



**Board of Riley County
Commissioners
Regular Meeting
Agenda
July 14, 2025**

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

Cindy Kabriel
785-565-6200

FCRC 2101 Claflin Rd

8:30 AM

[District 1 – John Ford, Member](#)

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Sign Riley County Employee Action Form(s)

Review Minutes

4. Board of Riley County Commissioners - Regular Meeting - Jul 10, 2025 8:30 AM

Review Tentative Agenda

5. Tentative Agenda

Press Conference Topics

6. Discuss Press Conference

9:00 AM

John Ellermann, Public Works Director/County Engineer

7. Public Works Project Update

9:15 AM

Katharine Hensler, Museum Director

8. Monthly Staff Update - June 2025

9:30 AM

Press Conference

9. Public Notice - Alvin Perez (2-3 minutes)

9:35 AM

Amanda Webb, Planning/Special Projects Director

10. Wastewater 101 Presentation

10:00 AM

Jacob Hansen, Interim County Counselor

11. Pending County Projects County Counselor
12. Contract and Grant Application for the Community Talent Recruitment Program

10:10 AM**Brittany Phillips, Budget and Finance Officer**

13. 2026 Budget Work Session

Adjournment**Announcement**

Riley County Planning Board/Board of Zoning Appeals meeting will be held tonight at 7:00 p.m. in Room #124 at the Family and Child Resource Center, 2101 Claflin.

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**
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 14, 2025

SUBJECT: Sign Riley County Employee Action Form(s)

PRESENTER: Elizabeth Ward, Human Resources Director

Enclosures:

- 2025-03 EMcDonald EAF (DOCX)

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Jesse Evan McDonald**Status Change Date:** 08/25/2023**Status Change:** Separation**Date of Hire:** 07/07/2025**Seniority:** 1 Year(s), 10 Month(s)**Position:** Volunteer Firefighter**Position Type:** As Needed**Pay Range:** TASND**Pay Type:** Stipend**Base Rate:** \$0.00**Annualized Pay:** \$0.00**Funds Codes:** 183- Fire District #1/ 183- Fire District #1**Supervisor:** Jake Konrardy**Department Head:** Russel Stukey

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2025-03 EMcDonald EAF (16030 : Employee Action Form (Green Sheet))



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
July 17, 2025**

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

Cindy Kabriel
785-565-6200

FCRC 2101 Claflin Rd

8:30 AM

[District 1 – John Ford, Member](#)

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

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

- 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** **Jacob Hansen, Interim County Counselor**
1. Administrative Work Session
- 9:50 AM** **Shilo Heger, Treasurer**
2. Staff update
- 10:00 AM** **Daniel Skucius, Extension Director**
3. Staff update
- 10:15 AM** **Brian Peete, RCPD Director**
4. RCPD update
- 10:30 AM** **Amanda Webb, Planning/Special Projects Director**
5. Draft Economic Development Goals
- 11:00 AM** **Brittany Phillips, Budget and Finance Officer**
6. 2026 Budget Work Session
- 4:00 PM** **Joint City/County/County Meeting (at City Offices)**

Attachment: 07-17-25 tentative agenda (16000 : Tentative Agenda)

Adjournment**Announcement**

The July Policy Breakfast will be held today 7:15 a.m. - 8:30 a.m. at the DoubleTree by Hilton, 530 Richards Drive.

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



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
July 21, 2025**

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

Cindy Kabriel
785-565-6200

FCRC 2101 Claflin Rd

8:30 AM

[District 1 – John Ford, Member](#)

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

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

- 8:30 AM** **Call to Order**
- Pledge of Allegiance**
- Public Comment**
- Commission Comments**
- Business Meeting**
- Review Minutes**
- Review Tentative Agenda**
- Press Conference Topics**
- 9:00 AM** **Liz Holle, Big Lakes Developmental Center Director**
1. Big Lakes Developmental Center update
- 9:15 AM** **David Adams, EMS/Ambulance Director**
2. Staff update
- 9:30 AM** **Press Conference**
- 9:35 AM** **Jacob Hansen, Interim County Counselor**
3. Administrative Work Session
- 9:55 AM** **Michael Rezkalla, Pawnee Mental Health Services Director**
4. Pawnee Mental Health Services update
- 10:10 AM** **Jacob Hansen, Interim County Counselor**
5. Executive session for attorney-client consultation, legal advice
 regarding sewer districts
- 10:40 AM** **Cory Meyer, IT/GIS Director**
6. Health Department EMR RFP

Attachment: 07-21-25 tentative agenda (16000 : Tentative Agenda)

10:55 AM **Brittany Phillips, Budget and Finance Officer**

7. 2026 Budget Work Session

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: 07-21-25 tentative agenda (16000 : Tentative Agenda)



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, PE, Public Works Director

MEETING: July 14, 2025

SUBJECT: Public Works Project Update

PRESENTER: John Ellermann

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

Enclosures:

- 071425 Project Update (PDF)

Project Update

Public Works Department

Winkler Mills Bridge (H.0-5.9)

- Approximately 0.1 mi. N. of Fancy Creek Rd.
- Bartlett & West
- Permits & R/W

Marlatt Rd Improvement

- Benesch proposal review
- Dennison to Seth Child
- Cost share with City – trail and Browning Intersection.
- Survey work complete – Design begin

CPE Window Replacement Project

- BHS Construction – Mid July start – 135 Working days
- BHS start demo in Community Corrections 7-16 and Elections (1st Floor) 7-21

Elevator Modification Project

- Courthouse, Carnegie and Health Department
- TK Elevator
- Pre-Inspection and ordering of parts.
- HD – August, Carnegie_ September, CH- September

Parks:

- Mowing parks and grounds.
- Set up and clean up for hog show.
- Preparing for fair.
- Spraying for weeds and grubs.
- Tech's – CDL training and testing.
- Repaired patio pavers at Pottorf Hall
- Repaired drainage issues at Fairmont Park Dog Park

Operations:

- Purple Wave Auction – bids open on the 14th and close the 19th
- Chip Seal completed. Stripe Scenic
- Overlay – Schilling
- Mowed drainage ditch from Valleywood to Marlatt.
- Lined lagoons ant Terra Heights with rip-rap
- Grading of roads as moisture allows.
- Rocking roads where needed.
- Operator – CDL Training and testing.
- Interviews for Operator position.

Miscellaneous

- Open Positions: Asst. Operation/Fleet Manager interviews, Public Works Operator I/II interviews, Parks Facility & Grounds Tech I/II
- University Park Lagoon Project-Lagoon size determined. Continue to work on grant and funding applications. Approved for the Small-Town Water & Sewer Infrastructure Assistance Grant. Awarded an additional \$462,210 in grant money for the project. Preparing to relocate RWD water line. 90% plans and easements. RWD Water line relocation easements,
- Keats Benefit District – Working with BG on lift station, sewer line locations, and other technical details.
- EMS Headquarters Station – BHS GMP \$9,587,108. 99% complete. Crews and staff moved in.
- EM Remodel of old EMS – Archimages Design. Design complete. BHS working on costs.
- Peterson Ranch – Advertisement July 15th, bid opening August 15th, plans and specs sent
- Consultant contracts for bridge and culvert design using sales tax.
- HD/FCRC RFQ
- CH/Co. Atty/Comm Corr RFQ – interviews scheduled for week of July 14th.
- Storm Water Pollution Prevention Plan
- Water & sewer extension for Rural Fire – bids opened last week



MUSEUM
Staff Update

Katharine Hensler
Museum Director
2309 Claflin Rd
Manhattan, KS 66502
Phone: 785-565-6490

STAFF REPORT

FROM: Katharine Hensler, Museum Director

MEETING: July 14, 2025

SUBJECT: Monthly Staff Update - June 2025

PRESENTER: Katharine Hensler, Museum Director

Riley County Historical Museum - Director's Report

July 14, 2025

1. Visitation and Tours:

Site Name	APR 2025	MAY 2025	JUN 2024	JUN 2025
Museum	218	232	372	207
Goodnow House	69	118	139	73
Wolf House	674	103	68	29
Pioneer Log Cabin	19	68	54	58
Programs & Outreach	37	9,918	161	165
TOTAL	1,017	10,439	794	532

Volunteer Hours	APR 2025	MAY 2025	JUN 2024	JUN 2025
General & Interns	148.25	51.75	72	117.25
RCHS Board of Directors	58.5	83	73.5	52
Community Service	10	0	15	26
TOTAL	216.75	134.75	160.5	195.25

1. Education and Outreach

June 3 - New temporary exhibit opened at the Museum titled, "*Escape from Storage: Showcasing Hidden Artifacts.*" This exhibit will be open until November 2.

June 4 - Scheduled tour of Museum and Goodnow House with Pawnee Mental Health (8 attended)

June 7 - As-Needed Museum Assistant Eric Gudenkauf presented a program titled "***Listening to the Sounds of Yesteryear,***" at the Manhattan Public Library (52 attended)

June 10 - Fireside Chat with Jill Haukos, "***Talking Prairie.***" (27 attended)

June 12 - Curator Highsmith presented program "***Kansas Trivia***" to the Kansas Treasurer's Association Conference (86 attended)

June 24 - Scheduled tour of Museum with Kiwanis Club (9 attended)

Curator Highsmith changed out the two temporary exhibits at the County Courthouse and the County Office Building lobby - both exhibits are extensions of the new temporary exhibit at the Museum, "***Escape from Storage,***" which opened on June 3.

2. Collections:

Collections Numbers	APR 2025	MAY 2025	JUN 2024	JUN 2025
Number of Collections Donated	4	12	2	5
Individual Objects Donated	30	426	8	50
Backlogged Objects Processed	106	0	0	2
Objects Deaccessioned	0	897	0	0

3. **Archives and Library** - Curator Farrens continues to clean up and organize the library and archival spaces. The large-scale, ongoing book review is still being conducted with the books in the library's collection. Each Monday, members of the RCHS Collections Committee work with Curator Farrens to review each copy and make the determination of whether the book meets the collections criteria and should remain in the collection. To date, the committee has reviewed 3,445 of the approximately 4,200 books in the permanent collection.

Library and Archives Use	APR 2025	MAY 2025	JUN 2024	JUN 2025
Research (external)	6	8	19	10
Research (internal)	1	2	1	1
In-Person Appointments	15	9	7	6
Walk-In Appointments	0	0	2	6
TOTAL	22	19	29	23

4. **Building and Grounds** - No report

5. **Staffing** -Audrey Crist, a graduating senior of the K-State History department has started her internship and has been assigned to support Curator Farrens in the Library/Archives. A second intern, Billie Clouse, has joined the team. She started on July 2. She is assigned to Director Hensler for assistance with cleaning out temp storage space. Ms. Clouse has a background in museums and recently moved to Fort Riley with her active duty spouse. Her internship is voluntary and does not involve pay or credit hours. Welcome Audrey and Billie.

Museum internships are filled through the end of 2025. We are accepting applications for the Spring 2026 semester at this time.

6. **Riley County Historical Society** - The board of directors is planning on attending a Board Retreat on Saturday, August 2. This program will be provided by the K-State Extension office. Museum staff have been invited to attend.

The Society is moving forward with a plan to clean out the Wolf Studio and Museum staff will support this effort. At the same time, the Society is requesting bids for the exterior restoration of the same property. The funding that was raised through Grow Green Match Day this past April has been committed to this preservation project.

The Society has hired a summer intern from the K-State Museums Studies Certificate program, Hannah Castaneda. She is assisting the Society with creating social media content and recreating the Riley County Schools exhibit, originally produced by Doug Tippin and staff of the RCHM. The Museum curators will supervise this project.

7. **Upcoming Events**

June 3 through November 2- New temporary exhibit open now at Museum, ***Escaping Storage: Showcasing Hidden Artifacts***, open during regular museum hours, admission is always free.

July 18 - ***Guided Walking Tours of Historic City Park***, 5:30PM, starting at the Pioneer Log Cabin, free and open to the public; donations are welcome

August 12 - Fireside Chat with DAR Regent Susan Church, ***The 250th celebration with the Daughters of the American Revolution***, 5:30-7PM, Flight Crew Coffee, 423 Poyntz, free and open to the public

August 16 - ***Genealogy and History Fair***, 10AM-3:30PM, Pottorf Hall, free and open to the public
- ***we need volunteers to help at the RCHM table, as well as at the Kid Zone sponsored by the Museum***

September 4 - Presentation by Thane Baker and Catherine Nicholson, ***Running in Borrowed Shoes: Thane Baker and the 1952 Summer Games***; 6PM, Manhattan Public Library, free and open to the public

September 9 - Fireside Chat, ***History of the Women's Club at the Women's Club***, 5:30-7pm, 1880 Beef (original Women's Clubhouse), 900 Poyntz, free and open to the public

September 21 - Humanities Kansas presentation with Derrick Doty, ***Kansas Music History***, 2pm, Manhattan Public Library, free and open to the public

October 11 - ***Cemetery Preservation Workshop*** at the Ogden Protestant Cemetery, Walnut St., Ogden, 9am - 1pm, free and open to the public

Enclosures:



**PLANNING &
DEVELOPMENT**
Presentation

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 14, 2025

SUBJECT: Wastewater 101 Presentation

PRESENTER: Ben Hamill, Environmental Health Technician

Ben Hamill, Riley County Environmental Health Technician, will present the attached PowerPoint.

Enclosures:

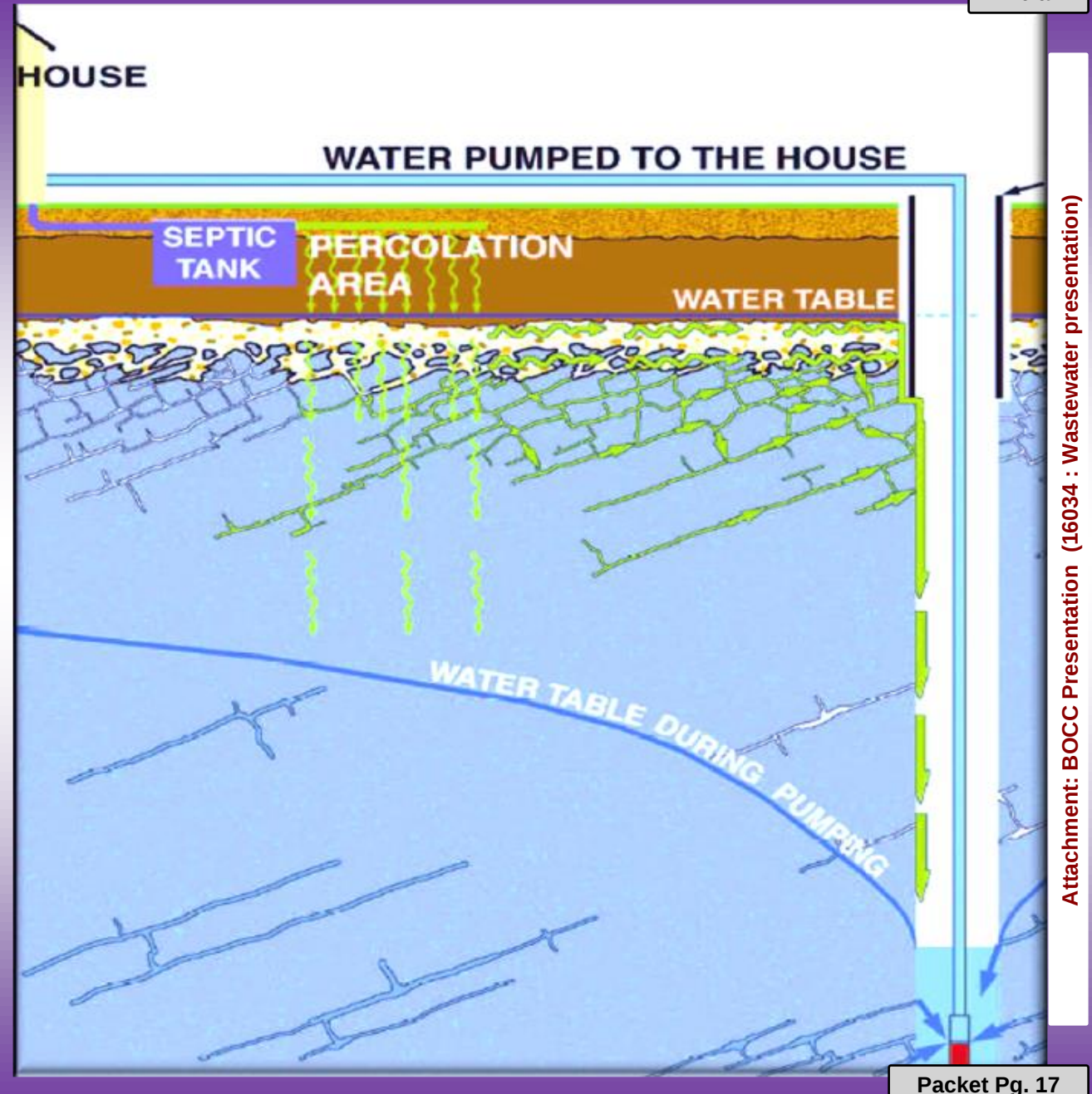
- BOCC Presentation (PDF)

Wastewater 101

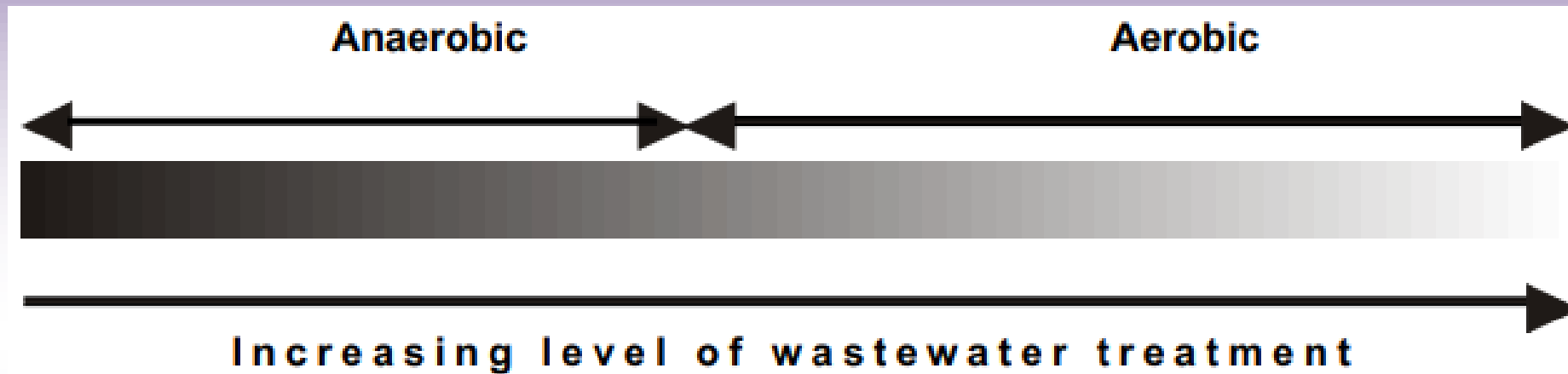
Benjamin Hamill B.S.
Environmental Health Technician

Wastewater Pathogens

- Bacteria and viruses causing such diseases as Cholera, Typhoid, Salmonella
- High levels of nitrate can cause blue baby syndrome



Wastewater Treatment



Septic Tank	Soil Distribution	
Septic Tank	Enhanced Treatment	Soil
Aeration System with septic tank		Soil
Septic Tank	Mound Including Soil Beneath	
Lagoon		Percolates Through Soil

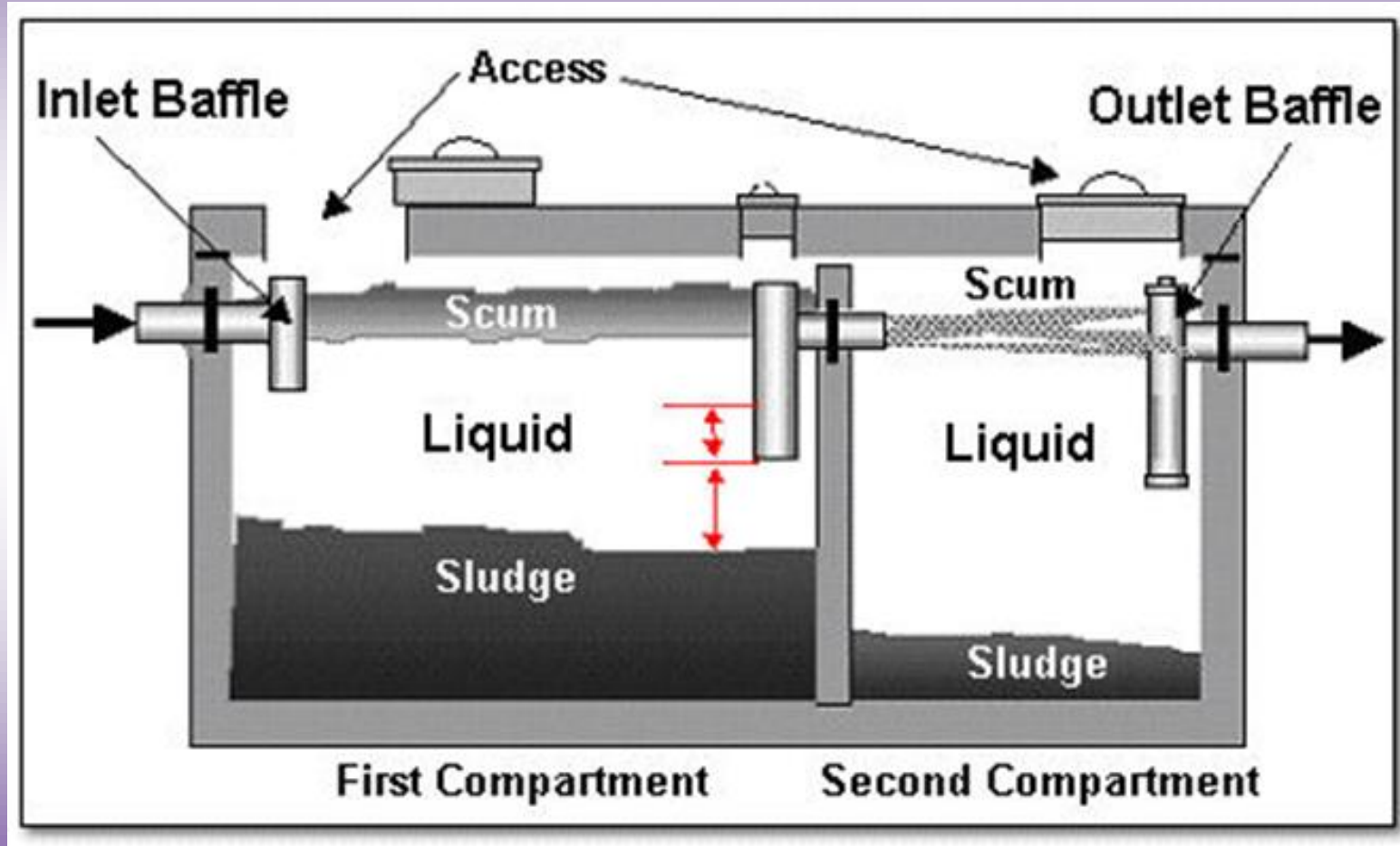
Soils of Riley County



- Soil profiles provide consistent results compared to soil percolation tests



Inside a Septic Tank



- Provides initial treatment of wastewater
- Prevents solids from entering the lateral field

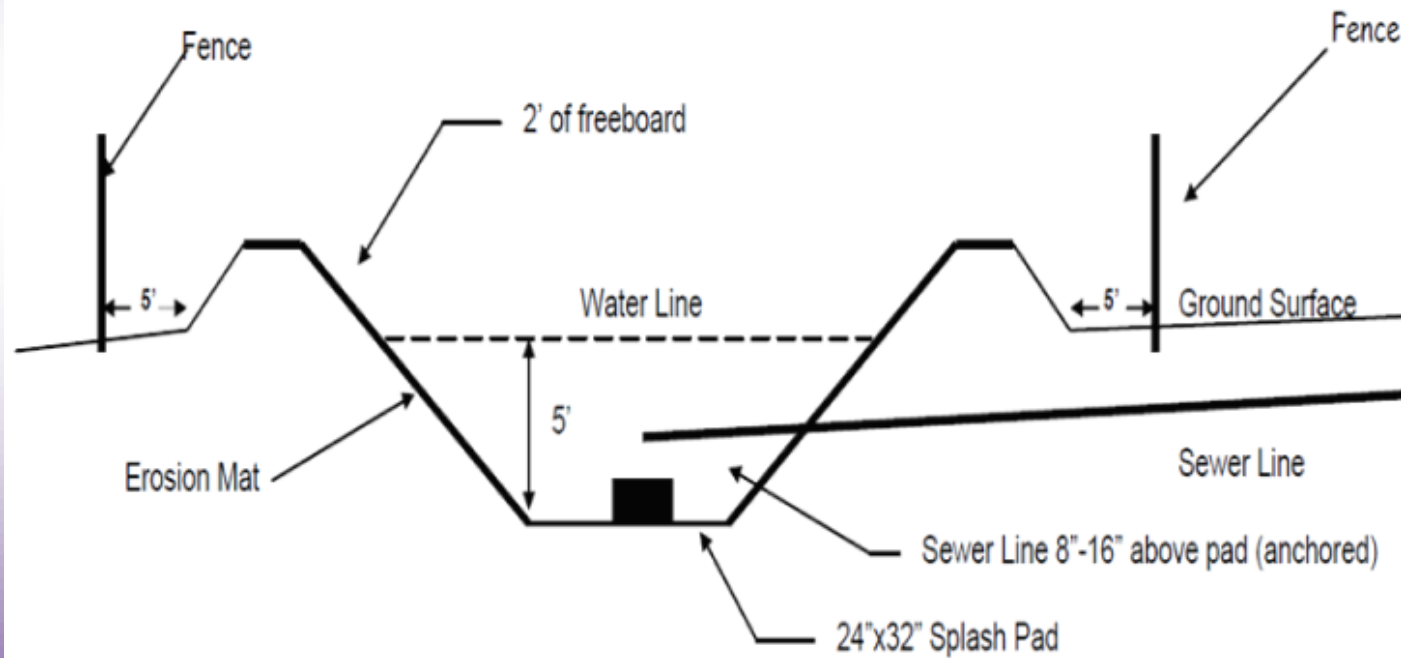
Standard Septic Systems



- Rock and pipe or chambers are considered standard septic system
- Majority of the effluent treatment occurs in the soil

Stabilization Pond or Lagoon

Wastewater Lagoon Cross Section



- Functions well in high clay soils
- Requires consistent usage to function properly



Alternative Systems



- Used at locations with major soil limitations



Thank You

Questions?



**COUNTY
COUNSELOR/ADMINISTRATIVE SERVICES**
Staff Update

Jacob Hansen
Interim County Counselor
115 North 4th Street
Manhattan, KS 66502
Phone: 785-565-6844

STAFF REPORT

FROM: Jacob Hansen, Interim Riley County Counselor

MEETING: July 14, 2025

SUBJECT: Pending County Projects County Counselor

PRESENTER: Jacob Hansen, Interim Riley County Counselor

The County Counselor's Office plays a unique and active role in many of Riley County's ongoing projects and activities. We work closely with the staff of the various County departments to implement the goals and priorities of the County Commission.

Our activities frequently include negotiating contracts and other documents on behalf of the County, coordinating with state and federal regulators, working with private businesses and our local government partners on matters involving the County, and assessing and responding to potential and ongoing litigation.

We are also responsible for preparing draft resolutions for consideration by the County Commission and frequently work with other County Departments in the assembly of information requested by the Commission.

ONGOING TASKS

Our office participates in several ongoing tasks, which include the following:

- Assist County departments with responses to Kansas Open Records Act requests
- Advise upon interpretation of County policies and procedures
- Review and approve department contracts as to form
- Assist with human resources matters
- Advise department heads and the County Commission on the interpretation of Kansas law as it applies to the County

- Conduct and supervise the County's tax foreclosure sale
- Assist with delinquent tax collection activities, including obtaining and maintaining enforceable judgments against non-paying taxpayers

CURRENT PROJECTS

In addition to our ongoing duties, the County Counselor's Office actively participates with County staff to address any and all legal issues surrounding county projects. These may include, but are not limited to, negotiation of project contracts, resolution of disputes between parties, advice concerning compliance, and other matters. A partial list of projects recently completed or currently being worked upon follows.

- 2025 Prairie Paws Animal Shelter Services Fees Renegotiation
- Draft Letter in Opposition to Animal Control Services Transfer
- Review and Approve FRA Certification Form
- First Christian Church RFP and Overview
- 6 On-Going Nuisance Abatement Cases in District Court
- Fire Department Benevolent Organization Bylaws Update
- University Park Fire Station Utilities Services
- Keats Sewer Project
- Peterson Ranch Benefit District Formation at Request of Property Owners
- Remediation of Former Firing Range
- Review Draft Electronic Medical Records RFP
- Marlatt Improvements
- Elevator Refurbishment
- Advise Department on Zoning and Federal laws
- Review benefit district legal issues
- Process and submit 2 Prosecutorial notices for violation of County regulations
- Prepare contract for monthly sewer pumping agreement
- Advise Department on subpoenaed records
- Advise Department on election records requested via KORA
- Prepare Resolution regarding K.S.A. 79-1613
- Prepare Fence View Order on Hargrave Salzman Fence View
- Prepare Resolution and Advise staff on the LK Townhomes RHID Application
- Monitor current records and evaluation of active cases
- Attend off-site meetings regarding nuisance abatement cases
- Review HB 2134 and advise Budget & Planning Committee
- Draft and Review MOU for the Health Dept.
- Advise on Speed Limit laws and regulations
- Prepare Letter of Support for Safe Streets Grant Application
- Provide legal advise to the Human Resources Department

Enclosures:



**COUNTY
COUNSELOR/ADMINISTRATIVE SERVICES**
Contract

Jacob Hansen
Interim County Counselor
115 North 4th Street
Manhattan, KS 66502
Phone: 785-565-6844

COMMISSION AGENDA REPORT

FROM: Jacob Hansen, Interim County Counselor

MEETING: July 14, 2025

SUBJECT: Contract and Grant Application for the Community Talent Recruitment Program

PRESENTER: Jacob Hansen, Interim County Counselor

BACKGROUND

Staff at Riley County have recently engaged the communities of Randolph, Leonardville, and Ogden to get their support for the Community Talent Recruitment Program handled by the Kansas State Treasurer's Office. This program will look to match individuals with communities all over Riley County for residence. TMAP, LLC d/b/a MakeMyMove is a company which has offered to assist in the draft of the grant application and will provide the services for which the funding from the grant will be paying for.

DISCUSSION

The contract is contingent on approved grant funding from the Kansas State Treasurer's Community Talent Recruitment Grant Program in the amount of \$187,084 over two (2) years. Our standard Contractual Provisions Attachment has been included with MakeMyMove's contract.

FISCAL IMPACT

Riley County will only expend funds from the Economic Development fund should the grant application be approved, otherwise there is no substantive fiscal impact. This amount will be approximately \$31,476 each year.

RECOMMENDATION(S)

I recommend the Board approve and sign the contract and the attachment and designate MakeMyMove to submit the grant application on behalf of Riley County for the Kansas State Treasurer's Community Talent Recruitment Grant Program.

POSSIBLE MOTION(S)

- A. "I move the Board approve and sign the contract and the attachment and designate MakeMyMove to submit the grant application on behalf of Riley County for the Kansas State Treasurer's Community Talent Recruitment Grant Program."
- B. "I move the Board approve and sign the contract and the attachment and designate MakeMyMove to submit the grant application on behalf of Riley County for the Kansas State Treasurer's Community Talent Recruitment Grant Program, but with the following changes..."
- C. "I move the Board not approve the contract provided and direct staff to. . ."

Enclosures:

- Home in the Heartland GrantApplication (DOCX)
- Riley County, KS - Kansas Conditional Contract (PDF)



900 SW JACKSON ST., STE 201
TOPEKA KS 66612-1235

Steven Johnson
KANSAS STATE TREASURER

PHONE: 785-296-3171
FAX: 785-296-7950

HOME IN THE HEARTLAND GRANT

Community Talent Recruitment Grant Program
Kansas State Treasurer's Office

Applicant Information

County, Municipality or Organization Name: Click to enter Entity Name

Contact Person (Name & Title): Click to enter Contact Name & Title

Email Address: Click to enter Email Address

Phone Number: Click to enter Phone Number

Mailing Address: Click to enter Mailing Address

Program Budget Overview

Total Program Cost (Including local Contribution): \$0.00

Breakdown by Category:

- Platform, Products, and Services: \$0.00

- Total Incentive Amount: \$0.00

- Program Administration: \$0.00

General Information

Number of Households to Be Relocated: 0

Estimated Cost per Household: \$0.00

Estimated Annual State and Local Tax Revenue: \$0.00

Estimated Total Economic Impact of Recruited Households: \$0.00

Section 1: Economic Impact Potential

1.1 What is the anticipated economic impact of attracting new residents? Include projected tax revenue, job creation, local and state spending. (Attach Spreadsheet)

Click or tap here to enter text.

1.2 Why is this initiative a strong return on investment for the State of Kansas?

Click or tap here to enter text.

Section 2: Recruitment Plan Quality

2.1 Describe your strategy for recruiting new households to your community. Include target audiences, marketing channels, and messaging themes.

Click or tap here to enter text.

2.2 What are your measurable goals for participation? Examples include number of households recruited, application targets, or event participation.

Click or tap here to enter text.

2.3 How will you use grant funds? Provide a breakdown of marketing, incentives, design, and other major components. (Attach budget)

Click or tap here to enter text.

Section 3: Program Sustainability

4.1 What strategies will your community use to retain new residents over the long term? Consider housing, employment, social integration, and community engagement efforts.

Click or tap here to enter text.

4.2 How does this recruitment effort align with your broader local or regional economic development strategies?

Click or tap here to enter text.

Section 4: Local Investment and Partnerships

5.1 Confirm whether your organization or its partners will provide at least a 20% local match (cash or in-kind). (Yes / No)

☐ Yes ☐ No

5.2 Describe the source(s) and type(s) of matching funds or in-kind support. (Attach budget)

Click or tap here to enter text.

5.3 List your local partners (e.g., businesses, schools, housing authorities) and explain how they will support this project.

Click or tap here to enter text.

Section 5: Community Resources

6.1 Describe the availability and variety of housing options that new residents could access in your community. Include both rental and homeownership opportunities, as well as affordability and development plans if applicable.

Click or tap here to enter text.

Section 6: Organizational Capacity

6.1 Describe your organization's experience in managing grants or similar programs. Highlight relevant staff qualifications, systems in place, and lessons learned from past efforts.

Click or tap here to enter text.

6.2 Who will manage this program, and which staff or partners will support its implementation? Explain roles, collaboration, and coordination plans.

Click or tap here to enter text.

6.3 How will your organization track participation, measure outcomes, and collect the data required for quarterly reporting?

Click or tap here to enter text.

6.4 What specific metrics will you use to evaluate success, and how do they align with the program's goals?

Click or tap here to enter text.

Section 7: Geographic Balance

Consideration will be given to distribution of funding across the state.

Attachments

Please include the following supporting materials with your completed application:

- Project budget
- Documentation of matching funds (cash or in-kind)
- (Optional): Maps, housing inventory, marketing materials, or economic impact projections
- (Optional): Letters of support or Memoranda of Understanding (MOUs) from partners

Authorization

I confirm that the information provided is true and accurate as far as I am aware and that I am an authorized representative of the Click to enter Entity Name.

Signature: _____ Date: July 10, 2025

Printed Name: Click to enter Name

Position/Title: Click to enter Position/Title

Please email completed applications with required attachments to:

kathys@treasurer.ks.gov

or mail to:

Kathy Sachs
 Kansas State Treasurer
 900 SW 10th, Suite 201
 Topeka, Ks 66612-1235



MakeMyMove Product and Services Agreement

This Product and Services Agreement (the "**Agreement**") is made and entered into by and between:

TMAP, LLC, dba MakeMyMove, an Indiana Limited Liability Company, with its principal place of business at 1003 E 38th St. Indianapolis, IN 46205 ("**MakeMyMove**"),

And **Riley County, KS**, with its principal place of operations at 110 Courthouse Plaza, Manhattan, KS 66502 ("Client").

Summary

MakeMyMove is an economic development platform that helps communities grow by recruiting talented people and their families to relocate. Our tools and team make it easy for a community to grow its workforce & economy, one household at a time.

Riley County, KS is partnering with the State of Kansas Treasurer's Office to recruit new talent and residents to the county.

Together, we will develop and execute a 12-month talent attraction program with the shared goal of moving **20** Qualified Households* to live and work in Riley County.

Candidate Qualification Criteria

	Job-Bringer	Job-Seeker
Description	Household for which the primary worker is fully remote, makes the minimum income, and is able to continue working for the minimum duration.	Household for which the primary worker accepts a job with a local employer making the minimum income, and works for the minimum duration.
Minimum Income	\$55,000	\$55,000
Move-from Boundary	Outside of State of Kansas	Outside of State of Kansas
Move-to Boundary	Riley County, KS	Riley County, KS
Required Duration	1 Year	1 Year



Products and Services	What's Included?	Price
12-Month *High-Volume **Tier-1 Platform Subscription and Talent Attraction Campaign	1. Premium microsite on MakeMyMove.com highlighting your relocation program and the people & places that make Riley County special. 2. Promotion of your regional content to a high-quality audience of move-ready talent across the MakeMyMove platform, online and via email & digital channels. 3. Access to QuickApply, the conversion-friendly, configurable and integrated application form. 4. Unlimited seats for Mover Recruitment Studio, the purpose-built talent attraction tool. Key features include: 4.1. A pipeline pre-qualified leads for your community with rich candidate data. 4.2. CRM tools to manage the leads through the recruitment process. 4.3. Recruitment & retention playbooks to guide your program's activity. 4.4. Message templates and workflow automation for ease-of-use. 4.5. Integrated support to answer questions and shoulder the burden of care. 5. Access to MakeMyMove's ROI Dashboard for real-time monitoring of the economic impact and reach of your relocation program. 6. Marketing & Communications: Our team of consumer marketing experts will help you develop and deploy the right message to engage and convert your target audience. Services include: 6.1. Provide advice to construct an effective program 6.2. Develop unique positioning for your region's program including a memorable 'hook' to grab users' attention. 6.3. Develop SEO-friendly content for your pages to help tell the story of your region. 6.4. Identify newsworthy content and pitch it to media outlets to earn press for your program. 7. Program Support: Your dedicated Customer Success team will help you get your program running, and ensure that you have the data and know-how to recruit and retain people effectively. Services include: 7.1. Ongoing management of pages on makemymove.com. 7.2. Monitoring and curation of locally generated content. 7.3. Customized recruitment and retention playbooks, and advice from a team of recruitment experts on how to run your program most effectively.	\$114,355



	7.4. Performance monitoring, and analysis of data and trends. 7.5. Regular update meetings and available customer support line. 8. Fulfillment: Landing new recruits requires diligence and a welcoming spirit. Our team will support the effort with expert customer care and community activation. 8.1. The Mover Support Team will work with recruits to navigate the relocation process, answer questions, and connect them to relevant local resources. 8.2. Verify candidate eligibility by confirming employment & income, and conducting criminal background checks. 8.3. Activate community members by identifying and training local volunteers to provide content and assist in the recruitment process. 9. Economic Modeling: Using IMPLAN, the industry standard input output model, we'll build economic impact reports to show the incremental output of the new residents and jobs your program attracts.	
One-Time Setup + Implementation Services	1. Content Development: We'll set up initial program and community pages on makemymove.com, and invite locals to contribute testimonials & user generated content. 2. System Configuration: We'll create an instance of the Mover Recruitment Studio to suit your needs, and ensure that each relevant team member has sufficient access, and understanding of the tools. 3. Onboarding and Training: We'll conduct orientation meetings to ensure relevant stakeholders understand the process, and will hold training sessions to help members of the recruitment team understand their roles, and the tools available to make their job easier. 4. Program Development: We'll provide ongoing consulting services to help develop and improve the relocation programming on offer.	\$4,500
Mover Volume Target	1. The marketing, content and fulfillment services have been scoped to support a campaign that would generate 20 movers, assuming standard eligibility, programming and expected conversion rates*	\$5,943 Cost-per-Mover at Target



COMPENSATION & PAYMENT SCHEDULE

In consideration of the provision of the product and services, Riley County shall pay MakeMyMove \$118,855. Client will make an initial payment of \$66,105 on August 15, 2025. The remaining payment of \$52,750 will be due on January 15, 2026.

TERMS AND TERMINATION

Riley County and MakeMyMove both understand and agree that this contract is contingent on approved grant funding from the Kansas State Treasurer's Community Talent Recruitment Grant Program in the amount of \$187,084. Should client's grant application not be successful, client shall be entitled to terminate this contract in its entirety without further obligation or payment.

The term of this agreement commences on August 15, 2025, Unless canceled prior, the recurring portions will automatically renew on the 1-year anniversary of that date contingent on an additional approved grant funding amount of \$187,084 or greater from the Kansas State Treasurer's Community Talent Recruitment Grant Program. Upon cancellation, Riley County will retain access to the Mover Recruitment Studio and relevant applicant/lead data for up to 90 days to facilitate a successful transition.

Either party may cancel this agreement upon 90 days written notice to the other party at any time. Upon early termination by the Client, Client agrees to relieve MakeMyMove of the liability to fulfill the remainder of the contracted products and services. MakeMyMove will suspend recruitment activities on behalf of the Client, and will relieve Client of its obligation for future payments related to unfulfilled portions of the product and services. Early termination will not elevate any liability for non performance or breach of the contract.

OWNERSHIP OF DOCUMENTS AND MATERIALS

Except for MakeMyMove's Intellectual Property which includes but is not limited to the MakeMyMove Platform, Recruitment Playbooks & Campaign Methodology, all documents, content, records, programs, data, articles, memoranda, and other materials (the "Materials") specifically developed pursuant to or in connection with the services performed by MakeMyMove under this Contract shall be considered "work for hire" and MakeMyMove hereby transfers and assigns any ownership claims to the Client so that all Materials will be the property of the Client.

APPLICANT & LEAD DATA



Through the use of the platform, Recruitment Candidates who engage with Client's program, and community content on makemymove.com give MakeMyMove permission to share their personal information with the client for the purposes of evaluating and participating in the Client's relocation program. Recruitment Candidates retain full ownership of their personal information. Client will have access to candidate information pursuant to the MakeMyMove Privacy Policy. Candidate Information may not be used for any other purpose, or be shared with a third party without the direct, written consent of the candidate.

CONFIDENTIALITY

"Confidential Information" means (i) any information regarding Client's and MakeMyMove's current employees, and policies, (ii) any information concerning the existing or future products of Client or MakeMyMove; (iii) the terms of this Agreement, (iv) any software, documentation, materials or information provided shared in order to assist performing the services; and (v) any additional information designated in writing as "confidential" by Client or MakeMyMove. Confidential Information will not include, however, any information described above to the extent any of the following may be included therein: (1) information that becomes known to the general public without breach of the non-disclosure obligations of this Agreement; (2) information that is obtained from a third party or independently developed without breach of a nondisclosure obligation and without restriction on disclosure; and (3) information that is required to be disclosed in connection with any suit, action or other dispute related to this Agreement.

MakeMyMove and Client mutually agree to hold in confidence, and not to use except as expressly authorized in this Agreement, all Confidential Information and to use reasonable care to prevent the unauthorized disclosure or use of the other party's Confidential Information, both during and after the term of this Agreement.

EQUAL OPPORTUNITY EMPLOYER POLICY

Both the Client and MakeMyMove are Equal Opportunity Employers, and each of the parties endeavors to recruit applicants for relocation and/or employment without regard to race, color, religion, age, sex, marital status, sexual preference, national origin, physical or mental disability, or veteran status.

INDEMNIFICATION

The indemnified Party shall provide the indemnifying Party with prompt written notice of any such indemnification claim. The indemnifying Party shall have sole control and authority with respect to the defense and settlement of any such claim. The indemnified



Party shall cooperate fully with the indemnifying Party, at the indemnifying Party's sole cost and expenses, in the defense of any such claim. The indemnifying Party shall not agree to settle any such claim that does not include a complete release of the indemnified Party from all liability with respect thereto or that imposes any liability, obligation or restriction on the indemnified Party without the prior written consent of the indemnified Party. The indemnified Party may participate in the defense of any claim through its own counsel, and at its own expense.

GENERAL TERMS

MakeMyMove is an independent contractor, and nothing in this Agreement will be deemed to place the parties in the relationship of employer-employee, principal-agent, partners or joint venturers. MakeMyMove will be responsible for all tax withholdings.

Dispute Resolution. Any controversy, dispute or claim arising out of or relating to this contract shall first be settled through good faith negotiation. If the dispute cannot be settled through negotiation, the parties agree to attempt in good faith to settle the dispute by mediation; the mediator in such an instance shall have no authority to modify the terms of this Agreement. The mediation proceeding shall be held at a location mutually agreed to by the parties in writing. The administrative cost of the mediation and the mediator's fee shall be shared equally by the parties. If the parties are unsuccessful at resolving the dispute through mediation, the parties agree that the method of subsequent dispute resolution will be in a court of competent jurisdiction. If a dispute proceeds to litigation, the prevailing party is also entitled to recover attorneys fees and court costs in addition to any other recovery (including reasonable attorney's fees) which either party shall sustain as a result of the other's negligent acts, errors or omissions in carrying out the responsibilities in this Agreement.

Governing Law. This Agreement will be governed by and interpreted under the laws of the State of Indiana, without giving effect to applicable conflicts of law principles. Survival. The provisions of the Presentation, Confidentiality, and General Terms sections shall survive the expiration or termination of this Agreement.

Client: By (Sign) _____

Name: _____

Title: _____



MakeMyMove: By (Sign) _____

Name: _____

Title: _____

NOTICE ON PRICING & PERFORMANCE

*Pricing and performance of recruitment programs vary based upon factors such as the size and population of a region, the relative value of relocation programming, candidate qualification criteria and the level of participation from local program owners and volunteers. MakeMyMove scopes the size of our product and services offering to deliver the appropriate number of moved households under normal circumstances, and we set individual pricing based upon the expected marketing cost to produce qualified leads for a region of similar size, and our expected ability to convert those leads to movers based on average performance of similar communities.



**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 14, 2025

SUBJECT: 2026 Budget Work Session

PRESENTER: Brittany Phillips, Budget & Finance Officer

Presenting the attached memo and 2026 Budget Developmental Worksheet.

Enclosures:

- July 14th Budget Work Session (DOCX)
- July 14th WS Presentation (PDF)



CLERK'S OFFICE

Rich Vargo
 County Clerk
 110 Courthouse Plaza
 Manhattan, KS 66502
 Phone: 785-537-6303
 Email: rvargo@rileycountyks.gov

TO: Board of County Commissioners
 FROM: Brittany Phillips, Budget & Finance Officer
 RE: 2026 Budget Work Session

During this work session, the 2026 Budget Development Worksheet, Riley County Appropriation Request, COLA and new/expanded positions will be presented for further review and discussion.

The 2026 Budget Development Worksheet is a three-page document:

- The first page is expenditures consisting of the 2024 Actual Expenditures, 2025 Budget and 2026 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 2.7%, as defined per Riley County Procedures Manual. This is a financial impact of \$736,087 if approved. This number reflects departments outside of General Fund such as Health Department, Community Corrections, Fire and Solid Waste.
 - This also includes a transfer of \$3,500,000 to Capital Improvement Funds. This transfer covers current debt obligations for 2026 of \$426,796, current non-funded CIP 2026 requests of \$2,295,000, leaving a remainder of \$778,204 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 \$57,335,300 less mill levied fund revenues of \$23,305,189 equaling required ad valorem tax.
 - RCPD appropriation request is \$6,017,692.40.

The value of a mill, \$853,082 is provided as well as the mill levy of 39.891 to fund the 2026 proposed budget. This is a 1.938 mill increase from the 2025 budgeted mill levy and is more than the calculated Revenue Neutral Rate of 36.821.

Below is a list of the changes made since BoCC presentation on July 7th:

- Appraiser reduced by \$19,525;
- Noxious Weed reduced by \$2,500;
- Health Department changed to \$2,003,903;
- IT/GIS, new position reduced personnel budget by \$29,886.48;
- COLA reduced by \$783.43;



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- Economic Development transfer increased by \$30,000
 - Due to the MakeMyMove Contract in 2025, it would leave a deficit in 2026.

Below you will also find the new and expanded position requests, totaling **\$132,151**.

Department	Position	Pay increase	Benefits increase	Total Request (Wage + Benefits)
Historical Museum	As-Needed Museum Assistant - <i>Expanded Position</i> Existing PD – Range TASND, As-needed Pay Rate, \$15.00 /hour -additional 650 hrs.	\$9,750	\$761	\$10,511
	Historical Museum Budget Request			<u>\$10,511</u>
Community Corrections	Juvenile Intake Officers - <i>Expanded Position</i> Existing PD – Range 1, As-needed Pay Rate, \$18.87/hour – additional 180 hrs.	\$3,397	\$265	\$3,662
	Community Corrections Budget Request			<u>\$3,662</u>
Health Department	Billing and Coding Clerk - <i>New Position</i> New PD – Range 7, Full time, non-exempt Starting Rate, \$24.94/hour	\$51,875	\$20,491	\$72,366
	Public Health Nurse – Remove FT Position Existing PD – Range 18, Full-Time, Exempt Pay Rate \$3,228	(\$83,928)	(\$33,152)	<u>(\$117,080)</u>
	Seasonal Public Health Nurse New PD – Range 18, As-needed Starting Rate, \$43/hr	\$27,520	\$2,133	<u>\$29,653</u>
	Health Department Budget Request			<u>(\$15,061)</u>
County Attorney	Criminal Investigator - <i>New Position</i> New PD – Range 12, Full Time, Exempt Starting Rate, \$31.53/hour	\$65,582	\$25,905	\$91,487
	Attorney Budget Request			<u>\$91,487</u>
County Appraiser	Appraisal Support I, II, III - <i>Expanded Positions</i> New PDs – Range: Support I – 5, Support II – 7, Support III-8 All Full Time, non-exempt	\$48,152 \$51,875 \$53,518	\$19,020 \$20,491 \$21,140	\$67,172 \$72,366 \$74,658

Attachment: July 14th Budget Work Session (16037 : 2026 Budget Work Session)



CLERK'S OFFICE

Rich Vargo
 County Clerk
 110 Courthouse Plaza
 Manhattan, KS 66502
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	Replacement of Personal Property Appraiser I, II, III Range: Appraiser I –5, Appraiser II-7, Appraiser III - 11	(\$48,152) (\$51,875) (\$62,982)	(\$19,020) (\$20,491) (\$24,878)	(\$67,172) (\$72,366) (\$87,860)
	Appraiser Budget Request			<u>(\$13,202)</u>
Public Works	Custodian I - <i>New Position</i> Existing PD – Range 1, Full time, non-exempt Starting Rate, \$18.87.hour	\$39,250	\$15,504	\$54,754
	Public Works Budget Request			<u>\$54,754</u>
	Total all New Requests			<u>\$132,151</u>

Attachment: July 14th Budget Work Session (16037 : 2026 Budget Work Session)

2026 Budget Development Worksheet

13.b

DEPARTMENT	2024 Actual Contractual Services, Commodities & Capital	2024 Actual Personnel Services	2024 Actual Total	2025 Budgeted Contractual Services, Commodities & Capital	2025 Budgeted Personnel Services (Includes STEP & COLA)	2025 Budgeted Total	2026 Proposed Contractual Services, Commodities & Capital	2026 Proposed Personnel Services (Includes STEP)	2026 Proposed Budget Total	Percent change of 3 C's
1 Administrative Services	56,418	685,178	741,596	54,209	692,282	746,491	31,184	675,028	706,212	-42.47%
2 Ambulance	402,282	5,046,843	5,449,125	364,700	6,136,435	6,501,135	376,615	6,248,104	6,624,719	3.27%
3 Appraiser	164,887	1,593,989	1,758,876	175,920	1,844,910	2,020,830	190,770	1,849,727	2,040,497	8.44%
4 Attorney	146,287	2,429,997	2,576,284	238,111	2,809,975	3,048,086	245,641	2,895,110	3,140,751	3.16%
5 Clerk	72,575	1,266,116	1,338,691	118,040	1,411,464	1,529,504	121,900	1,384,990	1,506,890	3.27%
6 Commissioners	40,522	207,045	247,567	54,920	246,828	301,748	54,895	254,308	309,203	-0.05%
7 Coroner	162,498	0	162,498	156,500	0	156,500	179,000	0	179,000	14.38%
8 District Court	182,851	0	182,851	189,380	0	189,380	197,130	0	197,130	4.09%
9 Elections	280,136	524,247	804,383	221,700	633,325	855,025	288,400	667,455	955,855	30.09%
10 Emergency Management	54,758	290,479	345,237	58,200	332,658	390,858	59,800	343,152	402,952	2.75%
11 Fairgrounds	109,821	0	109,821	110,500	0	110,500	112,000	0	112,000	1.36%
12 General Services	1,393,667	192,388	1,586,055	5,841,530	142,020	5,983,550	5,799,400	237,040	6,036,440	-0.72%
13 Information Systems/GIS	817,216	938,781	1,755,997	868,630	1,054,363	1,922,993	961,130	1,057,984	2,019,114	10.65%
14 Insurance	930,361	0	930,361	1,170,000	0	1,170,000	1,350,000	0	1,350,000	15.38%
15 Juvenile Detention	65,694	0	65,694	120,000	0	120,000	120,000	0	120,000	0.00%
16 Museum	456,680	9,629	466,309	14,273	494,928	509,201	7,359	513,344	520,703	-48.44%
17 Noxious Weed	162,031	580,240	742,271	256,330	685,641	941,971	255,330	658,427	913,757	-0.39%
18 Planning & Development	51,269	635,577	686,846	62,484	764,389	826,873	63,938	787,007	850,945	2.33%
19 Register of Deeds	72,548	461,220	533,768	54,645	554,768	609,413	25,830	572,529	598,359	-52.73%
20 Public Works	4,078,093	4,949,081	9,027,174	4,545,550	5,867,253	10,412,803	4,565,100	5,960,365	10,525,465	0.43%
21 Treasurer	55,413	1,348,328	1,403,741	63,680	1,465,099	1,528,779	70,480	1,404,353	1,474,833	10.68%
22 Juvenile Supervision fees	0	0	0	1,000	0	1,000	1,000	0	1,000	0.00%
23 Transfer to Health Dept. Fund	1,665,647	0	1,665,647	1,924,609	0	1,924,609	2,003,903	0	2,003,903	4.12%
24 Transfer to Landfill Close	30,000	0	30,000	30,000	0	30,000	10,000	0	10,000	-66.67%
25 Transfer-Economic Dev.	107,100	0	107,100	136,229	0	136,229	213,021	0	213,021	56.37%
26 Transfer - Capital Improvement	14,442,446	0	14,442,446	3,500,000	0	3,500,000	3,500,000	0	3,500,000	0.00%
27 Riley Co Community Corrections	0	87,324	87,324	0	149,884	149,884	0	134,171	134,171	-10.48%
28 Small Cities	197,925	0	197,925	200,000	0	200,000	200,000	0	200,000	0.00%
29 Non-Appropriated	0	0	0	580,000	0	580,000	580,000	0	580,000	0.00%
30 Cost of COLA	0	0	0	0	0	93,477	0	736,087	736,087	0.00%
31 New & Expanded Positions	0	0	0	0	0	0	0	132,151	132,151	0.00%
SUBTOTAL:	\$26,199,125	\$21,246,462	\$47,445,587	\$21,111,140	\$25,286,222	\$46,490,839	\$21,583,826	\$26,511,332	\$48,095,158	2.24%

Appropriations:

32 Big Lakes Developmental	228,123	0	228,123	232,685	0	232,685	232,685	0	232,685	0.00%
33 Animal Shelter / Contractual	30,000	0	30,000	60,000	0	60,000	35,000	0	35,000	-41.67%
34 Council on Aging	275,000	0	275,000	327,981	0	327,981	327,981	0	327,981	0.00%
35 ATA Bus	105,000	0	105,000	150,000	0	150,000	150,000	0	150,000	0.00%
36 Emergency Shelter	11,000	0	11,000	16,000	0	16,000	16,000	0	16,000	0.00%
37 Extension	667,380	0	667,380	667,380	0	667,380	667,380	0	667,380	0.00%
38 Pawnee Mental Health	300,000	0	300,000	350,000	0	350,000	350,000	0	350,000	0.00%
39 Riley Cty Genealogical Soc.	3,500	0	3,500	3,500	0	3,500	3,500	0	3,500	0.00%
40 Riley County Conservation	55,136	0	55,136	55,136	0	55,136	55,136	0	55,136	0.00%
41 Be Able	0	0	0	0	0	0	10,000	0	10,000	#DIV/0!
42 Farm & Food Council	0	0	0	0	0	0	0	0	0	0.00%
43 Sunflower Children's Collective	0	0	0	0	0	0	0	0	0	0.00%
SUBTOTAL:	\$1,675,139	\$0	\$1,675,139	\$1,862,682	\$0	\$1,862,682	\$1,847,682	\$0	\$1,847,682	-0.81%

GENERAL TOTAL:	\$27,874,264	\$21,246,462	\$49,120,726	\$22,973,822	\$25,286,222	\$48,353,521	\$23,431,508	\$26,511,332	\$49,942,840	3.29%
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44 Bond & Interest	349,170	0	349,170	470,467	0	470,467	302,018	0	302,018	-35.80%
45 County Building	268,622	0	268,622	433,000	0	433,000	438,000	0	438,000	1.15%
46 RCPD	5,710,649	0	5,710,649	6,180,206	0	6,180,206	6,652,442	0	6,652,442	7.64%
SUBTOTAL:	\$6,328,441	\$0	\$6,328,441	\$7,083,673	\$0	\$7,083,673	\$7,392,460	\$0	\$7,392,460	4.36%

TOTAL:	\$34,202,705	\$21,246,462	\$55,449,167	\$30,057,495	\$25,286,222	\$55,437,194	\$30,823,968	\$26,511,332	\$57,335,300	
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47 Capital Improvement	2,975,713	0	2,975,713	8,414,430	0	8,414,430	25,226,380	0	25,226,380	199.80%
48 Economic Development	119,943	0	119,943	324,361	0	324,361	248,644	0	248,644	22.38%

BUDGETED REVENUE

BUDGETED EXPENDITURES

Ad Valorem per
Fund Tax Rate
per Fund

COUNTY TREASURER

	2024 ACTUAL	2025 BUDGET	2026 BUDGET		2025	2026	% chg		
Motor Vehicle Tax	2,595,320	2,344,118	2,360,436	General	\$ 48,353,521	\$ 49,942,840	3.29%	27,531,483	32.27%
Recreational Vehicle Tax	23,206	21,846	20,258	Bond & Interest	470,467	302,018	-35.80%	-	0.00%
16/20M Vehicle Tax	18,178	19,124	18,900	County Building	433,000	438,000	1.15%	242,086	0.28%
Commercial Vehicle Fees	104,016	99,542	96,789	RCPD Fund	6,180,206	6,652,442	7.64%	6,256,542	7.33%
Special City & County Highway Fund	1,038,498	1,026,080	1,026,080					34,030,111	39.89%
Investment Income	2,972,457	2,100,000	2,800,000	TOTAL EXPENDITURES	\$ 55,437,194	\$ 57,335,300			
Sales Tax	2,339,483	2,200,000	2,200,000						
Intangible Tax (Clerk's Office)	271,181	388,083	502,686						
Vehicle Rental Excise Tax	53,097	52,338	56,965						
Interest on Taxes	388,693	300,000	300,000	(Budget)Value of a MILL =	827,863	853,082			
Watercraft	18,584	19,265	17,375						
SUBTOTAL:	\$ 9,822,713	\$ 8,570,396	\$ 9,399,489						

DEPARTMENT FEES & OTHER

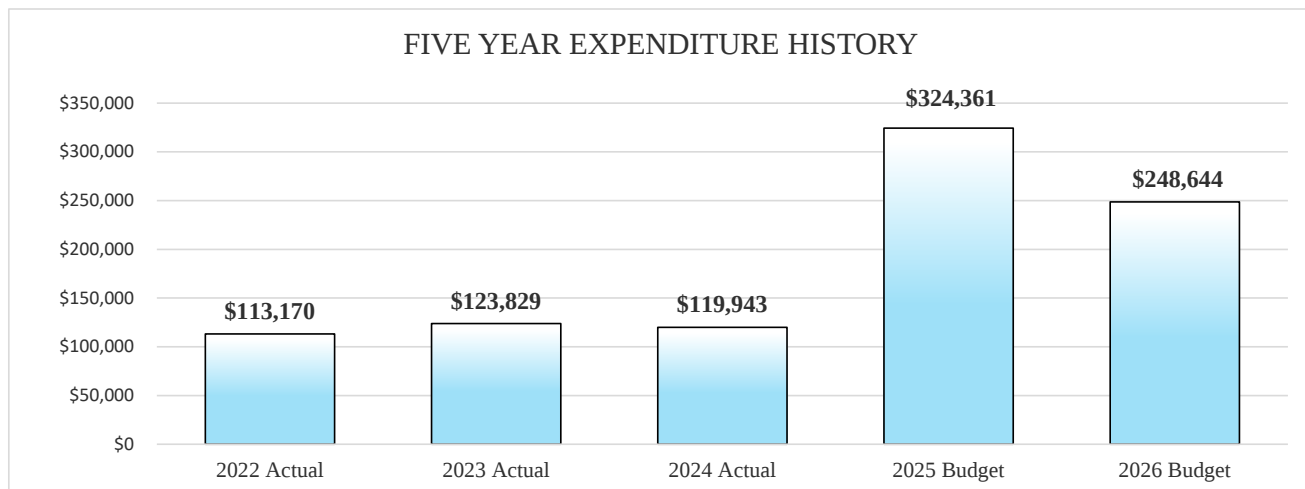
				MINUS		
				TOTAL REVENUE	24,097,598	23,305,189
				EQUALS		
Unencumb. Cash Bal.-General	18,687,579	11,540,145	9,674,762	AMT. AD VALOREM TAX REQUIRED	\$ 31,419,679	\$ 34,030,111
Unencumb. Bal.-County Building	104,327	113,513	164,666			
Unencumb. - Bond & Interest	249,005	186,327	284,787	TOTAL MILLS NEEDED	37.953	39.891
Unencumb. - RCPD	124,590	8,315	66,058	Mill levy diff. from previous budget year	1.938	
Bond & Interest Special Assessment	126,706	128,706	129,263			
Recording Fees - ROD	380,379	320,000	320,000			
21st Judicial Dist Case Receipts-DC	26,489	40,000	35,000			
Payment in Lieu of Taxes (PILT) Program/Fed Grant	45,682	40,000	40,000			
Franchise Fees	23,174	35,000	35,000	Revenue Neutral Mill Rate	36.821	
Ambulance Fees	1,861,078	1,766,036	1,830,604	Revenue Neutral \$\$	\$ 31,411,403	
Fees-Attorney (Diversion)	54,234	60,000	50,000			
Fees-Clerk	1,246	3,000	1,500	Overage on Neutral Mill Rate	3.070	
Fees-Elections	7,865	4,000	4,000	Overage on RNR Tax Rate	\$ 2,618,708	
Fees-Fair	32,815	20,000	30,000			
Grant - Emergency Management	80,781	85,907	85,907	One mill of taxation is equal to \$1 on each \$1,000 of assessed value.		
Fees-Noxious Weed	107,042	100,000	110,000	Assessed valuation		
Fees-Public Works/Parks	489,108	400,000	475,000			
Fees-Planning & Development	37,475	38,000	40,000			
Fees-Juvenile Supervision	274	500	500			
Fees-Appraiser	13,850	14,000	13,500			
Fees- Treasurer	8,573	8,000	8,000			
Fees - Register of Deeds	40,604	25,000	25,000			
Heritage Trust	28,101	30,000	30,000			
Transfer from MV to General	337,218	325,000	400,000			
Transfers from Economic Development to B&I	52,153	52,153	52,153	2021B-Bond Refunding Konza Water Amount - final 2028		
Transfer from CIP to Bond & Interest	182,100	183,600	0	2017-Bonding Refunding -Facilities/Bridge Proj CIP - final 2025		
SUBTOTAL	\$ 23,102,448	\$ 15,527,202	\$ 13,905,700			
TOTAL REVENUE	\$ 32,925,161	\$ 24,097,598	\$ 23,305,189			

2026 Budget Development Worksheet**13.b**

Riley County, Kansas
2026 Budget
Economic Development Fund
Fund 146

	2024 <u>ACTUAL</u>	2025 <u>BUDGET</u>	2025 <u>Estimates</u>	2026 <u>BUDGET</u>
BEGINNING CASH BALANCE				
Fund Balance	\$340,086	\$327,243	\$327,243	\$35,623
TOTAL BEGINNING CASH BALANCE	\$340,086	\$327,243	\$327,243	\$35,623
REVENUE				
603 Transfer from General Fund	\$107,100	\$136,229	\$136,229	\$ 213,021
TOTAL REVENUE	\$107,100	\$136,229	\$136,229	\$ 213,021
TOTAL RESOURCES AVAILABLE	\$447,186	\$463,472	\$463,472	\$248,644
EXPENDITURES				
604 Transfer to Bond & Interest Fund	\$52,153	\$52,153	\$52,153	52,153
4990 Other Capital Outlay	67,790	272,208	375,696	196,491
TOTAL EXPENDITURES	\$119,943	\$324,361	\$427,849	\$ 248,644
TOTAL ENDING FUND BALANCE	\$327,243	\$139,111	\$35,623	\$0

<u>PROJECT ESTIMATES:</u>	<u>2024</u>	<u>2025</u>	<u>2025 Est</u>	<u>2026</u>
Future TBD Projects	\$-			
Flint Hills Veteran's Coalition	1,015	1,000	1,000	1,000
Governor's Military Council	-			
Konza Water Project	52,153	52,153	52,153	52,153
Chamber of Commerce	55,000	55,000	55,000	55,000
Downtown Manhattan, Inc.	5,000	5,000	5,000	5,000
Riley Co General Eco Devo	-	132,850		132,850
Auto Lane Development	12,114	-		
Cost Benefit Analysis, Corridor Study	-		133,333	
Flint Hills Regional Council (FHRC) Contribution	-	-		
MPO Contribution	3,780	3,358	3,358	2,641
MATC Facilities Project (Request to be for 5 years)	-			
Comprehensive plan update	1,995	75,000	148,005	
MakeMyMove	-		30000	
TOTAL	\$131,057	\$324,361	\$427,849	\$ 248,644



Attachment: July 14th WS Presentation (16037 : 2026 Budget Work Session)