



**Board of Riley County
Commissioners
Regular Meeting
Agenda
June 14, 2021**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Randolph Fireworks display application
4. 2020 Legal Letter Confirmation for Audit
5. Sign Tax Roll Corrections
6. Appoint Dan Troyer to the Parks Advisory Board and approve Resolution
7. Action on the NACo 2021 Voting Delegate for the NACo 2021 Business Meeting
8. Sign Riley County Personnel Action Forms

Review Minutes

9. Board of Riley County Commissioners - Regular Meeting - Jun 7, 2021
8:30 AM

Review Tentative Agenda

10. Tentative Agenda

Press Conference Topics

11. Discuss Press Conference

9:00 AM

Rich Vargo, County Clerk

12. Year to date budget and expenditure reports

9:15 AM

Christy Rodriguez, Flint Hills Regional Council Director

13. Flint Hills Regional Council update

9:30 AM

Press Conference

- 14. Garden Tour - Gregg Eyestone (2-3 mins)
- 15. USD 383 Primary Election - Rich Vargo (1-2 minutes)

9:50 AM Tami Robison, Budget and Finance Officer

- 16. 2022 Budget Work Session

10:10 AM John Ellermann, Public Works Director/County Engineer

- 17. Public Works Project Update
- 18. KDOT US-24 Unofficial Detour

10:30 AM Break

10:40 AM Clancy Holeman, Counselor/Director of Administrative Services

- 19. Administrative Work Session
- 20. Pending County Projects County Counselor

11:00 AM Allana Saenger Parker, Museum Curator of Design

- 21. Riley County Historical Museum Staff Report- Wolf House 4th Grade Virtual Tour

11:15 AM Shilo Heger, Treasurer

- 22. May 2021 Revenue Reporting - Riley County Treasurer

12:00 PM County Officials Luncheon

- 23. County Official's Luncheon Agenda - Facilities, Julie Gibbs and Robbin Cole

Adjournment

Announcement

Riley County Planning Board/Board of Zoning Appeals meeting will be held tonight at 7:30 p.m. in the Commission Chambers, Courthouse Plaza East Building, 115 N. 4th Street.

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



EMERGENCY MANAGEMENT
Fireworks Display Permit

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

COMMISSION AGENDA REPORT

FROM: Russel Stukey
MEETING: June 14, 2021
SUBJECT: Randolph Fireworks display application
PRESENTER: Russel Stukey

BACKGROUND

Per the Riley County resolution dated 31 July 1978, applications for a "Fireworks Display permit" must be submitted to the county at least 30 days prior to the display. Approval of the display must be completed at least 10 days prior to the display by the Board of County Commissioners. The application must include information about the display operator, time and date of the display and the need for fire and or police. The application must include proof of \$1,000,000 liability insurance.

DISCUSSION

The applicant appears to be complete and this has been an annual event for years.

FISCAL IMPACT

No fiscal impact.

ALTERNATIVES

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

RECOMMENDATION(S)

Staff recommends approval of this annual event.

POSSIBLE MOTION

Move to approve the Fireworks Display Permit for Randolph 3rd of July.

Enclosures:

- Fireworks Display Permit for Randolph (PDF)

**PUBLIC FIREWORKS DISPLAY PERMIT
RILEY COUNTY, KANSAS**

DATE OF APPLICATION: april 13 2021

NAME OF APPLICANT: B. Zimmer Bruce L.
(LAST) (FIRST) (MI)

DATE OF DISPLAY: 7 3 2021 **TIME OF DISPLAY:**
(MONTH/DAY/YEAR) (FROM--TO)

LOCATION OF DISPLAY: North of Randolph

NAME OF GROUP VIEWING DISPLAY: public

NATURE OR KIND OF FIREWORKS TO BE DISPLAYED: Class B

THE NAME OF THE PERSON, FIRM OR CORPORATION DISCHARGING THE

FIREWORKS: Randolph Homes club

ESTIMATED SIZE OF AUDIENCE: 3,000 **NEED FOR POLICE:** yes

NEED FOR FIRE: yes **NEED FOR EMS/RESCUE:** yes

INSURANCE CARRIER FOR THE DISPLAY:
(MIN. \$1,000,000.00)

REVIEWED BY: Russel Dwyer
(FIRE CHIEF)

APPROVED THIS _____ **DAY OF** _____, 20 **BY THE BOARD OF**
COUNTY COMMISSIONERS OF RILEY COUNTY, KANSAS.

CHAIRMAN

ATTEST:

MEMBER

RILEY COUNTY CLERK

MEMBER

Attachment: Fireworks Display Permit for Randolph (10899 : Fireworks Display Application)



CERTIFICATE OF LIABILITY INSURANCE

3.a

DATE (MM/DD/YYYY)

03/22/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER DSP Insurance 1900 E. Golf Road, Suite 650 Schaumburg, IL 60173	CONTACT NAME: John Adams	FAX (A/C, No): 847-934-6186
	PHONE (A/C, No, Ext): 1-800-316-6705	E-MAIL ADDRESS: lionsclubs@dspins.com
INSURED Randolph Lions Club Randolph Kansas	INSURER(S) AFFORDING COVERAGE	
	INSURER A: ACE American Insurance Company	NAIC # 22667
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Agg. Per Named Insured is \$2,000,000 GEN'L AGGREGATE LIMIT APPLIES PER ☒ POLICY ☐ PROJECT ☐ LOC			HDOG71445999	09/01/2020	09/01/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS			ISAH25314141	09/01/2020	09/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				WC STATUTORY LIMITS ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Provisions of the policy apply to the named insureds participation in the following activity during the policy period shown above: Randolph Independence Day Celebration Fireworks Display July 3 2022

The following persons or organizations granting use of real property, including structures thereon are included as Additional Insured(s), but only with respect to General Liability arising out of the use of premises by the insured shown above and not out of the sole negligence of said additional insured.

*** Randolph Pride Organization ***

PROVISIONS OF THE POLICY DO NOT APPLY TO THE SALE OR SERVING OF ALCOHOLIC BEVERAGES

CERTIFICATE HOLDER**CANCELLATION**

Bruce Zimmer
14520 Gardiner Rd.
Randolph Kansas 66554

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



COUNTY CLERK & ELECTIONS
Letter

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

COMMISSION AGENDA REPORT

FROM: James Gordon & Associates CPA, P.A.
MEETING: June 14, 2021
SUBJECT: 2020 Legal Letter Confirmation for Audit
PRESENTER: Tami Robison

POSSIBLE MOTION(S)

Move to sign a Management Representation Letter with James Gordon & Associates CPA, P.A.

Enclosures:

- 2020 Legal Letter (PDF)



BOARD OF COMMISSIONERS

115 N. 4th Street, 1st Flo
 Manhattan, Kansas 66501
 Phone: 785-565-6800
 Fax: 785-565-6800
 E-mail: bocc@rileycountyks.gov

June 10, 2021

Riley County Counselor
 Clancy Holeman
 115 North 4th Street
 3rd Floor East
 Manhattan, Kansas 66502

Our auditors, James L. Gordon CPA, P.A., are conducting an audit of our financial statement as of December 31, 2020 and for the year then ended. This letter will serve as our consent for you to furnish to our auditors all the information requested herein. Accordingly, please provide to them the information requested below involving matters with respect to which you have been engaged and to which you have devoted substantive attention on behalf of Riley County, Kansas in the form of legal consultation or representation.

Pending or Threatened Litigation, Claims and Assessments (excluding unasserted claims and assessments)

Please prepare a description of all material pending or threatened litigation, claims, and assessments (excluding unasserted claims and assessments). Materiality for purposes of this letter includes items involving amounts exceeding \$20,000 individually or in the aggregate. The description of each matter should include:

- 1) the nature of the litigation;
- 2) the progress of the matter to date;
- 3) how management of Riley County, Kansas is responding or intends to respond to the litigation; e.g., to contest the case vigorously or to seek an out-of-court settlement; and
- 4) an evaluation of the likelihood of an unfavorable outcome and an estimate, if one can be made, of the amount or range of potential loss.

Also, please identify any pending or threatened litigation, claims, and assessments with respect to which you have been engaged but as to which you have not devoted substantive attention.

Unasserted Claims and Assessments

We have represented to our auditors that there are no unasserted possible claims or assessments that you have advised us are probable of assertion and must be disclosed in accordance with FASB Accounting Standards Codification 450, Contingencies.



BOARD OF COMMISSIONERS

115 N. 4th Street, 1st Flo
 Manhattan, Kansas 66508
 Phone: 785-565-6800
 Fax: 785-565-6800

E-mail: bocc@rileycountyks.gov

We understand that, whenever, in the course of performing legal services for us with respect to a matter recognized to involve an unasserted possible claim or assessment that may call for financial statement disclosure, if you have formed a professional conclusion that we should disclose or consider disclosure concerning such possible claim or assessment, as a matter of professional responsibility to us, you will so advise us and will consult with us concerning the question of such disclosure and the applicable requirements of FASB Accounting Standards Codification 450, Contingencies (excerpts of which can be found in the ABA's Auditor's Letter Handbook). Please specifically confirm to our auditors that our understanding is correct.

Response

Your response should include matters that existed as of December 31, 2020, and during the period from that date to the effective date of your response. Please specify the date of your response if it is other than the date of reply.

Please specifically identify the nature of, and reasons for, any limitations on your response.

Our auditors expect to have the audit completed about July 16, 2021. They would appreciate receiving your reply by that date with a specified effective date no earlier than July 12, 2021. You may also be requested to provide updates to your written response at a later date. We authorize you to respond to a request for updates made directly from our auditors in connection with the audit of our financial statement as of December 31, 2020 and for the year then ended. We appreciate your timely response to such requests.

Very truly yours,

Board of County Commissioners of Riley County, Kansas,

 Chairman

 Member

 Member

Attachment: 2020 Legal Letter (10907 : 2020 Legal Letter Confirmation for Audit)



COUNTY CLERK & ELECTIONS
Tax Roll Correction

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

COMMISSION AGENDA REPORT

FROM: Lori Muir, Real Estate Specialist

MEETING: June 14, 2021

SUBJECT: Sign Tax Roll Corrections

PRESENTER: Rich Vargo, County Clerk

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:

- image17433 (PDF)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR

2021/06/07

5.a

Taxpayer ID VISS0028
Owner ID VISS0028

Control # 2021000251

Tax Year 2020
Tract # RI29026

VISSER, VINTON

CAMA # 151-02-0-10-08-001-00-0-01

WESTSIDE TO UNION
BLK 6 LOTS 1 2 3 4 5

9931 MADISON RD

TU 7 Riley City
Parcel 3660

RILEY, KS 66531-9684

USD 378

Property Address 223 N HIGH ST

APPRAISER SECTION (Value)

2021/06/07 LMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
RU	8780	109500	118280
—	—	—	—
—	—	—	—
—	—	—	—
Total	8780	109500	118280

Assessed Prior to Correction:

RU			
RU	1010	12593	13603
—	—	—	—
—	—	—	—
—	—	—	—
Total	1010	12593	13603
SB41	2300	—	—

Appraised After Correction:

CL	Land	Imp	Total
RU	8780	59680	68460
—	—	—	—
—	—	—	—
—	—	—	—
Total	8780	59680	68460

Assessed After Correction:

RU			
RU	1010	6863	7873
—	—	—	—
—	—	—	—
—	—	—	—
Total	1010	6863	7873
SB41	2300	—	—

Net Change
49820-Net Change
5730-Total 5730-
SB41

CLERK SECTION (Tax)

2021/06/07 LMUIR

ORDER PRINTED

Tax Prior to Correction:

Levy 164.43300	Gen Tax	2236.78
	SB41 \$	46.00
SB41 Tax Dollars		2190.78

Tax After Correction:

Levy 164.43300	Gen Tax	1294.58
	SB41 \$	46.00
SB41 Tax Dollars		1248.58

Net Change
942.20-

942.20-

TREASURER SECTION (Summary)

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

5730-

164.43300

942.20-

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Rate 2.00%

Tax Statement # 29976

Comments PUP adjustment per Appraiser

Net Change in SB41 Exemption

Net Change in Total Tax Dollars

942.20-

Owner VISS0028
VISSER, VINTONBy 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: image17433 (10898 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR

2021/06/07

5.a

Taxpayer ID RLDPO001
Owner ID RLDPO001

Control # 2021000252

Tax Year 2019
Tract # 139001

RLD PROPERTIES LLC

CAMA # 203-06-2-70-04-004-00-0-01

BLUE HILLS SHOPPING

528 HIGHWAY 99

TU 2 Manhattan City

CENTER ADD #2

SUMMERFIELD, KS 66541-8628

Parcel 53600

LOTS PT OF 1 & 2

USD 383

Property Address 2301 TUTTLE CREEK BLVD

APPRAISER SECTION (Value)

2021/06/07 LMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
CU	1186920	2696880	3883800

Total 1186920 2696880 3883800

Assessed Prior to Correction:

CU			
CU	296730	674220	970950

Total 296730 674220 970950

SB41

Appraised After Correction:

CL	Land	Imp	Total
CU	1186920	2435080	3622000

Total 1186920 2435080 3622000

Assessed After Correction:

CU			
CU	296730	608770	905500

Total 296730 608770 905500

SB41

Net Change

261800-

261800-

Net Change

65450-

Total 65450-

SB41

CLERK SECTION (Tax)

2021/06/07 LMUIR

ORDER PRINTED

Tax Prior to Correction:

Levy	156.51000	Gen Tax	151963.38
		SB41 \$	
SB41 Tax Dollars			151963.38

SB41 Tax Dollars 151963.38

Tax After Correction:

Levy	156.51000	Gen Tax	141719.82
		SB41 \$	
SB41 Tax Dollars			141719.82

SB41 Tax Dollars 141719.82

Net Change

10243.56-

10243.56-

TREASURER SECTION (Summary)

Net Change in Assessed Value
(no SB41 influence)

65450-

Applicable Mill Levy

156.51000

Net Change in Levied Tax Dollars

10243.56-

Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Rate 2.00%

Tax Statement # 25515

Comments PUP adjustment per Appraiser

Owner RLDPO001

RLD PROPERTIES LLC

Net Change in Total Tax Dollars

10243.56-

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: image17433 (10898 : Tax Roll Corrections)



COUNTY CLERK & ELECTIONS
Boards

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

COMMISSION AGENDA REPORT

FROM: Cindy Kabriel, Administrative Assistant II

MEETING: June 14, 2021

SUBJECT: Appoint Dan Troyer to the Parks Advisory Board and approve Resolution

PRESENTER: Cindy Kabriel, Administrative Assistant II

POSSIBLE MOTION(S)

Move to sign an appointment letter for Dan Troyer to the Parks Advisory Board and approve "Resolution No. 061421- , A Resolution appointing representatives to the Riley County Park Advisory Board".

Move to deny

Move to modify

Move to table

Enclosures:

- Park Board Dan Troyer (PDF)
- Dan Troyer recommendation and application (PDF)



BOARD OF COMMISSIONERS

6.a

115 N. 4th Street, 1st Floor
Manhattan, Kansas 6650
Phone: 785-565-684
Fax: 785-565-684
E-mail: bocc@rileycountyks.go

June 14, 2021

Dan Troyer
3681 Kitten Creek Road
Manhattan, KS 66503

Dear Dan:

This is to confirm your appointment to the Park Board. We greatly appreciate your willingness to serve on this Council/Board and know that the Park Board will benefit from your contribution.

Sincerely,

Riley County Board of County Commissioners

Chairman

Member

Member

Attachment: Park Board Dan Troyer (10903 : Park Advisory Board)

RESOLUTION NO. 061421-**A RESOLUTION APPOINTING A REPRESENTATIVE TO THE RILEY
COUNTY PARK ADVISORY BOARD**

WHEREAS, Riley County has representatives on the Riley County Park Advisory Board, and

WHEREAS, one position is open and Dan Troyer, is eligible to be appointed and has indicated his willingness to serve a first term; and

WHEREAS, the Board of Commissioners of Riley County, Kansas, desire to appoint him to a term.

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of Riley County, Kansas, that Dan Troyer is hereby appointed as a Keats Community representative to the Riley County Park Advisory Board.

ADOPTED this 14th day of June, 2021.

**BOARD OF COUNTY
COMMISSIONERS
OF RILEY COUNTY, KANSAS**

CHAIR

MEMBER

MEMBER

ATTEST:

RICH VARGO
Riley County Clerk

Attachment: Park Board Dan Troyer (10903 : Park Advisory Board)



June 7, 2021

Riley County Board of County Commissioners
110 Courthouse Plaza
Manhattan KS 66503

Re: Park Board Recommendation

I would like to recommend Dan Troyer as the Keats Community member to the Riley County Park Advisory Board.

Dan Troyer
3681 Kitten Creek Rd
Manhattan, KS 66503
(785) 213-1928

Respectfully,

David G Willis
Riley County Park Manager

Attachment: Dan Troyer recommendation and application (10903 : Park Advisory Board)



RILEY COUNTY
APPLICATION FOR SERVING
ON A COUNTY ADVISORY COUNCIL/BOARD

Name Dan Troyer Date 6-7-2021
 Address 3681 Kitten Creek Rd Manhattan KS 66503
 Telephone 785-213-1928 (Home) _____ (Work) _____ Occupation General Contractor
 e-mail address: dan.troyer@gmail.com

Following is a list of current County Advisory Council Boards. Please use a separate application for each council board for which you would like to be considered. If you have any questions or need additional information about the specific group(s) you are interested in, please contact the County Clerk's Office (565-6202).

☐ Armed Forces Memorial Committee Board	☐ Museum Board of Trustees
☐ Big Lakes Developmental Center Board	☐ North Central -- Flint Hills Area Agency on Aging
☐ Fair Board	☐ Pawnee Mental Health Services Board
☐ Food and Farm Council	☐ Riley County Council on Aging
☐ Hunters Island Water District	☒ Riley County Parks Board
☐ Joint Corrections Advisory Board	☐ Riley County Planning Board Board of Zoning Appeals
☐ Judicial Nominating Commission—21st	☐ Riley County Public Health Advisory Council
☐ Law Enforcement Agency Board	☐ Road and Bridge Advisory Board
☐ Manhattan Urban Area Planning Board	☐ Solid Waste Management Committee

Please state why you are interested in serving on this council board and indicate what training and expertise you would bring to this council board (please use additional pages as needed).

As a member of the Keats community, I utilize the park on a regular basis and would like to provide community input on how the park is managed.

Please provide references: (Name, address and phone number)


 Digitally signed by Daniel Troyer
 Date: 2021.06.07 14:18:55-05'00'
 Signature Daniel Troyer

When an opening on a council board occurs, the Riley County Commissioners will review the applications on file. If your application is selected, you will be contacted to confirm that you are still interested in serving on this council board before an appointment is made. All applications will remain on file for three years.

Please return this application (interested or not) to:
 County Clerk's Office, 110 Courthouse Plaza, Manhattan, Kansas 66502
THANK YOU FOR YOUR INTEREST IN SERVING RILEY COUNTY

Attachment: Dan Troyer recommendation and application (10903 : Park Advisory Board)



COUNTY CLERK & ELECTIONS
Meeting information

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

COMMISSION AGENDA REPORT

FROM: Rich Vargo, County Clerk

MEETING: June 14, 2021

SUBJECT: Action on the NACo 2021 Voting Delegate for the NACo 2021 Business Meeting

PRESENTER: Rich Vargo, County Clerk

Move to appoint Commissioner _____ as Riley County's voting delegate for the National Association of Counties (NACo) 2021 In Person/Virtual Annual Business Meeting on Monday, July 12, 2021.

Enclosures:

- 2021 NACo voting delegate(PDF)

REGISTER A VOTING DELEGATE FOR THE 2021 NACo ANNUAL CONFERENCE

County Chief Elected Officials, Clerks to the County Board and registrants can designate a voting delegate. **In order to vote** member counties, parishes and boroughs must:

- Register for the 2021 Annual Conference (regardless of in-person or virtual participation)
- Pay 2021 NACo membership dues in full, and
- Designate the voting delegate(s). We strongly recommend designating one delegate due to the hybrid nature of the event.

Presorted
U.S. Post
PAID
Permit No.
San Diego

REGISTER YOUR VOTING DELEGATE ONLINE

Visit **NACo.org/VotingCredentials** to learn more and appoint a voting delegate. Delegates can participate in-person or virtually.

Email Credentials@NACo.org with questions



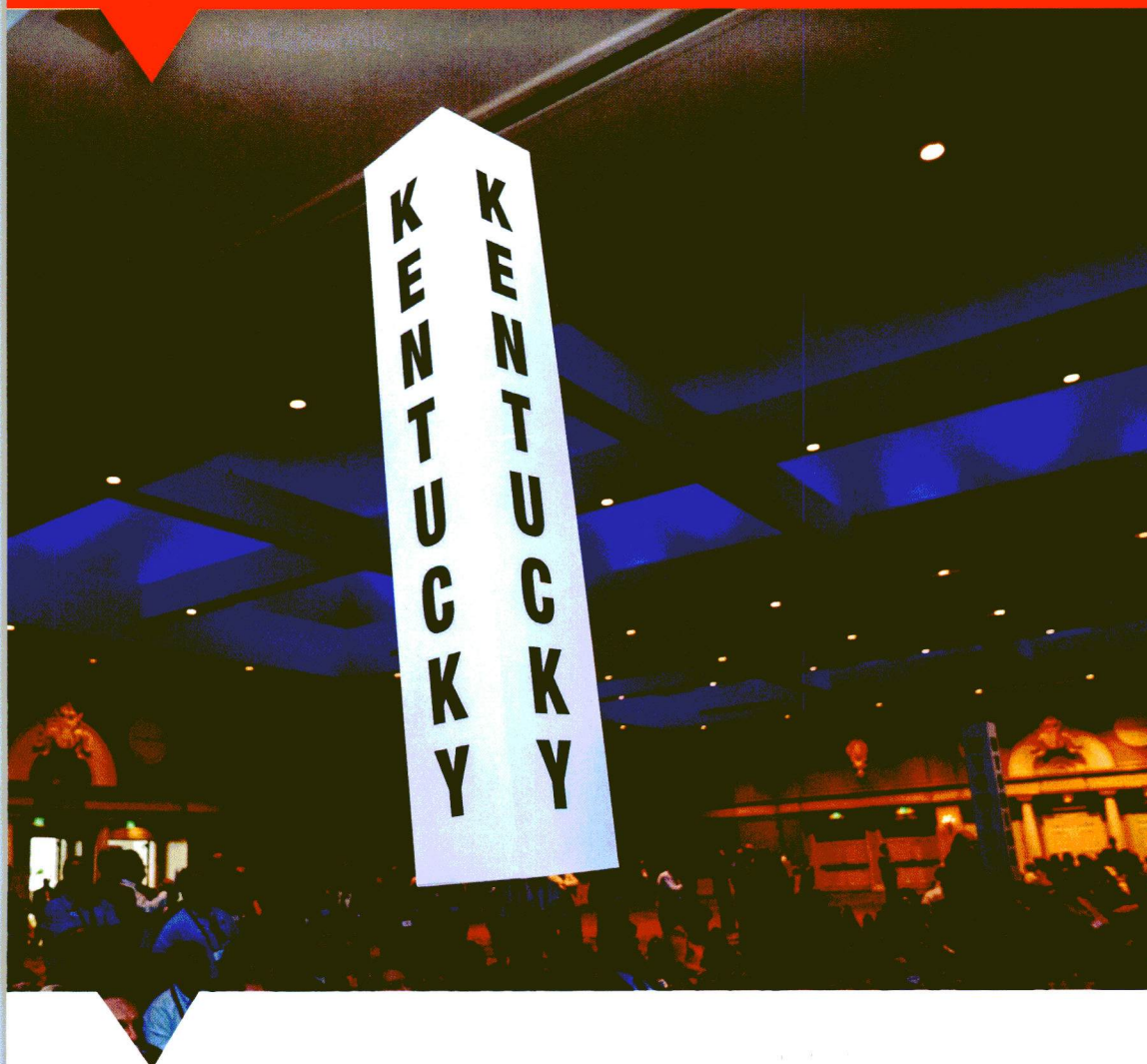
660 North Capitol Street NW Suite 400
Washington, D.C. 20001



*****AUTO**MIXED AADC 901

MARVIN RODRIGUEZ
COMMISSIONER
RILEY COUNTY
110 COURTHOUSE PLZ
MANHATTAN KS 66502-0125

Register a voting delegate for the NACo Annual Conference and Business Meeting July 9-12, 2021



At the NACo Annual Business Meeting on Monday, July 12, members will elect our 2021-2022 officers, set our national policy agenda and conduct other association business.

Learn more at
NACo.org/VotingCredentials





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 Resource Manager

MEETING: June 14, 2021

SUBJECT: Sign Riley County Personnel Action Forms

PRESENTER: Elizabeth Ward, Human Resource Manager

Enclosures:

- Wege Facility and Grounds Tech (green) (PDF)
- Cameron Harp RADXUP (green) (PDF)
- Register Records Asst I (green) (PDF)

RILEY COUNTY PERSONNEL ACTION FORM

☐ Add		Fill Request Date	06/10/2021
☒ Change		Employee #	3378

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

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

Wege	Brett		
Name: Last	First	Middle	Home Phone

Address: Street	City	State	Zip

Facility & Grounds Technician I	Public Works/Parks Division	001-040-81
Position Title	Department	Fund

06/15/2021	☐	☒		☒ Yes	☐ No
Effective Date	Exempt	Non-Exempt	Ending Date For Temporary	Is this a budgeted position?	

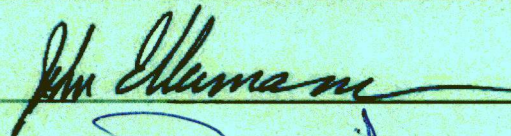
H	1	\$16.19	☒ Hour	\$	☐ Bi-weekly	☒ 40	☐
Grade/Step		Pay Rate				Hours Per Workweek	

Comments:

Promoting from Seasonal/Temp to Permanent Full Time Status

Approvals:

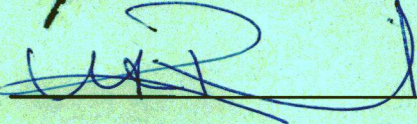
Department:



Date:

6-10-2021

Personnel:



6-10-2021

BOCC:

Chairman:

Member:

Member:

RILEY COUNTY PERSONNEL ACTION FORM

☒ Add ☐ Change		Fill Request Date 06/08/2021 Employee #
--	--	--

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

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

Cameron-Harp	Kelly		
Name: Last	First	Middle	Home Phone

Address: Street	City	State	Zip

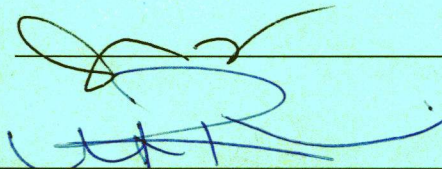
RADxUP Community Health Spec.	Health Department	30-400-126
Position Title	Department	Fund

7/9/2021	☐	☒		☐ Yes	☒ No
Effective Date	Exempt	Non-Exempt	Ending Date For Temporary	Is this a budgeted position?	

I	1	\$17.01	☒ Hour	\$	☐ Bi-weekly	☒ 40	☐
Grade/Step		Pay Rate				Hours Per Workweek	

Comments: resignation

Approvals: _____ Date: 6-8-21

Department:  _____

Personnel:  _____ 6-8-21

BOCC: _____

Chairman: _____

Member: _____

Member: _____

RILEY COUNTY PERSONNEL ACTION FORM

☒ Add		Fill Request Date	06/08/2021
☐ Change		Employee #	

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

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

Register	Debra		
----------	-------	--	--

Name: Last First Middle Home Phone

--	--	--	--

Address: Street City State Zip

Records Asst I	Register of Deeds	1-0006
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Position Title Department Fund

6/28/2021	☐	☒		☒ Yes	☐ No
-----------	--------------------------	-------------------------------------	--	---	-----------------------------

Effective Date Exempt Non-Exempt Ending Date For Temporary Is this a budgeted position?

F	10	\$19.41	☒ Hour	\$	☐ Bi-weekly	☐ 40	☒ 25 AM
---	----	---------	--	----	------------------------------------	-----------------------------	---

Grade/Step Pay Rate Hours Per Workweek

Comments:

transferring from Temp position to Perm Part Time

Approvals:

Department: Amy M. Mangus Date: 6-8-21

Personnel: [Signature] 6-8-2021

BOCC:

Chairman: _____

Member: _____

Member: _____



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
June 17, 2021**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Discuss Intergovernmental Luncheon
2. Approve payroll/accounts payables (when completed)

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Julie Gibbs, Health Department Director

3. Staff update
4. Request to extend RADX positions
5. Request to fill Contact Tracer position
6. Smoke free county parks

9:30 AM

Clancy Holeman, Counselor/Director of Administrative Services

7. Administrative Work Session

9:50 AM

Break

10:00 AM

Gary Fike, County Extension Director

8. Staff update

10:15 AM

Dennis Butler, RCPD Director

9. RCPD update

10:30 AM

Russel Stukey, Emergency Management Director

Attachment: 06-17-21 tentative agenda (10462 : Tentative Agenda)

10. Staff update

10:45 AM Gary Fike, County Extension Director and Kaw Valley Rodeo Committee

11. Parking at the Kaw Valley Rodeo during the Riley County Fair

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

Adjournment

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

Attachment: 06-17-21 tentative agenda (10462 : Tentative Agenda)



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
June 21, 2021**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Dani Hallgren and Lee Wolf, Konza Prairie Community Health and Dental Center update

1. Konza Prairie Community Health and Dental Center update

9:15 AM

David Adams, EMS/Ambulance Director

2. Staff update

9:30 AM

Press Conference

3. USD 383 Primary Election - Rich Vargo (1-2 minutes)

9:50 AM

Tami Robison, Budget and Finance Officer

4. Budget Work Session

10:10 AM

Clancy Holeman, Counselor/Director of Administrative Services

5. Administrative Work Session

12:00 PM

Law Enforcement Agency Meeting

Adjournment

Attachment: 06-21-21 tentative agenda (10462 : Tentative Agenda)

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



COUNTY CLERK & ELECTIONS
Budget

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

STAFF REPORT

FROM: Rich Vargo, County Clerk

MEETING: June 14, 2021

SUBJECT: Year to date budget and expenditure reports

PRESENTER: Rich Vargo, County Clerk

Enclosures:

- 2021 YTD Wage-Overtime Report Overview 2021-06-01 (PDF)
- 2021 YTD Wage-Overtime Report Detail Page 2021-06-01 (PDF)
- Financial reports 2021 (PDF)

2021 YTD Wages/Overtime Compared to Budget

						% of Year Used	41.67%	
May	Regular Wages	Overtime Wages	2021 Budgeted Overtime	OT % of reg wage	Total Wages by department	2021 Wages Budget	2021 Wage/OT Budget	Budget Spent
Department								
Attorney	\$473,955.15	\$640.75	\$3,803.00	0.14%	\$474,595.90	\$1,395,357.00	\$1,399,160.00	33.9%
Clerk	\$231,109.34	\$387.97	\$4,623.00	0.17%	\$231,497.31	\$632,249.00	\$636,872.00	36.3%
Commissioners	\$53,212.10	\$0.00	\$0.00	0.00%	\$53,212.10	\$137,435.00	\$137,435.00	38.7%
Administrative Services	\$157,341.80	\$8.49	\$1,067.00	0.01%	\$157,350.29	\$408,766.00	\$409,833.00	38.3%
Register of Deeds	\$99,021.00	\$32.45	\$662.00	0.03%	\$99,053.45	\$329,620.00	\$330,282.00	29.9%
Treasurer	\$216,839.83	\$3,622.60	\$3,722.00	1.67%	\$220,462.43	\$588,117.00	\$591,839.00	37.2%
Emergency Mgt	\$54,892.48	\$667.27	\$726.00	1.22%	\$55,559.75	\$151,378.00	\$152,104.00	36.5%
Museum	\$121,868.05	\$94.43	\$0.00	0.08%	\$121,962.48	\$299,479.00	\$299,479.00	40.7%
Election	\$67,472.39	\$0.00	\$2,533.00	0.00%	\$67,472.39	\$319,151.00	\$321,684.00	20.9%
EMS/Ambulance	\$508,232.04	\$297,395.73	\$896,206.00	58.52%	\$805,627.77	\$1,380,991.00	\$2,277,197.00	35.3%
Appraiser	\$404,820.87	\$507.51	\$9,192.00	0.13%	\$405,328.38	\$1,083,795.00	\$1,092,987.00	37.0%
Planning & Development	\$150,797.06	\$181.08	\$1,861.00	0.12%	\$150,978.14	\$384,866.00	\$386,727.00	39.0%
Information Tech-GIS	\$226,124.73	\$73.36	\$5,131.00	0.03%	\$226,198.09	\$668,716.00	\$673,847.00	33.5%
General Serv.-Separation	\$50,605.92	\$0.00			\$50,605.92	\$100,000.00	\$100,000.00	50.6%
Public Works	\$1,094,889.40	\$23,121.35	\$88,256.00	2.11%	\$1,118,010.75	\$3,253,587.00	\$3,341,843.00	33.4%
Noxious Weed	\$122,585.91	\$2,290.67	\$6,186.00	1.87%	\$124,876.58	\$329,630.00	\$335,816.00	37.1%
NON-GENERAL FUNDS								
Solid Waste payroll	\$64,058.00	\$4,526.62	\$10,683.00	7.07%	\$68,584.62	\$165,482.00	\$176,165.00	38.9%
Motor Vehicle	\$80,917.41	\$401.22	\$1,437.60	0.50%	\$81,318.63	\$222,897.00	\$224,334.60	36.2%
Fire District #1	\$93,476.82	\$0.00	\$472.00	0.00%	\$93,476.82	\$290,803.00	\$291,275.00	32.0%
Subtotal-All County Funds	\$4,272,220.30	\$333,951.50	\$1,036,560.60	7.82%	\$4,606,171.80	\$12,142,319.00	\$13,178,879.60	
Health Dept.-General Fund	\$216,099.27	\$42,157.39	\$1,084.00	19.51%	\$258,256.66	\$265,808.00	\$266,892.00	96.7%
2 Health Dept.-Grant Funds	\$889,665.33	\$3,441.06	\$10,555.00	0.39%	\$893,106.39	\$2,199,974.00	\$2,007,727.00	44.4%
Full Grant Funds								
2 Youth Court Svcs	\$16,654.93	\$0.00	\$0.00	0.00%	\$16,654.93	\$16,654.93	\$44,322.00	37.5%
2 Juvenile Services	\$83,735.44	\$723.83	\$0.00	0.86%	\$84,459.27	\$223,470.00	\$223,470.00	37.7%
2 Adult Services	\$96,915.35	\$0.00	\$0.00	0.00%	\$96,915.35	\$255,929.00	\$255,929.00	37.8%
2 PIO (wages reflected in HD-Gen)	\$22,492.08	\$0.00	\$0.00	0.00%	\$22,492.08	\$65,707.00	\$65,707.00	34.2%
2 RADxUp coord & Spec	\$7,166.41	\$0.00	\$0.00	0.00%	\$7,166.41	\$82,000.00	\$82,000.00	8.7%
2 IRIS (wages reflected in HD-Gen)	\$13,109.01	\$0.00	\$0.00	0.00%	\$13,109.01	\$55,095.00	\$55,095.00	23.7%
Subtotal Grant Funds	\$240,073.22	\$723.83	\$0.00	0.86%	\$240,797.05	\$698,855.93	\$726,523.00	
Totals	\$5,618,058.12	\$380,273.78	\$1,048,199.60	6.77%	\$5,998,331.90	\$15,306,956.93	\$16,180,021.60	
1 Indicates Partial Grant fund					\$2,199,974.00		\$16,180,021.60	
2 Indicates Full Grant fund					\$698,855.93			

Attachment: 2021 YTD Wage-Overtime Report Overview 2021-06-01 (10891 : Year to date budget and expenditure reports)

			January	February	March	1st Quarter	April	May	June	2nd Quarter	July
Department											
Attorney	Regular Salaries	1001	\$96,278.53	\$96,304.60	\$96,056.54	\$288,639.67	\$96,351.45	\$88,964.03		\$185,315.48	
	Seasonal/Temp	1003	\$0.00							\$0.00	
	Overtime	1005	\$133.74	\$311.51	\$11.60	\$456.85	\$183.90			\$183.90	
			\$96,412.27	\$96,616.11	\$96,068.14	\$289,096.52	\$96,535.35	\$88,964.03	\$0.00	\$185,499.38	\$0.00
Clerk	Regular Salaries	1001	\$45,946.69	\$51,063.67	\$39,813.74	\$136,824.10	\$47,142.62	\$47,142.62		\$94,285.24	
	Overtime	1005	\$15.91	\$325.56	\$31.00	\$372.47	\$7.75	\$7.75		\$15.50	
			\$45,962.60	\$51,389.23	\$39,844.74	\$137,196.57	\$47,150.37	\$47,150.37	\$0.00	\$94,300.74	\$0.00
Commissioners	Regular Salaries	1001	\$10,924.34	\$10,571.94	\$10,571.94	\$32,068.22	\$10,571.94	\$10,571.94		\$21,143.88	
Administrative Svcs	Regular Salaries	1001	\$31,435.05	\$31,435.04	\$31,454.43	\$94,324.52	\$31,435.04	\$31,582.24		\$63,017.28	
	Overtime	1005	\$0.00			\$0.00	\$8.49	\$0.00		\$8.49	
			\$31,435.05	\$31,435.04	\$31,454.43	\$94,324.52	\$31,443.53	\$31,582.24	\$0.00	\$63,025.77	\$0.00
Register of Deeds	Regular Salaries	1001	\$22,222.98	\$19,707.66	\$19,910.54	\$61,841.18	\$18,369.75	\$18,810.07		\$37,179.82	
	Overtime	1005	\$7.06	\$18.05		\$25.11	\$7.34	\$0.00		\$7.34	
			\$22,230.04	\$19,725.71	\$19,910.54	\$61,866.29	\$18,377.09	\$18,810.07	\$0.00	\$37,187.16	\$0.00
Treasurer	Regular Salaries	1001	\$42,413.42	\$42,480.59	\$44,229.38	\$129,123.39	\$45,175.88	\$42,540.56		\$87,716.44	
	Seasonal/Temp	1003	\$55.48			\$55.48				\$0.00	
	Overtime	1005	\$3,063.21	\$24.89	\$212.16	\$3,300.26	\$9.57	\$312.77		\$322.34	
			\$45,532.11	\$42,505.48	\$44,441.54	\$132,479.13	\$45,185.45	\$42,853.33	\$0.00	\$88,038.78	\$0.00
Emergency Mgt	Regular Salaries	1001	\$13,044.57	\$9,689.36	\$9,690.02	\$32,423.95	\$9,690.02	\$9,724.91		\$19,414.93	
	Seasonal/Temp	1003	\$1,388.00	\$1,388.00	\$277.60	\$3,053.60		\$0.00		\$0.00	
	Overtime	1005	\$0.00	\$431.77	\$222.42	\$654.19	\$13.08	\$0.00		\$13.08	
			\$14,432.57	\$11,509.13	\$10,190.04	\$36,131.74	\$9,703.10	\$9,724.91	\$0.00	\$19,428.01	\$0.00
Museum	Regular Salaries	1001	\$21,904.62	\$21,904.62	\$21,904.62	\$65,713.86	\$21,904.62	\$21,904.62		\$43,809.24	
	Seasonal/Temp	1003	\$2,569.29	\$2,530.12	\$2,322.76	\$7,422.17	\$2,381.18	\$2,541.60		\$4,922.78	
	Overtime	1005	\$94.43			\$94.43		\$0.00		\$0.00	
			\$24,568.34	\$24,434.74	\$24,227.38	\$73,230.46	\$24,285.80	\$24,446.22	\$0.00	\$48,732.02	\$0.00
Election	Regular Salaries	1001	\$13,639.92	\$13,639.83	\$12,168.72	\$39,448.47	\$11,112.54	\$12,859.03		\$23,971.57	
	Seasonal/Temp	1003	\$1,919.55	\$533.20	\$479.88	\$2,932.63	\$586.52	\$533.20		\$1,119.72	
	Overtime	1005	\$0.00			\$0.00		\$0.00		\$0.00	
			\$15,559.47	\$14,173.03	\$12,648.60	\$42,381.10	\$11,699.06	\$13,392.23	\$0.00	\$25,091.29	\$0.00
EMS/Ambulance	Regular Salaries	1001	\$95,942.06	\$97,165.41	\$96,234.41	\$289,341.88	\$95,268.83	\$93,553.80		\$188,822.63	
	Seasonal/Temp	1003	\$6,324.18	\$6,350.18	\$7,622.24	\$20,296.60	\$4,325.00	\$5,445.93		\$9,770.93	
	Overtime	1005	\$66,881.02	\$58,823.39	\$61,256.50	\$186,960.91	\$55,941.60	\$54,493.22		\$110,434.82	
			\$169,147.26	\$162,338.98	\$165,113.15	\$496,599.39	\$155,535.43	\$153,492.95	\$0.00	\$309,028.38	\$0.00

			January	February	March	1st Quarter	April	May	June	2nd Quarter	July
Department											
Appraiser	Regular Salaries	1001	\$81,087.10	\$81,375.85	\$79,908.00	\$242,370.95	\$77,994.68	\$78,626.66		\$156,621.34	
	Seasonal/Temp	1003	\$1,599.61	\$1,046.41	\$919.78	\$3,565.80	\$1,129.72	\$1,133.06		\$2,262.78	
	Overtime	1005	\$57.35	\$19.12	\$0.00	\$76.47	\$202.36	\$228.68		\$431.04	
			\$82,744.06	\$82,441.38	\$80,827.78	\$246,013.22	\$79,326.76	\$79,988.40	\$0.00	\$159,315.16	\$0.00
Planning & Development	Regular Salaries	1001	\$29,352.00	\$29,351.98	\$29,351.99	\$88,055.97	\$30,365.07	\$30,515.02		\$60,880.09	
	Seasonal/Temp	1003			\$1,861.00	\$1,861.00					
	Overtime	1005	\$9.29	\$78.50		\$87.79	\$65.42	\$27.87		\$93.29	
			\$29,361.29	\$29,430.48	\$31,212.99	\$90,004.76	\$30,430.49	\$30,542.89	\$0.00	\$60,973.38	\$0.00
Information Tech-GIS	Regular Salaries	1001	\$46,178.88	\$46,169.19	\$44,626.89	\$136,974.96	\$43,074.88	\$46,074.89		\$89,149.77	
	Seasonal/Temp	1003				\$0.00				\$0.00	
	Overtime	1005	\$14.55	\$14.55	\$44.26	\$73.36	\$0.00	\$0.00		\$0.00	
			\$46,193.43	\$46,183.74	\$44,671.15	\$137,048.32	\$43,074.88	\$46,074.89	\$0.00	\$89,149.77	\$0.00
General-General	Regular Salaries	1001				\$0.00				\$0.00	
	Separation Payout	1005	\$24,305.17		\$16,883.47	\$41,188.64	\$2,393.82	\$7,023.46		\$9,417.28	
			\$24,305.17	\$0.00	\$16,883.47	\$41,188.64	\$2,393.82	\$7,023.46	\$0.00	\$9,417.28	\$0.00
Public Works	Regular Salaries	1001	\$207,153.67	\$220,324.08	\$217,621.35	\$645,099.10	\$218,871.10	\$218,264.56		\$437,135.66	
	Seasonal/Temp	1003	\$2,534.00	\$2,549.94	\$2,534.00	\$7,617.94	\$2,502.40	\$2,534.30		\$5,036.70	
	Overtime	1005	\$3,338.41	\$15,459.41	\$1,122.23	\$19,920.05	\$1,475.42	\$1,725.88		\$3,201.30	
			\$213,026.08	\$238,333.43	\$221,277.58	\$672,637.09	\$222,848.92	\$222,524.74	\$0.00	\$445,373.66	\$0.00
Noxious Weed	Regular Salaries	1001	\$24,922.88	\$26,488.57	\$25,447.34	\$76,858.79	\$22,492.17	\$23,234.95		\$45,727.12	
	Seasonal/Temp	1003								\$0.00	
	Overtime	1005	\$288.94	\$1,434.59	\$247.25	\$1,970.78	\$0.00	\$319.89		\$319.89	
			\$25,211.82	\$27,923.16	\$25,694.59	\$78,829.57	\$22,492.17	\$23,554.84	\$0.00	\$46,047.01	\$0.00
Motor Vehicle	Regular Salaries	1001	\$16,180.80	\$16,180.82	\$16,194.18	\$48,555.80	\$16,180.80	\$16,180.81		\$32,361.61	
	Seasonal/Temp	1003				\$0.00				\$0.00	
	Overtime	1005	\$7.56	\$10.04	\$56.93	\$74.53	\$0.00	\$326.69		\$326.69	
			\$16,188.36	\$16,190.86	\$16,251.11	\$48,630.33	\$16,180.80	\$16,507.50	\$0.00	\$32,688.30	\$0.00
Community Corrections -Juvenile	Regular Salaries	1001	\$15,039.53	\$15,140.21	\$15,149.95	\$45,329.69	\$15,178.36	\$15,149.94		\$30,328.30	
	Seasonal/Temp	1003	\$1,708.28	1497.26	1458.53	\$4,664.07	1489.5	\$1,200.05		\$2,689.55	
	Overtime	1005		\$148.43	\$40.05	\$188.48	\$386.40	\$148.95		\$535.35	
			\$16,747.81	\$16,785.90	\$16,648.53	\$50,182.24	\$17,054.26	\$16,498.94	\$0.00	\$33,553.20	\$0.00
Community Corrections -Adult	Regular Salaries	1001	\$19,124.28	\$19,221.87	\$19,197.86	\$57,544.01	\$19,312.81	\$19,197.85		\$38,510.66	
	Seasonal/Temp	1003				\$0.00				\$0.00	
	Overtime	1005	\$11.14	\$120.97	\$65.33	\$197.44	\$509.05	\$154.19		\$663.24	
			\$19,135.42	\$19,342.84	\$19,263.19	\$57,741.45	\$19,821.86	\$19,352.04	\$0.00	\$39,173.90	\$0.00
Community Corrections	Regular Salaries	1001	\$3,332.01	\$3,326.87	\$3,332.01	\$9,990.89	\$3,332.02	\$3,332.02		\$6,664.04	

			January	February	March	1st Quarter	April	May	June	2nd Quarter	July
Department											
-Youth Court	Seasonal/Temp	1003				\$0.00				\$0.00	
	Overtime	1005	\$15.42	\$30.84	\$0.00		\$23.52	\$7.71		\$31.23	
			\$3,332.01	\$3,326.87	\$3,332.01	\$9,990.89	\$3,332.02	\$3,339.73	\$0.00	\$6,664.04	\$0.00
Solid Waste Payroll	Regular Salaries	1001	\$9,789.32	\$10,106.56	\$9,652.83	\$29,548.71	\$9,639.90	\$9,666.72		\$19,306.62	
	Seasonal/Temp	1003	\$2,897.82	\$3,048.55	\$3,076.97	\$9,023.34	\$2,938.43	\$3,240.90		\$6,179.33	
	Overtime	1005	\$2,449.65	\$2,036.74	\$0.00	\$4,486.39	\$0.00	\$40.23		\$40.23	
			\$15,136.79	\$15,191.85	\$12,729.80	\$43,058.44	\$12,578.33	\$12,947.85	\$0.00	\$25,526.18	\$0.00
Fire District #1	Regular Salaries	1001	\$17,157.46	\$13,785.04	\$14,352.94	\$45,295.44	\$14,177.92	\$12,323.46		\$26,501.38	
	Seasonal/Temp	1003	\$3,185.00	\$2,245.00	\$7,660.00	\$13,090.00	\$5,945.00	\$2,645.00		\$8,590.00	
	Overtime	1005				\$0.00	\$0.00	\$0.00		\$0.00	
			\$20,342.46	\$16,030.04	\$22,012.94	\$58,385.44	\$20,122.92	\$14,968.46	\$0.00	\$35,091.38	\$0.00
Health Dept.-General	Regular Salaries	1001	\$19,523.50	\$24,837.96	\$36,414.33	\$80,775.79	\$29,763.94	\$28,334.98		\$58,098.92	
COVID Tracers	Seasonal/Temp	1003	\$ 21,744.13	\$15,669.02	\$14,915.01	\$52,328.16	\$13,778.39	\$11,118.01		\$24,896.40	
	Overtime	1005	\$7,264.57	\$8,325.71	\$10,999.73	\$26,590.01	\$11,311.84	\$4,255.54		\$15,567.38	
			\$48,532.20	\$48,832.69	\$62,329.07	\$159,693.96	\$54,854.17	\$43,708.53	\$0.00	\$98,562.70	\$0.00
Health Dept.-Grants	Regular Salaries	1001	\$148,613.02	\$147,979.75	\$267,356.43	\$563,949.20	\$146,122.04	\$148,303.17		\$294,425.21	
	Part Time	1003	\$5,921.75	\$5,549.52	\$6,218.40	\$17,689.67	\$5,850.96	\$7,750.29		\$13,601.25	
	Overtime	1005	\$564.94	\$1,816.06	\$960.00	\$3,341.00	\$79.09	\$20.97		\$100.06	
PIO (ELC Grant)			\$2,274.48	\$5,054.40	\$5,054.40	\$12,383.28	\$5,054.40	\$5,054.40		\$10,108.80	
RADxUP Coord & Spec			\$7,166.41	\$7,166.40	\$7,166.40	\$21,499.21	\$7,287.60	\$7,357.77		\$14,645.37	
IRIS Coord (KCCRF Grant)			\$0.00	\$2,794.08	\$3,422.00	\$6,216.08	\$3,470.53	\$3,422.40		\$6,892.93	
			\$164,540.60	\$170,360.21	\$290,177.63	\$625,078.44	\$167,864.62	\$156,074.43	\$0.00	\$308,126.52	\$0.00
Totals			\$1,201,001.55	\$1,195,072.84	\$1,317,782.34	\$3,713,856.73	\$1,162,863.14	\$1,134,094.99	\$0.00	\$2,281,137.89	\$0.00

August	September	3rd Quarter	October	November	December	4th Quarter	YTD 2021	2021 Budget
		\$0.00				\$0.00	\$473,955.15	\$1,374,734.00
		\$0.00				\$0.00	\$0.00	\$20,623.00
		\$0.00				\$0.00	\$640.75	\$3,803.00
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$474,595.90	\$1,399,160.00
		\$0.00				\$0.00	\$231,109.34	\$632,249.00
		\$0.00				\$0.00	\$387.97	\$4,623.00
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$231,497.31	\$636,872.00
		\$0.00				\$0.00	\$53,212.10	\$137,435.00
		\$0.00				\$0.00	\$157,341.80	\$408,766.00
		\$0.00				\$0.00	\$8.49	\$1,067.00
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$157,350.29	\$409,833.00
		\$0.00				\$0.00	\$99,021.00	\$329,620.00
		\$0.00				\$0.00	\$32.45	\$662.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$99,053.45	\$330,282.00
		\$0.00				\$0.00	\$216,839.83	\$588,117.00
								\$0.00
		\$0.00				\$0.00	\$3,622.60	\$3,722.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$220,462.43	\$591,839.00
		\$0.00				\$0.00	\$51,838.88	\$133,334.00
		\$0.00				\$0.00	\$3,053.60	\$18,044.00
		\$0.00				\$0.00	\$667.27	\$726.00
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$55,559.75	\$152,104.00
		\$0.00				\$0.00	\$109,523.10	\$284,760.00
		\$0.00				\$0.00	\$12,344.95	\$14,719.00
		\$0.00				\$0.00	\$94.43	\$0.00
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$121,962.48	\$299,479.00
		\$0.00				\$0.00	\$63,420.04	\$174,429.00
		\$0.00				\$0.00	\$4,052.35	\$144,722.00
		\$0.00				\$0.00	\$0.00	\$2,533.00
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$67,472.39	\$321,684.00
		\$0.00				\$0.00	\$478,164.51	\$1,272,846.00
		\$0.00				\$0.00	\$30,067.53	\$108,145.00
		\$0.00				\$0.00	\$297,395.73	\$896,206.00
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$805,627.77	\$2,277,197.00

August	September	3rd Quarter	October	November	December	4th Quarter	YTD 2021	2021 Budget
		\$0.00				\$0.00	\$398,992.29	\$1,070,465.00
		\$0.00				\$0.00	\$5,828.58	\$13,330.00
		\$0.00				\$0.00	\$507.51	\$9,192.00
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$405,328.38	\$1,092,987.00
		\$0.00				\$0.00	\$148,936.06	\$384,866.00
		\$0.00				\$0.00	\$1,861.00	\$0.00
		\$0.00				\$0.00	\$181.08	\$1,861.00
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$150,978.14	\$386,727.00
		\$0.00				\$0.00	\$226,124.73	\$668,716.00
		\$0.00				\$0.00	\$0.00	
		\$0.00				\$0.00	\$73.36	\$5,131.00
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$226,198.09	\$673,847.00
		\$0.00					\$0.00	
		\$0.00				\$0.00	\$50,605.92	\$100,000.00
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$50,605.92	\$100,000.00
		\$0.00				\$0.00	\$1,082,234.76	\$3,146,462.00
		\$0.00				\$0.00	\$12,654.64	\$107,125.00
		\$0.00				\$0.00	\$23,121.35	\$88,256.00
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$0.00	\$0.00	\$1,118,010.75	\$3,341,843.00
		\$0.00				\$0.00	\$122,585.91	\$329,630.00
		\$0.00				\$0.00	\$0.00	
		\$0.00				\$0.00	\$2,290.67	\$6,186.00
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$124,876.58	\$335,816.00
		\$0.00				\$0.00	\$80,917.41	\$221,459.00
		\$0.00				\$0.00	\$0.00	\$1,438.00
		\$0.00				\$0.00	\$401.22	\$1,437.60
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$81,318.63	\$224,334.60
		\$0.00				\$0.00	\$75,657.99	\$201,484.00
		\$0.00				\$0.00	\$7,353.62	\$21,986.00
		\$0.00				\$0.00	\$723.83	\$0.00
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$83,735.44	\$223,470.00
		\$0.00				\$0.00	\$96,054.67	\$255,929.00
						\$0.00	\$0.00	
		\$0.00				\$0.00	\$860.68	\$0.00
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$96,915.35	\$255,929.00
		\$0.00				\$0.00	\$16,654.93	\$44,322.00

August	September	3rd Quarter	October	November	December	4th Quarter	YTD 2021	2021 Budget
		\$0.00				\$0.00	\$0.00	
		\$0.00				\$0.00	\$31.23	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,654.93	\$44,322.00
		\$0.00				\$0.00	\$48,855.33	\$106,829.00
		\$0.00				\$0.00	\$15,202.67	\$58,653.00
		\$0.00				\$0.00	\$4,526.62	\$10,683.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68,584.62	\$176,165.00
		\$0.00				\$0.00	\$71,796.82	\$243,303.00
		\$0.00				\$0.00	\$21,680.00	\$47,500.00
		\$0.00				\$0.00	\$0.00	\$472.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$93,476.82	\$291,275.00
		\$0.00				\$0.00	\$138,874.71	\$265,808.00
		\$0.00				\$0.00	\$77,224.56	\$0.00
		\$0.00				\$0.00	\$42,157.39	\$1,084.00
\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$258,256.66	\$266,892.00
		\$0.00				\$0.00	\$858,374.41	\$2,119,573.00
		\$0.00				\$0.00	\$31,290.92	\$80,401.00
		\$0.00				\$0.00	\$3,441.06	\$10,555.00
							\$22,492.08	\$65,707.00
							\$36,144.58	\$82,000.00
							\$13,109.01	\$55,095.00
\$0.00	\$0.00	\$0.00	\$ -	\$0.00	\$0.00	\$0.00	\$893,106.39	\$2,210,529.00
\$0.00	\$0.00	\$0.00	\$ -	\$0.00	\$0.00	\$0.00	\$5,954,840.57	\$16,180,021.60

2021 YTD BUDGET ACTIVITY

% of Year: 41.67%

			JAN	FEB	MAR	1st QTR	APR	MAY	JUN	2nd QTR	3rd QTR	4TH QTR	TOTAL	AVAILABLE	
	DEPARTMENT	BUDGET	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	BUDGET	% USED
	Attorney	\$2,127,075	\$144,037	\$138,726	\$137,979	\$420,742	\$135,324	\$126,442		\$261,766	\$0	\$0	\$682,507	\$1,444,568	32.09%
	Clerk	\$955,685	\$62,313	\$73,430	\$62,408	\$198,151	\$67,119	\$67,474		\$134,592	\$0	\$0	\$332,744	\$622,941	34.82%
	County Commissioners	\$239,201	\$12,887	\$18,619	\$16,052	\$47,558	\$15,789	\$14,178		\$29,966	\$0	\$0	\$77,524	\$161,677	32.41%
	Admin. Svcs/Counselor	\$627,489	\$41,939	\$43,062	\$48,199	\$133,201	\$44,723	\$45,069		\$89,792	\$0	\$0	\$222,993	\$404,496	35.54%
	Register of Deeds	\$515,953	\$29,714	\$28,204	\$26,111	\$84,030	\$23,654	\$23,284		\$46,938	\$0	\$0	\$130,968	\$384,985	25.38%
	Treasurer	\$876,696	\$60,434	\$61,149	\$64,431	\$186,014	\$64,291	\$61,448		\$125,738	\$0	\$0	\$311,753	\$564,943	35.56%
	District Court	\$168,175	\$2,376	\$6,975	\$8,683	\$18,034	\$14,794	\$10,239		\$25,034	\$0	\$0	\$43,068	\$125,107	25.61%
1.00	Emergency Management	\$265,466	\$20,953	\$18,820	\$14,560	\$54,332	\$14,996	\$19,570		\$34,566	\$0	\$0	\$88,898	\$176,568	33.49%
	Coroner	\$107,000	\$3,750	\$4,526	\$13,131	\$21,407	\$5,097	\$9,975		\$15,072	\$0	\$0	\$36,479	\$70,521	34.09%
	Juvenile Detention	\$95,000	\$20,900	\$0	\$0	\$20,900	\$20,900	\$0		\$20,900	\$0	\$0	\$41,801	\$53,199	44.00%
	Fair	\$102,400	\$2,702	\$3,007	\$0	\$5,709	\$6,451	\$2,997		\$9,448	\$0	\$0	\$15,157	\$87,243	14.80%
1.00	Museum	\$428,315	\$31,584	\$33,144	\$31,637	\$96,365	\$32,905	\$31,606		\$64,511	\$0	\$0	\$160,876	\$267,439	37.56%
	Election	\$581,735	\$23,685	\$101,778	\$20,203	\$145,666	\$19,338	\$20,917		\$40,256	\$0	\$0	\$185,922	\$395,813	31.96%
	Ambulance	\$3,674,370	\$254,771	\$262,257	\$268,014	\$785,041	\$253,050	\$259,111		\$512,161	\$0	\$0	\$1,297,202	\$2,377,168	35.30%
	Appraiser	\$1,669,039	\$119,857	\$120,899	\$133,913	\$374,668	\$122,083	\$114,231		\$236,314	\$0	\$0	\$610,982	\$1,058,057	36.61%
	Planning & Development	\$592,829	\$38,776	\$39,364	\$39,696	\$117,837	\$43,252	\$42,006		\$85,258	\$0	\$0	\$203,095	\$389,734	34.26%
	Budget Appropriations	\$1,591,541	\$795,771	\$0	\$0	\$795,771	\$0	\$0		\$0	\$0	\$0	\$795,771	\$795,770	50.00%
	Insurance	\$681,849	\$146,224	\$145,046	\$2,846	\$294,115	\$261,818	\$8,173		\$269,991	\$0	\$0	\$564,106	\$117,743	82.73%
	Information Systems	\$1,619,848	\$87,655	\$90,408	\$64,319	\$242,382	\$187,754	\$100,915		\$288,669	\$0	\$0	\$531,051	\$1,088,797	32.78%
	County General-General	\$4,385,170	\$185,582	\$163,601	\$118,932	\$468,116	\$105,305	\$76,874		\$182,178	\$0	\$0	\$650,295	\$3,734,875	14.83%
	Public Works	\$8,101,895	\$330,691	\$414,197	\$432,163	\$1,177,050	\$470,165	\$536,154		\$1,006,319	\$0	\$0	\$2,183,369	\$5,918,526	26.95%
	Noxious Weed	\$684,674	\$64,456	\$49,248	\$41,347	\$155,051	\$36,982	\$37,707		\$74,688	\$0	\$0	\$229,739	\$454,935	33.55%
	Juvenile Supervision	\$1,794	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$1,794	0.00%
	Payroll Clearing	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0	
	General Fund Transfers	\$5,207,634	\$5,212,634	\$0	\$0	\$5,212,634	\$0	\$0		\$0	\$0	\$0	\$5,212,634	-\$5,000	100.10%
	County General subtotal	\$35,300,833	\$7,693,691	\$1,816,461	\$1,544,622	\$11,054,774	\$1,945,789	\$1,608,370	\$0	\$3,554,159	\$0	\$0	\$14,608,933	\$20,691,900	41.38%
	Less Budget Stabilization	\$3,050,000													
	General Fund w/out Budget Stabilization	\$32,250,833													

Attachment: Financial reports 2021 (10891 : Year to date budget and expenditure reports)

2021 YTD BUDGET ACTIVITY

% of Year: 41.67%

		JAN	FEB	MAR	1st QTR	APR	MAY	JUN	2nd QTR	3rd QTR	4TH QTR	TOTAL	AVAILABLE	
	DEPARTMENT	BUDGET	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	BUDGET	% USED
2.00	Riley County Health Dept #30	\$4,906,190	\$356,422	\$435,724	\$418,677	\$1,210,823	\$420,492	\$424,861	\$845,353	\$0	\$0	\$2,056,176	\$2,850,014	41.91%
	EMS Grants #52	\$5,067	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	Register of Deeds Tech Fund #106	\$91,568	\$0	\$0	\$27,334	\$27,334	\$4,194	\$2,754	\$6,948	\$0	\$0	\$34,283	\$57,285	37.44%
	Clerk's Tech Fund #107	\$106,703	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$106,703	0.00%
	Treasurer's Tech Fund #108	\$56,977	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$56,977	0.00%
	War Memorial #112	\$9,575	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,575	0.00%
	County Auction #118	\$86,238	\$0	\$270	\$240	\$510	\$446	\$163	\$610	\$0	\$0	\$1,119	\$85,119	1.30%
	P.A.T.F #128	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Motor Vehicle Operations #130	\$418,158	\$23,504	\$23,901	\$24,147	\$71,552	\$27,171	\$81,323	\$108,494	\$0	\$0	\$180,046	\$238,112	43.06%
	Special Alcohol Programs #132	\$9,023	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,023	0.00%
2.00	Community Corrections #144	\$987,649	\$64,067	\$85,365	\$66,197	\$215,629	\$77,970	\$68,388	\$146,358	\$0	\$0	\$361,987	\$625,662	36.65%
	Capital Improvements Fund #145	\$9,070,167	\$186,717	\$198,094	\$42,008	\$426,818	\$44,782	\$588,275	\$633,057	\$0	\$0	\$1,059,875	\$8,010,292	11.69%
	Economic Development #146	\$401,322	\$93,020	\$150,675	\$8,834	\$252,529	\$0	\$0	\$0	\$0	\$0	\$252,529	\$148,793	62.92%
	Radio Infrastructure Project #147	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Emergency 911 #148	\$810,000	\$143,853	\$8,007	\$5,619	\$157,479	\$10,264	\$12,187	\$22,452	\$0	\$0	\$179,931	\$630,069	22.21%
	Solid Waste #150	\$2,807,000	\$28,119	\$177,345	\$161,764	\$367,228	\$214,426	\$274,790	\$489,217	\$0	\$0	\$856,445	\$1,950,555	30.51%
	County Building #152	\$393,000	\$3,341	\$12,675	\$27,723	\$43,739	\$25,619	\$31,185	\$56,803	\$0	\$0	\$100,543	\$292,457	25.58%
	Road & Bridge Capital Projects #157	\$4,320,367	\$0	\$4,299	\$11,617	\$15,916	\$3,698	\$1,270	\$4,968	\$0	\$0	\$20,884	\$4,299,483	0.48%
	RCPD Operations #173	\$4,712,215	\$1,123,003	\$26,891	\$26,290	\$1,176,184	\$1,115,962	\$15,722	\$1,131,684	\$0	\$0	\$2,307,868	\$2,404,347	48.98%
	Landfill Closure #180	\$52,789	\$0	\$819	\$722	\$1,541	\$795	\$2,259	\$3,054	\$0	\$0	\$4,595	\$48,194	8.70%
	Bond & Interest # 181	\$598,752	\$0	\$16,923	\$0	\$16,923	\$0	\$0	\$0	\$0	\$0	\$16,923	\$581,830	2.83%
	Riley Co Fire Dist #1 #183	\$1,124,440	\$40,065	\$37,386	\$100,720	\$178,171	\$130,103	\$40,797	\$170,900	\$0	\$0	\$349,071	\$775,369	31.04%
	Riley Co Fire Dist Cap Out #184	\$357,523	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$357,523	0.00%
	Fire Station Projects #185	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

Attachment: Financial reports 2021 (10891 : Year to date budget and expenditure reports)

2021 YTD BUDGET ACTIVITY

% of Year: 41.67%

			JAN	FEB	MAR	1st QTR	APR	MAY	JUN	2nd QTR	3rd QTR	4TH QTR	TOTAL	AVAILABLE	
	DEPARTMENT	BUDGET	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	BUDGET	% USED
	University Park W&S #230	\$136,421	\$0	\$6,694	\$3,253	\$9,947	\$8,807	\$6,452		\$15,259	\$0	\$0	\$25,206	\$111,215	18.48%
	Fairmont Heights Cap Proj #231	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500		\$0	\$0	\$0	\$0	\$0	
	University Park Sewer Capital #233	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0	
	Keats Capital Project #236	\$499,000	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$499,000	0.00%
	Exp of Univ Park/Lakeside Heights #235	\$800,000	\$1,250	\$0	\$0	\$1,250	\$0	\$0		\$0	\$0	\$0	\$1,250	\$798,750	0.16%
	Univ Park W/S Reserve #284	\$95,540	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$95,540	0.00%
	Hunters Island Water #238	\$30,401	\$0	\$2,279	\$2,176	\$4,454	\$2,483	\$2,544		\$5,027	\$0	\$0	\$9,481	\$20,920	31.19%
	Hunters Island Reserve #241	\$9,027	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$9,027	0.00%
	Carson Sewer Operations #239	\$45,485	\$919	\$893	\$942	\$2,754	\$427	\$1,018		\$1,445	\$0	\$0	\$4,199	\$41,286	9.23%
	Carson Sewer Reserve #237	\$36,994	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$36,994	0.00%
	Deep Creek Sewer #242	\$14,236	\$0	\$295	\$152	\$447	\$338	\$202		\$541	\$0	\$0	\$987	\$13,249	6.94%
	Deep Creek Reserve #243	\$27,705	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$27,705	0.00%
	Moehlman Bottoms #244	\$19,354	\$0	\$1,162	\$1,001	\$2,163	\$1,108	\$1,079		\$2,187	\$0	\$0	\$4,349	\$15,005	22.47%
	Moehlman Bottoms Reserve #245	\$5,410	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$5,410	0.00%
	Terra Hts Sewer #252	\$33,953	\$75	\$848	\$219	\$1,142	\$1,000	\$4,263		\$5,262	\$0	\$0	\$6,404	\$27,549	18.86%
	Terra Hts Sinking #254	\$82,528	\$0	\$0	\$0	\$0	\$0	\$3,232		\$3,232	\$0	\$0	\$3,232	\$79,296	3.92%
	Konza Water Operations #256	\$121,704	\$75	\$6,031	\$6,183	\$12,289	\$5,808	\$5,996		\$11,804	\$0	\$0	\$24,093	\$97,611	19.80%
	Konza Water Reserve #257	\$149,874	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$149,874	0.00%
	Valleywood Cap Reserve #282	\$81,672	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$81,672	0.00%
	Valleywood Operations #248	\$46,871	\$0	\$64	\$0	\$64	\$192	\$1,100		\$1,293	\$0	\$0	\$1,356	\$45,515	2.89%
	Mertz/McGehee Drainage #322	\$6,183	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$6,183	0.00%
	Lakeside Heights Sewer #285	\$2,945	\$0	\$70	\$18	\$88	\$88	\$22		\$110	\$0	\$0	\$198	\$2,747	6.73%
	Lakeside Heights Sewer Capital #286	\$8,080	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$8,080	0.00%
		\$33,578,106	\$2,064,430	\$1,196,709	\$935,835	\$4,196,975	\$2,096,173	\$1,571,384	\$0	\$3,666,057	\$0	\$0	\$7,863,031	\$25,710,008	
	Total including General Fund	\$68,878,939	\$9,758,122	\$3,013,170	\$2,480,457	\$15,251,749	\$4,041,962	\$3,179,753	\$0	\$7,220,215	\$0	\$0	\$22,471,964	\$46,401,908	

Attachment: Financial reports 2021 (10891 : Year to date budget and expenditure reports)

2021 COUNTY GENERAL-GENERAL

% of Year: 41.67%

COUNTY GENERAL-GENERAL	BUDGET	JAN EXP.	FEB EXP.	MAR EXP.	1st QTR EXP.	APR EXP.	MAY EXP.	JUN EXP.	2nd QTR EXP.	3rd QTR EXP.	4th QTR EXP.	TOTAL EXP.	AVAILABLE BUDGET	% USED
Personnel	\$117,620	\$27,527	\$0	\$19,497	\$47,025	\$2,579	7,567		\$10,146	\$0	\$0	\$57,171	\$60,449	48.61%
Contractual	\$1,215,050	\$69,971	\$103,073	\$91,383	\$264,428	\$76,505	69,306		\$145,811	\$0	\$0	\$410,239	\$804,811	33.76%
Commodities	\$2,500	\$0	\$239	\$0	\$239	\$0	0		\$0	\$0	\$0	\$239	\$2,261	9.56%
Misc-Budget Stabilization	\$3,050,000	\$0	\$0	\$0	\$0	\$0	0		\$0	\$0	\$0	\$0	\$3,050,000	0.00%
Capital Outlay	\$0	\$10,296	\$15,073	\$6,652	\$32,021	\$0	0		\$0	\$0	\$0	\$32,021	-\$32,021	
Transfers Out	\$0	\$77,788	\$45,216	\$1,400	\$124,404	\$26,221	0		\$26,221	\$0	\$0	\$150,624	-\$150,624	
Grand Total	\$4,385,170	\$185,582	\$163,601	\$118,932	\$468,116	\$105,305	\$76,874	\$0	\$182,178	\$0	\$0	\$650,295	\$3,734,875	14.83%
Other Expense Totals	Year-To- Date	Budget												
Indigent Attorney	\$154,567	\$407,550												
Incidentals:														
Postage	\$179													
Computer Software	\$630													
Mileage	\$168													
Copies	\$0													
Misc Fees	\$5,952													
Meals	\$0													
	\$6,930													
Base Panel fees	\$141,845													
Off Panel	\$5,792													

Attachment: Financial reports 2021 (10891 : Year to date budget and expenditure reports)

COMPARISON OF 2020 TO 2021 EXPENSES

DEPARTMENT	MAY		MAY DIFFERENCE	YEAR-TO-DATE THRU MAY		Y-T-D DIFFERENCE	2021 BUDGET
	2020	2021		2020	2021		
Attorney	\$143,548	\$126,442	-\$17,107	\$793,621	\$682,507	-\$111,114	\$2,127,075
Clerk	\$68,178	\$67,474	-\$704	\$372,398	\$332,744	-\$39,654	\$955,685
County Commissioners	\$15,567	\$14,178	-\$1,390	\$88,402	\$77,524	-\$10,878	\$239,201
Admin. Svcs/Counselor	\$43,343	\$45,069	\$1,726	\$237,168	\$222,993	-\$14,176	\$627,489
Register of Deeds	\$33,420	\$23,284	-\$10,135	\$183,723	\$130,968	-\$52,755	\$515,953
Treasurer	\$61,833	\$61,448	-\$386	\$329,508	\$311,753	-\$17,756	\$876,696
District Court	\$8,071	\$10,239	\$2,169	\$48,321	\$43,068	-\$5,254	\$168,175
Emergency Management	\$24,908	\$19,570	-\$5,337	\$112,265	\$88,898	-\$23,367	\$265,466
Coroner	\$4,353	\$9,975	\$5,622	\$29,827	\$36,479	\$6,652	\$107,000
Juvenile Detention	\$0	\$0	\$0	\$44,925	\$41,801	-\$3,125	\$95,000
Fair	\$3,445	\$2,997	-\$448	\$15,649	\$15,157	-\$492	\$102,400
Museum	\$31,243	\$31,606	\$363	\$171,478	\$160,876	-\$10,602	\$428,315
Election	\$48,833	\$20,917	-\$27,916	\$226,885	\$185,922	-\$40,964	\$581,735
Ambulance	\$221,860	\$259,111	\$37,251	\$1,342,132	\$1,297,202	-\$44,931	\$3,674,370
Appraiser	\$116,810	\$114,231	-\$2,580	\$672,801	\$610,982	-\$61,819	\$1,669,039
Planning & Development	\$43,473	\$42,006	-\$1,466	\$238,993	\$203,095	-\$35,898	\$592,829
Budget Appropriations	\$0	\$0	\$0	\$810,771	\$795,771	-\$15,000	\$1,591,541
Insurance	\$209,536	\$8,173	-\$201,363	\$576,803	\$564,106	-\$12,696	\$681,849
Information Systems/GIS	\$184,415	\$100,915	-\$83,500	\$684,578	\$531,051	-\$153,526	\$1,619,848
County General-General	\$56,866	\$76,874	\$20,007	\$373,134	\$650,295	\$277,160	\$4,385,170
Public Works	\$490,779	\$536,154	\$45,375	\$2,459,884	\$2,183,369	-\$276,515	\$8,101,895
Noxious Weed	\$76,791	\$37,707	-\$39,084	\$326,448	\$229,739	-\$96,709	\$684,674
General Fund	\$1,887,273	\$1,608,370	-\$278,903	\$10,139,715	\$9,396,299	-\$743,416	\$30,091,405

COMPARISON OF 2020 TO 2021 EXPENSES

DEPARTMENT	MAY		MAY DIFFERENCE	YEAR-TO-DATE THRU MAY		Y-T-D DIFFERENCE	2021 BUDGET
	2020	2021		2020	2021		
Health Department	\$309,242	\$424,861	\$115,619	\$1,644,865	\$2,056,176	\$411,312	\$4,906,190
EMS Grants Fund	\$0	\$0	\$0	\$21,000	\$0	-\$21,000	\$5,067
Register of Deeds Tech Fund	\$0	\$2,754	\$2,754	\$22,226	\$34,283	\$12,057	\$91,568
Clerk's Tech Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$106,703
Treasurer's Tech Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$56,977
War Memorial	\$0	\$0	\$0	\$0	\$0	\$0	\$9,575
County Auction	\$20,192	\$163	-\$20,029	\$20,810	\$1,119	-\$19,691	\$86,238
P.A.T.F	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Motor Vehicle Operations	\$24,371	\$81,323	\$56,952	\$129,443	\$180,046	\$50,604	\$418,158
Special Alcohol Programs	-\$500	\$0	\$500	\$4,150	\$0	-\$4,150	\$9,023
Community Corrections	\$74,137	\$68,388	-\$5,748	\$400,872	\$361,987	-\$38,885	\$987,649
Capital Improvements Fund	\$1,548,818	\$588,275	-\$960,543	\$2,467,795	\$1,059,875	-\$1,407,920	\$9,070,167
Economic Development	\$0	\$0	\$0	\$259,012	\$252,529	-\$6,483	\$401,322
Radio Infrastructure Project	\$837,780	\$0	-\$837,780	\$2,239,594	\$0	-\$2,239,594	\$0
Emergency 911	\$1,388	\$12,187	\$10,799	\$216,882	\$179,931	-\$36,951	\$810,000
Solid Waste	\$184,174	\$274,790	\$90,616	\$759,205	\$856,445	\$97,240	\$2,807,000
County Building	\$37,367	\$31,185	-\$6,183	\$106,245	\$100,543	-\$5,703	\$393,000
Road & Bridge Capital Projects	\$69,943	\$1,270	-\$68,673	\$137,303	\$20,884	-\$116,419	\$4,320,367
RCPD Operations	\$582,824	\$15,722	-\$567,102	\$3,007,421	\$2,307,868	-\$699,553	\$4,712,215
Landfill Closure	\$729	\$2,259	\$1,531	\$2,459	\$4,595	\$2,136	\$52,789
Bond & Interest	\$0	\$0	\$0	\$21,093	\$16,923	-\$4,170	\$598,752
Riley Co Fire Dist #1	\$113,403	\$40,797	-\$72,605	\$296,502	\$349,071	\$52,569	\$1,124,440
Riley Co Fire Dist Cap Ou	\$81,944	\$0	-\$81,944	\$350,706	\$0	-\$350,706	\$357,523
Fire Station Projects	\$300	\$0	-\$300	\$1,463,552	\$0	-\$1,463,552	\$0

Attachment: Financial reports 2021 (10891 : Year to date budget and expenditure reports)

COMPARISON OF 2020 TO 2021 EXPENSES

DEPARTMENT	MAY		MAY DIFFERENCE	YEAR-TO-DATE THRU MAY		Y-T-D DIFFERENCE	2021 BUDGET
	2020	2021		2020	2021		
University Park W&S	\$6,590	\$6,452	-\$138	\$24,371	\$25,206	\$834	\$136,421
Fairmont Heights Cap Project	\$0	\$1,500	\$1,500	\$0	\$1,500	\$1,500	\$0
University Park Sewer Cap	\$0	\$0	\$0	\$9,127	\$0	-\$9,127	\$0
Keats Capital Project	\$950	\$0	-\$950	\$3,050	\$0	-\$3,050	\$499,000
Exp of Univ Park/Lakeside Heights	\$0	\$0	\$0	\$0	\$1,250	\$1,250	\$800,000
Univ Park W/S Reserve	\$0	\$0	\$0	\$677	\$0	-\$677	\$95,540
Hunters Island Water	\$3,581	\$2,544	-\$1,037	\$9,139	\$9,481	\$343	\$30,401
Hunters Island Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$9,027
Carson Sewer Operations	\$1,829	\$1,018	-\$811	\$4,743	\$4,199	-\$544	\$45,485
Carson Sewer Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$36,994
Deep Creek Sewer	\$435	\$202	-\$233	\$1,444	\$987	-\$457	\$14,236
Deep Creek Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$27,705
Moehlman Bottoms	\$1,781	\$1,079	-\$702	\$4,329	\$4,349	\$21	\$19,354
Moehlman Botoms Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$5,410
Terra Hts Sewer	\$1,245	\$4,263	\$3,017	\$2,759	\$6,404	\$3,645	\$33,953
Terra Hts Sinking	\$1,210	\$3,232	\$2,022	\$1,210	\$3,232	\$2,022	\$82,528
Konza Water Operations	\$6,978	\$5,996	-\$982	\$19,783	\$24,093	\$4,309	\$121,704
Konza Water Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$149,874
Valleywood Cap Reserve	\$1,138	\$0	-\$1,138	\$1,138	\$0	-\$1,138	\$81,672
Valleywood Operations	\$14	\$1,100	\$1,086	\$330	\$1,356	\$1,026	\$46,871
Mertz/McGehee Drainage	\$0	\$0	\$0	\$0	\$0	\$0	\$6,183
Lakeside Heights Sewer	\$90	\$22	-\$68	\$189	\$198	\$9	\$2,945
Lakeside Heights Sewer Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$8,080
Total Including General Fund	\$5,799,226	\$3,179,753	-\$2,619,472	\$23,793,139	\$17,260,830	-\$6,532,309	\$63,669,511

**RCPD EXPENSES PAID BY RILEY COUNTY
2021 YTD EXPENSES**

	BUDGET	JAN	FEB	MAR	1st Quarter	APR	MAY	JUN	2nd Quarter	3rd Quarter	4th Quarter	TOTAL EXPENSES	Remaining Budget
Physician	\$150,269	\$21,136	\$22,811	\$14,240	\$58,187	\$13,107	\$12,596		\$25,703	\$0	\$0	\$83,890	\$66,379
Laboratory	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
Hospital	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$10,000
Advertising/Legal	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
Prescriptions/ Medical Supplies	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$1,000
Bldg Maintenance	\$120,000	\$3,055	\$3,120	\$11,133	\$17,308	\$4,001	\$2,057		\$6,058	\$0	\$0	\$23,366	\$96,634
Land Rental/Lease	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
Office Space Rental	\$10,500	\$875	\$875	\$875	\$2,625	\$875	\$875		\$1,750	\$0	\$0	\$4,375	\$6,125
Office Supplies	\$500	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$500
Juvenile Transport	\$6,000	\$0	\$0	\$0	\$0	\$0	\$152		\$152	\$0	\$0	\$152	\$5,848
Water, Electric	\$20,000	\$0	\$84	\$42	\$126	\$42	\$42		\$84	\$0	\$0	\$210	\$19,790
Storm Drainage	\$2,200	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$2,200
Other Contractual	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
Budget Appropriation	\$4,391,746	\$1,097,937	\$0	\$0	\$1,097,937	\$1,097,937	\$0		\$1,097,937	\$0	\$0	\$2,195,874	\$2,195,872
TOTAL	\$4,712,215	\$1,123,003	\$26,891	\$26,290	\$1,176,184	\$1,115,962	\$15,722	\$0	\$1,131,684	\$0	\$0	\$2,307,868	\$2,404,347

Attachment: Financial reports 2021 (10891 : Year to date budget and expenditure reports)

RCPD EXPENSES PAID BY RILEY COUNTY
1/1/2015 - 12/31/2021

	2015	2016	2017	2018	2019	2020	2021	Total
Dental	\$878	\$131	\$0	\$0	\$0	\$0	\$0	\$1,009
Physician	\$127,580	\$134,751	\$113,307	\$136,454	\$145,388	\$163,648	\$83,890	\$905,018
Laboratory	\$499	\$69	\$0	\$0	\$0	\$0	\$0	\$569
Hospital	\$10,668	\$3,323	\$0	\$500	\$0	\$0	\$0	\$14,491
Advertising/Legal	\$0	\$0	\$210	\$473	\$0	\$0	\$0	\$683
Prescriptions	\$829	\$15	\$391	\$0	\$0	\$0	\$0	\$1,235
Bldg Maintenance	\$139,218	\$97,115	\$106,071	\$51,596	\$88,000	\$103,569	\$23,366	\$608,935
Land Rental/Lease	\$1,204	\$1,216	\$0	\$2,480	\$1,272	\$0	\$0	\$6,173
Office Supplies	\$0	\$125	\$251	\$0	\$125	\$0	\$0	\$501
Office Space Rental	\$9,900	\$10,225	\$10,200	\$10,200	\$10,525	\$9,625	\$4,375	\$65,050
Juvenile Transport	\$8,638	\$9,313	\$10,749	\$3,001	\$3,735	\$2,144	\$152	\$37,733
Water, Electric	\$0	\$0	\$0	\$0	\$0	\$252	\$210	\$462
Storm Drainage	\$1,715	\$1,917	\$1,826	\$1,958	\$203	\$0	\$0	\$7,619
Other Contractual Srv	\$0	\$0	\$0	\$400,000	\$8,091	\$693,906	\$0	\$1,101,998
Budget Appropriation	\$3,783,672	\$3,946,560	\$4,055,796	\$4,134,000	\$4,291,380	\$4,420,348	\$2,195,874	\$26,827,630
Total	\$4,084,802	\$4,204,762	\$4,298,801	\$4,740,663	\$4,548,719	\$5,393,492	\$2,307,868	\$29,579,106

Prepared by: Tami Robison
 Budget and Finance Officer

Attachment: Financial reports 2021 (10891 : Year to date budget and expenditure reports)

RCPD
OFF-SITE INMATE MEDICAL EXPENSES PAID BY ADVANCED CORRECTIONAL HEALTHCARE
INCLUDED IN 2021 \$31,000 POOL

	JAN	FEB	MAR	1st Quarter	APR	MAY	JUN	2nd Quarter	JUL	AUG	SEPT	3rd Quarter	4th Quarter	TOTAL EXPENSES
Dental	\$0	\$0	\$0	\$0	\$0	\$0		\$0				\$0	\$0	\$0
Physician	\$0	\$402	\$15	\$417	\$205	\$697		\$901				\$0	\$0	\$1,318
Laboratory	\$0	\$10	\$87	\$97	\$0	\$128		\$128				\$0	\$0	\$225
Hospital	\$0	\$509	\$418	\$927	\$0	\$964		\$964				\$0	\$0	\$1,891
Prescriptions	\$0	\$695	\$4,666	\$5,362	\$1,834	\$1,205		\$3,039				\$0	\$0	\$8,401
Supplies	\$0	\$0	\$0	\$0	\$0	\$0		\$0				\$0	\$0	\$0
TOTAL	\$0	\$1,617	\$5,186	\$6,802	\$2,039	\$2,994	\$0	\$5,033	\$0	\$0	\$0	\$0	\$0	\$11,835
Savings from Medicaid Rate	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$31,000 Pool Balance	\$31,000	\$29,383	\$24,198		22,159	19,165	19,165		19,165	19,165	19,165			

Quarterly ADP: (Contract)

County Inmate (72 base census)	67	67	78	71	80	74
Non-County Inmate (0 base census)	0	0	0	0	0	0

Billing Adjustments for prior years	\$8,761	\$10,306	\$1,554	\$20,621	\$560	\$0	\$560		\$0	\$0	\$21,180
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COUNTY CLERK & ELECTIONS
Budget

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

MEMORANDUM

FROM: Tami Robison, Budget & Finance Officer

MEETING: June 14, 2021

SUBJECT: 2022 Budget Work Session

PRESENTER: Tami Robison, Budget & Finance Officer

Presenting the attached memo, 2022 Updated Budget Calendar, 2022 Budget Developmental Worksheet and Riley County Appropriation Request and History.

Enclosures:

- June 14 Budget Work Session memo (PDF)
- 2022 Updated Budget Calendar (PDF)
- 2022 prelim Budget Development WS (PDF)
- 2022 Appropriation Requests Summary (PDF)



CLERK'S OFFICE

Tami Robison
 Budget & Finance Officer
 110 Courthouse Plaza
 Manhattan, Kansas 66502-0109
 Phone: 785-537-6359
 Fax: 785-537-6394
 E-mail: trobison@rileycountyks.gov

To: Board of County Commissioners
 From: Tami Robison; Budget & Finance Officer
 Re: 2022 Budget Work Session
 Date: June 14, 2021

During this work session, the 2022 Budget Calendar remaining key dates, the 2022 Budget Development Worksheet and the Riley County Appropriation Request and History will be presented for review and discussion.

Work sessions may be held through July 15 to finalize the budget and determine if the intent will be to levy above the Revenue Neutral Rate (last day to notify the county clerk is July 20). Budgets will be sent to CPA for review August 20. The final proposed budget will be presented to the BOCC on September 2 for approval, hearing notices will be published in early September at least ten (10) days prior to the hearings which shall be held no later than September 20. Riley County shall pass any required resolution and submit the adopted budget to the County Clerk by October 1.

The 2022 Budget Development Worksheet is a two page document. The first page is expenditures consisting of the 2020 Actual Expenditures, 2021 Budget and 2022 Requested Budget for all mill levied funds: General, Bond & Interest, County Building and RCPD funds. The second page, left side column is revenues for the same mill levied funds. The right side is the equation of mill levied fund expenditures of \$50,733,638 less mill levied fund revenues of \$19,824,688 equaling required ad valorem tax plus RCPD calculated delinquency of \$62,486 totaling \$30,971,436. The value of a mill, \$677,488 is provided as well as the mill levy of 45.715 to fund the 2022 proposed budget. This is a 3.430 mill increase from the 2021 budgeted mill levy and is more than the calculated Revenue Neutral Rate.

The Riley County Appropriation Request and History spreadsheet is also included. It provides history from each agency's appropriation request and approved amount from 2019 thru 2021 as well as their 2022 request. Each section is segregated by the fund the appropriation is paid from: General, RCPD, and Economic Development. Each appropriation is paid with ad valorem tax dollars. Indigent Attorney Panel requested funds as well as Three Rivers request are listed at the bottom of the worksheet. The level of funding for each agency listed needs to be discussed.

The transfer from General Fund to CIP consists of \$819,805 for the annual radio project lease, annual hardware refresh reserve, annual motor grader lease payment and the payment transferred annually from CIP to Bond and Interest for the Facilities & Bridge Projects in the 2017 Refunding G.O. Bond. The remaining \$2,900,000 requested is for 2022 requested & approved CIP projects.

With the requests that have been made to date and excluding the ARP funding which is a budgeted revenue and expense, total general fund expenditures have increased by \$1,697,979. The three C's make up an increase of \$1,120,467, personnel increased \$489,134 and appropriation requests increased \$88,378 (\$50,000 is due to ATA bus adjustment back to amount requested pre-COVID due to grant money received). Of the three C's increase, \$250,000 is an adjustment to the reserve balance. Largely due to the adjustment of wages for incoming Department Heads replacing long-term employees and the health insurance moratorium, wages did not increase the full calculated percentage for STEP and COLA.

Attachment: June 14 Budget Work Session memo (10900 : 2022 Budget Work Session)



Riley County 2022 Internal Budget Calendar

Date	Activity
March 3, 2021	Distribute 2022 budget calendar to department heads for review at the Department Head meeting.
March 11	Present 2022 Budget Calendar to Commission and discuss 2022 budget baseline estimates.
March 15	Finalize 2022 budget baseline estimates with BOCC.
March 23	Budget and Finance Officer to formulate 2022 budget baseline estimates as applicable.
March 24	HR Manager to forward preliminary personnel reports to departments for verification. CPI-U for December annual from Bureau of Labor Statistics included in reports as guideline.
On or before Mar 26	Budget & Finance Officer sends letters to outside entities/agencies for appropriation requests.
April 7	Departments submit preliminary personnel reports to HR Manager & Budget & Finance Officer.
April 12	2022 Rev/Exp Budget Request Forms distributed to depts/funds w/personnel numbers & budget baseline estimates.
On or before Apr 26	Outside agency appropriation requests due to Budget and Finance Officer
On or before Apr 30	Total real estate appraised value determined by the Appraiser's Office.
On or before Apr 30	Departmental revenue and expenditure budget requests due to Budget and Finance Officer. Benefit district and special fund budgets due to Budget & Finance Officer. Revenue estimates received from the County Treasurer.
May 3, 6, 10 & 13	Meetings between Commissioners and agencies/entities requesting appropriations. Meetings between Commissioners and Department Heads to discuss budget requests.
May 11	Budget & Planning Committee to discuss compiled budget information.
May 17	Preliminary budgets are distributed to BOCC. 2022 COLA presentation included for consideration by BOCC.
June 1 (Statute)	Personal Property, Utilities, 16/20 M Vehicles, and Oil & Gas valuations certified.
June 15	Value of 1 Mill and Revenue Neutral Rate established and distributed by County Clerk.
June 21 - June 30	Budget & Planning Committee & Commission budget work sessions. Department Heads review final proposed budgets with Commission as necessary.
July 20	Final day to notify County Clerk of intent to levy above RNR
on or before July 30	Clerk sends information to taxpayers of intent to exceed RNR
August 16	Commissioners approve auditor review of county budgets.
August 20	Budget documents are finalized and sent to auditor for review.
September 2	Present Final Proposed Budget & Notice of Budget Hearing and Intent to Exceed RNR to Commissioners
September 2	Send Hearing and RNR Notice to <i>Manhattan Mercury</i>
September 9	Publication in the <i>Manhattan Mercury</i> of the proposed budget and notice of public and RNR hearing.
September 20	2022 Budget - Public Hearing and RNR Hearing
October 1	Adopted budget due to County clerk (intent to exceed RNR)

Attachment: 2022 Updated Budget Calendar (10900 : 2022 Budget Work Session)

2022 Budget Development Worksheet

	2020 Actual Contractual Services, Commodities & Capital	2020 Actual Personnel Services (Includes STEP/COLA)	2020 Actual Total	2021 Budgeted Contractual Services, Commodities & Capital	2021 Budgeted Personnel Services	2021 Budgeted Total	2022 Proposed Contractual Services, Commodities & Capital	2022 Proposed Personnel Services (Includes STEP)	2022 Proposed Budget Total	Percent change of 3 C's	
1 Administrative Services	43,737	552,410	596,147	55,771	571,718	627,489	45,258	597,372	642,630	-18.85%	1
2 Ambulance	312,240	3,197,221	3,509,461	354,275	3,320,095	3,674,370	354,275	3,486,746	3,841,021	0.00%	2
3 Appraiser	170,009	1,507,244	1,677,253	148,555	1,520,484	1,669,039	148,515	1,565,293	1,713,808	-0.03%	3
4 Attorney	153,929	1,843,172	1,997,101	181,795	1,945,280	2,127,075	221,966	1,996,479	2,218,445	22.10%	4
5 Clerk	36,145	871,730	907,875	67,250	888,435	955,685	94,800	994,610	1,089,410	40.97%	5
6 Commissioners	36,110	175,196	211,306	47,480	191,721	239,201	47,480	199,116	246,596	0.00%	6
7 Coroner	99,571	0	99,571	107,000	0	107,000	107,000	0	107,000	0.00%	7
8 District Court	169,470	0	169,470	168,175	0	168,175	179,330	0	179,330	6.63%	8
9 Elections	232,610	366,800	599,410	186,300	395,435	581,735	281,650	419,128	700,778	51.18%	9
10 Emergency Management	63,221	229,429	292,650	53,282	212,184	265,466	61,450	215,284	276,734	15.33%	10
11 Fair	97,921	0	97,921	102,400	0	102,400	102,850	0	102,850	0.44%	11
12 General Services	1,068,438	157,430	1,225,868	4,267,550	117,620	4,385,170	11,796,699	87,863	11,884,562	7.49%	12 *
13 Information Systems/GIS	840,769	855,524	1,696,293	679,832	940,016	1,619,848	887,990	881,874	1,769,864	30.62%	13
14 Insurance	590,446	0	590,446	681,849	0	681,849	739,289	0	739,289	8.42%	14
15 Juvenile Detention	85,358	0	85,358	95,000	0	95,000	95,000	0	95,000	0.00%	15
16 Museum	11,361	414,130	425,491	15,215	413,100	428,315	15,490	434,909	450,399	1.81%	16
17 Noxious Weed	199,541	503,728	703,269	216,210	468,464	684,674	221,210	486,404	707,614	2.31%	17
18 Planning & Development	46,699	557,830	604,529	53,345	539,484	592,829	77,795	538,658	616,453	45.83%	18
19 Register of Deeds	49,917	440,882	490,799	55,210	460,743	515,953	59,110	406,404	465,514	7.06%	19
20 Public Works	3,345,196	4,381,988	7,727,184	3,474,600	4,627,295	8,101,895	3,791,250	4,584,676	8,375,926	9.11%	20
21 Treasurer	53,341	806,594	859,935	51,080	825,616	876,696	60,280	857,058	917,338	18.01%	21
22 Juvenile Supervision fees	540	0	540	1,794	0	1,794	1,318	0	1,318	-26.53%	22
23 Transfer to Health Dept. Fund	1,154,526	0	1,154,526	1,154,526	0	1,154,526	1,154,526	0	1,154,526	0.00%	23
24 Transfer to Landfill Close	30,000	0	30,000	30,000	0	30,000	30,000	0	30,000	0.00%	24
25 Transfer-Economic Dev.	300,000	0	300,000	300,000	0	300,000	300,000	0	300,000	0.00%	25
26 Transfer-Benefit District	15,067	0	15,067	0	0	0	0	0	0	0.00%	26
27 Transfer-Disaster Fund	6,501	0	6,501	0	0	0	0	0	0	0.00%	27
28 Transfer - Capital Improvement	3,766,936	0	3,766,936	3,716,027	0	3,716,027	3,719,805	0	3,719,805	0.10%	28
29 Non-Appropriated	0	0	0	580,000	0	580,000	580,000	0	580,000		29
30 COST OF COLA	0	0	0	0	0	0	0	174,950	174,950		30
SUBTOTAL:	\$12,979,599	\$16,861,308	\$29,840,907	\$16,844,521	\$17,437,690	\$34,282,211	\$25,174,336	\$17,926,824	\$43,101,160	6.65%	
1,120,467											
Appropriations:											
31 Big Lakes Developmental	217,260	0	217,260	217,260	0	217,260	221,605	0	221,605	2.00%	31
32 Animal Shelter / Contractual	60,000	0	60,000	60,000	0	60,000	60,000	0	60,000	0.00%	32
33 Council on Aging	275,000	0	275,000	275,000	0	275,000	287,694	0	287,694	4.62%	33
34 ATA Bus	50,000	0	50,000	70,000	0	70,000	120,000	0	120,000	71.43%	34
35 Emergency Shelter	11,000	0	11,000	11,000	0	11,000	11,000	0	11,000	0.00%	35
36 Extension	599,645	0	599,645	599,645	0	599,645	608,645	0	608,645	1.50%	36
37 Pawnee Mental Health	300,000	0	300,000	300,000	0	300,000	300,000	0	300,000	0.00%	37
38 Riley Cty Genealogical Soc.	3,500	0	3,500	3,500	0	3,500	3,500	0	3,500	0.00%	38
39 Riley County Conservation	55,136	0	55,136	55,136	0	55,136	55,136	0	55,136	0.00%	39
40 Riley Co Community Corrections	7,081	0	7,081	7,081	0	7,081	19,420	0	19,420	174.26%	40
SUBTOTAL:	\$1,578,622	\$0	\$1,578,622	\$1,598,622	\$0	\$1,598,622	\$1,687,000	\$0	\$1,687,000	5.53%	
\$88,378											
GENERAL TOTAL:	\$14,558,221	\$16,861,308	\$31,419,529	\$18,443,143	\$17,437,690	\$35,880,833	\$26,861,336	\$17,926,824	\$44,788,160	4.73%	
1,697,979											
41 Bond & Interest	527,092	0	527,092	598,752	0	598,752	615,303	0	615,303	2.76%	41
42 County Building	392,814	0	392,814	393,000	0	393,000	393,000	0	393,000	0.00%	42
43 RCPD	5,393,492	0	5,393,492	4,712,215	0	4,712,215	4,937,175	0	4,937,175	4.77%	43
SUBTOTAL:	\$6,313,398	\$0	\$6,313,398	\$5,703,967	\$0	\$5,703,967	\$5,945,478	\$0	\$5,945,478		
TOTAL:	\$20,871,619	\$16,861,308	\$37,732,927	\$24,147,110	\$17,437,690	\$41,584,800	\$32,806,814	\$17,926,824	\$50,733,638		
44 Capital Improvement	5,406,963	0	5,406,963	9,070,167	0	9,070,167	8,904,156	0	8,904,156	-1.83%	44
45 Economic Development	306,816	0	306,816	401,322	0	401,322	423,548	0	423,548	5.54%	45

* removed ARP funds from calculation

2022 BUDGET DEVELOPMENT WORKSHEET**16.c****BUDGETED REVENUE****BUDGETED EXPENDITURES**

COUNTY TREASURER	2020 BUDGET	2021 BUDGET	2022 BUDGET		2020	2021	2022	% chg	Ad Valorem per Fund	Tax per
Motor Vehicle Tax	2,329,188	2,499,298	2,421,547	General	\$ 35,296,802	\$ 35,880,833	\$ 44,788,160	4.73%	26,089,528	3
Recreational Vehicle Tax	20,555	22,383	22,568	Bond & Interest	657,092	598,752	615,303	2.76%	-	
16/20M Vehicle Tax	20,336	20,116	21,820	County Building	383,000	393,000	393,000	0.00%	356,151	
Commercial Vehicle Fees	103,790	103,657	96,835	RCPD Fund	5,136,455	4,712,215	4,937,175	4.77%	4,525,757	
Special City & County Highway Fund	1,105,011	1,105,010	947,152						30,971,436	4
Investment Income	450,000	200,000	25,000	TOTAL EXPENDITURES	\$ 41,473,349	\$ 41,584,800	\$ 50,733,638			
Sales Tax	1,500,000	1,500,000	1,600,000							
Intangible Tax	206,594	199,173	243,862							
Vehicle Rental Excise Tax	39,018	42,415	27,831							
Interest on Taxes	125,000	200,000	250,000	(Budget)Value of a MILL =	657,136	669,563	677,488			
Watercraft	12,785	13,602	14,379							
SUBTOTAL:	\$ 5,912,277	\$ 5,905,654	\$ 5,670,994							
DEPARTMENT FEES & OTHER				MINUS						
				TOTAL REVENUE	13,233,688	13,355,954	19,824,688			
				EQUALS						
Unencumb. Cash Bal.-General (incl. Budget Stabilization)	3,690,534	4,355,279	3,875,160							
Unencumb. Bal.-County Building	30,595	18,956	5,251	AMT. AD VALOREM TAX REQUIRED	\$ 28,297,344	\$ 28,312,598	\$ 30,971,436			Add delinquency for RCPD
Unencumb. - Bond & Interest	167,209	161,104	196,559							
Unencumb. - RCPD	625,649	125,736	80,904	TOTAL MILLS NEEDED	43.062	42.285	45.715			
Bond & Interest Special Assessment	203,925	185,409	183,112							
Recording Fees - ROD	275,000	275,000	275,000	Mill levy difference from previous budget year	2.145	(0.776)	3.430			
21st Judicial Dist Case Receipts-DC	45,000	45,000	45,000							
Payment in Lieu of Taxes (PILT) Program/Fed Grant	35,000	37,000	7,246,348							
Franchise Fees	40,000	40,000	38,000	Revenue Neutral Mill Rate			41.791			
Ambulance Fees	1,185,462	1,110,422	1,203,688	Revenue Neutral \$\$			\$ 28,312,598			
Fees-Attorney (Diversions)	50,000	52,000	55,000							
Fees-Clerk	3,500	3,500	3,000	Overage on Neutral Mill Rate			3.924			
Fees-Elections	2,000	2,000	5,000	Shortage of \$\$			\$ 2,658,838			
Fees-Fair	30,000	30,000	20,000							
Grant - Emergency Management	0	30,000	0							
Fees-Noxious Weed	130,000	120,000	100,000							
Fees-Public Works/Parks	480,000	480,000	480,000							
Fees-Planning & Development	33,000	35,000	35,000							
Fees-Juvenile Supervision	567	500	300							
Fees-Appraiser	14,000	14,000	15,600							
Fees- Treasurer	7,000	7,500	7,500							
Fees - Register of Deeds	20,000	20,000	20,000							
Heritage Trust	25,000	25,000	25,000							
Transfer from MV to General	0	45,527	4,177							
Transfers from Economic Development to B&I	46,025	44,975	43,925							
Transfer from CIP to Bond & Interest	181,945	186,392	190,170							
SUBTOTAL	\$ 7,321,411	\$ 7,450,300	\$ 14,153,694							
TOTAL REVENUE	\$ 13,233,688	\$ 13,355,954	\$ 19,824,688							

Attachment: 2022 prelim Budget Development WS (10900 : 2022 Budget Work Session)

2022 Budget Development Worksheet

Department	% chg	Amt chg	Variance explanation
Administrative Services	4.49%	25,654	restructure position
Ambulance	5.02%	166,651	hr adjustment in PT wages
Appraiser	2.95%	44,809	retirement in long term employee
Attorney	2.63%	51,199	retirement in long term employee
Clerk	11.95%	106,175	new position (PIO)
Commissioners	3.86%	7,395	moratorium difference
Coroner			
District Court			
Elections	5.99%	23,693	Deputy position, PT wage adjustment
Emergency Management	1.46%	3,100	change of director
Fair			
General Services	-25.30%	(29,757)	expect less retired employee costs
Information Systems/GIS	-6.19%	(58,142)	dropped asst director position
Insurance			
Juvenile Detention			
Museum	5.28%	21,809	weekend assistant benefit eligible costs
Noxious Weed	3.83%	17,940	moratorium difference
Planning & Development	-0.15%	(826)	retirement of long term employee
Register of Deeds	-11.79%	(54,339)	change in long term employee costs/positions
Public Works	-0.92%	(42,619)	retirement of long term employee
Treasurer	3.81%	31,442	moratorium difference

2021 budget does not reflect moratorium, 2022 budget does (0.5%)

Also noted 2% change in 2021 is ot part of the budget

Agency	2019 Requested	2019 Approved	% Change *	2020 Requested	2020 Approved	% Change *	2021 Requested	2021 Approved	% Change *	2022 Requested	2022 Approved	% Change *	Fund Paid Fro
Emergency Shelter	\$11,000	\$11,000	0.00%	\$22,000	\$11,000	100.00%	\$11,000	\$11,000	0.00%	\$11,000		0.00%	General Fund
Genealogical Society	\$3,500	\$3,500	0.00%	\$3,500	\$3,500	0.00%	\$3,500	\$3,500	0.00%	\$3,500		0.00%	General Fund
Animal Shelter	\$65,000	\$65,000	0.00%	\$65,000	\$60,000	0.00%	\$65,000	\$60,000	8.33%	\$60,000		0.00%	General Fund
Extension	\$576,000	\$574,600	0.24%	\$599,645	\$599,645	4.36%	\$599,645	\$599,645	0.00%	\$608,645		1.50%	General Fund
Riley County Area Agency on Aging	\$279,198	\$266,527	4.75%	\$283,757	\$275,000	17.72%	\$289,147	\$275,000	5.14%	\$287,694		4.62%	General Fund
--HVAC request				\$30,000	\$15,000					--			General Fund
Pawnee Mental Health	\$559,838	\$265,120	111.16%	\$531,395	\$300,000	100.44%	\$300,000	\$300,000	0.00%	\$300,000		0.00%	General Fund
Big Lakes Development	\$213,000	\$213,000	0.00%	\$217,260	\$217,260	2.00%	\$217,260	\$217,260	0.00%	\$221,605		2.00%	General Fund
Community Corrections	\$0	\$0	0.00%	\$13,875	\$7,081		\$11,795	\$7,081	66.57%	\$19,420		174.26%	General Fund
Soil Conservation	\$55,136	\$55,136	0.00%	\$55,136	\$55,136	0.00%	\$55,136	\$55,136	0.00%	\$55,136		0.00%	General Fund
ATA Bus (Line 2780)	\$20,000	\$20,000	0.00%	\$20,000	\$20,000	0.00%	\$20,000	\$20,000	0.00%	\$20,000		0.00%	Public Works
ATA Bus	\$100,000	\$100,000	0.00%	\$100,000	\$100,000	0.00%	\$70,000	\$70,000	-30.00%	\$100,000		42.86%	General Fund
General Fund Total:	\$1,882,672	\$1,573,883		\$1,941,568	\$1,663,622		\$1,642,483	\$1,618,622		\$1,687,000	\$0		
RCPD Fund:	\$4,291,380	\$4,291,380	5.86%	\$4,420,348	\$4,420,348	3.01%	\$4,391,746	\$4,391,746	-0.65%	\$4,597,175		4.68%	RCPD Fund 17
Downtown Manhattan, Inc.	\$10,000	\$0	0.00%	\$5,000	\$5,000		\$5,000	\$5,000	0.00%	\$10,000		100.00%	Economic Dev.
Manhattan Chamber of Commerce	\$61,500	\$60,000	2.50%	\$60,000	\$55,000	0.00%	\$55,000	\$55,000	0.00%	\$55,000		0.00%	Economic Dev.
Governor's Military Council	\$5,000	\$5,000	0.00%	\$5,000	\$5,000	0.00%	\$0	\$0	-100.00%	\$0		#DIV/0!	Economic Dev.
Aggieville Business Association	\$0	\$0	0.00%	\$4,800	\$0		\$9,500	\$0		\$9,500		#DIV/0!	Economic Dev.
Riley County General Eco Devo	\$50,000	\$50,000	-3.25%	\$50,079	\$49,879	0.16%	\$74,190	\$74,190	48.74%	\$232,850		213.86%	Economic Dev.
Flint Hills Regional Transit Admin	\$0	\$0	-100.00%	\$0	\$0		\$0	\$0		\$0			Economic Dev.
Friends of Peace Memorial Auditorium	\$0	\$0	-100.00%	\$0	\$0		\$0	\$0		\$0			Economic Dev.
Flint Hills Veteran's Coalition	\$1,000	\$1,000	0.00%	\$1,000	\$1,000	0.00%	\$1,015	\$1,100	1.50%	\$1,015		-7.73%	Economic Dev.
Eco. Devo. Total:	\$127,500	\$116,000		\$125,879	\$115,879		\$144,705	\$135,290		\$308,365	\$0		
GRAND TOTAL:	\$6,301,552	\$5,981,263		\$6,487,795	\$6,199,849		\$6,178,934	\$6,145,658		\$6,592,540	\$0	7.27%	
ADD'L REQUEST:													
Three Rivers Inc.	\$25,000	Not approved		20,000	Not approved		-	\$0	N/A	8,000		N/A	Economic Dev.
Indigent Attorney Panel	\$401,700	\$400,000	4.07%	\$433,819	\$407,550	8.45%	\$400,550	\$400,550	0.14%	\$424,351		4.12%	General Fund
NEW REQUEST TOTAL	\$426,700	\$400,000		\$453,819	\$407,550		\$400,550	\$400,550		\$432,351	\$0		
NEW GRAND TOTAL WITH NEW AGENCY A	\$6,728,252	\$6,381,263		\$6,941,614	\$6,607,399		\$6,579,484	\$6,546,208		\$7,024,891	\$0	7.31%	

* Percentage of change is based on difference from prior year final to current year requested.

Prepared By:
Tami Robison
Budget Finance Officer

Attachment: 2022 Appropriation Requests Summary (10900 : 2022 Budget Work Session)



PUBLIC WORKS
Project Update

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

MEMORANDUM

FROM: John Ellermann, Public Works Director

MEETING: June 14, 2021

SUBJECT: Public Works Project Update

PRESENTER: John Ellermann

Update on the projects and activities by the Public Works staff and crew.

Enclosures:

- 061421 Project Update (DOCX)
- Asbestos - Scope of Work (DOCX)
- Building Demolition - Scope of Work (DOCX)
- Location Map (PDF)

Project Update

Public Works Department

6/14/2021

First Christian Church Demolition Project

- [Asbestos Scope of Work](#)
- [Building Demolition Scope of Work](#)

Lakeside Heights Sewer/Water District

- Plans have been approved by KDHE
- Working on collecting hook-up agreements from users.

Keats Sewer District

- Preliminary Engineer Report – BG Consultants
- Costs estimates for City and District maintenance
- Concern that the monthly per user costs are high, other options are being researched

Kitten Creek Culvert Replacement (N.5-22.5)

- Approximately 1.5 mi N. of Anderson Ave.
- Olsson and Associates is the consultant
- Working on office check plans

Rose Hill Rd. Bridge (O.7-2.6)

- Approximately ¼ mi. S. of Swede Creek Rd.
- KDOT Off-System Bridge Program (80/20 grant for construction)
- BG Consultant working on final plans and easement acquisition.
- [May 19 by KDOT Bid letting-Ebert was low Bidder](#)

West 32nd Ave Bridge (T.0-30.8)

- Approximately ¼ mi. N. of McDowell Creek Rd.
- Field Check meeting Friday Jan 22nd with Alfred Benesch & Co.
- Working on Office Check plans, [r/w acquisition complete](#) and utility relocation
- [Project denied for](#) KDOT Cost Share Program (90%-10%)

Winkler Mills Bridge (H.0-5.9)

- Approximately 0.1 mi. N. of Fancy Creek Rd.
- Bartlett & West
- Field check held January 27, 2021

Fancy Creek Bridge (K.0-6.2)

- Approximately 1.25 mi. W. of Tuttle Creek Blvd.
- Schwab-Eaton

- Field check held February 2, 2021

South Otter Bridge (D.5-9.1)

- Approximately 0.1 mi. S. of Green-Randolph Rd.
- Schwab-Eaton
- [Final Check plans have been returned](#)
- [Looking at potential bid dates](#)
- [Must be by November 1, 2021](#)

Senn Rd Bridge (I.1-10.8)

- BG Consultants
- Approximately 0.1 mi. E. of Union Rd.
- All permits received and utilities relocated and Easements acquired.
- Bid opening Monday April 12, 2021-Ebert Const. awarded contract
- [August 1st is the early start date](#)

Parallel Rd. Culvert (C.7-0.0)

- Approximately 0.2 mi E. of May Day Rd.
- Schwab-Eaton working on field check plans.

Flat Rock Rd. Culvert (O.3-1.3)

- Approximately 0.5 mi. W. of Swede Creek Rd.
- Field check meeting held with SMH Dec. 2, 2020
- Office check plan review nearing completion

Union Rd Culvert (I.0-0.9)

- Approximately 0.9 mi. S. of Green-Randolph Rd.
- Field check held Dec. 2, 2020
- Office check plan review nearing completion

K-113 Corridor Study – Jt. City/County/KDOT project

- Final report completed.
- Awaiting MOU

Parks:

- [Normal park maintenance activities](#)
- [Continue work on renovations to playground at Keats Park](#)

Operations:

- [Dust control \(Magnesium Chloride\) was applied.](#)
- [Grading of roads when moisture was available.](#)
- [Working on Equipment Storage Building at Leonardville Yard.](#)

- Prepare for work on W. 59th Ave-Road will be closed during construction

Miscellaneous

- MCR working on cleaning of Courthouse plaza buildings May 10th
- Staff working on presentation and flier for sales tax program
- Staff working on developing RFQ for EMS Station

Asbestos Removal
First Christian Church
115 Courthouse Plaza

Scope of work

The work specified herein is abatement of friable asbestos containing material (ACM) to be performed by competent persons who are properly trained, knowledgeable and qualified in the techniques of asbestos abatement, handling and disposal of friable asbestos and/or friable asbestos contaminated materials and the subsequent cleaning of contaminated areas. Work shall be performed in accordance with all applicable regulations, codes, ordinances and standards of governing authorities having jurisdiction and the requirements specified herein. Work shall be performed by Contractors who comply with all applicable federal, state and local regulations, are capable of, and willing to perform the work pursuant to these specifications. Companies completing asbestos abatement are required to be licensed and workers certified by KDHE.

Contractor shall furnish all labor, material, supervision, construction tools and equipment necessary to perform the following work: Removal of all friable asbestos within the limit lines described by County's Representative. **Contractor shall verify quantities and locations.** Provide and maintain environmental and occupational safety protective measures, equipment and procedures at the work site. Clean the work site to completely remove all visually apparent friable asbestos and to reduce the airborne concentrations. The Contractor shall obtain all necessary permits from the City of Manhattan, KDHE and other authorities having jurisdiction. Package, transport and disposal of all friable asbestos to an approved disposal site shall be included in the bid price.

KDHE must be notified in writing before asbestos-related projects (removal, encapsulation, dismantling or demolition) will be performed in a building, structure or adjoining area accessible to the public. KDHE notification form shall be submitted to KDHE a minimum of 10 business days prior to the start of the asbestos project.

The Contractor shall make his own estimation of the friable ACM to be removed. **No claim for additional cost will be accepted by the County.**

Contractor Asbestos Licensing and Certification: Submit a copy of the Contractor's Kansas Department of Health and Environment (KDHE) Business License and Workers Certifications of all workers on the project site. At no time, shall an asbestos abatement contractor subcontract services to another asbestos abatement contractor.

Waste Disposal Site Approval: Submit written evidence to the County prior to disposal, that the waste disposal site is approved for asbestos disposal by KDHE and other applicable authorities.

A mandatory pre-bid meeting will be held at 10:00 am, June XX, 2021 on site at 115 Court House Plaza, Manhattan, KS 66502.

Bidder will provide locations, type of material and estimated quantity as part of the bid.

Building Demolition
First Christian Church
115 Courthouse Plaza

Scope of work

This project is for the complete demolition of the building, the removal of all materials and filling of the excavation located at 115 Court House Plaza, Manhattan, Kansas 66502.

All demolition of the building shall be done in a safe workmanlike manner, using due care to prevent injury to persons or damage to property. It shall be the obligation of demolition contractor to diligently conduct his operation in a safe and prudent manner, in accordance with the requirements of these specifications, and other applicable ordinances and state laws. Additionally it shall be the obligation of the contractor to control and supervise all operations. Willful or continued performance of work in an unsafe, shoddy, dangerous or unworkmanlike manner, so as to expose the public (persons or property) to danger shall be cause for the work to be halted.

Suitable barricades and fencing shall be erected as required to protect the public and where encroachments are made upon public property or ways, permission therefore shall be obtained in advance. Trucks and machinery shall be operated in such a manner to not create a hazard.

Materials shall become the property of the contractor, except as noted in the Alternates listed below, and systematically removed as the building is wrecked to prevent the creation of a fire hazard, danger to the public, or interference with the use of public property. It shall be the obligation of the demolition contractor to provide or obtain suitable & legal locations for the disposing of the debris resulting from the building demolition and it shall not be permissible to burn any of the debris or rubbish at the location of demolition

Proper protection shall be provided for all public utilities, including sidewalks & curbs in the operation to prevent damage or interruption of service. Contractor shall coordinate with utility companies to ensure that all gas, electric, water and sewer lines shall be effectively disconnected and capped to prevent any leakage when they are interrupted. All plugged sewers must be inspected by the City Engineer prior to being covered.

All damages to sidewalks, curbs, gutters, utilities, streets, or any other items not scheduled to be demolished, will be the responsibility of the Contractor and repairs will be made to the satisfaction of the respective owner's representative. The cost of such repairs **shall** be the responsibility of the contractor and no separate or additional payment will be made. Sidewalks along the North side of building shall not be disturbed.

Existing light fixtures located on the East side of the property will be removed by the County prior to demolition. Care shall be taken to avoid damage to the light pole bases during the project.

The premise shall be cleared of all debris including shrubs, brush, trees, and any item or appurtenance not designated to remain on the site and filled and leveled to sidewalk/curb/alley grade upon completion. Only clean, non-organic fill may be used. Plaster, wood, rocks, concrete blocks, bricks, etc. shall not be used for fill material. Final 3" topping will be of a graded topsoil free of rocks and foreign material. To prevent any standing water, the final grade shall be crowned or sloped at a uniform grade

to allow drainage. The contractor is responsible for maintenance associated with soil erosion or settling of the ground cover for a **period of 180 days** from completion. Care shall be taken to save the trees on the East side of the building. All other landscaping in the demolition area shall be removed.

Seeding will be done by County after project is completed and accepted.

The contractor is responsible for all erosion & sediment control measures

Contractor is responsible for coordinating with bank for use of and the protection of the bank parking lot and not to damage bank property.

Contractor will not have access to Riley County Office Building parking lot during demolition.

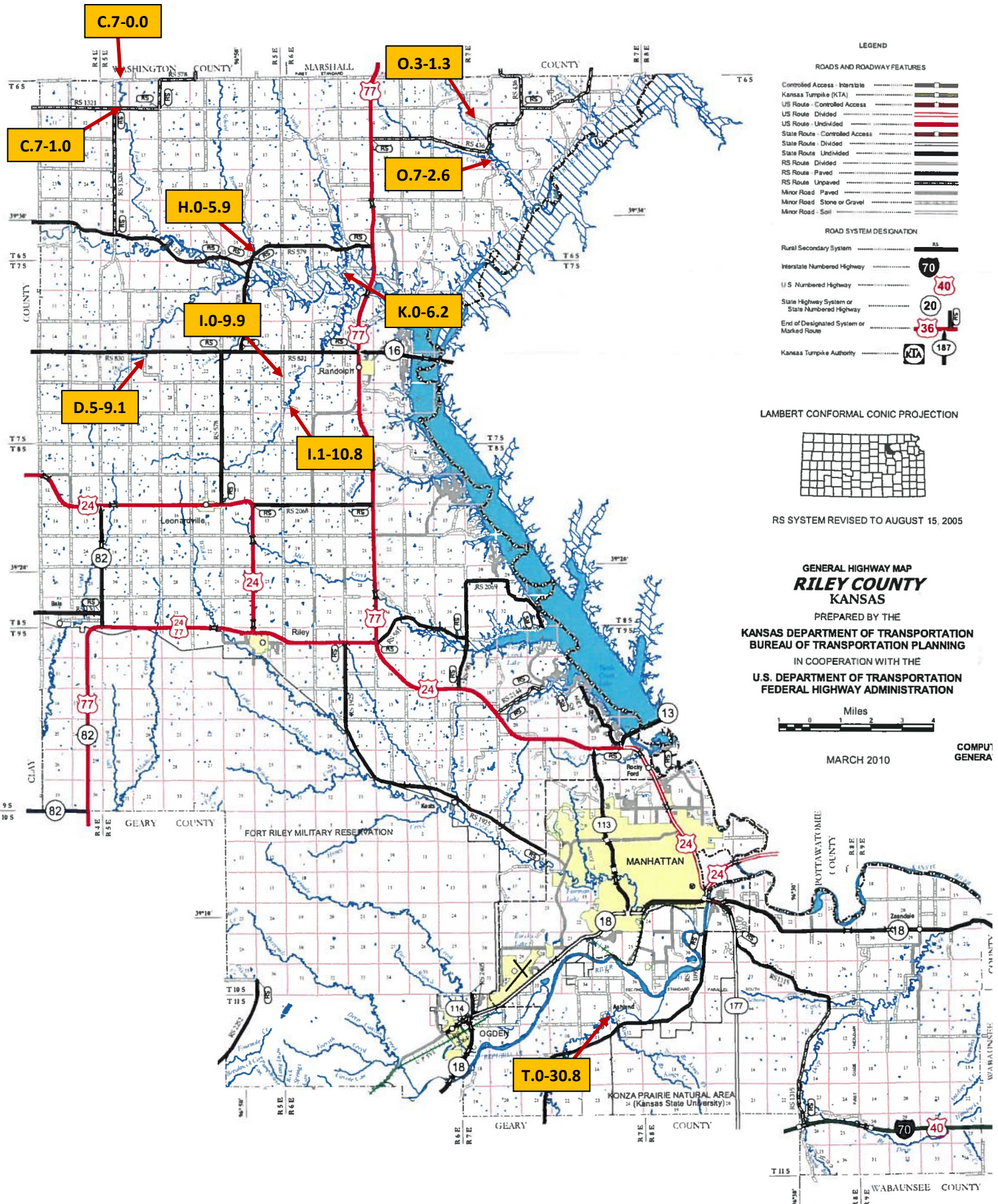
Working days and time may need to be adjusted to accommodate judicial proceedings. **Work will be limited to evenings and weekends to not disturb Courts and County Attorney (5-9 on weekdays and 8-9 on weekends – City allowed working hours)**

Base Bid: Complete demolition, contractor keeps and hauls all materials from site.

Alternate 1: Care shall be taken to remove and preserve limestone blocks of exterior walls. Wall blocks will be stacked on pallets for removal by County forces. **?? Certain Walls??**

Alternate 2: Limestone walls will be removed and salvaged and hauled to a site to be determined by the County.

A mandatory pre-bid meeting will be held at 10:00 am, June XX, 2021 on site at 115 Court House Plaza, Manhattan, KS 66502.



Attachment: Location Map (10905 : Public Works Project Update)



PUBLIC WORKS
Agreement

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

COMMISSION AGENDA REPORT

FROM: John Ellermann, Public Works Director

MEETING: June 14, 2021

SUBJECT: KDOT US-24 Unofficial Detour

PRESENTER: John Ellermann

BACKGROUND

KDOT began a culvert replacement project on US-24 North of Riley in April. The project closed US-24 and detoured traffic to K-82 and US-77. However, local traffic began using Crooked Creek Rd as an unofficial detour around the project. The increased traffic on Crooked Creek Rd. has caused concerns from the Townships with dust causing poor visibility.

In response to the Townships concerns, KDOT has agreed to a one time application of a dust control material (Mag Chloride) to Crooked Creek Rd. The Township, with assistance from the County, will grade and prepare the road for the Mag Chloride application. The County will pre apply water and schedule with Scottwood Industries for the dust control.

KDOT will reimburse the County up to \$30,000 for the dust control.

DISCUSSION

To enter into an agreement with KDOT for the application of dust control on Crooked Creek Rd.

FISCAL IMPACT

The fiscal impact to the County is in the salary of the crew assisting the in the application of the dust control. Any assistance to the Townships with grading and gravel will be reimbursed by the Township.

KDOT will reimburse the County up to \$30,000 for the application of the dust control.

RECOMMENDATION(S)

Staff recommends approving the application of dust control on Crooked Creek Rd. and signing the agreement with KDOT.

POSSIBLE MOTION(S)

Move to approve the chairman to sign the agreement with KDOT for the application of dust control on Crooked Creek Rd.

Move to deny

Move to modify

Enclosures:

- Unofficial Detour Route (PDF)

reasonable costs for additional maintenance or other repair action to return the Unofficial Detour Route(s) to standard local route conditions.

3. **Reimbursement Payments.** If the compensation in Article I, paragraph 1 is monetary in nature, the Secretary agrees to make partial payments to the LPA for amounts not less than \$1,000 and no more frequently than monthly, not to exceed any stated maximum amount. Such payments will be made after receipt of proper billing and supporting documentation.

ARTICLE II

LPA RESPONSIBILITIES:

1. **Consideration.** The LPA agrees to accept the compensation identified above in Article I, paragraph 1 as full payment and consideration for the increase in traffic on the Unofficial Detour Routes for the duration of the Project and/or for the duration of the State Detour.

2. **Scope of Maintenance.** The compensation identified above in Article I, paragraph 1 is to assist in LPA maintenance of the Unofficial Detour Route(s) due to increased vehicular traffic, to include the following maintenance work or repair action:

To acquire and have the Dust Control Material (Magnesium Chloride) applied to a prepared roadway (Crooked Creek Road in Riley County) for approximately 4 miles.

A prepared roadway may include additional aggregate placed before dust control is applied and after the project has been completed. It may also include grading, watering and compacting the roadbed prior to placement of Dust Control Material.

The Dust Control Material is anticipated to last through the summer and into early fall. The Dust Control Material will only be applied once for this project.

3. **Road Maintenance.** Through its own forces or a third party, the LPA will maintain the Unofficial Detour Route(s) for the traveling public's safety, including those persons using such routes in lieu of the State Detour or the State Route. Nothing in this Agreement is intended to modify the LPA's existing and continuing obligations for the LPA roadways.

4. **Indemnification.** To the extent permitted by law and subject to the maximum liability provisions of the Kansas Tort Claims Act, the LPA will defend, indemnify, hold harmless, and save Secretary and the Secretary's authorized representatives from any and all costs, liabilities, expenses, suits, judgments, damages to persons or property, or claims of any nature whatsoever arising out of or in connection with the provisions or performance of this Agreement by the LPA, the LPA's employees, agents, or subcontractors. The LPA shall not be required to defend, indemnify, hold harmless, and save the Secretary for negligent acts or omissions of the Secretary or the Secretary's authorized representatives or employees.

ARTICLE III

GENERAL PROVISIONS:

1. **Term.** This Agreement will be in full force and effect upon the date written below and will continue until such time the Project no longer restricts the flow of traffic on the State Route or upon the LPA's receipt of the compensation specified under Article I, paragraph 1, whichever event occurs later. The expiration of this Agreement does not relieve the LPA of its rights and obligations to the Secretary existing at the time of expiration and any representations, warranties, covenants, and indemnities made by the LPA in this Agreement will survive the expiration of this Agreement.

2. **Contractual Provisions.** The provisions found in the Contractual Provisions Attachment (Form DA-146a), which is attached hereto, are hereby incorporated in this Agreement and made a part thereof.

3. **Binding Agreement.** This Agreement and all contracts entered into under the provisions of this Agreement shall be binding upon the Secretary and the LPA and their successors in office.

4. **Claim Preclusion.** It is further agreed this Agreement precludes LPA claims for any other costs incurred on the LPA roads, including the Unofficial Detour Routes.

5. **Headings.** All headings in this Agreement have been included for convenience of reference only and are not be deemed to control or affect the meaning or construction or the provisions herein.

6. **No Third Party Beneficiaries.** No third party beneficiaries are intended to be created by this Agreement and nothing in this Agreement authorizes third parties to maintain a suit for damages pursuant to the terms or provisions of this Agreement.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed by their duly authorized officers.

KANSAS DEPARTMENT OF TRANSPORTATION
Secretary of Transportation

By: _____
District Engineer (District 1) Date

LOCAL PUBLIC AUTHORITY (LPA):

Riley County

By: _____
AUTHORIZED LOCAL OFFICIAL

ATTEST:

CLERK

Attachment: Unofficial Detour Route (10904 : KDOT Unofficial Detour)

CONTRACTUAL PROVISIONS ATTACHMENT

Important: This form contains mandatory contract provisions and must be attached to or incorporated in all copies of any contractual agreement. If it is attached to the vendor/contractor's standard contract form, then that form must be altered to contain the following provision:

"The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 06-12), which is attached hereto, are hereby incorporated in this contract and made a part thereof."

The parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being the _____ day of _____, 20_____.

1. **Terms Herein Controlling Provisions:** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated. Any terms that conflict or could be interpreted to conflict with this attachment are nullified.
2. **Kansas Law and Venue:** This contract shall be subject to, governed by, and construed according to the laws of the State of Kansas, and jurisdiction and venue of any suit in connection with this contract shall reside only in courts located in the State of Kansas.
3. **Termination Due To Lack Of Funding Appropriation:** If, in the judgment of the Director of Accounts and Reports, Department of Administration, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges-hereunder, State may terminate this agreement at the end of its current fiscal year. State agrees to give written notice of termination to contractor at least 30 days prior to the end of its current fiscal year, and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to 90 days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided State under the contract. State will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by State, title to any such equipment shall revert to contractor at the end of the State's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.
4. **Disclaimer Of Liability:** No provision of this contract will be given effect that attempts to require the State of Kansas or its agencies to defend, hold harmless, or indemnify any contractor or third party for any acts or omissions. The liability of the State of Kansas is defined under the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.).
5. **Anti-Discrimination Clause:** The contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 et seq.) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101 et seq.) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration; (f) if it is determined that the contractor has violated applicable provisions of ADA, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration.

Contractor agrees to comply with all applicable state and federal anti-discrimination laws.

The provisions of this paragraph number 5 (with the exception of those provisions relating to the ADA) are not applicable to a contractor who employs fewer than four employees during the term of such contract or whose contracts with the contracting State agency cumulatively total \$5,000 or less during the fiscal year of such agency.
6. **Acceptance Of Contract:** This contract shall not be considered accepted, approved or otherwise effective until the statutorily required approvals and certifications have been given.
7. **Arbitration, Damages, Warranties:** Notwithstanding any language to the contrary, no interpretation of this contract shall find that the State or its agencies have agreed to binding arbitration, or the payment of damages or penalties. Further, the State of Kansas and its agencies do not agree to pay attorney fees, costs, or late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect that attempts to exclude, modify, disclaim or otherwise attempt to limit any damages available to the State of Kansas or its agencies at law, including but not limited to the implied warranties of merchantability and fitness for a particular purpose.
8. **Representative's Authority To Contract:** By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.
9. **Responsibility For Taxes:** The State of Kansas and its agencies shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.
10. **Insurance:** The State of Kansas and its agencies shall not be required to purchase any insurance against loss or damage to property or any other subject matter relating to this contract, nor shall this contract require them to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.), the contractor shall bear the risk of any loss or damage to any property in which the contractor holds title.
11. **Information:** No provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101 et seq.
12. **The Eleventh Amendment:** "The Eleventh Amendment is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this contract shall be deemed a waiver of the Eleventh Amendment."
13. **Campaign Contributions / Lobbying:** Funds provided through a grant award or contract shall not be given or received in exchange for the making of a campaign contribution. No part of the funds provided through this contract shall be used to influence or attempt to influence an officer or employee of any State of Kansas agency or a member of the Legislature regarding any pending legislation or the awarding, extension, continuation, renewal, amendment or modification of any government contract, grant, loan, or cooperative agreement.



**COUNTY
COUNSELOR/ADMINISTRATIVE
SERVICES**
Staff Update

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

COMMISSION AGENDA REPORT

FROM: Jana Chingway, Senior Legal Assistant

MEETING: June 14, 2021

SUBJECT: Pending County Projects County Counselor

PRESENTER: Clancy Holeman, Riley County Counselor

Enclosures:

- Final Commission List 06.14.2021 (DOC)

PENDING COUNTY PROJECTS ▪ June 14, 2021
Submitted by Clancy Holeman, Riley County Counselor
Changes from previous meetings are shown in italics.

NOTE: The below is not intended to be a comprehensive list of all “pending” departmental projects underway. Instead, it represents an ongoing snapshot of the current status of selected pending projects which have either consumed significant staff time; involve county issues of widespread significance, or which have been added to this list by the BOCC.

COMMISSION LIST

Matters Reviewed Since Last Project List Submitted:

1. Finalize draft of Fairmont Heights Sewer Benefit District Service Agreement and provide to City of Manhattan staff for review. Receive returned Agreement from City. Solicit and receive input from staff working group. Schedule county working group meeting for Friday, July 6, 2018.
2. Relay potential claim information to liability insurer.
3. Email and phone exchange with outside consulting engineer to finalize Engineering Agreement with Riley County for Fairmont Heights Sewer Benefit District; Draft CAR for final version and arrange for consulting engineer to provide originals for signature by BOCC July 5th.
4. Respond to working group inquiry about potential signage on private road. Review staff working group responses on same issue.
5. Update draft indemnity agreement for 2018 County Fair and transmit to Extension Director for review and further update. Communicate with Extension Director, then insurance company representative, for revision of certificate of insurance to provide coverage on appropriate dates. Provide agreement to Extension for circulation and signatures.
6. “Dark Store” Commercial Real Property Appraisal Theory: A local working group composed of two members of our state legislative delegation and staff from Riley County, the City of Manhattan and Pottawatomie County is scheduled to meet initially July 11, 2018. The goal is to develop legislation to address this “hypothetical” appraisal theory which, on commercial properties, represents potentially huge reductions in the property tax base for local governmental entities, a resulting shift of that tax liability to residential properties, along with local government exposure to refunds with interest from the counties’ general funds.

Staff and Departmental Meetings Attended Since Last Project List Submitted:

1. Discussion of Health Department electronic medical records and potential transition to vendor selected by consortium of regional health departments. Initial conversation on multiple issues. Staff discussion scheduled for Friday, July 6th, 2018.
2. Review Agenda items for BOCC public meeting of July 5, 2018.
3. Public Works--Carson Mobile Home Park Sewer Benefit District—sewer system improvement KDHE loan application. Met with Public Works and Budget and Finance on April 26, 2018. Conference call made to KDHE. I will provide draft of revised KDHE form contract and cover letter to Public Works week of May 7, 2018. Public Works submitted on May 10, 2018 its proposed changes to the KDHE form contract.
4. Emergency Management—Fort Riley meeting on development of tower site lease agreement held April 25, 2018. Fort will develop memorandum for Bank confirming the Fort supports this project “in principle.” All other details will remain to be worked out. Our joint theory is this memo will help financing institution go forward with closing on the loan for the entire project, even if the tower lease

with Fort Riley cannot be executed before that closing—because of the need for Corps. of Engineers’ development of a lease agreement for the use of Fort Riley’s radio tower site. Significant time expended during week of May 7, 2018 in order to finalize concepts for our tower lease agreements, including 1½ hour telephone conference May 9, 2018, with bond counsel, lawyer for financing institution and Fire Chief. Final proposed tower lease agreements were distributed.

Valleywood ROW Obstructions: Letter mailed giving the party placing obstructions in the township road ROW 15 days to remove or it will be removed by County Engineer, pursuant to statute. Deadline for removal of obstructions close of business, May 3, 2018.

Firing Range: Response due from landowner by May 10, 2018. Contacted by different counsel for landowner. Toured range with counsel for land owner.

Countywide Emergency Radio Communications System Upgrade: Established contact with federal legislative delegation members—requesting information on any available federal funding to help defray portion of total project cost—since NBAF labs and associated facilities will benefit from interoperability of improved emergency radio communications ability.

BOCC v. Archer: On April 4, 2018 District Court denied Archer’s motion to sanction me for alleged misconduct, at the close of his evidence over two days. The District did so when we made a motion for judgment as a matter of law, based upon our theory we had no reason to provide evidence, given the nature of Defendant’s evidence. We have provided a Supreme Court Rule 170 demand that Defendant’s counsel sign our journal entry or it will be submitted to the Court for consideration. Defendant’s Supreme Court Rule deadline to provide us with any objections to that journal entry was close of business, Thursday, April 26, 2018. When no response was received by opposing counsel, our journal entry was submitted to the Court pursuant to the foregoing Supreme Court Rule, un-signed by Defendant’s counsel. It was approved and signed by the Judge. That final journal entry has now been filed in the case.

Household Hazardous Waste: I provided the BOCC for signature Monday, December 12th the resolution necessary to add Marion County as a member of the Regional HHW Program. The Board signed that document. Director Dennis Peterson will offer that resolution as a template to the other 10 current members of the Program. Each one of them is required to pass a similar resolution in order to allow Marion County membership. Once all those resolutions are passed, the most recent version of the underlying interlocal agreement must be submitted to the Attorney General for review and approval. I’ve discussed with Dennis the fact that we will need to have each signing county provide proof of their resolution adoption and publication before submitting the interlocal agreement to the Attorney General. That office no longer has copies in its files of the original interlocal agreement this current agreement amends. That’s because they were disposed of according to the Attorney General’s record retention schedule. Weeks of April 3, 10, 2017: Drafting cover letter to A.G. to accompany documents from various counties showing interlocal ready for approval. I anticipate completing this cover letter and transmitting the agreements for review in July, 2018.



MUSEUM
Staff Update

Cheryl Collins
Museum Director
2309 Claflin Rd
Manhattan, KS 66502
Phone: 785-565-6490

STAFF REPORT

FROM: Cheryl Collins, Director, Riley County Historical Museum

MEETING: June 14, 2021

SUBJECT: Riley County Historical Museum Staff Report- Wolf House 4th Grade Virtual Tour

PRESENTER: Allana Saenger Parker, Curator or Design, Riley County Historical Museum

Wolf House Museum 4th Grade Virtual Tour 2021

Due to the pandemic, the Riley County Historical Society and Museum changed its annual Wolf House Museum 4th grade tour program in 2021 to a virtual tour experience, with hands-on history projects for each 4th grader and a hands-on history kit available to each classroom.

Here is a link to the 2021 Wolf House Virtual Tour:

<https://view.genial.ly/606b3afea341da0d70bbfa13/presentation-wolf-house-museum-virtual-tour-2021>

Through online, interactive, video, and hands-on activities the Society and Museum offered students a look at this Victorian historic house, demonstrating domestic life in Manhattan and Riley County in the 1880's through engaging online interactives, videos, and in-class hands-on activities. As in previous years, we have worked to make sure our tour aligns with Kansas 4th Grade State Education Standards.

Though the Wolf House Museum is best experienced in person, we believe that even in a virtual format students were able to obtain a knowledge of the past and a better sense of connection to Manhattan and Riley County. The program also aids in helping students understand the broader scope of Kansas and U.S. history. The virtual tour also provided students with opportunities in historical thinking skills and helped make connections between the history they explore at the Wolf House Museum and their lives today.

As part of the tour, the Society and Museum provided hands-on packets for each student. The hands-on packets included a reproduction thaumatrope, buzzsaw, and ball-in-a-cup toys, a DIY crazy quilt block kit, calling card, and pieces of salt water taffy. Additionally, an 1880s hands-on history kit was provided for teachers to check out for use in their classrooms. The kit included items that the students saw in the virtual tour such as stereoscopes, salt cellars, celluloid shirt collars, and 1880's games including jacks and pick-up-sticks.

Through this program, we were able to serve eleven Riley County schools and approximately 500 fourth grade students. Though the initial launch of the tour was focused toward access for local 4th grade students, we are working to make the virtual tour program available to public in the future. We are very appreciative of the docents who volunteered their time to assist with this program.

We encouraged the students to bring their families and friends to visit the Wolf House Museum in person at a later date.

Riley County Historical Museum Curator of Design Allana Saenger Parker developed the Wolf House Virtual Tour with help from Kassie Procopio, Museum Assistant, and other Museum staff. We will be evaluating the program and making improvements for the future. If you have suggestions, please let us know.

Attached are photographs of the student hands-on packet, the classroom hands-on kit, and two of the thank you notes we received from the students.

Enclosures:

- Wolf Virtual Tour 2021 illustrations (PDF)



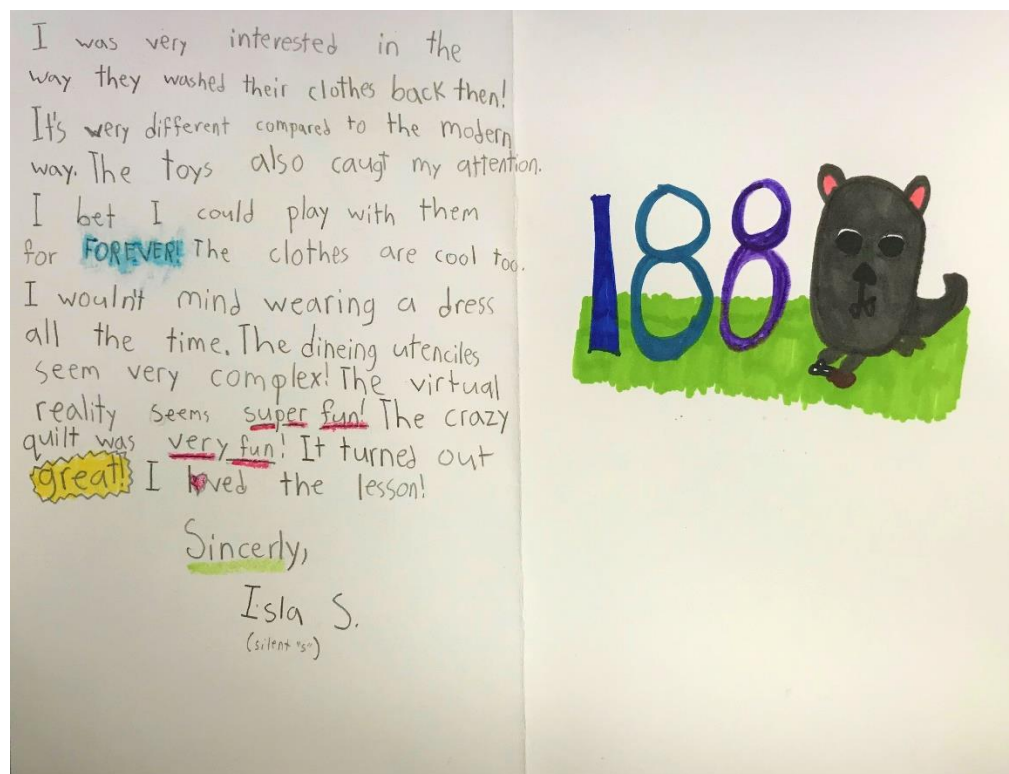
This is a photograph of the hands-on packet given to each student:



This is a photograph of the hands-on kit that was available to all the classrooms:



These are two of the thank you notes we received from students:





COUNTY TREASURER'S OFFICE
Staff Update

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

STAFF REPORT

FROM: Shilo Heger

MEETING: June 14, 2021

SUBJECT: May 2021 Revenue Reporting - Riley County Treasurer

PRESENTER: Shilo Heger

Enclosures:

- May 2021 Financials (PDF)

Riley County Balance Sheet
May 31, 2021

22.a

Assets		Liabilities/Fund Balances		
KS State Bank-Checking	77,976,676.01	County General		25,601,048.13
KS State Bank-ARP	7,209,348.00	Disaster Fund (Cares Act)		7,209,348.00
Riley State Bank	117,102.27	Health Department		1,815,906.40
Leonardville State Bank	5,000.00	Capital Improvements Fund		8,968,583.75
Sunflower Bank	189,616.54	Economic Development		196,805.17
Cash on Hand	50,815.53	RCPD Levy/Inmate Medical		2,326,438.30
CD/CDARS	8,600,000.00	Radio Infrastructure Project		83,504.27
		Bond & Interest		574,382.41
		Road & Bridge Capital Projects		5,426,398.09
		Landfill Closure		67,487.21
		County Building		288,052.94
		County Auction		14,470.50
		Solid Waste		641,404.63
		Emergency Management		783,954.65
		Fire District #1		898,742.41
		Register of Deeds Tech Fund		174,468.86
		Clerk Tech Fund		114,798.35
		Treasurer Tech Fund		62,630.06
		Motor Vehicle Operations		53,906.84
		RCPD Ops/IT Reserve/Seizure		2,950,442.68
		District Court-Technology		179,682.42
		Court Services		2,025.00
		EMS Grants		6,067.64
		Museum Bequest		6,582.25
		War Memorial Fund		11,075.07
		Miscellaneous		39,472.73
		Community Corrections		162,410.42
		JJA Prevention	Teen Court	Adult Services
		Juvenile Intake Case Manager	Juvenile Service	Special Alcohol
		County Attorney		3,958.59
		Special Prosecutor Trust	PATF	
		Benefit Districts		991,393.51
		University Park	Moehlman Bottoms	Deep Creek
		Carson Sewer	Valleywood	Lakeside Heights
		Hunters Island	Terra Heights	Konza
		Mertz/McGehee Drainage		
		Funds to be Distributed		32,817,830.24
		City Funds	Wildlife & Parks	School Funds
		Township Funds	Special Assessments	State Funds
		Cemetery Funds		
		Tax Holding Funds		1,675,286.83
		Commercial Vehicle Fees	16/20M Truck Taxes	Advance Tax
		Recreational Vehicle Tax	Current Ad Valorem Tax	Sales Tax Coll
		Motor Vehicle Tax	Delinquent PP Tax	Driver's License
		Motor Vehicle Registrations	Delinquent RL Tax	Veh Rental Excise
TOTAL ASSETS	\$ 94,148,558.35	TOTAL LIABILITIES & FUND BAL		94,148,558.35

Attachment: May 2021 Financials (10897 : May Treasurer's Report-2021)

Investments and Interest
May 31, 2021
Investments & Year to Date Interest

Bank	CDs	Checking Savings	Year to Date Interest	2020 Interest
KS State Bank	\$1,600,000.00	\$85,186,024.01	\$23,388.33	
Riley State Bank	\$500,000.00	\$117,102.27	\$7,685.22	
Leonardville State Bank	\$0.00	\$5,000.00	\$2.77	
Sunflower	\$0.00	\$189,616.54	\$1,697.39	
UMB	\$0.00	\$0.00	\$0.00	
Landmark National Bank	\$0.00	\$0.00	\$0.00	
Intrust	\$2,700,000.00	\$0.00	\$0.00	
Capitol Federal	\$0.00	\$0.00	\$2,393.42	
Community 1st National Bank	\$0.00	\$0.00	\$41,086.89	
United Bank	\$0.00	\$0.00	\$0.00	
Municipal Investment Pool	\$0.00	\$0.00	\$0.00	
Commerce Bank	\$2,000,000.00	\$0.00	\$0.00	
Central National Bank	\$1,800,000.00	\$0.00	\$8,132.05	
US Bancorp	\$0.00	\$0.00	\$0.00	
Total	\$8,600,000.00	\$85,497,742.82	\$84,386.07	\$575,159.53
Cash & Transfer items	\$50,815.53			
Total on Deposit	\$94,148,558.35			
			2021	2020
Interest Transfers				
Capital Improvements #145			\$2,910.40	\$66,724.57
Emergency 911 #148			\$282.13	\$5,550.50
Reg of Deeds Technology #106			\$58.20	\$939.02
Clerk Technology #107			\$37.09	\$630.69
Treasurer Technology #108			\$18.34	\$307.27
RCPD Seizure Funds			\$104.27	\$184.89
Total Transfers			\$3,410.43	\$74,336.94
Net Interest to County General			\$79,278.25	\$479,949.50
Budget			\$ 200,000.00	\$450,000.00
% Collected			39.64%	106.66%
% Over(Under Budget)			-2.03%	
Interest to CIP - Radio Project			\$1,697.39	\$20,873.09
Interest rate on active checking account		0.02%		
Interest rate on one year investments		0.07%		

Attachment: May 2021 Financials (10897 : May Treasurer's Report-2021)

**General Fund Revenue Detail
Through May 31, 2021**

	May		Year To Date		
	Actual	Budget	Actual	Budget	Variance
Motor Vehicle					
Motor Vehicle	516,830.77	482,563.64	1,086,088.54	1,111,994.30	-25,905.76
Vehicle Rental Excise	0.00	0.00	6,065.52	17,802.50	-11,736.98
Recreational Vehicle	4,361.53	3,946.57	9,965.25	9,583.73	381.52
Commercial Vehicles	59,675.34	65,262.00	73,030.02	87,016.00	-13,985.98
Ad Valorem					
RL/Oil/PP	9,105,351.75	8,998,819.96	22,564,069.47	22,497,049.00	67,020.47
Intangible	44,883.90	79,668.40	291,359.16	193,197.37	98,161.79
16/20 M Trucks	2,323.68	6,754.80	14,920.01	16,380.29	-1,460.28
Watercraft	891.98	4,567.80	10,357.47	11,076.79	-719.32
Delinquent Tax	78,842.19	0.00	239,609.34	0.00	239,609.34
Sales Tax	176,602.73	125,000.00	820,142.07	625,000.00	195,142.07
Payment In Lieu of Tax	0.00	0.00	0.00	0.00	0.00
City/County Highway	0.00	0.00	482,982.01	552,500.00	-69,517.99
Interest/Penalties	57,795.67	16,666.67	220,091.31	83,333.33	136,757.98
Investment Interest	6,790.56	16,666.67	79,278.25	83,333.33	-4,055.08
Recording Fees	51,161.00	22,916.67	281,466.00	114,583.33	166,882.67
Hertiage Trust Fund	3,789.00	0.00	20,903.00	0.00	20,903.00
Juvenile Supervision Fees	67.72	41.67	143.73	208.33	-64.60
Diversion Fees	6,454.42	4,333.33	24,572.67	21,666.67	2,906.00
Franchise Fees	0.00	0.00	18,206.47	20,000.00	-1,793.53
Miscellaneous	28.52	0.00	282.41	0.00	282.41
Departments					
Clerk	178.50	291.67	582.85	1,458.33	-875.48
Register of Deeds	8,503.70	3,750.00	26,666.55	18,750.00	7,916.55
Treasurer	262.00	625.00	1,715.81	3,125.00	-1,409.19
Clerk of the District Court	3,800.57	3,750.00	15,035.82	18,750.00	-3,714.18
Emergency Management	0.00	2,500.00	0.00	12,500.00	-12,500.00
Coroner	1,825.00	0.00	3,952.41	0.00	3,952.41
Fair	0.00	2,500.00	887.50	12,500.00	-11,612.50
Museum	0.00	0.00	19,015.00	0.00	19,015.00
Election	445.90	166.67	835.90	833.33	2.57
Ambulance/EMS	133,958.92	92,535.17	550,171.74	462,675.83	87,495.91
Appraiser	563.54	1,166.67	9,026.04	5,833.33	3,192.71
Planning & Development	4,288.00	2,916.67	17,399.75	14,583.33	2,816.42
Information Systems	0.00	0.00	19,271.21	0.00	19,271.21
General-General	3,356.37	0.00	37,394.27	0.00	37,394.27
Public Works	32,866.10	40,000.00	187,095.66	200,000.00	-12,904.34
Noxious Weed	16,377.03	10,000.00	36,768.20	50,000.00	-13,231.80
Total Before Transfers	10,322,276.39	9,987,410.00	27,169,351.41	26,245,734.15	923,617.26
Transfers In	56,356.54	0.00	2,835,583.28	0.00	0.00
Total After Transfers	10,378,632.93	9,987,410.00	30,004,934.69	26,245,734.15	3,759,200.54
Over/Under Budget Before Transfers	3.35%		3.52%		
Over/Under Budget After Transfers	3.92%		14.32%		

Attachment: May 2021 Financials (10897 : May Treasurer's Report-2021)

2021 General Fund Revenue
Year To Date

22.a

	May		Year To Date		
	Actual	Budget	Actual	Budget	% of Budget Collected
Motor Vehicle					
Motor Vehicle	516,830.77	482,563.23	1,086,088.54	2,098,101.00	51.77%
Vehicle Rental Excise	0.00	0.00	6,065.52	35,605.00	17.04%
Recreational Vehicle	4,361.53	3,945.90	9,965.25	18,790.00	53.03%
Commercial Vehicles	59,675.34	65,262.00	73,030.02	87,016.00	83.93%
Ad Valorem					
RL/Oil/PP	9,105,351.75	8,998,819.52	22,564,069.47	23,681,104.00	95.28%
Intangible	44,883.90	79,669.20	291,359.16	199,173.00	146.28%
16/20 M Trucks	2,323.68	6,754.80	14,920.01	16,887.00	88.35%
Watercraft	891.98	4,567.60	10,357.47	11,419.00	90.70%
Delinquent Tax	78,842.19	0.00	239,609.34	0.00	0.00%
Sales Tax	176,602.73	125,000.00	820,142.07	1,500,000.00	54.68%
Payment In Lieu of Tax	0.00	0.00	0.00	37,000.00	0.00%
City/County Highway	0.00	0.00	482,982.01	1,105,010.00	43.71%
Interest/Penalties	57,795.67	16,666.67	220,091.31	200,000.00	110.05%
Investment Interest	6,790.56	16,666.67	79,278.25	200,000.00	39.64%
Recording Fees	51,161.00	22,916.67	281,466.00	275,000.00	102.35%
Hertiage Trust Fund	3,789.00	0.00	20,903.00	0.00	0.00%
Juvenile Supervision Fees	67.72	41.67	143.73	500.00	28.75%
Diverson Fees	6,454.42	4,333.33	24,572.67	52,000.00	47.26%
Franchise Fees	0.00	0.00	18,206.47	40,000.00	45.52%
Miscellaneous	28.52	0.00	282.41	0.00	0.00%
Departments					
Clerk	178.50	291.67	582.85	3,500.00	16.65%
Register of Deeds	8,503.70	3,750.00	26,666.55	45,000.00	59.26%
Treasurer	262.00	625.00	1,715.81	7,500.00	22.88%
Clerk of the District Court	3,800.57	3,750.00	15,035.82	45,000.00	33.41%
Emergency Management	0.00	2,500.00	0.00	30,000.00	0.00%
Coroner	1,825.00	0.00	3,952.41	0.00	0.00%
Fair	0.00	2,500.00	887.50	30,000.00	2.96%
Museum	0.00	0.00	19,015.00	0.00	0.00%
Election	445.90	166.67	835.90	2,000.00	41.80%
Ambulance/EMS	133,958.92	92,535.17	550,171.74	1,110,422.00	49.55%
Appraiser	563.54	1,166.67	9,026.04	14,000.00	64.47%
Planning & Development	4,288.00	2,916.67	17,399.75	35,000.00	49.71%
Information Systems	0.00	0.00	19,271.21	0.00	0.00%
General-General	3,356.37	0.00	37,394.27	0.00	0.00%
Public Works	32,866.10	40,000.00	187,095.66	480,000.00	38.98%
Noxious Weed	16,377.03	10,000.00	36,768.20	120,000.00	30.64%
Total Before Transfers	10,322,276.39	9,987,409.08	27,169,351.41	31,480,027.00	86.31%
Transfers In	56,356.54	0.00	2,835,583.28	0.00	0.00%
Total After Transfers	10,378,632.93	9,987,409.08	30,004,934.69	31,480,027.00	95.31%
Over/Under Budget Before Transfers	3.35%				
Over/Under Budget After Transfers	3.92%				
May = 41.67% of the budget					

Attachment: May 2021 Financials (10897 : May Treasurer's Report-2021)

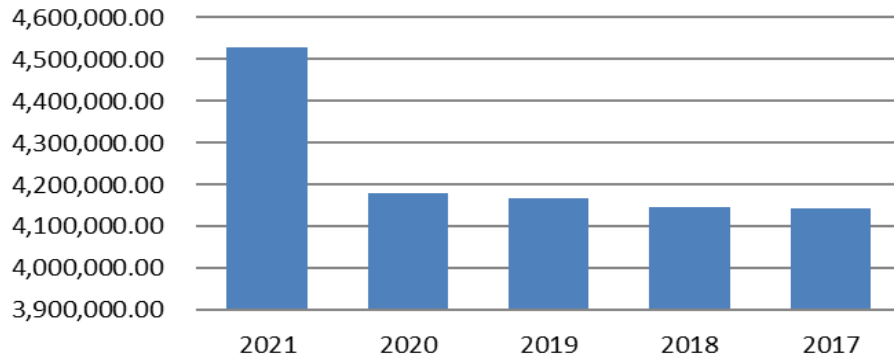
**Sales Tax Received
May 31, 2021**

	County General		Road & Bridge Cap Fund		Prior Year Variance	Total Collected	2021 Budget	% Over Budget
	2020	2021	2020	2021				
January (Nov Sales)	157,610.46	158,605.23	157,610.46	158,605.22	0.63%	317,210.45	250,000.00	26.88%
February (Dec sales)	175,524.77	166,103.83	175,524.76	166,103.82	-5.37%	332,207.65	250,000.00	32.88%
March (Jan sales)	141,647.43	166,534.18	141,647.42	166,534.17	17.57%	333,068.35	250,000.00	33.23%
April (Feb sales)	138,252.67	152,296.10	138,252.66	152,296.09	10.16%	304,592.19	250,000.00	21.84%
May (Mar sales)	133,567.21	176,602.73	133,567.21	176,602.72	32.22%	353,205.45	250,000.00	41.28%
June (Apr sales)	126,023.04		126,023.03		-100.00%	0.00	250,000.00	-100.00%
July (May sales)	144,801.12		144,801.12		-100.00%	0.00	250,000.00	-100.00%
August (June sales)	170,498.20		170,498.20		-100.00%	0.00	250,000.00	-100.00%
September (July sales)	131,862.24		131,862.23		-100.00%	0.00	250,000.00	-100.00%
October (Aug sales)	167,930.55		167,930.54		-100.00%	0.00	250,000.00	-100.00%
November (Sept sales)	154,998.26		154,998.25		-100.00%	0.00	250,000.00	-100.00%
December (Oct sales)	164,742.15		164,742.15		-100.00%	0.00	250,000.00	-100.00%
Year to Date	\$1,807,458.10	\$820,142.06	\$1,807,458.03	\$820,142.02	-54.62%	\$1,640,284.08	\$3,000,000.00	-45.32%

	2020	2021
Sales Tax Collected	\$3,614,916.13	\$1,640,284.08
Budget	\$3,000,000.00	\$3,000,000.00
% of Budget Collected	120.50%	54.68%
% Over Budget	20.50%	13.01%

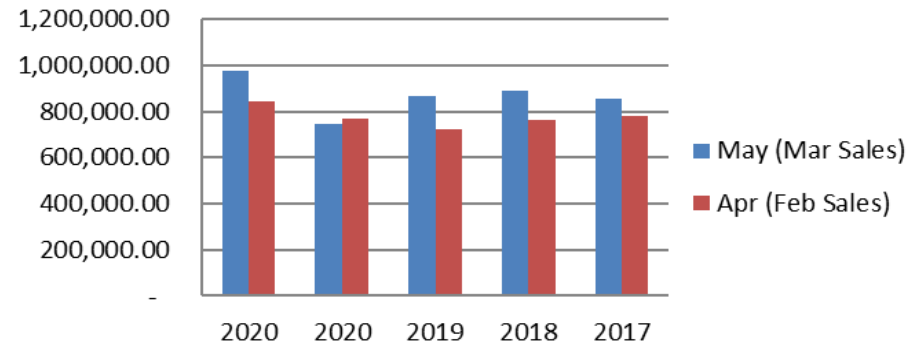
Attachment: May 2021 Financials (10897 : May Treasurer's Report-2021)

Sales Tax History Year to Date May (Mar Sales)



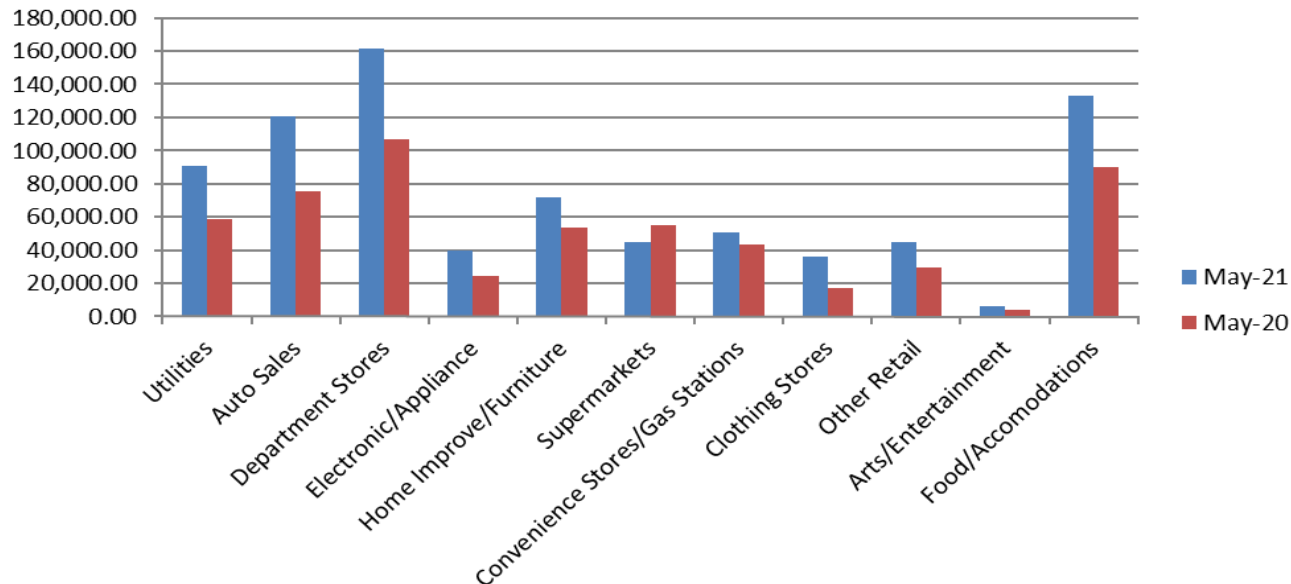
Year to Date Sales Tax is up 8.35% compared to May 2020

Sales Tax History Prior month comparison



May 2021 Sales Tax is up 15.96% compared to April 2021

Prior Year Comparison May 2020-May 2021



May 2021 Sales Tax is up 31.01% compared to May 2020

Auto/RV/MC Dealers	60.0
Department Stores/Specialty Stores	50.8
Electronic/Appliance	64.7
Home Improve/Furniture	34.9
Supermarkets	-17.6
Convenience Stores/Gas Stations	16.5
Clothing Stores	110.7
Other Retail	51.3
Utilities	53.4
Arts/Entertainment/ Recreation	64.8
Accommodation/Food Services	47.8

Attachment: May 2021 Financials (10897 : May Treasurer's Report-2021)

**Sales Tax/Use Tax Comparison
2020/2021**

	2020	2021		2020	2021		2020	2021	
	Use Tax		% Change	Sales Tax		% Change	Total		% Change
Janaury (Nov Sales)	113,497.53	140,065.96	23.41%	780,092.69	731,676.02	-6.21%	893,590.22	871,741.98	-2.44%
February (Dec Sales)	136,599.50	140,908.95	3.15%	842,707.15	777,357.41	-7.75%	979,306.65	918,266.36	-6.23%
March (Jan Sales)	114,829.14	161,815.02	40.92%	675,465.39	758,830.43	12.34%	790,294.53	920,645.45	16.49%
April (Feb Sales)	92,653.89	174,167.99	87.98%	678,700.29	667,765.52	-1.61%	771,354.18	841,933.51	9.15%
May (Mar Sales)	103,698.89	112,712.06	8.69%	641,513.61	863,595.03	34.62%	745,212.50	976,307.09	31.01%
June (Apr Sales)	111,757.65		-100.00%	591,363.58		-100.00%	703,121.23	0.00	-100.00%
July (May Sales)	142,828.87		-100.00%	665,061.20		-100.00%	807,890.07	0.00	-100.00%
August (Jun Sales)	174,712.05		-100.00%	762,397.36		-100.00%	937,109.41	0.00	-100.00%
September (Jul Sales)	123,569.05		-100.00%	601,185.50		-100.00%	724,754.55	0.00	-100.00%
October (Aug Sales)	137,659.60		-100.00%	785,337.13		-100.00%	922,996.73	0.00	-100.00%
November (Sep Sales)	132,966.28		-100.00%	718,950.79		-100.00%	851,917.07	0.00	-100.00%
December (Oct Sales)	142,786.84		-100.00%	762,685.56		-100.00%	905,472.40	0.00	-100.00%

County Officials' Luncheon Agenda

Monday, June 14, 2021

12:00 pm - 1:00 pm

**LUNCHEON WILL BE HELD IN THE
COMMISSION CHAMBERS**

- The topic for Monday's luncheon will be "Facilities", presented by Julie Gibbs and Robin Cole, with additional information provided by David Adams.
- A pizza luncheon will be served. Please RSVP by Thursday, June 10 at noon to Cindy (ckabriel@rileycountyks.gov) if you plan to attend in person and would like pizza so she can place the order.
- A zoom meeting link will be available for those who choose not to attend in person.