



**Board of Riley County
Commissioners
Regular Meeting
Agenda
July 11, 2024**

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. Temporary Construction and Grant of Permanent Easements for Kitten Creek Box Culvert Replacement
4. Selection of Strategic Planning Retreat date
5. Preservation of Ballots and Election Records
6. Sign Riley County Employee Action Form(s)
7. Intergovernmental Luncheon Agenda
8. Discuss Joint City/County/County Meeting Agenda
9. Approve payroll/accounts payables (when completed)

Review Minutes

10. Board of Riley County Commissioners - Regular Meeting - Jul 8, 2024
8:30 AM

Review Tentative Agenda

11. Tentative Agenda

Press Conference Topics

12. Discuss Press Conference

9:00 AM

Clancy Holeman, Counselor/Director of Administrative Services

13. Administrative Work Session

9:20 AM

Brittany Phillips, Budget and Finance Officer

14. 2025 Budget Work Session

9:45 AM

Jason Smith, Manhattan Area Chamber of Commerce

15. Economic development update

10:00 AM Julie Gibbs, Health Department Director

16. RCHD Monthly Update

10:30 AM Budget and Planning Committee - Brittany Phillips, Budget and Finance Officer

17. Monthly Cash Flow Report for June 2024

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

18. Executive session to discuss a performance matter involving non-elected personnel

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.



PUBLIC WORKS
Project

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

COMMISSION AGENDA REPORT

FROM: Andrea Rose, Administrative Assistant II

MEETING: July 11, 2024

SUBJECT: Temporary Construction and Grant of Permanent Easements for Kitten Creek Box Culvert Replacement

PRESENTER: Evan McMillan, Assistant County Engineer

Please find the following easements attached:

Temporary Construction Easement from Byron L. Harris, JR. Revocable Trust, for Kitten Creek Box Culvert replacement. Total cost of easement is \$0.00.

Grant of Permanent Easement from Byron L. Harris, JR. Revocable Trust, for Kitten Creek Box Culvert replacement. Total cost of easement is \$0.00

Staff recommends approval.

POSSIBLE MOTION(S)

Move to approve the Temporary and Permanent Construction Easement from Byron L. Harris, JR. Revocable Trust.

Move to table for further review.

Enclosures:

- Grant of Permanent Easement Kitten Creek (PDF)
- Temporary Construction Easement -Kitten Creek (PDF)

GRANT OF PERMANENT EASEMENT

This agreement made and entered into this 30th day of May, 2024, by and between the **BYRON L. HARRIS, JR. REVOCABLE TRUST**, hereinafter called Party of the First Part; and the **BOARD OF COMMISSIONERS OF RILEY COUNTY, KANSAS**, Party of the Second Part.

WITNESSETH: The WHEREAS, it has been found necessary by the Second Party to lay out, relocate, widen, or alter a certain public road known as:

KITTEN CREEK ROAD BOX CULVERT REPLACEMENT

NOW, THEREFORE, in consideration of the sum of:

Permanent Easement - 0.0115 Acre ~ \$0.00

Total Compensation ~ \$0.00

The party of the First Part does HEREBY AGREE TO GRANT, to the party of the Second Part, **PERMANENT EASEMENTS**, solely for the purpose of constructing a road and/or Bridge Project, described as follows:

PERMANENT ROAD RIGHT-OF-WAY EASEMENT

All that part of an unplatted tract of land lying in the Northwest Quarter of Section 25, Township 9 South, Range 6 East, in Riley County, Kansas, being described by Gregory Chad Weller, Kansas PLS-1417, of Olsson KSLC-114, on March 12, 2024, as follows:

COMMENCING at the Northeast corner of the Northwest Quarter of said Section 25;

thence South 00 degrees 37 minutes 44 seconds East, on the East line of said Northwest Quarter, a distance of 907.76 feet to a point;

thence South 88 degrees 07 minutes 45 seconds West, departing said East line a distance of 190.73 feet, to a point on the West right of way line of Kitten Creek Road, as now established, being the POINT OF BEGINNING;

thence South 1 degree 52 minutes 15 seconds East, on said West right of way line, a distance of 50.00 feet to a point;

thence South 88 degrees 07 minutes 45 seconds West, departing said West right of way line, a distance of 10.00 feet to a point;

thence North 1 degree 52 minutes 15 seconds West, on a line 10.00 feet West of and parallel with said West right of way line, a distance of 50.00 feet to a point;

thence North 88 degrees 07 minutes 45 seconds East, a distance of 10.00 feet to a point on said West right of way line, being the POINT OF BEGINNING, containing 500 Square Feet or 0.0115 acres, more or less.

SAID PERMANENT RIGHT OF WAY EASEMENT, HEREBY GRANTED AND RIGHTS HEREIN SET FORTH to continue so long as said property is used as a Public Road Right of Way or in connection therewith, subject to all the provisions of the law relating thereto.

THIS AGREEMENT, will become binding only after both Parties have signed this document.

IN WITNESS WHEREOF: The Said Parties have hereunto subscribed their names.

Party of the First Part



Dated: 5/29/24

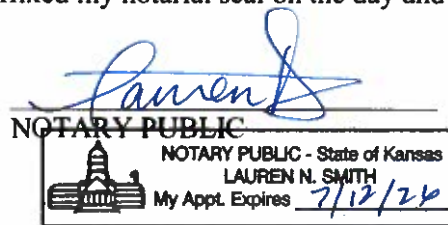
Dated: _____

STATE OF Kansas)
COUNTY OF Riley) SS

BE IT REMEMBERED, That on this 30th day of May, 2024, before me, the undersigned, a Notary Public, in and for the County and State aforesaid, came **BYRON L. HARRIS, JR. REVOCABLE TRUST**, who are personally known to me to be the same persons, who executed the within instrument of writing and such person duly acknowledged the execution of the same.

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

My appointment expires: 7/12/26



Party of the Second Part

Dated: _____

John Ford, Chairperson
Riley County Board of Commissioners

Exhibit "A"

(Page 1 of 2)

File No.: 019-1820

Project Name: Riley County Kitten Creek Road Culvert

Tract #2

Owner: Byron L. Harris, Jr. Revocable Trust

March 12, 2024

Permanent Easement:

All that part of an unplatted tract of land lying in the Northwest Quarter of Section 25, Township 9 South, Range 6 East, in Riley County, Kansas, being described by Gregory Chad Weller, Kansas PLS-1417, of Olsson KSLC-114, on March 12, 2024, as follows:

COMMENCING at the Northeast corner of the Northwest Quarter of said Section 25;

thence South 00 degrees 37 minutes 44 seconds East, on the East line of said Northwest Quarter, a distance of 907.76 feet to a point;

thence South 88 degrees 07 minutes 45 seconds West, departing said East line a distance of 190.73 feet, to a point on the West right of way line of Kitten Creek Road, as now established, being the POINT OF BEGINNING;

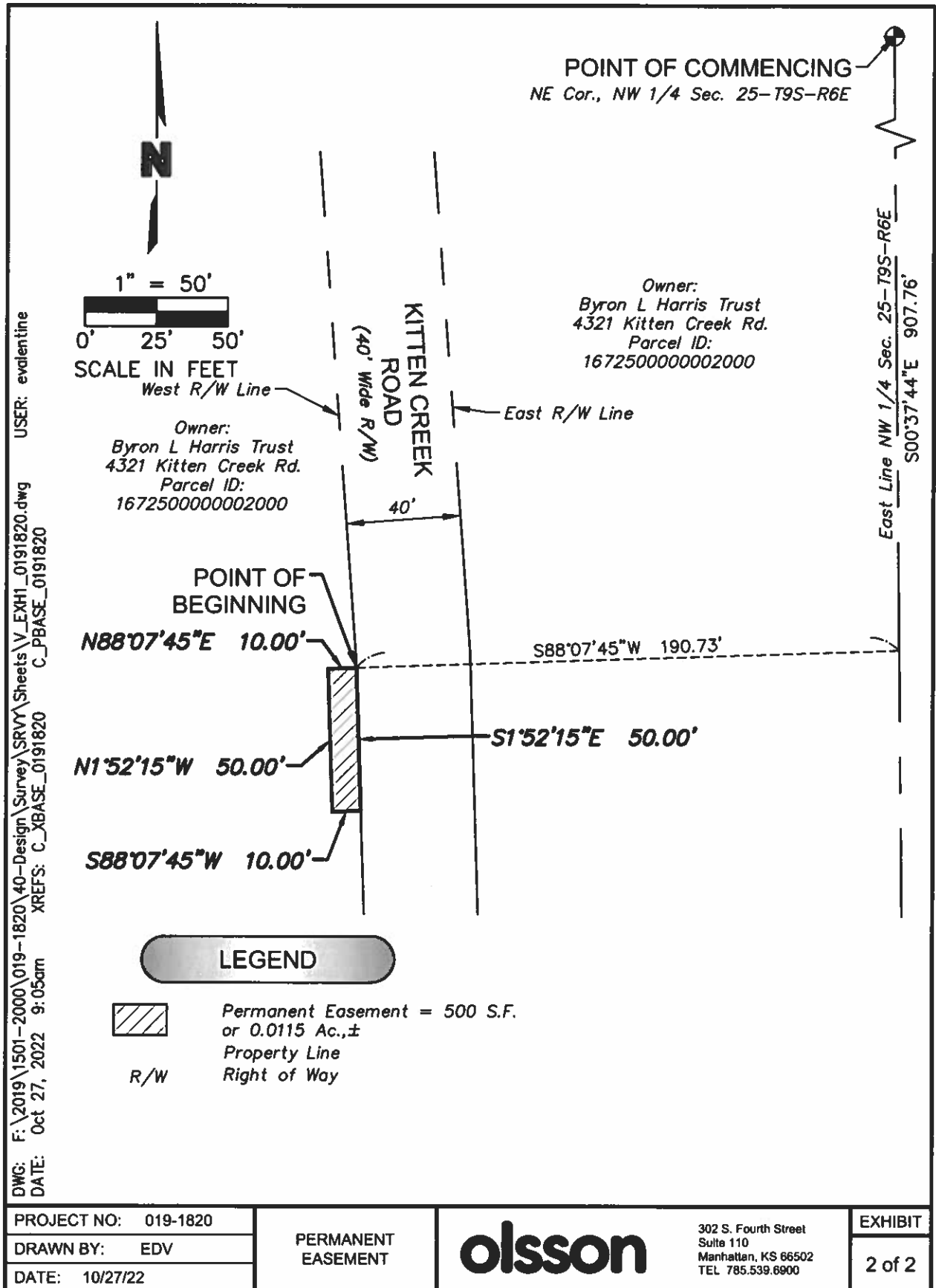
thence South 1 degree 52 minutes 15 seconds East, on said West right of way line, a distance of 50.00 feet to a point;

thence South 88 degrees 07 minutes 45 seconds West, departing said West right of way line, a distance of 10.00 feet to a point;

thence North 1 degree 52 minutes 15 seconds West, on a line 10.00 feet West of and parallel with said West right of way line, a distance of 50.00 feet to a point;

thence North 88 degrees 07 minutes 45 seconds East, a distance of 10.00 feet to a point on said West right of way line, being the POINT OF BEGINNING, containing 500 Square Feet or 0.0115 acres, more or less.

Olsson Inc.
302 S. 4th Street, Suite 110
Manhattan, KS 66502
(785) 539-6900



TEMPORARY CONSTRUCTION EASEMENT

This agreement, made and entered into this 30th day of May, 2024. By and between the **BYRON L. HARRIS, JR. REVOCABLE TRUST**, hereinafter called Party of the First Part; and the **BOARD OF COMMISSIONERS OF RILEY COUNTY, KANSAS**, Party of the Second Part.

WITNESSETH: The WHEREAS, it has been found necessary by the Second Party to lay out, relocate, widen, or alter a certain public road known as:

KITTEN CREEK ROAD BOX CULVERT REPLACEMENT

NOW, THEREFORE, in consideration of the sum of:

Temporary Easement- 0.0367 acre ~ \$0.00

Total Compensation ~ \$0.00

The party of the First Part does HEREBY AGREE TO GRANT, to the party of the Second Part, TEMPORARY EASEMENTS, solely for the purpose of constructing a road and/or Bridge Project, described as follows:

TEMPORARY CONSTRUCTION EASEMENT

All that part of an unplatted tract of land lying in the Northwest Quarter of Section 25, Township 9 South, Range 6 East, in Riley County, Kansas, being described by Gregory Chad Weller, Kansas PLS-1417, of Olsson KSLC-114, on March 12, 2024, as follows:

COMMENCING at the Northeast corner of the Northwest Quarter of said Section 25;

thence South 00 degrees 37 minutes 44 seconds East, on the East line of said Northwest Quarter, a distance of 897.76 feet to a point;

thence South 88 degrees 07 minutes 45 seconds West, departing said East line a distance of 191.22 feet to a point on the West right of way line of Kitten Creek Road, as now established, being the POINT OF BEGINNING;

thence South 4 degrees 15 minutes 29 seconds East, on said West right of way line, a distance of 6.42 feet to a point;

thence South 1 degrees 52 minutes 15 seconds East, continuing on said West right of way line, a distance of 3.59 feet to a point;

thence South 88 degrees 07 minutes 45 seconds West, departing said West right of way line a distance of 10.00 feet to a point;

thence South 1 degree 52 minutes 15 seconds East, on a line 10 feet West of and parallel with said West right of way line, a distance of 50.00 feet to a point;

thence North 88 degrees 07 minutes 45 seconds East, a distance of 10.00 feet to a point on said West right of way line;

thence South 1 degree 52 minutes 15 seconds East, on said West right of way line, a distance of 10.00 feet to a point;

thence South 88 degrees 07 minutes 45 seconds West, departing said West right of way line, a distance of 30.00 feet to a point;

thence North 1 degree 52 minutes 15 seconds West, a distance of 70.00 feet to a point;

thence North 88 degrees 07 minutes 45 seconds East, a distance of 29.73 feet to a point on said West right of way line, being the POINT OF BEGINNING, containing 1,599 Square Feet or 0.0367 acres, more or less.

SAID TEMPORARY EASEMENT, HEREBY GRANTED AND RIGHTS HEREIN SET FORTH to continue so long as said property is used for the construction of, or in connection therewith, said project subject to all the provisions of the law relating thereto.

THIS AGREEMENT, will become binding only after both Parties have signed this document.

IN WITNESS WHEREOF: The Said Parties have hereunto subscribed their names.

Party of the First Part



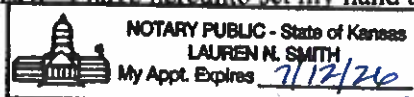
Dated: 5/30/24

Dated: _____

STATE OF Kansas)
COUNTY OF Riley) SS

BE IT REMEMBERED, That on this 30th day of May, 2024, before me, the undersigned, a Notary Public, in and for the County and State aforesaid, came **BYRON L. HARRIS, JR. REVOCABLE TRUST**, who are personally known to me to be the same persons, who executed the within instrument of writing and such person duly acknowledged the execution of the same.

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



NOTARY PUBLIC

My appointment expires: 7/12/26

Party of the Second Part

Dated: _____

John Ford, Chairperson
Riley County Board of Commissioners

Exhibit "A"
(Page 1 of 2)

File No.: 019-1820
Project Name: Riley County Kitten Creek Road Culvert
Tract #2
Owner: Byron L. Harris, Jr. Revocable Trust
March 12, 2024

Temporary Construction Easement:

All that part of an unplatted tract of land lying in the Northwest Quarter of Section 25, Township 9 South, Range 6 East, in Riley County, Kansas, being described by Gregory Chad Weller, Kansas PLS-1417, of Olsson KSLC-114, on March 12, 2024, as follows:

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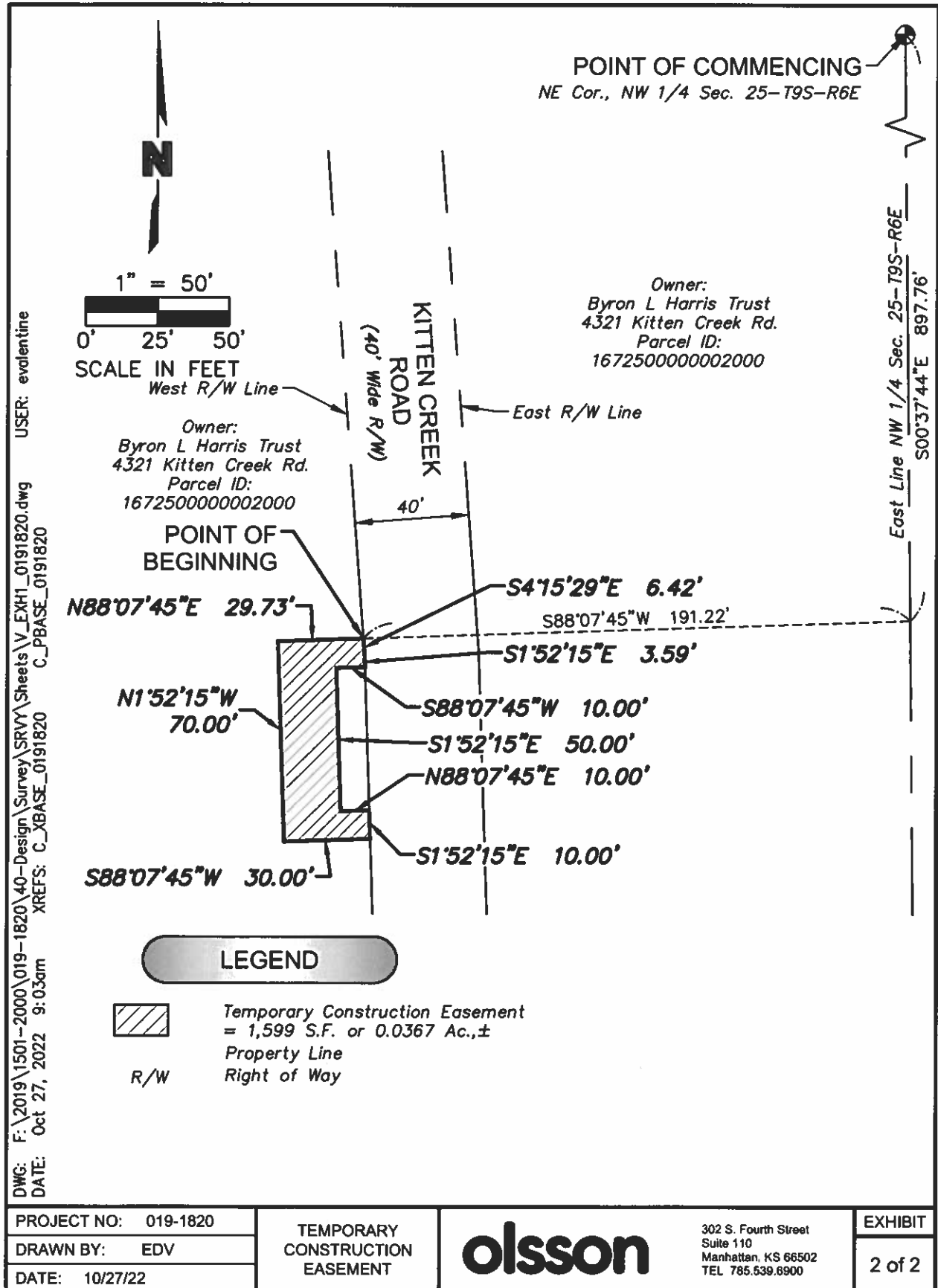
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Olsson Inc.
302 S. 4th Street, Suite 110
Manhattan, KS 66502
(785) 539-6900





PLANNING & DEVELOPMENT
Discussion

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

COMMISSION AGENDA REPORT

FROM: Amanda Webb, Planning Director
MEETING: July 11, 2024
SUBJECT: Selection of Strategic Planning Retreat date
PRESENTER: Amanda Webb, Planning Director

Members of the Budget & Planning Committee met with representatives from Shockey Consulting to discuss scheduling the strategic planning retreat in September. The following dates were offered by both parties:

September 16 (Monday)
September 19 (Thursday)
September 26 (Thursday)

We request the BOCC decide which date they would like to hold the retreat. Once this has been determined, the remainder of the schedule can be created to allow Shockey and county staff opportunity for pre-retreat preparation.

Enclosures:



COUNTY CLERK & ELECTIONS
Election

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

MEMORANDUM

FROM: Rich Vargo, County Clerk

MEETING: July 11, 2024

SUBJECT: Preservation of Ballots and Election Records

PRESENTER: Rich Vargo, County Clerk

BACKGROUND

Per K.S.A. 25-2708, the County Election Officer shall preserve all State and National ballots for 22-months. For the 2022 State Primary Election, the 22-month date was June 2, 2024.

Per K.S.A. 25-2708 (b) At the expiration of such time, the county election officer **shall** destroy them without previously opening any of the envelopes, in the presence of two electors of approved integrity and good repute, members of the two leading political parties. Such electors **shall** be designated by the board of county commissioners.

Our office has contacted the chairs of the Democratic and Republican parties and asked for them to select recommendations for the Board to consider. Democratic Party Chair Carl Reed nominated himself and the Republican Party Chair John Ball nominated Marvin Rodriguez.

Once the Board approves the selected electors the County Clerk & Election Officer will coordinate the destruction of ballots for the August 2022 Election with the approved representatives from the Democratic and Republican Parties.

Paper ballots will be destroyed by shredding and the electronic votes will be deleted from the software files.

25-2708. Preservation of ballots and election records; distribution of abstracts of voting. (a) The county election officer shall preserve all ballots, books and records delivered to such officer by election boards and make the same available to any canvassing board or election

court who it is provided by law shall have access to the same.

(b) The county election officer shall preserve all county, city, school district and township ballots for six months and all state and national ballots for 22 months. **At the expiration of such time, the county election officer shall destroy them without previously opening any of the envelopes, in the presence of two electors of approved integrity and good repute, members of the two leading political parties. Such electors shall be designated by the board of county commissioners. If the election of any officer or any question submitted at such time is being contested, the ballots shall not be destroyed until such contest is finally decided.** In all cases of contested elections, either of the parties contesting shall have the right to have such ballots opened and to have all errors of the judges in counting the ballots corrected by the court or body trying such contest. Such ballots shall be opened in open court or in an open session of such body and the presence of the officer having the custody thereof.

(c) The three copies of the certified abstract of each voting place and the three copies of all certified abstracts of the county board of canvassers shall be distributed as follows:

(1) One copy shall be retained as a permanent record in the office of the county election officer.

(2) One copy shall be delivered to the chairperson of the county committee of the political party of the candidate for governor who received the greatest number of votes in the last state general election.

(3) One copy shall be delivered to the chairperson of the county committee of the political party of the candidate for governor who received the second greatest number of votes in the last state general election.

(d) Other election supplies, books, records, lists and papers shall be destroyed as provided by law.

History: L. 1968, ch. 406, § 40; L. 1974, ch. 106, § 5; L. 1988, ch. 122, § 1; L. 1989, ch. 108, § 4; July 1.

RECOMMENDATIONS

Approve Democratic Party Chair Carl Reed and the Republican appointee Marvin Rodriguez to observe the destruction of the 2022 State Primary Election votes.

POSSIBLE MOTION(S)

Move to approve the Democratic Party Chair Carl Reed and the Republican appointee Marvin Rodriguez to observe the destruction of the 2022 State Primary Election votes.

Move to deny

Move to modify

Move to table

Enclosures:



COUNTY CLERK & ELECTIONS
Personnel

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

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resources Director

MEETING: July 11, 2024

SUBJECT: Sign Riley County Employee Action Form(s)

PRESENTER: Elizabeth Ward, Human Resources Director

Enclosures:

- 2024-7 Elect CGatton EAF (DOCX)
- 2024-7 Elect JMcClure EAF (DOCX)
- 2024-7 Elect KHoard EAF (DOCX)
- 2024-7 Fire RShigemitsu EAF (DOCX)

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Colton Gatton**Status Change Date:** 07/08/2024**Status Change:** New Hire**Date of Hire:** 07/02/2024**Seniority:** 0 Year(s), 0 Month(s)**Position:** Temp Election Day Worker**Position Type:** Volunteer**Pay Range:** 0.00**Pay Type:** Hourly**Base Rate:** \$0.00**Annualized Pay:** \$0.00**Funds Codes:** 1-General/19-Election**Supervisor:** Susan Boller**Department Head:** Richard Vargo

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-7 Elect CGatton EAF (14892 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Julie McClure**Status Change Date:** 07/08/2024**Status Change:** New Hire**Date of Hire:** 07/02/2024**Seniority:** 0 Year(s), 0 Month(s)**Position:** Temp Election Day Worker**Position Type:** Volunteer**Pay Range:** 0.00**Pay Type:** Hourly**Base Rate:** \$0.00**Annualized Pay:** \$0.00**Funds Codes:** 1-General/19-Election**Supervisor:** Susan Boller**Department Head:** Richard Vargo

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-7 Elect JMcClure EAF (14892 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Kristi Hoard**Status Change Date:** 07/08/2024**Status Change:** New Hire**Date of Hire:** 07/02/2024**Seniority:** 0 Year(s), 0 Month(s)**Position:** Temp Election Day Worker**Position Type:** Volunteer**Pay Range:** 0.00**Pay Type:** Hourly**Base Rate:** \$0.00**Annualized Pay:** \$0.00**Funds Codes:** 1-General/19-Election**Supervisor:** Susan Boller**Department Head:** Richard Vargo

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-7 Elect KHoard EAF (14892 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Ryo Shigemitsu**Status Change Date:** 07/08/2024**Status Change:** Separation**Date of Hire:** 11/29/2022**Seniority:** 1 Year(s), 7 Month(s)**Position:** Volunteer Firefighter**Position Type:** As Needed**Pay Range:** TASND**Pay Type:** Hourly**Base Rate:** \$0.00**Annualized Pay:** \$0.00**Funds Codes:** 183 Fire District #1/183 Fire District #1**Supervisor:** Douglas Russell**Department Head:** Russel Stukey

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-7 Fire RShigemitsu EAF (14892 : Employee Action Form (Green Sheet))

Cindy Kabriel

From: Chelsea Johnson <chelsea.johnson@cityofmnhk.com>
Sent: Wednesday, July 3, 2024 12:20 PM
To: Chad Kinsley; Cindy Kabriel
Cc: Brenda Wolf; Lauren Page
Subject: 07/18/2024 Joint City/County/County Items
Attachments: 071824 Agenda-Ci.docx

Good afternoon,

The next Joint City/County/County meeting is scheduled for Thursday, July 18, 2024, at the City. Attached is the draft agenda, there are currently no items. Please let the City Clerk's Office know if something needs to be added to the agenda before noon on Thursday, July 11, 2024.

Thank you!!

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





AGENDA
JOINT CITY/COUNTY/COUNTY MEETING
 City Commission Room
 City Hall
 1101 Poyntz Avenue
 Manhattan, KS 66502

Thursday, July 18, 2024
 4:00 P.M.

1.

2.



This meeting is being held in the City Commission Room at City Hall, 1101 Poyntz Avenue, Manhattan, KS 66502. Public participation is solicited without regard to race, sex, familial status, military status, disability, religion, age, color, national origin, ancestry, sexual orientation, or gender identity. In accordance with the Americans with Disabilities Act, persons with disabilities needing special accommodation to participate in this meeting, or those requiring language assistance (free of charge) should contact the City of Manhattan ADA Coordinator, Deann Tiede, no later than forty-eight (48) hours prior to the meeting, at (785) 587-2442 or 7-1-1 (Relay).



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
July 15, 2024**

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

Shilo Heger, Treasurer

1. Request to fill a position

9:15 AM

David Adams, EMS/Ambulance Director

2. Staff update

9:30 AM

Press Conference

3. Presentation of retirement plaque to Thereasa Stewart - John Ford (2-3 minutes)

9:40 AM

Clancy Holeman, Counselor/Director of Administrative Services

4. Administrative Work Session

10:00 AM

Bryant Parker, Deputy County Counselor

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

10:20 AM

Russel Stukey, Emergency Management Director

6. Request to fill a position

Attachment: 07-15-24 tentative agenda (14217 : Tentative Agenda)

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

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

Attachment: 07-15-24 tentative agenda (14217 : Tentative Agenda)



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
July 18, 2024**

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

Cindy Kabriel
785-565-6200

Commission Chambers

9:00 AM

[District 1 – John Ford, Chair](#)

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

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

9:00 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:30 AM

Clancy Holeman, Counselor/Director of Administrative Services

1. Administrative Work Session

10:00 AM

Gary Fike, County Extension Director

2. Staff update

10:15 AM

Brian Peete, RCPD Director

3. RCPD update

10:30 AM

Brittany Phillips, Budget and Finance Officer

4. Intent to exceed RNR

5. Approval to publish Notice of Budget Hearing

10:45 AM

Katharine Hensler, Museum Director

6. Staff update

11:00 AM

Elizabeth Ward, Human Resources Director

7. Request to fill County Counselor position

11:20 AM

Elizabeth Ward, Human Resources Director

Attachment: 07-18-24 tentative agenda (14217 : Tentative Agenda)

8. Request to fill Community Corrections Director

11:30 AM

Amanda Webb, Planning/Special Projects Director

9. USDA Housing Preservation Grant

4:00 PM

Joint City/County/County Meeting (at City Offices)

Adjournment

Announcements

Good Morning Manhattan will be held today 7:15 a.m. - 8:30 a.m. at the Four Points by Sheraton, 530 Richards Drive.

A Ribbon Cutting for Station 102 Ashland will be held at 8:00 a.m. at 4928 McDowell Creek Road on Friday, July 19, 2024.

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: 07-18-24 tentative agenda (14217 : Tentative Agenda)



COUNTY CLERK & ELECTIONS
Budget

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

COMMISSION AGENDA REPORT

FROM: Brittany Phillips, Budget & Finance Officer

MEETING: July 11, 2024

SUBJECT: 2025 Budget Work Session

PRESENTER: Brittany Phillips, Budget & Finance Officer

Presenting the attached memo and 2025 Budget Developmental Worksheet.

Enclosures:

- 2025 Budget Development WS (PDF)
- July 11, 2024 Budget Work Session (DOC)

2025 Budget Development Worksheet

14.a

	DEPARTMENT	2023 Actual Contractual Services, Commodities & Capital	2023 Actual Personnel Services	2023 Actual Total	2024 Budgeted Contractual Services, Commodities & Capital	2024 Budgeted Personnel Services (Includes STEP & COLA)	2024 Budgeted Total	2025 Proposed Contractual Services, Commodities & Capital	2025 Proposed Personnel Services (Includes STEP)	2025 Proposed Budget Total	Percent change of 3 C's	
1	Administrative Services	48,194	712,112	760,306	51,795	777,904	829,699	54,209	655,355	709,564	4.66%	1
2	Ambulance	422,272	4,389,966	4,812,238	337,850	5,516,808	5,854,658	364,700	5,912,576	6,277,276	7.95%	2
3	Appraiser	220,823	1,520,162	1,740,985	176,334	1,794,882	1,971,216	175,920	1,777,961	1,953,881	-0.23%	3
4	Attorney	225,209	2,176,701	2,401,910	219,337	2,637,550	2,856,887	238,112	2,749,222	2,987,334	8.56%	4
5	Clerk	78,659	1,111,508	1,190,167	109,300	1,331,625	1,440,925	118,040	1,361,635	1,479,675	8.00%	5
6	Commissioners	45,862	195,301	241,163	53,040	243,219	296,259	54,920	237,856	292,776	3.54%	6
7	Coroner	151,169	0	151,169	132,000	0	132,000	156,500	0	156,500	18.56%	7
8	District Court	176,101	0	176,101	185,080	0	185,080	189,380	0	189,380	2.32%	8
9	Elections	190,034	352,511	542,545	317,400	633,143	950,543	221,700	625,165	846,865	-30.15%	9
10	Emergency Management	49,718	272,485	322,203	54,850	230,191	285,041	58,200	320,555	378,755	6.11%	10
11	Fair	110,170	0	110,170	110,500	0	110,500	110,500	0	110,500	0.00%	11
12	General Services	3,291,564	96,326	3,387,890	5,544,595	141,612	5,686,207	5,841,530	142,020	5,983,550	5.36%	12
13	Information Systems/GIS	765,944	817,844	1,583,788	923,160	959,086	1,882,246	868,630	1,015,764	1,884,394	-5.91%	13
14	Insurance	683,173	0	683,173	887,340	0	887,340	1,170,000	0	1,170,000	31.85%	14
15	Juvenile Detention	82,279	0	82,279	112,000	0	112,000	120,000	0	120,000	7.14%	15
16	Museum	9,598	454,172	463,770	15,261	482,405	497,666	14,273	477,655	491,928	-6.47%	16
17	Noxious Weed	225,247	548,228	773,475	253,330	641,373	894,703	256,330	660,550	916,880	1.18%	17
18	Planning & Development	56,160	558,308	614,468	62,298	681,858	744,156	62,484	732,907	795,391	0.30%	18
19	Register of Deeds	50,261	432,261	482,522	50,875	523,284	574,159	54,645	534,612	589,257	7.41%	19
20	Public Works	3,632,912	4,649,567	8,282,479	4,302,550	5,515,491	9,818,041	4,545,550	5,701,254	10,246,804	5.65%	20
21	Treasurer	51,359	1,299,159	1,350,518	59,080	1,418,419	1,477,499	63,680	1,465,099	1,528,779	7.79%	21
22	Juvenile Supervision fees	0	0	0	1,400	0	1,400	1,000	0	1,000	-28.57%	22
23	Transfer to Health Dept. Fund	1,269,979	0	1,269,979	1,665,647	0	1,665,647	1,744,899	0	1,744,899	4.76%	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.	282,275	0	282,275	107,100	0	107,100	136,229	0	136,229	27.20%	25
26	Transfer - Capital Improvement	4,799,536	0	4,799,536	5,509,446	0	5,509,446	3,500,000	0	3,500,000	-36.47%	26
27	Non-Appropriated	580,000	0	580,000	580,000	0	580,000	580,000	0	580,000		27
28	Cost of COLA				0	0	0		1,087,401	1,087,401		28
29	New & Expanded Positions								0	0		29
	SUBTOTAL:	\$17,528,498	\$19,586,611	\$37,115,109	\$21,851,568	\$23,528,850	\$45,380,418	\$20,731,431	\$25,457,587	\$46,189,018	-5.13%	

Appropriations:

30	Big Lakes Developmental	217,260	0	217,260	228,123	0	228,123	232,685	0	232,685	2.00%	30
31	Animal Shelter / Contractual	60,000	0	60,000	0	0	0	60,000	0	60,000	#DIV/0!	31
32	Council on Aging	275,000	0	275,000	275,000	0	275,000	327,981	0	327,981	19.27%	32
33	ATA Bus	100,000	0	100,000	105,000	0	105,000	150,000	0	150,000	42.86%	33
34	Small Cities	145,008	0	145,008	190,000	0	190,000	200,000	0	200,000	5.26%	34
35	Emergency Shelter	11,000	0	11,000	11,000	0	11,000	16,000	0	16,000	45.45%	35
36	Extension	637,500	0	637,500	667,380	0	667,380	667,380	0	667,380	0.00%	36
37	Pawnee Mental Health	300,000	0	300,000	300,000	0	300,000	350,000	0	350,000	16.67%	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	59,602	0	59,602	87,324	0	87,324	96,821	0	96,821	10.88%	40
41	Be Able	0	0	0	0	0	0	0	0	0	0.00%	41
42	Farm & Food Council	0	0	0	0	0	0	0	0	0	0.00%	42
43	Sunflower Children's Collective	0	0	0	0	0	0	0	0	0	0.00%	43
	SUBTOTAL:	\$1,864,006	\$0	\$1,864,006	\$1,922,463	\$0	\$1,922,463	\$2,159,503	\$0	\$2,159,503	12.33%	

GENERAL TOTAL:	\$19,392,504	\$19,586,611	\$38,979,115	\$23,774,031	\$23,528,850	\$47,302,881	\$22,890,934	\$25,457,587	\$48,348,521	2.86%
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44	Bond & Interest	447,552	0	447,552	478,856	0	478,856	470,467	0	470,467	-1.75%	44
45	County Building	393,418	0	393,418	430,000	0	430,000	433,000	0	433,000	0.70%	45
46	RCPD	5,372,982	0	5,372,982	5,745,592	0	5,745,592	6,180,206	0	6,180,206	7.56%	46
	SUBTOTAL:	\$6,213,952	\$0	\$6,213,952	\$6,654,448	\$0	\$6,654,448	\$7,083,673	\$0	\$7,083,673	6.45%	
	TOTAL:	\$25,606,456	\$19,586,611	\$45,193,067	\$30,428,479	\$23,528,850	\$53,957,329	\$29,974,607	\$25,457,587	\$55,432,194		
47	Capital Improvement	2,172,758	0	2,172,758	7,312,676	0	7,312,676	8,414,430	0	8,414,430	15.07%	47
48	Economic Development	123,830	0	123,830	259,053	0	259,053	324,361	0	324,361		

BUDGETED REVENUE

BUDGETED EXPENDITURES

COUNTY TREASURER	2023 ACTUAL	2024 BUDGET	2025 BUDGET		2024	2025	% chg	Ad Valorem per Fund	Tax Rate per Fund
Motor Vehicle Tax	2,518,950	2,403,703	2,344,118	General	\$ 47,302,881	\$ 48,348,521	2.21%	-	
Recreational Vehicle Tax	23,914	23,583	21,846	Bond & Interest	478,856	470,467	-1.75%	-	0.000
16/20M Vehicle Tax	16,106	18,063	19,124	County Building	430,000	433,000	0.70%		0.000
Commercial Vehicle Fees	104,418	101,580	99,542	RCPD Fund	5,745,592	6,180,206	7.56%		0.000
Special City & County Highway Fund	1,033,937	1,105,011	1,026,080						0.000
Investment Income	2,597,318	2,000,000	2,100,000	TOTAL EXPENDITURES	\$ 53,957,329	\$ 55,432,194			
Sales Tax	2,273,953	2,000,000	2,200,000						
Intangible Tax (Clerk's Office)	253,697	199,608	388,083						
Vehicle Rental Excise Tax	58,118	54,201	52,338						
Interest on Taxes	340,410	300,000	300,000	(Budget)Value of a MILL =	792,782	827,863			
Watercraft	13,350	18,846	19,265						
SUBTOTAL:	\$ 9,234,171	\$ 8,224,595	\$ 8,570,396						
DEPARTMENT FEES & OTHER				MINUS					
				TOTAL REVENUE	22,352,422	24,092,598			
				EQUALS					
Unencumb. Cash Bal.-General	19,353,136	10,163,901	11,540,145	AMT. AD VALOREM TAX REQUIRED	\$ 31,604,907	\$ 31,411,403			
Unencumb. Bal.-County Building	211,648	106,630	113,513						
Unencumb. - Bond & Interest	211,315	86,669	186,327	TOTAL MILLS NEEDED	39.866	37.943			
Unencumb. - RCPD	232,234	178,082	8,315						
Bond & Interest Special Assessment	6,667,295	157,934	128,706	Mill levy diff. from previous budget year		(1.923)			
Recording Fees - ROD	355,970	300,000	320,000						
21st Judicial Dist Case Receipts-DC	23,727	40,000	35,000						
Payment in Lieu of Taxes (PILT) Program	42,953	40,000	40,000						
Franchise Fees	25,180	35,000	35,000	Revenue Neutral Mill Rate	38.263				
Ambulance Fees	1,995,849	1,624,951	1,766,036	Revenue Neutral \$\$	\$ 31,604,907				
Fees-Attorney (Diversion)	51,784	60,000	60,000						
Fees-Clerk	1,233	3,000	3,000	Overage on Neutral Mill Rate	-0.320				
Fees-Elections	4,039	12,000	4,000	Overage on RNR Tax Rate	\$ (193,504)				
Fees-Fair	30,746	20,000	20,000						
Grant - Emergency Management	85,907	85,907	85,907	One mill of taxation is equal to \$1 on each \$1,000 of assessed value.					
Fees-Noxious Weed	111,418	110,000	100,000	Assessed valuation					
Fees-Public Works/Parks	411,050	480,000	400,000						
Fees-Planning & Development	39,723	38,000	38,000						
Fees-Juvenile Supervision	138	500	500						
Fees-Appraiser	14,056	18,000	14,000						
Fees- Treasurer	8,719	8,000	8,000						
Fees - Register of Deeds	35,695	25,000	25,000						
Heritage Trust	26,287	0	30,000						
Transfer from MV to General	306,198	300,000	325,000						
Transfers from Economic Development t	52,153	52,153	52,153	2021B-Bond Refunding Konza Water Amount - final 2028					
Transfer from CIP to Bond & Interest	285,135	182,100	183,600	2017-Bonding Refunding -Facilities/Bridge Proj CIP - final 2025					
SUBTOTAL	\$ 30,583,588	\$ 14,127,827	\$ 15,522,202						
TOTAL REVENUE	\$ 39,817,759	\$ 22,352,422	\$ 24,092,598						

Riley County, Kansas
2025 Budget
Economic Development Fund
Fund 146

	2023	2024	2025
BEGINNING CASH BALANCE	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Fund Balance	\$ 181,640	\$ 340,085	\$ 188,132
TOTAL BEGINNING CASH BALANCE	\$ 181,640	\$ 340,085	\$ 188,132
REVENUE			
603 Transfer from General Fund	\$ 282,275	\$ 107,100	\$ 136,229
TOTAL REVENUE	\$ 282,275	\$ 107,100	\$ 136,229
TOTAL RESOURCES AVAILABLE	\$ 463,915	\$ 447,185	\$ 324,361
EXPENDITURES			
604 Transfer to Bond & Interest Fund	\$ 52,153	\$ 52,153	\$ 52,153
4990 Other Capital Outlay	71,677	206,900	272,208
TOTAL EXPENDITURES	\$ 123,830	\$ 259,053	\$ 324,361
TOTAL ENDING FUND BALANCE	\$ 340,085	\$ 188,132	\$ 0

<u>PROJECT ESTIMATES:</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Re-write of Riley County Zoning/Subdivision Regulation	\$ -		
Flint Hills Veteran's Coalition	1,015	1,015	1,000
Governor's Military Council	-	-	
Konza Water Project	52,153	52,153	52,153
Chamber of Commerce	55,000	55,000	55,000
Downtown Manhattan, Inc.	5,000	5,000	5,000
Riley Co General Eco Devo	132,850	132,850	132,850
Auto Lane Development	6,057	-	-
Flint Hills Regional Council (FHRC) Contribution	-	-	-
MPO Contribution	5,200	5,200	3,358
MATC Facilities Project (Request to be for 5 years)	-	-	
Comprehensive plan update	-	75,000	75,000
US 24 project studies, design, engineering	-	-	
TOTAL	\$ 257,275	\$ 326,218	\$ 324,361

Attachment: 2025 Budget Development WS (14896 : 2025 Budget Work Session)



CLERK'S OFFICE

Brittany Phillips

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

To: Board of County Commissioners
From: Brittany Phillips; Budget & Finance Officer
Re: 2025 Budget Work Session
Date: July 11, 2024

During this work session, the 2025 Budget Development Worksheet, Riley County Appropriation Request, and COLA will be presented for further review and discussion.

The 2025 Budget Development Worksheet is a three-page document:

- The first page is expenditures consisting of the 2023 Actual Expenditures, 2024 Budget and 2025 Requested Budget for all mill levied funds: General, Bond & Interest, County Building and RCPD funds.
 - Cost of COLA is calculated using the Bureau of Labor and Statistics CPI – U of 3.8%. This is a financial impact of \$1,087,401 that was approved.
 - This also includes a \$3,500,000 transfer to Capital Improvement Funds. This covers current debt obligations for 2025 of \$758,174, current non-funded CIP 2025 requests of \$2,210,000, leaving a remainder of \$531,826 for improvements.
- The second page is an overview of revenues and budgeted expenditures.
 - Left side column is revenues for the same mill levied funds.
 - The right side is the equation of mill levied fund expenditures of \$55,333,377 less mill levied fund revenues of \$24,092,598 equaling required ad valorem tax.
 - RCPD has finalized their budget approval. This would be an appropriation to RCPD of \$5,704,456.
- The third page is economic development.

During the July 8th Budget Work Session, Commissioners directed staff to increase Budget Stabilization by \$150,000, the HR Assistant Position was denied, and COLA was approved.

The value of a mill, \$827,863 is provided as well as the mill levy of 37.943 to fund the 2025 proposed budget. With these changes outlined above, this is a 1.923 mill decrease from the 2024 budgeted mill levy and is less than the calculated Revenue Neutral Rate by 0.320 mills, or \$193,504.

Commissioners came to a consensus to use 1.5 mills for agency appropriations, minus the appropriations that we are obligated to provide funding to, such as extension, small cities, RCPD, and Community Corrections.

1.5 mills = \$1,241,795

Attachment: July 11, 2024 Budget Work Session (14896 : 2025 Budget Work Session)



CLERK'S OFFICE

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

Here is the list of appropriations that get paid from ad valorem taxes excluding those listed above:

Agency	2024 Approved	2025 Requests (W/ BOCC Changes)
Emergency Shelter	11,000	16,000
Genealogical Society	3,500	3,500
Animal Shelter	0	60,000
Council on Aging	275,000	327,981
Pawnee	300,000	350,000
Big Lakes Development	228,123	232,685
Soil Conservation	55,136	55,136
aTa Bus	105,000	150,000
Sub-Total	\$977,759	\$1,195,302

Here is the list of appropriations that get paid from Economic Development, which is also ad valorem dollars:

Agency	2024 Approved	2025 Requests
Flint Hills Veteran's Coalition	1,015	1,000
Chamber of Commerce	55,000	55,000
Downtown Manhattan, Inc	5,000	5,000
MPO Contribution	5,200	3,358
Sub-Total	\$66,215	\$64,358
Total	\$1,043,974	\$1,259,660



HEALTH DEPARTMENT
Update

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

COMMISSION AGENDA REPORT

FROM: Julie Gibbs
MEETING: July 11, 2024
SUBJECT: RCHD Monthly Update
PRESENTER: Julie Gibbs

See attached

Enclosures:

- BOCCJuly24report (PDF)



BOCC Monthly Report July 2024

Julie Gibbs, MPH
Riley County Health Department
2030 Tecumseh Rd.
Manhattan, Kansas 66502

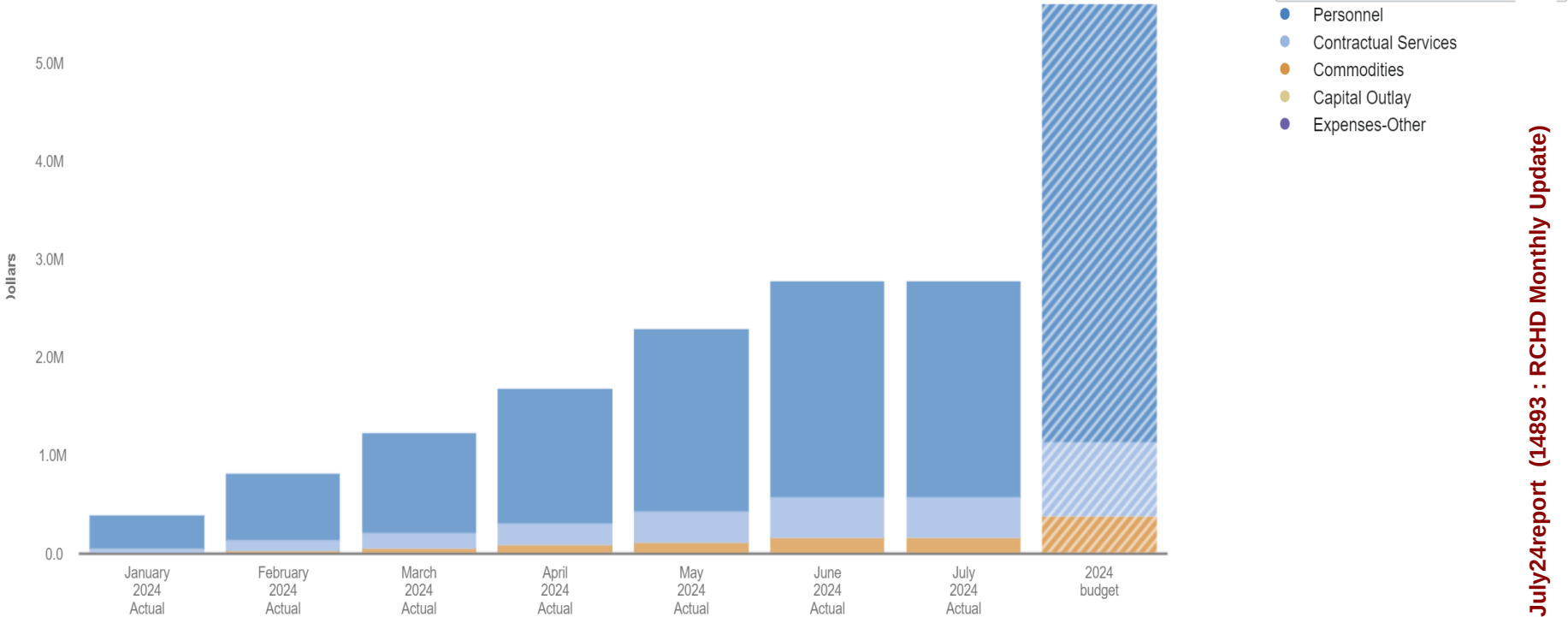
Attachment: BOCCJuly24report (14893 : RCHD Monthly Update)



Cumulative Expenses by Department

General Fund Cumulative Revenues by Department.

Visualization



Cumulative Expenses

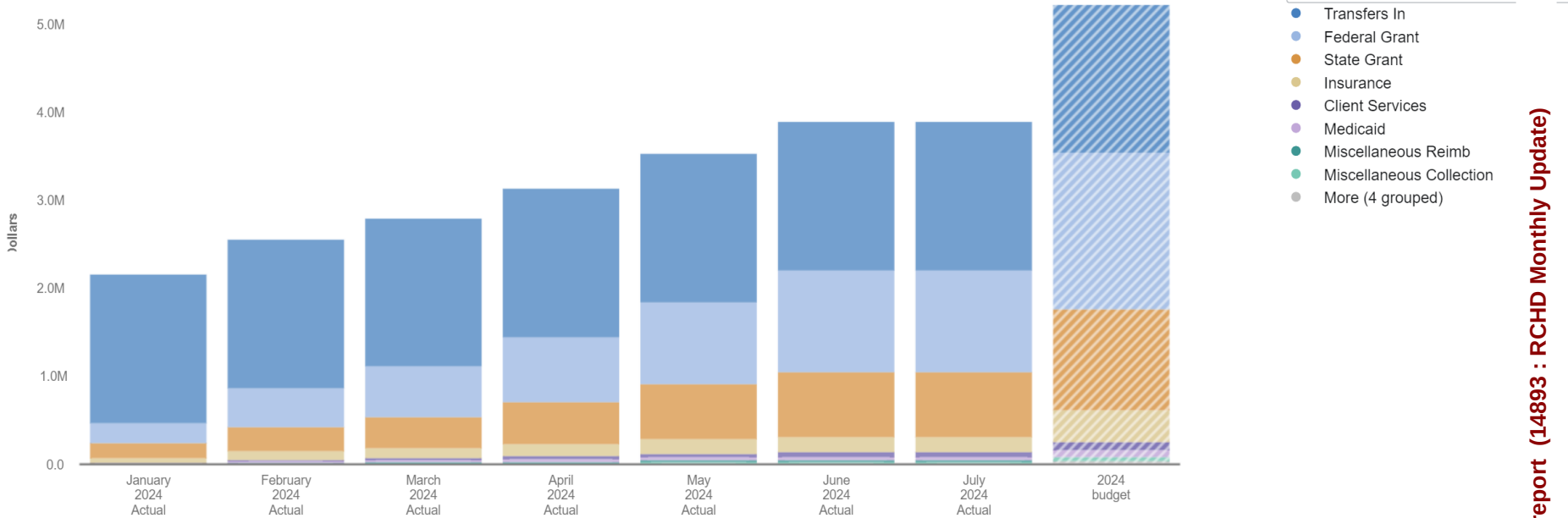
Expand All	January 2024 Actual	February 2024 Actual	March 2024 Actual	April 2024 Actual	May 2024 Actual	June 2024 Actual	July 2024 Actual	2024 budget	2024 Variance	2024 Variance
▶ Personnel	\$ 340,237	\$ 683,167	\$ 1,024,234	\$ 1,367,006	\$ 1,862,101	\$ 2,210,664	\$ 2,210,664	\$ 4,457,115	-2,246,451	-2,246,451
▶ Contractual Services	56,414	106,763	165,822	226,675	317,610	417,094	417,094	752,900	-335,806	-335,806
▶ Commodities	5,665	38,093	53,400	92,607	118,586	163,574	163,574	391,741	-228,167	-228,167
▶ Capital Outlay	0	2,350	2,350	2,350	2,350	2,350	2,350	0	2,350	2,350
▶ Expenses-Other	0	0	15	15	15	15	15	0	15	15
Total	\$ 402,316	\$ 830,372	\$ 1,245,821	\$ 1,688,653	\$ 2,300,662	\$ 2,793,696	\$ 2,793,696	\$ 5,601,756	-2,808,060	-2,808,060

Data filtered by Expenses, Health Department and exported on July 8, 2024. Created with OpenGov

Cumulative Revenues by Department

General Fund Cumulative Revenues by Department.

Visualization



	January 2024 Actual	February 2024 Actual	March 2024 Actual	April 2024 Actual	May 2024 Actual	June 2024 Actual	July 2024 Actual	2024 budget	2024 Variance	2024 %
Transfers In	\$ 1,688,442	\$ 1,688,442	\$ 1,688,442	\$ 1,688,442	\$ 1,688,442	\$ 1,688,442	\$ 1,688,442	\$ 1,665,647	22,795	%
Federal Grant	231,205	438,822	567,955	737,508	931,681	1,154,208	1,154,208	1,784,014	-629,806	%
State Grant	171,952	275,386	357,209	479,429	623,193	735,119	735,119	1,146,043	-410,924	%
Insurance	56,943	96,703	117,718	138,023	165,428	176,351	176,351	364,000	-187,649	%
Client Services	6,718	14,364	23,265	31,001	40,828	48,807	48,807	88,150	-39,343	%
Medicaid	11,999	19,046	21,706	26,258	32,444	34,513	34,513	72,000	-37,487	%
Miscellaneous Reimb	0	22,795	22,795	22,795	22,795	22,795	22,795	0	22,795	--
Miscellaneous Collection	2,108	4,316	6,424	8,532	10,640	12,748	12,748	50,000	-37,252	%
Grants-Other	0	0	0	6,966	16,966	17,466	17,466	46,300	-28,834	%
Expense Reimbursement	70	345	346	1,021	2,478	3,509	3,509	0	3,509	--
Prior Year Voids	0	0	0	0	305	3,212	3,212	0	3,212	--
Special Collections	0	0	0	0	0	0	0	0	0	0.00%
Total	\$ 2,169,438	\$ 2,560,220	\$ 2,805,860	\$ 3,139,975	\$ 3,535,200	\$ 3,897,171	\$ 3,897,171	\$ 5,216,154		



Clinic Updates

342 total appointments in June

152 family planning visits

181 total immunizations across 107 pts.

Outreach Events – Juneteenth, USD 383 Vaccination Clinic

Upcoming Events –USD 383 Vaccine Clinic, Shoes for Shots (July 30-31)

CCL Update

June	Riley	Geary	Clay	Dickinson	Pottawatomie	Total
Initial Inspections		1		1		2
Initial Compliance		1		2		3
Annual Inspections	8	2		2	3	15
Annual Compliance		1	1	1		3
KDHE compliance Inspections	2	1	1		1	5
Complaint First Visit		2			1	3
Complaint Second Visit	1					1
Illegal Care Complaints						
	11	8	2	6	5	32
Amendments						
Exceptions						
Consults						
Home Orientation						
Center Orientation						
School Age Orientation						
Fingerprinting	9	1			1	11

Attachment: BOCCJuly24report (14893 : RCHD Monthly Update)

CCL Update

	July	Riley	Geary	Clay	Dickinson	Pott	Total
School Age Program		7				1	8
Child Care Center		15	7	1	6	8	37
R & R Agency		1					1
School Age Drop In Program		12				3	15
Group Day Care Home		29	17	11	11	13	81
Head Start Child Care						1	1
Licensed Day Care Home		39	12	15	14	32	112
Preschool			1	2	3		6
Outdoor Summer Age Program		1					1
	Totals	104	37	29	34	58	262
		1		1			2

Attachment: BOCCJuly24report (14893 : RCHD Monthly Update)

Raising Riley Update

16.a

Assessments and Observations

- 87 child assessments completed

Camp K!

- 42 children completed
- VERY successful!

Provider Training

- Literacy Training – 16 providers

Outreach Events

- Laundry Love – 7 adults and 7 children
- Community Baby Shower– 394 adults
- Family Fun Storytime and Zoofari Tails – 40 adults and children

Attachment: BOCCJuly24report (14893 : RCHD Monthly Update)



Raising Riley Update (cont.)

Parent
Education

- Circle of Security – 3 families participated in 8 sessions
- Book Club – 3 families

Family
Engagement

- MUD DAY! – 81 participants



WIC Update

WIC certified 72 infants, 42 pregnant women, and 170 children in June

WIC Workshop for Dietetic Interns – 10 students

Outreach – Community Baby Shower and Power of Produce

New Staff – Abby Barr (June 10)

Attachment: BOCCJuly24report (14893 : RCHD Monthly Update)

MCH Update

BaM Classes = 85 participants

Spanish BaM = 16 participants

PP BF Essentials – 4 participants

New Client Enrollments = 17 clients

Yoga Classes = 14 participants

Opioid Prevention

12 Presentations in
May

28 events scheduled
for July

29 community partner
interactions/trainings in
June

16.a

Attachment: BOCCJuly24report (14893 : RCHD Monthly Update)

DECK Update

- Attended 4 webinars/trainings in June
 - Pax Tools for Human Services
 - Xylazine Trends and Implications for Rural Communities
- Met with 15 community partners in June
- Donated more backpacks to St. Francis
- Launched DEC survey for community members and professionals on the 10th

16.a

Xylazine Toxicity and Effects



CNS toxicity:
Areflexia, asthenia, ataxia, blurred vision, **coma, disorientation**, dizziness, dysarthria, faintness, hyporeflexia, miosis, **seizure**, slurred speech, **somnolence**, staggering

Cardiovascular:
Brady **hypotension**, ST segment changes, tach

Respiratory:
Apnea, shallow breathing

Skin:
Ulcerations

Endocrine:
Hypergl

YOUR VOICE MATTERS!

The Riley County Health Department is launching a new initiative to support Drug Endangered Children (DEC), and we need your input to make it a success. By taking a few minutes to complete this survey, you can help us better understand the needs of our community and improve the resources and support available for these vulnerable children and their families. Your feedback is crucial in shaping a safer, healthier future for everyone in Riley County.

DRUG ENDANGERED CHILDREN SURVEY



THANK YOU FOR YOUR PARTICIPATION AND COMMITMENT TO OUR COMMUNITY



CLICK HERE TO TAKE THE SURVEY

Attachment: BOCCJuly24report (14893 : RCHD Monthly Update)

Packet Pg. 46


RILEY COUNTY
KANSAS

Staff Update

Clinic

Open Position as of July 19 – APRN



COUNTY CLERK & ELECTIONS
Budget

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

MEMORANDUM

FROM: Brittany Phillips, Budget & Finance Officer

MEETING: July 11, 2024

SUBJECT: Monthly Cash Flow Report for June 2024

PRESENTER: Brittany Phillips, Budget & Finance Officer

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

Enclosures:

- June Cash Flows (PDF)

2024 Riley County Economic Development Cash Flow Analysis

% of Year: 50

Month	Revenue	Reimbursements	Other	Total Revenue	Expenditures	Jan/Feb/Mar 2023 A/P	Total Expenditures
Jan	\$107,100.00			\$107,100.00	\$84,542.15		\$84,542.15
Feb				\$0.00			\$0.00
Mar				\$0.00	\$1,895.00		\$1,895.00
Apr				\$0.00			\$0.00
May				\$0.00	\$1,899.31		\$1,899.31
Jun				\$0.00	\$1,000.00		\$1,000.00
Jul				\$0.00			\$0.00
Aug				\$0.00			\$0.00
Sep				\$0.00			\$0.00
Oct				\$0.00			\$0.00
Nov				\$0.00			\$0.00
Dec				\$0.00			\$0.00
	\$107,100.00	\$0.00	\$0.00	\$107,100.00	\$89,336.46	\$0.00	\$89,336.46

Cash Reconciliation	
2024 Beginning Unencumbered Cash	\$340,085.60
2024 Revenue	\$107,100.00
Less 2024 Expenditures/Encumbrances	\$89,336.46
2024 Ending Unencumbered Cash	\$357,849.14
Less Est. Project Balance for CY	\$164,776.54
2024 Projected Unencumbered Cash	\$193,072.60

Riley County 2024 Budget Authority Summary		
2024 Budgeted Expenditures	\$259,053	% Budget Expended
Expenditures to Date	\$89,336	
2024 Remaining Budget Authority	\$169,717	
34.49%		
Riley County 2024 Budgeted Revenue		
2024 Budgeted Revenue	\$107,100	% Budgeted Revenue
Revenue to Date	\$107,100	
100.00%		

Attachment: June Cash Flows (14897 : Monthly Cash Flow Reports for June 2024)

2024 Detailed Expenditures per Project and per Department

Projects	Project Estimate	Prior Year Expenditures	2024 Actual Expenditures	Jan/Feb/Mar 2023 A/P	Remaining Project Estimate Totals	Completed Projects (Over) Under Estimate
APPROPRIATIONS						
Chamber of Commerce	\$55,000.00	\$0.00	\$27,500.00		\$27,500.00	\$0.00
Flint Hills Veterans Coalition	\$1,015.00	\$0.00	\$508.00		\$507.00	\$0.00
Downtown Manhattan	\$5,000.00	\$0.00	\$2,500.00		\$2,500.00	\$0.00
Riley Co. General Eco Devo	\$132,850.00	\$0.00			\$132,850.00	
APPROPRIATION TOTALS	\$193,865.00	\$0.00	\$30,508.00	\$0.00	\$163,357.00	\$0.00
MEMBERSHIPS						
FHMPO Contribution	\$5,200.00	\$0.00	\$3,780.46		\$1,419.54	\$0.00
FHRLP Underwriters & Sponsors					\$0.00	\$0.00
MEMBERSHIP TOTALS	\$5,200.00	\$0.00	\$3,780.46	\$0.00	\$1,419.54	\$0.00
CONTRACTS						
Auto Lane Development (2024)	\$121,139.60	\$109,025.64			\$12,113.96	\$0.00
CONTRACT TOTALS	\$121,139.60	\$109,025.64	\$0.00	\$0.00	\$12,113.96	\$0.00
DEBT OBLIGATION TRANSFER						
Konza Water Debt	\$658,501.67	\$359,504.67	\$52,153.00		\$246,844.00	\$0.00
DEBT OBLIGATION TRANSFER TOTALS	\$658,501.67	\$359,504.67	\$52,153.00	\$0.00	\$246,844.00	\$0.00
PROJECTS						
Comprehensive Plan Update	\$150,000.00	\$325.75	\$1,895.00		\$147,779.25	\$0.00
PROJECT TOTALS	\$150,000.00	\$325.75	\$1,895.00	\$0.00	\$147,779.25	\$0.00
TOTALS	\$1,128,706.27	\$468,856.06	\$88,336.46	\$0.00	\$571,513.75	\$0.00

Remaining Approved Projects less lease/debt payments/reserve payments/reserve \$164,776.54
(not included as these payments are subject to approval with annual budget) al with annual budget)

Completed Projects

2024 Riley County Building Cash Flow Analysis FUND 152

% of Year: 50

Month	Revenue	Reimbursements	Other	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar 2023 A/P	Total Expenditures
Jan	\$175,365.42			\$175,365.42	\$6,436.16		\$31,441.99	\$37,878.15
Feb		\$10.00		\$10.00	\$23,518.23			\$23,518.23
Mar	\$8,405.63	\$4,008.00		\$12,413.63	\$19,027.22			\$19,027.22
Apr		\$10.00		\$10.00	\$31,517.31			\$31,517.31
May	\$117,721.14			\$117,721.14	\$23,468.96			\$23,468.96
Jun				\$0.00	\$31,426.38			\$31,426.38
Jul				\$0.00				\$0.00
Aug				\$0.00				\$0.00
Sep				\$0.00				\$0.00
Oct				\$0.00				\$0.00
Nov				\$0.00				\$0.00
Dec				\$0.00				\$0.00
	\$301,492.19	\$4,028.00	\$0.00	\$305,520.19	\$135,394.26	\$0.00	\$31,441.99	\$166,836.25

Cash Reconciliation	
2024 Beginning Unencumbered Cash	\$104,325.94
2024 Revenue	\$305,520.19
Less 2024 Expenditures/Encumbrances	\$135,394.26
2024 Ending Unencumbered Cash	\$274,451.87

Riley County 2024 Budget Authority Summary	
2024 Budgeted Expenditures	\$430,000
Expenditures to Date	\$166,836
2022 Remaining Budget Authority	\$263,164

% Budget Expended
38.80%

Riley County 2024 Budgeted Revenue	
2024 Budgeted Revenue	\$323,370
Revenue to Date	\$305,520

% Budgeted Revenue
94.48%

Attachment: June Cash Flows (14897 : Monthly Cash Flow Reports for June 2024)

2024 Riley County CIP Cash Flow Analysis

% of Year: 50

FUND 145

Month	Revenue	Transfers In	Reimbursements	Total Revenue	Expenditures	Jan/Feb/Mar 2023 A/P	Total Expenditures
Jan	\$194,820.52	\$5,509,446.00		\$5,704,266.52	\$216,786.25	\$50,114.59	\$266,900.84
Feb				\$0.00	\$32,510.85		\$32,510.85
Mar				\$0.00	\$11,288.77		\$11,288.77
Apr	\$241,088.96			\$241,088.96	\$85,906.94		\$85,906.94
May	\$865.00			\$865.00	\$655,386.99		\$655,386.99
Jun	\$196,597.36			\$196,597.36	\$132,895.51		\$132,895.51
Jul				\$0.00			\$0.00
Aug				\$0.00			\$0.00
Sep				\$0.00			\$0.00
Oct				\$0.00			\$0.00
Nov				\$0.00			\$0.00
Dec				\$0.00			\$0.00
Totals	\$633,371.84	\$5,509,446.00	\$0.00	\$6,142,817.84	\$1,134,775.31	\$50,114.59	\$1,184,889.90

Cash Reconciliation	
2024 Beginning Unencumbered Cash	\$13,413,482.00
2024 Revenue	\$6,142,817.84
Less 2024 Expenditures/Encumbrances	\$1,184,889.90
2024 Ending Unencumbered Cash	\$18,371,409.94
Less Remaining Approved Projects	\$4,437,871.25
2024 Projected Unencumbered Cash	\$13,933,538.69
LESS RESERVED FUNDS	\$4,889,303.60
Projected 2024 Cash w/out Reserves	\$9,044,235.09

Riley County 2024 CIP Budget Authority Summary		
2024 CIP Budgeted Expenditures	\$7,990,119	% Budget Expended
Expenditures to Date	\$1,134,775	
2024 Remaining Budget Authority	\$6,855,344	

Riley County 2024 CIP Budgeted Revenue		
2024 CIP Budgeted Revenue	\$5,929,446	% Budgeted Revenue
Revenue to Date	\$6,142,818	

Reserved Funds:	
CIP Reserve	500,000.00
Fair Reserve	106,138.11
FFE Reserve	1,358,586.53
Hardware Refresh	1,034,446.00
CARES Funds	1,890,133
TOTAL RESERVE	4,889,303.60

Radio Tower Hardware/Software update 2025
To be spent on North Co. EMS Facility & Public Safety HQ after ARPA funds are used

Attachment: June Cash Flows (14897 : Monthly Cash Flow Reports for June 2024)

2024 CIP Detailed Expenditures per Project and per Dept

Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	Reserved for Approved Projects	2024 Actual Expenditures	Jan/Feb/Mar 2023 A/P	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
PUBLIC WORKS:									
13-13PW005		Unassigned - design cost for culverts	\$35,000.00	\$16,100.00				\$18,900.00	
18-18PW012	27	Fairgrounds ADA Walkway	\$170,000.00	\$104,648.05		\$2,837.10		\$62,514.85	
20-20LEC003		Rewire Elevator Safety Systems	\$40,000.00	\$0.00				\$40,000.00	
20-20PK004		CICO Parking Lot Engineering	\$10,000.00	\$0.00				\$10,000.00	
21-21LEC002		Elevator Repair-LEC Lobby	\$45,000.00	\$0.00				\$45,000.00	
21-21PW002		Semi Truck	\$85,000.00	\$0.00				\$85,000.00	
21-21PW007		Imaging Software & Conversion	\$75,000.00	\$0.00				\$75,000.00	
23-23PW001		Carnegie Elevator Modernization	\$220,000.00	\$0.00				\$220,000.00	
23-23PW003		Carnegie Boiler	\$75,000.00	\$11,604.00				\$63,396.00	
23-23PW004		Dump Truck Bed (Unit 26)	\$70,000.00	\$0.00				\$70,000.00	
23-23PW005		Dump Truck Bed (Unit 27)	\$70,000.00	\$0.00				\$70,000.00	
23-23PW006		550 Diesel Truck w/ Snow Plow & Spreader	\$120,000.00	\$7,475.00		\$9,860.00		\$102,665.00	
23-23PW007		32' Hydraulic Gooseneck Trailer	\$45,000.00	\$0.00		\$40,200.00		\$0.00	\$4,800.00
23-23LEC001	986	Replace Roof - LEC	\$404,000.00	\$0.00				\$404,000.00	
23-23PK001		Large Area Mower w/ Cab	\$72,000.00	\$0.00				\$72,000.00	
23-23PK002		Playground Equipment CICO Park (PK trx \$75000) & 18-18PK003, 21-21PK008	\$375,000.00	\$0.00				\$375,000.00	
24-24PW001		Courthouse & Health Department Elevator Modernization	\$385,000.00					\$385,000.00	
24-24PK001		30" Aerator	\$11,000.00					\$11,000.00	
24-24PW002		FCRC Replace Roof	\$150,000.00					\$150,000.00	
24-24PW003		Museum - Replace HVAC	\$35,000.00					\$35,000.00	
24-24PW004		Museum - Lighting	\$75,000.00					\$75,000.00	
24-24PW005		1/2 Ton 4x4 Extended Cab Pickup	\$65,000.00					\$65,000.00	
24-24PW006		550 Diesel Truck w/ snow plow & spreader	\$125,000.00					\$125,000.00	
24-24PW007		3/4 Ton 4x4 Extended Cab Pickup w/Plow	\$75,000.00					\$75,000.00	
24-24LEC001		Kitchen Floor Replacement	\$30,000.00			\$11,881.44		\$18,118.56	
24-24LEC002		Jail Intake Shower	\$10,000.00			\$2,968.82		\$7,031.18	
24-24LEC003		Isolation Room	\$10,000.00			\$3,126.49		\$6,873.51	
PUBLIC WORKS TOTAL			\$2,882,000.00	\$139,827.05	\$0.00	\$70,873.85	\$0.00	\$2,666,499.10	\$4,800.00
EMERGENCY MEDICAL SERVICE									
13-13AM001	302	Design of the EMS Facility Enhancement	\$100,000.00	\$25,770.00				\$74,230.00	
20-20AM003	302	EMS Facility Engineering Design Cost	\$50,000.00	\$0.00				\$50,000.00	
22-22AM001	302	EMS AMBULANCE	\$325,000.00	\$302,902.00		\$17,289.02	\$4,808.98	\$0.00	
23-23AM001		Overhead Alerting Systems	\$187,545.61	\$0.00		\$34,871.15		\$152,674.46	
23-23AM002		Patient Mover Replacement	\$69,265.00	\$0.00		\$8,535.00		\$60,730.00	
24-24AM001		New Ambulance	\$390,441.00					\$390,441.00	
24-24AM002		Zoll X Series Cardiac Monitor	\$46,000.00					\$46,000.00	
24-24AM003		Strker Powercot	\$30,806.97					\$30,806.97	
EMS TOTAL			\$1,199,058.58	\$328,672.00		\$60,695.17	\$4,808.98	\$804,882.43	\$0.00

Attachment: June Cash Flows (14897 : Monthly Cash Flow Reports for June 2024)

CLERK							
21-21CK001	Open.Gov software	\$202,620.00	\$133,045.00		\$34,500.00		\$35,075.00
CLERK TOTAL		\$202,620.00	\$133,045.00		\$34,500.00	\$0.00	\$35,075.00
Elections							
23-23EL002	985 CPE 4th Floor Renovations - Elections	\$720,000.00	\$8,595.00		\$319,559.00	\$10,161.61	\$381,684.39
CLERK TOTAL		\$720,000.00	\$8,595.00	\$0.00	\$319,559.00	\$10,161.61	\$381,684.39
ATTORNEY							
ATTORNEY TOTAL		\$0.00	\$0.00			\$0.00	\$0.00

Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	Reserved for Approved Projects	2024 Actual Expenditures	Jan/Feb/Mar 2023 A/P	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
APPRAISER									
21-21AP001		Replacement Vehicle	\$35,144.00	\$0.00			\$35,144.00	\$0.00	\$0.00
		APPRAISER TOTAL	\$35,144.00	\$0.00			\$35,144.00	\$0.00	\$0.00
BOCC									
		BOCC TOTAL	\$0.00	\$0.00			\$0.00	\$0.00	\$0.00
PLANNING & DEVELOPMENT									
		PLANNING & DEVELOPMENT TOTAL	\$0.00	\$0.00			\$0.00	\$0.00	\$0.00
NOXIOUS WEED									
24-24NW001		10' Pull Behind Mower	\$32,000.00					\$32,000.00	
24-24NW002		Mower Tractor 6100 series	\$135,000.00					\$135,000.00	
		NOXIOUS WEED TOTAL	\$167,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$167,000.00	\$0.00
EMERGENCY MANAGEMENT									
16-16EM002		Standby/Backup Generator Pottorf Hall	\$40,126.00	\$0.00				\$40,126.00	
20-20EM005		Bi-directional amplifiers (radio project)	\$35,000.00	\$18,960.71				\$16,039.29	
21-21EM001		Mobile Command Post Upgrade/Equip Refresh	\$125,000.00	\$0.00		\$8,434.96		\$116,565.04	
21-21EM002		EM Storage Building	\$125,000.00	\$0.00				\$125,000.00	
23-23EM001		Outdoor Warning Siren Upgrade	\$85,000.00	\$0.00				\$85,000.00	
		EMERGENCY MANAGEMENT TOTAL	\$410,126.00	\$18,960.71	\$0.00	\$8,434.96	\$0.00	\$382,730.33	\$0.00
OTHER									
18-18EM003	21	Hardware Refresh Reserve (through 2025)	\$1,182,224.00		\$1,034,446.00			\$1,182,224.00	
	988	Ka-Comm Radio Replacement	\$400,000.00			\$30,000.00		\$370,000.00	
Lease pmt to 2033	21	Radio Infrastructure Project Lease (15 yr term through 2033)	\$6,401,938.00	\$2,133,979.89		\$426,795.89		\$3,841,162.22	
B&I Trx to 2025		2010-B G.O. Bond payment (15 yr term through 2025)	\$2,849,815.47	\$2,484,115.63		\$182,100.00		\$183,599.84	
Fair Reserve	74	Fair		\$3,485.20	111,439.75	\$1,816.44		\$106,138.11	
CARES Funds	977/978	North Co. EMS Facility & EMS HQ Reserved			\$1,890,133			\$1,890,132.96	
		OTHER TOTAL	\$10,833,977.47	\$4,618,095.52	\$3,036,018.71	\$640,712.33	\$0.00	\$7,573,257.13	\$0.00
TOTAL			\$16,449,926.05	\$5,247,195.28	\$3,036,018.71	\$1,134,775.31	\$50,114.59	\$12,011,128.38	\$4,800.00

Remaining Approved Projects less lease/debt payments \$4,437,871.25
(not included as these payments are subject to approval with annual budget)

Completed Projects

Attachment: June Cash Flows (14897 : Monthly Cash Flow Reports for June 2024)

2024 Detailed Expenditures per Project by Month

Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	Reserved for Approved Projects	Apr	May	Jun	Jan/Feb/Mar 2023 A/P	Expenditures to Date	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
PUBLIC WORKS:												
13-13PW005		Unassigned - design cost for culverts	\$35,000.00	\$16,100.00						\$16,100.00	\$18,900.00	
18-18PW012	27	Fairgrounds ADA Walkway	\$170,000.00	\$104,648.05			\$2,837.10			\$107,485.15	\$62,514.85	
20-20LEC003		Rewire Elevator Safety Systems	\$40,000.00	\$0.00						\$0.00	\$40,000.00	
20-20PK004		CICO Parking Lot Engineering	\$10,000.00	\$0.00						\$0.00	\$10,000.00	
21-21LEC002		Elevator Repair-LEC Lobby	\$45,000.00	\$0.00						\$0.00	\$45,000.00	
21-21PW002		Semi Truck	\$85,000.00	\$0.00						\$0.00	\$85,000.00	
21-21PW007		Imaging Software & Conversion	\$75,000.00	\$0.00						\$0.00	\$75,000.00	
23-23PW001		Carnegie Elevator Modernization	\$220,000.00	\$0.00						\$0.00	\$220,000.00	
23-23PW003		Carnegie Boiler	\$75,000.00	\$11,604.00						\$11,604.00	\$63,396.00	
23-23PW004		Dump Truck Bed (Unit 26)	\$70,000.00	\$0.00						\$0.00	\$70,000.00	
23-23PW005		Dump Truck Bed (Unit 27)	\$70,000.00	\$0.00						\$0.00	\$70,000.00	
23-23PW006		550 Diesel Truck w/ Snow Plow & Spreader	\$120,000.00	\$7,475.00						\$17,335.00	\$102,665.00	
23-23PW007		32' Hydraulic Gooseneck Trailer	\$45,000.00	\$0.00		\$40,200.00				\$40,200.00	\$0.00	\$4,800.00
23-23LEC001	986	Replace Roof	\$404,000.00	\$0.00						\$0.00	\$404,000.00	
23-23PK001		Large Area Mower w/ Cab	\$72,000.00	\$0.00						\$0.00	\$72,000.00	
		Playground Equipment CICO Park (PK trx \$75000) & 18-18PK003, 21-21PK008	\$375,000.00	\$0.00						\$0.00	\$375,000.00	
24-24PK001		30" Aerator	\$11,000.00								\$11,000.00	
24-24PW001		Courthouse & Health Department Elevator Modernization	\$385,000.00								\$385,000.00	
24-24PW002		FCRC Replace Roof	\$150,000.00								\$150,000.00	
24-24PW003		Museum - Replace HVAC	\$35,000.00								\$35,000.00	
24-24PW004		Museum - Lighting	\$75,000.00								\$75,000.00	
24-24PW005		1/2 Ton 4x4 Extended Cab Pickup	\$65,000.00								\$65,000.00	
24-24PW006		550 Diesel Truck w/ snow plow & spreader	\$125,000.00								\$125,000.00	
24-24PW007		3/4 Ton 4x4 Extended Cab Pickup w/Plow	\$75,000.00								\$75,000.00	
24-24LEC001		Kitchen Floor Replacement	\$30,000.00					\$ 11,881.44			\$18,118.56	
24-24LEC002		Jail Intake Shower	\$10,000.00					\$ 2,968.82			\$7,031.18	
24-24LEC003		Isolation Room	\$10,000.00					\$ 3,126.49			\$6,873.51	
EMERGENCY MEDICAL SERVICE												
13-13AM001	302	Design of the EMS Facility Enhancement	\$100,000.00	\$25,770.00						\$25,770.00	\$74,230.00	
20-20AM003	302	EMS Facility Engineering Design Cost	\$50,000.00	\$0.00						\$0.00	\$50,000.00	
22-22AM001		EMS AMBULANCE	\$325,000.00	\$302,902.00				\$16,221.62	\$4,808.98	\$325,000.00	\$0.00	
23-23AM001		Overhead Alerting Systems	\$187,545.61	\$0.00				\$34,871.15		\$34,871.15	\$152,674.46	
23-23AM002		Patient Mover Replacement	\$69,265.00	\$0.00				\$8,535.00		\$8,535.00	\$60,730.00	
24-24AM001		New Ambulance	\$390,441.00								\$390,441.00	
24-24AM002		Zoll X Series Cardiac Monitor	\$46,000.00								\$46,000.00	
24-24AM003		Strker Powercot	\$30,806.97								\$30,806.97	
CLERK												
21-21CK001		Open.Gov software	\$202,620.00	\$133,045.00						\$167,545.00	\$35,075.00	
Election												
23-23EL002	985	CPE 4th Floor Renovations - Elections	\$720,000.00	\$8,595.00		\$43,890.50	\$144,661.23	\$105,321.50	\$10,161.61	\$338,315.61	\$381,684.39	
ATTORNEY												
APPRAISER												
21-21AP001		Replacement Vehicle	\$35,144.00	\$0.00					\$35,144.00	\$35,144.00	\$0.00	\$0.00
BOCC												
										\$0.00	\$0.00	
PLANNING & DEVELOPMENT												
			\$0.00	\$0.00						\$0.00	\$0.00	
NOXIOUS WEED												
24-24NW001		10' Pull Behind Mower	\$32,000.00								\$32,000.00	
24-24NW002		Mower Tractor 6100 series	\$135,000.00								\$135,000.00	
EMERGENCY MANAGEMENT												
16-16EM002		Standby/Backup Generator Pottorff Hall	\$40,126.00	\$0.00						\$0.00	\$40,126.00	
20-20EM005		Bi-directional amplifiers (radio project)	\$35,000.00	\$18,960.71						\$18,960.71	\$16,039.29	
21-21EM001		Mobile Command Post Upgrade/Equip Refresh	\$125,000.00	\$0.00				\$1,062.26		\$8,434.96	\$116,565.04	
21-21EM002		EM Storage Building	\$125,000.00	\$0.00						\$0.00	\$125,000.00	
23-23EM001		Outdoor Warning Siren Upgrade	\$85,000.00	\$0.00						\$0.00	\$85,000.00	
OTHER												
18-18EM003	21	Hardware Refresh Reserve (through 2025)	\$1,182,224.00	\$0.00	\$1,034,446.00					\$1,034,446.00	\$147,778.00	
	988	Ka-Comm Radio Replacement	\$400,000.00				\$ 30,000.00			\$30,000.00	\$370,000.00	
Lease to 2033	21	Radio Project Lease (15 yr term through 2033)	\$6,401,938.00	\$2,133,979.89			\$ 426,795.89			\$2,560,775.78	\$3,841,162.22	
B&I Trx to 2025		2010-B G.O. Bond pmt (15 yr term through 2025)	\$2,849,815.47	\$2,484,115.63						\$2,666,215.63	\$183,599.84	
Fair Reserve	74	Fair		\$3,485.20	\$111,439.75	\$1,816.44				\$5,301.64	\$106,138.11	
CARES Money	977/978	North Co. EMS Facility & EMS HQ Reserved			\$1,890,133					\$0.00	\$1,890,132.96	
TOTALS			\$16,449,926.05	\$5,250,680.48	\$3,036,018.71	\$85,906.94	\$604,294.22	\$183,988.28	\$50,114.59	\$7,452,039.63	\$10,976,682.38	\$4,800.00

\$1,184,889.90

Completed Projects

Attachment: June Cash Flows (14897 : Monthly Cash Flow Reports for June 2024)

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

2024 Riley County 1/2 Cent Sales Tax Cash Flow Analysis

% of Year: 50

Month	Sales Tax Revenue	Reimbursements	KDOT	Total Revenue	Expenditures	Jan/Feb/Mar	Total Expenditures
						2023 AP	
Jan				\$0.00	\$35,096.58	\$84,819.38	\$119,915.96
Feb				\$0.00	\$4,391.61		\$4,391.61
Mar				\$0.00	\$16,627.53		\$16,627.53
Apr				\$0.00	\$89,630.59		\$89,630.59
May				\$0.00	\$196,362.47		\$196,362.47
Jun				\$0.00	\$100,470.37		\$100,470.37
Jul				\$0.00			\$0.00
Aug				\$0.00			\$0.00
Sep				\$0.00			\$0.00
Oct				\$0.00			\$0.00
Nov				\$0.00			\$0.00
Dec				\$0.00			\$0.00
				\$0.00	\$442,579.15	\$84,819.38	\$527,398.53

Cash Reconciliation		
2024 Beginning Unencumbered Cash	\$6,475,677.16	
2024 Revenue	\$0.00	
Less 2024 Expenditures/Encumbrances	\$442,579.15	
2024 Ending Unencumbered Cash	\$6,033,098.01	
Remaining 2024 Projected Revenue	\$0.00	
Less Est. Project Balance for Projects	\$1,728,083.32	
Less Est. Project Balance for Overlay	\$350,000.00	
2024 Projected Unencumbered Cash	\$3,955,014.69	

Riley County 2024 Budget Authority Summary		
2024 Budgeted Expenditures	\$6,892,240	% Budget Expended
Expenditures to Date	\$527,399	
2024 Remaining Budget Authority	\$6,364,841	

Riley County 2024 Budgeted Revenue		
2024 Budgeted Revenue	\$0	% Budgeted Revenue
Revenue to Date	\$0	
		#DIV/0!

Attachment: June Cash Flows (14897 : Monthly Cash Flow Reports for June 2024)

2024 Detailed Expenditures per Project and per Department

Project Code	Projects	Project Estimate	Prior Year Expenditures	2024 Actual Expenditures	Jan/Feb/Mar 2023 AP	Remaining Project Estimate Totals	Completed Projects (Over) Under Estimate
CULVERTS							
457	Flat Rock Road	\$113,500.00	\$261,433.71	\$467.50	\$35,925.17	-\$184,326.38	
458	Parallel Road	\$117,000.00	\$58,024.87	\$357.58		\$58,617.55	
403	Kitten Creek Road	\$148,000.00	\$53,881.60	\$150.00		\$93,968.40	
459	Union Road	\$125,000.00	\$226,570.41	\$273.75	\$48,894.21	-\$150,738.37	
CULVERT TOTALS		\$503,500.00	\$599,910.59	\$1,248.83	\$84,819.38	-\$182,478.80	\$0.00
BRIDGES							
461	Fancy Creek K.O/6.2	\$653,800.00	\$59,941.43	\$411,189.92		\$182,668.65	
454	West 32nd Avenue	\$1,004,750.00	\$1,464,031.69			-\$459,281.69	-\$459,281.69
455	Rose Hill	\$654,200.00	\$159,048.83			\$495,151.17	
460	Winkler Mills Bridge	\$1,200,000.00	\$102,835.61			\$1,097,164.39	\$1,097,164.39
BRIDGE TOTALS		\$3,512,750.00	\$1,785,857.56	\$411,189.92	\$0.00	\$1,315,702.52	\$637,882.70
RECONSTRUCTION							
431	McDowell Creek Road (north end)	\$515,848.38	\$515,848.38	\$0.00		\$0.00	\$0.00
RECONSTRUCTION TOTALS		\$515,848.38	\$515,848.38	\$0.00	\$0.00	\$0.00	\$0.00
OVERLAY							
4	Unidentified Overlays	\$800,000.00	\$175,000.00	\$30,140.40		\$594,859.60	
OVERLAY TOTALS		\$800,000.00	\$175,000.00	\$30,140.40	\$0.00	\$594,859.60	\$0.00
TOTALS		\$5,332,098.38	\$3,076,616.53	\$442,579.15	\$84,819.38	\$1,728,083.32	\$637,882.70

Completed Projects

Project Estimates for 2024	Total	Updated
Culverts-Fancy Creek/Sherman	\$ -	\$ -
Rosehill Road Bridge	\$ -	\$ -
Senn Road Bridge	\$ -	\$ -
Overlay TBD and approved by BOCC	\$ 350,000	\$ 350,000
TOTAL	\$ 350,000	\$ 350,000

2024 Detailed Expenditures per Project by Month

Project Code	Projects	Project Estimate	Prior Year Expenditures	Apr	May	Jun	Jan/Feb/Mar 2023 AP	Expenditures to Date	Remaining Project Estimate
CULVERTS									
457	Flat Rock Road	\$113,500.00	\$261,433.71				\$35,925.17	\$297,826.38	-\$184,326.38
458	Parallel Road	\$117,000.00	\$58,024.87	\$36.00				\$58,382.45	\$58,617.55
403	Kitten Creek Road	\$148,000.00	\$53,881.60		\$150.00			\$54,031.60	\$93,968.40
459	Union Road	\$125,000.00	\$226,570.41				\$48,894.21	\$275,738.37	-\$150,738.37
BRIDGES									
461	Fancy Creek K.O/6.2	\$653,800.00	\$59,941.43	\$89,594.59	\$196,212.47	\$70,329.97		\$471,131.35	\$182,668.65
454	West 32nd Avenue	\$1,004,750.00	\$1,464,031.69					\$1,464,031.69	-\$459,281.69
455	Rose Hill	\$654,200.00	\$159,048.83					\$159,048.83	\$495,151.17
460	Winkler Mills Bridge	\$1,200,000.00	\$102,835.61					\$102,835.61	\$1,097,164.39
RECONSTRUCTION									
431	McDowell Creek Road (north end)	\$515,848.38	\$515,848.38					\$515,848.38	\$0.00
OVERLAY									
	4 overlays unidentified	\$800,000.00	\$175,000.00			\$30,140.40		\$205,140.40	\$594,859.60
TOTALS		\$5,332,098.38	\$3,076,616.53	\$89,630.59	\$196,362.47	\$100,470.37	\$84,819.38	\$3,604,015.06	\$1,728,083.32
							\$527,399		
Completed Projects									

Attachment: June Cash Flows (14897 : Monthly Cash Flow Reports for June 2024)

2024 Riley County .2% Cent Sales Tax Cash Flow Analysis

% of Year: 50

Month	Sales Tax Revenue	Reimbursements	KDOT	Total Revenue	Expenditures	Jan/Feb/Mar	Total Expenditures
						2023 A/P	
Jan	\$212,079.24			\$212,079.24			\$0.00
Feb	\$239,257.27			\$239,257.27			\$0.00
Mar	\$196,726.95			\$196,726.95			\$0.00
Apr	\$200,963.47			\$200,963.47			\$0.00
May	\$216,822.94			\$216,822.94			\$0.00
Jun	\$214,531.81			\$214,531.81			\$0.00
Jul				\$0.00			\$0.00
Aug				\$0.00			\$0.00
Sep				\$0.00			\$0.00
Oct				\$0.00			\$0.00
Nov				\$0.00			\$0.00
Dec				\$0.00			\$0.00
\$1,280,381.68		\$0.00	\$0.00	\$1,280,381.68	\$0.00	\$0.00	\$0.00

Cash Reconciliation	
2024 Beginning Unencumbered Cash	\$2,160,855.87
2024 Revenue	\$1,280,381.68
Less 2024 Expenditures/Encumbrances	\$0.00
2024 Ending Unencumbered Cash	\$3,441,237.55
Remaining 2024 Projected Revenue	\$0.00
Less Est. Project Balance for CY	\$0.00
2024 Projected Unencumbered Cash	\$3,441,237.55

Riley County 2024 Budget Authority Summary		
2024 Budgeted Expenditures	\$3,967,650	% Budget Expended
Expenditures to Date	\$0	
2024 Remaining Budget Authority	\$3,967,650	

Riley County 2024 Budgeted Revenue		
2024 Budgeted Revenue	\$2,000,000	% Budgeted Revenue
Revenue to Date	\$1,280,382	

2024 Detailed Expenditures per Project and per Department

Project Code	Projects	Project Estimate	Prior Year Expenditures	2024 Actual Expenditures	Jan/Feb/Mar 2023 AP	Remaining Project Estimate Totals	Completed Projects (Over) Under Estimate
CULVERTS							
CULVERT TOTALS		\$0	-	-		-	-
BRIDGES							
BRIDGE TOTALS		0.00	-	-		-	-
RECONSTRUCTION							
RECONSTRUCTION TOTALS		\$0	-	-		-	-

OVERLAY

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

Completed Projects

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

2024 Detailed Expenditures per Project by Month

Project Code	Projects	Project Estimate	Prior Year Expenditures	Jan	Jan/Feb/Mar 2023 AP	Expenditures to Date	Remaining Project Estimate
	CULVERTS						
	BRIDGES						
	RECONSTRUCTION						
	TOTALS	\$0	\$0	\$0	\$0.00	-	\$0
					\$0.00		
	Completed Projects						