



**Board of Riley County  
Commissioners  
Regular Meeting  
Agenda  
May 25, 2023**

115 North 4th Street  
Manhattan, KS 66502  
[www.rileycountyks.gov](http://www.rileycountyks.gov)

Cindy Kabriel  
785-565-6200

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**Commission Chambers**

**8:30 AM**

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

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

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

**8:30 AM**

**Call to Order**

**Pledge of Allegiance**

**Public Comment**

1. Public Comments

**Commission Comments**

2. Commission Comments

**Business Meeting**

3. Sign Tax Roll Corrections
4. Outstanding Check Resolution
5. Sign Riley County Personnel Action Form(s)
6. Sign Riley County Position Action Form(s)

**Review Minutes**

7. Board of Riley County Commissioners - Regular Meeting - May 22, 2023 8:30 AM

**Review Tentative Agenda**

8. Tentative Agenda

**Press Conference Topics**

9. Discuss Press Conference

**9:00 AM**

**Darell Edie, Budget and Finance Officer**

10. 2024 BOCC, Coroner, Juvenile Detention, Special Alcohol, War Memorial, and Insurance Budget Requests

**9:15 AM**

**Clancy Holeman, Counselor/Director of Administrative Services**

11. Administrative Work Session
12. Executive session to discuss confidential legal advice regarding potential litigation issues

**9:35 AM**

**Cory Meyer, IT/GIS Director**

13. IT/GIS Staff Update - May 2023

- 9:50 AM Shelly Williams, Community Corrections Director**  
14. 2024 Community Corrections Budget and Appropriation Requests
- 10:05 AM Vivienne Leyva, PIO**  
15. Communications Update for April/May 2023
- 10:20 AM Craig Cox, Deputy County Counselor**  
16. High Plains Ranch Road Benefit District Assessment Hearing
- 10:50 AM Rich Vargo, County Clerk**  
17. 2024 Clerk, Elections, and Tech Fund Budget Requests
- 11:05 AM Julie Gibbs, Health Department Director**  
18. 2024 Riley County Health Department Budget Request
- 11:25 AM Evan McMillan, Assistant County Engineer**  
19. 2024 Benefit Districts, Landfill, and Solid Waste Budget Requests
- 11:40 AM Clancy Holeman, Counselor/Director of Administrative Services**  
20. Request to refill position – County Counselor

**Adjournment****Announcements**

Riley County Offices will be closed Monday, May 29th due to the observance of the Memorial Day Holiday.

The Board of County Commissioners will not be in session Monday, May 29th.

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



**COUNTY CLERK & ELECTIONS**  
*Tax Roll Correction*

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

## COMMISSION AGENDA REPORT

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**FROM:** Lori Muir, Real Estate Specialist  
**MEETING:** May 25, 2023  
**SUBJECT:** Sign Tax Roll Corrections  
**PRESENTER:** Rich Vargo, County Clerk

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### POSSIBLE MOTION(S)

Move to approve the Tax Roll Corrections.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

**Enclosures:**

- image29863 (PDF)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by LMUIR

2023/05/19 14:10:33

Taxpayer ID CENT0005  
Owner ID CENT0005

Control # 2023000218

Tax Year 2019  
Tract # 793502CENTRAL NATIONAL BANK  
ATTN: BILL POTTER  
PO BOX 1029

CAMA # 211-12-0-30-01-008-02-0-01

MANWEST ADDN #2  
LOT 2

JUNCTION CITY, KS 66441-1029

TU 2 Manhattan City  
Parcel 118150  
USD 383

Property Address COLLEGE AVE

## APPRAISER SECTION (Value)

2023/05/19 LMUIR

APPROVED

## Appraised Prior to Correction:

| CL | Land   | Imp    | Total   |
|----|--------|--------|---------|
| CU | 609000 | 458700 | 1067700 |

|       |        |        |         |
|-------|--------|--------|---------|
| Total | 609000 | 458700 | 1067700 |
|-------|--------|--------|---------|

## Assessed Prior to Correction:

|    |        |        |        |
|----|--------|--------|--------|
| CU | 152250 | 114675 | 266925 |
|----|--------|--------|--------|

|       |        |        |        |
|-------|--------|--------|--------|
| Total | 152250 | 114675 | 266925 |
| SB41  |        |        |        |

## Appraised After Correction:

| CL | Land   | Imp    | Total   |
|----|--------|--------|---------|
| CU | 609000 | 419100 | 1028100 |

|       |        |        |         |
|-------|--------|--------|---------|
| Total | 609000 | 419100 | 1028100 |
|-------|--------|--------|---------|

## Assessed After Correction:

|    |        |        |        |
|----|--------|--------|--------|
| CU | 152250 | 104775 | 257025 |
|----|--------|--------|--------|

|       |        |        |        |
|-------|--------|--------|--------|
| Total | 152250 | 104775 | 257025 |
| SB41  |        |        |        |

|            |        |
|------------|--------|
| Net Change | 39600- |
|------------|--------|

|            |       |
|------------|-------|
| Net Change | 9900- |
|------------|-------|

|       |       |
|-------|-------|
| Total | 9900- |
| SB41  |       |

## CLERK SECTION (Tax)

2023/05/19 LMUIR

ORDER PRINTED

|                          |         |          |
|--------------------------|---------|----------|
| Tax Prior to Correction: |         |          |
| Levy 156.51000           | Gen Tax | 41776.44 |
|                          | SB41 \$ |          |
| SB41 Tax Dollars         | .....   | 41776.44 |

|                       |         |          |
|-----------------------|---------|----------|
| Tax After Correction: |         |          |
| Levy 156.51000        | Gen Tax | 40226.98 |
|                       | SB41 \$ |          |
| SB41 Tax Dollars      | .....   | 40226.98 |

|            |          |
|------------|----------|
| Net Change | 1549.46- |
|            | 1549.46- |

## TREASURER SECTION (Summary)

|                                                  |           |
|--------------------------------------------------|-----------|
| Net Change in Assessed Value (no SB41 influence) | 9900-     |
| Applicable Mill Levy                             | 156.51000 |
| Net Change in Levied Tax Dollars                 | 1549.46-  |

Net Change in SB41 Exemption

|                    |                              |
|--------------------|------------------------------|
| Type of Correction | DECREASE                     |
| Correction Code    | CO C.O.T.A./OTHER Rate 2.00% |
| Tax Statement #    | 11228                        |
| Comments           | BOTA Stipulated Value        |
|                    | Docket 2020-442-PR           |

Net Change in Total Tax Dollars

1549.46-

Owner CENT0005  
CENTRAL NATIONAL BANKBy order of the Board of County Commissioners of RILEY COUNTY, Kansas.  
(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image29863 (13445 : Tax Roll Corrections)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by IMUIR

2023/05/19 14:48:55

Taxpayer ID CENT0005  
Owner ID CENT0005

Control # 2023000219

Tax Year 2020  
Tract # 793502CENTRAL NATIONAL BANK  
ATTN: BILL POTTER  
PO BOX 1029

CAMA # 211-12-0-30-01-008-02-0-01

MANWEST ADDN #2  
LOT 2TU 2 Manhattan City  
Parcel 118150  
USD 383

Property Address COLLEGE AVE

JUNCTION CITY, KS 66441-1029

## APPRAISER SECTION (Value)

2023/05/19 IMUIR

APPROVED

## Appraised Prior to Correction:

| CL    | Land   | Imp    | Total   |
|-------|--------|--------|---------|
| CU    | 609000 | 429100 | 1038100 |
| —     | —      | —      | —       |
| —     | —      | —      | —       |
| —     | —      | —      | —       |
| Total | 609000 | 429100 | 1038100 |

## Appraised After Correction:

| CL    | Land   | Imp    | Total   |
|-------|--------|--------|---------|
| CU    | 609000 | 419000 | 1028000 |
| —     | —      | —      | —       |
| —     | —      | —      | —       |
| —     | —      | —      | —       |
| Total | 609000 | 419000 | 1028000 |

| Net Change |
|------------|
| 10100-     |
| —          |
| —          |
| —          |
| 10100-     |

## Assessed Prior to Correction:

| CU    | Land   | Imp    | Total  |
|-------|--------|--------|--------|
| CU    | 152250 | 107275 | 259525 |
| —     | —      | —      | —      |
| —     | —      | —      | —      |
| —     | —      | —      | —      |
| Total | 152250 | 107275 | 259525 |

## Assessed After Correction:

| CU    | Land   | Imp    | Total  |
|-------|--------|--------|--------|
| CU    | 152250 | 104750 | 257000 |
| —     | —      | —      | —      |
| —     | —      | —      | —      |
| —     | —      | —      | —      |
| Total | 152250 | 104750 | 257000 |

| Net Change |
|------------|
| 2525-      |
| —          |
| —          |
| —          |
| 2525-      |

|      |        |        |        |
|------|--------|--------|--------|
| SB41 | 152250 | 107275 | 259525 |
|------|--------|--------|--------|

|      |        |        |        |
|------|--------|--------|--------|
| SB41 | 152250 | 104750 | 257000 |
|------|--------|--------|--------|

|       |       |
|-------|-------|
| Total | 2525- |
| SB41  | —     |

## CLERK SECTION (Tax)

2023/05/19 IMUIR

ORDER PRINTED

|                          |         |          |
|--------------------------|---------|----------|
| Tax Prior to Correction: |         |          |
| Levy 155.27200           | Gen Tax | 40296.98 |
|                          | SB41 \$ |          |
| SB41 Tax Dollars         | .....   | 40296.98 |

|                       |         |          |
|-----------------------|---------|----------|
| Tax After Correction: |         |          |
| Levy 155.27200        | Gen Tax | 39904.90 |
|                       | SB41 \$ |          |
| SB41 Tax Dollars      | .....   | 39904.90 |

|            |
|------------|
| Net Change |
| 392.08-    |
| —          |
| 392.08-    |

## TREASURER SECTION (Summary)

|                                                     |           |
|-----------------------------------------------------|-----------|
| Net Change in Assessed Value<br>(no SB41 influence) | 2525-     |
| Applicable Mill Levy                                | 155.27200 |
| Net Change in Levied Tax Dollars                    | 392.08-   |

Net Change in SB41 Exemption

|                    |                       |
|--------------------|-----------------------|
| Type of Correction | DECREASE              |
| Correction Code    | TG TAX GRIEVANCE      |
| Tax Statement #    | 11428                 |
| Comments           | BOTA Stipulated Value |
|                    | Docket 2020-1523-EQ   |

Net Change in Total Tax Dollars

|         |
|---------|
| 392.08- |
|---------|

Owner CENT0005  
CENTRAL NATIONAL BANKBy order of the Board of County Commissioners of RILEY COUNTY, Kansas.  
(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image29863 (13445 : Tax Roll Corrections)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by IMUIR

2023/05/19 14:48:55

Taxpayer ID CENT0005  
Owner ID CENT0005Control # 2023000220Tax Year 2021  
Tract # 793502CENTRAL NATIONAL BANK  
ATTN: BILL POTTER  
PO BOX 1029  
JUNCTION CITY, KS 66441-1029CAMA # 211-12-0-30-01-008-02-0-01MANWEST ADDN #2  
LOT 2TU 2 Manhattan City  
Parcel 118150  
USD 383Property Address COLLEGE AVE

## APPRAISER SECTION (Value)

2023/05/19 IMUIR

APPROVED

## Appraised Prior to Correction:

| CL | Land   | Imp    | Total   |
|----|--------|--------|---------|
| CU | 609000 | 429100 | 1038100 |
| —  | —      | —      | —       |
| —  | —      | —      | —       |
| —  | —      | —      | —       |

Total 609000 429100 1038100

## Assessed Prior to Correction:

| CU | Land   | Imp    | Total  |
|----|--------|--------|--------|
| CU | 152250 | 107275 | 259525 |
| —  | —      | —      | —      |
| —  | —      | —      | —      |
| —  | —      | —      | —      |

Total 152250 107275 259525

SB41

## Appraised After Correction:

| CL | Land   | Imp    | Total   |
|----|--------|--------|---------|
| CU | 609000 | 419100 | 1028100 |
| —  | —      | —      | —       |
| —  | —      | —      | —       |
| —  | —      | —      | —       |

Total 609000 419100 1028100

## Assessed After Correction:

| CU | Land   | Imp    | Total  |
|----|--------|--------|--------|
| CU | 152250 | 104775 | 257025 |
| —  | —      | —      | —      |
| —  | —      | —      | —      |
| —  | —      | —      | —      |

Total 152250 104775 257025

SB41

Net Change  
10000-Net Change  
2500-Total 2500-  
SB41

## CLERK SECTION (Tax)

2023/05/19 IMUIR

ORDER PRINTED

## Tax Prior to Correction:

Levy 157.46100 Gen Tax 40865.08

SB41 \$

SB41 Tax Dollars ..... 40865.08

## Tax After Correction:

Levy 157.46100 Gen Tax 40471.42

SB41 \$

SB41 Tax Dollars ..... 40471.42

## Net Change

393.66-

393.66-

## TREASURER SECTION (Summary)

Net Change in Assessed Value  
(no SB41 influence)

Applicable Mill Levy

Net Change in Levied Tax Dollars

Net Change in SB41 Exemption

Net Change in Total Tax Dollars

2500-

157.46100

393.66-

Type of Correction DECREASE

Correction Code CO C.O.T.A./OTHER Rate 2.00%

Tax Statement # 11617

Comments BOTA Stipulated Value

Docket 2021-3483-EQ

Owner CENT0005

CENTRAL NATIONAL BANK

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.  
(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image29863 (13445 : Tax Roll Corrections)

TAX ROLL CORRECTION  
REAL ESTATE

Printed by LMUIR

2023/05/19 14:48:55

Taxpayer ID CENT0005  
Owner ID CENT0005

Control # 2023000221

Tax Year 2022  
Tract # 793502CENTRAL NATIONAL BANK  
ATTN: BILL POTTER  
PO BOX 1029

CAMA # 211-12-0-30-01-008-02-0-01

MANWEST ADDN #2  
LOT 2

JUNCTION CITY, KS 66441-1029

TU 2 Manhattan City  
Parcel 118150  
USD 383

Property Address COLLEGE AVE

## APPRAISER SECTION (Value)

2023/05/19 LMUIR

APPROVED

## Appraised Prior to Correction:

| CL    | Land   | Imp    | Total   |
|-------|--------|--------|---------|
| CU    | 609000 | 440900 | 1049900 |
| —     | —      | —      | —       |
| —     | —      | —      | —       |
| —     | —      | —      | —       |
| Total | 609000 | 440900 | 1049900 |

## Assessed Prior to Correction:

| CU    | Land   | Imp    | Total  |
|-------|--------|--------|--------|
| CU    | 152250 | 110225 | 262475 |
| —     | —      | —      | —      |
| —     | —      | —      | —      |
| —     | —      | —      | —      |
| Total | 152250 | 110225 | 262475 |
| SB41  | —      | —      | —      |

## Appraised After Correction:

| CL    | Land   | Imp    | Total   |
|-------|--------|--------|---------|
| CU    | 609000 | 419100 | 1028100 |
| —     | —      | —      | —       |
| —     | —      | —      | —       |
| —     | —      | —      | —       |
| Total | 609000 | 419100 | 1028100 |

## Assessed After Correction:

| CU    | Land   | Imp    | Total  |
|-------|--------|--------|--------|
| CU    | 152250 | 104775 | 257025 |
| —     | —      | —      | —      |
| —     | —      | —      | —      |
| —     | —      | —      | —      |
| Total | 152250 | 104775 | 257025 |
| SB41  | —      | —      | —      |

| Net Change |
|------------|
| 21800-     |
| —          |
| —          |
| —          |
| 21800-     |

| Net Change |
|------------|
| 5450-      |
| —          |
| —          |
| —          |
| 5450-      |

| Total |
|-------|
| 5450- |
| SB41  |

## CLERK SECTION (Tax)

2023/05/19 LMUIR

ORDER PRINTED

## Tax Prior to Correction:

| Levy             | Gen Tax  | SB41 \$  | Total    |
|------------------|----------|----------|----------|
| 156.46900        | 41069.20 | —        | 41069.20 |
| SB41 Tax Dollars | —        | 41069.20 | —        |

## Tax After Correction:

| Levy             | Gen Tax  | SB41 \$  | Total    |
|------------------|----------|----------|----------|
| 156.46900        | 40216.44 | —        | 40216.44 |
| SB41 Tax Dollars | —        | 40216.44 | —        |

| Net Change |
|------------|
| 852.76-    |
| —          |
| 852.76-    |

## TREASURER SECTION (Summary)

Net Change in Assessed Value  
(no SB41 influence)Applicable Mill Levy  
Net Change in Levied Tax Dollars

Net Change in SB41 Exemption

Net Change in Total Tax Dollars

5450-

156.46900

852.76-

Type of Correction DECREASE

Correction Code CO C.O.T.A./OTHER Rate 2.00%

Tax Statement # 11663

Comments BOTA Stipulated Value

Docket 2022-1276-EQ

Owner CENT0005

CENTRAL NATIONAL BANK

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.  
(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image29863 (13445 : Tax Roll Corrections)



**COUNTY CLERK & ELECTIONS**  
*Resolution*

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

## RESOLUTION

---

**FROM:** Cindy Kabriel, Senior Administrative Assistant  
**MEETING:** May 25, 2023  
**SUBJECT:** Outstanding Check Resolution  
**PRESENTER:** Shilo Heger, Treasurer

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### POSSIBLE MOTION(S)

Move to approve Resolution No. 052523- , Resolution for voiding outstanding checks issued by Riley County prior to April 30, 2021.

**Enclosures:**

- 052523 Outstanding Check Resolution (PDF)

**RESOLUTION NO. 052523-**

NOW on this 25<sup>th</sup> day of May, 2023 the Board of County Commissioners of Riley County, Kansas pursuant to K.S.A. 10-815 (a), meeting in regular session considers the matter of outstanding checks issued by Riley County prior to April 30, 2021.

**WHEREAS**, these checks have not been cashed within due course, and

**NOW THEREFORE BE IT RESOLVED** that these outstanding checks listed on attached Exhibit A, incorporated herein by reference, be declared null and void and it is ordered that the following amounts be returned to the appropriate accounts, as follows:

|                    |                  |
|--------------------|------------------|
| Treasurer's Checks | \$ 1,980.13      |
| Accounts Payable   | \$ <u>532.36</u> |
| <br>TOTAL          | <br>\$ 2,512.49  |

BOARD OF COUNTY COMMISSIONERS  
OF RILEY COUNTY, KANSAS

\_\_\_\_\_  
Chairwoman

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

ATTEST:

\_\_\_\_\_  
County Clerk

Attachment: 052523 Outstanding Check Resolution (13432 : Outstanding Check Resolution)

# 2020-2021 Outstanding Treasurer - A/P Checks 05/01/2020 to 04/30/2021

## Treasurer Checks

| Check Number | Date     | Vendor                    | Amount | Source |
|--------------|----------|---------------------------|--------|--------|
| 66920        | 20200518 | Delroy Anthony Salmon     | 12.50  | MR     |
| 66941        | 20200522 | Cesar Manuel Quintana     | 10.00  | CD     |
| 66981        | 20200528 | Yaser H A Alghonim        | 100.95 | MR     |
| 67012        | 20200602 | Brian Shawn Casey         | 18.67  | MR     |
| 67089        | 20200617 | Debra S Ruthsatz          | 51.96  | MR     |
| 67191        | 20200701 | Jawad Soto Ruiz           | 19.32  | MR     |
| 67196        | 20200702 | Christopher Grant Robbins | 37.41  | MR     |
| 67222        | 20200709 | Rolmer Miralda Rodriguez  | 5.86   | MR     |
| 67230        | 20200713 | Brandon Paul Boyer        | 179.65 | CD     |
| 67253        | 20200714 | Derek James Gentry        | 8.38   | MR     |
| 67279        | 20200717 | Reba Renee Phinney        | 15.25  | MR     |
| 67282        | 20200717 | Brent Earl Friedeman      | 50.87  | MR     |
| 67347        | 20200727 | Katherine L Weisbender    | 20.22  | MR     |
| 67406        | 20200806 | Robert S Hamil            | 125.04 | MR     |
| 67475        | 20200818 | Michelle Novotny          | 82.32  | CD     |
| 67580        | 20200902 | Hannah L Horne            | 63.96  | MR     |
| 67669        | 20200918 | Tara Marie Coffman        | 7.26   | MR     |
| 67678        | 20200922 | Konza Lab Connection      | 45.50  | CD     |
| 67707        | 20200925 | Jonathan Joseph Eden      | 20.00  | MR     |
| 67726        | 20200929 | Lacy Joe Folsom           | 10.00  | CD     |
| 68033        | 20201116 | Xiyao Liu                 | 212.71 | MR     |
| 68040        | 20201117 | Valerie Elaine Hazlett    | 31.50  | MR     |
| 68150        | 20201124 | Brian Joseph Canay Cabico | 12.50  | MR     |
| 68157        | 20201125 | TAYLOR, RANDY WAYNE       | 40.76  | TR     |
| 68456        | 20210108 | John Michael Henderson    | 12.41  | MR     |
| 68463        | 20210108 | Nickolas James Bedford    | 5.00   | MR     |
| 68473        | 20210111 | Cameron Michael Mauldin   | 23.33  | MR     |
| 68496        | 20210120 | Yiqin Zhang               | 219.43 | MR     |
| 68500        | 20210121 | Rolmer Miralda Rodriguez  | 31.50  | MR     |
| 68614        | 20210217 | Alicia Bellomy            | 136.56 | CD     |
| 68647        | 20210223 | Kristi L Hanson           | 26.00  | CD     |
| 68687        | 20210226 | Levi Taylor Wheeler       | 46.27  | MR     |
| 68732        | 20210309 | Amber Lee Cafer           | 4.49   | CD     |
| 68747        | 20210312 | Catherine E Robson        | 44.49  | MR     |
| 68777        | 20210318 | Kurtis D Cavender Jr      | 17.89  | MR     |
| 68778        | 20210318 | Danielle Christine Dudley | 12.50  | MR     |
| 68779        | 20210318 | Seth Trenton Mclaughlin   | 22.50  | MR     |
| 68816        | 20210326 | Chase Alec Fox            | 5.00   | MR     |
| 68868        | 20210406 | Jerry Malufau             | 14.34  | MR     |
| 68905        | 20210409 | Southwestern Bell         | 116.69 | CD     |
| 68926        | 20210413 | Shannon Lasalle Lewis     | 31.67  | MR     |
| 69023        | 20210430 | Terrance P Roberts Jr     | 27.47  | MR     |

Attachment: 052523 Outstanding Check Resolution (13432 : Outstanding Check Resolution)

**Total Treasurer Checks** **1,980.13**

**Accounts Payable**

| <b>Check Number</b>           | <b>Date</b> | <b>Vendor</b>             | <b>Amount</b>   | <b>Source</b> |
|-------------------------------|-------------|---------------------------|-----------------|---------------|
| 924701                        | 20200605    | Kelley, Logan             | 15.27           | AP            |
| 924993                        | 20200723    | Yowell, Courtney          | 130.75          | CW            |
| 925224                        | 20200828    | Fleurant, Alvin           | 55.00           | AP            |
| 925254                        | 20200828    | Larson, Mary              | 23.00           | AP            |
| 925528                        | 20201009    | Mateo, William            | 10.00           | AP            |
| 925964                        | 20201218    | Cooper, Joseph            | 34.42           | AP            |
| 925975                        | 20201218    | Hays, Andrew              | 10.00           | AP            |
| 926134                        | 20210113    | Appelgren, Noah Ross      | 10.00           | CW            |
| 926138                        | 20210113    | Braun, Michael Joseph     | 10.00           | CW            |
| 926144                        | 20210113    | Glessner, Krist Elizabeth | 10.00           | CW            |
| 926397                        | 20210212    | Minnich, Julia            | 2.92            | AP            |
| 926585                        | 20210312    | Riley Co Register Of Deed | 211.00          | AP            |
| 926762                        | 20210416    | Ferris, Angela            | 10.00           | CW            |
| <b>Total Accounts Payable</b> |             |                           | <b>532.36</b>   |               |
| <b>Grand Total</b>            |             |                           | <b>2,512.49</b> |               |

## 2013 Kansas Statutes

**10-815. Cancellation of certain county warrants; balances.** (a) On and after July 1, 1947, and in every case occurring heretofore and hereafter, in which the county boards of commissioners or the county boards of social welfare, as the case may be, shall have issued a warrant against any of the funds of the county treasury and a period of two years shall have elapsed since the signing of such warrant, during which time no person entitled thereto shall have appeared to claim such warrant, or such warrant shall not have been presented to the county treasurer for payment, such warrant may, at the discretion of the board of county commissioners be canceled and set aside upon the records of the county. Such records shall show the date of cancellation, and shall recite that such warrant is unpaid but canceled by reason of this section.

(b) That in case a warrant shall have been presented to the county treasurer for payment within the two years above provided, and shall not have been paid for want of sufficient funds, or shall have been issued pursuant to law as a no-fund warrant, and shall have been registered, recorded and endorsed pursuant to the provisions of K.S.A. 10-807, and amendments thereof, the cancellation provided for in section 1 [\*] of this act shall apply to such warrant when a period of two years has elapsed subsequent to the publication of a call for such warrant made pursuant to the provisions of K.S.A. 10-808, and amendments thereof.

(c) That all balances accruing from such unpaid canceled warrants shall revert to the county fund upon which such warrants were drawn.

**History:** L. 1947, ch. 213, § 1; June 30.

\* "Section 1" evidently intended to refer to subsection (a) of this section.



**COUNTY CLERK & ELECTIONS**  
*Personnel*

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

## COMMISSION AGENDA REPORT

---

**FROM:** Elizabeth Ward, Human Resources Director

**MEETING:** May 25, 2023

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

**PRESENTER:** Elizabeth Ward, Human Resources Director

---

**Enclosures:**

- 2023-05 Fire LBrock PAF (DOCX)
- 2023-05 Fire CFoster PAF (DOCX)
- 2023-05 Appraiser NAlcala EAF (DOCX)
- 2023-05 EMS J Schwanke EAF (DOCX)

## RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

**Full Legal Name:** Logan Brock**Status Change Date:** 5/22/2023**Status Change:** New Hire**Date of Hire:** 5/30/2023**Seniority:** 0 Month(s)**Position:** Volunteer Fire Fighter Stipend**Position Type:** As Needed**Pay Range:** TASND**Pay Type:** Hourly**Base Rate:** \$0.00**Annualized Pay:** \$0.00**Funds Codes:** 183-Riley Co Fire District #1, 183-Fire District #1**Supervisor:** John Martens**Department Head:** Russel Stukey

BoCC Chairman \_\_\_\_\_

Date: \_\_\_\_\_

BoCC Member \_\_\_\_\_

Date: \_\_\_\_\_

BoCC Member \_\_\_\_\_

Date: \_\_\_\_\_

Attachment: 2023-05 Fire LBrock PAF (13460 : Personnel Action Form (Green Sheet))

## RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

**Full Legal Name:** Cherokee Foster**Status Change Date:** 5/22/2023**Status Change:** New Hire**Date of Hire:** 5/26/2023**Seniority:** 0 Month(s)**Position:** Volunteer Fire Fighter Stipend**Position Type:** As Needed**Pay Range:** TASND**Pay Type:** Hourly**Base Rate:** \$0.00**Annualized Pay:** \$0.00**Funds Codes:** 183-Riley Co Fire District #1, 183-Fire District #1**Supervisor:** John Martens**Department Head:** Russel Stukey

BoCC Chairman \_\_\_\_\_

Date: \_\_\_\_\_

BoCC Member \_\_\_\_\_

Date: \_\_\_\_\_

BoCC Member \_\_\_\_\_

Date: \_\_\_\_\_

Attachment: 2023-05 Fire CFoster PAF (13460 : Personnel Action Form (Green Sheet))

## RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

**Full Legal Name:** Nicole Alcala**Status Change Date:** 5/15/2023**Status Change:** Separated**Date of Hire:** 11/07/2022**Seniority:** 6 Month(s)**Position:** Personal Property Appraiser I**Position Type:** Full-Time**Pay Range:** 22**Pay Type:** Hourly**Base Rate:** \$19.03**Annualized Pay:** \$39,582.40**Funds Codes:** 1-County General**Supervisor:** Allen Todd**Department Head:** Anna Burson

BoCC Chairman \_\_\_\_\_

Date: \_\_\_\_\_

BoCC Member \_\_\_\_\_

Date: \_\_\_\_\_

BoCC Member \_\_\_\_\_

Date: \_\_\_\_\_

Attachment: 2023-05 Appraiser NAlcala EAF (13460 : Personnel Action Form (Green Sheet))

## RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

**Full Legal Name:** Joshua Schwanke**Status Change Date:** 5/27/2023**Status Change:** Promotion**Date of Hire:** 4/25/2023**Seniority:** 1 Month(s)**Position:** Paramedic**Position Type:** Part-Time**Pay Range:** Paramedic**Pay Type:** Hourly**Base Rate:** \$19.98**Annualized Pay:** \$5,754.24**Funds Codes:** 1-County General, 20-EMS/Ambulance**Supervisor:** Joshua Gering**Department Head:** David Adams

BoCC Chairman \_\_\_\_\_

Date: \_\_\_\_\_

BoCC Member \_\_\_\_\_

Date: \_\_\_\_\_

BoCC Member \_\_\_\_\_

Date: \_\_\_\_\_

Attachment: 2023-05 EMS J Schwanke EAF (13460 : Personnel Action Form (Green Sheet))



**COUNTY CLERK & ELECTIONS**  
*Personnel*

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

## COMMISSION AGENDA REPORT

---

**FROM:** Elizabeth Ward, Human Resources Director

**MEETING:** May 25, 2023

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

**PRESENTER:** Elizabeth Ward, Human Resources Director

---

Enclosures:

- Environmental Health Tech PAF (DOCX)
- Environment Health Technican Position Description (DOCX)

RILEY COUNTY POSITION ACTION FORM

Approval Process

- Submitted by Ashley Martinek
- Elizabeth Ward, Final Approval

Internal Position Details (not displayed on job posting)

|                                            |                                                                   |                                            |
|--------------------------------------------|-------------------------------------------------------------------|--------------------------------------------|
| <b>Company</b><br>Riley County, KS         | <b>Position Template</b><br>Environmental Health Technician [EHT] | <b>Work Location</b><br>Office Building    |
| <b>Job ID</b><br>1714891                   | <b>Salary</b><br>Starting \$26.98-\$29.46                         | <b>Supervisor Position</b><br>No           |
| <b>Pay Grade</b><br>RANGE 13 [RANGE 13]    | <b>EEO Class</b><br>Technicians [3]                               | <b>Workers Compensation</b><br>8810 [8810] |
| <b>Cost Center 1</b><br>County General [1] | <b>Cost Center 2</b><br>Planning & Development [24]               | <b>Cost Center 3</b><br>None [0]           |
| <b>1 Job Slot</b><br>ENVIRON-1             |                                                                   |                                            |

Supervisor: Amanda Webb

Department Head: Amanda Webb

- ☐ No changes to Position or Budget
- ☒ Budgeted
- ☐ New request for budget (details attached)
- ☐ Position Description attached
- ☐ New or updated position description
- Total annual hours: 2080

Salary: \$61,276.80      Budget for Benefits: \$23,897.95      Total proposed annual budget: \$85,174.75

Additional Position Comments: \_\_\_\_\_

BoCC Chairman \_\_\_\_\_ Date: \_\_\_\_\_

BoCC Member \_\_\_\_\_ Date: \_\_\_\_\_

BoCC Member \_\_\_\_\_ Date: \_\_\_\_\_

Original document stored in Human Resources

Revised 2022-11



## RILEY COUNTY, KANSAS JOB DESCRIPTION

|                     |                                        |                  |           |
|---------------------|----------------------------------------|------------------|-----------|
| <b>Job Title:</b>   | <b>ENVIRONMENTAL HEALTH TECHNICIAN</b> |                  |           |
| <b>Department:</b>  | Planning & Development                 | <b>Division:</b> |           |
| <b>Reports To:</b>  | Director of Planning & Development     |                  |           |
| <b>Pay Range:</b>   | <b>13</b>                              | <b>Status:</b>   | Full Time |
| <b>FLSA Status:</b> | Exempt                                 |                  |           |

**Position Summary:** The Environmental Health Technician provides inspection and technical services for private wastewater systems and wells, assists in enforcing the Riley County Sanitary Code, and provides education to the public regarding environmental health programs/regulations.

### ESSENTIAL FUNCTIONS:

- Evaluates soil and other physical characteristics of a property to determine the suitability for a new or replacement wastewater system.
- Conducts field inspections and writes reports for private wastewater systems and private water wells.
- Issues wastewater system installation/new construction permits, and repair permits for wastewater systems.
- Issues permits for water wells and verifies submission of well plugging reports to the state.
- Conducts inspections of active alternative private wastewater disposal systems and maintains a database for each system.
- Conducts laboratory testing of well water for Nitrates, Coliform Bacteria, Fluoride, Hardness, Alkalinity, Sulfates, Iron, Chlorides, and Free Cl<sub>2</sub>.
- Composes training manual/materials and conducts training for installers and septage haulers.
- Assists and educates the public regarding environmental health issues.
- Monitors bacteria and nitrate testing on Type II water supplies, Agritourism and Short-Term Rental well sites.
- Investigates environmental health complaints.
- Conducts school inspections.
- Conducts kennel inspections.
- 
- Maintains knowledge of and enforces the provisions of the Riley County Sanitary Code.

### SECONDARY FUNCTIONS:

- Assists Riley County Health Officer
- Assists Riley County Emergency Management
- Performs other duties as assigned.

### Position Requirements:

**Education:** bachelor's degree from an accredited college or university in natural science, environmental health or public health, soil science, natural science, environmental engineering or other related field.

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

**Knowledge and Experience:** knowledge of the principles of environmental health, and the regulations that apply. Knowledge of on-site water supply and on-site wastewater treatment methodology. Knowledge of groundwater flow and patterns. ,

Knowledge of environmental inspections required.

Knowledge of private water and wastewater system regulation preferred. knowledge of inspection and operation of various types of alternative wastewater systems preferred.

**Skills:** Ability to express oneself clearly and concisely, orally and written and prepare basic reports. ability to work effectively with the public, other agencies, and other county staff. Ability to assess situations and make decisions independent of supervision. Ability to multi-task and resolve problems in a timely manner. Ability to locate property, read maps and read legal descriptions. Ability to walk and stand for extended periods of time on uneven terrain and in various weather conditions. Ability to recognize and respond appropriately to potential physical threats in the field, e.g., snakes and other animal bites, poison ivy. Ability to follow protocols and established regulations.

**Supervisory Controls:** This position is expected to operate independently without a great degree of supervision. The Director defines overall objectives and assists the employee with unusual situations which do not have clear precedent. The employee establishes priorities and deadlines, plans, and conducts the successive steps and handles problems and deviations in the work tasks independently and seeks guidance from the Director when needed.

**Supervisory Responsibility:** This position has no supervisory responsibilities.

**Guidelines:** County, State, and Federal regulations relating to environmental health are the guidelines for decisions. Some of the regulations are very plainly written and easily adapted to a specific question. Other regulations are outdated and do not pertain to current day problems. Therefore, judgment and interpretation are required in applying the regulations. The employee may also determine which of several established alternatives to use. Situations to which existing guidelines cannot be applied or significant proposed deviations from the guidelines are referred to the director.

**Complexity:** The work includes various duties involving different and unrelated processes and methods. The decision regarding what needs to be done depends upon the analysis of the subject, phase or issues involved in each assignment, and the chosen course of action may have to be selected from many alternatives. The work involves conditions and elements that must be identified and analyzed to discern interrelationships. Alternative private wastewater disposal system inspections involve the use of complex equipment and the interpretation of readings and data to determine proper system operation and needed corrective measures. These inspections also involve the potential for contact with raw sewage (a potential hazard) which therefore requires the use of proper techniques and precautionary measures.

**Scope and Effect of Work:** The work involves the execution of specific rules, regulations, or procedures and typically comprises a complete segment of an assignment or project of broader scope. The work product or service affects the accuracy, reliability, or acceptability of further processes or services. The alternative private wastewater disposal system inspections require independent investigation, data evaluation and determination of corrective measures needed.

**Personal Contacts:** The contacts are generally with members of the public, as individuals or groups, in a moderately unstructured setting. Contacts are not established on a routine basis; the purpose and extent of each contact is different, and the role and authority of each party is identified and developed during the contact.

**Purpose of Contacts:** The purpose is to influence, motivate, interrogate, or control persons or groups. The people contacted may be fearful, skeptical, uncooperative, or dangerous. The employee must be skillful in approaching the individual or group to obtain the desired effect, such as, gaining compliance

with established policies and regulations by persuasion or negotiation, or gaining information by establishing rapport with a suspicious informant.

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

While performing the duties of this job, the employee is required to stand, walk; sit; use hands to finger, handle, or feel; reach with hands and arms; talk or hear. The employee must regularly lift and/or move up to 80 pounds. Specific vision abilities required by this job include close vision, distance vision and color vision. The work is often sedentary, and the employee can sit comfortably to do the work. Site inspections, however, require some physical exertion with occasionally having to walk over rough, uneven, or rocky surfaces. Average or above-average agility is important. Periodic lifting of heavy objects is required. Stress is inherent to the position by having to deal with difficult people and/or situations. Must have required immunizations as per OSHA 1910.1030 Bloodborne Pathogens Rule.

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

While performing the duties of this job, the employee is exposed to a moderate noise level in the work environment. Job may involve significant stress during certain periods of difficult interactions with the public or high demands from the Director or other staff members.

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

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



**Board of Riley County  
Commissioners  
Regular Meeting  
TENTATIVE Agenda  
June 01, 2023**

115 North 4th Street  
Manhattan, KS 66502  
[www.rileycountyks.gov](http://www.rileycountyks.gov)

Cindy Kabriel  
785-565-6200

**Commission Chambers**

**8:30 AM**

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

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

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

**8:30 AM**

**Call to Order**

**Pledge of Allegiance**

**Public Comment**

**Commission Comments**

**Business Meeting**

1. Approve payroll/accounts payables (when completed)

**Review Minutes**

**Review Tentative Agenda**

**Press Conference Topics**

**9:00 AM**

**Laurie Harrison, Emergency Management Coordinator**

2. Local Emergency Operations Plan Concurrence

**9:15 AM**

**Michael Boller, Noxious Weed Director**

3. Staff update

**9:30 AM**

**Anna Burson, Appraiser**

4. Staff update

**9:45 AM**

**Jim Genandt, MATC**

5. 2024 MATC Appropriation Request

**10:00 AM**

**Amanda Webb, Planning/Special Projects Director**

6. Staff update

**10:15 AM**

**Clancy Holeman, Counselor/Director of Administrative Services**

7. Administrative Work Session

**10:35 AM**

**Carson Kober, Sunflower Children's Collective**

Attachment: 06-01-23 tentative agenda (12841 : Tentative Agenda)

8. 2024 Sunflower Children's Collective Appropriation Request

**10:45 AM**

**John Ellermann, Public Works Director/County Engineer**

9. Road Petition  
10. Ogden Scenic Overlook Park

**11:05 AM**

**Darell Edie, Budget and Finance Officer**

11. RCPD, CIP, General-General, Eco Devo, Bond & Interest Budget Requests

**11:20 AM**

**Julie Gibbs, Health Department Director**

12. Out of State Travel Request

**Adjournment**

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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: 06-01-23 tentative agenda (12841 : Tentative Agenda)



**Board of Riley County  
Commissioners  
Regular Meeting  
TENTATIVE Agenda  
June 05, 2023**

115 North 4th Street  
Manhattan, KS 66502  
[www.rileycountyks.gov](http://www.rileycountyks.gov)

Cindy Kabriel  
785-565-6200

**Commission Chambers**

**8:30 AM**

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

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

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

**8:30 AM**

**Call to Order**

**Pledge of Allegiance**

**Public Comment**

**Commission Comments**

**Business Meeting**

**Review Minutes**

**Review Tentative Agenda**

**Press Conference Topics**

**9:00 AM**

**Clancy Holeman, Counselor/Director of Administrative Services**

1. Administrative Work Session

**9:20 AM**

**Evan McMillan, Assistant County Engineer**

2. Bid opening for Flat Rock Road culvert replacement

**9:30 AM**

**Press Conference**

3. RCPD Update - Greg Steere (3-5 minutes)
4. Downtown Manhattan Update - Gina Snyder (3-5 minutes)

**9:50 AM**

**Evan McMillan, Assistant County Engineer**

5. Bid opening for Union Road culvert replacement

**10:00 AM**

**Russel Stukey, Emergency Management Director**

6. Staff update

**10:15 AM**

**Amanda Webb, Planning/Specials Projects Director**

7. Discuss RHID Program

**Adjournment**

Attachment: 06-05-23 tentative agenda (12841 : Tentative Agenda)

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



**COUNTY CLERK & ELECTIONS**  
*Budget*

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

## MEMORANDUM

---

**FROM:** Darell Edie

**MEETING:** May 25, 2023

**SUBJECT:** 2024 BOCC, Coroner, Juvenile Detention, Special Alcohol, War Memorial, and Insurance Budget Requests

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

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**Enclosures:**

- 2024 County Commissioners (XLSX)
- 2024 CORONER (PDF)
- 2024 JV DET AND SUPERVISION (PDF)
- 2024 SPECIAL ALCOHOL (PDF)
- 2024 WAR MEMORIAL (PDF)
- 2024 INSURANCE DEPARTMENT (PDF)

**Riley County, Kansas**  
**2024 Budget**  
**Board Of County Commissioners (BOCC) Department**  
**001-003**

| <b>PERSONNEL</b>                    | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|-------------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full Time</b>   | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Commissioner                        | 3.00                 | 3.00                 | 3.00                 |
| <b>TOTAL NUMBER OF EMPLOYEES</b>    | <b>3.00</b>          | <b>3.00</b>          | <b>3.00</b>          |
| <b>EXPENDITURES</b>                 |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>           |                      |                      |                      |
| 1001 Salaries (Full Time)           | \$ 150,656           | \$ 161,125           | \$ 166,048           |
| 1504 FICA                           | 11,493               | 12,326               | 12,703               |
| 1506 Health Insurance               | 10,905               | 35,206               | 35,684               |
| 1508 KPERS Retirement               | 9,503                | 15,951               | 17,037               |
| 1510 State Unemployment Tax         | 114                  | 161                  | 166                  |
| <b>TOTAL PERSONNEL SERVICES</b>     | <b>\$ 182,671</b>    | <b>\$ 224,769</b>    | <b>\$ 231,637</b>    |
| <b>CONTRACTUAL SERVICES</b>         |                      |                      |                      |
| 2010 Postage/Freight/Shipping       | \$ 36                | \$ 40                | \$ 40                |
| 2030 Cellular Phone Services        | 2,340                | 2,500                | 2,500                |
| 2040 Internet Access                | 440                  |                      | 300                  |
| 2510 Mileage/Tolls/Parking/Rental   | 984                  | 4,000                | 3,000                |
| 2520 Lodging                        | 2,381                | 3,000                | 4,000                |
| 2530 Airfare                        | 1,414                | 1,500                | 2,000                |
| 2540 Meals                          | 934                  | 2,000                | 2,000                |
| 2550 Dues & Memberships             | 1,270                | 1,200                | 1,300                |
| 2560 Training & Registrations       | 3,735                | 4,000                | 4,250                |
| 2570 Subscriptions                  | 120                  | 300                  | 250                  |
| 2605 Admin/Clerical Fees            | 75                   |                      |                      |
| 2640 Legal Services                 | 28,000               | 32,000               | 32,000               |
| <b>TOTAL CONTRACTUAL SERVICES</b>   | <b>\$ 41,729</b>     | <b>\$ 50,540</b>     | <b>\$ 51,640</b>     |
| <b>COMMODITIES</b>                  |                      |                      |                      |
| 3010 Office Supplies                | \$ 211               | \$ 700               | \$ 700               |
| 3020 Books & Publications           | 225                  | 200                  | 200                  |
| 3990 Other Supplies/Materials       | 494                  | 100                  | 500                  |
| <b>TOTAL COMMODITIES</b>            | <b>\$ 930</b>        | <b>\$ 1,000</b>      | <b>\$ 1,400</b>      |
| <b>CAPITAL OUTLAY</b>               |                      |                      |                      |
| 4040 Furniture > \$100              | \$ -                 | \$ -                 | \$ -                 |
| 4050 Technology Hardware            | -                    | -                    | -                    |
| 4060 Computer Software              | -                    | -                    | -                    |
| <b>TOTAL COMMODITIES</b>            | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>TOTAL OPERATING EXPENDITURES</b> | <b>\$ 225,331</b>    | <b>\$ 276,309</b>    | <b>\$ 284,677</b>    |

Attachment: 2024 County Commissioners (13450 : 2024 BOCC, Coroner, Juvenile Detention, Special Alcohol, War Memorial, and Insurance

|                                   |            |            |            |
|-----------------------------------|------------|------------|------------|
| TOTAL EXPENDITURES LESS PERSONNEL | \$ 42,660  | \$ 51,540  | \$ 53,040  |
| TOTAL EXPENDITURES                | \$ 225,331 | \$ 276,309 | \$ 284,677 |

**Riley County, Kansas**  
**2024 Budget**  
**Coroner Department**  
**001-011**

| <b>EXPENDITURES</b>               | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|-----------------------------------|----------------------|----------------------|----------------------|
| <b>CONTRACTUAL SERVICES</b>       | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| 2330 Transportation Services      | \$ 10,178            | \$ 20,000            | \$ 25,000            |
| 2650 Physician Fees               | 68,088               | 95,000               | 105,000              |
| 2990 Other Contract Services      | -                    | 2,000                | 2,000                |
| <b>TOTAL CONTRACTUAL SERVICES</b> | <b>\$ 78,266</b>     | <b>\$ 117,000</b>    | <b>\$ 132,000</b>    |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 78,266</b>     | <b>\$ 117,000</b>    | <b>\$ 132,000</b>    |

Riley County, Kansas  
2024 Budget  
Juvenile Detention Department  
001-015

| EXPENDITURES                       | 2022             | 2023              | 2024              |
|------------------------------------|------------------|-------------------|-------------------|
| CONTRACTUAL SERVICES               | <u>ACTUAL</u>    | <u>BUDGET</u>     | <u>BUDGET</u>     |
| 2320 Juvenile Detention Operations | \$ 83,881        | \$ 101,650        | \$ 112,000        |
| <b>TOTAL CONTRACTUAL SERVICES</b>  | <b>\$ 83,881</b> | <b>\$ 101,650</b> | <b>\$ 112,000</b> |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 83,881</b> | <b>\$ 101,650</b> | <b>\$ 112,000</b> |

Riley County, Kansas  
2024 Budget  
Juvenile Supervision Fees Department  
001-043

|                                   | 2022            | 2023            | 2024            |
|-----------------------------------|-----------------|-----------------|-----------------|
|                                   | <u>ACTUAL</u>   | <u>BUDGET</u>   | <u>BUDGET</u>   |
| <b>BEGINNING CASH BALANCE</b>     | <b>\$ 1,592</b> | <b>\$ 1,318</b> |                 |
| <b>REVENUE</b>                    |                 |                 |                 |
| 608 Juvenile Supervision Fees     | \$ -            | \$ 500          | \$ 500          |
| <b>TOTAL REVENUE</b>              | <b>\$ -</b>     | <b>\$ 500</b>   | <b>\$ 500</b>   |
| <b>TOTAL RESOURCES AVAILABLE</b>  | <b>\$ 1,592</b> | <b>\$ 1,818</b> | <b>\$ 500</b>   |
| <b>EXPENDITURES</b>               |                 |                 |                 |
| <b>CONTRACTUAL SERVICES</b>       |                 |                 |                 |
| 2335 Electronic Monitoring        | \$ -            | \$ 1,400        | \$ 1,400        |
| <b>TOTAL CONTRACTUAL SERVICES</b> | <b>\$ -</b>     | <b>\$ 1,400</b> | <b>\$ 1,400</b> |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ -</b>     | <b>\$ 1,400</b> | <b>\$ 1,400</b> |

## FUND #132

| Adopted Budget<br>Special Alcohol Programs Fund - 132 | 2019<br>ACTUAL | 2020<br>ACTUAL | 2021<br>ACTUAL | 2022<br>ACTUAL | 2023<br>BUDGET | 2024<br>BUDGET |
|-------------------------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Unencumbered Cash Balance, Jan 1                      | 7,380          | 5,461          | 3,763          | 4,495          | 15,583         | 12,992         |
| Local Alcoholic Liquor Tax                            | 3,881          | 2,952          | 3,232          | 12,921         | 5,292          | 10,000         |
| Total Receipts                                        | 3,881          | 2,952          | 3,232          | 12,921         | 5,292          | 10,000         |
| Resources Available:                                  | 11,261         | 8,413          | 6,995          | 17,416         | 20,875         | 22,992         |
| Expenditures:                                         |                |                |                |                |                |                |
| Contractual Services                                  | 5,800          | 4,650          | 2,500          | 1,833          | 7,883          | 12,000         |
| Total Expenditures                                    | 5,800          | 4,650          | 2,500          | 1,833          | 7,883          | 12,000         |
| Unencumbered Cash Balance, Dec 31                     | 5,461          | 3,763          | 4,495          | 15,583         | 12,992         | 10,992         |

## FUND #112

|                                   |        |        |        |        |        |        |
|-----------------------------------|--------|--------|--------|--------|--------|--------|
| Adopted Budget                    | 2019   | 2020   | 2021   | 2022   | 2023   | 2024   |
| War Memorial Fund - 112           | ACTUAL | ACTUAL | ACTUAL | ACTUAL | BUDGET | BUDGET |
| Unencumbered Cash Balance, Jan 1  | 9,980  | 10,175 | 10,700 | 10,370 | 10,670 | 100    |
| Revenues:                         |        |        |        |        |        |        |
| Donations                         | 1,575  | 825    | 750    | 1,200  | 800    | 900    |
|                                   |        |        |        |        |        |        |
| <b>Total Receipts</b>             | 1,575  | 825    | 750    | 1,200  | 800    | 900    |
| <b>Resources Available:</b>       | 11,555 | 11,000 | 11,450 | 11,570 | 11,470 | 1,000  |
| Expenditures:                     |        |        |        |        |        |        |
| Contractual Services              | 1,380  | 300    | 1,080  | 900    | 11,370 | 1,000  |
|                                   |        |        |        |        |        |        |
| <b>Total Expenditures</b>         | 1,380  | 300    | 1,080  | 900    | 11,370 | 1,000  |
| Unencumbered Cash Balance, Dec 31 | 10,175 | 10,700 | 10,370 | 10,670 | 100    | 0      |

**Riley County, Kansas**  
**2024 Budget**  
**Insurance Department**  
**001-026**

| <b>EXPENDITURES</b>               | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|-----------------------------------|----------------------|----------------------|----------------------|
| <b>CONTRACTUAL SERVICES</b>       | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| 2120 Insurance-Property/Building  | \$ 269,000           | \$ 315,219           | \$ 346,741           |
| 2121 Health Insurance             | 6,199                | -                    | -                    |
| 2122 Vehicle/Fleet Insurance      | 2,800                | -                    | -                    |
| 2123 Liability Insurance          | 131,308              | 133,740              | 147,114              |
| 2124 Other Insurance              | 203,594              | 312,259              | 343,485              |
| 2645 Legal Settlements            | -                    | 50,000               | 50,000               |
| <b>TOTAL CONTRACTUAL SERVICES</b> | <b>\$ 612,900</b>    | <b>\$ 811,218</b>    | <b>\$ 887,340</b>    |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 612,900</b>    | <b>\$ 811,218</b>    | <b>\$ 887,340</b>    |



**IT/GIS**  
*Staff Update*

**Cory Meyer**  
IT/GIS Director  
110 Courthouse Plaza  
Manhattan, KS 66502  
Phone: 785-537-6305

## STAFF REPORT

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**FROM:** Cory Meyer

**MEETING:** May 25, 2023

**SUBJECT:** IT/GIS Staff Update - May 2023

**PRESENTER:** Cory Meyer

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### Information Technology (IT)

- IT Department Staffing Update
- Assist with Zoom and BOCC meetings, emergency Website updates, etc.
- Continue to assist District Court with Wareham jury selection site, as needed.
- Completed monthly transfer of SVQs & Deeds to the State; various customer requested phone programming changes.
- Ongoing account activation/deactivation, answering of help desk calls, Komtek/AS400 backups, resolution of user issues, swap of older/replacement of failed equipment, etc.
- Countywide Internet Changes - T1 Disconnect & Redundancy Installation
- PC Rotation: Health Dept
- Desktop Upgrades: Clerk Dept: SSDs, Memory, and Monitors
- Security Option Research: Office Phone Paging System
- Budget Update: Review, Pricing, Quotes - 2024, 2025, 2026
- Internal and External Security Review - Email & Internet Filter
- New Public Safety Building Planning - IT Needs
- ATABus Building Remodel
- Finalizing the MS Office 365 Migration: CASA, ATABus
- Courtroom Audio/Visual Updates
- Commission Audio/Visual Updates
- Conference Room Audio/Visual Updates
- Treasurer Temporary Move

- Ft Riley WIC Internet and Phone Upgrades
- Ambulance Wifi Testing

### **Geographic Information Systems (GIS)**

- Sanborn Ortho flight - 3 inch and 6-inch imagery
- Damage Assessment Application for Field Collection
- Participated in NG911 road renaming committee meeting.
- Recreating the basemap “Physical Hillshade” for the next update of the GIS website
- Working with Northpoint on updates to GIS website for new esri map viewer
- Finalize planning/back-end work to supply access to Ortho Oblique imagery to non-County (ie. RCPD, KSUPD, KSU) users.
- Make monthly NG911 data submissions, and also attend State NG911 Strategic Planning yearly meeting (via Zoom).
- Ag Use Changes from 2021 Ag Survey, end of month Building Permit, Enviro. Health, and Zoning updates, etc.
- Participated in Riley County Township meeting as an available resource for GIS related/maps questions.
- Updated GIS Website with latest city utility data, updated city zoning data, USD 383 Early learning boundaries, Impaired Streams-KDHE
- ImageNow System Replacement
- ESRI Major Version Upgrade Testing
- Panda Parcel Fabric Implementation
- Election Changes

Enclosures:



**COUNTY CLERK & ELECTIONS**  
*Budget*

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

## MEMORANDUM

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**FROM:** Shelly Williams, Community Corrections Director

**MEETING:** May 25, 2023

**SUBJECT:** 2024 Community Corrections Budget and Appropriation Requests

**PRESENTER:** Shelly Williams, Community Corrections Director

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**Enclosures:**

- CY24 BOCC Appropriations Request (DOCX)
- COMM CORRECTIONS 2024 (PDF)

## MEMORANDUM

**TO:** Darell Edie, Budget & Finance Officer  
Board of County Commissioners

**FROM:** Shelly Williams, Community Corrections Director

**DATE:** May 23, 2023

**RE:** 2024 Community Corrections Personnel Budget Request

### **Mission Statement**

*Community Corrections is a state and local partnership which promotes public safety by providing highly structured community supervision to offenders, holding offenders accountable to their victims and the community, and improving offenders' ability to live productively and lawfully.*

### **Agency Description**

Riley County Community Corrections provides risk reduction services in Riley and Clay Counties. The administrative office is located in Manhattan, Kansas, with a satellite office in Clay Center. The average daily population is 100 adult felony offenders, 10 juvenile felony offenders, and approximately 35 juveniles under Youth Court Immediate Intervention Program supervision. All supervision practices, interventions and referrals are developed using the framework of evidence-based practices and principles, with the ultimate goal of reduced recidivism. Staff have received extensive training in motivational interviewing, case plan development, cognitive behavioral interventions, and the principles of risk reduction. Measuring offender, staff, and program outcomes with an emphasis on quality and program fidelity will continue to be the focus in 2024.

### **2024 Community Corrections Personnel Budget Request**

In 2023, Community Corrections was appropriated \$84,295.00 for personnel based on the two-phase salary study conducted. The total 2024 personnel budget for Community Corrections is \$876,689.00, with the shortfall from grant funding being \$112,837.00.

Instead of asking for the entire amount of shortfall from the County Commission, Community Corrections is proposing the following in order to reduce the amount requested:

A portion of the shortfall is from two upcoming 2024 retirement payouts estimated at \$24,685.00. Riley County Community Corrections has \$25,253.00 in client reimbursements. These reimbursements come from one-time supervision fees, reimbursement for lab fees from positive drug tests, the sale of any vehicles, and the sale of any old equipment or furniture. These carryover reimbursement dollars pay for items that are otherwise not budgeted for, such as, out-of-state training, budget shortfalls we may encounter, and/or retirement payouts. Community Corrections would be able to pay approximately \$18,513.00 or 75% of the payouts, and still have money available if a vehicle breaks down, etc.

Additionally, we would like to officially withdraw our outside agency appropriation request for two people to attend the National Association of Drug Court Professionals national conference in

the amount of \$6,434.00. We believe this funding request would be better suited requested through the Municipalities Fight Addiction Fund at a later date.

Therefore, the 2024 appropriation request from the Commissioners to assist with increased personnel costs is \$87,324.00.

Respectfully submitted,  
Shelly L. Williams

**Fund #144-500**  
**Riley County Adult Services**

| <b>PERSONNEL-FTE</b>                | <b>2021</b>       | <b>2022</b>       | <b>2023</b>       | <b>2024</b>       |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|
| <b>Position Title - Full-Time</b>   | <b>ACTUAL</b>     | <b>ACTUAL</b>     | <b>BUDGET</b>     | <b>BUDGET</b>     |
| Administrative Asst. II             | 0.4               | 0.4               | 0.4               | 0.4               |
| ISO I-Clay Center                   | 0.45              | 0.45              | 0.45              | 0.4               |
| ISO II-Adult                        | 0.6               | 0.6               | 0.6               | 0.6               |
| ISO I-Adult                         | 2.1               | 2.1               | 2.2               | 2.2               |
| UA Technician                       | 0.5               | 0.5               | 0                 | 0                 |
| Comm Corr Director                  | 0.4               | 0.4               | 0.4               | 0.4               |
| <b>TOTAL NUMBER OF EMPLOYEES</b>    | <b>4.45</b>       | <b>4.45</b>       | <b>4.05</b>       | <b>4</b>          |
| <b>BEGINNING CASH BALANCE</b>       |                   |                   |                   |                   |
| Fund Balance                        | \$ 30,645         | \$ 37,450         | \$ 29,677         | \$ 36,407         |
| <b>TOTAL BEGINNING CASH BALANCE</b> | <b>\$ 30,645</b>  | <b>\$ 37,450</b>  | <b>\$ 29,677</b>  | <b>\$ 36,407</b>  |
| <b>REVENUE</b>                      |                   |                   |                   |                   |
| 206 State Grant                     | \$ 453,317        | \$ 474,091        | \$ 512,186        | \$ 488,857        |
| 209 Other Grants                    | 28,430            | 31,201            | 36,900            | 140,725           |
| 600 Misc Reimb                      | -                 | 12,101            | 3,500             | 3,500             |
| 602 Misc. Collection                | 3,500             | 40,846            |                   | 12,632            |
| 603 Transfer In                     | -                 | 12,472            | 26,786            | -                 |
| <b>TOTAL REVENUE</b>                | <b>\$ 485,247</b> | <b>\$ 570,711</b> | <b>\$ 579,372</b> | <b>\$ 645,714</b> |
| <b>TOTAL RESOURCES AVAILABLE</b>    | <b>\$ 515,892</b> | <b>\$ 608,162</b> | <b>\$ 609,049</b> | <b>\$ 682,121</b> |
| <b>PERSONNEL SERVICES</b>           |                   |                   |                   |                   |
| 1001 Salaries (Full-Time)           | 252,133           | 290,339           | 311,345           | 299,628           |
| 1003 Seasonal/Temp                  | -                 | 1,319             |                   | -                 |
| 1005 Overtime                       | 2,321             | 3,315             |                   | 18,845            |
| 1504 FICA                           | 18,473            | 21,367            | 23,818            | 23,400            |
| 1506 Health Insurance               | 33,890            | 35,691            | 39,583            | 55,851            |
| 1508 KPERS                          | 23,675            | 27,646            | 30,823            | 31,383            |
| 1510 State Unemployment Tax         | 243               | 240               | 311               | 306               |
| <b>TOTAL PERSONNEL SERVICES</b>     | <b>\$ 330,735</b> | <b>\$ 379,918</b> | <b>\$ 405,881</b> | <b>\$ 429,413</b> |
| <b>CONTRACTUAL SERVICES</b>         |                   |                   |                   |                   |
| 2010 Postage / Freight / Shipping   | 50                | 132               | 60                | 140               |
| 2020 Phone Services                 | 1,831             | 1,497             | 1,860             | 1,750             |
| 2030 Pagers&Cellular Phone Svc      | 663               | 730               | 912               | 1,000             |
| 2080 Printing/Duplication Services  | 341               | 197               | 550               | 600               |
| 2122 Vehicle/Fleet Insurance        | 590               | 683               | 800               | 800               |
| 2124 Other Insurance                | 5,140             | 4,105             | 5,500             | 6,000             |
| 2180 Housing                        | -                 | -                 |                   |                   |
| 2200 Office Equipment Rental        | 1,959             | 3,202             |                   |                   |
| 2330 Transportation Services        | 2,395             | 3,925             |                   |                   |
| 2335 Electronic Monitoring          | 193               | 272               |                   |                   |
| 2400 Repair/Maint. Co. Vehicles     | 114               | 126               | 90                | 90                |
| 2420 Repair/Maint. Other Equipment  | 147               |                   |                   |                   |
| 2430 Comp Software Maint/Support    | 327               | -                 |                   |                   |

Attachment: COMM CORRECTIONS 2024 (13451 : 2024 Community Corrections budget request)

|                                         |                   |                   |                   |                    |
|-----------------------------------------|-------------------|-------------------|-------------------|--------------------|
| 2510 Mileage / Tolls / Parking / Rental | 44                | 1,270             | 200               | 10                 |
| 2520 Lodging                            | 4,196             | 6,965             |                   |                    |
| 2530 Airfare                            | 2,540             | 4,090             |                   | 150                |
| 2540 Meals                              | 1,071             | 1,494             | 240               | 350                |
| 2550 Dues, Memberships, Registrations   | 350               | 350               | 350               | 3,525              |
| 2560 Training                           | 784               | 1,782             | 5,325             | -                  |
| 2565 Voc/I Train                        | -                 | -                 |                   |                    |
| 2570 Subscriptions                      | 222               | 436               | 190               | 300                |
| 2585 Misc Reimbursements                |                   | 100               |                   |                    |
| 2625 Laboratory Fees                    | 7,926             | 6,299             | 15,000            | 27,632             |
| 2650 Physician Fees                     | 6,639             | 8,824             |                   | 3,200              |
| 2652 Dentist Fees                       | 978               | 2,487             |                   | -                  |
| 2685 Counsel/Testing                    | 80                | (75)              |                   |                    |
| 2700 Bonding Services                   | 161               | 15                |                   |                    |
| 2725 Interpreter/Translator             | 400               | 160               |                   | 960                |
| 2990 Other Contract Services            | 93,648            | 129,694           | 131,098           | 233,391            |
| <b>TOTAL CONTRACTUAL SERVICES</b>       | <b>\$ 132,787</b> | <b>\$ 178,759</b> | <b>\$ 162,175</b> | <b>\$ 279,898</b>  |
| <b>COMMODITIES</b>                      |                   |                   |                   |                    |
| 3010 Office Supplies                    | 6,018             | 6,534             | 1,836             | 1,000              |
| 3015 Records Preservation               | 382               | 283               |                   |                    |
| 3020 Books & Pubs                       | -                 | 66                |                   |                    |
| 3030 Computer Supplies                  | 175               |                   | 1,000             |                    |
| 3032 Supplies-Printer                   | 14                | 455               |                   |                    |
| 3040 Clothing                           | 169               | 180               |                   |                    |
| 3045 Protective Gear                    | 1,109             | -                 |                   |                    |
| 3060 Medical Supplies                   | 4,402             | 9,146             |                   | 2,000              |
| 3070 Prescriptions                      | 320               | 1,071             |                   |                    |
| 3080 Fuel & Lubricants                  | 498               | 1,643             | 750               | 550                |
| 3135 Furniture < \$100                  | 247               | -                 |                   |                    |
| 3990 Other Supplies & Materials         | 1,586             | 251               | 1,000             |                    |
| <b>TOTAL COMMODITIES</b>                | <b>\$ 14,920</b>  | <b>\$ 19,629</b>  | <b>\$ 4,586</b>   | <b>\$ 3,550</b>    |
| <b>CAPITAL OUTLAY</b>                   |                   |                   |                   |                    |
| 4030 Telecom Equipment                  | -                 | -                 |                   |                    |
| 4050 Tech Hardware                      | -                 | -                 |                   |                    |
| 4060 Computer Software                  | -                 | -                 |                   |                    |
| 4080 Autos & Pickups                    | -                 | -                 |                   |                    |
| 4990 Other Capital Outlay               | -                 | 179               | -                 | -                  |
| <b>TOTAL CAPITAL OUTLAY</b>             | <b>\$ -</b>       | <b>\$ 179</b>     | <b>\$ -</b>       | <b>\$ -</b>        |
| <b>TOTAL OPERATING EXPENDITURES</b>     | <b>\$ 478,442</b> | <b>\$ 578,485</b> | <b>\$ 572,642</b> | <b>\$ 712,861</b>  |
| <b>TOTAL ENDING FUND BALANCE</b>        | <b>\$ 37,450</b>  | <b>\$ 29,677</b>  | <b>\$ 36,407</b>  | <b>\$ (30,741)</b> |

Attachment: COMM CORRECTIONS 2024 (13451 : 2024 Community Corrections budget request)

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**Fund #144-501**  
**Riley County Juvenile Service (Old 127 & 124)**

| <b>PERSONNEL</b>                        | <b>2021</b>       | <b>2022</b>       | <b>2023</b>       | <b>2024</b>       |
|-----------------------------------------|-------------------|-------------------|-------------------|-------------------|
| <b>Position Title - Full-Time</b>       | <b>ACTUAL</b>     | <b>ACTUAL</b>     | <b>BUDGET</b>     | <b>BUDGET</b>     |
| ISO I-Juvenile                          | 1.1               | 1.1               | 0.99              | 1                 |
| Administrative Asst. II                 | 0.6               | 0.6               | 0.6               | 0.6               |
| Comm Corr Director                      | 0.6               | 0.6               | 0.6               | 0.6               |
| ISO II-Juvenile                         | 0.4               | 0.4               | 0.4               | 0.4               |
| ISO I-Clay Center                       | 0.55              | 0.55              | 0.55              | 0.6               |
| <b>Sub-Total</b>                        | <b>3.25</b>       | <b>3.25</b>       | <b>3.14</b>       | <b>3.2</b>        |
| <b>Seasonal/Temporary/As-Needed</b>     |                   |                   |                   |                   |
| On Call Juv Intake                      | 6                 | 6                 | 6                 | 6                 |
| <b>Sub-Total</b>                        | <b>6</b>          | <b>6</b>          | <b>6</b>          | <b>6</b>          |
| <b>TOTAL NUMBER OF EMPLOYEES</b>        | <b>9.25</b>       | <b>9.25</b>       | <b>9.14</b>       | <b>9.2</b>        |
| <b>BEGINNING CASH BALANCE</b>           |                   |                   |                   |                   |
| Fund Balance                            | \$ 43,859         | \$ 35,810         | \$ 47,314         | \$ 47,314         |
| <b>TOTAL BEGINNING CASH BALANCE</b>     | <b>\$ 43,859</b>  | <b>\$ 35,810</b>  | <b>\$ 47,314</b>  | <b>\$ 47,314</b>  |
| <b>REVENUE</b>                          |                   |                   |                   |                   |
| 206 State Grant                         | \$ 315,779        | \$ 348,921        | \$ 372,752        | \$ 357,692        |
| 503 Non-collection Rev                  | \$ -              | \$ -              |                   |                   |
| 600 Reimbursement                       | -                 | 30                |                   |                   |
| 602 Misc. Collection                    | 21,880            | 13,100            | 17,821            | 12,621            |
| 603 Transfer In                         | -                 | 11,983            | 25,735            |                   |
| 606 JJA Prevention Grant                | -                 | -                 | -                 | -                 |
| <b>TOTAL REVENUE</b>                    | <b>\$ 337,659</b> | <b>\$ 374,035</b> | <b>\$ 416,309</b> | <b>\$ 370,313</b> |
| <b>TOTAL RESOURCES AVAILABLE</b>        | <b>\$ 381,518</b> | <b>\$ 409,845</b> | <b>\$ 463,623</b> | <b>\$ 417,627</b> |
| <b>PERSONNEL SERVICES</b>               |                   |                   |                   |                   |
| 1001 Salaries (Full-Time)               | 199,859           | 222,360           | 245,651           | 239,188           |
| 1003 Seasonal/Temp                      | 21,458            | 24,200            | 47,871            | 26,550            |
| 1005 Overtime                           | 1,688             | 2,266             |                   | 16,354            |
| 1504 FICA                               | 15,895            | 17,861            | 22,765            | 20,655            |
| 1506 Health Insurance                   | 29,570            | 30,592            | 34,999            | 51,354            |
| 1508 KPERS                              | 18,688            | 21,080            | 24,721            | 24,978            |
| 1510 State Unemployment Tax             | 210               | 205               | 298               | 270               |
| <b>TOTAL PERSONNEL SERVICES</b>         | <b>\$ 287,368</b> | <b>\$ 318,564</b> | <b>\$ 376,306</b> | <b>\$ 379,349</b> |
| <b>CONTRACTUAL SERVICES</b>             |                   |                   |                   |                   |
| 2010 Postage / Freight / Shipping       | 76                | 71                | 60                | 30                |
| 2020 Phone Services                     | 1,831             | 1,497             | 1,800             | 1,652             |
| 2030 Pagers&Cellular Phone Svc          | 2,409             | 1,988             | 1,944             | 2,024             |
| 2080 Printing/Duplication Services      | 341               | 18                | 150               |                   |
| 2110 Advertising/Legal Publ             | 38                | -                 |                   |                   |
| 2122 Vehicle/Fleet Insurance            | 590               | 683               | 800               | 800               |
| 2124 Other Insurance                    | 5,717             | 4,567             | 5,000             | 6,200             |
| 2200 Office Equipment Rental            | 1,959             | 2,252             |                   |                   |
| 2330 Transportation Services            | 279               | -                 |                   |                   |
| 2335 Electronic Monitoring              | 2,202             | -                 |                   |                   |
| 2400 Repair/Maint. Co. Vehicles         | 103               | 126               | 381               | 400               |
| 2430 Comp Software Maint/Support        | -                 | -                 |                   |                   |
| 2510 Mileage / Tolls / Parking / Rental | 44                | 633               | 750               |                   |
| 2520 Lodging                            | -                 | 336               | -                 | -                 |
| 2540 Meals                              | 1,355             | 1,577             | 650               | 200               |

Attachment: COMM CORRECTIONS 2024 (13451 : 2024 Community Corrections budget request)

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|                                       |                   |                   |                   |                   |
|---------------------------------------|-------------------|-------------------|-------------------|-------------------|
| 2550 Dues, Memberships, Registrations | 850               | 350               | 350               | 200               |
| 2560 Training                         | 352               | 180               | 2,610             | 500               |
| 2565 Vocational Training              | -                 | -                 |                   |                   |
| 2570 Subscriptions                    | 318               | 736               | 190               | 774               |
| 2625 Laboratory Fees                  | 475               | 520               |                   |                   |
| 2650 Physician Fees                   | 1,005             | 2,696             |                   |                   |
| 2685 Counsel/Testing                  | 150               | -                 |                   | -                 |
| 2700 Bonding Services                 | 41                |                   |                   |                   |
| 2990 Other Contract Services          | 1,563             | 6,289             | 38,631            | 3,050             |
| <b>TOTAL CONTRACTUAL SERVICES</b>     | <b>\$ 21,698</b>  | <b>\$ 24,517</b>  | <b>\$ 53,316</b>  | <b>\$ 15,830</b>  |
| <b>COMMODITIES</b>                    |                   |                   |                   |                   |
| 3010 Office Supplies                  | 13,502            | 8,801             | 5,456             | 2,500             |
| 3015 Records Preservation             | -                 | -                 |                   |                   |
| 3020 Books & Pubs                     | 3,597             | 1,067             |                   |                   |
| 3030 Computer Supplies                | 175               |                   | 190               |                   |
| 3032 Supplies-Printer                 | 1,346             | 455               |                   | 151               |
| 3040 Clothing                         | -                 | -                 |                   | 750               |
| 3045 Protective Gear                  | 1,096             | -                 |                   | 750               |
| 3050 Intake Usage Expense             | 4,135             | 6,363             |                   | -                 |
| 3060 Medical Supplies                 | 2,871             | 1,847             | 850               | -                 |
| 3070 Prescriptions                    | 21                | -                 |                   |                   |
| 3080 Fuel & Lubricants                | 276               | 418               | 1,100             | 360               |
| 3135 Furniture < \$100                | 247               | -                 | -                 | -                 |
| 3990 Other Supplies & Materials       | -                 | -                 | 3,900             | -                 |
| <b>TOTAL COMMODITIES</b>              | <b>\$ 27,265</b>  | <b>\$ 18,950</b>  | <b>\$ 11,496</b>  | <b>\$ 4,511</b>   |
| <b>CAPITAL OUTLAY</b>                 |                   |                   |                   |                   |
| 604 Transfer Out to Court Services    | 500               | 500               | -                 | -                 |
| 4010 Office Equipment                 | 54                | -                 | -                 | -                 |
| 4030 Telecom Equipment                | 3,228             | -                 | -                 | -                 |
| 4040 Furniture >\$100                 | 330               | -                 | -                 | -                 |
| 4050 Computer Hardware                | 287               | -                 | -                 | -                 |
| 4051 Tech Hardware-Notebook           | 2,114             | -                 | -                 | -                 |
| 4057 Tech Hardware-Wireless           | 2,865             |                   |                   |                   |
| 4060 Computer Software                | -                 | -                 |                   |                   |
| 4080 Autos & Pickups                  | -                 | -                 | -                 | -                 |
| 4990 Other Capital Outlay             | -                 | -                 |                   | -                 |
| <b>TOTAL CAPITAL OUTLAY</b>           | <b>\$ 9,376</b>   | <b>\$ 500</b>     | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>TOTAL OPERATING EXPENDITURES</b>   | <b>\$ 345,708</b> | <b>\$ 362,531</b> | <b>\$ 441,118</b> | <b>\$ 399,690</b> |
| <b>TOTAL ENDING FUND BALANCE</b>      | <b>\$ 35,810</b>  | <b>\$ 47,314</b>  | <b>\$ 22,504</b>  | <b>\$ 17,937</b>  |

Attachment: COMM CORRECTIONS 2024 (13451 : 2024 Community Corrections budget request)

**Fund #144-502-34**  
**Riley County Youth Court (Old 49 & 137)**

| <b>PERSONNEL</b>                    |                                    | <b>2021</b>          | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|-------------------------------------|------------------------------------|----------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full-Time</b>   |                                    | <b><u>ACTUAL</u></b> | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Youth Court Coordinator             |                                    | 0.8                  | 0.8                  | 0.81                 | 0.8                  |
| <b>TOTAL NUMBER OF EMPLOYEES</b>    |                                    | <b>0.8</b>           | <b>0.8</b>           | <b>0.81</b>          | <b>0.8</b>           |
| <b>BEGINNING CASH BALANCE</b>       |                                    |                      |                      |                      |                      |
| Fund Balance                        |                                    | \$ 323               | \$ (3,839)           | \$ (3,155)           | \$ (3,155)           |
| <b>TOTAL BEGINNING CASH BALANCE</b> |                                    | <b>\$ 323</b>        | <b>\$ (3,839)</b>    | <b>\$ (3,155)</b>    | <b>\$ (922)</b>      |
| <b>REVENUE</b>                      |                                    |                      |                      |                      |                      |
| 206-34                              | State Grant                        | 67,230               | 67,114               | 67,230               | 70,592               |
| 600                                 | Reimbursement                      | -                    | -                    | -                    | -                    |
| 602                                 | Misc. Collection                   | 400                  | -                    | -                    | -                    |
| 603                                 | Transfer In                        | -                    | 24,456               | -                    | -                    |
| <b>TOTAL REVENUE</b>                |                                    | <b>\$ 67,630</b>     | <b>\$ 91,570</b>     | <b>\$ 67,230</b>     | <b>\$ 70,592</b>     |
| <b>TOTAL RESOURCES AVAILABLE</b>    |                                    | <b>\$ 67,953</b>     | <b>\$ 87,731</b>     | <b>\$ 64,075</b>     | <b>\$ 69,670</b>     |
| <b>PERSONNEL SERVICES</b>           |                                    |                      |                      |                      |                      |
| 1001                                | Salaries (Full-Time)               | 43,773               | 44,575               | 41,952               | 43,297               |
| 1003                                | Seasonal/Temp/PT                   | -                    | -                    | -                    | -                    |
| 1005                                | Overtime                           | 205                  | 501                  | -                    | 1,299                |
| 1504                                | FICA                               | 2,650                | 3,001                | 3,209                | 3,412                |
| 1506                                | Health Insurance                   | 13,448               | 14,068               | 15,490               | 15,299               |
| 1508                                | KPERS                              | 4,101                | 4,249                | 4,304                | 4,576                |
| 1510                                | State Unemployment Tax             | 34                   | 36                   | 42                   | 45                   |
| <b>TOTAL PERSONNEL SERVICES</b>     |                                    | <b>\$ 64,211</b>     | <b>\$ 66,430</b>     | <b>\$ 64,997</b>     | <b>\$ 67,927</b>     |
| <b>CONTRACTUAL SERVICES</b>         |                                    |                      |                      |                      |                      |
| 2010                                | Postage / Freight / Shipping       | -                    | -                    | -                    | -                    |
| 2020                                | Phone Services                     | -                    | -                    | -                    | -                    |
| 2080                                | Printing/Duplication Services      | -                    | -                    | -                    | -                    |
| 2124                                | Other Insurance                    | -                    | -                    | -                    | -                    |
| 2200                                | Office Equipment Rental            | -                    | -                    | -                    | -                    |
| 2400                                | Repair/Maint. Co. Vehicles         | -                    | -                    | -                    | -                    |
| 2510                                | Mileage / Tolls / Parking / Rental | -                    | -                    | -                    | -                    |
| 2540                                | Meals                              | -                    | -                    | -                    | -                    |
| 2560                                | Training                           | -                    | -                    | -                    | -                    |
| 2565                                | Vocational Training                | -                    | -                    | -                    | -                    |
| 2625                                | Laboratory Fees                    | -                    | -                    | -                    | -                    |
| 2650                                | Physician Fees                     | -                    | -                    | -                    | -                    |
| 2725                                | Interpreter/Translator             | -                    | -                    | -                    | -                    |
| 2990                                | Other Contract Services            | 7,081                | -                    | -                    | 3,362                |
| <b>TOTAL CONTRACTUAL SERVICES</b>   |                                    | <b>\$ 7,081</b>      | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ 3,362</b>      |
| 3010                                | Office Supplies                    | -                    | -                    | -                    | -                    |
| 3032                                | Supplies-Printer                   | -                    | -                    | -                    | -                    |
| 3040                                | Clothing                           | -                    | -                    | -                    | -                    |
| 3060                                | Medical Supplies                   | -                    | -                    | -                    | -                    |
| 3070                                | Prescriptions                      | -                    | -                    | -                    | -                    |
| 3080                                | Fuel & Lubricants                  | -                    | -                    | -                    | -                    |
| 3135                                | Furniture < \$100                  | -                    | -                    | -                    | -                    |
| <b>TOTAL COMMODITIES</b>            |                                    | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>CAPITAL OUTLAY</b>               |                                    |                      |                      |                      |                      |
| 604                                 | TRANSFER OUT                       | 501                  | 24,456               | -                    | -                    |
| 4990                                | Other Capital Outlay               | -                    | -                    | -                    | -                    |
| <b>TOTAL CAPITAL OUTLAY</b>         |                                    | <b>\$ 501</b>        | <b>\$ 24,456</b>     | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>TOTAL OPERATING EXPENDITURES</b> |                                    | <b>\$ 71,792</b>     | <b>\$ 90,885</b>     | <b>\$ 64,997</b>     | <b>\$ 71,288</b>     |
| <b>TOTAL ENDING FUND BALANCE</b>    |                                    | <b>\$ (3,839)</b>    | <b>\$ (3,155)</b>    | <b>\$ (922)</b>      | <b>\$ (1,618)</b>    |

Attachment: COMM CORRECTIONS 2024 (13451 : 2024 Community Corrections budget request)



**COUNTY CLERK & ELECTIONS**  
*Staff Update*

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

## STAFF REPORT

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**FROM:** Vivienne Leyva, PIO  
**MEETING:** May 25, 2023  
**SUBJECT:** Communications Update for April/May 2023  
**PRESENTER:** Vivienne Leyva, PIO

---

Riley County participated in several big events in April and May, including wildfires, outreach events, and the groundbreaking ceremony for the new EMS station. Media partners continue to be very supportive, and I want to thank Manhattan Broadcasting for serving as a media sponsor for the Riley County Health Department's Easter Egg Hunt in April, Bug-A-Palooza event in May, and the Community Baby Shower in June.

### Employee Communication

On Monday, I sent an email to all staff encouraging them to sign up for regular communication from the county and I also created a News and Updates section in Paylocity. While I don't want to SPAM employees by emailing every time we send a news release or update, BUT they still need several different ways to get information. Everyone has different preferences and it's by goal to make sure all our employees are well informed about county business.

### Training

I am trying to learn video production and filmed several short videos for the Health Department's suicide awareness presentations. I also attended two training courses, an Alerts and Warnings during Wildfires training series offered by FEMA, and a Crisis Communications Seminar offered by the League of Kansas Municipalities.

I continue to offer training sessions for staff and am scheduled to present at the Kansas Association of Treasurer's Conference to be held here in Manhattan next month. If any of you are interested in media training, I would be more than happy to schedule time with you individually.

Staff Report (ID # 13449)

Meeting of May 25, 2023

**Enclosures:**

- May 2023 Commission presentation (PDF)



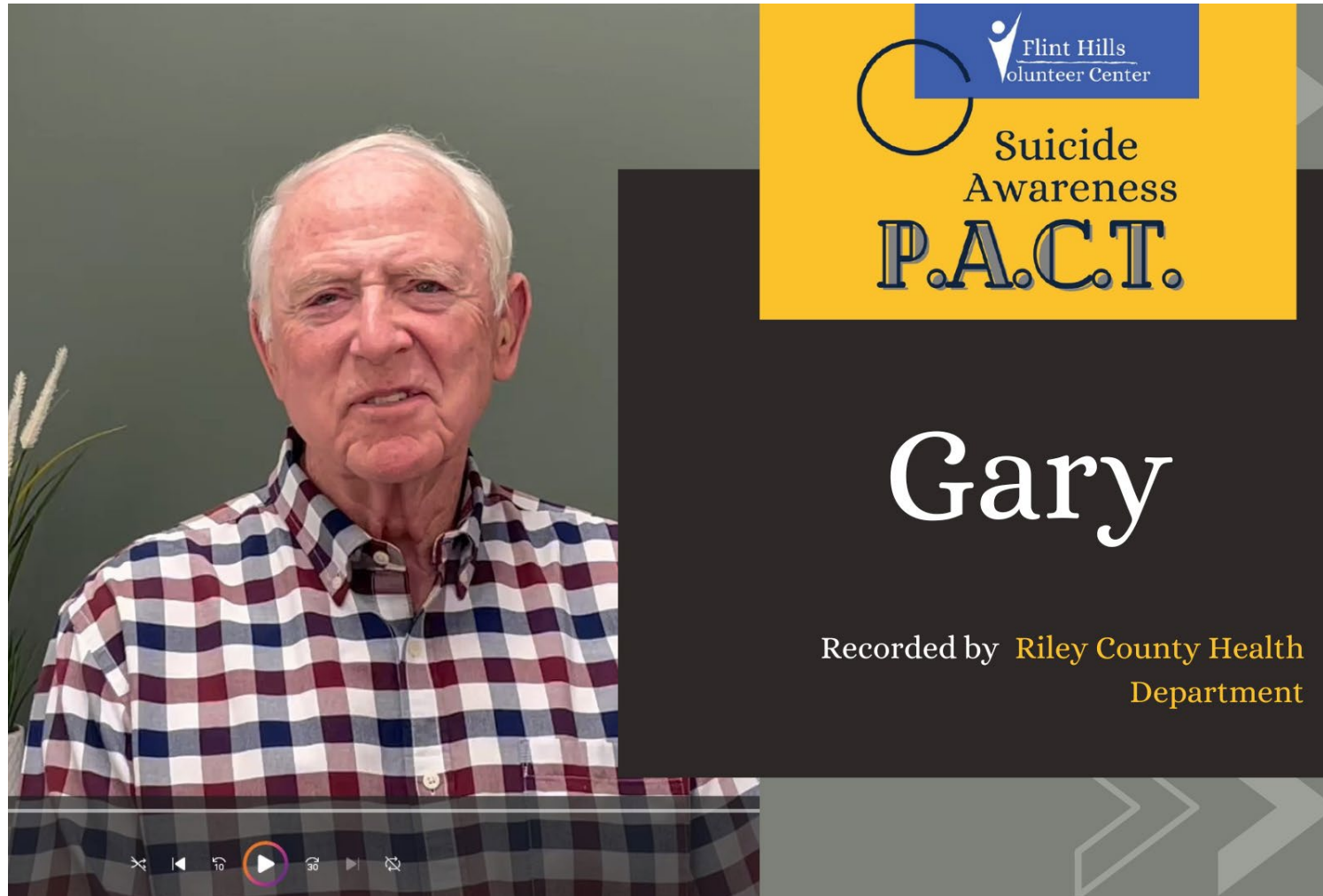
# COMMUNICATIONS UPDATE

## May 2023

Vivienne Leyva



# Mariadahl Road Fire



## Video Projects – PACT Training

# News Releases

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- March - 9
- April - 8
- May - 7



# When Minutes Matter

Alert and Warning (A&W) Communications  
Technical Assistance Workbook

Wildfire-specific Workshop

National Integration Center

May 2023

FEMA Training

# An effective warning message includes 5 primary contents *(in the order displayed below)*

[Local, familiar, authoritative message source].

[Name & description of threat/event] in [location of threat] [consequences].

[Protective action] [*protective action timeframe*].

Message expires [time].

# Riley County Social Media

## Twitter Followers

RCEMS: 42 (+1)

RCEM: 1,090 (+27)

RC: 429 (+17)

RCHD: 1,235 (-9)

RCFD#1: 649 (+30)

## Facebook Followers

RCEMS: 3,656 (+120)

RCEM: 3,706 (+124)

RC: 2,978 (+29)

RCHD: 12,616 (+26)

RCFD#1: 3,427 (+255)

## April 2023 Website Information

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- 25,049 users
- Popular Pages
  1. Driver's License
  2. News Flash
  3. District Court
  4. Treasurer
  5. STI



## April Search Terms

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1. burn permits
2. Driver's Licenses
3. Driver's License
4. Real Estate Tax Search
5. Divorce
6. parcel search
7. burn permit
8. Marriage License
9. Burn Permits

# Thank You



**COUNTY  
COUNSELOR/ADMINISTRATIVE  
SERVICES**  
*Public Hearing*

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

## COMMISSION AGENDA REPORT

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**FROM:** Jana Chingway, Senior Legal Assistant

**MEETING:** May 25, 2023

**SUBJECT:** High Plains Ranch Road Benefit District Assessment Hearing

**PRESENTER:** Craig D. Cox, Deputy County Counselor

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### **BACKGROUND**

The Board of Riley County Commissioners authorized construction of certain road improvements in High Plains Ranch Road Benefit District consisting of the improvement of the road by engineering, full depth reclamation, shoulder work, paving and all other things necessary and incidental thereto (collectively, the "Road Paving Improvements"), on September 15, 2022.

The construction project has been completed at a cost of \$167,000.00. One Hundred percent of which is to be paid by the nine (9) High Plains Ranch property owners through special assessment. The Board of County Commissioners will conduct a public hearing on May 25, 2023, for the purpose of considering and hearing any and all complaints and objections to an assessment roll and the proposed resolution to adopt the special assessment method and allocation for each High Plains Ranch lot.

### **DISCUSSION**

K.S.A. 19-27a07 authorizes the Board of County Commissioners to assess the costs of the road improvement project against the property in the High Plains Ranch Road Benefit District. The method of assessment will be per owner.

### **FISCAL IMPACT**

Staff time for County Counselor's office, Budget and Finance Officer, County Clerk's office, Bond Counsel and Public Works.

### **RECOMMENDATION(S)**

County staff, which includes County Counselor's office, Budget and Finance Officer, County Clerk's office, and Public Works, recommend that the Board approve the equal share per owner method for calculating assessments for the High Plains Ranch Road Benefit District project.

**POSSIBLE MOTION(S)**

- A. "I move that the Board approve the attached "per owner" assessment method, Resolution No. 052523- for calculating assessments for the High Plains Ranch Road Benefit District rehabilitation project."
- B. "I move that the Board approve the following method for calculating assessments for the High Plains Ranch Road Benefit District rehabilitation project and the appropriate resolution be drafted..."

**Enclosures:**

- Resolution 052523 (DOCX)

(Published in the *Manhattan Mercury* on May 30, 2023)

RESOLUTION NO. 052523-\_\_

A RESOLUTION OF RILEY COUNTY, KANSAS, LEVYING SPECIAL ASSESSMENT TAXES ON CERTAIN REAL PROPERTIES IN THE COUNTY, FOR THE PURPOSE OF PAYING A PORTION OF THE COSTS OF ROAD IMPROVEMENTS BENEFITING SUCH REAL PROPERTIES; PROVIDING FOR GIVING NOTICE OF SAID SPECIAL ASSESSMENT TAXES BY PUBLICATION AND MAILING; AND PROVIDING FOR THE COLLECTION OF SPECIAL ASSESSMENT TAXES (HIGH PLAINS RANCH ROAD IMPROVEMENTS).

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

SECTION 1. For the purpose of paying \$167,000.00 total costs of the construction of road improvements, as authorized by Resolution No. 091522-42, duly adopted September 15, 2022, and published September 24, 2022, (the “High Plains Ranch Road Improvements”) and located in Riley County, Kansas (the “County”), there is levied and assessed against the properties liable therefor, the several amounts set forth below following the description of each lot, piece or parcel of land situated in Riley County, Kansas, which are liable for assessment for such costs:

**HIGH PLAINS RANCH ROAD IMPROVEMENTS**

| <u>Legal Description</u>                                                                                                                                                                                                                      | <u>High Plains Ranch Road<br/>Improvements</u> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| A tract of land in the Southeast Quarter and the Southwest Quarter of Section 26, Township 9 South, Range 7 East of the 6 <sup>th</sup> P.M., as set out in the deed filed in Book 819, Page 7920. (White) located at 3925 High Plains Ranch  | \$18,555.56                                    |
| A tract of land in the Southeast Quarter and the Southwest Quarter of Section 26, Township 9 South, Range 7 East of the 6 <sup>th</sup> P.M., as set out in the deed filed in Book 809, Page 5084. (Uphoff) located at 3901 High Plains Ranch | \$18,555.56                                    |
| A tract of land in the Southeast Quarter and the Southwest Quarter of Section 26, Township 9 South, Range 7 East of the 6 <sup>th</sup> P.M., as set out in the deed filed in Book 841, Page 5759. (Avery) located on High Plains Ranch       | \$18,555.56                                    |
| A tract of land in the Southeast Quarter and the Southwest Quarter of Section 26, Township 9 South, Range 7 East of the 6 <sup>th</sup> P.M., as set out in the deed filed in Book 827, Page 7102. (Roles) located at 3787 High Plains Ranch  | \$18,555.56                                    |

|                                                                                                                                                                                                                                             |             |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| A tract of land in the Southwest Quarter of Section 26, Township 9 South, Range 7 East of the 6 <sup>th</sup> P.M., as set out in the deed filed in Book 821, Page 6167. (Pottroff) located at 3836 High Plains Ranch                       | \$18,555.56 |
| A tract of land in the Southwest Quarter of Section 26, Township 9 South, Range 7 East of the 6 <sup>th</sup> P.M., as set out in the deed filed in Book 870, Page 7694. (Shamburg) located at 3948 High Plains Ranch                       | \$18,555.55 |
| A tract of land in the Southeast Quarter and the Southwest Quarter of Section 26, Township 9 South, Range 7 East of the 6 <sup>th</sup> P.M., as set out in the deed filed in Book 871, Page 4731. (Zeka) located at 3954 High Plains Ranch | \$18,555.55 |
| Lot 1, High Plains Ranch Subdivision, Riley County, Kansas. (Dickey) located at 3040 High Plains Trail                                                                                                                                      | \$18,555.55 |
| Lot 2, High Plains Ranch Subdivision, Riley County, Kansas. (Nordt) located at 3041 High Plains Trail                                                                                                                                       | \$18,555.55 |

SECTION 2. The amounts so levied and assessed as set forth above shall be due and payable from and after the date of adoption of this Resolution; and the County Clerk shall notify each and all of the owners of the above described properties, insofar as known to the County Clerk and at their last known post office address, of the amounts of their respective special assessments; and the notice shall further state that the owners of the properties will be given a period until Noon on Monday, June 26, 2023, during which the special assessments may be paid in full at the Riley County Courthouse, County Clerk's office, 110 Courthouse Plaza, Riley County, Kansas, and the lien against any property for which the special assessment is paid shall then be discharged and satisfied. The notice shall further state that for any assessments not paid by the specified date and time, general obligation bonds of the County, payable in installments over a period of ten (10) years, will be issued, and the principal amount of the unpaid assessments, together with interest of the unpaid principal balance thereof at a rate equal to the average annual interest rate on such general obligation bonds (such rate not to exceed the maximum rate allowed on such general obligation bonds by the laws of the State of Kansas) will be certified to the County Clerk of Riley County, Kansas for the 10-year period, and will be levied against the property liable therefor in the same form and manner as, and collected at such time as is customary for the levying and collecting of ad valorem property taxes, and the taxes so collected will be used for the purpose of paying the principal of and the interest on such general obligation bonds as they mature and become due. The first such levy shall be made in November 2023.

SECTION 3. The Chair and County Clerk are further authorized and directed to take all such other actions not inconsistent with this Resolution as may be appropriate or desirable to accomplish the purposes contemplated by this Resolution, including but not limited to, providing any necessary notice of the County's intent to redeem the Riley County, Kansas, General Obligation Temporary Note, Series 2023 dated March 15, 2023, on September 1, 2023 or as soon thereafter as practicable.

SECTION 4. This Resolution shall be in force and take effect from and after its passage, approval and publication one time in the County's official newspaper.

*[Remainder of Page Intentionally Left Blank]*

ADOPTED AND APPROVED by the governing body of Riley County, Kansas, on, May 25, 2023.

BOARD OF COUNTY COMMISSIONERS,  
RILEY COUNTY, KANSAS

By \_\_\_\_\_  
Kathryn Focke, Chair

[seal]

By \_\_\_\_\_  
John Ford, Vice Chair

By \_\_\_\_\_  
Greg McKinley, Member

ATTEST:

By \_\_\_\_\_  
Rich Vargo, County Clerk

Attachment: Resolution 052523 (13443 : High Plains Ranch Benefit District)



**COUNTY CLERK & ELECTIONS**  
*Budget*

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

## MEMORANDUM

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**FROM:** Rich Vargo, County Clerk

**MEETING:** May 25, 2023

**SUBJECT:** 2024 Clerk, Elections, and Tech Fund Budget Requests

**PRESENTER:** Rich Vargo, County Clerk

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**Enclosures:**

- 05-25-23 Clerk and Elections 2024 budget requests (PDF)
- 2024 Clerk (XLSX)
- 2024 Elections (PDF)
- Copy of 2024 CLERK TECH Budget (PDF)



## CLERK'S OFFICE

Rich Vargo, MCC  
County Clerk  
110 Courthouse Plaza  
Manhattan, Kansas 66502-0105  
Phone: 785-537-6300  
Fax: 785-537-6394  
E-mail: rvargo@rileycountyks.gov

To: Board of County Commissioners

From: Rich Vargo

Re: Clerk & Elections 2024 Budget Request

Date: May 25, 2023

**The Clerk's** department 2024 budget request for contractual, commodities and capital outlay is \$13,350 more than the 2023 approved budget. This increase can be attributed to 2080 Printing/Duplicating Services for the mailing of the RNR notices which was over \$18,000 in 2023. SB 13 does say the State will pay for the cost of the mailings in 2022 & 2023 but not after this year. The other large increase is in 2200 Office Equipment Rental due to a new copier at an increased lease rate. Given these two large increases you can see we did what we could to cut back in other areas to lessen the impact.

**The Election's** department 2024 budget request for contractual, commodities and capital outlay is \$100,900 than the 2023 budget. The 2022 and 2023 budget cycle is not a good comparison for the 2024 Election budget due to the magnitude of a Presidential Election year. The largest portion of the increase is attributed to the State Legislature and Governor requiring the 2024 Presidential Primary which in itself will cost an around \$80,000. The last Presidential Election cycle in 2020 cost the Election Budget over \$232,000 in the 3C's. The good news is we are supposed to get reimbursed for some of the Presidential Primary cost, but not all. The Secretary of State's Office said they could not guarantee we would be reimbursed in 2024 though.

On a VERY IMPORTANT side note: I am VERY concerned with staff burn out in 2024. In 2022 with a State Election and the implementation of the RNR statements at the same time as budgets are taking place took an extreme toll on our staff. They worked 80 hour weeks for multiple weeks in a row while before and after crunch time were not able to take annual leave due to preparation and catching up on additional duties. Staff are already asking if there will be any opportunities to take time off in 2024 with elections in March, August and November.

Attachment: 05-25-23 Clerk and Elections 2024 budget requests (13452 : 2024 Clerk Elections and Tech Fund budget requests)

**Strategic Planning:**

In the Clerk's Office the tax and accounting software will need to be evaluated in the next couple of years.

The HR Division needs an HR Generalist position and the Budget and Finance Division needs a Payroll Technician position in 2024.

The elections division should be separated from the rest of the office and adjacent to the election equipment, election equipment work area, advance voting area and training facilities for staff and poll workers. Security of the facilities is also a concern which has needed addressed for years. This concern will be even more clear and possibly mandated from the State at some point due to the Election Legislative Audit Process. The Elections Division needs one more full time employee and more part-time staff.

When the Elections Division can be moved to another location adjacent to election equipment it would free up a lot of space for HR, Budget and Finance, Tax and other functions of the office to have more adequate space.

In closing I would ask the Board to continue to provide for a good wage and benefit program for all Riley County Employees. I feel our County is run very well across the Board. But as the head of a department none of the good work we accomplish for the taxpayers can be done without excellent employees. The only way to hire and retain them is through a good wage and benefit program and positive work environment. I would like to thank the Board for their support of our taxpayers, office and staff.

**Riley County, Kansas**  
**2024 Budget**  
**Clerk Department**  
**001-002**

| <b>PERSONNEL</b>                        | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|-----------------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full Time</b>       | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Clerk                                   | 1.00                 | 1.00                 | 1.00                 |
| Budget & Finance Officer                | 1.00                 | 1.00                 | 1.00                 |
| Human Resource Director                 | 1.00                 | 1.00                 | 1.00                 |
| Public Information Officer              | 0.00                 | 1.00                 | 1.00                 |
| Real Estate Specialist                  | 1.00                 | 1.00                 | 1.00                 |
| Administrative Analyst-Levy             | 1.00                 | 1.00                 | 1.00                 |
| Administrative Analyst-Accounts Payable | 0.00                 | 1.00                 | 1.00                 |
| Payroll & Benefits Specialist           | 1.00                 | 1.00                 | 1.00                 |
| Administrative Assistant II             | 1.00                 | 1.00                 | 1.00                 |
| Account/Licenses Clerk                  | 1.00                 | 1.00                 | 1.00                 |
| Records Assistant II                    | 1.00                 | 0.00                 | 0.00                 |
| As-Needed Clerical                      |                      | 0.50                 | 0.50                 |
| <b>TOTAL NUMBER OF EMPLOYEES</b>        | <b>9.00</b>          | <b>10.50</b>         | <b>10.50</b>         |
| <b>EXPENDITURES</b>                     |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>               |                      |                      |                      |
| 1001 Salaries (Full Time)               | \$ 743,612           | \$ 845,370           | \$ 858,738           |
| 1003 Seasonal/Temporary/Part Time       | \$ 259               | \$ 15,170            | \$ 15,000            |
| 1005 Overtime                           | 9,561                | 4,723                | 5,137                |
| 1504 FICA                               | 54,624               | 66,193               | 67,234               |
| 1506 Health Insurance                   | 101,057              | 189,060              | 185,647              |
| 1508 KPERS Retirement                   | 78,541               | 105,661              | 88,634               |
| 1510 State Unemployment Tax             | 482                  | 865                  | 879                  |
| <b>TOTAL PERSONNEL SERVICES</b>         | <b>\$ 988,136</b>    | <b>\$ 1,227,042</b>  | <b>\$ 1,221,268</b>  |
| <b>CONTRACTUAL SERVICES</b>             |                      |                      |                      |
| 2010 Postage/Freight/Shipping           | \$ 2,078             | \$ 2,500             | \$ 3,100             |
| 2020 Phone Services                     | -                    |                      | -                    |
| 2030 Cellular Phone Services            | 2,355                | 2,400                | 4,000                |
| 2040 Internet Access                    | 557                  | 600                  | 700                  |
| 2080 Printing/Duplication Services      | 41                   | 1,300                | 20,000               |
| 2110 Advertising & Legal Publications   | 1,672                | 3,500                | 3,000                |
| 2123 Liability Insurance                | -                    |                      | -                    |
| 2200 Office Equipment Rental            | 7,603                | 7,500                | 12,000               |

Attachment: 2024 Clerk (13452 : 2024 Clerk Elections and Tech Fund budget requests)

|                                            |                     |                     |                     |
|--------------------------------------------|---------------------|---------------------|---------------------|
| 2410 Repair/Maintain Office Equipment      | -                   | 500                 | 500                 |
| 2430 Computer Software Maintenance/Support | 259                 | 2,000               | 2,000               |
| 2510 Mileage/Tolls/Parking/Rental          | 353                 | 900                 | 600                 |
| 2520 Lodging                               | 2,285               | 1,700               | 2,500               |
| 2530 Airfare                               | 905                 | 1,000               | 1,250               |
| 2540 Meals                                 | 912                 | 8,600               | 8,600               |
| 2550 Dues & Memberships                    | 1,027               | 1,500               | 1,200               |
| 2560 Training & Registrations              | 8,911               | 10,000              | 10,000              |
| 2570 Subscriptions                         | 3,044               | 3,000               | 3,100               |
| 2605 Administration/Clerical Fees          | -                   |                     | -                   |
| 2615 Recording Fees                        | -                   | 250                 | 250                 |
| 2625 Laboratory Fees                       | 4,930               | 7,000               | 6,000               |
| 2700 Bonding Services                      | 225                 | 500                 | 400                 |
| 2990 Other Contract Services               | 7,999               | 27,500              | 15,000              |
| <b>TOTAL CONTRACTUAL SERVICES</b>          | <b>\$ 45,157</b>    | <b>\$ 82,250</b>    | <b>\$ 94,200</b>    |
| <b>COMMODITIES</b>                         |                     |                     |                     |
| 3010 Office Supplies                       | \$ 4,701            | \$ 4,500            | 4900                |
| 3020 Books & Publications                  | 225                 | 700                 | 500                 |
| 3030 Computer Supplies                     | 509                 | -                   |                     |
| 3032 Supplies-Printers                     | 1,571               | 2,000               | 2200                |
| 3080 Fuel & Lubricants                     | 83                  | -                   |                     |
| 3990 Other Supplies/Materials              | 534                 | 2,000               | 2000                |
| <b>TOTAL COMMODITIES</b>                   | <b>\$ 7,622</b>     | <b>\$ 9,200</b>     | <b>\$ 9,600</b>     |
| <b>CAPITAL OUTLAY</b>                      |                     |                     |                     |
| 4010 Office Equipment                      | \$ 825              | \$ -                |                     |
| 4040 Furniture > \$100                     | \$ 2,606            | \$ 1,500            | 2500                |
| 4050 Technology Hardware                   | 247                 | 1,000               | 1000                |
| 4060 Computer Software                     | -                   | 2,000               | 2000                |
| <b>TOTAL CAPITAL OUTLAY</b>                | <b>\$ 3,678</b>     | <b>\$ 4,500</b>     | <b>\$ 5,500</b>     |
| <b>TOTAL OPERATING EXPENDITURES</b>        | <b>\$ 1,040,915</b> | <b>\$ 1,318,492</b> | <b>\$ 1,325,068</b> |
| <b>TOTAL EXPENDITURES LESS PERSONNEL</b>   | <b>\$ 56,457</b>    | <b>\$ 95,950</b>    | <b>\$ 109,300</b>   |
| <b>TOTAL EXPENDITURES</b>                  | <b>\$ 1,044,592</b> | <b>\$ 1,322,992</b> | <b>\$ 1,330,568</b> |

Attachment: 2024 Clerk (13452 : 2024 Clerk Elections and Tech Fund budget requests)

**Riley County, Kansas**  
**2024 Budget**  
**Election Department**  
**001-019**

| <b>PERSONNEL</b>                           | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|--------------------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full Time</b>          | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Elections Manager-Deputy Clerk             | 1.00                 | 1.00                 | 1.00                 |
| Senior Analyst                             | 1.00                 | 1.00                 | 1.00                 |
| Administrative Assistant I                 | 1.00                 | 1.00                 | 1.00                 |
| <b>Sub-Total</b>                           | <b>3.00</b>          | <b>3.00</b>          | <b>3.00</b>          |
| <b>Seasonal/Temporary</b>                  |                      |                      |                      |
| As-Needed Employee                         | 2.00                 | 2.50                 | 3.00                 |
| Temporary Election Workers                 | 4.00                 |                      |                      |
| Election Board Workers                     | 325.00               | 325.00               | 325.00               |
| <b>Sub-Total</b>                           | <b>331.00</b>        | <b>327.50</b>        | <b>328.00</b>        |
| <b>TOTAL NUMBER OF EMPLOYEES</b>           | <b>334.00</b>        | <b>330.50</b>        | <b>331.00</b>        |
| <b>EXPENDITURES</b>                        |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>                  |                      |                      |                      |
| 1001 Salaries (Full Time)                  | \$ 223,956           | \$ 213,206           | \$ 222,107           |
| 1003 Seasonal/Temporary/Part Time          | 69,598               | 198,726              | 276,919              |
| 1005 Overtime                              | 7,059                | 3,114                | 6,707                |
| 1504 FICA                                  | 17,575               | 31,751               | 38,689               |
| 1506 Health Insurance                      | 36,970               | 47,266               | 49,172               |
| 1508 KPERS Retirement                      | 19,530               | 21,524               | 23,476               |
| 1510 State Unemployment Tax                | 223                  | 307                  | 506                  |
| <b>TOTAL PERSONNEL SERVICES</b>            | <b>\$ 374,910</b>    | <b>\$ 515,894</b>    | <b>\$ 617,576</b>    |
| <b>CONTRACTUAL SERVICES</b>                |                      |                      |                      |
| 2010 Postage/Freight/Shipping              | \$ 25,023            | \$ 7,000             | \$ 40,000            |
| 2020 Phone Services                        | 49                   | 150                  | 200                  |
| 2030 Cellular Phone Services               | 780                  | 900                  | 1200                 |
| 2040 Internet Access                       | 1,469                | 7,000                | 8500                 |
| 2080 Printing/Duplication Services         | 17,667               | 20,000               | 25000                |
| 2110 Advertising & Legal Publications      | 8,156                | 9,000                | 18000                |
| 2200 Office Equipment Rental               | 3,473                | 6,000                | 8000                 |
| 2220 Building Space Rental                 | 2,798                | 1,500                | 2500                 |
| 2410 Repair/Maintain Office Equipment      | -                    | 500                  | 500                  |
| 2430 Computer Software Maintenance/Support | 25,860               | 26,000               | 26000                |
| 2450 Computer Hardware Maintenance/Support | 69,470               | 73,000               | 80000                |

Attachment: 2024 Elections (13452 : 2024 Clerk Elections and Tech Fund budget requests)

|                                           |                   |                   |                   |
|-------------------------------------------|-------------------|-------------------|-------------------|
| 2510 Mileage/Tolls/Parking/Rental         | 4,065             | 3,000             | 6000              |
| 2520 Lodging                              | 879               | 1,000             | 1000              |
| 2540 Meals                                | 2,411             | 1,200             | 2500              |
| 2550 Dues & Memberships                   | 67                | 250               | 250               |
| 2560 Training & Registrations             | 875               | 1,200             | 1500              |
| 2570 Subscriptions                        | -                 | -                 |                   |
| 2585 Miscellaneous Refunds/Reimbursements | -                 | -                 | 100               |
| 2696 Election Board Workers               | -                 | -                 |                   |
| 2700 Bonding Services                     | -                 | -                 | 150               |
| 2850 Waste Disposal                       | -                 | -                 |                   |
| 2990 Other Contract Services              | 152               | 2,000             |                   |
| <b>TOTAL CONTRACTUAL SERVICES</b>         | <b>\$ 163,196</b> | <b>\$ 159,700</b> | <b>\$ 221,400</b> |
| <b>COMMODITIES</b>                        |                   |                   |                   |
| 3010 Office Supplies                      | \$ 3,275          | \$ 4,800          | \$ 6,000          |
| 3030 Computer Supplies                    | 51                |                   |                   |
| 3032 Supplies-Printers                    | 203               | 600               | 1000              |
| 3045 Protective Gear                      | -                 | 1,000             |                   |
| 3080 Fuel & Lubricants                    | 50                | 100               |                   |
| 3095 Election Supplies                    | 62,230            | 35,000            | 75000             |
| 3135 Furniture < \$100                    | -                 | 200               |                   |
| 3990 Other Supplies/Materials             | 65                | 600               | 1000              |
| <b>TOTAL COMMODITIES</b>                  | <b>\$ 65,874</b>  | <b>\$ 42,300</b>  | <b>\$ 83,000</b>  |
| <b>CAPITAL OUTLAY</b>                     |                   |                   |                   |
| 4040 Furniture > \$100                    | \$ -              | \$ 1,000          | \$ -              |
| 4050 Technology Hardware                  | -                 | 11,500            | 11,000            |
| 4060 Computer Software                    | -                 | 2,000             | 2,000             |
| <b>TOTAL CAPITAL OUTLAY</b>               | <b>\$ -</b>       | <b>\$ 14,500</b>  | <b>\$ 13,000</b>  |
| <b>TOTAL OPERATING EXPENDITURES</b>       | <b>\$ 603,980</b> | <b>\$ 717,894</b> | <b>\$ 921,976</b> |
| <b>TOTAL EXPENDITURES LESS PERSONNEL</b>  | <b>\$ 229,070</b> | <b>\$ 216,500</b> | <b>\$ 317,400</b> |
| <b>TOTAL EXPENDITURES</b>                 | <b>\$ 603,980</b> | <b>\$ 732,394</b> | <b>\$ 934,976</b> |

Attachment: 2024 Elections (13452 : 2024 Clerk Elections and Tech Fund budget requests)

05/23/2023 10:37 AM

**Fund # 107**  
**Riley County Clerk Technology**

|                                     | <u>2021</u><br><u>ACTUAL</u> | <u>2022</u><br><u>ACTUAL</u> | <u>2023</u><br><u>BUDGET</u> | <u>2024</u><br><u>BUDGET</u> |
|-------------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| <b>BEGINNING CASH BALANCE</b>       |                              |                              |                              |                              |
| Fund Balance                        | \$ 104,310                   | \$ 128,513                   | \$ 146,671                   | \$ 2,658                     |
| <b>TOTAL BEGINNING CASH BALANCE</b> | <b>\$ 104,310</b>            | <b>\$ 128,513</b>            | <b>\$ 146,671</b>            | <b>\$ 2,658</b>              |
| <b>REVENUE</b>                      |                              |                              |                              |                              |
| 402 Investment Interest             | \$ 59                        | \$ 1,420                     | \$ 700                       | \$ 1,000                     |
| 602 Misc. Collection                | 24,144                       | 16,738                       | 19,000                       | 12,500                       |
| <b>TOTAL REVENUE</b>                | <b>\$ 24,203</b>             | <b>\$ 18,158</b>             | <b>\$ 19,700</b>             | <b>\$ 13,500</b>             |
| <b>TOTAL RESOURCES AVAILABLE</b>    | <b>\$ 128,513</b>            | <b>\$ 146,671</b>            | <b>\$ 166,371</b>            | <b>\$ 16,158</b>             |
| <b>COMMODITIES</b>                  |                              |                              |                              |                              |
| 3030 Computer Supplies              | \$ -                         | \$ -                         | \$ -                         | \$ -                         |
| 3032 Supplies - Printer             | -                            | -                            | -                            | -                            |
| 3990 Other Supplies & Materials     | -                            | -                            | -                            | -                            |
| <b>TOTAL COMMODITIES</b>            | <b>\$ -</b>                  | <b>\$ -</b>                  | <b>\$ -</b>                  | <b>\$ -</b>                  |
| <b>CAPITAL OUTLAY</b>               |                              |                              |                              |                              |
| 4990 Other Capital Outlay           | \$ -                         | \$ -                         | \$ 163,713                   | \$ -                         |
| <b>TOTAL CAPITAL OUTLAY</b>         | <b>\$ -</b>                  | <b>\$ -</b>                  | <b>\$ 163,713</b>            | <b>\$ -</b>                  |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ -</b>                  | <b>\$ -</b>                  | <b>\$ 163,713</b>            | <b>\$ -</b>                  |
| <b>TOTAL ENDING FUND BALANCE</b>    | <b>\$ 128,513</b>            | <b>\$ 146,671</b>            | <b>\$ 2,658</b>              | <b>\$ 16,158</b>             |

Attachment: Copy of 2024 CLERK TECH Budget (13452 : 2024 Clerk Elections and Tech Fund budget requests)



**HEALTH DEPARTMENT**  
*Budget*

**Julie Gibbs**  
Health Department  
Director  
2030 Tecumseh Rd  
Manhattan, KS 66502  
Phone: 785-776-4779

## COMMISSION AGENDA REPORT

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**FROM:** Julie Gibbs, Shelley Hays

**MEETING:** May 25, 2023

**SUBJECT:** 2024 Riley County Health Department Budget Request

**PRESENTER:** Julie Gibbs, Shelley Hays

---

### **FISCAL IMPACT**

See attached

### **RECOMMENDATION(S)**

### **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:**

- 2024budget (PPTX)
- 2024 Health Department (PDF)



# Riley County Health Department: Budget Proposal

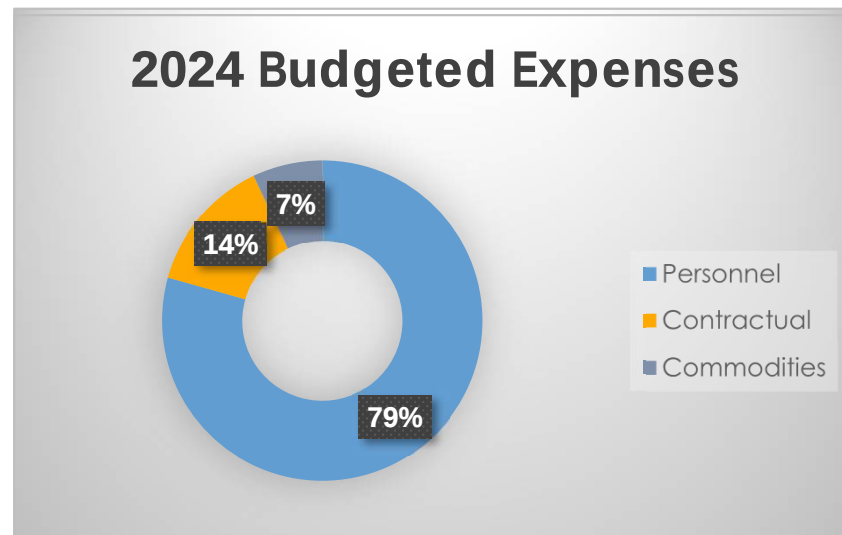
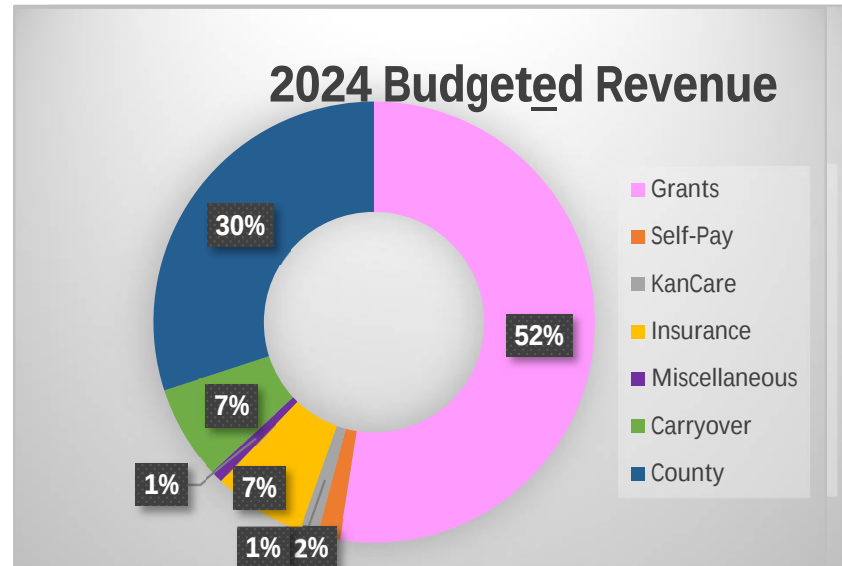
Julie Gibbs, Administrative Director  
Shelley Hays, Fiscal Analyst  
May 25, 2023

Commission Chambers, Courthouse Plaza East  
Building  
115 N. 4th Street  
Manhattan, Kansas 66502



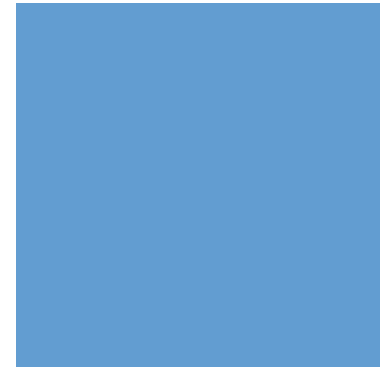
# 2024 Budget Summary Request

- i Total Revenue: \$5,031,834\*
- i **County Request:**  
\$1,615,854
- i Total Expenses: \$5,404,234\*
- i Beginning  
Balance/Carryover Request :  
**\$372,401**



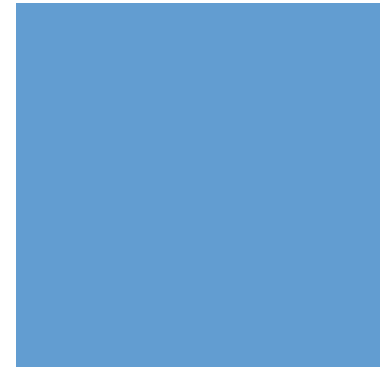
# General Fund (Fund #400)

- | Total Revenue: \$1,690,834
  - | includes request for funding from the County
- | Total Expenses: \$690,942
  - | Total Personnel (4.0 FTE)



# Emergency Preparedness

- ┆ Wildcat Region (#409)
  - ┆ Total Revenue: \$32,120
  - ┆ Total Expenses: \$32,120
    - ┆ Total Personnel (.05 FTE)
- ┆ Local Emergency Preparedness (#410)
  - ┆ Total Revenue: \$49,844
  - ┆ Total Expenses: \$87,840
    - ┆ Total Personnel (1.00 FTE)



## WIC(#412)

- | Total Revenue: \$937,075
- | Total Expenses: \$937,075
  - | Total Personnel: 10.13 FTE

# Becoming a Mom (BaM) (#413)

- i Total Revenue: \$7,500
- i Total Expenses: \$7,500
- i 0 FTE

# Child Care Licensing (#420)

- i Total Revenue: \$239,073
- i Total Expenses: \$375,519
  - i Total Personnel: 4 FTE

# Family Planning (#421)

- i Family Planning (#421)
  - i Total Revenue: \$228,259
  - i Total Expenses: \$514,872
    - i Total Personnel: 3.53 FTE

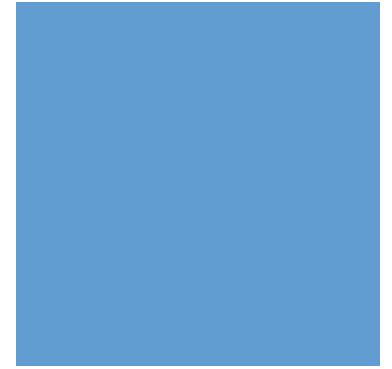


# Immunizations Action Plan (#422)

- i IAP
  - i Total Revenues: \$517,472
  - i Total Expenses: \$536,321
    - i Total Personnel: 3.15 FTE

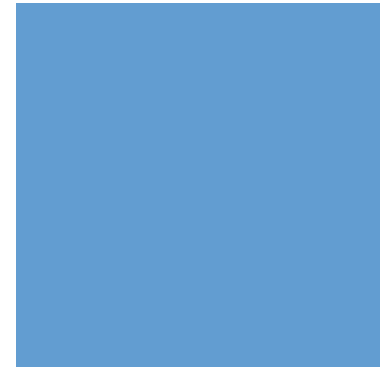
# Maternal and Child Health and Healthy Families

- MCH (#423)
  - Total Revenues: \$134,206
  - Total Expenses: \$369,129
  - Total Personnel: 3.3 FTE
- Healthy Families/Outreach, Prevention, and Early Intervention (#441)
  - Total Revenue: \$242,800
  - Total Expenses: \$523,855
  - Total Personnel: 4.75FTE



# Raising Riley (#444)

- i Total Revenue: \$831,680
- i Total Expenses: \$945,285
  - i 6 FTE



# State Formula (#445)

- Total Revenue: \$120,951
- Total Expenses: \$383,777
  - Total Personnel: 2.84 FTE

# Questions?

תודה  
 Dankie Gracias  
 Спасибо شكراً  
 Merci Takk  
 Köszönjük Terima kasih  
 Grazie Dziękujemy Děkojame  
 Ďakujeme Vielen Dank Paldies  
 Kiitos Täname teid 谢谢  
**Thank You** Tak  
 感謝您 Obrigado Teşekkür Ederiz  
 Σας ευχαριστούμε 감사합니다  
 Bedankt Дěkujeme vám  
 ありがとうございます  
 Tack

# Thank You!



Healthy people in a healthy community

**Riley County, Kansas**  
**2024 Budget**  
**Health Department Fund**  
**Fund 30**

|                                            | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|--------------------------------------------|----------------------|----------------------|----------------------|
| <b>BEGINNING CASH BALANCE</b>              | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Fund Balance                               | \$ 1,121,706         | \$ 968,908           | \$ 372,401           |
| <b>TOTAL BEGINNING CASH BALANCE</b>        | <b>\$ 1,121,706</b>  | <b>\$ 968,908</b>    | <b>\$ 372,401</b>    |
| <b>REVENUE</b>                             |                      |                      |                      |
| State Grant                                | \$ 994,511           | \$ 1,005,892         | \$ 1,033,619         |
| Federal Grant                              | 2,033,028            | 1,973,964            | 1,761,911            |
| Grants-Other                               | 123,737              | 21,030               | 46,300               |
| Fees-Self Pay                              | 61,798               | 105,150              | 88,150               |
| Fees-Medicaid                              | 59,288               | 46,500               | 72,000               |
| Fees-Other Insurance                       | 339,206              | 277,500              | 364,000              |
| Miscellaneous Collection                   | 83,172               | 25,296               | 50,000               |
| Miscellaneous Reimbursements               | 23,607               |                      | .                    |
| Transfer from General Fund                 | 1,154,526            | 1,269,979            | 1,615,854            |
| Transfer from Disaster Fund                | 23,011               | -                    | -                    |
| Prior year canceled encumbrances           | -                    | -                    | -                    |
| <b>TOTAL REVENUE</b>                       | <b>\$ 4,895,883</b>  | <b>\$ 4,725,311</b>  | <b>\$ 5,031,834</b>  |
| <b>TOTAL RESOURCES AVAILABLE</b>           | <b>\$ 6,017,589</b>  | <b>\$ 5,694,219</b>  | <b>\$ 5,404,235</b>  |
| <b>EXPENDITURES</b>                        |                      |                      |                      |
| General                                    | \$ 921,055           | \$ 783,885           | \$ 690,942           |
| Wildcat Region                             | 31,169               | 31,810               | 32,120               |
| Emergency Response                         | 70,407               | 77,645               | 87,840               |
| Women, Infants, Children (WIC)             | 782,264              | 954,915              | 937,075              |
| March of Dimes                             | 9,762                | 7,500                | 7,500                |
| KS Health Foundation                       | 13,428               | -                    | -                    |
| Chronic Disease Risk Reduction (CDRR)      | 26,685               | -                    | -                    |
| Integrated Referral & Intake System (IRIS) | 92,545               | 96,336               | -                    |
| Child Care Licensing                       | 289,472              | 327,523              | 375,519              |
| Family Planning                            | 404,216              | 471,288              | 514,872              |
| Immunization Action Plan                   | 423,713              | 445,393              | 536,321              |
| Maternal Child Health                      | 306,342              | 334,869              | 369,129              |
| Healthy Families Contract                  | 482,966              | 518,176              | 523,855              |
| Raising Riley Right                        | 898,100              | 908,469              | 945,285              |
| State Formula                              | 296,558              | 364,009              | 383,777              |
| <b>TOTAL EXPENDITURES</b>                  | <b>\$ 5,048,681</b>  | <b>\$ 5,321,819</b>  | <b>\$ 5,404,234</b>  |
| <b>TOTAL ENDING FUND BALANCE</b>           | <b>\$ 968,908</b>    | <b>\$ 372,401</b>    | <b>\$ 0</b>          |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

**Riley County, Kansas**  
**2024 Budget**  
**General Department-HD**  
**30-400**

| <b>PERSONNEL</b>                      | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|---------------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full Time</b>     | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Administrative Analyst                | 1.00                 | 1.00                 | 1.00                 |
| Administrative Asst II                | 1.00                 | 1.00                 | 1.00                 |
| Health Dept Administrator             | 1.00                 | 1.00                 | 1.00                 |
| Health Educator                       | 1.00                 | 1.00                 | 1.00                 |
| <b>TOTAL NUMBER OF EMPLOYEES</b>      | <b>4.00</b>          | <b>4.00</b>          | <b>4.00</b>          |
| <b>REVENUE</b>                        |                      |                      |                      |
| 207 Federal Grant                     | \$ 314,008           | \$ 152,218           | \$ -                 |
| 209 Grants-Other                      | 99,487               |                      | 25,000               |
| 330 Client Services                   |                      |                      | -                    |
| 600 Miscellaneous Reimbursement       | 30                   | -                    | -                    |
| 602 Miscellaneous Collection          | 82,047               | 25,296               | 50,000               |
| 603 Transfer from General Fund        | 1,177,195            | 1,269,979            | 1,615,834            |
| Prior year canceled encumbrances      | -                    | -                    | -                    |
| 650 Expense Reimbursement             | 15,377               | -                    | -                    |
| <b>TOTAL REVENUE</b>                  | <b>\$ 1,688,145</b>  | <b>\$ 1,447,493</b>  | <b>\$ 1,690,834</b>  |
| <b>EXPENDITURES</b>                   |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>             |                      |                      |                      |
| 1001 Salaries (Full Time)             | \$ 358,462           | \$ 369,385           | \$ 329,088           |
| 1003 Seasonal/Temporary/Part Time     | 115,879              | 54,421               | -                    |
| 1005 Overtime                         | 6,138                | 1,580                | 1,838                |
| 1504 FICA                             | 36,371               | 32,542               | 25,316               |
| 1506 Health Insurance                 | 28,374               | 92,947               | 71,116               |
| 1508 KPERS Retirement                 | 36,656               | 42,114               | 33,953               |
| 1510 State Unemployment Tax           | 426                  | 425                  | 331                  |
| <b>TOTAL PERSONNEL SERVICES</b>       | <b>\$ 582,306</b>    | <b>\$ 593,414</b>    | <b>\$ 461,642</b>    |
| <b>CONTRACTUAL SERVICES</b>           |                      |                      |                      |
| 2010 Postage/Freight/Shipping         | \$ 3,198             | \$ 6,000             | \$ 3,500             |
| 2020 Phone Services                   | 12,797               | 15,000               | 15,000               |
| 2030 Cellular Phone Services          | 1,958                | 1,800                | 2,000                |
| 2040 Internet Access                  | 1,401                | -                    | 1,500                |
| 2060 Moving Office Equipment          | -                    | -                    | -                    |
| 2080 Printing/Duplication Services    | 2,485                | 5,000                | 2,500                |
| 2110 Advertising & Legal Publications | 3,289                | 1,500                | 1,500                |
| 2120 Insurance-Property/Building      | 11,734               | 12,000               | 12,000               |
| 2122 Vehicle/Fleet Insurance          | -                    | 200                  | 200                  |
| 2123 Liability Insurance              | 1,910                | 1,750                | 2,000                |
| 2124 Other Insurance                  | 1,303                | 500                  | 1,400                |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

|                                            |                   |                   |                   |
|--------------------------------------------|-------------------|-------------------|-------------------|
| 2200 Office Equipment Rental               | 2,419             | 2,800             | 2,800             |
| 2220 Building Space Rental                 | 14,000            | 500               | 500               |
| 2260 Security Services                     | 983               | 1,000             | 1,000             |
| 2400 Repair/Maintain County Vehicles       | 103               | 500               | 500               |
| 2420 Repair/Maint Other Equip              | 3,565             | 1,000             | 3,500             |
| 2430 Computer Software Maintenance/Support | 57,761            | 60,000            | 62,000            |
| 2480 Repair/Maintain Buildings & Grounds   | 24,879            | 300               | 1,500             |
| 2490 Other Repairs/Maintenance             | -                 | 500               | 500               |
| 2510 Mileage/Tolls/Parking/Rental          | 3,084             | 2,500             | 3,500             |
| 2520 Lodging                               | 2,511             | 1,500             | 3,500             |
| 2530 Air Fare                              | 746               |                   | 1,000             |
| 2540 Meals                                 | 1,081             | 750               | 1,000             |
| 2550 Dues & Memberships                    | 1,822             | 2,500             | 2,500             |
| 2560 Training & Registrations              | 6,724             | 4,500             | 4,500             |
| 2570 Subscriptions                         | 380               | 750               | 750               |
| 2657 Miscellaneous Fees                    | 5,712             | 6,000             | 6,000             |
| 2700 Bonding Services                      | 100               | 100               | 100               |
| 2725 Interpreter/Translator                | 1,869             | 500               | 500               |
| 2750 Credit Card Fees                      | 1,400             | 2,000             | 2,000             |
| 2760 Consultant Fees                       | 26,167            | 3,750             | 3,750             |
| 2810 Electric/Gas Services                 | 27,054            | 28,000            | 55,000            |
| 2830 Water                                 | 1,606             | 1,500             | 3,000             |
| 2840 Sewage Charges                        | 3,690             | 3,500             | 8,500             |
| 2990 Other Contract Services               | 11,774            | 3,000             | 3,000             |
| <b>TOTAL CONTRACTUAL SERVICES</b>          | <b>\$ 239,506</b> | <b>\$ 171,200</b> | <b>\$ 212,500</b> |
| <b>COMMODITIES</b>                         |                   |                   |                   |
| 3010 Office Supplies                       | \$ 5,025          | \$ 2,471          | \$ 2,500          |
| 3020 Books & Publications                  | -                 | 250               | 250               |
| 3030 Computer Supplies                     | 9,679             | 250               | 250               |
| 3032 Supplies-Printers                     | 834               | 750               | 750               |
| 3040 Clothing                              | 746               | 250               | 250               |
| 3060 Medical Supplies                      | 10,730            | -                 | -                 |
| 3080 Fuel & Lubricants                     | 119               | 300               | 300               |
| 3135 Furniture < \$100                     | -                 | -                 | -                 |
| 3140 Parts & Tools < \$100                 | -                 | -                 | -                 |
| 3990 Other Supplies/Materials              | 39,408            | 15,000            | 12,500            |
| <b>TOTAL COMMODITIES</b>                   | <b>\$ 66,542</b>  | <b>\$ 19,271</b>  | <b>\$ 16,800</b>  |
| <b>CAPITAL OUTLAY</b>                      |                   |                   |                   |
| 604 Transfer out (Disaster fund reimb)     | \$ -              | \$ -              | \$ -              |
| 4020 Other Equipment                       | 10,925            | -                 | -                 |
| 4030 Telecommunications Equipment          | -                 |                   |                   |
| 4040 Furniture > \$100                     | -                 |                   |                   |
| 4050 Technology Hardware                   | -                 | -                 | -                 |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

|                                 |                   |                   |                   |                   |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|
| 4051 Tech Harware-Notebook      | 1,330             |                   |                   |                   |
| 4054 Tech Hardwarded - Printers | -                 |                   |                   |                   |
| 4060 Computer Software          | -                 |                   |                   |                   |
| 4990 Other Capital Outlay       | 20,446            | -                 |                   | -                 |
| <b>TOTAL CAPITAL OUTLAY</b>     | <b>\$ 32,701</b>  | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |
|                                 |                   |                   |                   |                   |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 921,055</b> | <b>\$ 783,885</b> | <b>\$ 690,942</b> | <b>\$ 690,942</b> |

**Riley County, Kansas**  
**2024 Budget**  
**Wildcat Region Department-HD**  
**30-409**

| <b>PERSONNEL</b>                           | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|--------------------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full Time</b>          | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Coordinator                                | 0.05                 | 0.05                 | 0.05                 |
| <b>TOTAL NUMBER OF EMPLOYEES</b>           | <b>0.05</b>          | <b>0.05</b>          | <b>0.05</b>          |
| <b>REVENUE</b>                             |                      |                      |                      |
| 207 Federal Grant                          | \$ 28,041            | \$ 31,810            | \$ 32,120            |
| 650 Expense Reimbursement                  | 75                   | -                    |                      |
| <b>TOTAL REVENUE</b>                       | <b>\$ 28,116</b>     | <b>\$ 31,810</b>     | <b>\$ 32,120</b>     |
| <b>EXPENDITURES</b>                        |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>                  |                      |                      |                      |
| 1001 Salaries (Full Time)                  | \$ 1,812             | \$ 2,576             | \$ 2,932             |
| 1005 Overtime                              | 147                  | 31                   | 44                   |
| 1504 FICA                                  | 140                  | 199                  | 228                  |
| 1506 Health Insurance                      | 356                  | 570                  | 639                  |
| 1508 KPERS Retirement                      | 181                  | 258                  | 305                  |
| 1510 State Unemployment Tax                | 2                    | 3                    | 3                    |
| <b>TOTAL PERSONNEL SERVICES</b>            | <b>\$ 2,638</b>      | <b>\$ 3,637</b>      | <b>\$ 4,151</b>      |
| <b>CONTRACTUAL SERVICES</b>                |                      |                      |                      |
| 2020 Phone Services                        | \$ -                 |                      | \$ -                 |
| 2030 Cellular Phone Services               | 22                   | 30                   | 30                   |
| 2080 Printing/Duplication Services         | 373                  | 400                  | 400                  |
| 2110 Advertising & Legal Publications      | -                    |                      | -                    |
| 2122 Vehicle/Fleet Insurance               | 746                  | 650                  | 800                  |
| 2220 Building Space Rental                 | -                    | 375                  | 375                  |
| 2245 Other Rentals SVCS                    | -                    |                      | -                    |
| 2420 Repair/Maint Other Equip              | -                    | 3,015                | -                    |
| 2430 Computer Software Maintenance/Support | 54                   | 150                  | 150                  |
| 2480 Repair/Main Builc/Ground              | -                    |                      | -                    |
| 2510 Mileage/Tolls/Parking/Rental          | 2,866                | 2,000                | 3,000                |
| 2520 Lodging                               | 989                  | 1,500                | 1,500                |
| 2530 Airfare                               | 1,296                | -                    | -                    |
| 2540 Meals                                 | 272                  | 300                  | 500                  |
| 2550 Dues & Memberships                    | 1,221                | 2,000                | 2,000                |
| 2560 Training & Registrations              | 2,164                | 2,000                | 2,500                |
| 2570 Subscriptions                         | -                    |                      | -                    |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

|                                        |                  |                  |                  |
|----------------------------------------|------------------|------------------|------------------|
| 2725 Interpreter/Translator            | -                |                  | -                |
| 2990 Other Contract Services           | 1,626            | 4,000            | 2,500            |
| <b>TOTAL CONTRACTUAL SERVICES</b>      | <b>\$ 11,630</b> | <b>\$ 16,420</b> | <b>\$ 13,755</b> |
| 3010 Office Supplies                   | \$ 625           | \$ 1,203         | \$ 900           |
| 3030 Computer Supplies                 | -                | 200              | 200              |
| 3032 Supplies - Printer                | -                | 500              | 200              |
| 3040 Clothing                          | -                | -                | -                |
| 3080 Fuel & Lubricants                 | 22               | -                | -                |
| 3990 Other Supplies/Materials          | 15,230           | 9,850            | 12,914           |
| <b>TOTAL COMMODITIES</b>               | <b>\$ 15,877</b> | <b>\$ 11,753</b> | <b>\$ 14,214</b> |
| <b>CAPITAL OUTLAY</b>                  |                  |                  |                  |
| 604 Transfer out (Disaster fund reimb) | \$ -             | \$ -             | \$ -             |
| 4020 Other Equipment                   | 1,024            | -                | -                |
| <b>TOTAL CAPITAL OUTLAY</b>            | <b>\$ 1,024</b>  | <b>\$ -</b>      | <b>\$ -</b>      |
| <b>TOTAL EXPENDITURES</b>              | <b>\$ 31,169</b> | <b>\$ 31,810</b> | <b>\$ 32,120</b> |

**Riley County, Kansas**  
**2024 Budget**  
**Emergency Response Department-HD**  
**30-410**

| <b>PERSONNEL</b>                           | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|--------------------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full Time</b>          | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Emergency Response Coordinator             | 0.95                 | 0.95                 | 0.95                 |
| Public Health Nurse                        | 0.05                 | 0.05                 | 0.05                 |
| <b>TOTAL NUMBER OF EMPLOYEES</b>           | <b>1.00</b>          | <b>1.00</b>          | <b>1.00</b>          |
| <b>REVENUE</b>                             |                      |                      |                      |
| 207 Federal Grant                          | \$ 43,481            | \$ 49,844            | \$ 49,844            |
| 209 Grants-Other                           | -                    | -                    | -                    |
| 603 Transfer in                            | -                    | -                    | -                    |
| <b>TOTAL REVENUE</b>                       | <b>\$ 43,481</b>     | <b>\$ 49,844</b>     | <b>\$ 49,844</b>     |
| <b>EXPENDITURES</b>                        |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>                  |                      |                      |                      |
| 1001 Salaries (Full Time)                  | \$ 48,766            | \$ 53,966            | \$ 60,892            |
| 1005 Overtime                              | 2,386                | 489                  | 836                  |
| 1504 FICA                                  | 3,695                | 4,166                | 4,722                |
| 1506 Health Insurance                      | 9,517                | 11,898               | 13,265               |
| 1508 KPERS Retirement                      | 4,815                | 5,392                | 6,333                |
| 1510 State Unemployment Tax                | 41                   | 54                   | 62                   |
| <b>TOTAL PERSONNEL SERVICES</b>            | <b>\$ 69,220</b>     | <b>\$ 75,965</b>     | <b>\$ 86,110</b>     |
| <b>CONTRACTUAL SERVICES</b>                |                      |                      |                      |
| 2030 Cellular Phone Services               | \$ 574               | \$ 780               | \$ 780               |
| 2080 Printing/Duplication Services         | -                    | 100                  | 100                  |
| 2123 Liability Insurance                   | 501                  | 500                  | 525                  |
| 2124 Other Insurance                       | 111                  | 100                  | 125                  |
| 2200 Office Equipment Rental               | -                    | 200                  | 200                  |
| 2430 Computer Software Maintenance/Support | -                    | -                    | -                    |
| 2540 Meals                                 | -                    | -                    | -                    |
| 2725 Interpreter/Translator                | -                    | -                    | -                    |
| <b>TOTAL CONTRACTUAL SERVICES</b>          | <b>\$ 1,187</b>      | <b>\$ 1,680</b>      | <b>\$ 1,730</b>      |
| 3010 Office Supplies                       | \$ -                 | \$ -                 | \$ -                 |
| 3020 Books & Publications                  | -                    | -                    | -                    |
| 3032 Supplies-Printers                     | -                    | -                    | -                    |
| 3040 Clothing                              | -                    | -                    | -                    |
| 3060 Medical Supplies                      | -                    | -                    | -                    |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

|                                       |                  |                  |                  |
|---------------------------------------|------------------|------------------|------------------|
| 3990 Other Supplies/Materials         | -                | -                | -                |
| <b>TOTAL COMMODITIES</b>              | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>      |
| <b>CAPITAL OUTLAY</b>                 |                  |                  |                  |
| 4030 Telecommunications Equipment     | \$ -             | \$ -             | \$ -             |
| 4050 Technology Hardware-Comm Disease | -                | -                | -                |
| 4051 Technology Hardware-Notebook     | -                | -                | -                |
| <b>TOTAL CAPITAL OUTLAY</b>           | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>      |
| <b>TOTAL EXPENDITURES</b>             | <b>\$ 70,407</b> | <b>\$ 77,645</b> | <b>\$ 87,840</b> |

**Riley County, Kansas**  
**2024 Budget**  
**Women, Infants, Children (WIC) Department-HD**  
**30-412**

| <b>PERSONNEL</b>                         | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|------------------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full Time</b>        | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Interpreter (Part Time)                  | 0.18                 | 0.13                 | 0.13                 |
| WIC Clerk                                | 4.00                 | 4.00                 | 4.00                 |
| Breastfeeding Peer Counselor (Part Time) | 0.75                 | 0.75                 | 0.75                 |
| Dietitian                                | 6.00                 | 5.00                 | 4.00                 |
| WIC Supervisor                           | 1.00                 | 1.00                 | 1.00                 |
| <b>TOTAL NUMBER OF EMPLOYEES</b>         | <b>11.93</b>         | <b>10.88</b>         | <b>9.88</b>          |
| <b>REVENUE</b>                           |                      |                      |                      |
| 207 Federal Grant                        | \$ 848,016           | \$ 954,915           | \$ 937,075           |
| 209 Grants Other                         | \$ -                 |                      |                      |
| 330 Fees-Self Pay                        | 50                   | -                    |                      |
| 603 Transfers In                         | -                    | -                    |                      |
| 650 Expense Reimbursement                | 918                  | -                    |                      |
| <b>TOTAL REVENUE</b>                     | <b>\$ 848,984</b>    | <b>\$ 954,915</b>    | <b>\$ 937,075</b>    |
| <b>EXPENDITURES</b>                      |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>                |                      |                      |                      |
| 1001 Salaries (Full Time)                | \$ 510,028           | \$ 615,790           | \$ 630,916           |
| 1003 Seasonal/Temporary/Part Time        | 24,448               | 32,446               | -                    |
| 1005 Overtime                            | 110                  | 5,388                | 7,770                |
| 1504 FICA                                | 38,730               | 50,002               | 48,860               |
| 1506 Health Insurance                    | 117,443              | 142,817              | 137,254              |
| 1508 KPERS Retirement                    | 50,534               | 64,708               | 65,529               |
| 1510 State Unemployment Tax              | 438                  | 654                  | 639                  |
| <b>TOTAL PERSONNEL SERVICES</b>          | <b>\$ 741,730</b>    | <b>\$ 911,805</b>    | <b>\$ 890,968</b>    |
| <b>CONTRACTUAL SERVICES</b>              |                      |                      |                      |
| 2010 Postage/Freight/Shipping            | \$ 18                | \$ 100               | \$ 100               |
| 2030 Cellular Phone Services             | 626                  | 1,000                | 1,000                |
| 2040 Internet Access                     | 1,286                | 1,440                | 1,500                |
| 2080 Printing/Duplication Services       | 1,664                | 2,500                | 2,500                |
| 2110 Advertising & Legal Publications    | -                    | 500                  | 500                  |
| 2122 Vehicle/Fleet Insurance             | 373                  | 400                  | 400                  |
| 2123 Liability Insurance                 | 4,727                | 4,750                | 4,750                |
| 2124 Other Insurance                     | 1,006                | 1,500                | 1,500                |
| 2200 Office Equipment Rental             | 1,897                | 3,000                | 3,000                |
| 2220 Building Space Rental               | -                    | 1,500                | 1,500                |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

|                                            |                   |                   |                   |
|--------------------------------------------|-------------------|-------------------|-------------------|
| 2420 Repair/Maintain Other Equipment       | -                 | 500               | 500               |
| 2430 Computer Software Maintenance/Support | 580               | 400               | 750               |
| 2510 Mileage/Tolls/Parking/Rental          | 813               | 1,500             | 1,500             |
| 2520 Lodging                               | 806               | 1,300             | 1,300             |
| 2530 Airfare                               | 554               | -                 | -                 |
| 2540 Meals                                 | -                 | 500               | 750               |
| 2550 Dues & Memberships                    | -                 | 100               | 100               |
| 2560 Training & Registrations              | 3,980             | 3,000             | 3,500             |
| 2570 Subscriptions                         | -                 | 120               | 120               |
| 2725 Interpreter/Translator                | 1,380             | 1,500             | 1,500             |
| 2810 Electric/Gas Services                 | 2,465             | -                 | -                 |
| 2830 Water                                 | 132               | -                 | -                 |
| 2840 Sewage Charges                        | 479               | -                 | -                 |
| <b>TOTAL CONTRACTUAL SERVICES</b>          | <b>\$ 22,786</b>  | <b>\$ 25,610</b>  | <b>\$ 26,770</b>  |
| <b>COMMODITIES</b>                         |                   |                   |                   |
| 3010 Office Supplies                       | \$ 1,272          | \$ 3,000          | \$ 1,750          |
| 3020 Books & Publications                  | 5,228             | 1,500             | 1,500             |
| 3030 Computer Supplies                     | 28                | 500               | 500               |
| 3032 Supplies-Printers                     | 606               | 1,000             | 1,000             |
| 3060 Medical Supplies                      | 727               | 6,500             | 6,500             |
| 3990 Other Supplies/Materials              | 9,887             | 5,000             | 8,087             |
| <b>TOTAL COMMODITIES</b>                   | <b>\$ 17,748</b>  | <b>\$ 17,500</b>  | <b>\$ 19,337</b>  |
| <b>CAPITAL OUTLAY</b>                      |                   |                   |                   |
| 4040 Furniture > \$100                     | \$ -              | \$ -              | \$ -              |
| 4050 Technology Hardware                   | -                 | -                 | -                 |
| 4051 Technology Hardware-Notebook          | -                 | -                 | -                 |
| <b>TOTAL CAPITAL OUTLAY</b>                | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>TOTAL EXPENDITURES</b>                  | <b>\$ 782,264</b> | <b>\$ 954,915</b> | <b>\$ 937,075</b> |

**Riley County, Kansas**  
**2024 Budget**  
**Becoming A Mom (BaM) Department-HD**  
**30-413**

|                                   | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|-----------------------------------|----------------------|----------------------|----------------------|
| <b>REVENUE</b>                    | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| 209 Grants-Other                  | \$ 7,231             | \$ 7,500             | \$ 7,500             |
| <b>TOTAL REVENUE</b>              | <b>\$ 7,231</b>      | <b>\$ 7,500</b>      | <b>\$ 7,500</b>      |
| <b>EXPENDITURES</b>               |                      |                      |                      |
| <b>CONTRACTUAL SERVICES</b>       |                      |                      |                      |
| 2550 Dues & Memberships           | \$ 162               | \$ -                 | \$ -                 |
| <b>TOTAL CONTRACTUAL SERVICES</b> | <b>\$ 162</b>        | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>COMMODITIES</b>                |                      |                      |                      |
| 3010 Office Supplies              | \$ 255               | \$ -                 |                      |
| 3990 Other Supplies/Materials     | 9,346                | 7,500                | 7,500                |
| <b>TOTAL COMMODITIES</b>          | <b>\$ 9,600</b>      | <b>\$ 7,500</b>      | <b>\$ 7,500</b>      |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 9,762</b>      | <b>\$ 7,500</b>      | <b>\$ 7,500</b>      |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

**Riley County, Kansas**  
**2024 Budget**  
**KS Health Foundation Department-HD**  
**30-414**

| <b>PERSONNEL</b>                           | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|--------------------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full Time</b>          | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Community Liaison                          | 1.00                 | 0.00                 | 0.00                 |
| <b>TOTAL NUMBER OF EMPLOYEES</b>           | <b>1.00</b>          | <b>0.00</b>          | <b>0.00</b>          |
| <b>REVENUE</b>                             |                      |                      |                      |
| 206 State Grant                            | \$ -                 | \$ -                 | \$ -                 |
| 209 Grants-Other                           | -                    | -                    | -                    |
| 602 Miscellaneous Collections              | -                    | -                    | -                    |
| <b>TOTAL REVENUE</b>                       | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>EXPENDITURES</b>                        |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>                  |                      |                      |                      |
| 1001 Salaries (Full Time)                  | \$ -                 | \$ -                 | \$ -                 |
| 1005 Overtime                              | -                    | -                    | -                    |
| 1504 FICA                                  | -                    | -                    | -                    |
| 1506 Health Insurance                      | -                    | -                    | -                    |
| 1508 KPERS Retirement                      | -                    | -                    | -                    |
| 1510 State Unemployment Tax                | -                    | -                    | -                    |
| <b>TOTAL PERSONNEL SERVICES</b>            | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>CONTRACTUAL SERVICES</b>                |                      |                      |                      |
| 2030 Cellular Phone Services               | \$ -                 | \$ -                 | \$ -                 |
| 2040 Internet Access                       | -                    | -                    | -                    |
| 2080 Printing/Duplication Services         | -                    | -                    | -                    |
| 2110 Advertising & Legal Publications      | 6,267                | -                    | -                    |
| 2123 Liability Insurance                   | -                    | -                    | -                    |
| 2124 Other Insurance                       | -                    | -                    | -                    |
| 2200 Office Equipment Rental               | -                    | -                    | -                    |
| 2330 Transportation Services               | -                    | -                    | -                    |
| 2430 Computer Software Maintenance/Support | -                    | -                    | -                    |
| 2510 Mileage/Tolls/Parking/Rental          | -                    | -                    | -                    |
| 2550 Dues & Memberships                    | -                    | -                    | -                    |
| 2560 Training & Registrations              | -                    | -                    | -                    |
| 2570 Subscriptions                         | -                    | -                    | -                    |
| 2760 Consultant Fees                       | -                    | -                    | -                    |
| 2990 Other Contract Services               | -                    | -                    | -                    |
| <b>TOTAL CONTRACTUAL SERVICES</b>          | <b>\$ 6,267</b>      | <b>\$ -</b>          | <b>\$ -</b>          |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

| KS HEALTH FOUNDATION DEPT-HD  |  | 2021             | 2023          | 2024          |
|-------------------------------|--|------------------|---------------|---------------|
| COMMODITIES                   |  | <u>ACTUAL</u>    | <u>BUDGET</u> | <u>BUDGET</u> |
| 3010 Office Supplies          |  | \$ -             | \$ -          | \$ -          |
| 3020 Books & Publications     |  | -                | -             | -             |
| 3305 Web Development          |  | -                | -             | -             |
| 3990 Other Supplies/Materials |  | 7,161            | -             | -             |
| <b>TOTAL COMMODITIES</b>      |  | <b>\$ 7,161</b>  | <b>\$ -</b>   | <b>\$ -</b>   |
|                               |  |                  |               |               |
| CAPITAL OUTLAY                |  |                  |               |               |
| 4060 Computer Software        |  | \$ -             | \$ -          | \$ -          |
| <b>TOTAL CAPITAL OUTLAY</b>   |  | <b>\$ -</b>      | <b>\$ -</b>   | <b>\$ -</b>   |
|                               |  |                  |               |               |
| <b>TOTAL EXPENDITURES</b>     |  | <b>\$ 13,428</b> | <b>\$ -</b>   | <b>\$ -</b>   |

**Riley County, Kansas**  
**2024 Budget**  
**Chronic Disease Risk Reduction (CDRR) Department-HD**  
**30-415**

| <b>PERSONNEL</b>                      | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|---------------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Part-Time</b>     | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Risk Coordinator                      | 0.5                  | 0.5                  | 0                    |
| <b>TOTAL NUMBER OF EMPLOYEES</b>      | <b>0.5</b>           | <b>0.5</b>           | <b>0</b>             |
| <b>REVENUE</b>                        |                      |                      |                      |
| 206 State Grant                       | \$ 22,087            | \$ -                 |                      |
| 650 Expense Reimbursement             | 600                  | -                    |                      |
| <b>TOTAL REVENUE</b>                  | <b>\$ 22,687</b>     | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>EXPENDITURES</b>                   |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>             |                      |                      |                      |
| 1001 Salaries (Full Time)             | \$ -                 | \$ -                 |                      |
| 1003 Seasonal/Temp.PT                 | 8,772                | -                    |                      |
| 1005 Overtime                         | -                    | -                    |                      |
| 1504 FICA                             | 660                  | -                    |                      |
| 1506 Health Insurance                 | -                    | -                    |                      |
| 1508 KPERS Retirement                 | 775                  | -                    |                      |
| 1510 State Unemployment Tax           | 8                    | -                    |                      |
| <b>TOTAL PERSONNEL SERVICES</b>       | <b>\$ 10,216</b>     | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>CONTRACTUAL SERVICES</b>           |                      |                      |                      |
| 2010 Postage/Freight/Shipping         | \$ 100               | \$ -                 |                      |
| 2080 Printing/Duplication Services    | 113                  | \$ -                 |                      |
| 2110 Advertising & Legal Publications | 7,438                | -                    |                      |
| 2123 Liability Insurance              | 301                  | -                    |                      |
| 2124 Other Insurance                  | 53                   | -                    |                      |
| 2200 Office Equipment Rental          | 176                  | -                    |                      |
| 2510 Mileage/Tolls/Parking/Rental     | 65                   | -                    |                      |
| 2520 Lodging                          | -                    | -                    |                      |
| 2540 Meals                            | -                    | -                    |                      |
| 2560 Training & Registrations         | -                    | -                    |                      |
| 2760 Consultant Fees                  | 4,000                | -                    |                      |
| <b>TOTAL CONTRACTUAL SERVICES</b>     | <b>\$ 12,245</b>     | <b>\$ -</b>          | <b>\$ -</b>          |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

|                               |           |               |           |          |             |
|-------------------------------|-----------|---------------|-----------|----------|-------------|
| 3010 Office Supplies          | \$        | 1,320         | \$        | -        |             |
| 3032 Supplies-Printers        |           | 411           |           | -        |             |
| 3305 Web Development          |           | -             |           | -        |             |
| 3990 Other Supplies/Materials |           | 2,493         |           | -        |             |
| <b>TOTAL COMMODITIES</b>      | <b>\$</b> | <b>4,224</b>  | <b>\$</b> | <b>-</b> | <b>\$ -</b> |
| <b>CAPITAL OUTLAY</b>         |           |               |           |          |             |
| 604 Transfers Out             |           | 0             |           |          |             |
| 4040 Furniture > \$100        | \$        | -             | \$        | -        | \$ -        |
| <b>TOTAL CAPITAL OUTLAY</b>   | <b>\$</b> | <b>-</b>      | <b>\$</b> | <b>-</b> | <b>\$ -</b> |
| <b>TOTAL EXPENDITURES</b>     | <b>\$</b> | <b>26,685</b> | <b>\$</b> | <b>-</b> | <b>\$ -</b> |

**Riley County, Kansas**  
**2024 Budget**  
**Integrated Referral & Intake System (IRIS) Department-HD**  
**30-416**

| <b>PERSONNEL</b>                           | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|--------------------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full Time</b>          | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Coordinator                                | 1.00                 | 1.00                 | 0.00                 |
| <b>TOTAL NUMBER OF EMPLOYEES</b>           | <b>1.00</b>          | <b>1.00</b>          | <b>0.00</b>          |
| <b>REVENUE</b>                             |                      |                      |                      |
| 206 State Grant                            | \$ -                 | \$ -                 |                      |
| 207 Federal Grant                          | 107,460              | 99,766               |                      |
| <b>TOTAL REVENUE</b>                       | <b>\$ 107,460</b>    | <b>\$ 99,766</b>     | <b>\$ -</b>          |
| <b>EXPENDITURES</b>                        |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>                  |                      |                      |                      |
| 1001 Salaries (Full Time)                  | \$ 48,246            | \$ 52,437            | \$ -                 |
| 1005 Overtime                              | 9                    | 524                  | -                    |
| 1504 FICA                                  | 3,693                | 4,052                | -                    |
| 1506 Health Insurance                      | -                    | 11,572               | -                    |
| 1508 KPERS Retirement                      | 4,566                | 5,243                | -                    |
| 1510 State Unemployment Tax                | 42                   | 53                   | -                    |
| <b>TOTAL PERSONNEL SERVICES</b>            | <b>\$ 56,555</b>     | <b>\$ 73,881</b>     | <b>\$ -</b>          |
| <b>CONTRACTUAL SERVICES</b>                |                      |                      |                      |
| 2010 Postage/Freight/Shipping              | \$ -                 | \$ 100               | \$ -                 |
| 2040 Internet Access                       | 480                  | 480                  | -                    |
| 2080 Printing/Duplication Services         | -                    | 250                  | -                    |
| 2200 Office Equipment Rental               | -                    | 250                  | -                    |
| 2410 Repair/Maint Office Equip             | -                    |                      | -                    |
| 2430 Computer Software Maintenance/Support | 13,690               | 5,000                | -                    |
| 2510 Mileage/Tolls/Parking/Rental          | -                    | 750                  | -                    |
| 2560 Training & Registrations              | 4,015                | 500                  | -                    |
| 2570 Subscriptions                         | 45                   | 25                   | -                    |
| 2746 Childcare Incentives                  | 1,692                |                      | -                    |
| 2760 Consultant Fees                       | -                    | 1,000                | -                    |
| 2990 Other Contract Services               | 860                  | 2,000                | -                    |
| <b>TOTAL CONTRACTUAL SERVICES</b>          | <b>\$ 20,782</b>     | <b>\$ 10,355</b>     | <b>\$ -</b>          |
| 3010 Office Supplies                       | \$ 44                | \$ 100               | \$ -                 |
| 3020 Books&Publications                    | \$ -                 |                      | \$ -                 |
| 3030 Computer Supplies                     | \$ 1,379             |                      | \$ -                 |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

|                               |           |               |           |               |           |          |
|-------------------------------|-----------|---------------|-----------|---------------|-----------|----------|
| 3990 Other Supplies/Materials | \$        | 10,375        | \$        | 12,000        | \$        | -        |
| <b>TOTAL COMMODITIES</b>      | <b>\$</b> | <b>11,798</b> | <b>\$</b> | <b>12,100</b> | <b>\$</b> | <b>-</b> |
| <b>CAPITAL OUTLAY</b>         |           |               |           |               |           |          |
| 4040 Furniture > \$100        | \$        | 1,534         | \$        | -             | \$        | -        |
| 4050 Technology Hardware      | \$        | 156           |           |               |           |          |
| 4051 Tech Hardware Notebook   | \$        | 1,719         |           |               |           |          |
| 4054 Tech Hardware Printers   | \$        | -             |           |               | \$        | -        |
| <b>TOTAL CAPITAL OUTLAY</b>   | <b>\$</b> | <b>3,410</b>  | <b>\$</b> | <b>-</b>      | <b>\$</b> | <b>-</b> |
| <b>TOTAL EXPENDITURES</b>     | <b>\$</b> | <b>92,545</b> | <b>\$</b> | <b>96,336</b> | <b>\$</b> | <b>-</b> |

**Riley County, Kansas**  
**2024 Budget**  
**Child Care Licensing Department-HD**  
**30-420**

| <b>PERSONNEL</b>                      | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|---------------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full Time</b>     | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Receptionist                          | 0.0125               | 0.0125               | 0                    |
| Child Care Surveyor                   | 3.00                 | 3.00                 | 3.00                 |
| Child Care Supervisor                 | 1.00                 | 1.00                 | 1.00                 |
| <b>TOTAL NUMBER OF EMPLOYEES</b>      | <b>4.0125</b>        | <b>4.0125</b>        | <b>4</b>             |
| <b>REVENUE</b>                        |                      |                      |                      |
| 206 State Grant                       | \$ 25,150            | \$ 37,633            | \$ 25,150            |
| 207 Federal Grant                     | 183,923              | 171,440              | 183,923              |
| 330 Fees-Self Pay                     | 21,314               | 30,000               | 30,000               |
| <b>TOTAL REVENUE</b>                  | <b>\$ 230,387</b>    | <b>\$ 239,073</b>    | <b>\$ 239,073</b>    |
| <b>EXPENDITURES</b>                   |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>             |                      |                      |                      |
| 1001 Salaries (Full Time)             | \$ 204,703           | \$ 222,561           | \$ 257,046           |
| 1003 Seasonal/Temp/PT                 | \$ -                 | \$ -                 | \$ -                 |
| 1005 Overtime                         | -                    | 1,513                | 2,684                |
| 1504 FICA                             | 15,464               | 17,142               | 19,869               |
| 1506 Health Insurance                 | 36,323               | 48,960               | 55,816               |
| 1508 KPERS Retirement                 | 19,371               | 22,183               | 26,648               |
| 1510 State Unemployment Tax           | 174                  | 224                  | 260                  |
| <b>TOTAL PERSONNEL SERVICES</b>       | <b>\$ 276,036</b>    | <b>\$ 312,583</b>    | <b>\$ 362,324</b>    |
| <b>CONTRACTUAL SERVICES</b>           |                      |                      |                      |
| 2010 Postage/Freight/Shipping         | \$ -                 | \$ 25                | \$ -                 |
| 2030 Cellular Phone Services          | 1,880                | 1,920                | 1,920                |
| 2040 Internet Access                  | 1,921                | 1,920                | 1,950                |
| 2080 Printing/Duplication Services    | -                    | 500                  | 500                  |
| 2110 Advertising & Legal Publications | -                    | 125                  | 125                  |
| 2122 Vehicle/Fleet Insurance          | 373                  | 300                  | 375                  |
| 2123 Liability Insurance              | 1,910                | 1,750                | 2,000                |
| 2124 Other Insurance                  | 424                  | 500                  | 500                  |
| 2200 Office Equipment Rental          | 1,000                | 1,500                | 500                  |
| 2510 Mileage/Tolls/Parking/Rental     | 1,525                | 2,000                | 2,000                |
| 2520 Lodging                          | -                    | 500                  | 500                  |
| 2540 Meals                            | 31                   | 250                  | 250                  |
| 2550 Dues & Memberships               | 50                   | 100                  | 100                  |
| 2560 Training & Registrations         | 40                   | 750                  | 500                  |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

|                                   |                   |                   |                   |
|-----------------------------------|-------------------|-------------------|-------------------|
| 2657 Misc Fees                    | 20                | -                 | -                 |
| 2810 Electric/Gas Services        | 2,183             | -                 | -                 |
| 2830 Water                        | 105               | -                 | -                 |
| 2840 Sewage Charges               | 383               | -                 | -                 |
| <b>TOTAL CONTRACTUAL SERVICES</b> | <b>\$ 11,844</b>  | <b>\$ 12,140</b>  | <b>\$ 11,220</b>  |
| 3010 Office Supplies              | \$ 601            | \$ 1,250          | \$ 750            |
| 3020 Books & Publications         | -                 | 25                | 25                |
| 3030 Computer Supplies            | 131               | 200               | 150               |
| 3032 Supplies-Printer             | 144               | 500               | 300               |
| 3040 Clothing                     | -                 | -                 | -                 |
| 3060 Medical Supplies             | -                 | -                 | -                 |
| 3080 Fuel & Lubricants            | -                 | 75                | -                 |
| 3135 Furniture < \$100            | -                 | -                 | -                 |
| 3990 Other Supplies/Materials     | 715               | 750               | 750               |
| <b>TOTAL COMMODITIES</b>          | <b>\$ 1,592</b>   | <b>\$ 2,800</b>   | <b>\$ 1,975</b>   |
| <b>CAPITAL OUTLAY</b>             |                   |                   |                   |
| 4020 Other Equipment              | \$ -              | \$ -              | \$ -              |
| 4040 Furniture > \$100            | \$ -              | \$ -              | -                 |
| 4050 Technology Hardware          | \$ -              | \$ -              | -                 |
| 4051 Tech Hardware-Notebook       | \$ -              | \$ -              | -                 |
| 4050 Technology Hardware          | -                 | -                 | -                 |
| <b>TOTAL CAPITAL OUTLAY</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 289,472</b> | <b>\$ 327,523</b> | <b>\$ 375,519</b> |

**Riley County, Kansas**  
**2024 Budget**  
**Family Planning Department-HD**  
**30-421**

| <b>PERSONNEL</b>                      | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|---------------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full Time</b>     | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Receptionist                          | 0.45                 | 0.45                 | 0.45                 |
| Medical Clerk                         | 0.40                 | 0.40                 | 0.40                 |
| Public Health Nurse                   | 1.26                 | 0.55                 | 0.55                 |
| LPN                                   | 0.00                 | 0.70                 | 0.70                 |
| Clinic Supervisor                     | 0.25                 | 0.30                 | 0.30                 |
| Interpreter (Part Time)               | 0.24                 | 0.00                 | 0.00                 |
| ARNP-FP                               | 0.80                 | 0.80                 | 0.80                 |
| <b>TOTAL NUMBER OF EMPLOYEES</b>      | <b>3.40</b>          | <b>3.20</b>          | <b>3.20</b>          |
| <b>REVENUE</b>                        |                      |                      |                      |
| 206 State Grant                       | \$ -                 | \$ -                 |                      |
| 207 Federal Grant                     | 164,409              | 143,259              | 143,259              |
| 330 Fees-Self Pay                     | 19,465               | 32,000               | 25,000               |
| 331 Fees-Medicaid                     | 16,019               | 14,000               | 20,000               |
| 332 Fees-Other Insurance              | 34,676               | 40,000               | 40,000               |
| 602 Miscellaneous Collection          | 60                   |                      |                      |
| 650 Expense Reimbursement             | 68                   |                      |                      |
| 603 Transfer In                       | 225                  |                      |                      |
| <b>TOTAL REVENUE</b>                  | <b>\$ 234,922</b>    | <b>\$ 229,259</b>    | <b>\$ 228,259</b>    |
| <b>EXPENDITURES</b>                   |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>             |                      |                      |                      |
| 1001 Salaries (Full Time)             | \$ 259,742           | \$ 294,638           | \$ 318,456           |
| 1003 Seasonal/Temporary/Part Time     | -                    | -                    | -                    |
| 1005 Overtime                         | 217                  | 605                  | 915                  |
| 1504 FICA                             | 18,824               | 22,586               | 24,431               |
| 1506 Health Insurance                 | 35,337               | 64,510               | 68,633               |
| 1508 KPERS Retirement                 | 24,612               | 29,229               | 32,767               |
| 1510 State Unemployment Tax           | 214                  | 295                  | 320                  |
| <b>TOTAL PERSONNEL SERVICES</b>       | <b>\$ 338,945</b>    | <b>\$ 411,863</b>    | <b>\$ 445,522</b>    |
| <b>CONTRACTUAL SERVICES</b>           |                      |                      |                      |
| 2010 Postage/Freight/Shipping         | \$ 15                | \$ -                 |                      |
| 2030 Cellular Phone Services          | 596                  | 750                  | 750                  |
| 2060 Moving Office Equipment          | -                    | -                    | -                    |
| 2080 Printing/Duplication Services    | 2,975                | 2,000                | 3,500                |
| 2110 Advertising & Legal Publications | -                    | 250                  | 250                  |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

|                                      |                   |                   |                   |
|--------------------------------------|-------------------|-------------------|-------------------|
| 2123 Liability Insurance             | 1,504             | 1,400             | 1,600             |
| 2124 Other Insurance                 | 367               | 350               | 400               |
| 2200 Office Equipment Rental         | 2,346             | 1,500             | 2,400             |
| 2420 Repair/Maintain Other Equipment | -                 | 400               | 400               |
| 2490 Other Repairs/Maintenance       | -                 | 250               | 250               |
| 2510 Mileage/Tolls/Parking/Rental    | 87                | 350               | 350               |
| 2520 Lodging                         | 1,573             | 100               | 1,000             |
| 2530 Air Fare                        | 1,306             |                   | -                 |
| 2540 Meals                           | 223               | 250               | 250               |
| 2560 Training & Registrations        | 2,190             | 1,500             | 2,000             |
| 2570 Subscriptions                   | 579               | 600               | 600               |
| 2585 Misc Refunds/Reimb              | 323               |                   | 400               |
| 2625 Laboratory Fees                 | 3,044             | 4,500             | 4,000             |
| 2650 Physician Fees                  | 4,570             | 5,500             | 5,000             |
| 2725 Interpreter/Translator          | 612               | 100               | 1,000             |
| 2760 Consultant Fees                 | 360               | 500               | 500               |
| <b>TOTAL CONTRACTUAL SERVICES</b>    | <b>\$ 22,668</b>  | <b>\$ 20,300</b>  | <b>\$ 24,650</b>  |
| <b>COMMODITIES</b>                   |                   |                   |                   |
| 3010 Office Supplies                 | \$ 31             | \$ 1,000          | \$ 500            |
| 3020 Books & Publications            | 159               | -                 | 200               |
| 3030 Computer Supplies               | -                 | -                 | -                 |
| 3032 Supplies-Printer                | 241               | 125               | 250               |
| 3060 Medical Supplies                | 7,844             | 7,000             | 8,000             |
| 3075 Pharmacy Supplies               | 34,087            | 30,000            | 35,000            |
| 3080 Fuel & Lubricants               | -                 | -                 | -                 |
| 3990 Other Supplies/Materials        | 241               | 1,000             | 750               |
| <b>TOTAL COMMODITIES</b>             | <b>\$ 42,603</b>  | <b>\$ 39,125</b>  | <b>\$ 44,700</b>  |
| <b>CAPITAL OUTLAY</b>                |                   |                   |                   |
| 4054 Technology Hardware-Printers    | \$ -              | \$ -              | \$ -              |
| <b>TOTAL CAPITAL OUTLAY</b>          | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>TOTAL EXPENDITURES</b>            | <b>\$ 404,216</b> | <b>\$ 471,288</b> | <b>\$ 514,872</b> |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

**Riley County, Kansas**  
**2024 Budget**  
**Immunization Action Plan Department-HD**  
**30-422**

| <b>PERSONNEL</b>                      | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|---------------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full Time</b>     | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Receptionist                          | 0.30                 | 0.30                 | 0.30                 |
| Medical Clerk                         | 0.42                 | 0.42                 | 0.42                 |
| Public Health Nurse                   | 1.01                 | 0.95                 | 2.10                 |
| LPN                                   | 0.00                 | 0.15                 | 0.00                 |
| Nursing Supervisor                    | 0.20                 | 0.25                 | 0.25                 |
| <b>TOTAL NUMBER OF EMPLOYEES</b>      | <b>1.93</b>          | <b>2.07</b>          | <b>3.07</b>          |
| <b>REVENUE</b>                        |                      |                      |                      |
| 206 State Grant                       | \$ 5,170             | \$ 5,170             | \$ 5,170             |
| 207 Federal Grant                     | 65,794               | 105,023              | 129,802              |
| 209 Grants-Other                      | 7,481                | -                    | 7,500                |
| 330 Fees-Self Pay                     | 13,810               | 35,000               | 25,000               |
| 331 Fees-Medicaid                     | 39,392               | 28,000               | 45,000               |
| 332 Fees-Other Insurance              | 294,797              | 225,000              | 305,000              |
| 650 Expense Reimbursement             | 5,000                |                      |                      |
| 603 Transfer In                       | 117                  | -                    | -                    |
| <b>TOTAL REVENUE</b>                  | <b>\$ 431,561</b>    | <b>\$ 398,193</b>    | <b>\$ 517,472</b>    |
| <b>EXPENDITURES</b>                   |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>             |                      |                      |                      |
| 1001 Salaries (Full Time)             | \$ 187,706           | \$ 217,061           | \$ 228,255           |
| 1005 Overtime                         | 108                  | 514                  | 613                  |
| 1504 FICA                             | 13,412               | 16,645               | 17,508               |
| 1506 Health Insurance                 | 34,528               | 47,540               | 49,184               |
| 1508 KPERS Retirement                 | 17,822               | 21,540               | 23,482               |
| 1510 State Unemployment Tax           | 150                  | 218                  | 229                  |
| <b>TOTAL PERSONNEL SERVICES</b>       | <b>\$ 253,726</b>    | <b>\$ 303,518</b>    | <b>\$ 319,271</b>    |
| <b>CONTRACTUAL SERVICES</b>           |                      |                      |                      |
| 2010 Postage/Freight/Shipping         | \$ 65                | \$ 50                | \$ 50                |
| 2030 Cellular Phone Services          | 467                  | 250                  | 500                  |
| 2040 Internet Access                  | -                    | 500                  | 500                  |
| 2080 Printing/Duplication Services    | 134                  | 1,500                | 750                  |
| 2110 Advertising & Legal Publications | 2                    | 250                  | 250                  |
| 2123 Liability Insurance              | 1,418                | 1,000                | 1,500                |
| 2124 Other Insurance                  | 310                  | 200                  | 325                  |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

|                                            |                   |                   |                   |
|--------------------------------------------|-------------------|-------------------|-------------------|
| 2200 Office Equipment Rental               | -                 | 500               | 500               |
| 2420 Repair/Maintain Other Equipment       | 48                | 725               | 725               |
| 2430 Computer Software Maintenance/Support | 2,436             | 1,000             | 2,000             |
| 2490 Other Repairs/Maintenance             | -                 | 150               | 150               |
| 2510 Mileage/Tolls/Parking/Rental          | -                 | 150               | 150               |
| 2520 Lodging                               | -                 | 500               | 500               |
| 2540 Meals                                 | -                 | 100               | 100               |
| 2560 Training & Registrations              | -                 | 550               | 550               |
| 2570 Subscriptions                         | -                 | 200               | 200               |
| 2585 Misc Refunds                          | 70                |                   | 100               |
| 2650 Physician Fees                        | 900               | 1,000             | 1,000             |
| 2725 Interpreter/Translator                | 61                | 200               | 500               |
| <b>TOTAL CONTRACTUAL SERVICES</b>          | <b>\$ 5,911</b>   | <b>\$ 8,825</b>   | <b>\$ 10,350</b>  |
| <b>COMMODITIES</b>                         |                   |                   |                   |
| 3010 Office Supplies                       | \$ 114            | \$ 2,500          | \$ 2,500          |
| 3020 Books & Publications                  | -                 | 150               | 150               |
| 3030 Computer Supples                      | -                 | 200               | 200               |
| 3032 Supplies-Printers                     | 337               | 200               | 350               |
| 3040 Clothing                              | -                 | -                 | -                 |
| 3060 Medical Supplies                      | 1,147             | 3,500             | 2,500             |
| 3075 Pharmacy Supplies                     | 162,450           | 125,000           | 200,000           |
| 3990 Other Supplies/Materials              | 27                | 1,500             | 1,000             |
| <b>TOTAL COMMODITIES</b>                   | <b>\$ 164,076</b> | <b>\$ 133,050</b> | <b>\$ 206,700</b> |
| <b>CAPITAL OUTLAY</b>                      |                   |                   |                   |
| 4020 Other Equipment                       | \$ -              | \$ -              | \$ -              |
| 4050 Technology Harware                    | \$ -              |                   |                   |
| 4051 Tech Hardware - Notebook              | \$ -              | \$ -              | \$ -              |
| <b>TOTAL CAPITAL OUTLAY</b>                | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>TOTAL EXPENDITURES</b>                  | <b>\$ 423,713</b> | <b>\$ 445,393</b> | <b>\$ 536,321</b> |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

**Riley County, Kansas**  
**2024 Budget**  
**Maternal Child Health Department-HD**  
**30-423**

| <b>PERSONNEL</b>                  | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|-----------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full Time</b> | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Receptionist                      | 0.30                 | 0.00                 | 0.00                 |
| Medical Clerk                     | 0.03                 | 0.25                 | 0.25                 |
| Social Worker                     | 0.00                 | 0.10                 | 0.10                 |
| HSHV                              | 0.90                 | 0.90                 | 0.90                 |
| Bilingual Navigator               | 0.00                 | 0.04                 | 0.20                 |
| Home Visiting Nurse               | 1.00                 | 0.90                 | 0.90                 |
| Public Health Nurse               | 0.92                 | 0.80                 | 0.80                 |
| Nursing Supervisor                | 0.10                 | 0.00                 | 0.00                 |
| Supervisor                        | 0.20                 | 0.15                 | 0.15                 |
| <b>TOTAL NUMBER OF EMPLOYEES</b>  | <b>3.45</b>          | <b>3.14</b>          | <b>3.30</b>          |
| <b>REVENUE</b>                    |                      |                      |                      |
| 206 State Grant                   | \$ 60,965            | \$ 72,437            | \$ 75,668            |
| 207 Federal Grant                 | 57,895               | 49,119               | 45,888               |
| 209 Grants-Other                  | 7,038                | 3,500                | 3,500                |
| 330 Fees-Self Pay                 | 45                   | 150                  | 150                  |
| 331 Fees-Medicaid                 | 2,717                | 3,500                | 5,000                |
| 332 Fees-Other Insurance          | 2,362                | 1,500                | 4,000                |
| 600 Miscellaneous Reimbursement   | 30                   |                      |                      |
| 602 Miscellaneous Collections     | 1,065                | -                    | -                    |
| <b>TOTAL REVENUE</b>              | <b>\$ 132,118</b>    | <b>\$ 130,206</b>    | <b>\$ 134,206</b>    |
| <b>EXPENDITURES</b>               |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>         |                      |                      |                      |
| 1001 Salaries (Full Time)         | \$ 208,262           | \$ 228,958           | \$ 255,142           |
| 1003 Seasonal/Temporary/Part Time | 189                  | 2,599                | -                    |
| 1005 Overtime                     | 209                  | 507                  | 196                  |
| 1504 FICA                         | 15,348               | 17,752               | 19,534               |
| 1506 Health Insurance             | 37,511               | 51,866               | 54,873               |
| 1508 KPERS Retirement             | 19,731               | 21,814               | 26,198               |
| 1510 State Unemployment Tax       | 172                  | 233                  | 256                  |
| <b>TOTAL PERSONNEL SERVICES</b>   | <b>\$ 281,421</b>    | <b>\$ 323,729</b>    | <b>\$ 356,199</b>    |
| <b>CONTRACTUAL SERVICES</b>       |                      |                      |                      |
| 2030 Cellular Phone Services      | \$ 618               | \$ 500               | \$ 625               |
| 2040 Internet Access              | 557                  | 600                  | 600                  |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

|                                       |                   |                   |                   |
|---------------------------------------|-------------------|-------------------|-------------------|
| 2080 Printing/Duplication Services    | 386               | 500               | 400               |
| 2110 Advertising & Legal Publications | 2,107             | 500               | 500               |
| 2123 Liability Insurance              | 1,528             | 1,400             | 1,600             |
| 2124 Other Insurance                  | 367               | 1,000             | 500               |
| 2200 Office Equipment Rental          | -                 | 350               | 350               |
| 2420 Repair/Maintain Other Equipment  | -                 | 350               | 350               |
| 2430 Comp Software Main/Support       | -                 |                   | -                 |
| 2510 Mileage/Tolls/Parking/Rental     | 176               | 250               | 250               |
| 2520 Lodging                          | 697               | 750               | 750               |
| 2540 Meals                            | 67                | 200               | 150               |
| 2550 Dues & Memberships               | 87                | 120               | 120               |
| 2560 Training & Registrations         | 3,186             | 750               | 750               |
| 2570 Subscriptions                    | -                 | 120               | 120               |
| 2650 Physician Fees                   | 1,500             | 1,200             | 1,200             |
| 2725 Interpreter/Translator           | -                 | 250               | 250               |
| <b>TOTAL CONTRACTUAL SERVICES</b>     | <b>\$ 11,275</b>  | <b>\$ 8,840</b>   | <b>\$ 8,515</b>   |
| <b>COMMODITIES</b>                    |                   |                   |                   |
| 3010 Office Supplies                  | \$ 434            | \$ 500            | \$ 750            |
| 3020 Books&Publications               | 164               | -                 | 165               |
| 3030 Computer Supplies                | -                 | -                 | -                 |
| 3040 Clothing                         | 1,437             | -                 | -                 |
| 3060 Medical Supplies                 | -                 | 500               | 500               |
| 3075 Pharmacy Supplies                | 155               | 300               | 500               |
| 3135 Furniture < \$100                | -                 |                   | -                 |
| 3990 Other Supplies/Materials         | 11,456            | 1,000             | 2,500             |
| <b>TOTAL COMMODITIES</b>              | <b>\$ 13,646</b>  | <b>\$ 2,300</b>   | <b>\$ 4,415</b>   |
| <b>CAPITAL OUTLAY</b>                 |                   |                   |                   |
| 4050 Technology Hardware              | \$ -              | \$ -              | \$ -              |
| 4051 Technology Hardware-Notebook     | -                 | -                 | -                 |
| <b>TOTAL CAPITAL OUTLAY</b>           | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>TOTAL EXPENDITURES</b>             | <b>\$ 306,342</b> | <b>\$ 334,869</b> | <b>\$ 369,129</b> |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

**Riley County, Kansas**  
**2024 Budget**  
**Healthy Families Contract Department-HD**  
**30-441**

| <b>PERSONNEL</b>                   | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|------------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full Time</b>  | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Medical Clerk                      | 0.75                 | 0.75                 | 0.75                 |
| Health Start Home Visitor          | 0.10                 | 0.10                 | 0.10                 |
| Social Worker                      | 2.00                 | 1.90                 | 1.90                 |
| Bilingual Navigator                | 0.58                 | 0.68                 | 0.80                 |
| Public Health Nurse                | 0.00                 | 0.25                 | 0.25                 |
| Home Visiting Nurse                | 0.25                 | 0.10                 | 0.10                 |
| FCRC Supervisor                    | 0.80                 | 0.85                 | 0.85                 |
| <b>TOTAL NUMBER OF EMPLOYEES</b>   | <b>4.48</b>          | <b>4.63</b>          | <b>4.75</b>          |
| <b>REVENUE</b>                     |                      |                      |                      |
| 207 Federal Grant                  | \$ 220,000           | \$ 220,000           | \$ 240,000           |
| 209 Grants-Other                   | 2,500                | 2,800                | 2,800                |
| 650 Expense Reimbursement          | 1,500                | -                    |                      |
| <b>TOTAL REVENUE</b>               | <b>\$ 224,000</b>    | <b>\$ 222,800</b>    | <b>\$ 242,800</b>    |
| <b>EXPENDITURES</b>                |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>          |                      |                      |                      |
| 1001 Salaries (Full Time)          | \$ 293,011           | \$ 320,720           | \$ 345,152           |
| 1003 Seasonal/Temporary/Part Time  | 3,024                | -                    | -                    |
| 1005 Overtime                      | 623                  | 482                  | 586                  |
| 1504 FICA                          | 21,050               | 24,572               | 26,449               |
| 1506 Health Insurance              | 72,201               | 70,182               | 74,299               |
| 1508 KPERS Retirement              | 28,101               | 31,799               | 35,473               |
| 1510 State Unemployment Tax        | 236                  | 321                  | 346                  |
| <b>TOTAL PERSONNEL SERVICES</b>    | <b>\$ 418,247</b>    | <b>\$ 448,076</b>    | <b>\$ 482,305</b>    |
| <b>CONTRACTUAL SERVICES</b>        |                      |                      |                      |
| 2010 Postage/Freight/Shipping      | \$ -                 |                      |                      |
| 2030 Cellular Phone Services       | 1,696                | \$ 1,000             | \$ 1,700             |
| 2040 Internet Access               | 3,375                | 2,000                | 3,400                |
| 2080 Printing/Duplication Services | 2,435                | 3,500                | 3,000                |
| 2110 Advertising/Legal Publica     | 201                  | 500                  | 500                  |
| 2120 Insurance-Property/Building   | 10,891               | 10,000               | 11,500               |
| 2122 Vehicle/Fleet Insurance       | 373                  | 750                  | 750                  |
| 2123 Liability Insurance           | 2,172                | 2,150                | 2,200                |
| 2124 Other Insurance               | 498                  | 1,750                | 750                  |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

|                                            |                   |                   |                   |
|--------------------------------------------|-------------------|-------------------|-------------------|
| 2200 Office Equipment Rental               | 2,909             | 2,800             | 3,000             |
| 2400 Repair/Maintain County Vehicles       | -                 | 200               | 200               |
| 2420 Repair/Maintain Other Equipment       | -                 | 250               | 250               |
| 2430 Computer Software Maintenance/Support | 54                | 500               | 500               |
| 2480 Repair/Maintain Buildings & Grounds   | -                 | 500               | 500               |
| 2510 Mileage/Tolls/Parking/Rental          | 1,235             | 3,000             | 2,000             |
| 2520 Lodging                               | 550               | 1,500             | 1,500             |
| 2540 Meals                                 | 66                | 750               | 500               |
| 2550 Dues & Memberships                    | 172               | 300               | 300               |
| 2560 Training & Registrations              | 3,381             | 3,000             | 3,000             |
| 2570 Subscriptions                         | 1,542             | 50                | 750               |
| 2650 Physician Fees                        | 300               | -                 | -                 |
| 2725 Interpreter                           | 19                | -                 | -                 |
| 2810 Electric/Gas Services                 | 18,095            | 24,000            | -                 |
| 2830 Water                                 | 836               | 1,350             | -                 |
| 2840 Sewage Charges                        | 3,193             | 5,000             | -                 |
| <b>TOTAL CONTRACTUAL SERVICES</b>          | <b>\$ 53,994</b>  | <b>\$ 64,850</b>  | <b>\$ 36,300</b>  |
| <b>COMMODITIES</b>                         |                   |                   |                   |
| 3010 Office Supplies                       | \$ 1,250          | \$ 1,000          | \$ 1,000          |
| 3020 Books & Publications                  | -                 | 100               | 100               |
| 3030 Computer Supplies                     | 24                | 200               | 150               |
| 3032 Supplies-Printers                     | -                 | 150               | 150               |
| 3060 Medical Supplies                      | 543               | 250               | 550               |
| 3075 Pharmacy Supplies                     | -                 | 50                | 50                |
| 3135 Furniture < \$100                     | -                 | -                 | -                 |
| 3990 Other Supplies/Materials              | 7,417             | 3,500             | 3,250             |
| <b>TOTAL COMMODITIES</b>                   | <b>\$ 9,234</b>   | <b>\$ 5,250</b>   | <b>\$ 5,250</b>   |
| <b>CAPITAL OUTLAY</b>                      |                   |                   |                   |
| 4020 Other Equipment                       | \$ -              | \$ -              | \$ -              |
| 4040 Furniture > \$100                     | 190               | -                 | -                 |
| 4050 Technology Hardware                   | 1,301             | -                 | -                 |
| <b>TOTAL CAPITAL OUTLAY</b>                | <b>\$ 1,491</b>   | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>TOTAL EXPENDITURES</b>                  | <b>\$ 482,966</b> | <b>\$ 518,176</b> | <b>\$ 523,855</b> |

**Riley County, Kansas**  
**2024 Budget**  
**Raising Riley Right Department-HD**  
**30-444**

| <b>PERSONNEL</b>                           | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|--------------------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full Time</b>          | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Child Care Facilitator                     | 2.00                 | 2.00                 | 1.00                 |
| Behavior/Childhood Facilitator             | 1.00                 | 2.00                 | 2.00                 |
| Literacy Facilitator                       | 1.00                 | 0.00                 | 1.00                 |
| Supervisor                                 | 1.00                 | 1.00                 | 1.00                 |
| Outreach Coordinator                       | 0.00                 | 0.00                 | 0.00                 |
| Medical Clerk                              | 1.00                 | 1.00                 | 1.00                 |
| <b>TOTAL NUMBER OF EMPLOYEES</b>           | <b>6.00</b>          | <b>6.00</b>          | <b>6.00</b>          |
| <b>REVENUE</b>                             |                      |                      |                      |
| 206 State Grant                            | \$ 788,425           | \$ 800,000           | \$ 831,680           |
| 650 Expense Reimbursement                  | 10                   | -                    |                      |
| <b>TOTAL REVENUE</b>                       | <b>\$ 788,435</b>    | <b>\$ 800,000</b>    | <b>\$ 831,680</b>    |
| <b>EXPENDITURES</b>                        |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>                  |                      |                      |                      |
| 1001 Salaries (Full Time)                  | \$ 303,077           | \$ 323,675           | \$ 365,082           |
| 1005 Overtime                              | 322                  | 2,460                | 4,183                |
| 1504 FICA                                  | 21,455               | 24,949               | 28,249               |
| 1506 Health Insurance                      | 81,349               | 71,262               | 79,355               |
| 1508 KPERS Retirement                      | 28,726               | 32,287               | 37,887               |
| 1510 State Unemployment Tax                | 240                  | 326                  | 369                  |
| <b>TOTAL PERSONNEL SERVICES</b>            | <b>\$ 435,169</b>    | <b>\$ 454,959</b>    | <b>\$ 515,125</b>    |
| <b>CONTRACTUAL SERVICES</b>                |                      |                      |                      |
| 2010 Postage/Freight/Shipping              | \$ -                 | \$ -                 | \$ -                 |
| 2030 Cellular Phone Services               | 480                  | 480                  | 480                  |
| 2040 Internet Access                       | 960                  | 1,000                | 1,000                |
| 2080 Printing/Duplication Services         | 814                  | 1,000                | 1,000                |
| 2110 Advertising & Legal Publications      | 50                   | 200                  | 200                  |
| 2123 Liability Insurance                   | 2,865                | 2,600                | 3,000                |
| 2124 Other Insurance                       | 636                  | 1,300                | 1,000                |
| 2200 Office Equipment Rental               | 3,170                | 3,200                | 3,200                |
| 2220 Building Space Rental                 | 25                   | 500                  | 500                  |
| 2330 Transportation Services               | 7,921                | -                    | 500                  |
| 2430 Computer Software Maintenance/Support | -                    | 180                  | 180                  |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

|                                            |                   |                   |                   |
|--------------------------------------------|-------------------|-------------------|-------------------|
| 2450 Computer Hardware Maintenance/Support | -                 | -                 | -                 |
| 2480 Repair/Maint Office Bldg              | -                 | -                 | -                 |
| 2510 Mileage/Tolls/Parking/Rental          | 1,737             | 3,500             | 3,500             |
| 2520 Lodging                               | 1,287             | 2,250             | 2,250             |
| 2530 Airfare                               | -                 | -                 | -                 |
| 2540 Meals                                 | 2,655             | 650               | 650               |
| 2550 Dues & Memberships                    | 674               | 1,200             | 1,200             |
| 2560 Training & Registrations              | 9,519             | 8,000             | 8,000             |
| 2570 Subscriptions                         | 2,485             | 2,500             | 2,500             |
| 2650 Physician Fees                        | -                 | -                 | -                 |
| 2745 Child Care Scholarships               | 289,009           | 305,000           | 315,000           |
| 2746 Child Care Incentives                 | -                 | -                 | -                 |
| 2760 Consultant Fees                       | -                 | -                 | -                 |
| 2810 Electric/Gas Services                 | 3,615             | -                 | -                 |
| 2830 Water                                 | 184               | -                 | -                 |
| 2840 Sewage Charges                        | 670               | -                 | -                 |
| 2990 Other Contract Services               | 72,156            | 72,000            | 27,000            |
| <b>TOTAL CONTRACTUAL SERVICES</b>          | <b>\$ 400,911</b> | <b>\$ 405,560</b> | <b>\$ 371,160</b> |
| <b>COMMODITIES</b>                         |                   |                   |                   |
| 3010 Office Supplies                       | \$ 1,348          | \$ 2,250          | \$ -              |
| 3020 Books & Publications                  | 12,934            | 12,000            | 12,000            |
| 3030 Computer Supplies                     | 102               | 350               | 350               |
| 3032 Supplies-Printers                     | 542               | 500               | 550               |
| 3040 Clothing                              | 82                | 850               | 100               |
| 3080 Fuel & Lubricants                     | 229               | -                 | -                 |
| 3135 Furniture < \$100                     | 360               | -                 | -                 |
| 3990 Other Supplies/Materials              | 46,423            | 32,000            | 46,000            |
| <b>TOTAL COMMODITIES</b>                   | <b>\$ 62,020</b>  | <b>\$ 47,950</b>  | <b>\$ 59,000</b>  |
| <b>CAPITAL OUTLAY</b>                      |                   |                   |                   |
| 604 Transfer out (Disaster fund reimb)     | \$ -              | \$ -              | \$ -              |
| 4020 Other Equipment                       | -                 | -                 | -                 |
| 4040 Furniture > \$100                     | -                 | -                 | -                 |
| 4050 Technology Hardware                   | -                 | -                 | -                 |
| 4054 Technology Hardware-Printers          | -                 | -                 | -                 |
| <b>TOTAL CAPITAL OUTLAY</b>                | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>TOTAL EXPENDITURES</b>                  | <b>\$ 898,100</b> | <b>\$ 908,469</b> | <b>\$ 945,285</b> |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

**Riley County, Kansas**  
**2024 Budget**  
**State Formula Department-HD**  
**30-445**

| <b>PERSONNEL</b>                      | <b>2022</b>          | <b>2023</b>          | <b>2024</b>          |
|---------------------------------------|----------------------|----------------------|----------------------|
| <b>Position Title - Full Time</b>     | <b><u>ACTUAL</u></b> | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| Receptionist                          | 0.20                 | 0.25                 | 0.25                 |
| Medical Clerk                         | 0.15                 | 0.18                 | 0.18                 |
| Clinic Supervisor                     | 0.45                 | 0.45                 | 0.45                 |
| Public Health Nurse                   | 1.51                 | 1.40                 | 1.40                 |
| LPN                                   | 0.00                 | 0.15                 | 0.15                 |
| ARNP-FP                               | 0.20                 | 0.20                 | 0.20                 |
| <b>TOTAL NUMBER OF EMPLOYEES</b>      | <b>2.51</b>          | <b>2.63</b>          | <b>2.63</b>          |
| <b>REVENUE</b>                        |                      |                      |                      |
| 206 State Grant                       | \$ 92,714            | \$ 90,652            | \$ 95,951            |
| 207 Federal Grant                     | -                    | -                    | -                    |
| 209 Grants-Other                      | -                    | -                    | -                    |
| 330 Fees-Self Pay                     | 7,113                | 8,000                | 8,000                |
| 331 Fees-Medicaid                     | 1,159                | 1,000                | 2,000                |
| 332 Fees-Other Insurance              | 7,371                | 11,000               | 15,000               |
| <b>TOTAL REVENUE</b>                  | <b>\$ 108,357</b>    | <b>\$ 110,652</b>    | <b>\$ 120,951</b>    |
| <b>EXPENDITURES</b>                   |                      |                      |                      |
| <b>PERSONNEL SERVICES</b>             |                      |                      |                      |
| 1001 Salaries (Full Time)             | \$ 201,423           | \$ 225,019           | \$ 245,361           |
| 1003 Seasonal/Temporary/Part Time     | -                    | 9,658                | -                    |
| 1005 Overtime                         | -                    | 204                  | 500                  |
| 1504 FICA                             | 14,471               | 17,968               | 18,809               |
| 1506 Health Insurance                 | 29,525               | 51,322               | 52,836               |
| 1508 KPERS Retirement                 | 19,124               | 23,253               | 25,225               |
| 1510 State Unemployment Tax           | 163                  | 235                  | 246                  |
| <b>TOTAL PERSONNEL SERVICES</b>       | <b>\$ 264,706</b>    | <b>\$ 327,659</b>    | <b>\$ 342,977</b>    |
| <b>CONTRACTUAL SERVICES</b>           |                      |                      |                      |
| 2010 Postage/Freight/Shipping         | \$ 14                | \$ -                 | \$ -                 |
| 2030 Cellular Phone Services          | 758                  | 1,000                | 800                  |
| 2040 Internet Access                  | 1,324                | 1,500                | 1,500                |
| 2060 Moving Office Equipment          | -                    | -                    | -                    |
| 2080 Printing/Duplication Services    | 54                   | 750                  | 750                  |
| 2110 Advertising & Legal Publications | 2,708                | 300                  | 300                  |
| 2123 Liability Insurance              | 1,303                | 1,200                | 1,500                |
| 2124 Other Insurance                  | 286                  | 300                  | 300                  |

Attachment: 2024 Health Department (13446 : RCHD FY24 Budget Request)

|                                            |                   |                   |                   |
|--------------------------------------------|-------------------|-------------------|-------------------|
| 2200 Office Equipment Rental               | 10                | 1,100             | 1,100             |
| 2220 Building Space Rental                 | -                 | -                 | -                 |
| 2420 Repair/Maintain Other Equipment       | 542               | 1,000             | 1,000             |
| 2430 Computer Software Maintenance/Support | -                 | -                 | -                 |
| 2480 Repair/<Maint Build/Ground            | 3,281             |                   | 500               |
| 2510 Mileage/Tolls/Parking/Rental          | 135               | 750               | 750               |
| 2520 Lodging                               | -                 | 1,000             | 1,000             |
| 2540 Meals                                 | -                 | 250               | 250               |
| 2550 Dues & Memberships                    | 466               | 750               | 750               |
| 2560 Training & Registrations              | 43                | 1,000             | 1,000             |
| 2625 Laboratory Fees                       | 7,087             | 5,250             | 7,000             |
| 2650 Physician Fees                        | 2,600             | 3,250             | 3,250             |
| 2725 Interpreter/Translator                | 103               | 500               | 500               |
| 2850 Waste Disposal                        | 500               | 3,500             | 3,500             |
| 2990 Other Contract Services               | -                 | 5,000             | 5,000             |
| <b>TOTAL CONTRACTUAL SERVICES</b>          | <b>\$ 21,212</b>  | <b>\$ 28,400</b>  | <b>\$ 30,750</b>  |
| <b>COMMODITIES</b>                         |                   |                   |                   |
| 3010 Office Supplies                       | \$ 1,820          | \$ 1,000          | \$ 1,500          |
| 3020 Books & Publications                  | -                 | 600               | 600               |
| 3030 Computer Supplies                     | -                 | 100               | 100               |
| 3032 Supplies-Printers                     | 559               | 750               | 750               |
| 3060 Medical Supplies                      | (1,074)           | 4,500             | 5,000             |
| 3075 Pharmacy Supplies                     | 1,553             | 500               | 1,600             |
| 3135 Furniture < \$100                     | -                 |                   | -                 |
| 3990 Other Supplies/Materials              | 804               | 500               | 500               |
| <b>TOTAL COMMODITIES</b>                   | <b>\$ 3,661</b>   | <b>\$ 7,950</b>   | <b>\$ 10,050</b>  |
| <b>CAPITAL OUTLAY</b>                      |                   |                   |                   |
| 604 Transfer out (Disaster fund reimb)     | \$ -              | \$ -              | \$ -              |
| 4020 Other Equipment                       | 4,410             | -                 | -                 |
| 4040 Furniture > \$100                     | 2,569             | -                 | -                 |
| 4050 Technology Hardware                   | -                 | -                 | -                 |
| 4054 Technology Hardware-Printers          | -                 | -                 | -                 |
| <b>TOTAL CAPITAL OUTLAY</b>                | <b>\$ 6,979</b>   | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>TOTAL EXPENDITURES</b>                  | <b>\$ 296,558</b> | <b>\$ 364,009</b> | <b>\$ 383,777</b> |



**COUNTY CLERK & ELECTIONS**  
*Budget*

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

## MEMORANDUM

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**FROM:** Evan McMillin

**MEETING:** May 25, 2023

**SUBJECT:** 2024 Benefit Districts, Landfill, and Solid Waste Budget Requests

**PRESENTER:** Evan McMillin

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**Enclosures:**

- MEMO\_BOCC 2024 BD Budget Requests (DOCX)
- 2024 Benefit Districts Landfill Closure Budget (PDF)
- 2024 Solid Waste Budget MEMO (DOCX)
- 2024 Solid Waste (PDF)

## M E M O R A N D U M

**TO:** Board of County Commissioners  
**FROM:** Evan McMillan, Assistant County Engineer, Public Works  
**SUBJECT:** 2024 Benefit Districts, Landfill Closure & Mertz Levee Budget Requests  
**DATE:** May 22<sup>nd</sup>, 2023

To assist you in the 2024 budget process, the information provided below is a summarization of minor adjustments to each fund.

### Utility Benefit Districts – Operation/Capital Funds

- **Carson Sewer Benefit District** – 182 Sewer Benefit Units. A few minor changes which include small increases for phone services, contractual services, and transfer to reserve. Taxes levied should remain the same as 2022.
- **Deep Creek Sewer Benefit District** – 22 Sewer Benefit Units. A few changes in the budget from 2022 consisting of slight increases in machinery rental, maintenance, electric/gas, and contractual services. There was a slight decrease in the benefit district operator line item to match previous years' expenditures.
- **Hunter's Island Water Benefit District** – 49 Water Benefit Units. Expected collections were increased from 2022 to account for new rates. Operator line item was removed and chemical analysis/sampling reduced, as we are doing the work internally under "other contract services" which was increased from 2022. Benefit District Maintenance was also increased to account for maintenance of the system. Expenditures for water was also increased to account for the City's water rate increases.
- **Konza Water Benefit District** – 136 Water Benefit Units. No major changes to operational revenues. Expenditures decreased from 2022 due to replacement of the contracted operator with the County Utility Technician. Other contract services was increased to allow for daily sampling, monthly readings, and additional labor for system maintenance and infrastructure updates.
- **Lakeside Heights Sewer Benefit District** – 4 Service Units. No major changes in normal operational revenues/expenditures for 2023. Decreased amount transferred into Capital Reserve Fund.
- **Moehlman Bottoms Water Benefit District** – 24 Water Benefit Units. Expenditures under contractual services will decrease as the previous contracted operator was replaced with the County Utility Technician. Budget for "Other contract services" will increase for meter reads, chemical sampling, and

maintenance for the system. Expenditures under commodities will increase to account for the City's water rate increases. The amount transferred into Capital Reserve Fund will increase.

- **Terra Heights Sewer Benefit District** – 43 Sewer Benefit Units. Slight decrease in Benefit District Operator, and a larger increase in “other contract services” for the County Utility Technician. Increased amount transferred to Capital Fund.
- **University Park Water & Sewer Benefit District** – 110 Water/Sewer Units. \$70,000 from Capital is reserved for the EPA/KDHE Treatment plant compliance plan. Expenditures for contractual services and commodities were slightly increased from the 2023 budget to account for inflation, COLA adjustments, and additional maintenance to the system for longevity. Transfer to capital and budget for pumps was increased this year.
- **Valleywood Sewer & Stormwater Benefit District** – No major changes in normal operational revenues or expenditures, except for increases in “machinery equipment rental” and “other contract services” which allow for future maintenance of the drainage ditch. Capital outlay for pumps was increased to account for rising material prices, and transfer to reserve was increased from 2023.

#### Other Funds

- **Landfill Closure** – Requesting \$30,000 from General Fund for landfill remediation expenses. No changes
- **Mertz-McGhee Levee** – Remaining 1993 Economic Develop Funds earmarked for maintaining levee. No changes

**Fund #230**  
**University Park Water and Sewage**

|                                           | 2022 ACTUAL       | 2023 BUDGET       | To-Date 03/23    | 2023 Estimates    | 2024 BUDGET        |
|-------------------------------------------|-------------------|-------------------|------------------|-------------------|--------------------|
| <b>BEGINNING CASH BALANCE</b>             |                   |                   |                  |                   |                    |
| Fund Balance                              | 47,092            | 61,818            | 61,818           | 61,818            | 73,257             |
| <b>TOTAL BEGINNING CASH BALANCE</b>       | <b>\$ 47,092</b>  | <b>\$ 45,000</b>  | <b>\$ 61,818</b> | <b>\$ 61,818</b>  | <b>\$ 73,257</b>   |
| <b>REVENUE</b>                            |                   |                   |                  |                   |                    |
| 178 Special Taxes                         |                   |                   |                  |                   |                    |
| 180 Distr - Real Current                  | 10,064            | 10,416            | 5,774            | 10,416            |                    |
| 181 Distr - Real Delq.                    | 431               |                   | 337              | -                 |                    |
| 600 Misc. Reimbursement                   |                   |                   |                  | -                 |                    |
| 602 Misc. Collection                      | 102,057           | 105,000           | 23,807           | 105,000           | 116,000            |
| 602-106 Misc. Collection - LSH Proj # 106 | 2,376             | 2,500             | 594              | 2,500             | 2,376              |
| 602-115 Misc. Collection - #115           | 560               | 500               | 80               | 500               | 500                |
| 603-197 Transfer in                       |                   |                   |                  | -                 |                    |
| 610 Outside Collections                   |                   |                   |                  | -                 |                    |
| 652 Water/Sewer Deposits                  | 1,050             | 750               | 150              | 750               | 750                |
| 850 Return Check Expense                  | (522)             |                   |                  | -                 |                    |
| <b>TOTAL REVENUE</b>                      | <b>\$ 116,016</b> | <b>\$ 119,166</b> | <b>\$ 30,743</b> | <b>\$ 119,166</b> | <b>\$ 119,626</b>  |
| <b>TOTAL RESOURCES AVAILABLE</b>          | <b>\$ 163,107</b> | <b>\$ 164,166</b> | <b>\$ 92,561</b> | <b>\$ 180,984</b> | <b>\$ 192,883</b>  |
| <b>CONTRACTUAL SERVICES</b>               |                   |                   |                  |                   |                    |
| 2010 Postage / Freight / Shipping         | 608               | 600               | 80               | 322               | \$ 700             |
| 2110 Advertising&Legal Publication        | 167               | 100               |                  | -                 | \$ 200             |
| 2210 Machinery Equipment Rental           | 746               | 800               |                  | 900               | \$ 1,000           |
| 2280 Permits                              | 185               | 200               | 185              | 185               | \$ 185             |
| 2310 Benefit District Oper                | 27,770            | 35,000            | 4,600            | 27,770            | \$ 35,000          |
| 2315 Benefit District Maintenance         | 12,273            | 10,000            | 2,136            | 12,000            | \$ 14,000          |
| 2400 Repair/Maint Co Vehicles             |                   | -                 |                  | -                 |                    |
| 2585 Misc Refunds/Reimb                   | 11                | -                 |                  | -                 |                    |
| 2605 Administration Fees                  | 5,974             | 6,500             | 828              | 6,000             | \$ 7,500           |
| 2615 Recording Fees                       |                   | -                 |                  | -                 |                    |
| 2635 Engineering Fees                     |                   | 10,000            |                  |                   | \$ 10,000          |
| 2657 Misc Fees                            | 267               | -                 |                  | -                 |                    |
| 2690 Chemical Analysis/Sampling           | 5,598             | 5,500             | 976              | 5,500             | \$ 6,000           |
| 2810 Electric/Gas Services                | 6,629             | 6,500             | 500              | 6,750             | \$ 7,000           |
| 2830 Water                                |                   | -                 |                  | -                 |                    |
| 2895 Deposit Refund                       | 525               | 500               |                  | -                 | \$ 500             |
| 2990 Other Contract Services              | 1,688             | 4,500             | 113              | 2,800             | \$ 4,500           |
| <b>TOTAL CONTRACTUAL SERVICES</b>         | <b>\$ 62,440</b>  | <b>\$ 80,200</b>  | <b>\$ 9,418</b>  | <b>\$ 62,227</b>  | <b>\$ 86,585</b>   |
| <b>COMMODITIES</b>                        |                   |                   |                  |                   |                    |
| 3010 Office Supplies                      | 205               | 200               |                  | -                 | \$ 200             |
| 3100 Chemical                             | 2,172             | 2,000             |                  | -                 | \$ 2,200           |
| 3110 Chlorine                             |                   | -                 |                  | -                 |                    |
| 3130 Water                                | 35,990            | 37,500            | 4,462            | 38,000            | \$ 39,750          |
| 3140 Parts & Tools < \$100                |                   | 500               |                  | -                 | \$ 500             |
| 3170 Gravel Aggregates                    | 481               |                   |                  | -                 |                    |
| 3150 Parts & Tools > \$100                |                   | 500               |                  | -                 | \$ 1,000           |
| 3990 Other Supplies, Materials            |                   | 500               |                  | -                 | \$ 500             |
| <b>TOTAL COMMODITIES</b>                  | <b>\$ 38,849</b>  | <b>\$ 41,200</b>  | <b>\$ 4,462</b>  | <b>\$ 38,000</b>  | <b>\$ 44,150</b>   |
| <b>CAPITAL OUTLAY</b>                     |                   |                   |                  |                   |                    |
| 604 Transfer to Reserve                   | -                 | 35,265            |                  | -                 | \$ 57,564          |
| 4230 Pumps                                | -                 | 7,500             | -                | 7,500             | \$ 15,000          |
| <b>TOTAL CAPITAL OUTLAY</b>               | <b>\$ -</b>       | <b>\$ 42,765</b>  | <b>\$ -</b>      | <b>\$ 7,500</b>   | <b>\$ 72,564</b>   |
| <b>TOTAL EXPENDITURES</b>                 | <b>\$ 101,289</b> | <b>\$ 164,165</b> | <b>\$ 13,881</b> | <b>\$ 107,727</b> | <b>\$ 203,299</b>  |
| <b>TOTAL ENDING FUND BALANCE</b>          | <b>\$ 61,818</b>  | <b>\$ 1</b>       | <b>\$ 78,680</b> | <b>\$ 73,257</b>  | <b>\$ (10,416)</b> |

|                                               |         |         |         |          |         |
|-----------------------------------------------|---------|---------|---------|----------|---------|
| Adopted Budget                                | 2022    | 2023    | 2023    | 2023     | 2023    |
| University Park Water and Sewer Reserve - 284 | ACTUAL  | BUDGET  | To-Date | Estimate | BUDGET  |
| Unencumbered Cash Balance, Jan 1              | 153,859 | 126,321 | 126,321 | 126,321  | 103,086 |
| Revenues:                                     |         |         |         |          |         |
| Transfer from University Park Water & Sewer   | 0       | 35,265  | 0       | 35,265   | 57,564  |

Attachment: 2024 Benefit Districts Landfill Closure Budget (13453 : 2024 Benefit Districts, Landfill, and Solid Waste Budget Requests)

|                                   |                   |                   |                   |                   |                   |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Miscellaneous Collection          | 11,042            | 11,500            | 2,780             | 11,500            | 13,200            |
| <b>Total Receipts</b>             | <b>\$ 11,042</b>  | <b>\$ 46,765</b>  | <b>\$ 2,780</b>   | <b>\$ 46,765</b>  | <b>\$ 70,764</b>  |
| <b>Resources Available:</b>       | <b>\$ 164,900</b> | <b>\$ 173,086</b> | <b>\$ 129,101</b> | <b>\$ 173,086</b> | <b>\$ 173,850</b> |
| Expenditures:                     |                   |                   |                   |                   |                   |
| Contractual Services              | 38,579            | 70,000            | 0                 | 70,000            | 33,850            |
| Commodities                       | 0                 | 40,000            | 0                 | 0                 | 30,000            |
| Capital Outlay                    | 0                 | 31,624            | 0                 | 0                 | 110,000           |
| <b>Total Expenditures</b>         | <b>\$ 38,579</b>  | <b>\$ 141,624</b> | <b>\$ -</b>       | <b>\$ 70,000</b>  | <b>\$ 173,850</b> |
| Unencumbered Cash Balance, Dec 31 | <b>\$ 126,321</b> | <b>\$ 31,462</b>  | <b>\$ 129,101</b> | <b>\$ 103,086</b> | <b>\$ 0</b>       |

**FUND # 236**  
**Keats Capital Project**

| Adopted Budget<br>Keats Cap Project - 236 | 2021<br>ACTUAL  | 2022<br>ACTUAL | 2023<br>BUDGET | 2023<br>To-Date | 2023<br>Estimates | 2024<br>BUDGET |
|-------------------------------------------|-----------------|----------------|----------------|-----------------|-------------------|----------------|
| Unencumbered Cash Balance, Jan 1          | 2,316           | 416            | 416            | 416             | 416               | 416            |
| Revenues:                                 |                 |                |                |                 |                   |                |
| Transfer from General Fund                | 2,500           |                |                |                 |                   |                |
| Temp Notes                                | 0               |                |                |                 |                   |                |
| Federal Grant                             | 0               |                |                |                 |                   |                |
| G.O. Bond                                 | 0               |                |                |                 |                   |                |
| <b>Total Receipts</b>                     | <b>\$ 2,500</b> | <b>\$ -</b>    | <b>\$ -</b>    | <b>\$ -</b>     | <b>\$ -</b>       | <b>\$ -</b>    |
| <b>Resources Available:</b>               | <b>\$ 4,816</b> | <b>\$ 416</b>  | <b>\$ 416</b>  | <b>\$ 416</b>   | <b>\$ 416</b>     | <b>\$ 416</b>  |
| Expenditures:                             |                 |                |                |                 |                   |                |
| Contractual Services                      | 4,400           |                |                |                 |                   |                |
| Commodities                               | 0               |                |                |                 |                   |                |
| Capital Outlay                            | 0               |                |                |                 |                   |                |
| <b>Total Expenditures</b>                 | <b>\$ 4,400</b> | <b>\$ -</b>    | <b>\$ -</b>    | <b>\$ -</b>     | <b>\$ -</b>       | <b>\$ -</b>    |
| Unencumbered Cash Balance, Dec 31         | <b>\$ 416</b>   | <b>\$ 416</b>  | <b>\$ 416</b>  | <b>\$ 416</b>   | <b>\$ 416</b>     | <b>\$ 416</b>  |

**Fund #238**  
**Hunter's Island Water District Fund**

|                                     | 2019<br>ACTUAL   | 2020<br>ACTUAL   | 2021<br>ACTUAL   | 2022<br>ACTUAL   | 2023<br>BUDGET   | To-Date<br>03/23 | 2023<br>Estimates | 2024<br>BUDGET   |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|------------------|
| <b>BEGINNING CASH BALANCE</b>       |                  |                  |                  |                  |                  |                  |                   |                  |
| Fund Balance                        | 3,510            | 4,498            | 271              | 482              | 3,635            | 3,635            | 3,635             | 4,436            |
| <b>TOTAL BEGINNING CASH BALANCE</b> | <b>\$ 3,510</b>  | <b>\$ 4,498</b>  | <b>\$ 271</b>    | <b>\$ 482</b>    | <b>\$ 3,635</b>  | <b>\$ 3,635</b>  | <b>\$ 3,635</b>   | <b>\$ 4,436</b>  |
| <b>REVENUE</b>                      |                  |                  |                  |                  |                  |                  |                   |                  |
| 602 Misc. Collection                | 22,800           | 25,618           | 29,973           | 30,491           | 29,000           | 6,482            | 32,000            | 34,000           |
| 603 Transfer in from Reserve        | 5,000            | -                | -                | 7,000            | -                | -                | -                 | -                |
| 652 Water/Sewer Deposits            | 150              | 75               | -                | -                | 150              | 75               | 150               | 150              |
| 850 Return Check Expense            | -                | -                | -                | (28)             | -                | -                | -                 | -                |
| <b>TOTAL REVENUE</b>                | <b>\$ 27,950</b> | <b>\$ 25,693</b> | <b>\$ 29,973</b> | <b>\$ 37,462</b> | <b>\$ 29,150</b> | <b>\$ 6,557</b>  | <b>\$ 32,150</b>  | <b>\$ 34,150</b> |
| <b>TOTAL RESOURCES AVAILABLE</b>    | <b>\$ 31,460</b> | <b>\$ 30,191</b> | <b>\$ 30,244</b> | <b>\$ 37,944</b> | <b>\$ 32,785</b> | <b>\$ 10,192</b> | <b>\$ 35,785</b>  | <b>\$ 38,586</b> |
| <b>CONTRACTUAL SERVICES</b>         |                  |                  |                  |                  |                  |                  |                   |                  |
| 2010 Postage / Freight / Shipping   | 258              | 232              | 211              | 186              | 250              | 43               | 173               | 250              |
| 2210 Mach Equip Rental              | 45               | -                | 55               | 886              | -                | -                | -                 | -                |
| 2300 Tax Payment                    | 111              | 135              | 119              | 106              | 135              | -                | -                 | 135              |
| 2310 Benefit District Oper          | 2,140            | 1,780            | 1,996            | -                | 2,000            | -                | -                 | -                |
| 2315 Benefit District Maintenance   | 210              | 100              | 100              | -                | 150              | -                | -                 | 1,450            |
| 2400 Repair/Maint Co Vehicles       | 10               | -                | -                | -                | -                | -                | -                 | -                |
| 2605 Administration Fees            | 3,418            | 3,484            | 2,696            | 2,218            | 3,000            | 466              | 2,250             | 3,001            |
| 2635 Engineering Fees               | -                | -                | -                | -                | -                | -                | -                 | -                |
| 2657 Misc Fees                      | 167              | 193              | 198              | 207              | 200              | 103              | 246               | 200              |
| 2690 Chemical Analysis/Sampling     | 6,264            | 6,798            | 6,576            | 399              | 7,650            | -                | -                 | 500              |
| 2830 Water                          | 8,573            | -                | -                | -                | -                | -                | -                 | -                |
| 2895 Deposit Refund                 | 240              | -                | -                | -                | 150              | 75               | 180               | 150              |
| 2990 Other Contract Services        | 165              | -                | 308              | 9,815            | 250              | 1,175            | 6,500             | 9,000            |
| <b>TOTAL CONTRACTUAL SERVICES</b>   | <b>\$ 21,601</b> | <b>\$ 12,722</b> | <b>\$ 12,259</b> | <b>\$ 13,816</b> | <b>\$ 13,785</b> | <b>\$ 1,862</b>  | <b>\$ 9,349</b>   | <b>\$ 14,686</b> |
| <b>COMMODITIES</b>                  |                  |                  |                  |                  |                  |                  |                   |                  |
| 3010 Office Supplies                | -                | 127              | 11               | -                | 50               | -                | -                 | 50               |
| 3100 Chemical                       | -                | 128              | -                | -                | -                | -                | -                 | -                |
| 3130 Water                          | 5,361            | 16,943           | 17,327           | 20,472           | 17,000           | 1,386            | 21,500            | 23,500           |
| 3140 Parts & Tools < \$100          | -                | -                | -                | 22               | 500              | -                | 500               | 350              |
| 3150 Parts & Tools > \$100          | -                | -                | 165              | -                | -                | -                | -                 | -                |
| <b>TOTAL COMMODITIES</b>            | <b>\$ 5,361</b>  | <b>\$ 17,198</b> | <b>\$ 17,503</b> | <b>\$ 20,493</b> | <b>\$ 17,550</b> | <b>\$ 1,386</b>  | <b>\$ 22,000</b>  | <b>\$ 23,900</b> |
| <b>CAPITAL OUTLAY</b>               |                  |                  |                  |                  |                  |                  |                   |                  |
| 604 Transfer to Reserve             | -                | -                | -                | -                | -                | -                | -                 | -                |
| <b>TOTAL CAPITAL OUTLAY</b>         | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>       | <b>\$ -</b>      |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ 26,962</b> | <b>\$ 29,920</b> | <b>\$ 29,762</b> | <b>\$ 34,309</b> | <b>\$ 31,335</b> | <b>\$ 3,247</b>  | <b>\$ 31,349</b>  | <b>\$ 38,586</b> |
| <b>TOTAL ENDING FUND BALANCE</b>    | <b>\$ 4,498</b>  | <b>\$ 271</b>    | <b>\$ 482</b>    | <b>\$ 3,635</b>  | <b>\$ 1,450</b>  | <b>\$ 6,945</b>  | <b>\$ 4,436</b>   | <b>\$ -</b>      |

| Adopted Budget                      | 2019<br>ACTUAL   | 2020<br>ACTUAL   | 2021<br>ACTUAL   | 2022<br>ACTUAL   | 2023<br>BUDGET   | 2023<br>To-Date  | 2023<br>Estimates | 2024<br>BUDGET   |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|------------------|
| Hunter's Island Reserve Fund - 241  |                  |                  |                  |                  |                  |                  |                   |                  |
| Unencumbered Cash Balance, Jan 1    | 17,361           | 13,511           | 14,657           | 15,753           | 9,833            | 9,833            | 9,833             | 9,461            |
| Revenues:                           |                  |                  |                  |                  |                  |                  |                   |                  |
| Transfer from Hunter's Island Water | 0                | 0                | 0                | 0                | 0                | 0                | 0                 | 0                |
| Miscellaneous                       | 1,150            | 1,146            | 1,096            | 1,080            | 1,128            | 270              | 1,128             | 1,764            |
| <b>Total Receipts</b>               | <b>\$ 1,150</b>  | <b>\$ 1,146</b>  | <b>\$ 1,096</b>  | <b>\$ 1,080</b>  | <b>\$ 1,128</b>  | <b>\$ 270</b>    | <b>\$ 1,128</b>   | <b>\$ 1,764</b>  |
| <b>Resources Available:</b>         | <b>\$ 18,511</b> | <b>\$ 14,657</b> | <b>\$ 15,753</b> | <b>\$ 16,833</b> | <b>\$ 10,961</b> | <b>\$ 10,103</b> | <b>\$ 10,961</b>  | <b>\$ 11,225</b> |
| Expenditures:                       |                  |                  |                  |                  |                  |                  |                   |                  |
| Contractual Services                | 0                | 0                | 0                | 0                | 2,000            | 0                | 1,500             | 2,000            |
| Commodities                         | 0                | 0                | 0                | 0                | 1,000            | 0                | 0                 | 1,000            |
| Capital Outlay                      | 0                | 0                | 0                | 0                | 7,123            | 0                | 0                 | 8,225            |
| Transfer to Operating               | 5,000            | 0                | 0                | 7,000            | 0                | 0                | 0                 | 0                |
| <b>Total Expenditures</b>           | <b>\$ 5,000</b>  | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 7,000</b>  | <b>\$ 10,123</b> | <b>\$ -</b>      | <b>\$ 1,500</b>   | <b>\$ 11,225</b> |
| Unencumbered Cash Balance, Dec 31   | <b>\$ 13,511</b> | <b>\$ 14,657</b> | <b>\$ 15,753</b> | <b>\$ 9,833</b>  | <b>\$ 838</b>    | <b>\$ 10,103</b> | <b>\$ 9,461</b>   | <b>\$ -</b>      |

## Moehlman Bottoms Water District Fund #244

|                                     | 2019<br>ACTUAL   | 2020<br>ACTUAL   | 2021<br>ACTUAL   | 2022<br>ACTUAL   | 2023<br>BUDGET   | 2023 To-<br>Date | 2023<br>Estimate | 2024<br>BUDGET   |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| <b>BEGINNING CASH BALANCE</b>       |                  |                  |                  |                  |                  |                  |                  |                  |
| Fund Balance                        | \$ 6,639         | \$ 5,394         | \$ 4,535         | \$ 5,684         | \$ 8,762         | \$ 8,762         | \$ 8,762         | \$ 10,815        |
| <b>TOTAL BEGINNING CASH BALANCE</b> | <b>\$ 6,639</b>  | <b>\$ 5,394</b>  | <b>\$ 4,535</b>  | <b>\$ 5,684</b>  | <b>\$ 8,762</b>  | <b>\$ 8,762</b>  | <b>\$ 8,762</b>  | <b>\$ 10,815</b> |
| <b>REVENUE</b>                      |                  |                  |                  |                  |                  |                  |                  |                  |
| 602 Misc. Collection                | 13,468           | 13,501           | 17,025           | 15,164           | 16,500           | 3,125            | 15,750           | 15,750           |
| 652 Water/Sewer Deposits            | 40               | -                | -                | -                | -                | -                | -                | -                |
| 850 Return Check Exp                | -                | (11)             | -                | (19)             | -                | -                | -                | -                |
| <b>TOTAL REVENUE</b>                | <b>\$ 13,508</b> | <b>\$ 13,490</b> | <b>\$ 17,025</b> | <b>\$ 15,145</b> | <b>\$ 16,500</b> | <b>\$ 3,125</b>  | <b>\$ 15,750</b> | <b>\$ 15,750</b> |
| <b>TOTAL RESOURCES AVAILABLE</b>    | <b>\$ 20,147</b> | <b>\$ 18,884</b> | <b>\$ 21,560</b> | <b>\$ 20,829</b> | <b>\$ 25,262</b> | <b>\$ 11,887</b> | <b>\$ 24,512</b> | <b>\$ 26,565</b> |
| <b>CONTRACTUAL SERVICES</b>         |                  |                  |                  |                  |                  |                  |                  |                  |
| 2010 Postage / Freight / Shipping   | 156              | 136              | 92               | 158              | 150              | 16               | 150              | \$ 150           |
| 2210 Mach Equip Rental              | 50               | 12               | 77               | 84               | 100              | -                | 100              | \$ 100           |
| 2310 Benefit District Oper          | 840              | 720              | 904              | -                | 1,100            | -                | -                | \$ -             |
| 2315 Benefit District Maintenance   | -                | 40               | 120              | 89               | 100              | -                | 250              | \$ 250           |
| 2510 Mileage/Toll/Parking/Rental    | -                | -                | -                | 12               | -                | -                | -                | -                |
| 2585 Misc Refunds/Reimb             | 21               | -                | -                | -                | -                | -                | -                | -                |
| 2605 Administration Fees            | 1,979            | 2,056            | 1,395            | 2,186            | 2,500            | 229              | 2,500            | \$ 2,500         |
| 2635 Engineering Fees               | -                | -                | -                | -                | -                | -                | -                | -                |
| 2657 Misc Fees                      | 88               | 79               | 92               | 80               | 100              | -                | -                | \$ 100           |
| 2690 Chemical Analysis/Sampling     | 4,143            | 4,195            | 4,331            | 121              | 4,300            | 49               | 196              | \$ 250           |
| 2830 Water                          | 4,212            | -                | -                | -                | -                | -                | -                | -                |
| 2990 Other Contract Services        | 136              | 28               | 251              | 487              | 100              | 63               | 1,200            | \$ 2,400         |
| <b>TOTAL CONTRACTUAL SERVICES</b>   | <b>\$ 11,625</b> | <b>\$ 7,266</b>  | <b>\$ 7,261</b>  | <b>\$ 3,217</b>  | <b>\$ 8,450</b>  | <b>\$ 356</b>    | <b>\$ 4,396</b>  | <b>\$ 5,750</b>  |
| <b>COMMODITIES</b>                  |                  |                  |                  |                  |                  |                  |                  |                  |
| 3010 Office Supplies                | -                | -                | 6                | -                | -                | -                | -                | -                |
| 3100 Chemical                       | -                | 81               | -                | -                | -                | -                | -                | -                |
| 3130 Water                          | 3,128            | 7,002            | 8,530            | 8,851            | 7,500            | 1,182            | 9,300            | 9,700            |
| 3140 Parts & Tools < \$100          | -                | -                | -                | -                | -                | -                | -                | -                |
| 3990 Other Supplies & Material      | -                | -                | 79               | -                | -                | -                | -                | -                |
| <b>TOTAL COMMODITIES</b>            | <b>\$ 3,128</b>  | <b>\$ 7,083</b>  | <b>\$ 8,614</b>  | <b>\$ 8,851</b>  | <b>\$ 7,500</b>  | <b>\$ 1,182</b>  | <b>\$ 9,300</b>  | <b>\$ 9,700</b>  |
| <b>CAPITAL OUTLAY</b>               |                  |                  |                  |                  |                  |                  |                  |                  |
| 604 Transfer to Reserve             | -                | -                | -                | -                | 2,512            | -                | -                | 11,115           |
| <b>TOTAL CAPITAL OUTLAY</b>         | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 2,512</b>  | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 11,115</b> |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ 14,753</b> | <b>\$ 14,349</b> | <b>\$ 15,876</b> | <b>\$ 12,068</b> | <b>\$ 18,462</b> | <b>\$ 1,538</b>  | <b>\$ 13,696</b> | <b>\$ 26,565</b> |
| <b>TOTAL ENDING FUND BALANCE</b>    | <b>\$ 5,394</b>  | <b>\$ 4,535</b>  | <b>\$ 5,684</b>  | <b>\$ 8,762</b>  | <b>\$ 6,800</b>  | <b>\$ 10,349</b> | <b>\$ 10,815</b> | <b>\$ 0</b>      |

| Adopted Budget                       | 2019<br>EST     | 2020<br>ACTUAL  | 2021<br>ACTUAL  | 2022<br>ACTUAL  | 2023<br>BUDGET   | 2023<br>To-Date | 2023<br>Estimate | 2024<br>BUDGET   |
|--------------------------------------|-----------------|-----------------|-----------------|-----------------|------------------|-----------------|------------------|------------------|
| Moehlman Bottoms Reserve Fund - 245  |                 |                 |                 |                 |                  |                 |                  |                  |
| Unencumbered Cash Balance, Jan 1     | 5,082           | 5,871           | 6,597           | 7,257           | 8,049            | 8,049           | 8,049            | 9,853            |
| Revenues:                            |                 |                 |                 |                 |                  |                 |                  |                  |
| Transfer from Moehlman Bottoms Water | 0               | 0               | 0               | 0               | 2,512            | 0               | 2,512            | 11,115           |
| Miscellaneous Collections            | 789             | 726             | 660             | 792             | 792              | 198             | 792              | 0                |
| <b>Total Receipts</b>                | <b>\$ 789</b>   | <b>\$ 726</b>   | <b>\$ 660</b>   | <b>\$ 792</b>   | <b>\$ 3,304</b>  | <b>\$ 198</b>   | <b>\$ 3,304</b>  | <b>\$ 11,115</b> |
| <b>Resources Available:</b>          | <b>\$ 5,871</b> | <b>\$ 6,597</b> | <b>\$ 7,257</b> | <b>\$ 8,049</b> | <b>\$ 11,353</b> | <b>\$ 8,247</b> | <b>\$ 11,353</b> | <b>\$ 20,968</b> |
| Expenditures:                        |                 |                 |                 |                 |                  |                 |                  |                  |
| Contractual Services                 | 0               | 0               | 0               | 0               | 2,000            | 0               | 1,500            | 6,050            |
| Commodities                          | 0               | 0               | 0               | 0               | 1,000            | 0               | -                | 10,000           |
| Capital Outlay                       | 0               | 0               | 0               | 0               | 4,353            | 0               | -                | 4,918            |
| <b>Total Expenditures</b>            | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ 7,353</b>  | <b>\$ -</b>     | <b>\$ 1,500</b>  | <b>\$ 20,968</b> |
| Unencumbered Cash Balance, Dec 31    | <b>\$ 5,871</b> | <b>\$ 6,597</b> | <b>\$ 7,257</b> | <b>\$ 8,049</b> | <b>\$ 4,000</b>  | <b>\$ 8,247</b> | <b>\$ 9,853</b>  | <b>\$ -</b>      |

**Fund #256**  
**Konza Water District Fund**

|                                     | 2019<br>ACTUAL    | 2020<br>ACTUAL    | 2021<br>ACTUAL    | 2022<br>ACTUAL    | 2023<br>BUDGET    | 2023<br>To-Date  | 2023<br>Estimates | 2024<br>BUDGET    |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|-------------------|
| <b>BEGINNING CASH BALANCE</b>       |                   |                   |                   |                   |                   |                  |                   |                   |
| Fund Balance                        | \$ 48,703         | \$ 50,359         | \$ 32,235         | \$ 20,170         | \$ 23,527         | \$ 23,527        | \$ 23,527         | \$ 31,700         |
| <b>TOTAL BEGINNING CASH BALANCE</b> | <b>\$ 48,703</b>  | <b>\$ 50,359</b>  | <b>\$ 32,235</b>  | <b>\$ 20,170</b>  | <b>\$ 23,527</b>  | <b>\$ 23,527</b> | <b>\$ 23,527</b>  | <b>\$ 31,700</b>  |
| <b>REVENUE</b>                      |                   |                   |                   |                   |                   |                  |                   |                   |
| 115 P.P. Delq.                      |                   |                   |                   |                   |                   |                  |                   |                   |
| 602 Misc. Collection                | 82,869            | 83,561            | 87,127            | 83,484            | 88,000            | 19,982           | 88,000            | 89,000            |
| 652 Water/Sewer Deposits            | 525               | 375               | 825               | 1,125             | 1,200             | -                | 1,200             | 1,200             |
| 850 Return Check Expense            | (352)             | -                 | (67)              | (33)              | -                 | -                | -                 | -                 |
| <b>TOTAL REVENUE</b>                | <b>\$ 83,042</b>  | <b>\$ 83,936</b>  | <b>\$ 87,885</b>  | <b>\$ 84,576</b>  | <b>\$ 89,200</b>  | <b>\$ 19,982</b> | <b>\$ 89,200</b>  | <b>\$ 90,200</b>  |
| <b>TOTAL RESOURCES AVAILABLE</b>    | <b>\$ 131,745</b> | <b>\$ 134,295</b> | <b>\$ 120,120</b> | <b>\$ 104,746</b> | <b>\$ 112,727</b> | <b>\$ 43,509</b> | <b>\$ 112,727</b> | <b>\$ 121,900</b> |
| <b>CONTRACTUAL SERVICES</b>         |                   |                   |                   |                   |                   |                  |                   |                   |
| 2010 Postage / Freight / Shipping   | 872               | 798               | 686               | 831               | 900               | 103              | 750               | 1000              |
| 2210 Machinery Equipment Rental     | 246               | 220               | 285               | 1,615             | 500               | -                | 500               | 500               |
| 2300 Tax Payment                    | 425               | 379               | 485               | 341               | 450               | -                | 500               | 450               |
| 2310 Benefit District Oper          | 15,180            | 14,320            | 20,246            | -                 | 18,000            | -                | -                 | 0                 |
| 2315 Benefit District Maintenance   | 916               | 1,602             | 4,332             | 7,103             | 2,500             | -                | 5,000             | 8000              |
| 2400 Repair/Maint Co Vehicles       | 31                | -                 | -                 | -                 | -                 | -                | 150               | -                 |
| 2510 Mileage/Toll/Parking/Rental    |                   |                   |                   | 29                |                   | -                | -                 | -                 |
| 2585 Misc Reimb                     | -                 | 66                | -                 | -                 | -                 | -                | -                 | -                 |
| 2605 Administration Fees            | 4,982             | 5,291             | 5,733             | 7,771             | 6,000             | 1,015            | 7,000             | 7500              |
| 2635 Engineering Fees               | -                 | -                 | -                 | -                 | -                 | -                | -                 | -                 |
| 2657 Misc Fees                      | 385               | 408               | 457               | 426               | 500               | -                | 500               | 500               |
| 2690 Chemical Analysis/Sampling     | 10,387            | 11,363            | 11,095            | 794               | 12,000            | 294              | 1,177             | 1200              |
| 2810 Electric/Gas Services          | 4,035             | 3,889             | 4,187             | 3,820             | 5,000             | 324              | 4,000             | 5000              |
| 2830 Water                          | 17,644            | -                 | -                 | -                 | -                 | -                | -                 | 0                 |
| 2895 Deposit Refund                 | 375               | 375               | 375               | 669               | 450               | -                | 450               | 450               |
| 2990 Other Contract Services        | 1,075             | 1,277             | 1,278             | 16,176            | 5,000             | 2,125            | 17,500            | 20750             |
| <b>TOTAL CONTRACTUAL SERVICES</b>   | <b>\$ 56,553</b>  | <b>\$ 39,988</b>  | <b>\$ 49,160</b>  | <b>\$ 39,574</b>  | <b>\$ 51,300</b>  | <b>\$ 3,860</b>  | <b>\$ 37,527</b>  | <b>\$ 45,350</b>  |
| <b>COMMODITIES</b>                  |                   |                   |                   |                   |                   |                  |                   |                   |
| 3010 Office Supplies                | -                 | 181               | 31                | 205               | 100               |                  | 100               | 100               |
| 3100 Chemical                       | -                 | 210               | -                 | -                 | -                 |                  | -                 | -                 |
| 3110 Chlorine                       | -                 | -                 | -                 | -                 | 500               |                  | -                 | 500               |
| 3130 Water                          | 10,283            | 31,681            | 35,288            | 41,375            | 40,000            | 3,573            | 43,250            | 45000             |
| 3140 Parts & Tools < \$100          | -                 | -                 | -                 | 65                | 300               | -                | 150               | 300               |
| 3150 Parts & Tools > \$100          | -                 | -                 | -                 | -                 | 500               |                  | -                 | -                 |
| 3990 Other Supplies, Materials      | -                 | -                 | 471               | -                 | 50                |                  | -                 | 50                |
| <b>TOTAL COMMODITIES</b>            | <b>\$ 10,283</b>  | <b>\$ 32,072</b>  | <b>\$ 35,790</b>  | <b>\$ 41,646</b>  | <b>\$ 41,450</b>  | <b>\$ 3,573</b>  | <b>\$ 43,500</b>  | <b>\$ 45,950</b>  |
| <b>CAPITAL OUTLAY</b>               |                   |                   |                   |                   |                   |                  |                   |                   |
| 604 Transfer to Reserve             | 14,550            | 30,000            | 15,000            | -                 | 16,953            | -                | -                 | 30,600            |
| <b>TOTAL CAPITAL OUTLAY</b>         | <b>\$ 14,550</b>  | <b>\$ 30,000</b>  | <b>\$ 15,000</b>  | <b>\$ -</b>       | <b>\$ 16,953</b>  | <b>\$ -</b>      | <b>\$ -</b>       | <b>\$ 30,600</b>  |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ 81,386</b>  | <b>\$ 102,060</b> | <b>\$ 99,951</b>  | <b>\$ 81,219</b>  | <b>\$ 109,703</b> | <b>\$ 7,433</b>  | <b>\$ 81,027</b>  | <b>\$ 121,900</b> |
| <b>TOTAL ENDING FUND BALANCE</b>    | <b>\$ 50,359</b>  | <b>\$ 32,235</b>  | <b>\$ 20,170</b>  | <b>\$ 23,527</b>  | <b>\$ 3,024</b>   | <b>\$ 36,076</b> | <b>\$ 31,700</b>  | <b>\$ (0)</b>     |

|                                   |                   |                   |                   |                   |                   |                   |                   |                   |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Adopted Budget                    | 2019              | 2020              | 2021              | 2022              | 2023              | 2023              | 2023              | 2024              |
| Konza Water Reserve Fund - 257    | ACTUAL            | ACTUAL            | ACTUAL            | ACTUAL            | BUDGET            | To-Date           | Estimate          | BUDGET            |
| Unencumbered Cash Balance, Jan 1  | 181,837           | 198,887           | 225,422           | 240,422           | 234,796           | 234,796           | 234,796           | 144,001           |
| Revenues:                         |                   |                   |                   |                   |                   |                   |                   |                   |
| Transfer from Konza Water Fund    | 14,550            | 30,000            | 15,000            | 0                 | 16,953            | 0                 | 16,953            | 30,600            |
| Misc Collection                   | 2,500             | 0                 | 0                 |                   |                   |                   |                   |                   |
| <b>Total Receipts</b>             | <b>\$ 17,050</b>  | <b>\$ 30,000</b>  | <b>\$ 15,000</b>  | <b>\$ -</b>       | <b>\$ 16,953</b>  | <b>\$ -</b>       | <b>\$ 16,953</b>  | <b>\$ 30,600</b>  |
| <b>Resources Available:</b>       | <b>\$ 198,887</b> | <b>\$ 228,887</b> | <b>\$ 240,422</b> | <b>\$ 240,422</b> | <b>\$ 251,749</b> | <b>\$ 234,796</b> | <b>\$ 251,749</b> | <b>\$ 174,601</b> |
| Expenditures:                     |                   |                   |                   |                   |                   |                   |                   |                   |
| Contractual Services              | 0                 | 3,465             | 0                 | 5,626             | 50,000            |                   | 50,000            | 75,000            |
| Commodities                       | 0                 | 0                 | 0                 | 0                 | 40,000            |                   | 25,000            | 68,000            |
| Capital Outlay                    | 0                 | 0                 | 0                 | 0                 | 74,327            |                   | 32,748            | 31,601            |
| <b>Total Expenditures</b>         | <b>\$ -</b>       | <b>\$ 3,465</b>   | <b>\$ -</b>       | <b>\$ 5,626</b>   | <b>\$ 164,327</b> | <b>\$ -</b>       | <b>\$ 107,748</b> | <b>\$ 174,601</b> |
| Unencumbered Cash Balance, Dec 31 | <b>\$ 198,887</b> | <b>\$ 225,422</b> | <b>\$ 240,422</b> | <b>\$ 234,796</b> | <b>\$ 87,422</b>  | <b>\$ 234,796</b> | <b>\$ 144,001</b> | <b>\$ (0)</b>     |

Attachment: 2024 Benefit Districts Landfill Closure Budget (13453 : 2024 Benefit Districts, Landfill, and Solid Waste Budget Requests)

**Fund #252**  
**Terra Heights Sewer Fund**

|                                     | 2019<br>ACTUAL   | 2020<br>ACTUAL   | 2021<br>ACTUAL   | 2022<br>ACTUAL      | 2023<br>BUDGET   | 2023<br>To-Date  | 2023<br>Estimate | 2024<br>BUDGET    |
|-------------------------------------|------------------|------------------|------------------|---------------------|------------------|------------------|------------------|-------------------|
| <b>BEGINNING CASH BALANCE</b>       |                  |                  |                  |                     |                  |                  |                  |                   |
| Fund Balance                        | 21,810           | 25,263           | 21,773           | 22,988              | 30,995           | 30,995           | 30,995           | 41,378            |
| <b>TOTAL BEGINNING CASH BALANCE</b> | <b>\$ 21,810</b> | <b>\$ 25,263</b> | <b>\$ 21,773</b> | <b>\$ 22,987.69</b> | <b>\$ 30,995</b> | <b>\$ 30,995</b> | <b>\$ 30,995</b> | <b>\$ 41,378</b>  |
| <b>REVENUE</b>                      |                  |                  |                  |                     |                  |                  |                  |                   |
| 180 Distr - Real Current            | 5,057            | 4,946            | 5,058            | 5,059               | 5,058            | 2,627            | 5,058            |                   |
| 181 Distr - Real Delq               | -                | -                | 112              | -                   | -                | -                | -                | -                 |
| 178 Specials Tax - current          | -                | -                | 660              | 1,156               | 660              | -                | 660              | 660               |
| 602 Misc. Collection                | 19,086           | 18,571           | 18,961           | 18,758              | 19,000           | 4,705            | 19,000           | 19,000            |
| 652 Water/Sewer Deposits            | 300              | 150              | 375              | 150                 | 150              | -                | 150              | 150               |
| 850 Return Check Expense            | (60)             | -                | -                | -                   | -                | -                | -                | -                 |
| <b>TOTAL REVENUE</b>                | <b>\$ 24,383</b> | <b>\$ 23,667</b> | <b>\$ 25,166</b> | <b>\$ 25,123</b>    | <b>\$ 24,868</b> | <b>\$ 7,332</b>  | <b>\$ 24,868</b> | <b>\$ 19,810</b>  |
| <b>TOTAL RESOURCES AVAILABLE</b>    | <b>\$ 46,193</b> | <b>\$ 48,930</b> | <b>\$ 46,939</b> | <b>\$ 48,110</b>    | <b>\$ 55,863</b> | <b>\$ 38,327</b> | <b>\$ 55,863</b> | <b>\$ 61,188</b>  |
| <b>CONTRACTUAL SERVICES</b>         |                  |                  |                  |                     |                  |                  |                  |                   |
| 2010 Postage / Freight / Shipping   | 241              | 171              | 168              | 126                 | 220              | 24               | 175              | 200               |
| 2110 Advertising&Legal Publication  | -                | 206              | -                | -                   | -                | -                | -                | -                 |
| 2210 Machinery Equipment Rental     | 30               | 535              | 708              | 1,000               | 200              | -                | 150              | 400               |
| 2280 Permits                        | -                | 185              | 185              | 185                 | 200              | -                | 185              | 185               |
| 2310 Benefit District Oper          | 3,762            | 3,718            | 6,011            | 4,200               | 6,500            | 796              | 3,750            | 5,500             |
| 2315 Benefit District Maintenance   | 3,829            | 7,116            | 6,498            | 8,575               | 6,000            | 809              | 6,000            | 6,000             |
| 2400 Repair/Maint Co Vehicles       | -                | -                | -                | -                   | -                | -                | -                | -                 |
| 2605 Administration Fees            | 2,535            | 2,841            | 1,807            | 1,682               | 3,000            | 295              | 1,850            | 3,000             |
| 2615 Recording Fees                 | 21               | 42               | 21               | -                   | -                | -                | -                | -                 |
| 2635 Engineering Fees               | -                | -                | -                | -                   | -                | -                | -                | -                 |
| 2810 Electric/Gas Services          | -                | -                | -                | -                   | -                | -                | -                | -                 |
| 2830 Water                          | -                | -                | -                | -                   | -                | -                | -                | -                 |
| 2850 Waste Disposal                 | -                | -                | -                | -                   | -                | -                | -                | -                 |
| 2895 Deposit Refund                 | 150              | -                | 150              | 150                 | 75               | -                | 75               | 150               |
| 2990 Other Contract Services        | 177              | 2,216            | 1,394            | 1,198               | 1,500            | 63               | 2,300            | 5,000             |
| <b>TOTAL CONTRACTUAL SERVICES</b>   | <b>\$ 10,745</b> | <b>\$ 17,030</b> | <b>\$ 16,941</b> | <b>\$ 17,115</b>    | <b>\$ 17,695</b> | <b>\$ 1,986</b>  | <b>\$ 14,485</b> | <b>\$ 20,435</b>  |
| <b>COMMODITIES</b>                  |                  |                  |                  |                     |                  |                  |                  |                   |
| 3010 Office Supplies                | -                | 127              | 10               | -                   | 100              | -                | -                | \$ 100            |
| 3140 Parts & Tools < \$100          | -                | -                | -                | -                   | 500              | -                | -                | \$ 500            |
| 3150 Parts & Tools > \$100          | -                | -                | -                | -                   | 1,500            | -                | -                | \$ 3,500          |
| <b>TOTAL COMMODITIES</b>            | <b>\$ -</b>      | <b>\$ 127</b>    | <b>\$ 10</b>     | <b>\$ -</b>         | <b>\$ 2,100</b>  | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 4,100</b>   |
| <b>CAPITAL OUTLAY</b>               |                  |                  |                  |                     |                  |                  |                  |                   |
| 604 Transfer to Sinking Fund        | 10,000           | 10,000           | 7,000            | -                   | 27,434           | -                | -                | 41,711            |
| <b>TOTAL CAPITAL OUTLAY</b>         | <b>\$ 10,000</b> | <b>\$ 10,000</b> | <b>\$ 7,000</b>  | <b>\$ -</b>         | <b>\$ 27,434</b> | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 41,711</b>  |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ 20,745</b> | <b>\$ 27,157</b> | <b>\$ 23,951</b> | <b>\$ 17,115</b>    | <b>\$ 47,229</b> | <b>\$ 1,986</b>  | <b>\$ 14,485</b> | <b>\$ 66,246</b>  |
| <b>TOTAL ENDING FUND BALANCE</b>    | <b>\$ 25,448</b> | <b>\$ 21,773</b> | <b>\$ 22,988</b> | <b>\$ 30,994.95</b> | <b>\$ 8,634</b>  | <b>\$ 36,341</b> | <b>\$ 41,378</b> | <b>\$ (5,058)</b> |

|                                        | 2019<br>ACTUAL | 2020<br>ACTUAL | 2021<br>ACTUAL | 2022<br>ACTUAL | 2023<br>BUDGET | 2023<br>To-Date | 2023<br>Estimate | 2024<br>BUDGET |
|----------------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------|------------------|----------------|
| Adopted Budget                         |                |                |                |                |                |                 |                  |                |
| Terra Heights Sinking Fund - 254       |                |                |                |                |                |                 |                  |                |
| Unencumbered Cash Balance, Jan. 1      | 71,267         | 81,957         | 72,764         | 89,082         | 89,431         | 89,431          | 89,431           | 110,465        |
| Revenues:                              |                |                |                |                |                |                 |                  |                |
| Transfer from Terra Heights Sewer Fund | 10,000         | 10,000         | 7,000          | 0              | 27,434         |                 | 27,434           | 41,711         |
| Misc Collections                       | 12,950         | 12,775         | 12,550         | 12,600         | 12,600         | 3,175           | 12,600           | 12,900         |
| <b>Total Receipts</b>                  | <b>22,950</b>  | <b>22,775</b>  | <b>19,550</b>  | <b>12,600</b>  | <b>40,034</b>  | <b>3,175</b>    | <b>40,034</b>    | <b>54,611</b>  |
| <b>Resources Available:</b>            | <b>94,217</b>  | <b>104,732</b> | <b>92,314</b>  | <b>101,682</b> | <b>129,465</b> | <b>92,606</b>   | <b>129,465</b>   | <b>165,076</b> |
| Expenditures:                          |                |                |                |                |                |                 |                  |                |
| Contractual                            | 12,260         | 31,968         | 3,232          | 12,251         | 20,000         | 0               | 14,000           | 30,000         |
| Commodities                            | 0              | 0              | 0              | 0              | 15,000         | 0               | 5,000            | 20,000         |
| Capital Outlay                         | 0              | 0              | 0              | 0              | 50,216         | 0               |                  | 115,076        |
| <b>Total Expenditures</b>              | <b>12,260</b>  | <b>31,968</b>  | <b>3,232</b>   | <b>12,251</b>  | <b>85,216</b>  | <b>0</b>        | <b>19,000</b>    | <b>165,076</b> |
| Unencumbered Cash Balance, Dec 31      | 81,957         | 72,764         | 89,082         | 89,431         | 44,249         | 92,606          | 110,465          | 0              |

Attachment: 2024 Benefit Districts Landfill Closure Budget (13453 : 2024 Benefit Districts, Landfill, and Solid Waste Budget Requests)

**Fund #248**  
**Valleywood Operations/Valleywood Sewer & Stormwater Fund**

|                                     | 2019<br>ACTUAL   | 2020<br>ACTUAL   | 2021<br>ACTUAL   | 2022<br>ACTUAL   | 2023<br>BUDGET   | 2023 To-<br>Date | 2023<br>Estimate | 2024<br>BUDGET     |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|--------------------|
| <b>BEGINNING CASH BALANCE</b>       |                  |                  |                  |                  |                  |                  |                  |                    |
| Fund Balance                        | 58,230           | 56,611           | 27,346           | 22,928           | 46,640           | 46,640           | 46,640           | 44,075             |
| <b>TOTAL BEGINNING CASH BALANCE</b> | <b>\$ 58,230</b> | <b>\$ 56,611</b> | <b>\$ 27,346</b> | <b>\$ 22,928</b> | <b>\$ 46,640</b> | <b>\$ 46,640</b> | <b>\$ 46,640</b> | <b>\$ 44,075</b>   |
| <b>REVENUE</b>                      |                  |                  |                  |                  |                  |                  |                  |                    |
| 180 Distr - Real Current            | 20,175           | 20,341           | 20,372           | 22,585           | 22,714           | 12,137           | 22,714           | -                  |
| 181 Delinquent Tax                  | 768              | 150              | -                | 7,107            | -                | -                | -                | -                  |
| 602 Misc. Collection                | 240              | 240              | 240              | 240              | 240              | 240              | 240              | 240                |
| <b>TOTAL REVENUE</b>                | <b>\$ 21,183</b> | <b>\$ 20,731</b> | <b>\$ 20,612</b> | <b>\$ 29,932</b> | <b>\$ 22,954</b> | <b>\$ 12,377</b> | <b>\$ 22,954</b> | <b>\$ 240</b>      |
| <b>TOTAL RESOURCES AVAILABLE</b>    | <b>\$ 79,413</b> | <b>\$ 77,342</b> | <b>\$ 47,958</b> | <b>\$ 52,860</b> | <b>\$ 69,594</b> | <b>\$ 59,017</b> | <b>\$ 69,594</b> | <b>\$ 44,315</b>   |
| <b>CONTRACTUAL SERVICES</b>         |                  |                  |                  |                  |                  |                  |                  |                    |
| 2010 Postage / Freight / Shipping   | -                | -                | -                | -                | -                |                  |                  | -                  |
| 2020 Phone Services                 | 1,316            | 1,530            | 683              | 1,242            | 1,750            | 190              | 1,500            | 1,750              |
| 2210 Machinery Equipment Rental     | 29               | 2,282            | 929              | 1,784            | 300              |                  | 1,500            | 1,000              |
| 2310 Benefit District Oper          | 143              | -                | -                | -                | -                |                  | -                | -                  |
| 2315 Benefit District Maintenance   | 880              | -                | 1,746            | 789              | 1,700            | -                | 1,500            | 1,500              |
| 2605 Administration Fees            | 207              | 111              | 86               | 66               | 500              | 30               | 119              | 500                |
| 2635 Engineering Fees               | -                | -                | -                | -                | -                |                  | -                | -                  |
| 2690 Chemical Analysis/Sampling     | -                | -                | -                | -                | -                |                  | -                | -                  |
| 2765 Contract Fees                  | -                | -                | -                | -                | -                |                  | -                | -                  |
| 2810 Electric/Gas Services          | -                | -                | -                | -                | -                |                  | -                | -                  |
| 2830 Water                          | -                | -                | -                | -                | -                |                  | -                | -                  |
| 2840 Sewage Charges                 | -                | -                | -                | -                | -                |                  | -                | -                  |
| 2850 Waste Disposal                 | -                | -                | -                | -                | -                |                  | -                | -                  |
| 2895 Deposit Refund                 | -                | -                | -                | -                | -                |                  | -                | -                  |
| 2990 Other Contract Services        | 227              | 6,073            | 1,585            | 2,339            | 2,000            | 113              | 900              | 2,500              |
| <b>TOTAL CONTRACTUAL SERVICES</b>   | <b>\$ 2,802</b>  | <b>\$ 9,996</b>  | <b>\$ 5,030</b>  | <b>\$ 6,219</b>  | <b>\$ 6,250</b>  | <b>\$ 333</b>    | <b>\$ 5,519</b>  | <b>\$ 7,250</b>    |
| <b>COMMODITIES</b>                  |                  |                  |                  |                  |                  |                  |                  |                    |
| 3130 Water                          | -                | -                | -                | -                | 100              |                  |                  | 100                |
| 3140 Parts & Tools < \$100          | -                | -                | -                | -                | -                |                  | -                | -                  |
| 3170 Gravel Aggregates              | -                | -                | -                | -                | -                |                  | -                | -                  |
| 3990 Other Supplies, Materials      | -                | -                | -                | -                | 300              |                  | -                | 300                |
| <b>TOTAL COMMODITIES</b>            | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 400</b>    | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 400</b>      |
| <b>CAPITAL OUTLAY</b>               |                  |                  |                  |                  |                  |                  |                  |                    |
| 604 Transfer to Reserve             | 20,000           | 40,000           | 20,000           | -                | 34,365           | -                | 20,000           | 56,379             |
| 4230 Pumps                          | -                | -                | -                | -                | 1,000            | -                | -                | 3,000              |
| <b>TOTAL CAPITAL OUTLAY</b>         | <b>\$ 20,000</b> | <b>\$ 40,000</b> | <b>\$ 20,000</b> | <b>\$ -</b>      | <b>\$ 35,365</b> | <b>\$ -</b>      | <b>\$ 20,000</b> | <b>\$ 59,379</b>   |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ 22,802</b> | <b>\$ 49,996</b> | <b>\$ 25,030</b> | <b>\$ 6,219</b>  | <b>\$ 42,015</b> | <b>\$ 333</b>    | <b>\$ 25,519</b> | <b>\$ 67,029</b>   |
| <b>TOTAL ENDING FUND BALANCE</b>    | <b>\$ 56,611</b> | <b>\$ 27,346</b> | <b>\$ 22,928</b> | <b>\$ 46,640</b> | <b>\$ 27,579</b> | <b>\$ 58,684</b> | <b>\$ 44,075</b> | <b>\$ (22,714)</b> |

| Adopted Budget                         | 2019<br>ACTUAL | 2020<br>ACTUAL | 2021<br>ACTUAL | 2022<br>ACTUAL | 2023<br>BUDGET | 2023<br>To-Date | 2023<br>Estimate | 2024<br>BUDGET |
|----------------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------|------------------|----------------|
| Valleywood Combined Reserve - 282      |                |                |                |                |                |                 |                  |                |
| Unencumbered Cash Balance, Jan 1       | 48,931         | 68,931         | 107,632        | 127,632        | 127,632        | 127,632         | 127,632          | 76,615         |
| Revenues:                              |                |                |                |                |                |                 |                  |                |
| Miscellaneous Collection               | 0              | 0              | 0              | 0              | 0              | 1875            | 1875             | 0              |
| Transfer from Valleywood Combined Ops. | 20,000         | 40,000         | 20,000         | 0              | 34,365         | 0               | 34,364           | 56,379         |
| <b>Total Receipts</b>                  | <b>20,000</b>  | <b>40,000</b>  | <b>20,000</b>  | <b>0</b>       | <b>34,365</b>  | <b>1,875</b>    | <b>36,239</b>    | <b>56,379</b>  |
| <b>Resources Available:</b>            | <b>68,931</b>  | <b>108,931</b> | <b>127,632</b> | <b>127,632</b> | <b>161,997</b> | <b>129,507</b>  | <b>163,871</b>   | <b>132,994</b> |
| Expenditures:                          |                |                |                |                |                |                 |                  |                |
| Contractual Services                   | 0              | 1,274          | 0              | 0              | 30,000         | 0               | 20,000           | 20,000         |
| Commodities                            | 0              | 25             | 0              | 0              | 20,000         | 0               | 20,000           | 20,000         |
| Capital Outlay                         | 0              | 0              | 0              | 0              | 44,740         | 0               | 47,256           | 92,994         |
| <b>Total Expenditures</b>              | <b>0</b>       | <b>1,299</b>   | <b>0</b>       | <b>0</b>       | <b>94,740</b>  | <b>0</b>        | <b>87,256</b>    | <b>132,994</b> |
| Unencumbered Cash Balance, Dec 31      | <b>68,931</b>  | <b>107,632</b> | <b>127,632</b> | <b>127,632</b> | <b>67,257</b>  | <b>129,507</b>  | <b>76,615</b>    | <b>0</b>       |

Attachment: 2024 Benefit Districts Landfill Closure Budget (13453 : 2024 Benefit Districts, Landfill, and Solid Waste Budget Requests)

**Fund #242**  
**Deep Creek Sewer District Fund**

|                                     | 2019<br>ACTUAL   | 2020<br>ACTUAL   | 2021<br>ACTUAL   | 2022<br>ACTUAL   | 2023<br>BUDGET    | 2023<br>To-Date | 2023<br>Estimates | 2024<br>BUDGET   |
|-------------------------------------|------------------|------------------|------------------|------------------|-------------------|-----------------|-------------------|------------------|
| <b>BEGINNING CASH BALANCE</b>       |                  |                  |                  |                  |                   |                 |                   |                  |
| Fund Balance                        | 10,193           | 10,751           | 11,328           | 10,038           | 5,074             | 5,074           | 5,074             | 9,673            |
| <b>TOTAL BEGINNING CASH BALANCE</b> | <b>\$ 10,193</b> | <b>\$ 10,751</b> | <b>\$ 11,328</b> | <b>\$ 10,038</b> | <b>\$ 5,074</b>   | <b>\$ 5,074</b> | <b>\$ 5,074</b>   | <b>\$ 9,673</b>  |
| <b>REVENUE</b>                      |                  |                  |                  |                  |                   |                 |                   |                  |
| 602 Misc. Collection                | 5,313            | 5,567            | 6,161            | 6,275            | 6,100             | 1,592           | 6,500             | 7500             |
| 652 Water/Sewer Deposits            | 150              | 75               | 75               | -                | 150               |                 | 150               | 150              |
| 850 Return Check Expense            | -                | -                | -                | -                | -                 |                 |                   | -                |
| <b>TOTAL REVENUE</b>                | <b>\$ 5,463</b>  | <b>\$ 5,642</b>  | <b>\$ 6,236</b>  | <b>\$ 6,275</b>  | <b>\$ 6,250</b>   | <b>\$ 1,592</b> | <b>\$ 6,650</b>   | <b>\$ 7,650</b>  |
| <b>TOTAL RESOURCES AVAILABLE</b>    | <b>\$ 15,656</b> | <b>\$ 16,393</b> | <b>\$ 17,564</b> | <b>\$ 16,313</b> | <b>\$ 11,324</b>  | <b>\$ 6,665</b> | <b>\$ 11,724</b>  | <b>\$ 17,323</b> |
| <b>CONTRACTUAL SERVICES</b>         |                  |                  |                  |                  |                   |                 |                   |                  |
| 2010 Postage / Freight / Shipping   | 84               | 71               | 70               | 67               | 100               | 12              | 75                | 100              |
| 2210 Machinery Equipment Rental     | 16               | 9                | 499              | 132              | 100               | -               | 200               | 1000             |
| 2280 Permits                        | -                | -                | -                | -                | -                 |                 | -                 | -                |
| 2310 Benefit District Oper          | 1,385            | 1,385            | 1,678            | 1,385            | 2,000             | 200             | 1,500             | 1600             |
| 2315 Benefit District Maintenance   | 675              | 584              | 1,108            | 1,364            | 1,500             | -               | 700               | 2500             |
| 2585 Misc Refunds/Reimb             | -                | 38               | -                | -                | -                 |                 | -                 | -                |
| 2605 Administration Fees            | 1,538            | 1,773            | 1,587            | 1,253            | 1,800             | 212             | 1,900             | 2000             |
| 2635 Engineering Fees               | -                | -                | -                | 704              | -                 |                 | -                 | -                |
| 2810 Electric/Gas Services          | 1,139            | 1,111            | 1,237            | 4,950            | 1,300             | 77              | 1,700             | 1500             |
| 2895 Deposit Refund                 | -                | 75               | -                | -                | 150               |                 | -                 | 150              |
| 2990 Other Contract Services        | 68               | 19               | 1,341            | 1,385            | 1,000             | 13              | 1,500             | 1400             |
| <b>TOTAL CONTRACTUAL SERVICES</b>   | <b>\$ 4,905</b>  | <b>\$ 5,065</b>  | <b>\$ 7,521</b>  | <b>\$ 11,240</b> | <b>\$ 7,950</b>   | <b>\$ 513</b>   | <b>\$ 7,575</b>   | <b>\$ 10,250</b> |
| <b>COMMODITIES</b>                  |                  |                  |                  |                  |                   |                 |                   |                  |
| 3010 Office Supplies                | -                | -                | 5                | -                | 50                | -               | -                 | 50               |
| 3140 Parts & Tools < \$100          | -                | -                | -                | -                | 200               | -               | 150               | 200              |
| 3150 Parts & Tools > \$100          | -                | -                | -                | -                | 300               | -               | 300               | 300              |
| <b>TOTAL COMMODITIES</b>            | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 5</b>      | <b>\$ -</b>      | <b>\$ 550</b>     | <b>\$ -</b>     | <b>\$ 450</b>     | <b>\$ 550</b>    |
| <b>CAPITAL OUTLAY</b>               |                  |                  |                  |                  |                   |                 |                   |                  |
| 604 Transfer to Reserve             | -                | -                | -                | -                | 6,834             |                 |                   | 6523             |
| 4061 Software - Desktop             | -                | -                | -                | -                | -                 |                 | -                 | -                |
| <b>TOTAL CAPITAL OUTLAY</b>         | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 6,834</b>   | <b>\$ -</b>     | <b>\$ -</b>       | <b>\$ 6,523</b>  |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ 4,905</b>  | <b>\$ 5,065</b>  | <b>\$ 7,525</b>  | <b>\$ 11,240</b> | <b>\$ 15,334</b>  | <b>\$ 513</b>   | <b>\$ 2,051</b>   | <b>\$ 17,323</b> |
| <b>TOTAL ENDING FUND BALANCE</b>    | <b>\$ 10,751</b> | <b>\$ 11,328</b> | <b>\$ 10,038</b> | <b>\$ 5,074</b>  | <b>\$ (4,010)</b> | <b>\$ 6,152</b> | <b>\$ 9,673</b>   | <b>\$ (0)</b>    |

|                                   |                  |                  |                  |                  |                  |                  |                  |                  |
|-----------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Adopted Budget                    | 2019<br>ACTUAL   | 2020<br>ACTUAL   | 2021<br>ACTUAL   | 2022<br>ACTUAL   | 2023<br>BUDGET   | 2023<br>To-Date  | 2023<br>Estimate | 2024<br>BUDGET   |
| Deep Creek Reserve #243           |                  |                  |                  |                  |                  |                  |                  |                  |
| Unencumbered Cash Balance, Jan. 1 | 30,324           | 30,017           | 32,309           | 37,785           | 29,152           | 29,152           | 29,152           | 32,320           |
| Revenues:                         |                  |                  |                  |                  |                  |                  |                  |                  |
| Transfer from Deep Creek Sewer    | 0                | 0                | 0                | 3,132            | 0                | 0                | 0                |                  |
| Miscellaneous Collection          | 2,002            | 2,292            | 5,476            | 0                | 6,834            | 792              | 3,168            | 6,923            |
| <b>Total Receipts</b>             | <b>\$ 2,002</b>  | <b>\$ 2,292</b>  | <b>\$ 5,476</b>  | <b>\$ 3,132</b>  | <b>\$ 6,834</b>  | <b>\$ 792</b>    | <b>\$ 3,168</b>  | <b>\$ 6,923</b>  |
| <b>Resources Available:</b>       | <b>\$ 32,326</b> | <b>\$ 32,309</b> | <b>\$ 37,785</b> | <b>\$ 40,917</b> | <b>\$ 35,986</b> | <b>\$ 29,944</b> | <b>\$ 32,320</b> | <b>\$ 39,243</b> |
| Expenditures:                     |                  |                  |                  |                  |                  |                  |                  |                  |
| Contractual Services              | 2,309            | 0                | 0                | 11,766           | 15,000           | 0                | 0                | 15,000           |
| Commodities                       | 0                | 0                | 0                | 0                | 5,000            | 0                | 0                | 20,000           |
| Capital Outlay                    | 0                | 0                | 0                | 0                | 6,056            | 0                | 0                | 4,243            |
| <b>Total Expenditures</b>         | <b>\$ 2,309</b>  | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 11,766</b> | <b>\$ 26,056</b> | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 39,243</b> |
| Unencumbered Cash Balance, Dec 31 | \$ 30,017        | \$ 32,309        | \$ 37,785        | \$ 29,152        | \$ 9,930         | \$ 29,944        | \$ 32,320        | \$ (0)           |

Attachment: 2024 Benefit Districts Landfill Closure Budget (13453 : 2024 Benefit Districts, Landfill, and Solid Waste Budget Requests)

**Fund #239  
Carson Sewer**

|                                     | 2019<br>ACTUAL   | 2020<br>ACTUAL   | 2021<br>ACTUAL   | 2022<br>ACTUAL   | 2023<br>BUDGET   | 2023 To-<br>Date | 2023<br>Estimate | 2024<br>BUDGET    |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|
| <b>BEGINNING CASH BALANCE</b>       |                  |                  |                  |                  |                  |                  |                  |                   |
| Fund Balance                        | 21,144           | 25,615           | 37,665           | 38,910           | 59,634           | 59,634           | 59,634           | 39,832            |
| <b>TOTAL BEGINNING CASH BALANCE</b> | <b>\$ 21,144</b> | <b>\$ 25,615</b> | <b>\$ 37,665</b> | <b>\$ 38,910</b> | <b>\$ 59,634</b> | <b>\$ 59,634</b> | <b>\$ 59,634</b> | <b>\$ 39,832</b>  |
| <b>REVENUE</b>                      |                  |                  |                  |                  |                  |                  |                  |                   |
| 180 Distr - Real Current            | 3,912            | 3,905            | 3,850            | 3,797            | 3,933            | 1,973            | 3,933            |                   |
| 181 Distr - Real Delq               | -                | 22               | 28               | 18               |                  | 34               | -                |                   |
| 602 Misc. Collection                | 32,221           | 34,641           | 37,727           | 34,879           | 36,000           | 8,714            | 36,000           | 36,000            |
| 603 Transfer from General fund      | -                | -                | -                | -                | -                |                  |                  |                   |
| <b>TOTAL REVENUE</b>                | <b>\$ 36,133</b> | <b>\$ 38,567</b> | <b>\$ 41,605</b> | <b>\$ 38,693</b> | <b>\$ 39,933</b> | <b>\$ 10,721</b> | <b>\$ 39,933</b> | <b>\$ 36,000</b>  |
| <b>TOTAL RESOURCES AVAILABLE</b>    | <b>\$ 57,277</b> | <b>\$ 64,182</b> | <b>\$ 79,271</b> | <b>\$ 77,603</b> | <b>\$ 99,567</b> | <b>\$ 70,354</b> | <b>\$ 99,567</b> | <b>\$ 75,832</b>  |
| <b>CONTRACTUAL SERVICES</b>         |                  |                  |                  |                  |                  |                  |                  |                   |
| 2010 Postage / Freight / Shipping   | 11               | -                | 22               | -                | 20               |                  | -                | 20                |
| 2020 Phone Services                 | 973              | 1,014            | 1,321            | 983              | 1,500            | 621              | 2,484            | 2000              |
| 2210 Machinery Equipment Rental     | 30               | 44               | 162              | 202              | 500              | -                | 250              | 500               |
| 2290 Principal Payment              | 13,604           | 14,420           | -                |                  | -                |                  | -                |                   |
| 2305 Interest Payment               | 1,681            | 865              | -                |                  | -                |                  | -                |                   |
| 2310 Benefit District Oper          | 8,333            | 9,167            | 10,804           | 10,851           | 15,000           | 833              | 11,500           | 15000             |
| 2315 Benefit District Maintenance   | 1,042            | -                | 1,179            | 3,925            | 12,000           | -                | 3,500            | 12000             |
| 2400 Repair/Maint Co Vehicles       | -                | -                | -                |                  | -                |                  | -                |                   |
| 2585 Misc Refunds/Reimb             | -                | 36               | -                |                  | -                |                  | -                |                   |
| 2605 Administration Fees            | 595              | 596              | 908              | 452              | 1,000            | 44               | 750              | 1000              |
| 2615 Recording Fees                 | -                | -                | -                |                  |                  |                  | -                |                   |
| 2635 Engineering Fees               | -                | -                | -                |                  |                  |                  | -                |                   |
| 2810 Electric/Gas Services          | -                | -                | 232              |                  |                  |                  | -                |                   |
| 2990 Other Contract Services        | 393              | 375              | 668              | 1,557            | 1,000            | 138              | 1,200            | 1200              |
| <b>TOTAL CONTRACTUAL SERVICES</b>   | <b>\$ 26,662</b> | <b>\$ 26,517</b> | <b>\$ 15,296</b> | <b>\$ 17,969</b> | <b>\$ 31,020</b> | <b>\$ 1,636</b>  | <b>\$ 19,684</b> | <b>\$ 31,720</b>  |
| <b>COMMODITIES</b>                  |                  |                  |                  |                  |                  |                  |                  |                   |
| 3010 Office Supplies                | -                | -                | -                | -                | -                |                  | 50               | -                 |
| 3080 Fuel & Lubricants              | -                | -                | 65               |                  | -                |                  |                  | -                 |
| 3190 Sign Materials                 |                  |                  |                  |                  |                  |                  |                  |                   |
| 3220 Seed/Fertilizer                |                  |                  |                  |                  |                  |                  |                  |                   |
| <b>TOTAL COMMODITIES</b>            | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 65</b>     | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 50</b>     | <b>\$ -</b>       |
| <b>CAPITAL OUTLAY</b>               |                  |                  |                  |                  |                  |                  |                  |                   |
| 604 Transfer to Reserve             | 5,000            | -                | 25,000           | -                | 33,063           |                  | 40,000           | 48045             |
| 4230 Pumps                          | -                | -                | -                | -                | -                |                  |                  | -                 |
| <b>TOTAL CAPITAL OUTLAY</b>         | <b>\$ 5,000</b>  | <b>\$ -</b>      | <b>\$ 25,000</b> | <b>\$ -</b>      | <b>\$ 33,063</b> | <b>\$ -</b>      | <b>\$ 40,000</b> | <b>\$ 48,045</b>  |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ 31,662</b> | <b>\$ 26,517</b> | <b>\$ 40,361</b> | <b>\$ 17,969</b> | <b>\$ 64,083</b> | <b>\$ 1,636</b>  | <b>\$ 59,734</b> | <b>\$ 79,765</b>  |
| <b>TOTAL ENDING FUND BALANCE</b>    | <b>\$ 25,615</b> | <b>\$ 37,665</b> | <b>\$ 38,910</b> | <b>\$ 59,634</b> | <b>\$ 35,484</b> | <b>\$ 68,718</b> | <b>\$ 39,832</b> | <b>\$ (3,933)</b> |

|                                   |                  |                 |                  |                  |                  |                  |                  |                  |
|-----------------------------------|------------------|-----------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Adopted Budget                    | 2019<br>ACTUAL   | 2020<br>ACTUAL  | 2021<br>ACTUAL   | 2022<br>ACTUAL   | 2023<br>BUDGET   | 2023<br>To-Date  | 2023<br>Estimate | 2024<br>BUDGET   |
| Carson Sewer Reserve Fund - 237   |                  |                 |                  |                  |                  |                  |                  |                  |
| Unencumbered Cash Balance, Jan 1  | 8,445            | 4,575           | 7,413            | 37,109           | 41,459           | 41,459           | 41,459           | 31,187           |
| Revenues:                         |                  |                 |                  |                  |                  |                  |                  |                  |
| Transfer from Carson Sewer Fund   | 5,000            | 0               | 25,000           | 0                | 33,063           | 0                | 33,063           | 48,045           |
| Misc Collections                  | 3,686            | 4,362           | 4,696            | 4,350            | 4,368            | 1,086            | 4,368            | 0                |
| <b>Total Receipts</b>             | <b>\$ 8,686</b>  | <b>\$ 4,362</b> | <b>\$ 29,696</b> | <b>\$ 4,350</b>  | <b>\$ 37,431</b> | <b>\$ 1,086</b>  | <b>\$ 37,431</b> | <b>\$ 48,045</b> |
| <b>Resources Available:</b>       | <b>\$ 17,131</b> | <b>\$ 8,937</b> | <b>\$ 37,109</b> | <b>\$ 41,459</b> | <b>\$ 78,890</b> | <b>\$ 42,545</b> | <b>\$ 78,890</b> | <b>\$ 79,232</b> |
| Expenditures:                     |                  |                 |                  |                  |                  |                  |                  |                  |
| Contractual Services              | 12,556           | 1,524           | 0                | 0                | 20,000           | 0                | 15,000           | 27,500           |
| Commodities                       | 0                | 0               | 0                | 0                | 20,000           | 0                | 10,000           | 27,500           |
| Capital Outlay                    | 0                |                 | 0                | 0                | 31,533           | 0                | 22,703           | 24,232           |
| <b>Total Expenditures</b>         | <b>\$ 12,556</b> | <b>\$ 1,524</b> | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 71,533</b> | <b>\$ -</b>      | <b>\$ 47,703</b> | <b>\$ 79,232</b> |
| Unencumbered Cash Balance, Dec 31 | \$ 4,575         | \$ 7,413        | \$ 37,109        | \$ 41,459        | \$ 7,357         | \$ 42,545        | \$ 31,187        | \$ -             |

Attachment: 2024 Benefit Districts Landfill Closure Budget (13453 : 2024 Benefit Districts, Landfill, and Solid Waste Budget Requests)

**Fund # 285**  
**Lakeside Heights Sewer District Fund**

|                                     | 2019<br>ACTUAL  | 2020<br>ACTUAL  | 2021<br>ACTUAL  | 2022<br>ACTUAL  | 2023<br>BUDGET  | 2023 To-<br>Date | 2023<br>Estimate | 2024<br>BUDGET  |
|-------------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|------------------|-----------------|
| <b>BEGINNING CASH BALANCE</b>       |                 |                 |                 |                 |                 |                  |                  |                 |
| Fund Balance                        | 3,292           | 2,364           | 2,309           | 1,794           | 1,908           | 1,908            | 1,908            | 1,875           |
| <b>TOTAL BEGINNING CASH BALANCE</b> | <b>\$ 3,292</b> | <b>\$ 2,364</b> | <b>\$ 2,309</b> | <b>\$ 1,794</b> | <b>\$ 1,908</b> | <b>\$ 1,908</b>  | <b>\$ 1,908</b>  | <b>\$ 1,875</b> |
| <b>REVENUE</b>                      |                 |                 |                 |                 |                 |                  |                  |                 |
| 602 Misc. Collection                | 584             | 576             | 616             | 576             | 1,250           | 144              | 576              | 576             |
| 603 Transfer from Reserve Fund      | -               | -               | -               | -               | -               | -                | -                | -               |
| 652 Water/Sewer Deposits            | -               | -               | 75              | -               | -               | -                | -                | -               |
| <b>TOTAL REVENUE</b>                | <b>\$ 584</b>   | <b>\$ 576</b>   | <b>\$ 691</b>   | <b>\$ 576</b>   | <b>\$ 1,250</b> | <b>\$ 144</b>    | <b>\$ 576</b>    | <b>\$ 576</b>   |
| <b>TOTAL RESOURCES AVAILABLE</b>    | <b>\$ 3,876</b> | <b>\$ 2,940</b> | <b>\$ 3,000</b> | <b>\$ 2,370</b> | <b>\$ 3,158</b> | <b>\$ 2,052</b>  | <b>\$ 2,484</b>  | <b>\$ 2,451</b> |
| <b>CONTRACTUAL SERVICES</b>         |                 |                 |                 |                 |                 |                  |                  |                 |
| 2010 Postage / Freight / Shipping   | 14              | 21              | 20              | 11              | 30              | 2                | 9                | 30              |
| 2210 Machinery Equip Rental         | -               | 4               | -               | -               | -               | -                | -                | -               |
| 2310 Benefit District Oper          | -               | -               | 8               | -               | -               | -                | -                | -               |
| 2315 Benefit District Maintenance   | 797             | -               | 595             | -               | 800             | -                | -                | 800             |
| 2585 Misc Refunds/Reimb             | -               | -               | -               | -               | -               | -                | -                | -               |
| 2605 Administration Fees            | 701             | 568             | 508             | 451             | 900             | 69               | 600              | 900             |
| 2990 Other Contract Services        | -               | 38              | 75              | -               | -               | -                | -                | 200             |
| <b>TOTAL CONTRACTUAL SERVICES</b>   | <b>\$ 1,512</b> | <b>\$ 631</b>   | <b>\$ 1,205</b> | <b>\$ 462</b>   | <b>\$ 1,730</b> | <b>\$ 71</b>     | <b>\$ 609</b>    | <b>\$ 1,930</b> |
| <b>COMMODITIES</b>                  |                 |                 |                 |                 |                 |                  |                  |                 |
| 604 Transfer to Reserve Fund        | -               | -               | -               | -               | 720             | -                | -                | 471             |
| 3010 Office Supplies                | -               | -               | 1               | -               | 50              | -                | -                | 50              |
| <b>TOTAL CONTRACTUAL SERVICES</b>   | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ 1</b>     | <b>\$ -</b>     | <b>\$ 770</b>   | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 521</b>   |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ 1,512</b> | <b>\$ 631</b>   | <b>\$ 1,206</b> | <b>\$ 462</b>   | <b>\$ 2,500</b> | <b>\$ 71</b>     | <b>\$ 609</b>    | <b>\$ 2,451</b> |
| <b>TOTAL ENDING FUND BALANCE</b>    | <b>\$ 2,364</b> | <b>\$ 2,309</b> | <b>\$ 1,794</b> | <b>\$ 1,908</b> | <b>\$ 658</b>   | <b>\$ 1,981</b>  | <b>\$ 1,875</b>  | <b>\$ 0</b>     |

|                                            |                  |                 |                 |                 |                  |                 |                  |                 |
|--------------------------------------------|------------------|-----------------|-----------------|-----------------|------------------|-----------------|------------------|-----------------|
| Adopted Budget                             | 2019<br>ACTUAL   | 2020<br>ACTUAL  | 2021<br>ACTUAL  | 2022<br>ACTUAL  | 2023<br>BUDGET   | 2023<br>To-Date | 2023<br>Estimate | 2024<br>BUDGET  |
| Lakeside Heights Sewer Capital Reserve-286 |                  |                 |                 |                 |                  |                 |                  |                 |
| Unencumbered Cash Balance, Jan. 1          | 10,651           | 7,159           | 7,879           | 8,599           | 9,319            | 9,319           | 9,319            | 5,039           |
| Revenues:                                  |                  |                 |                 |                 |                  |                 |                  |                 |
| Transfer from Operating Fund               | 0                | -               | -               | -               | 720              |                 |                  | 471             |
| Miscellaneous Collections                  | 720              | 720             | 720             | 720             | 720              | 180             | 720              | 720             |
| <b>Total Receipts</b>                      | <b>\$ 720</b>    | <b>\$ 720</b>   | <b>\$ 720</b>   | <b>\$ 720</b>   | <b>\$ 1,440</b>  | <b>\$ 180</b>   | <b>\$ 720</b>    | <b>\$ 1,191</b> |
| <b>Resources Available:</b>                | <b>\$ 11,371</b> | <b>\$ 7,879</b> | <b>\$ 8,599</b> | <b>\$ 9,319</b> | <b>\$ 10,759</b> | <b>\$ 9,499</b> | <b>\$ 10,039</b> | <b>\$ 6,230</b> |
| Expenditures:                              |                  |                 |                 |                 |                  |                 |                  |                 |
| Contractual Services                       | 4,212            | 0               | 0               | 0               | 2,000            | 0               | 2,000            | 2,000           |
| Commodities                                | 0                | 0               | 0               | 0               | 1,000            | 0               | 1,000            | 1,500           |
| Capital Outlay                             | 0                | 0               | 0               | 0               | 2,759            | 0               | 2,000            | 2,730           |
| Transfer to Operating Fund                 | 0                | 0               | 0               | 0               |                  | 0               |                  |                 |
| <b>Total Expenditures</b>                  | <b>\$ 4,212</b>  | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ 5,759</b>  | <b>\$ -</b>     | <b>\$ 5,000</b>  | <b>\$ 6,230</b> |
| Unencumbered Cash Balance, Dec 31          | <b>\$ 7,159</b>  | <b>\$ 7,879</b> | <b>\$ 8,599</b> | <b>\$ 9,319</b> | <b>\$ 5,000</b>  | <b>\$ 9,499</b> | <b>\$ 5,039</b>  | <b>\$ -</b>     |

**Fund #322**  
**Mertz/McGehee Drainage Fund**

|                                     | 2019<br>ACTUAL  | 2020<br>ACTUAL  | 2021<br>ACTUAL  | 2022<br>ACTUAL  | 2023<br>BUDGET  | 2023 To-<br>Date | 2023<br>Estimate | 2024<br>BUDGET  |
|-------------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|------------------|-----------------|
| <b>BEGINNING CASH BALANCE</b>       |                 |                 |                 |                 |                 |                  |                  |                 |
| Fund Balance                        | 6,183           | 6,183           | 6,183           | 6,183           | 6,183           | 6,183            | 6,183            | 6,183           |
| <b>TOTAL BEGINNING CASH BALANCE</b> | <b>\$ 6,183</b> | <b>\$ 6,183</b> | <b>\$ 6,183</b> | <b>\$ 6,183</b> | <b>\$ 6,183</b> | <b>\$ 6,183</b>  | <b>\$ 6,183</b>  | <b>\$ 6,183</b> |
| <b>REVENUE</b>                      |                 |                 |                 |                 |                 |                  |                  |                 |
| 602 Misc. Collection                | -               | -               | -               | -               | -               | -                | -                | -               |
| <b>TOTAL REVENUE</b>                | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>     |
| <b>TOTAL RESOURCES AVAILABLE</b>    | <b>\$ 6,183</b> | <b>\$ 6,183</b> | <b>\$ 6,183</b> | <b>\$ 6,183</b> | <b>\$ 6,183</b> | <b>\$ 6,183</b>  | <b>\$ 6,183</b>  | <b>\$ 6,183</b> |
| <b>CONTRACTUAL SERVICES</b>         |                 |                 |                 |                 |                 |                  |                  |                 |
| 2315 Benefit District Maintenance   | -               | -               | -               | -               | 6,183           | -                | -                | 6,183           |
| 2990 Other Contract Services        | -               | -               | -               | -               | -               | -                | -                | -               |
| <b>TOTAL CONTRACTUAL SERVICES</b>   | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ 6,183</b> | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 6,183</b> |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ 6,183</b> | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 6,183</b> |
| <b>TOTAL ENDING FUND BALANCE</b>    | <b>\$ 6,183</b> | <b>\$ 6,183</b> | <b>\$ 6,183</b> | <b>\$ 6,183</b> | <b>\$ -</b>     | <b>\$ 6,183</b>  | <b>\$ 6,183</b>  | <b>\$ -</b>     |

**Fund #180**  
**Landfill Closure/Capital Project Fund**

|                                     | 2019<br>ACTUAL   | 2020<br>ACTUAL   | 2021<br>ACTUAL   | 2022<br>ACTUAL   | 2023<br>BUDGET   | 2023<br>To-Date  | 2023<br>Estimate | 2024<br>BUDGET   |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| <b>BEGINNING CASH BALANCE</b>       |                  |                  |                  |                  |                  |                  |                  |                  |
| Fund Balance                        | 39,366           | 42,528           | 42,082           | 38,818           | 32,297           | 32,297           | 32,297           | 22,622           |
| <b>TOTAL BEGINNING CASH BALANCE</b> | <b>\$ 39,366</b> | <b>\$ 42,528</b> | <b>\$ 42,082</b> | <b>\$ 38,818</b> | <b>\$ 32,297</b> | <b>\$ 32,297</b> | <b>\$ 32,297</b> | <b>\$ 22,622</b> |
| <b>REVENUE</b>                      |                  |                  |                  |                  |                  |                  |                  |                  |
| 603 Transfer from General Fund      | 30,000           | 30,000           | 30,000           | 30,000           | 30,000           | 30,000           | 30,000           | 30,000           |
| 610 Outside Collections             | -                | -                | -                | -                | -                | -                | -                | -                |
| <b>TOTAL REVENUE</b>                | <b>\$ 30,000</b> | <b>\$ 30,000</b> | <b>\$ 30,000</b> | <b>\$ 30,000</b> | <b>\$ 30,000</b> | <b>\$ 30,000</b> | <b>\$ 30,000</b> | <b>\$ 30,000</b> |
| <b>TOTAL RESOURCES AVAILABLE</b>    | <b>\$ 69,366</b> | <b>\$ 72,528</b> | <b>\$ 72,082</b> | <b>\$ 68,818</b> | <b>\$ 62,297</b> | <b>\$ 62,297</b> | <b>\$ 62,297</b> | <b>\$ 52,622</b> |
| <b>CONTRACTUAL SERVICES</b>         |                  |                  |                  |                  |                  |                  |                  |                  |
| 2210 Machinery Equipment Rental     | -                | 46               | -                | -                | 500              |                  |                  | \$ 500           |
| 2400 Repair/Maint Co Vehicles       | 13               | -                | -                | 1,802            | 50               |                  |                  | \$ 50            |
| 2480 Repair/Maint Build/Ground      | 133              | -                | -                | 1,924            | 500              |                  |                  | \$ 500           |
| 2635 Engineering Fees               | 12,104           | 14,431           | 14,097           | 14,887           | 20,000           |                  | 18,000           | \$ 18,000        |
| 2690 Chemical Analysis/Sampling     | 5,049            | 7,163            | 5,857            | 7,735            | 10,000           |                  | 7,000            | \$ 10,000        |
| 2830 Water                          | 9,375            | 8,626            | 10,848           | 9,228            | 15,000           | 1,953            | 9,000            | \$ 15,000        |
| 2990 Other Contract Services        | -                | 180              | 2,462            | 681              | 9,393            |                  | 5,000            | \$ 7,872         |
| <b>TOTAL CONTRACTUAL SERVICES</b>   | <b>\$ 26,674</b> | <b>\$ 30,446</b> | <b>\$ 33,264</b> | <b>\$ 36,257</b> | <b>\$ 55,443</b> | <b>\$ 1,953</b>  | <b>\$ 39,000</b> | <b>\$ 51,922</b> |
| <b>COMMODITIES</b>                  |                  |                  |                  |                  |                  |                  |                  |                  |
| 3100 Chemical                       | -                | -                | -                | -                | 350              | -                | 350              | \$ 350           |
| 3140 Parts & Tools < \$100          | 164              | -                | -                | 264              | 200              | -                | 200              | \$ 200           |
| 3220 Seed & Fertilizer              | -                | -                | -                | -                | 150              | -                | 125              | \$ 150           |
| <b>TOTAL COMMODITIES</b>            | <b>\$ 164</b>    | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 264</b>    | <b>\$ 700</b>    | <b>\$ -</b>      | <b>\$ 675</b>    | <b>\$ 700</b>    |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ 26,838</b> | <b>\$ 30,446</b> | <b>\$ 33,264</b> | <b>\$ 36,520</b> | <b>\$ 56,143</b> | <b>\$ 1,953</b>  | <b>\$ 39,675</b> | <b>\$ 52,622</b> |
| <b>TOTAL ENDING FUND BALANCE</b>    | <b>\$ 42,528</b> | <b>\$ 42,082</b> | <b>\$ 38,818</b> | <b>\$ 32,297</b> | <b>\$ 6,154</b>  | <b>\$ 60,345</b> | <b>\$ 22,622</b> | <b>\$ 0</b>      |

**MEMORANDUM**

**TO:** Board of County Commissioners  
**FROM:** Evan McMillan  
**DATE:** May 25, 2023  
**RE:** 2024 Solid Waste Budget

The proposed 2024 Solid Waste budget is in the amount of \$3,176,125.72. An increase of approximately \$475,000.00 from last year's budget. This proposed budget was formulated to fund the current level of service in the Solid Waste Department, and accounts for the increase in the tipping rate which is expected to be implemented in the coming months.

**Revenues:** The estimated revenues shown for the 2024 budget are \$550,000 more than what was initially estimated for 2023. The estimated Charges for Services were calculated assuming a rate of \$64.00 per ton. It is worth noting that no rate changes were included in the 2023 budgeted revenue, which is a large reason for the difference in revenues between years.

**Personnel Services:** The cost for Personnel Services decreased in the amount of \$64,340.00 from the 2023 budget.

**Contractual Services:** The proposed amount for Contractual Services is \$500,000.00 more than what is shown in 2023. The majority of this difference is coming from new rates imposed by the operator, HAMMs, and a slight increase in "maintenance of buildings and grounds" to account for replacement of the tipping floor scales. Average tonnage volumes for the last 3 years were used to estimate the MSW revenues and expenditures used in the budget.

**Commodities:** The proposed amount for Commodities is \$3,800.00 more than the 2023 budget. This increase is primarily due an increase in "Parts & Tools > \$100".

**Capital Outlay:** Capital Outlay shows a increase of roughly \$9,000.00 resulting from an increase under "Other Heavy Equipment" from 2023.

**Summary:** The 2024 budget utilizes assumed Municipal Solid Waste tonnages based on the average annual amounts received over the last 3 years and adjusted to allow for the trends those 3 years have shown.

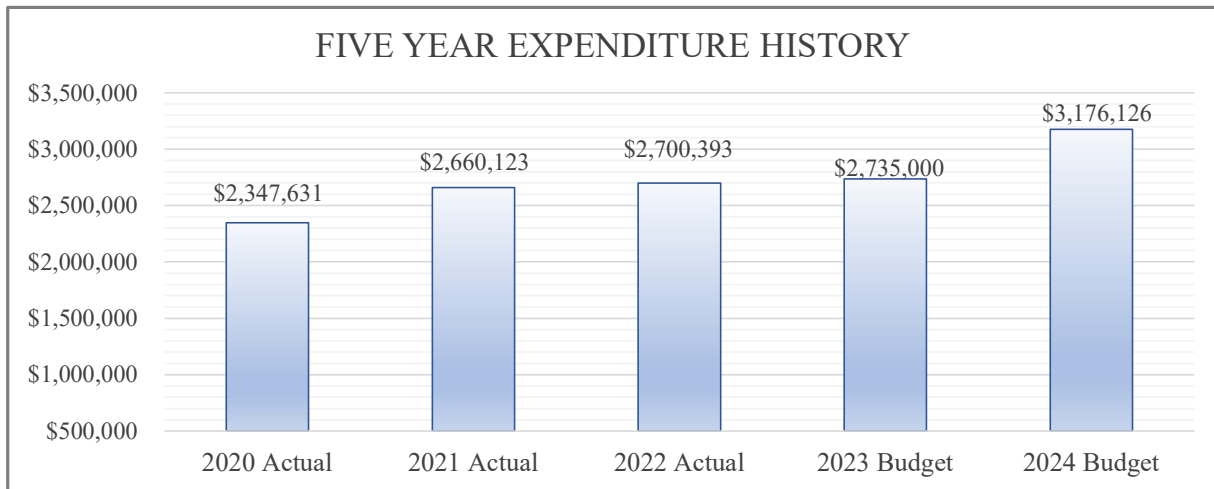
Riley County, Kansas  
2024 Budget  
Solid Waste Fund  
Fund 150

| PERSONNEL                                          | 2022                | 2023                | 2024                |
|----------------------------------------------------|---------------------|---------------------|---------------------|
| Position Title - Full Time                         | <u>ACTUAL</u>       | <u>BUDGET</u>       | <u>BUDGET</u>       |
| Public Works Operator II                           | 2                   | 2                   | 2                   |
| <b>Sub-Total</b>                                   | <b>2</b>            | <b>2</b>            | <b>2</b>            |
| <b>Part-Time/Seasonal/Temporary</b>                |                     |                     |                     |
| Public Works Operator II                           | 0                   | 0                   | 0                   |
| Customer Service Rep I                             | 3                   | 3                   | 3                   |
| <b>Sub-Total</b>                                   | <b>3</b>            | <b>3</b>            | <b>3</b>            |
| <b>TOTAL NUMBER OF EMPLOYEES</b>                   | <b>5</b>            | <b>5</b>            | <b>5</b>            |
| <b>BEGINNING CASH BALANCE</b>                      |                     |                     |                     |
| Fund Balance                                       | \$ 635,360          | \$ 442,458          | \$ 160,626          |
| <b>TOTAL BEGINNING CASH BALANCE</b>                | <b>\$ 635,360</b>   | <b>\$ 442,458</b>   | <b>\$ 160,626</b>   |
| <b>REVENUE</b>                                     |                     |                     |                     |
| 503 Non-Collection Revenue                         | \$ 546              | \$ -                | \$ -                |
| 206 State Grant                                    | \$ 1,299            |                     | \$ -                |
| 452 Convenience Fee                                | \$ 10,004           |                     | \$ 9,000            |
| 600 Miscellaneous Reimbursement                    | 5,019               | -                   | -                   |
| 602 Charges for Services-Miscellaneous Collections | 2,824,780           | 2,310,000           | 3,000,000           |
| 603 Transfer in Disaster Fund                      | -                   | -                   | -                   |
| 610 Outside Collections                            | -                   | -                   | -                   |
| 651 Farm Income                                    | -                   | 5,000               | 6,500               |
| 850 Return Check Expense                           | (1,237)             | -                   | -                   |
| <b>TOTAL REVENUE</b>                               | <b>\$ 2,840,412</b> | <b>\$ 2,315,000</b> | <b>\$ 3,015,500</b> |
| <b>TOTAL RESOURCES AVAILABLE</b>                   | <b>\$ 3,475,772</b> | <b>\$ 2,757,458</b> | <b>\$ 3,176,126</b> |
| <b>EXPENDITURES</b>                                |                     |                     |                     |
| <b>PERSONNEL SERVICES</b>                          |                     |                     |                     |
| 1001 Salaries (Full Time)                          | \$ 122,999          | \$ 113,254          | \$ 183,923          |
| 1003 Seasonal/Temporary/Part Time                  | 54,975              | 62,844              | -                   |
| 1005 Overtime                                      | 9,560               | 11,325              | 16,308              |
| 1502 Clothing Allowance                            | 29                  | 250                 | -                   |
| 1504 FICA                                          | 13,243              | 14,338              | 15,318              |
| 1506 Health Insurance                              | 57,661              | 56,227              | 43,030              |
| 1508 KPERS Retirement                              | 17,578              | 17,618              | 20,544              |
| 1510 State Unemployment Tax                        | 153                 | 187                 | 200                 |
| <b>TOTAL PERSONNEL SERVICES</b>                    | <b>\$ 276,197</b>   | <b>\$ 276,043</b>   | <b>\$ 279,323</b>   |
| <b>CONTRACTUAL SERVICES</b>                        |                     |                     |                     |

Attachment: 2024 Solid Waste (13453 : 2024 Benefit Districts, Landfill, and Solid Waste Budget Requests)

|                                            |    |                     |           |                  |           |                  |
|--------------------------------------------|----|---------------------|-----------|------------------|-----------|------------------|
| 2010 Postage/Freight/Shipping              | \$ | 236                 | \$        | 500              | \$        | 500              |
| 2020 Phone Services                        |    | 1,577               |           | 1,200            |           | 1,500            |
| 2030 Cellular Phone Services               |    | 575                 |           | 625              |           | 625              |
| 2080 Printing/Duplication Services         |    | -                   |           | 1,000            |           | 500              |
| 2110 Advertising & Legal Publications      |    | 2,315               |           | 1,500            |           | 2,500            |
| 2120 Insurance-Property/Building           |    | 4,349               |           | 4,500            |           | 4,500            |
| 2122 Vehicle/Fleet Insurance               |    | 451                 |           | 500              |           | 600              |
| 2124 Other Insurance                       |    | 3,458               |           | 6,100            |           | 5,500            |
| 2210 Machinery Equipment Rental            |    | -                   |           | 5,000            |           | 4,500            |
| 2400 Repair/Maintain County Vehicles       |    | 34,271              |           | 15,000           |           | 20,000           |
| 2420 Repair/Maintain Other Equipment       |    | 238                 |           | 2,000            |           | 2,000            |
| 2430 Computer Software Maintenance/Support |    | -                   |           | 2,500            |           | 2,500            |
| 2480 Repair/Maintain Buildings & Grounds   |    | 15,463              |           | 20,000           |           | 40,000           |
| 2510 Mileage/Tolls/Parking/Rental          |    | 611                 |           | 200              |           | 200              |
| 2520 Lodging                               |    | -                   |           | 1,000            |           | 1,000            |
| 2540 Meals                                 |    | -                   |           | 200              |           | 200              |
| 2560 Training & Registrations              |    | -                   |           | 500              |           | 500              |
| 2585 Miscellaneous Refunds/Reimbursements  |    | -                   |           | 100              |           | 100              |
| 2605 Administration/Clerical Fees          |    | 59,123              |           | 80,000           |           | 70,000           |
| 2635 Engineering Fees                      |    | -                   |           | 3,000            |           | 3,000            |
| 2750 Credit Card Fees                      |    | 13,241              |           | 10,000           |           | 15,000           |
| 2775 Pest Control Fees                     |    | 718                 |           | 1,000            |           | 1,000            |
| 2810 Electric/Gas Services                 |    | 23,227              |           | 27,000           |           | 25,500           |
| 2830 Water                                 |    | 16,012              |           | 12,000           |           | 17,000           |
| 2850 Waste Disposal                        |    | 2,322,771           |           | 1,990,000        |           | 2,450,000        |
| 2990 Other Contract Services               |    | 17,038              |           | 91,171           |           | 35,000           |
| <b>TOTAL CONTRACTUAL SERVICES</b>          |    | <b>\$ 2,515,674</b> | <b>\$</b> | <b>2,276,596</b> | <b>\$</b> | <b>2,703,725</b> |
| <b>COMMODITIES</b>                         |    |                     |           |                  |           |                  |
| 3010 Office Supplies                       | \$ | 68                  | \$        | 1,500            | \$        | 500              |
| 3030 Computer Supplies                     |    | -                   |           | -                |           | 500              |
| 3032 Supplies-Printers                     |    | -                   |           | 200              |           | 500              |
| 3060 Medical Supplies                      |    | 562                 |           | 200              |           | 750              |
| 3080 Fuel & Lubricants                     |    | 17,189              |           | 9,750            |           | 17,500           |
| 3085 Propane                               |    | 1,920               |           | 2,500            |           | 3,500            |
| 3090 Custodian Supplies                    |    | -                   |           | 150              |           | 100              |
| 3100 Chemical                              |    | 2,079               |           | 2,500            |           | 2,500            |
| 3120 De-icing Materials                    |    | 82                  |           | 500              |           | 500              |
| 3140 Parts & Tools < \$100                 |    | 8,173               |           | 2,000            |           | 3,500            |
| 3150 Parts & Tools > \$100                 |    | 27,443              |           | 15,000           |           | 17,000           |
| 3170 Gravel Aggregates                     |    | 1,455               |           | 7,500            |           | 3,500            |
| 3190 Sign Materials                        |    | 174                 |           | 1,000            |           | 750              |
| 3220 Seed/Fertilizer                       |    | -                   |           | 100              |           | 100              |
| 3250 Asphalt Maintenance Materials         |    | -                   |           | 2,500            |           | 3,000            |
| 3990 Other Supplies/Materials              |    | 443                 |           | 1,000            |           | 1,000            |

|                                   |               |                   |                   |                     |                     |                     |
|-----------------------------------|---------------|-------------------|-------------------|---------------------|---------------------|---------------------|
| <b>TOTAL COMMODITIES</b>          |               |                   |                   | <b>\$ 59,588</b>    | <b>\$ 46,400</b>    | <b>\$ 57,700</b>    |
| <b>CAPITAL OUTLAY</b>             | <b>ACTUAL</b> | <b>BUDGET</b>     | <b>BUDGET</b>     |                     |                     |                     |
| 4005 Budget Stabilization         | \$ -          | \$ -              | \$ -              |                     |                     |                     |
| 4020 Other Equipment              | -             | -                 | -                 |                     |                     |                     |
| 4030 Telecommunications Equipment | -             | 200               | 200               |                     |                     |                     |
| 4040 Furniture > \$100            | -             | 400               | 400               |                     |                     |                     |
| 4050 Technology Hardware          | -             | -                 | -                 |                     |                     |                     |
| 4054 Technology Hardware-Printers | -             | 500               | -                 |                     |                     |                     |
| 4120 Other Heavy Equipment        | -             | 134,861           | 134,778           |                     |                     |                     |
| <b>TOTAL CAPITAL OUTLAY</b>       | <b>\$ -</b>   | <b>\$ 135,961</b> | <b>\$ 135,378</b> |                     |                     |                     |
| <b>TOTAL EXPENDITURES</b>         |               |                   |                   | <b>\$ 2,851,458</b> | <b>\$ 2,735,000</b> | <b>\$ 3,176,126</b> |
| <b>TOTAL ENDING FUND BALANCE</b>  |               |                   |                   | <b>\$ 442,458</b>   | <b>\$ 22,458</b>    | <b>\$ 0</b>         |





**COUNTY  
COUNSELOR/ADMINISTRATIVE  
SERVICES**  
*Personnel*

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

## COMMISSION AGENDA REPORT

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

**MEETING:** May 25, 2023

**SUBJECT:** Request to refill position – County Counselor

**PRESENTER:** Clancy Holeman

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### **BACKGROUND**

I have given a retirement date of December 31, 2024.

This position is integral to the County Counselor's office and the over all County as it is responsible for providing legal advice to the Board of County Commissioners and the elected and appointed officials of Riley County in a wide variety of legal subject areas. Those areas include but are not limited to: contracts; personnel issues, the Kansas Open Meetings Act; the Kansas Open Records Act; real property law; real property title issues; collection of county accounts in pending bankruptcies; public construction projects and their financing; benefit district formation and assessment; road opening; real property tax foreclosure and the supervision of a Deputy and two staff members in that effort; delinquent personal property tax collection; and enforcement of County zoning and sanitary codes. This advice must be communicated either verbally or in writing, as appropriate. And the Counselor must be willing and able to litigate county issues in the Kansas state or federal trial and appellate courts and administrative agencies, at the direction of the Board of Riley County Commissioners.

Further, the skills required to perform this job to standard include the ability to communicate the above legal advice in a manner which complies at all times with the highest ethical standards required by the Kansas Supreme Court's "Kansas Rules of Professional Conduct." Additionally, the successful candidate must respect and participate daily within a cooperative organizational culture operating between the County Commission and all the following separate and distinct departments in the Riley County governmental structure: the County Attorney; Register of Deeds; County Treasurer; County Clerk; Emergency Management/Volunteer Fire; Emergency

Medical Service/Ambulance; Riley County Health Department; County Appraiser; Public Works; Noxious Weed/Household Hazardous Waste; Planning and Development; Community Corrections; and Information Technology/GIS. While they are not Riley County departments, this “cooperative organizational culture” also includes the Riley County Police Department and K-State Extension.

For the reasons listed above, I and Human Resources believe this will be a unique position to fill and may take more time to find the right candidate.

It is important to also understand, when considering this request, that the current Deputy County Counselor will retire September 30, 2023, the on-boarding of his replacement is on-going, and there may be other departmental transitions over the next 2-3 years. With the timeline for this office, it is vital to get a high-quality candidate, who can learn the requirements of the Counselor position in a short period of time.

### **DISCUSSION**

In the last several years, Riley County has filled several Assistant County Attorney positions, which, although not identical skills, have similar recruiting requirements. Each of these positions has taken several months to secure the right candidate.

Additionally, because of the vast number of projects and nuances to the work in this position, I strongly recommend the county afford a transition period of no less than 6 months of cross training of the incoming candidate by me.

The proposed timeline for filling this position includes:

March 1, 2024 - open position for advertising and begin focused recruiting efforts

March through April, 2024 - Candidate review

May, 2024 - Interviews and selection

June 30, 2024 expected start date for new candidate

June 30, 2024 to December 31, 2024 cross training and onboarding of new counselor

December 31, 2024 full transition to new County Counselor and my retirement.

### **FISCAL IMPACT**

The County Counselor falls into the pay grade of with a pay range of:

| Position         | Grade | Minimum      | Midpoint     | Maximum      |
|------------------|-------|--------------|--------------|--------------|
| County Counselor | LL    | \$151,852.71 | \$197,392.09 | \$242,931.47 |

Of course, the new candidate is expected to start lower in the salary range than the current Counselor as he has been with the county for 18 years.

**The fiscal impact for the 2024 budget**

|                                                   | Budgeted Wage Annualized | Budgeted Benefits   | Total Compensation     |
|---------------------------------------------------|--------------------------|---------------------|------------------------|
| Current Budgeted Salary                           | \$209,236                | \$82,648            | \$291,884              |
| New Counselor-prorated for 6 months               | \$80,482                 | \$31,790            | \$112,272              |
| <b>Total Request for County Counselor in 2024</b> |                          |                     | <b>\$404,156</b>       |
| Budgetary Snapshot                                | 2023 Approved Budget     | 2024 Budget Request | Requested Increase     |
|                                                   | \$755,078                | \$680,606           | (74,472)               |
| New Counselor-prorated for 6 months               | \$80,482                 | \$31,790            | \$112,272              |
| Total Increase requested for training period      |                          |                     | <u><b>\$37,801</b></u> |

**RECOMMENDATION(S)**

I recommend the Board of County Commissioners approve the requisition to open the County Counselor position on March 1, 2024, and follow the timeline outlined above.

**POSSIBLE MOTION(S)**

Move to approve I move to approve the above plan to replace and onboard the County Counselor position.

Move to deny.

Move to modify.

Move to table.

No action required.

The Board agreed by consensus to.

Enclosures: