-			-				-
Aug	-			-				-
Sep	-			-				-
Oct	-			-				-
Nov	-			-				-
Dec	-			-				-
Totals	$185,500	$0	$0	$185,500	$82,394	$0	$0	$82,394

Cash Reconciliation	
2022 Beginning Unencumbered Cash	$110,042
2022 Revenue	$185,500
Less 2022 Expenditures/Encumbrances	$82,394
2022 Ending Unencumbered Cash	$213,148
Less Est. Project Balance for CY	$163,358
2022 Projected Unencumbered Cash	$49,790

Riley County 2022 Budget Authority Summary		
2022 Budgeted Expenditures	$309,048	**% Budget Expended**
Expenditures to Date	$82,394	26.66%
2022 Remaining Budget Authority	$226,654	

Riley County 2022 Budgeted Revenue		
2022 Budgeted Revenue	$185,500	**% Budgeted Revenue**
Revenue to Date	$185,500	100.00%

Attachment: cash flow reports 2022 2 (12122 : Monthly Cash Flow Reports)

2022 Eco Devo Detailed Expenditures per Project and per Dept

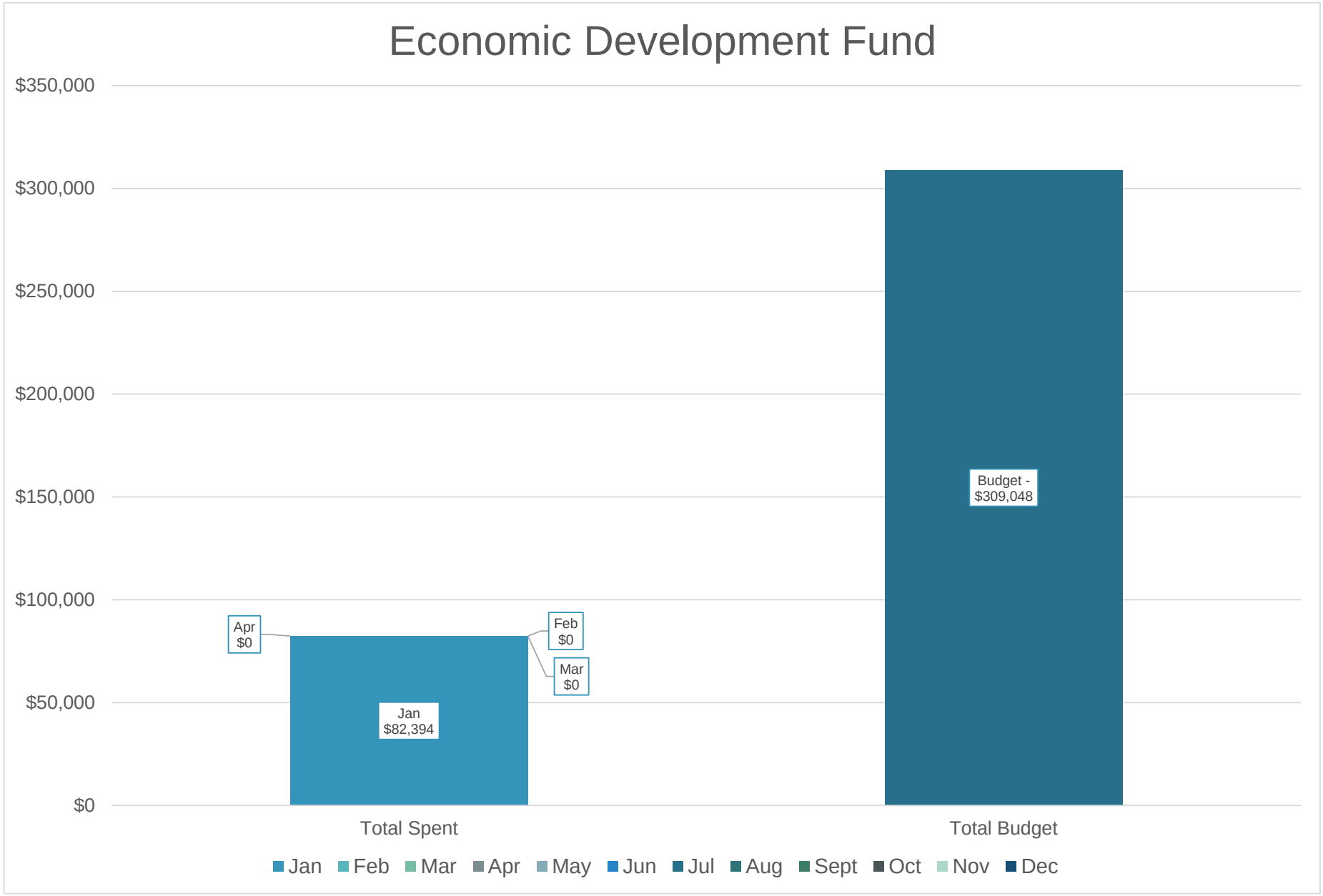
Projects	Approved Project Estimate	Prior Year Expenditures	2022 Expenditures/ Encumbrances	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
APPROPRIATIONS					
Chamber of Commerce	55,000	0	27,500	27,500	
Flint Hills Veterans Coalition	1,015	0	507	508	
Downtown Manhattan	5,000	0	2,500	2,500	
Riley Co. General Eco Devo	132,850	0		132,850	
APPROPRIATION TOTALS	$193,865	$0	$30,507	$163,358	$0
MEMBERSHIPS					
FHMPO Contribution	5,201	0	1,905	0	
FHRC Contribution	10,000	0	0	0	
MEMBERSHIP TOTALS	$15,201	$0	$1,905	$0	$0
CONTRACTS					
Auto Lane Development (2024)	121,140	102,969	6,057	12,114	
CONTRACT TOTALS	$121,140	$102,969	$6,057	$12,114	$0
DEBT OBLIGATION TRANSFER					
Konza Water Debt Payment Transfer	658,502	307,352	43,925	307,225	
DEBT OBLIGATION TRANSFER TOTALS	$658,502	$307,352	$43,925	$307,225	$0
PROJECTS					
Project Study/Design/Engineer	50,000	0		50,000	
PROJECT TOTALS	$50,000	$0	$0	$50,000	$0
TOTALS	$1,038,707	$410,320	$82,394	$532,697	$0

Remaining Approved Projects less lease/debt payments/reserve $163,358

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

Completed Projects

Attachment: cash flow reports 2022 2 (12122 : Monthly Cash Flow Reports)



Attachment: cash flow reports 2022 2 (12122 : Monthly Cash Flow Reports)

2022 Riley County Sales Tax Cash Flow Analysis

% of Year: 33.33%

Month	Sales Tax Revenue	Reimbursements	KDOT	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar A/P	Total Expenditures
Jan	176,614			176,614				-
Feb	203,380	11,371		214,751	4,513			4,513
Mar	164,982		3,616	168,598	6,139			6,139
Apr	154,000		3,157	157,156	7,561			7,561
May				-				-
Jun				-				-
Jul				-				-
Aug				-				-
Sep				-				-
Oct				-				-
Nov				-				-
Dec				-				-
Totals	$698,976	$11,371	$6,773	$717,119	$18,213	$0	$0	$18,213

Cash Reconciliation	
2022 Beginning Unencumbered Cash	$4,187,033.77
2022 Revenue	$717,119
Less 2022 Expenditures/Encumbrances	$18,213
2022 Ending Unencumbered Cash	$4,885,940
Remaining 2022 Projected Revenue	-
Less Est. Project Balance for CY	$ 350,000
2022 Projected Unencumbered Cash	$4,535,940

Riley County 2022 Budget Authority Summary		
2022 Budgeted Expenditures	$7,028,195	**% Budget Expended**
Expenditures to Date	$18,213	0.26%
2022 Remaining Budget Authority	$7,009,982	

Riley County 2022 Budgeted Revenue		
2022 Budgeted Revenue	$1,700,000	**% Budgeted Revenue**
Revenue to Date	$717,119	42.18%

Attachment: cash flow reports 2022 2 (12122 : Monthly Cash Flow Reports)

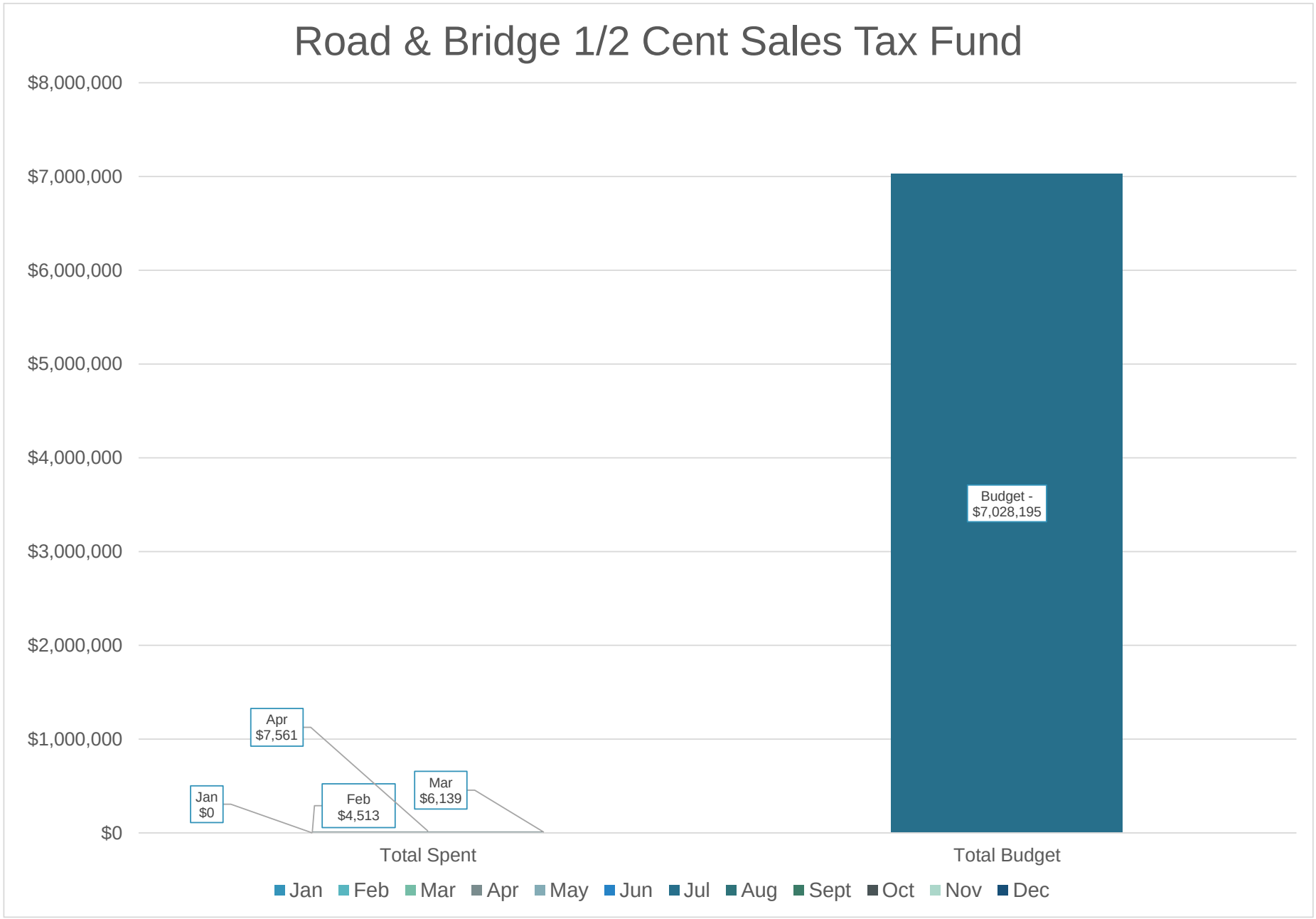
2022 Sales Tax Detailed Expenditures per Project and per Dept

Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	2022 Expenditures/ Encumbrances	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
	CULVERTS					
437	Casement Drainage Outlet Structure	298,852	298,852		0	0
442	West 54th Avenue	124,000	168,131		0	-44,131
310	Frog Holler	160,218	160,218		0	0
440	Green Randolph Road	260,819	260,819		0	0
441	N 52nd Street	139,894	139,894		0	0
451	Sherman Road	83,000	7,598		0	75,402
457	Flat Rock Road	113,500	52,707		60,793	
402	Vinton School Road	182,000	183,596		0	-1,596
458	Parallel Road	117,000	51,440		65,560	
403	Kitten Creek Road	148,000	54,791		93,209	
404	Peach Grove Road	104,000	238,350		0	
452	Fancy Creek Road I.2/6.3	93,000	-		0	93,000
459	Union Road	125,000	56,605		68,395	
	CULVERT TOTALS	$1,949,282	$1,673,001	$0	$287,957	$122,675
	BRIDGES					
435	West 40th Bridge	349,501	349,501		0	0
439	Daniels Drive	252,631	252,631		0	0
425	Green Randolph	1,089,402	1,092,613		0	-3,211
401	Fancy Creek F.5/5.9	1,231,800	1,166,683		0	65,117
461	Fancy Creek K.0/6.2	653,800	53,850		599,950	
443	S. 32nd Street	160,743	160,743		0	0
444	Parallel	208,990	208,990		0	0
455	Rose Hill	654,200	143,562	12,639	498,000	
447	Fancy Creek E.2/5.6	929,211	1,222,128		0	-292,917
412	Anderson Avenue	1,050,000	870,493		0	179,507
449	Stockdale Park	927,400	924,119		0	3,281
456	Senn Rd	454,500	466,669	56	0	
454	West 32nd Avenue	1,000,000	1,394,168	3,311	0	
460	Winkler Mills Bridge	1,200,000	102,836		1,097,164	
462	South Otter Bridge	75,000	369,604	2,208	0	
	BRIDGE TOTALS	$10,237,178	$8,778,590	$18,213	$2,195,114	-$48,223
	RECONSTRUCTION					
448	Denison (Marlatt to City Limits)	3,951,470	3,857,457		0	94,013
431	McDowell Creek Road (abandoned)	3,000,000	515,848		0	2,484,152
	RECONSTRUCTION TOTALS	$6,951,470	$4,373,305	$0	$0	$2,578,165
	OVERLAY					
412	Anderson Avenue	470,000	470,000		0	0
509	Welsh Road	175,000	175,466		0	-466
414	Mill Cove/W. 59th	200,000	200,000		0	0
	Tabor Valley Road	410,928	0		0	0
453	Kansas Ave/Crooked Creek	425,617	0		0	0
	Barton Road	509,418	0		0	0
438	Fancy Creek Road	450,000	450,000		0	0
450	University Park Road	259,910	175,000		0	0
463	Tuttle Cove Road	512,622	125,000		0	
464	Barnes/Casement Road	386,690	125,000		0	
	Scenic Drive	151,324	151,324		0	0
	4 Unidentified Overlays	800,000	175,000		625,000	
	OVERLAY TOTALS	$4,751,509	$2,046,790	$0	$625,000	-$466
	TOTALS	$23,889,440	$16,871,686	$18,213	$3,108,071	$2,652,151

Completed Projects

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

Attachment: cash flow reports 2022 2 (12122 : Monthly Cash Flow Reports)



Attachment: cash flow reports 2022 2 (12122 : Monthly Cash Flow Reports)

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

COUNTY CLERK & ELECTIONS
Purchase

COMMISSION AGENDA REPORT

FROM: **Vivienne Uccello**

MEETING: **May 16, 2022**

SUBJECT: **Sponsorship Request for the Flint Hills Regional Leadership Program**

PRESENTER: **Vivienne Uccello**

BACKGROUND

The Flint Hills Regional Leadership Program develops skills and trains people to be more fully engaged leaders to serve Fort Riley, Geary, Riley, Pottawatomie and Wabaunsee counties. It supports the Flint Hills area by providing awareness of regional strengths and resources, economic development and building entrepreneurial spirit, encouragement of friendships and networking between persons from all parts of the region, understanding and commitment to servant leadership, acquisition of modern leadership skills, and completion of a class project.

Up to 30 people participate in the program each year and go through a seven-session intensive training course. Alumni make a very visible impact in the region. Former graduates include Ron Fehr - City Manager for the City of Manhattan, Danielle Tegtmeier - Co-owner of Liquid Art Winery, Ryan Almes - Deputy Chief of the Manhattan Fire Department, Matt Walters - Vice President at Commerce Bank, and Travis Godfrey - Godfrey's Indoor Range and Tactical Supply.

DISCUSSION

At the February 14 meeting, Commissioners made the decision to appoint Vivienne Uccello to represent Riley County on the Flint Hills Regional Leadership Program Board of Directors. As a recent graduate, she was incredibly pleased to be asked to fill that role. However, to have representation on the board, the county must also be an official sponsor of the program, but that aspect was not discussed.

Riley County has funded employee participation in the program in recent years, including Josh Geering's participation in the 2021-2022, but has not been an official sponsor of the program since at least 2011.

FISCAL IMPACT

Yearly sponsorship at the organization level is $1,000.

The sponsorship would be used to help cover program costs such as meals, speakers, lodging, bus travel, material costs, and one part-time staff person.

RECOMMENDATION(S)

I recommend funding the program sponsorship to encourage leadership growth and collaboration in the Flint Hills Region.

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:

- FHRLP OVERVIEW (PDF)

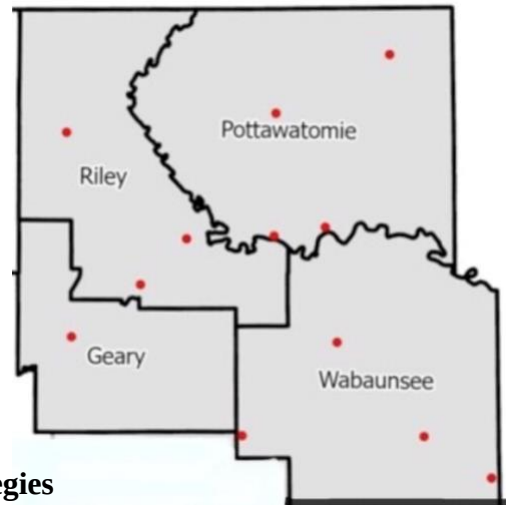
HOW THE FLINT HILLS REGIONAL LEADERSHIP PROGRAM MAKES A DIFFERENCE

Through a seven-session intensive training experience the Flint Hills Regional Leadership Program (FHRLP) provides wisdom building opportunities for our emerging regional leaders. Our graduates can be a key voice of reason affecting positive change in an ever-changing world. The annual program develops the leadership skills necessary to help the Flint Hills Region become the best place in Kansas to live, work & raise families. For each class, sessions open with a 21st Century interactive Leadership Enhancement Module, targeted training that includes:



REGIONAL LEADERSHIP PROGRAM

- **Building a Team**
- **Motivating Members**
- **Personality Differences**
- **Conflict Resolution**
- **Thinking BEYOND the Box**
- **Organizational skills**
- **Time management**
- **Decision making**
- **Public speaking**
- **Confidence Building**
- **Entrepreneurial strategies**
- **Effective communication strategies**



Our future depends on solid leadership that has a broad-based understanding of needs and resource management to meet those needs. The Flint Hills Regional Leadership Program takes participants working or living within the mapped area through a series of sessions that enhances team building, mediation, and collaboration skills, builds communication and image presentation ability and community decision making skills.

Case study exposure to successful businesses develops economic literacy and governmental analysis sharpens awareness of the process of local and state law and regulation development. The participants also gain skills in the art of informed influence. Conflict management, risk assessment and intervention provide direct exposure to making a difference at the local community through our statewide, national, and global concerns. Trend analysis aids in the ability to create a vision for the future.

We are in the process of preparing for the training experience for our new class. If you can invest in this new class soon the timing could not be better. If you would like to see emerging leaders go through the program, please nominate them by sending us their name and email address. We will send them a reminder for the next class offering. All nominees must apply on-line through the competitive selection process. The application period runs from May 15-July 16. Qualified candidates / participants must live within or work within the four counties of Geary, Pottawatomie, Riley and Wabaunsee, or Fort Riley.

The program operates on contributions and tuition fees. Tuition is $600 per person payable through their employer or by their own means. Most employers provide leave with pay for the professional improvement training. Scholarships are available by application for non-profit organization applicants. There are NO tax dollars involved whatsoever. Your investment is greatly appreciated and will reap mutual benefit. Contributions can be made out to FHRLP and sent to the office address in the footer.

For larger gifts, itemized returns or tax deduction consideration, make checks payable to the Greater Manhattan Community Foundation with ***FHRLP Fund*** in the Memo line and mail to:
GMCF PO BOX 1127 MANHATTAN KS 66505-112

Attachment: FHRLP OVERVIEW (12133 : Sponsorship of the Flint Hills Regaional Leadership Program)

RILEY COUNTY LAW ENFORCEMENT AGENCY
LAW BOARD MEETING
City Commission Meeting Room
1101 Poyntz Ave.
Manhattan, KS
May 16, 2022 12:00 p.m.
Agenda

I. ESTABLISH QUORUM- Chairperson Morse

II. PLEDGE OF ALLEGIANCE- Interim Director Moldrup

III. CONSENT AGENDA

[Items on the Consent Agenda are those of a routine and housekeeping nature or those items which have previously been reviewed by Law Board. A Law Board member may request an item be moved to the end of the General Agenda.]

A. Approval of Minutes
Pages 3-11 — 1. April 18, 2022 Law Board Meeting
Pages 12-13 — 2. May 2, 2022 Special Law Board Meeting
Pages 14-26 — B. Approve 2022 Expenditures/Credits
Pages 27-42 — C. 2021 & 2022 Adjusted Financial Journal Entries- *(Review)*
Page 43 — D. Juvenile Transport Reimbursement
Pages 44-47 — E. RCPD Related County Expenditures- *(Review)*
Page 48 — F. Riley County Jail Average Daily Inmate Population- *(Review)*
Page 49 — G. Reports: Synopsis- *(Review)*
1. Monthly
Pages 50-63 — a) Monthly Crime Report
2. Quarterly
Pages 64-70 — a) 1st Quarter Uniform Crime Report (82.1.4)- Captain Jager
Pages 71-80 — b) 1st Quarter Traffic Accident & Enforcement Analysis (61.1.1 A & C)- Captain Steere
Page 81 — c) 1st Quarter Seizure & Forfeiture Report (84.1.8)- Captain Freidline

IV. GENERAL AGENDA

H. Additions or Deletions
I. Special Announcement- Chairperson Morse
J. Public Comment
K. Fraternal Order of Police Lodge #17 Comments
L. Board Member Comments
M. Community Advisory Board Recognition- Interim Director Moldrup & CAB Vice Chairperson Dennis Cook
1. Marissa Lux, Member
2. Carl Taylor, Member
Pages 82-85 — N. 2021 Kansas Association of Chiefs of Police Valor Awards- Interim Director Moldrup- *(Discussion)*
O. Public Safety Communications Accreditation Program through the Commission on Accreditatio for Law Enforcement Agencies- Captain Jager- *(Discussion)*
Pages 86-89 — P. Approval of General Order 2022-016 Social Media - Personal Use of Social Media - Interim Director Moldrup- *(Vote Required)*
Pages 90-138 — Q. 2023 Budget Development- Captain Kyle, Staff & Board- *(Discussion)*

Continued on Reve

Attachment: 05-16-2022_law_board_meeting_agenda (11726 : Law Board Meeting Agenda)

Pages 138-139

R. Public Comment
S. 2023 Budget for Publication- Captain Kyle & Board- *(Vote Required)*
T. American Rescue Plan Act Update- Captain Jager & Board *(Discussion)*
U. Executive Session- *(Vote Required)*
   1. Non-Elected Personnel Matters
   2. Attorney Client Privilege
V. Affirmation or Revocation of Discipline- *(Vote Required)*
W. Adjournment

Riley County Law Enforcement Agency (Law Board) Meetings are open to the public. Agenda items may be viewed on the Riley County Police Department website at http://rileycountypolice.org/law-board. In order to comply with provisions of the Americans with Disabilities Act (ADA), the Riley County Law Enforcement Agency will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact Executive Offices Manager Nichole Glessner at (785) 537-2112, ext. 2468, for assistance.

The Meeting of the Riley County Law Enforcement Agency will be televised live on local Cox Cable Channel 3, on the City of Manhattan's website at http://cityofmhk.com/tv, and also on Facebook at https://www.facebook.com/RileyCountyPD. A recording will be made available on the City's website after the meeting.

Attachment: 05-16-2022_law_board_meeting_agenda (11726 : Law Board Meeting Agenda)