



**Board of Riley County
Commissioners
Regular Meeting
Agenda
July 18, 2022**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

[District 1 – John Ford, Member](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Plaza Reservation Request
4. Riley County K-State Research and Extension Budget
5. Sign Riley County Personnel Action Form(s)

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Jul 14, 2022 8:30 AM

Review Tentative Agenda

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

9:00 AM

Cory Meyer, IT/GIS Director

9. Request to Refill Info Tech Specialist Position

9:15 AM

David Adams, EMS/Ambulance Director

10. EMS/Ambulance Staff Update

9:30 AM

Press Conference

11. Primary Election August 2, 2022 - Rich Vargo (1-2 minutes)

9:40 AM

Clancy Holeman, Counselor/Director of Administrative Services

12. Executive session to discuss confidential legal advice regarding

potential litigation issues

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

- 13. Administrative Work Session
- 14. Pending County Projects County Counselor

10:30 AM Darell Edie, Budget and Finance Officer

- 15. BUDGET DEVELOPMENT WORKSHOP 4
- 16. RNR LETTER APPROVAL

12:00 PM Law Enforcement Agency Meeting

- 17. Law Board Meeting Agenda

Adjournment

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



OUTSIDE AGENCY
Plaza Reservation Request

Outside Agency
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Cindy Kabriel, Administrative Assistant II
MEETING: July 18, 2022
SUBJECT: Plaza Reservation Request
PRESENTER: Dorothy Thompson

Move to approve a Plaza Reservation Request for Thursday, July, 21, 2022 from 6:00 p.m. - 7:00 p.m.

Move to deny a Plaza Reservation Request for Thursday, July, 21, 2022 from 6:00 p.m. - 7:00 p.m.

Move to modify

Enclosures:

- 07-21-22 Plaza Reservation Request (PDF)

PLAZA RESERVATION REQUEST

DATE OF REQUEST: 7-13-22 DATE OF EVENT: 7-21-22

REQUESTING ORGANIZATION NAME: _____

PURPOSE OF EVENT: Encourage people to vote in the Aug 2nd election

AREA OF PLAZA TO BE USED: In front of the Courthouse

PROGRAM OF ACTIVITIES: Holding Signs

EXPECTED ATTENDANCE: 100 HOURS REQUESTED: 6pm - 7pm

CONTACT PERSON:

NAME: Dorothy Thompson

ADDRESS: 3024 Irene Cir Manhattan KS

TELEPHONE NUMBER: (931) 980-9809

Are Loudspeakers at this Event Approved by County Commission?: _____ Yes _____ No _____

RESERVATION APPROVED:

DATE: _____

CHAIRMAN, BOARD OF
RILEY COUNTY COMMISSIONERS

NOTE TO APPLICANT: PLEASE BE AWARE OF THE FOLLOWING CONDITIONS FOR RESERVATION OF PLAZA:

1. No loudspeakers are allowed at this event unless approved above by the County Commission. Be aware excessive noise during the event may disturb customers and owners of nearby businesses, so work to keep the volume level of the event at a reasonable level, whether approved loudspeakers are used or not.
2. Encourage event participants to not litter the area during the event, and clean the area at the end of your event.
3. No alcohol may be served or consumed in the Plaza.
4. The two sets of west outside steps of the Courthouse and the single set of outside steps east of the Carnegie Building must remain open for public and staff access during the event. No participants shall stand on these steps during the event. Each building's outside steps must remain open and accessible to the public and staff during the event.

cc: Public Works Director

Attachment: 07-21-22 Plaza Reservation Request (12290 : Plaza Reservation Request)



COUNTY CLERK & ELECTIONS
Budget

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

COMMISSION AGENDA REPORT

FROM: Gary Fike, County Extension Director

MEETING: July 18, 2022

SUBJECT: Riley County K-State Research and Extension Budget

PRESENTER: Darell Edie, Budget and Finance Officer

Move to sign the Riley County Extension Council 2023 Budget.

Enclosures:

- 2023 County Extension Council budget (PDF)

K-STATE
 Research and Extension
 Office of the Director for Extension

CERTIFICATE OF PROPER FUNCTIONING

To the Board of County Commissioners:

To the best of my knowledge and belief the Riley

County Extension Council is properly organized as provided in KSA 2-610 as amended.

A list of the Council Members has been filed with the County Clerk. Officers of the Council's Executive Board have been duly elected and qualified.

All accounts and all expenditures of funds have been approved by me. A budget for the calendar year 2022 has been prepared and the Council is functioning properly in every respect to carry out the purpose for which it is organized.

The above named County Extension Council is entitled to receive appropriations as provided by law.


 DIRECTOR FOR EXTENSION
 Kansas State University

Date: April 5, 2022

KSU 1-1 (Feb. 2009)
 File in County Clerk's Office along with:
 KSU 8-1 Proposed County Budget
 KSU 8-2 Certificate of Filing

Attachment: 2023 County Extension Council budget (12295 : Riley County K-State Research and Extension Budget)

BUDGET FOR THE Riley **COUNTY EXTENSION COUNCIL**
 For the period from January 1, 2023 to December 31, 2023 This budget is prepared
 in accordance with K.S.A. 2-610 as amended.

EXPENDITURES

Printing, Audit, Treasurer Bond, Liability Insurance.....	\$8,000
Telephone.....	\$5,600
Rent, Heat and Lights.....	\$0
Supplies, Stationery, and Postage.....	\$7,000
Equipment	\$12,500
Educational Program Support.....	\$7,500
Travel.....	\$13,000
Subsistence.....	\$3,500
Salaries and Wages.....	\$590,000
Employee Benefits.....	\$143,110
.....	\$0
.....	\$0
Sub-Total.....	\$790,210
Nonappropriated Funds (Reimbursable Transactions).....	\$150,000
Capital Outlay Reserve	\$0
TOTAL EXPENDITURES.....	\$940,210

Receipts

Unencumbered Cash balance.....	\$49,149
Kansas State University.....	\$72,826
County Appropriation.....	\$635,600
Interest	\$200
Other	\$32,435
Sub-Total.....	\$790,210
Nonappropriated Funds (Reimbursable Transactions).....	\$150,000
Capital Outlay Reserve	\$0
TOTAL RECEIPTS.....	\$940,210

Proposed Sandra K. Keason
 Representing County Extension Council

Date 7/13/22

Proposed and Approved* Carla Nemecek
 Representing the Director of Extension

Date July 11, 2022

Approved _____
 Representing Board of County Commissioners

Date _____

*The signature of the Director of Extension or the Director's representative constitutes approval
 of expenditures in accordance with K.S.A. 2-615 and K.S.A. 2-610 as amended.

KSU 8-1 (2011)

Attachment: 2023 County Extension Council budget (12295 : Riley County K-State Research and Extension Budget)



COUNTY CLERK & ELECTIONS
Personnel

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

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resource Manager

MEETING: July 18, 2022

SUBJECT: Sign Riley County Personnel Action Form(s)

PRESENTER: Elizabeth Ward, Human Resource Manager

Enclosures:

- 2022-07 T Nicholas (green)(PDF)

RILEY COUNTY PERSONNEL ACTION FORM

☐ Add	Supervisor:	Fill Request Date: 7-11-2022
☒ Change	Dept Head: Cory Meyer	Employee #

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

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

Nicholas	Tyler		
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Name: Last First Middle Home Phone

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Address: Street City State Zip

Info Tech Specialist	IT/GIS	00001-00029
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Position Title Department Fund

7-22-2022	☐	☒		☒ Yes	☐ No
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Effective Date Exempt Non-Exempt Ending Date For Temporary Is this a budgeted position?

M	5	\$26.83	☒ Hour	\$	☐ Bi-weekly	☒ 40	☐
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Grade/Step Pay Rate Hours Per Workweek

Approvals:

Department:

Date:

Personnel:

BOCC

Chairman:

Member:

Member:



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
July 21, 2022**

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

Cindy Kabriel
785-565-6200

Commission Chambers

9:00 AM

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

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

[District 1 – John Ford, Member](#)

9:00 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Presentation of Riley County Commissioners 4-H cookie jar by Riley County 4-H King and Queen

Commission Comments

Business Meeting

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:30 AM

Clancy Holeman, Counselor/Director of Administrative Services

2. Administrative Work Session

10:00 AM

Gary Fike, County Extension Director

3. Staff update

10:15 AM

Kurt Moldrup, Interim RCPD Director

4. RCPD update

10:30 AM

Scott Voos and Kolloh Nimley

5. Be Able Community Conversation

4:00 PM

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

Adjournment

Announcements

Good Morning Manhattan Virtual Meeting will be held today 7:30 -

Attachment: 07-21-22 tentative agenda (11681 : Tentative Agenda)

8:30 a.m. via Zoom.

Beginning at 7:30 a.m. Thursday, July 21, 2022 lasting until approximately 8:30 a.m., the BOCC will be in its usual public meeting location, joining a Zoom meeting hosted by the Chamber of Commerce. This Chamber of Commerce Zoom call will be placed on a speaker phone, so BOCC members can “listen” to the presentations made by the scheduled speakers. But BOCC members will not participate in the Chamber of Commerce meeting. BOCC members will be “muted” during the Chamber of Commerce Zoom call.

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

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

A Safety Workshop will be held today at 1:00 p.m. at the Riley County Department of Public Works, 6215 Tuttle Creek Boulevard.

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 25, 2022**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

[District 1 – John Ford, Member](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. National Breastfeeding Month Proclamation

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Bob Isaac, Planner

2. Public hearing amending Commercial Planned Unit Development - No Stone Unturned Foundation

9:15 AM

Lori Feldkamp, Big Lakes Developmental Center Director

3. Big Lakes Developmental Center update

9:30 AM

Press Conference

4. National Breastfeeding Month Proclamation - Julie Gibbs (3 minutes)
5. Primary Election August 2, 2022 - Rich Vargo (1-2 minutes)

9:50 AM

Bob Isaac, Planner

6. Public hearing for a plat for Lakeside Heights Unit 5

10:00 AM

Bob Isaac, Planner

7. Public hearing for a plat and rezone request for Fleming-Weiser

10:10 AM

Clancy Holeman, Counselor/Director of Administrative Services

8. Administrative Work Session

Attachment: 07-25-22 tentative agenda (11681 : Tentative Agenda)

12:00 PM Intergovernmental Luncheon

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: 07-25-22 tentative agenda (11681 : Tentative Agenda)



IT/GIS
Personnel

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

COMMISSION AGENDA REPORT

FROM: Cory Meyer
MEETING: July 18, 2022
SUBJECT: Request to Refill Info Tech Specialist Position
PRESENTER: Cory Meyer

BACKGROUND

One of our 2 Info Tech Specialist positions will be vacated when Tyler Nicholas leaves our department on July 22nd.

DISCUSSION

This position is a crucial position within the IT/GIS Department. I'm requesting permission to refill the position as soon as possible, as described in the attached position description to fill the needs of Riley County.

FISCAL IMPACT

No fiscal impact. This position is already included in the 2022 Budget.

RECOMMENDATION(S)

The IT\GIS Director recommends the BOCC approve the refill of the Network Administrator position.

POSSIBLE MOTION(S)

Updated: 7/14/2022 4:00 PM by Cindy Kabriel

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Packet Pg. 14

1. Allow IT\GIS to proceed with the refill of the Network\System Administrator Position
2. Disallow IT\GIS to proceed with the refill of the Network\System Administrator Position
3. Table the decision for more discussion at a later time

The Board agreed by consensus to

Enclosures:

- IT Specialist Position Description 2016 (PDF)
- 2022-07 Info Tech Specialist (PDF)

RILEY COUNTY, KANSAS JOB DESCRIPTION

Job Title:	INFORMATION TECHNOLOGY SPECIALIST		
Department:	Information Technology/GIS	Division:	
Reports To:	Information Technology/GIS Director and Assistant Director		
Pay Grade:	M	Status:	Full Time
FLSA Status:	Non-Exempt		

Position Summary: To support all county end users by providing technical support and troubleshooting all relevant hardware and software. The position will be the primary contact point for all county end users regarding hardware and software problems. Responsibilities include administration and internal support of the County's PCs, peripherals, tablets, printers, servers, and related equipment. The position will also be required to install, configure, and troubleshoot software operating systems and applications. The position will be responsible for countywide hardware and software inventories.

Essential Functions:

1. Help Desk Administration

- Provide first line support by answering, supporting, and resolving end user technology problems via phone, e-mail, direct contact, and Remote Desktop support.
- Receive, prioritize, and coordinate support calls; communicate status of support calls with end users and IT/GIS staff.
- Maintain Master Computer list, Master IP list, and other pertinent IT/GIS technology lists.
- Maintain work order database of support calls and relevant information.
- Research, evaluate, and recommend new computer software and hardware.
- Create/maintain accurate IT/GIS Standard Operating Procedure (SOP) documentation.
- Conduct small group and one-on-one training as necessary to provide end users with the ability to utilize hardware and software effectively.
- Position will be encouraged to make suggestions or improvements in the support and administration of the Helpdesk, as well as countywide hardware and software.

2. Network User Security & Maintenance

- Process account activations and deactivations.
- Monitor and enforce password policies for user accounts.
- Maintain file and share level security throughout network for users and groups.
- Maintain the County's Active Directory database.

3. PC Anti-virus

- Install and update desktop anti-virus software.
- Respond to alerts and perform pc system scans using established anti-virus procedures.
- Notify IT Administration of specific virus threats or violation of anti-virus procedures.
- Respond and communicate with those individuals who are having difficulty communicating with Riley County because of virus problems.

4. Printer/Copier/MFP Administration

- Install and configure county printers, copiers, and multifunction print devices in accordance with approved IP and device naming scheme, and configure copier account codes.
- Troubleshoot printing problems and recommend resolutions.
- Maintain Master Printer list of all county network and local printers.

5. Network Backup & File Restoration

- Perform weekly backup tape rotation, including rotating tapes to offsite storage.
- Perform restoration of data based upon end user requests.

6. Asset Inventory

- Keep a dynamic master list of all IT/GIS assets including all pertinent information.
- Receive all newly purchased items into asset inventory and acquire needed information related to that item for entry into master asset inventory system.
- Receive assets transferred from other departments and update asset inventory system.
- Track and document equipment disposal and transfer of items to other departments.
- Assist with year-end inventory audit, including mobile scanner setup and configuration for other departments as requested.

7. Wireless Network and Device Administration

- Install, maintain, and troubleshoot wireless network equipment to include but not limited to access points, antennas, gateways, etc.
- Configure email accounts on wireless devices, upon IT Administration approval.
- Configure and update tablets and iPads.
- Support and troubleshoot Bluetooth and Wi-Fi connections.

8. Electronic Security Administration

- Install, maintain, and troubleshoot security system hardware and software to include but not limited to cameras, card readers, etc.

9. Warranties and Returns

- Prepare and submit vendor warranty claims.
- Prepare and return unneeded/damaged/incorrect equipment to vendor.

10. AS400

- Activate and deactivate AS400 user accounts.
- Provide end user support for AS400 software related help desk calls.
- Perform weekly backup tape rotation, including rotating tapes to offsite storage.
- Install and configure all related AS400 desktop client software.

11. Telecommunications Support & Cabling

- Provide end user support for telecom issues via phone, fax, e-mail, and direct contact.
- Install, maintain, and troubleshoot all wired and wireless telecommunications equipment.
- Install, configure, and support all telecommunications related desktop client software.
- Fabricate, troubleshoot, test, repair, and install telecommunications cabling to include but not limited to Cat-6, fiber, coax, copper, etc.
- Prepare and install cable pathways and spaces.
- Maintain Master Phone list and County Phone Directory.

12. Microsoft Office Technical Support

- Provide support for end user questions regarding Microsoft Office productivity suite.

13. PC Security Updates

- Ensure all PC's and laptops receive timely security patches and updates.

Secondary Functions:

14. Other

- Duties as assigned by IT/GIS Director and Assistant Director.
- Train IT/GIS staff and interns.
- Assist with the development, documentation, and testing of county-wide disaster recovery procedures and systems.
- Attends IT training, workshops, meetings, and conferences as appropriate.

POSITION REQUIREMENTS:

Knowledge and Experience: One year of relevant experience as a desktop technician or equivalent work experience is required. Detailed knowledge of PC hardware and software is essential, including all Microsoft Windows Operating Systems and Office productivity suites, as well as knowledge of common business software packages and 32/64 bit applications. Strong aptitude in OS repairs, spyware and virus removal, hardware, upgrades, and troubleshooting. Valid driver's license and ability to pass fingerprint background check required.

Education: Employee must have an Associates or technical degree, Bachelor's degree preferred. A+ Certification, Network + Certification, MCP, MCSE, CCNA or equivalent combination of education and hands-on experience is required.

Skills: Good verbal, written, and personal communication skills as well as the ability to read, analyze, and interpret written materials are required. Strong analytical, documentation, attention to detail, and organizational skills are required. The ability to learn new technologies quickly, communicate problems with supervisors as they become known, adapt to challenges encountered, strong troubleshooting and problem solving skills, time management and prioritization skills, hardware and software support skills, exercise responsibility when expected, meet deadlines, and maintain confidentiality are required.

Supervisory Controls: Position operates under direct supervision from the IT/GIS Director/Assistant Director. The employee is expected to work independently, efficiently, and prioritize tasks in order to complete projects and tasks as assigned and outlined by the IT/GIS Director/Assistant Director.

Guidelines: The employee will follow all Riley County Personnel Policies and Guidelines as well as protocols and rules outlined by the IT/GIS Director. Position will be required to follow all rules, policies, and procedures specific to the IT/GIS Department. Position will be required to follow all applicable hardware and software usage laws as well as all hardware and software copyright laws.

Complexity: The position will have to deal with a variety of problems made complex by the numerous environments that could exist. The position will have to interpret feedback from the end user and devise a solution that then must be relayed back to the end user in much simpler terms. The position is also made difficult by the fact that most end users expect immediate attention and is often unaware of other problems that may be occurring that does not involve them.

Scope and Effect of Work: The scope of the position is generally of high importance. Since the majority of the duties of this position involve computer support and troubleshooting, the position can have a drastic impact on the performance of all end users. If this position does not provide the necessary answers and correctly identify and solve various problems, county employees may not have access to their computer or the network, which could consequently affect their job performance. This job places a premium on reliability, accuracy, and dependability.

Personal Contacts: This position will have potential contact with all Riley County employees, as well as the general public, representatives from other government agencies, and vendors. Technical support and troubleshooting will often require the individual to contact the end user to resolve issues.

Purpose of Contacts: Personal contact will be required to provide technical support and troubleshooting. Personal contact will also be necessary while providing training for county employees.

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

While performing the duties of this job, the employee is required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; crouch, or crawl; talk or hear. The employee must regularly lift and/or move up to 20 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is exposed to moderate noise levels. The position may also require temporarily working underneath desks and workstations. Occasional trips outdoors are necessary. The position has the potential to occasionally be exposed to dust.

Approved: _____ Date: _____
(Supervisor)

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

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

RILEY COUNTY POSITION ACTION FORM

9.b

Department IT/GIS Date 07/11/2022 Job Title Info Tech Specialist

☒ Full Time	☐ Regular	☐ Seasonal	☐ Grant Funded	Pay Grade <u>M</u>	Start Date <u>ASAP</u>	☒ Non-Exempt
☐ Part Time	☐ As Needed	☐ Intern	☐ Temporary	40 Hours per ☒ Week ☐ Month	End Date _____	☐ Exempt

TYPE OF REQUEST

(Check one box and follow instructions in box – attach new job description if applicable)

Budgeted Position Request		Non-Budgeted Position Request	
☒ Request to hire replacement-same duties ☐ Request to hire replacement-new duties	☐ Request to change budgeted hours ☐ Request to change position status	☐ Request to create a new position for current fiscal year only ☐ Request for current non-budgeted position to be included in future annual budgets	☐ Request to create a new position which will be included in future annual budgets
1. Name of former incumbent or current employee: <u>Tyler Nicholas</u>	2. Effective date of promotion, transfer, termination, or change: <u>7-22-2022</u>	1. Are there current budgeted funds available to pay for this position? ☐ Yes ☐ No ☐ Grant Funded	2. Requested hours per year:
3. If requesting a change in budgeted hours, estimated change in cost per year:	4. Would the position require re-evaluation for classification and pay grade purposes? ☐ Yes ☒ No	3. Estimated cost per year (financial impact): \$	4. Would the position require evaluation for classification and pay grade purposes? ☐ Yes ☐ No
5. Has this position been "On Hold?" ☐ Yes ☒ No If yes, date placed "On Hold":	6. Any special conditions regarding this position:	5. If applicable, what is the ending date for the position?:	6. Any special conditions regarding this position:

1. Why is it necessary to fill this position or change its status? separation of incumbent

2. Is it possible to fill this position internally? If no, why not? If meet qualifications

For hiring purposes, briefly state necessary and/or desirable education, training, and/or certification required as well as desirable experience and/or skills:

1 year desktop tech experience, AA or Technical degree, analytical skills and attention to detail.

Additional comments:

Approval by:
Department Head:

Date:

Personnel:

BOCC Chairman:

BOCC Member:

BOCC Member:

7-13-2022

7-13-22

Attachment: 2022-07 Info Tech Specialist (12293 : Request to ReFill InfoTech Specialist Position)

7/19/22

If the approved request affects current and future budget figures, a copy will go to Payroll and Budget & Finance



EMS/AMBULANCE
Staff Update

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

STAFF REPORT

FROM: David Adams, EMS/Ambulance Director

MEETING: July 18, 2022

SUBJECT: EMS/Ambulance Staff Update

PRESENTER: David Adams, EMS/Ambulance Director

Operations

Calls for service

May- 463

North County- 11

June- 451

North County- 22

Call volume by station:

Medic 11 located at 2011 Claflin Rd: May-171;

June- 150

Medic 21 located at 11th & Poyntz: May- 141;

June- 136

Medic 31 located at 3060 TCB (Riley County Public Works): May-85;

June- 92

Medic 41 located at Manhattan Regional Airport: May-58;

June- 73

Medic 51- ALS First Response in Leonardville-May-N/A;

June-11

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

Worked on preparations for restructure presentation and budget finalization.

Finalized updated Job Descriptions for EMS staff

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

Participated in my first Board of EMS meetings.

PRN Hiring process completed, onboarding now.

Shift Captains change of responsibility

Received new ambulance

Registration, Board of EMS license, inspected, radios and cameras installed, outfitted

North County Operations:

Spent a good portion of May getting ready for going live on June 6th.

First Responder program began and am happy with the preparation our team, IT, rural fire and others provided.

Met with Commissioner McKinley and the Leonardville city council

Riley County Public Safety Headquarters:

- Two zoom calls with Archimages to discuss some questions that they had as well as updates on their progress. Decided on Construction Manager at Risk as the project format.

Education

Prepared for and conducted Active Violence Training

Preparing to conduct a new class: Prehospital Trauma Life Support

100% review of all calls

Onboarding of new employees'

Implemented a new QA process for supervisors

Community Outreach:

Battle of the Badges is coming up!

Spoke at KSU for High School students that are interested in Health Related careers

USD 383 Fit Closet promotion

Enclosures:

Staff Report (ID # 12288)

Meeting of July 18, 2022

- May 22 Stats (PDF)
- June 22 stats (PDF)

Runs By Day of Week

Incident Day Of Week Number And Name	Number of Runs	percent of total
01 - Sunday	67	14.47
02 - Monday	69	14.90
03 - Tuesday	82	17.71
04 - Wednesday	56	12.10
05 - Thursday	63	13.61
06 - Friday	68	14.69
07 - Saturday	58	12.53
Total: 463		Total: 100.00

Attachment: May 22 Stats (12288 : EMS/Ambulance Staff Update)

Runs by Hour of Day

Incident Hour Range Of Day 24	Number of Runs	Percent of Total Runs
00:00:00 - 00:59:59	15	3.24%
01:00:00 - 01:59:59	14	3.02
02:00:00 - 02:59:59	9	1.94
03:00:00 - 03:59:59	10	2.16
04:00:00 - 04:59:59	7	1.51
05:00:00 - 05:59:59	10	2.16
06:00:00 - 06:59:59	10	2.16
07:00:00 - 07:59:59	15	3.24
08:00:00 - 08:59:59	16	3.46
09:00:00 - 09:59:59	17	3.67
10:00:00 - 10:59:59	19	4.10
11:00:00 - 11:59:59	30	6.48
12:00:00 - 12:59:59	35	7.56
13:00:00 - 13:59:59	19	4.10
14:00:00 - 14:59:59	28	6.05
15:00:00 - 15:59:59	26	5.62
16:00:00 - 16:59:59	29	6.26
17:00:00 - 17:59:59	27	5.83
18:00:00 - 18:59:59	28	6.05
19:00:00 - 19:59:59	17	3.67
20:00:00 - 20:59:59	29	6.26
21:00:00 - 21:59:59	16	3.46
22:00:00 - 22:59:59	25	5.40
23:00:00 - 23:59:59	12	2.59
Total: 463		Total: 100.00

Attachment: May 22 Stats (12288 : EMS/Ambulance Staff Update)

Runs by Responding Unit

10.a

Response EMS Unit Call Sign (eResponse.14)	Number of Runs	Percent of Total Runs
MED11	171	36.93%
MED21	141	30.45%
MED31	85	18.36%
MED41	58	12.53%
MED12	6	1.30%
MED58	1	0.22%
MED10	1	0.22%
Total: 463		Total: 100.00%

Report Criteria

Incident Month Name - Year: Is In May 2022

Attachment: May 22 Stats (12288 : EMS/Ambulance Staff Update)

Runs By Day of Week

Incident Day Of Week Number And Name	Number of Runs	percent of total
01 - Sunday	64	14.19
02 - Monday	67	14.86
03 - Tuesday	57	12.64
04 - Wednesday	62	13.75
05 - Thursday	93	20.62
06 - Friday	70	15.52
07 - Saturday	38	8.43
Total: 451		Total: 100.00

Attachment: June 22 stats (12288 : EMS/Ambulance Staff Update)

Runs by Hour of Day

10.b

Incident Hour Range Of Day 24	Number of Runs	Percent of Total Runs
00:00:00 - 00:59:59	17	3.77%
01:00:00 - 01:59:59	16	3.55%
02:00:00 - 02:59:59	14	3.10%
03:00:00 - 03:59:59	15	3.33%
04:00:00 - 04:59:59	11	2.44%
05:00:00 - 05:59:59	2	0.44%
06:00:00 - 06:59:59	9	2.00%
07:00:00 - 07:59:59	14	3.10%
08:00:00 - 08:59:59	15	3.33%
09:00:00 - 09:59:59	17	3.77%
10:00:00 - 10:59:59	18	3.99%
11:00:00 - 11:59:59	21	4.66%
12:00:00 - 12:59:59	19	4.21%
13:00:00 - 13:59:59	27	5.99%
14:00:00 - 14:59:59	37	8.20%
15:00:00 - 15:59:59	20	4.43%
16:00:00 - 16:59:59	23	5.10%
17:00:00 - 17:59:59	25	5.54%
18:00:00 - 18:59:59	23	5.10%
19:00:00 - 19:59:59	19	4.21%
20:00:00 - 20:59:59	28	6.21%
21:00:00 - 21:59:59	26	5.76%
22:00:00 - 22:59:59	14	3.10%
23:00:00 - 23:59:59	21	4.66%
Total: 451		Total: 100.00%

Attachment: June 22 stats (12288 : EMS/Ambulance Staff Update)

Runs by Responding Unit

10.b

Response EMS Unit Call Sign (eResponse.14)	Number of Runs	Percent of Total Runs
MED11	150	33.26%
MED21	136	30.16%
MED31	92	20.40%
MED41	73	16.19%
Total: 451		Total: 100.00%

Report Criteria

Incident Month Name - Year: Is In June 2022

Response Ems Unit Call Sign (Eresponse.14): Is In MED11, MED21, MED31, MED41

Attachment: June 22 stats (12288 : EMS/Ambulance Staff Update)



**COUNTY
COUNSELOR/ADMINISTRATIVE
SERVICES**
Staff Update

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

STAFF REPORT

FROM: Clancy Holeman, Riley County Counselor

MEETING: July 18, 2022

SUBJECT: Pending County Projects County Counselor

PRESENTER: Clancy Holeman

Enclosures:

- FINAL Commission List 07.18.2022 (DOC)

PENDING COUNTY PROJECTS • Beginning July 7, 2022 and through July 13, 2022

Submitted by Clancy Holeman, Riley County Counselor

Changes or additions from previous entries or in the items listed are shown in italics.

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

COMMISSION LIST

Board of Riley County Commissioners Public Meetings: Attend BOCC regular public meetings 2-21-22; 2-24-22. Attend BOCC public Meeting & Intergovernmental Meeting. (2-28-22) Prepare for BOCC public meeting scheduled for 3-3-22. (3-2-22) Attend BOCC regular public meeting: Present draft agenda for follow up legislative conference scheduled to occur April 7, 2022. Agenda approved by BOCC, following discussion. (3-31-22). Attend regular public meeting. Participate in panel interviews of applicants for position of County Appraiser. (4-4-22) Attend BOCC public meeting. (4-14-22) Prepare for BOCC 4-18-22 meeting. (4-15-22) Attend BOCC public meeting. (4-18-22) Attend BOCC public meetings. (5-2-22; 5-5-22) Legal research on constitutional interpretation issue. (5-6-22;5-16-22;5-17-22;5-18-22) Attend BOCC public meetings. (5-16-22;5-19-22) Discuss with outside counsel potential assistance on project. (5-20-22) Attend BOCC public meetings. (5-23-22; 5-26-22) Attend BOCC public meeting. (6-2-22; 6-6-22) Draw and submit commission agenda report for formal adoption of existing conduct rules for speakers and photographers/recorders during public meetings. (6-7-22) Attend BOCC public meeting: Presented CAR obtaining approval of ACH jail inmate medical care contract; Presented CAR obtaining approval of resolution adopting rules for public comments and recording during BOCC public meetings.(6-9-22) Attend BOCC public meetings. (6-13-22; 6-16-22; 6-23-22) Present to BOCC the Counselor’s office 2023 budget request. (6-16-22) Analyze legal issues surrounding budget appropriation requests (6-19-22; 6-20-22) Work with Chairman and legislator to schedule zoom discussion on possible state funding for disaster damage—and interaction of that goal with new state statute.. (6-18-22;6-19-22;6-20-22; 6-21-22) Review applicable statutes and anticipate in immediately foregoing discussion. (6-22-22) *Participate in executive session during public meeting.* (6-23-22) *Legal research question involving township process—provide answer.* (6-23-22) *Assist with executive session.* (6-23-22) *Analyze issues for county’s 2023 budget development.* (6-25-22; 6-26-22;6-27-22;6-28-22) Attend BOCC public meeting. (6-27-22; 6-30-22) Confirm dates for meeting with outside counsel on pending litigation.(7-4-22) *Attend BOCC public meetings.* (7-7-22; 7-11-22)

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

First Christian Church: Now this property is “listed” as a “historic site,” there are state law restrictions applicable whenever a “project” is undertaken involving potential repair, damage or destruction of the site or its structure. Asbestos removal is likely the next “project.” I will provide any necessary notice of that “project” to the State Preservation Officer. I presented a CAR to the Board 8/12/21 and discussed with the BOCC the primary controlling statute. Legal research 8-24-2021. BOCC decides during open meeting to cancel pending contract offer to remove asbestos from Church for approximately \$18,000. Majority of BOCC states premature to remove asbestos before later decision by BOCC what is planned for Church now it’s “listed.” Gary Rosewicz, Assistant County Engineer, will notify the company offering to remove asbestos of this cancellation. (8-30-21) Confirmed with Gary Rosewicz, he notified company. (9-1-21). I filed petition for judicial review, in Riley County District Court, of state Historic Sites Board of Review designation of the First Christian Church as a historic site. (9-3-21). Contacting attorney for

Historic Sites Board of Review. (9-19-21) Discussion with attorney for Historic Sites Board of Review. (9-23-21) Conduct legal research related to pending issues. (9-24-21) Received entry of appearance from Topeka law firm representing defendants. (9-24-21) Received District Court Clerk's extension of time to file answer to County's petition for judicial review, at Defendants' request. Granted as a matter of right by state statute. Deadline for Defendants to answer is extended to October 12, 2021. Legal research. (9-24-21) Advise Public Works on question regarding asbestos removal. (9-26-21) Agree to Defendant's attorney's request for additional time to submit record of hearing to Court. (Week of 9-29-2021) Case management order filed. County's brief in support of appeal due March 31, 2022. Riley County District Court Judges recuse themselves from case and transfer to Lyon County District Court. (1-25-22) Work with Clerk of the Riley County District Court and Lyon County District Court to process my unopposed motion for extension of time to file County's initial brief. Motion granted and new deadline to file County's initial brief is April 29, 2022. (3-18-22;3-21-22;3-25-22;3-28-22;3-29-22) Legal research for County's appeal brief due in district court April 29, 2022. (4-15-22;4-18-22; 4-19-22) Legal research and prepare county brief on appeal. (4-20-22; 4-21-22;4-22-22; 4-25-22;4-26-22-4-27-22;4-28-22-4-29-22) File county brief electronically with District Court. (4-29-22) Contact opposing counsel on pending appeal. (5-31-22) Work on aspect of pending appeal. (6-5-22) Contacted by opposing counsel for continuance of Respondents' deadline to file their responsive brief—I do not oppose.(6-15-22) Respondents' unopposed motion for continuance of their deadline to file brief until August 1, 2022 filed with Court. (6-16-22)

County Jail Inmate Medical Care: Discussions have begun at the staff level, with the assistance of this department, regarding putting a renewal contract in place for this service. As this Board is aware, all medical expenses incurred by prisoners while in custody at the Riley County Law Enforcement Center's jail are the sole responsibility of Riley County--and not of the City of Manhattan or State of Kansas. Staff discussion scheduled for 8-27-21. Staff discussion rescheduled for 9-22-21. Staff discussion held—research history—recommendation accepted by staff. (9-22-21) Review state of current arrangement. (9-22-21) Send proposed inmate medical care contract to vendor. (5-28-22) Review and approve as to form final contract. Communicate with vendor; communicate with working group; notify working group of proposed presentation for agenda. (6-3-22); Schedule presentation of contract for signature during 6-9-22 BOCC public meeting. (6-5-22) Draw and submit CAR for final contract, to be presented to BOCC during June 9, 2022 public meeting. (6-7-22) Provide signed final contract to CEO of vendor, RCPD, County Clerk's office and working group members. (6-12-22)

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

KAC Annual Meeting (October 17, 2022): Request registration for 2022 annual meeting. (6-3-22)

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

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

18-21) Receive notice from counsel BOTA has denied Riley County's Petition for Reconsideration in Home Depot appeal. (11-18-21)

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

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

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

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

Riley County Employee Day: Intermittent work on employee day: Discussions with potential lunch ½ hour vendors; discussion with planning committee, with keynote speaker and Elizabeth Ward, H.R. Manager. (9-16-21; 9-17-21) Contact moderator for morning virtual sessions offering potential meeting for Monday, September 27, 2021, with Elizabeth Ward and this office to answer any Employee Day questions. (9-24-21) Meet with prospective food truck vendor at Riley County Health Department. (9-27-21) (Agreements signed with 2 vendors—arrange to meet final vendor Saturday morning for signature of contract.) (10-1-21) Agreement signed Saturday, October 2, 2021 with final of the 3 vendors. Pick up tickets from 2 vendors representing meals served to employees during Employee Day (10-12-21; Third vendor hand-delivers tickets to this office (10-13-21); conduct final ticket count; submit information on ticket count with payment due vendors to Budget and Finance Officer and email each vendor same information. (10-15-21) Review with HR and Training Committee on outcomes from Employee Day. (10-25-21) Participate in proposed scheduling of initial staff planning committee meeting for 2022 Riley County Employee Day. (6-3-22)

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

Human Resources: Finalize contract with East Coast Risk Management and place on 10-4-21 agenda for BOCC review and approval. Company will consolidate current Personnel Policies and Guidelines with separate resolutions amending those policies over the past years. (10-1-21) Contract with East Coast Risk Management approved by

BOCC. (10-4-21) Assist HR with personnel issues involving different departments. (11-22; 11-23) Advise on applicant issue. (4-3-22) Zoom meeting with county staff and potential vendor on software project. (4-19-22) Work on software project. (4-20-22) Assist with project. (5-20-22) Request Helpdesk schedule zoom meeting on pending HR issue for 6-8-22. (6-5-22) Participate in immediately prior zoom discussion. (6-8-22) Zoom discussion with HR on different matter. (6-9-22) Discussion with HR. (6-15-22) Zoom Discussion with HR and Department Head. (6-17-22)

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

Department Head Committee: Attend meeting regarding possible “Code of Conduct” required for state grant supporting businesses. (9-29-21) Obtain BOCC approval of “Code of Conduct.” Participate in 1 ½ hour DHC meeting. (4-20-22) Participate in 50-minute DHC meeting. (5-4-22) Attend DH Committee meeting. (6-1-22) Attend DH Committee meeting. (6-15-22)

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

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

Federal Rules on Vaccination Mandate: Research applicability/non-applicability of CMS and OSHA vaccination mandates to be published this week. (11-4-21; 11-5-21) Discuss issues with BOCC during administrative time at public meeting. (11-8-21). Research legal issues. (11-10-21) Staff discussion of foregoing issues. (11-10-21) Legal research, attend webinars and discuss with staff possible employee vaccination policy if required by foregoing federal rules. (11-8; 11-12; 11-15; 11-16; 11-17; 11-18) Presented proposed draft vaccination policy to BOCC during public meeting November 22, 2021. BOCC decision is to not adopt. (11-22-21).

National Opioid Litigation Settlement: Successfully register on behalf of Riley County at national website. Will ensure we receive settlement documents when they are available, for review and possible signature. (11-24-21) All appropriate documents were signed and filed with Kansas Attorney General and National Settlement Administrator; and courtesy copies provided KAC before the January 1, 2022 deadline. Kansas Attorney General requires multiple counties (including Riley County) to alter their participation resolution by adding averment of at least \$500 in costs incurred due to the national opioid epidemic. (1-21-22) Revise resolution and prepare CAR for BOCC meeting of 1-31, 2022. (1-27-22) Present CAR and obtain BOCC approval of revised national opioid settlement participation resolution. (1-31-22); Provide revised pdf of signed resolution to A.G. and KAC. (2-7-22) Confirm with A.G.’s office revised pdf filed was acceptable. Advised by Assistant A.G. in next couple of months information should be available on grant program for applications for funds from counties across the state. (2-22-22) *Discuss with County Treasurer Shilo Heger receipt of settlement payment check.* (7-8-22)

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

conference. Assist with presentation to BOCC of follow up legislative conference—1 delegation member present in BOCC chambers and 2 delegation members present by zoom. (4-7-22) Work with Treasurer on legislative issue. (5-10-22; 5-11-22; 5-12-22) Present during public meeting CAR on letter of support for motor vehicle registration and title bill available for action when legislature returns May 23-2022. (5-16-22) Email support letter to individual members of Senate Leadership. (5-18-22) *Communicate with delegation member.* (7-4-22)

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

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

Staff Budget and Planning Committee: Attend committee meeting. (1-18-22) Attend meeting. (5-24-22) Attend committee meeting. (6-7-22) *Participate in online meeting between staff and ARPA consultant.* (7-12-22) *Participate in committee meeting to review proposed county budget.* (7-12-22)

DEPARTMENTAL LIST

Administrative Matters: Review 2022 and 2023 departmental budget information provided by Budget and Finance Officer. (5-25-22;5-26-22) Request to IT to provide additional computer camera for Deputy's continued participation in zoom or team apps. (5-27-22)

Riley County Appraiser's Office: Voicemail to Department head requesting call back on signed appointing resolution. (5-26-22) Forward to Department head copy of signed resolution appointing her. (5-27-22) Deputy County Counselor Craig Cox and I have initial meeting with Department Head. (5-31-22) *Work to schedule discussion of Johnson County "Walmart" opinion between Department Head and Mike Montoya (BOTA) counsel.* 7-10-22) *Schedule zoom for 7-13-22 with Anna Burson, Steve Schurle, Mike Montoya.* (7-12-22)

Riley County Attorney: Assist with contract issue. (4-26-22;4-27-22; 4-28-22; 5-2-22; 5-3-22; 5-4-22;5-5-22) Assist with contract issue (5-6-22; 5-9-22) Assist with contract issue. (5-23-22) Discussion with counsel for vendor. (5-23-22) Assist with contract issue. (5-24-22; 5-31-22) Discuss with working group members potential agreed termination of contract. (6-3-22) Assist with contract issue. (6-7-22; 6-8-22) Discussion with County Attorney on contract issue. (6-12-22) Assist with contract issue. (6-14-22; 6-15-22) Complete contract issue. (6-15-22) Draft cover letter for final payment terminating contract for convenience—check to be available 6-17-22. (6-16-22) Mail cover letter, with final payment, terminating contract for convenience. (6-17-22) *Advised by County Attorney staff invoice has been received for additional maintenance; I advise no payment should be made and I'll confirm with vendor contract is terminated and no additional payment is due—then will inform County Attorney; Communicate this fact to vendor's lawyer and request confirmation no further payment is due.* (6-24-22) *Confirmation this matter is now resolved to satisfaction of Riley County.* (7-4-22)

Riley County Clerk: Advise on .02 countywide retailers' sales tax election project (8-24-21). Legal research on project involving sign. (9-20-21) On same issue discussion with Planning and Development staff. (9-21-21) Work with county staff and PIO on separate project involving potential vendor of software. Contact potential vendor. (9-20-21) Review documents for BOCC signature on totaled Noxious Weed Vehicle. Scheduled for presentation to BOCC during 2-24-22 meeting. (2-22-22) Vehicle documents signed by BOCC during public meeting. (2-24-22) Zoom discussion with Clerk and Budget and Finance Officer to obtain their input on several unrelated matters involving 2023 county budget. (6-13-22) *Review information forwarded on electioneering monitoring project of ACLU.* (7-13-22)

Riley County Community Corrections: Discuss with Director Shelly Williams potential contract with Clay County Sheriff's Office for testing of Community Corrections' clients. (10-26-21) Work with Director Shelly Williams on Drug Court structure. (2-24-22) Review RCCC "FY 2023 Adult Comprehensive Plan Grant Signatory Approval Form. (4-19-22) Review RCCC "FY 2023 Juvenile Comprehensive Plan Grant Signatory Approval Form". Work with Department Head on "Drug Court" project. (5-6-22) Work with Director by zoom on Drug Court project. (5-25-22) Communication with Department Head on Drug Court project. (5-26-22) (Schedule with IT zoom discussion with Director and staff on Drug Court project for 6-8-22. (6-5-22) Zoom discussion with Director on Drug Court project. (6-8-22)

Riley County Emergency Management: Provide legal advice on 1 project. Advise on open record issue. (1-18-22) Prepare Local Emergency Declaration; obtain approval of Declaration from Department Head; Obtain BOCC Chairman's signature; email final signed declaration to BOCC and PIO. (6-12-22) *Meet with Department Head to*

discuss development of request for proposal documents. (7-8-22) Respond to question from Department Head on previous meeting. (7-10-22)_

Riley County Emergency Medical Services: Will provide legal advice. (8-20-21) Conversation with Ambulance Service management, staff working group and Human Resources Manager regarding internal policy matter on education/training benefit. (2-23-22) Discuss legal issue with Department Head. (6-8-22) *Assist staff working group with ambulance project.*(6-24-22)

Riley County Extension: Discuss matter with Extension Director. (5-26-22) Assist Director with Kaw Valley Rodeo planning for Riley County Fair. (6-13-22; 6-15-22) Prepare updated document. (6-16-22) *Touch base with Director on status of document; discuss unique statutory framework for BOCC consideration of Extension's upcoming 2023 budget request.* (6-24-22)

Riley County Fire District No. 1: Work with Budget and Finance Officer on District budget approval. (8-23-21) *Receive request for volunteer training dates.* (6-24-22)

Riley County GIS: *Zoom discussion with county staff about intellectual property issue. (6-23-22) Advise GIS staff on question raised. (6-24-22) Letter to Verisk, company raising intellectual property issue. (6-24-22)*

Riley County Health Department: Provide legal advice on projects. Zoom meeting with Julie Gibbs and Debbie Nuss regarding request from Flint Hills Wellness Coalition to place walk-in cooler/freezer on grounds of Family and Child Resource Center. Draw and submit Commission Agenda Report reflecting request—scheduled for 9-30-21 BOCC meeting. (9-28-21) Obtain BOCC approval of Flint Hills Wellness Coalition agreement in principle, presented at 9-30-21 public meeting, for future license agreement and pouring of concrete as base for outdoor “walk-in cooler/freezer at RCHD’s Family and Child Resource Center. (9-30-21) Finalize and place on BOCC agenda for 10-14-21 license agreement with FHWC. (10-5-21) Present to and obtain approval from BOCC license agreement with FHWC. (10-14-21) Discuss concept of assistance from Envisage Consulting, Inc., for Community Health Improvement Plan. (10-21-21) Review vaccination matter. (10-27-21) Work on location of site for COVID testing by KDHE. (1-12-22; 1-13-22) Advise RCHD staff on licensed day care issue. (1-14-22). Work on licensed child care inspection issue. (1-21-22; 1-23-22; 1-25-22) Work on lease for KDHE COVID testing. (1-25; 1-26) RCHD presents completed lease to BOCC and obtains approval. (1-27-22) Advise RCHD on legal matter involving department vehicle. (3-25-22) Advise Director on medical record issue. (4-5-22) Review planned “no smoking” signage for county parks (and existing resolution authorizing this) and communicate with proponent and RCHD regarding process for its approval by BOCC. (6-3-22) Assist Department Head with question on legal issue. (6-7-22) Schedule zoom conversation for this p.m. on issue. (6-15-22) Respond to question from Department Head. (6-24-22) Assist with legal matter. (7-4-22) Review matter at request of Department Head. (7-5-22) Assist RCHD staff with legal matter. (7-6-22) *Provide copy of formation document creating Food and Fam Council, at request of Assistant Sedgwick County Counselor.* (7-13-22)

Riley County Historical Museum: Provide legal advice. Prepare for BOCC candidate interview Director/Curator position. (11-7-21) Discuss with staff potential use of museum as part of background in tv series production. (5-27-22) *Further analysis of immediately preceding production. (6-24-22) Discuss preceding issue with Department Head.* (6-25-22)

Riley County Human Resources: Provide requested legal advice on multiple issues related to pandemic; zoom meeting on federal contract requirement. Work on separate project involving proposed vendor and personnel policies. (9-22-21). Review legal parameters of “long-COVID” disability as viewed by the Equal Opportunity Commission; information provided by H.R. (9-24-21) Discuss potential personnel policy change with staff working group. Scheduled for presentation to BOCC during 2-24-22 public meeting. (2-18-22;2-22-22) Discuss potential personnel manual change with staff working group. (2-22-22) Conversation with Human Resource Manager about accommodation request. (2-23-22) Conversation with Human Resource Manager about personnel policy issue. (2-23-22) Such personnel policy presented to BOCC during public meeting 2-24-22. Discuss background check issue with Human Resource Manager. Participate in discussion with H.R. and employee. (3-1-22) Participate in staff working group on personnel policy issue. (3-1-22) Assist with interview. (3-28-22) Participate in staff working group on personnel policy issue. (3-29-22) Assist with interview. (3-30-22) Prepare for panel interviews of applicants for Department Head position. (3-29-22; 3-30-22) Prepare for panel interviews for Department Head position. (4-1-22) Participate in panel interviews for Department Head position. (4-4-22) (4-7-22) Participate in panel interview for vacant Department Head position. (4-14-22) Review proposed Contract for unrelated internal system matter. (4-14-22) Participate in staff working group on project. (4-19-22) Participate in staff working group on project. (6-1-22) Assist with contract issue. (6-1-22) Assist with contract issue. (6-2-22) Assist with contract

issue. (6-10-22; 6-13-22) Advise on release of information requested. (6-14-22) Work on pending employment issue. (6-14-22) Assist with contract issue. (6-15-22) Assist HR and Department with employment issue. (6-16-22; 6-17-22) Assist HR with employment issue. (7-1-22) Review matter at request of HR. (7-5-22) Review matter at request of Department Head. (7-5-22) Assist HR on separate matter. (7-6-22) *Participate in staff working group on development of employee training/recognition day.* (7-12-22)

Riley County Information Technology/GIS: Request for estimate (submitted to this office 8-20-21). Discuss technology issue with I.T. interim director. (10-21-21) Prepare for BOCC candidate interview IT/GIS Director. Review potential claim for Zoom subscribers in settled class action—not eligible as government subscriber. (3-1-22) Assist GIS with scheduling discussion on legal issue. (6-15-22) Reschedule immediately preceding discussion to 6-23-22. (6-20-22)

Riley County Planning & Development: Provide legal advice on 2 projects. Advise P & D Director on development of “Code of Conduct” necessary for grant close-out. (9-29-21) Discuss with P & D and H.R. departments “Code of Conduct” Commission Agenda Report to be presented by P & D 10-7-21. (10-4-21; 10-5-21) Discuss separate regulatory issue with P& D. (10-5-21) Advise department on development of contract. (1-14-22). Advise P& D staff on licensed day care issue. (1-14-22). Work on sanitary system inspection issue. (1-21-22; 1-23-22; 1-25-22) Complete contract between Gov. Built and County; submit to P & D; sign off on presentation of contract documents to BOCC for 2-14-22 public meeting. (2-9-22; 2-10-22) Discuss with P & D Director proposed separate contract for online payment of fees; and county proposed requirements for any such contract. (2-18-22; 2-22-22) Conversation with Deputy County Counselor about private wastewater system issue. (2-22-22; 2-23-22) Work on private wastewater system issue. (4-1-22; 4-3-22) Represent Planning and Development in support of variance application at evening hearing before hearing officer. (4-4-22) Prepare for RC P&D’s scheduled 4-21-22 presentation to BOCC. (4-19-22) Assist P & D with pending matter. (5-12-22) Assist P & D with temporary hire. (5-16-22; 5-17-22) Advise on pending matter. (5-19-22; 5-20-22) Discuss with Department Head pending matter. (5-20-22) Discuss with Department head pending matter. (5-23-22). Discuss with staff working group, by evening zoom, pending matter. (5-24-22) Advise Department Head on pending matter. (5-26-22) Discussion with Department Head on pending matter. (5-27-22) Provide Department Head approval of INK contract. (5-28-22) Discussion with Department head and staff on pending matter. (5-31-22; 6-1-22) Assist with orderly public meeting on pending application for approval of preliminary and final development plan. (6-2-22) Assist P & D staff with question proposed on pending matter. (6-6-22) Review and approve “as to form” Planning and Development’s minute track resolution adopting Food and Farm Council “Master Plan”. Scheduled for P & D presentation to BOCC during June 9, 2022 public meeting. (6-7-22) Assist Department in arranging zoom conversation with staff and GIS. (6-15-22) Reply to attorney for recent applicant. (6-27-22) Analyze ongoing project issue. (7-1-22; 7-4-22) Review scheduled CAR. (7-6-22) *Work with Department Head on possible request to landowner involving existing benefit district.* (7-12-22)

Riley County Public Information Officer: Finalize contract for Archive Social. Will present to BOCC for review and possible approval at public meeting on 11-29. Contract approved by BOCC. Zoom discussion with PIO, RCHD staff and Deputy County Counselor upcoming RCHD event and proper means of consent for photographing public participants. (5-13-22) Discuss by zoom with PIO and HR Manager social media issue. (5-25-22) Conversation from HR regarding the foregoing social media issue. (5-26-22) Discuss with PIO Riley County rules of conduct for those attending County public meetings. (5-26-22; 5-27-22) Provide fireworks resolution. (6-15-22)

Riley County Public Works: Provide legal advice on project. Review and approve “as to form” KDOT Local Road Safety Plan Agreement. (9-24-21) Answer question on project. (10-21-21) Review and approve as to form Transfer Station scales repair contract. (10-25-21) Review “Force Account Construction Engineering Inspection Services Agreement” for replacement of Bridge over Swede Creek. (11-2-21) Discuss with USDA final documents for Fairmont Heights closing and construction. (11-2-21) Complete review of “Force Account Construction Engineering Inspection Services Agreement” for replacement of Bridge over Swede Creek. (11-7-21) Calendar March 9, 2022 Township Officials meeting. (1-31-22) Assist with benefit district project staff discussion. (3-29-22) Participate in discussion with outside regulatory authority. (4-1-22) Prepare CAR for EPA consent order on University Park wastewater treatment facility. (4-14-22) Review consultant agreement for University Park wastewater project under consent order—prepare contractual provisions attachment for consulting firm’s review and approval. (4-19-22) Assist with pending EPA matter on University Park Benefit District. (5-20-22) Discuss EPA matter on University Park Benefit District with EPA counsel. (5-20-22) Schedule discussion with Dept. Head on immediately foregoing matter. (5-20-22) Discuss University Park Benefit District and EPA with Department Head. (5-24-22) Review matter involving bridge. (5-26-22) Discussion by Department Head of KDOT use of “speed trailers.” (5-26-22) Analyze potential contract. (5-28-22) Discussion with EPA counsel setting Friday, June 3, 2022 as date for my update to her on U.P. “ability to pay” forms and final form of consent order. I am reviewing

wing final form of consent order and have previously advised other county staff of their role in completing “ability to pay” information. I will check on progress of those items tomorrow. (5-31-22) Work on other and unrelated pending litigation. (5-31-22) Conversation with Department Head regarding unrelated proposed easements. (5-31-22) Assist with pending litigation matter. (6-1-22) Scheduled through I.T. zoom discussion on 6-10-22 with Department Head and staff. (6-5-22) Zoom discussion with Department Head and staff regarding transfer station operation. (6-10-22) Microsoft Teams Meetings discussion with and Deputy County Counselor on potential project. (6-13-22) Communication from state on potential project. (6-24-22) Analyze KDHE communication on county property. Reach out to Department Head. (6-26-22) Work on transfer station project. (6-30-22). Assist with transfer station project. (7-6-22) *Zoom with Department Head, Supervisor and HR Manager, HR Staff.* (7-12-22)

Riley County Register of Deeds: Provide legal advice. Conversation with ROD (8-2021). Conversation about county termination of contract. (9-22-21) Discussion with other party to contract. I can confirm contract will terminate as required by County. (9-22-21) Advise on departmental project. Discuss with ROD. (1-14-22) Assist Department Head with anticipated new project. (3-28-22; 3-29-22) Assist with project. (5-29-22) Complete negotiation of KanPay contract and provide advice to Department Head. (6-9-22)

Riley County Treasurer: Advise on property tax issue. (10-6-21) *Participate with this office’s staff in 2022 delinquent real property tax sale.* (7-8-22) *Meet with Department Head on National Opioid Settlement payment process.* (7-8-22)

PROFESSIONAL ASSOCIATION & CLE MATTERS:

County Counselor Association of Kansas: Arrange for Continuing Legal Education seminar speaker to present at June 17, 2022 mid-year CLE of the County Counselors Association of Kansas. (4-1-22) Participate in Board meeting of CCAK. (4-20-22) Attend summer CLE webinar from office. (6-17-22)

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

Continuing Legal Education: Attended, in lieu of lunch hour, 1 hour CLE webinar on elimination of gender bias in legal practice. University of Missouri Kansas City School of Law. (6-6-22)



COUNTY CLERK & ELECTIONS
Budget

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

MEMORANDUM

FROM: Darell Edie

MEETING: July 18, 2022

SUBJECT: BUDGET DEVELOPMENT WORKSHOP 4

PRESENTER: Darell Edie

Enclosures:

- 2023 Budget Development WS 5 (PDF)

2023 Budget Development Worksheet

15.a

	DEPARTMENT	2021 Actual Contractual Services, Commodities & Capital	2021 Actual Personnel Services (includes mid- year incentive)	2021 Actual Total	2022 Budgeted Contractual Services, Commodities & Capital	2022 Budgeted Personnel Services (Includes STEP & COLA)	2022 Budgeted Total	2023 Proposed Contractual Services, Commodities & Capital	2023 Proposed Personnel Services (Includes STEP)	2023 Proposed Budget Total	Percent change of 3 C's	
1	Administrative Services	542,695	53,862	596,557	44,358	603,304	647,662	47,925	697,805	745,730	8.04%	1
2	Ambulance	349,406	3,229,161	3,578,567	325,825	3,520,859	3,846,684	348,225	4,894,961	5,243,186	6.87%	2
3	Appraiser	145,239	1,421,389	1,566,628	148,515	1,580,945	1,729,460	163,329	1,660,948	1,824,277	9.97%	3
4	Attorney	91,662	1,731,960	1,823,622	221,966	2,016,443	2,238,409	210,764	2,260,090	2,470,854	-5.05%	4
5	Clerk	50,424	832,263	882,687	87,500	1,004,556	1,092,056	95,950	1,162,534	1,258,484	9.66%	5
6	Commissioners	40,938	167,124	208,062	47,480	198,965	246,445	51,540	227,532	279,072	8.55%	6
7	Coroner	108,130	0	108,130	107,000	0	107,000	117,000	0	117,000	9.35%	7
8	District Court	167,872	0	167,872	174,330	0	174,330	177,000	0	177,000	1.53%	8
9	Elections	149,580	325,900	475,480	277,650	422,468	700,118	216,500	498,908	715,408	-22.02%	9
10	Emergency Management	84,865	202,751	287,616	53,450	217,437	270,887	58,795	252,495	311,290	10.00%	10
11	Fair	101,925	0	101,925	102,400	0	102,400	110,500	0	110,500	7.91%	11
12	General Services	1,068,439	157,430	1,225,869	11,522,898	87,883	11,610,781	20,477,586	87,883	20,565,469	77.71%	12 *
13	Information Systems/GIS	663,517	794,888	1,458,405	856,732	890,693	1,747,425	770,660	949,510	1,720,170	-10.05%	13
14	Insurance	589,292	0	589,292	739,289	0	739,289	811,218	0	811,218	9.73%	14
15	Juvenile Detention	83,601	0	83,601	95,000	0	95,000	101,650	0	101,650	7.00%	15
16	Museum	9,224	368,087	377,311	15,215	439,259	454,474	16,725	443,427	460,152	9.92%	16
17	Noxious Weed	189,757	451,961	641,718	221,210	491,268	712,478	243,331	568,471	811,802	10.00%	17
18	Planning & Development	48,631	515,823	564,454	57,795	544,044	601,839	60,002	643,209	703,211	3.82%	18
19	Register of Deeds	41,425	331,968	373,393	58,410	410,427	468,837	59,125	475,090	534,215	1.22%	19
20	Public Works	3,290,056	4,020,153	7,310,209	3,645,750	4,630,523	8,276,273	4,008,900	5,075,041	9,083,941	9.96%	20
21	Treasurer	47,865	794,680	842,545	51,280	865,629	916,909	55,330	1,331,515	1,386,845	7.90%	21
22	Juvenile Supervision fees	0	0	0	1,318	0	1,318	1,400	0	1,400	6.22%	22
23	Transfer to Health Dept. Fund	1,154,526	0	1,154,526	1,154,526	0	1,154,526	1,269,979	0	1,269,979	10.00%	23
24	Transfer to Landfill Close	30,000	0	30,000	30,000	0	30,000	30,000	0	30,000	0.00%	24
25	Transfer-Economic Dev.	300,000	0	300,000	185,500	0	185,500	230,580	0	230,580	24.30%	25
26	Transfer - Capital Improvement	3,716,027	0	3,716,027	2,369,805	0	2,369,805	1,786,668	0	1,786,668	-24.61%	26
27	Non-Appropriated	0	0	0	580,000	0	580,000	580,000	0	580,000		27
28	COST OF COLA	0	0	0	0	0	0	0	825,000	825,000		28
	SUBTOTAL:	\$13,065,096	\$15,399,400	\$28,464,496	\$23,175,202	\$17,924,703	\$41,099,905	\$32,100,681	\$22,054,419	\$54,155,100	22.20%	
Appropriations:												
29	Big Lakes Developmental	217,260	0	217,260	217,260	0	217,260	217,260	0	217,260	0.00%	29
30	Animal Shelter / Contractual	60,000	0	60,000	60,000	0	60,000	60,000	0	60,000	0.00%	30
31	Council on Aging	275,000	0	275,000	275,000	0	275,000	275,000	0	275,000	0.00%	31
32	ATA Bus	70,000	0	70,000	100,000	0	100,000	100,000	0	100,000	0.00%	32
33	Small Cities	0	0	0	0	0	0	160,000	0	160,000	0.00%	33
34	Emergency Shelter	11,000	0	11,000	11,000	0	11,000	11,000	0	11,000	0.00%	34
35	Extension	599,645	0	599,645	599,645	0	599,645	635,600	0	635,600	6.00%	35
36	Pawnee Mental Health	300,000	0	300,000	300,000	0	300,000	300,000	0	300,000	0.00%	36
37	Riley Cty Genealogical Soc.	3,500	0	3,500	3,500	0	3,500	3,500	0	3,500	0.00%	37
38	Riley County Conservation	55,136	0	55,136	55,136	0	55,136	55,136	0	55,136	0.00%	38
39	Riley Co Community Corrections	7,081	0	7,081	7,081	0	7,081	59,602	0	59,602	741.72%	39
	SUBTOTAL:	\$1,598,622	\$0	\$1,598,622	\$1,628,622	\$0	\$1,628,622	\$1,877,098	\$0	\$1,877,098	15.26%	
	GENERAL TOTAL:	\$14,663,718	\$15,399,400	\$30,063,118	\$24,803,824	\$17,924,703	\$42,728,527	\$33,977,779	\$22,054,419	\$56,032,198	18.15%	
39	Bond & Interest	3,048,737	0	3,048,737	615,303	0	615,303	383,046	0	383,046	-37.75%	39
40	County Building	293,136	0	293,136	393,000	0	393,000	393,000	0	393,000	0.00%	40
41	RCPD	4,760,798	0	4,760,798	4,907,175	0	4,907,175	5,362,913	0	5,362,913	9.29%	41
	SUBTOTAL:	\$8,102,671	\$0	\$8,102,671	\$5,915,478	\$0	\$5,915,478	\$6,138,959	\$0	\$6,138,959	3.78%	
	TOTAL:	\$22,766,389	\$15,399,400	\$38,165,789	\$30,719,302	\$17,924,703	\$48,644,005	\$40,116,738	\$22,054,419	\$62,171,157		
42	Capital Improvement		0	0	7,554,156	0	7,554,156	8,022,012	0	8,022,012	6.19%	42
43	Economic Development		0	0	309,048	0	309,048	282,275	0	282,275	-8.66%	43

Attachment: 2023 Budget Development WS 5 (12296 : BUDGET DEVELOPMENT WORKSHOP 4)

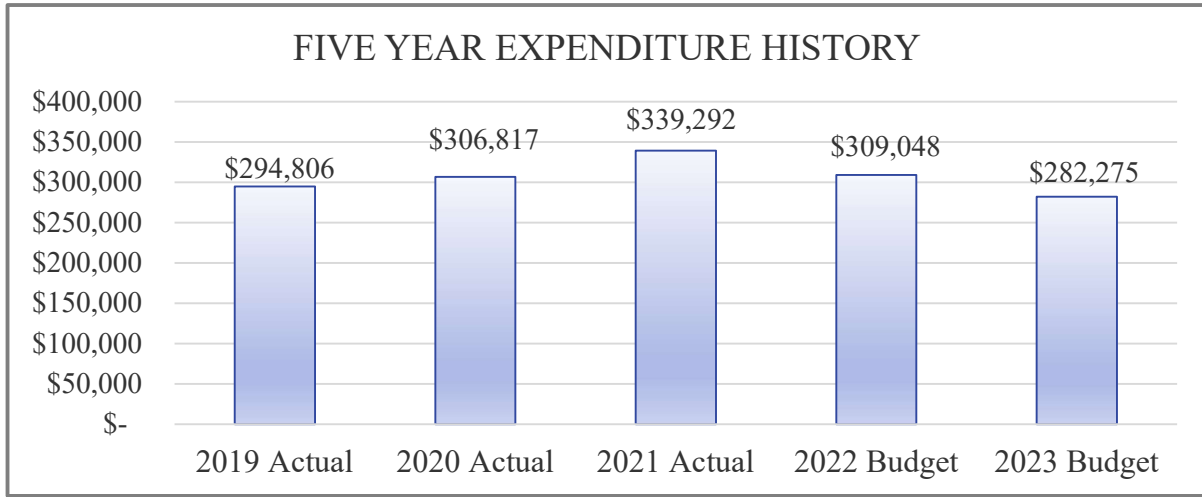
Attachment: 2023 Budget Development WS 5 (12296 : BUDGET DEVELOPMENT WORKSHOP 4)

Riley County, Kansas
2023 Budget
Economic Development Fund
Fund 146

	2021	2022	2023
BEGINNING CASH BALANCE	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Fund Balance	\$ 149,334	\$ 123,548	\$ 51,695
TOTAL BEGINNING CASH BALANCE	\$ 149,334	\$ 123,548	\$ 51,695
REVENUE			
603 Transfer from General Fund	\$ 300,000	\$ 185,500	\$ 230,580
TOTAL REVENUE	\$ 300,000	\$ 185,500	\$ 230,580
TOTAL RESOURCES AVAILABLE	\$ 449,334	\$ 309,048	\$ 282,275
EXPENDITURES			
604 Transfer to Bond & Interest Fund	\$ 44,975	\$ 43,925	\$ 52,153
4990 Other Capital Outlay	294,317	265,123	230,122
TOTAL EXPENDITURES	\$ 339,292	\$ 309,048	\$ 282,275
TOTAL ENDING FUND BALANCE	\$ 110,042	\$ -	\$ 0

PROJECT ESTIMATES:	<u>2021</u>	<u>2022</u>	<u>2023</u>
Re-write of Riley County Zoning/Subdivision Regulation	\$ -	\$ -	
Flint Hills Veteran's Coalition	1,015	1,015	1,015
Governor's Military Council	-	-	-
Konza Water Project	43,925	43,925	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	6,057	6,057
Flint Hills Regional Council (FHRC) Contribution	10,000	-	-
MPO Contribution	5,201	-	5,200
K18 Ramp Contribution (150,000-10 yrs)-KDOT agree	-	-	-
Comprehensive plan update			25,000
US 24 project studies, design, engineering	50,000	50,000	-
TOTAL	\$ 309,048	\$ 293,847	\$ 282,275

Attachment: 2023 Budget Development WS 5 (12296 : BUDGET DEVELOPMENT WORKSHOP 4)





COUNTY CLERK & ELECTIONS
Budget

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

MEMORANDUM

FROM: Darell Edie

MEETING: July 18, 2022

SUBJECT: RNR LETTER APPROVAL

PRESENTER: Darell Edie

Enclosures:

- RNR Riley County KS (DOCX)
- RNR Fire District #1 (DOCX)



CLERK'S OFFICE

Rich Vargo
 County Clerk
 110 Courthouse Plaza
 Manhattan, KS 66502-0109
 Phone: 785-537-6300
 Fax: 785-537-6394
 E-mail: rvargo@rileycountyks.gov

**INDICATION OF REVENUE NEUTRAL RATE
 PURSUANT TO SENATE BILL 13, K.S.A 79-1460, 79-1801,
 79-2024, 79-2925c**

Due to County Clerk by July 20, 2022

Please indicate below whether your governing body will be exceeding the Revenue Neutral Rate:

Taxing Entity Name: Riley County Kansas

☒ Yes, we intend to exceed the Revenue Neutral Rate.

The adopted budget will not exceed a proposed mill levy of: 42.211

The date of the Hearing is: September 19, 2022

The time of the Hearing: 9.55 am

Location of the Hearing: Riley County Commission Chambers

☐ No, we do not plan to exceed the Revenue Neutral Rate and will submit our budget to the County Clerk on or before August 25, 2021.

Chairman

Print Name

Title

WITNESS my hand and official seal on _____, 20____.

(Seal)

 Clerk or Officer of Governing Body

Attachment: RNR Riley County KS (12297 : RNR LETTER APPROVAL)



CLERK'S OFFICE

Rich Vargo
 County Clerk
 110 Courthouse Plaza
 Manhattan, KS 66502-0109
 Phone: 785-537-6300
 Fax: 785-537-6394
 E-mail: rvargo@rileycountyks.gov

**INDICATION OF REVENUE NEUTRAL RATE
 PURSUANT TO SENATE BILL 13, K.S.A 79-1460, 79-1801,
 79-2024, 79-2925c**

Due to County Clerk by July 20, 2022

Please indicate below whether your governing body will be exceeding the Revenue Neutral Rate:

Taxing Entity Name: Fire District #1

☒ Yes, we intend to exceed the Revenue Neutral Rate.

The adopted budget will not exceed a proposed mill levy of: 9.665

The date of the Hearing is: September 19, 2022

The time of the Hearing: 10:00 AM

Location of the Hearing: Riley County Commission Chambers

☐ No, we do not plan to exceed the Revenue Neutral Rate and will submit our budget to the County Clerk on or before August 25, 2021.

Chairman

Print Name

Title

WITNESS my hand and official seal on _____, 20__.

(Seal)

 Clerk or Officer of Governing Body

Attachment: RNR Fire District #1 (12297 : RNR LETTER APPROVAL)

**RILEY COUNTY LAW ENFORCEMENT AGENCY
LAW BOARD MEETING
City Commission Meeting Room
1101 Poyntz Ave.
Manhattan, KS
July 18, 2022 12:00 p.m.
Agenda**

I. ESTABLISH QUORUM- Chairperson Morse

II. PLEDGE OF ALLEGIANCE- Interim Director Moldrup

III. CONSENT AGENDA

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

- | | | |
|-------------|----|--|
| Pages 3-10 | A. | Approve June 21, 2022 Law Board Meeting Minutes |
| Pages 11-24 | B. | Approve 2022 Expenditures/Credits |
| Pages 25-26 | C. | 2022 Adjusted Financial Journal Entries- <i>(Review)</i> |
| Page 27 | D. | Juvenile Transport Reimbursement |
| Pages 28-31 | E. | RCPD Related County Expenditures- <i>(Review)</i> |
| Page 32 | F. | Riley County Jail Average Daily Inmate Population- <i>(Review)</i> |
| | G. | Reports- <i>(Review)</i> |
| | 1. | Monthly |
| Pages 33-48 | a) | Monthly Crime Report- Captain Freidline |

IV. GENERAL AGENDA

- H. Additions or Deletions
- I. Public Comment
- J. Fraternal Order of Police Lodge #17 Comments
- K. Board Member Comments
- L. American Rescue Plan Act Update- Captain Jager & Board- *(Discussion)*
- M. Executive Session- *(Vote Required)*
 - 1. Non-Elected Personnel Matters
 - 2. Attorney Client Privilege
- N. Adjournment

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

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

Attachment: 07-18-2022 law_board_meeting_packet (11727 : Law Board Meeting Agenda)



RILEY COUNTY POLICE DEPARTMENT

To reduce crime and improve the quality of life for the citizens we serve

Riley County Law Enforcement Agency Law Board Meeting

**Monday, July 18, 2022
12:00 p.m.**

**City Commission Chambers
1101 Poyntz Avenue
Manhattan, Kansas**

Contact Interim Director Moldrup with any questions
(785) 537-2112 ext. 2468

RILEY COUNTY POLICE DEPARTMENT MONTHLY BUDGET STATUS REPORT

June 30, 2022	Budget Authorization	Current Actual June	Actual-YTD 6 Months	% to date 50.00%	Last YTD Actual	Remaining 6 Months	% Balance 50.00%
01 Salaries-Full Time	13,980,077.00	1,077,298.55	6,518,998.71	46.63%	6,460,884.66	7,461,078.29	53.37%
02 Salaries-Part Time	125,000.00	4,595.86	39,967.00	31.97%	57,759.80	85,033.00	68.03%
03 Salaries-Overtime	471,762.00	42,306.65	296,702.95	62.89%	214,860.62	175,059.05	37.11%
TOTAL SALARIES	14,576,839.00	1,124,201.06	6,855,668.66	47.03%	6,733,505.08	7,721,170.34	52.97%
36 Kansas Police & Fire	1,932,211.00	145,283.04	881,747.12	45.63%	874,437.46	1,050,463.88	54.37%
37 KPERS	611,788.00	40,802.56	245,773.20	40.17%	261,417.04	366,014.80	59.83%
38 Social Security	590,623.00	44,354.78	268,470.19	45.46%	257,401.87	322,152.81	54.54%
39 Health Insurance	1,537,150.00	120,000.00	720,000.00	46.84%	720,000.00	817,150.00	53.16%
40 Workers Compensation Insurance	380,000.00	21,816.16	77,577.91	20.42%	179,724.08	302,422.09	79.58%
41 Unemployment Compensation	14,577.00	1,071.17	6,553.85	44.96%	6,452.92	8,023.15	55.04%
TOTAL EMPLOYEE BENEFITS	5,066,349.00	373,327.71	2,200,122.27	43.43%	2,299,433.37	2,866,226.73	56.57%
TOTAL PERSONNEL COSTS	19,643,188.00	1,497,528.77	9,055,790.93	46.10%	9,032,938.45	10,587,397.07	53.90%
04 Utilities	205,000.00	23,205.17	103,024.74	50.26%	63,420.73	101,975.26	49.74%
05 Insurance	320,000.00	1,527.00	432,897.00	135.28%	409,019.00	-112,897.00	-35.28%
06 Legal & Accounting	85,000.00	6,069.50	34,081.04	40.10%	35,300.15	50,918.96	59.90%
07 Training & Travel	108,000.00	19,040.69	78,239.77	72.44%	44,226.15	29,760.23	27.56%
08 Postage	7,400.00	1,054.07	2,175.98	29.41%	2,105.77	5,224.02	70.59%
09 Printing	7,500.00	76.73	1,342.54	17.90%	2,003.72	6,157.46	82.10%
10 Rentals-Maint Agreements	60,000.00	5,790.04	23,651.43	39.42%	18,162.57	36,348.57	60.58%
11 Building & Grounds	30,000.00	3,171.31	11,812.92	39.38%	23,479.26	18,187.08	60.62%
12 Equipment Repair & Maintenance	85,000.00	2,224.22	30,519.21	35.90%	46,804.36	54,480.79	64.10%
13 Vehicle Maintenance	90,000.00	20,928.62	102,579.37	113.98%	46,871.29	-12,579.37	-13.98%
14 Telephone Service	62,000.00	13,448.54	47,743.79	77.01%	40,328.92	14,256.21	22.99%
16 Medical Fees	15,000.00	1,608.00	17,371.15	115.81%	15,191.00	-2,371.15	-15.81%
19 Contractual Services-Computers	690,000.00	64,650.45	310,881.32	45.06%	220,767.25	379,118.68	54.94%
20 Other Contractual Services	314,000.00	53,888.91	300,970.66	95.85%	261,939.10	13,029.34	4.15%
TOTAL CONTRACTUAL SERVICES	2,078,900.00	216,683.25	1,497,290.92	72.02%	1,229,619.27	581,609.08	27.98%
17 Prisoner Food & Care	195,000.00	20,718.81	147,776.31	75.78%	75,428.67	47,223.69	24.22%
21 Community Services	17,500.00	0.00	8,995.88	51.41%	2,647.25	8,504.12	48.59%
22 Books, Subscriptions, Memberships	10,000.00	1,083.84	3,621.79	36.22%	3,760.28	6,378.21	63.78%
23 Uniforms & Accessories	40,000.00	2,407.57	55,090.32	137.73%	14,416.52	-15,090.32	-37.73%
25 Maintenance Supplies	29,500.00	3,699.29	10,257.50	34.77%	8,381.76	19,242.50	65.23%
26 Fuel & Lubrication	163,000.00	48,580.11	128,022.59	78.54%	76,341.28	34,977.41	21.46%
27 Vehicle Tires	17,000.00	2,338.16	2,338.16	13.75%	4,977.76	14,661.84	86.25%
28 Office Supplies	24,000.00	2,149.31	13,834.76	57.64%	14,726.33	10,165.24	42.36%
29 Replenishment Supplies	45,000.00	2,632.32	32,861.34	73.03%	26,924.06	12,138.66	26.97%
TOTAL COMMODITIES	541,000.00	83,609.41	402,798.65	74.45%	227,603.91	138,201.35	25.55%
30 Communications Equipment	10,000.00	0.00	17,686.22	176.86%	22,984.85	-7,686.22	-76.86%
31 Guns & Crime Equipment	60,000.00	7,352.96	251,866.40	419.78%	104,205.79	-191,866.40	-319.78%
32 Furniture	15,000.00	0.00	4,382.99	29.22%	1,998.95	10,617.01	70.78%
33 Office Equipment	452,000.00	1,664.79	50,242.29	11.12%	70,288.62	401,757.71	88.88%
34 Vehicles and Equipment	270,000.00	14,782.41	63,296.15	23.44%	197,841.25	206,703.85	76.56%
TOTAL CAPITAL OUTLAY	807,000.00	23,800.16	387,474.05	48.01%	397,319.46	419,525.95	51.99%
TOTAL NON-PERSONNEL COSTS	3,426,900.00	324,092.82	2,287,563.62	66.75%	1,854,542.64	1,139,336.38	33.25%
TOTAL EXPENDITURES	23,070,088.00	1,821,621.59	11,343,354.55	49.17%	10,887,481.09	11,726,733.45	50.83%

Attachment: 07-18-2022 law board meeting_packet (11727 : Law Board Meeting Agenda)

**RILEY COUNTY LAW ENFORCEMENT AGENCY
LAW BOARD MEETING
City Commission Meeting Room
1101 Poyntz Ave.
Manhattan, KS
June 21, 2022 12:00 p.m.
Minutes**

Members Present: Chairperson Linda Morse Vice Chairperson Robert Ward
Secretary Barry Wilkerson Member Kathryn Focke (Attended Virtually)
Member John Ford Member Patricia Hudgins
Member BeEtta Stoney (Attended Virtually)

Absent:

Staff Present: Interim Director Kurt Moldrup Captain Brad Jager
Captain Josh Kyle Captain Erin Freidline
Captain Greg Steere Captain Derek Woods

Recorder: Executive Assistant Nichole Glessner, Riley County Police Department (RCPD or Department)

I. Establish Quorum: By Chairperson Morse at 12:00 p.m.

II. Pledge of Allegiance: Interim Director Moldrup led the Riley County Law Enforcement Agency (Law Board or Board) in the Pledge of Allegiance.

III. Consent Agenda:

- A. Approval of Minutes
 - 1. May 9, 2022 Special Law Board Meeting
 - 2. May 16, 2022 Law Board Meeting
- B. Approve 2022 Expenditures/Credits
- C. 2022 Adjusted Financial Journal Entries
- D. Juvenile Transport Reimbursement
- E. RCPD Related County Expenditures (*Review*)
- F. Riley County Jail Average Daily Inmate Population- (*Review*)
- G. Seizure Expenditure- (*Review*)
- H. Reports- (*Review*)
 - 1. Monthly
 - a) Monthly Crime Report

Chairperson Morse commented that June 14, 2022 was Flag Day commemorating the adoption of the flag of the United States. She added that it is important to recognize citizens of other countries and their devotion to their flags as well.

Attachment: 07-18-2022 law_board_meeting_packet (11727 : Law Board Meeting Agenda)

Captain Freidline addressed the Monthly Crime Report for May 2022 noting that aggravated assaults continue to be an area of focus for the Investigations Division. A total of 11 aggravated assaults/batteries were reported during the month of May; three of which were domestic violence related. Of those reported, roughly half involved an object (e.g., knife) and the other cases involved a firearm. Captain Freidline stated that when the public hears of an aggravated assault, they often associate it with a firearm, which is not always the case. Presently, the Department is seeing a hodgepodge of both. There were arrests in 6 of the incidents.

Vice Chairperson Ward inquired about Voucher #6018 payable to Grant Petroleum, Inc. in the amount of \$45,111.97 (total expense for mid-April through mid-June) which is an increase from previous months. He wished to know if that was due to the increase in fuel costs.

Interim Director Moldrup said that is correct. The Department has felt the impact of the increase in fuel prices.

Vice Chairperson Ward moved to approve the Consent Agenda as presented. Secretary Wilkerson seconded the motion. Chairperson Morse polled the Board and the motion passed with Ford, Hudgins, Morse, Ward, and Wilkerson voting in favor, and no one voting against. The motion passed 5-0. There was no response from virtual attendees Member Focke and Member Stoney.

IV. General Agenda:

I. Additions or Deletions: Interim Director Moldrup requested the removal of item S. Affirmation or Revocation of Discipline from the General Agenda. Chairperson Morse added there would be no need for an Executive Session and requested item R. be removed from the General Agenda as well. The Board had no objections to the suggested deletions.

J. Public Comment: Melissa Rundus addressed the Board not in her professional role as Chief Prosecutor for the City of Manhattan, but as a resident of Manhattan, Kansas. Rundus stated that she had the privilege to participate on the community panel for the Crisis Intervention Training recently hosted by the RCPD. She explained that she learned quite a bit from the officers who took part in the class and other panel members. She was impressed with the desire of the RCPD officers to better serve individuals in mental health crisis and their families and the empathy the officers displayed throughout the training. Rundus added that it is typical of the RCPD to lead the charge in serving others with compassion, knowledge, and empathy. There were other law enforcement agencies represented at the training, who do not have similar initiatives, but were able to return home with new information and ideas for improved responses in their communities.

Rundus commented on the 2023 RCPD budget observing that the Crisis Intervention Training is just an example of how the RCPD goes above and beyond to serve the community. The quality of life, safety, officer response time, and service the employees provide is worth paying for in the form of fair wages.

K. Fraternal Order of Police Lodge#17 Comments: Corporal Rachel Pate, President, Fraternal Order of Police (FOP) Lodge #17, informed the Law Board of the Law Enforcement Torch Run scheduled for Sunday, June 26, 2022 at 9:00 a.m. Athletes with the Special Olympics Manhattan Team will run with representatives from the RCPD and Kansas State University Police Department (KSUPD) starting at the

Marianna Kistler Beach Museum of Art and ending at the City Park. The Torch Run will be followed by a 1-Mile Fun Run for community members wishing to donate and support the local athletes. The Fraternal Order of Police Lodge #17 donated \$750.00 towards the event and the RCPD Team raised \$445.00.

Corporal Pate spoke on behalf of the FOP Lodge #17 and employees of the RCPD regarding the 2023 budget. She commented on the stress felt by RCPD employees specifically with regard to inflation and manpower shortages. She conducted a comparison of RCPD employee starting salaries with other local law enforcement agencies in Kansas. She reported on a handful of local agencies that are currently advertising positions with a starting salary higher than that of the RCPD which include the Lenexa Police Department (12%), Lawrence Police Department (11%), Bonner Springs Police Department (2%), and Salina Police Department (1%). Corporal Pate stated that all of the aforementioned police departments are also seeking raises and a Cost of Living Adjustment (COLA) in the upcoming budget cycles.

Corporal Pate reported that the starting officer salary for the Topeka Police Department 4.5% higher than that of the RCPD and they have approved the implementation of a 7% raise for employees starting July 2022. The starting officer salary for the Wichita Police Department is 14% higher than the RCPD, they have implemented a 5.5% raise for employees in 2022, and plan to provide an additional 1.5% raise in 2023. The Wichita Police Department is also giving officers a \$1,000 fourth quarter bonus.

Corporal Pate observed that the Consumer Price Index, Midwest Region for May 2022 was 8.8%. She emphasized the need for the RCPD to be in a position to recruit and retain quality officers, corrections officers, dispatchers, and staff. It is her belief that the implementation of the salary survey and COLA will help do just that. Corporal Pate expressed her appreciation to the Law Board for the work that they do for the RCPD and community.

L. Board Member Comments: Member Ford thanked employees of the RCPD and other emergency services for their prompt response and subsequent cleanup efforts following the June 11, 2022 severe thunderstorm and tornado events.

Chairperson Morse provided a brief update on the RCPD Director selection process. She reported that the position has been advertised on various police executive career forums and other job sites, several of which will renew the advertisement for an additional 30 days. The Screening Committee plans to meet in July and August to go over the applications received. The desired goal is to have a sufficient number of applications or pool of applications from which the best selection can be made for the new RCPD Director.

M. Community Advisory Board Update: Brent Riffel, Chairperson, Community Advisory Board (CAB), briefed the Law Board on CAB activities to date. Since his last update to the Law Board, the CAB has discussed RCPD employee needs, recruitment efforts, hiring incentives, the 2023 budget and salary survey, as well as recent active violence events throughout the country.

Community Advisory Board Chairperson Riffel informed the Law Board and listening audience that meetings of the CAB are open to the public and held on the first Tuesday of every month at 11:30 a.m. The CAB typically meets at K-State Office Park, 1880 Kimball Avenue, Manhattan. However, the July 5, 2022 meeting will be rescheduled for either July 12th or 14th to allow the CAB to observe training coordinated by the RCPD. To view upcoming meetings of the CAB visit rcpdcab.org.

CAB Chairperson Riffel noted that at the March 21, 2022 Law Board Meeting, Chairperson Morse requested a list of those who serve on the CAB along with a schedule of upcoming meetings. The requested information was subsequently provided to the Law Board by RCPD Executive Offices Manager Nichole Glessner.

N. U.S. Department of Justice COPS Grant: In 2021 the RCPD was contacted by the office of U.S. Senator for Kansas Jerry Moran regarding a possible funding opportunity for essential department items that could not be funded through normal budgetary means. The RCPD provided Senator Moran's Office with a list of needs for consideration. Interim Director Moldrup advised the Law Board that Senator Moran's Office approved the purchase of a Hazardous Evidence Recovery Team (HERT) in the amount of \$440,000. The funds will be administered as a grant through the Community Oriented Policing Services (COPS) Office. Interim Director Moldrup stated that he and the employees of the RCPD are very appreciative of Senator Moran's Office for awarding the grant.

Member Ford recalled that in 2020, RCPD tried to acquire funding for the HERT truck through the original Coronavirus Aid, Relief, and Economic Security (CARES) Act but was unable to because the order for the truck had to be placed or something of that nature. He acknowledged that the RCPD has been working on identifying funding for the truck for quite some time.

Interim Director Moldrup said that is correct. According to the CARES Act, the RCPD had to have the truck purchased and there was no way the company could manufacture the truck in such short amount of time. As a result, RCPD staff began looking at other avenues for funding. Senator Moran's Office approached the RCPD with this opportunity which worked out well.

O. American Rescue Plan Act Update: On May 16, 2022, at the direction of the Law Board, RCPD sent the Manhattan City Commission and Board of County Commissioners letters requesting Coronavirus State and Local Fiscal Recovery Funds (SLFRF) be used to institute a hiring incentive of \$5,000 for new corrections officers, police officers, and dispatchers through 2023. To date, the RCPD has not received a response. Captain Jager stated there was no update at this time.

Member Ford explained that the County has dedicated SLFRF to accomplish 4 different, extremely important projects. He is not overly confident that those funds will cover all of the expenses. However, he is hopeful that perhaps some of the items will come in under what was projected. Maybe there will be a few free dollars towards the end. They will just have to keep their fingers crossed and have those discussions at that time.

Chairperson Morse thanked Member Ford for the update. She commented that she did not have an update from the City regarding the RCPD's request for funds.

P. Public Hearing for 2023 Budget: At the May 16, 2022 Law Board Meeting, the Law Board approved RCPD 2023 Budget Draft 1 for publication which represents an 8.366% increase over the 2022 approved budget when the carryover is applied. Members of the Law Board were provided copies of the condensed 2023 RCPD Budget Presentation as part of their June meeting packets. Captain Kyle discussed the Department's original and revised needs assessment developed by members of Command Staff, ongoing recruitment and retention challenges, and the Departments weakened market position with regard to employee salaries.

Finance Manager Reifschneider briefly discussed the results of the salary survey which revealed that all positions within the RCPD need an adjustment of some kind. The RCPD recommends implementing the salary survey over two years (2023 and 2024) with equal steps to meet the “market” salaries across all positions within the Department. At present, the cost to fully implement the salary survey is \$3,400,000.

At the May Law Board Meeting, Member Focke requested staff provide an estimated COLA to serve as a placeholder when discussing the 2024 budget with the hopes that it would provide the Law Board a better picture of what the overall increase might look like. Finance Manager Reifschneider and staff researched the matter and returned with an estimated COLA between 5.0-8.2% for budget year 2024. Finance Manager Reifschneider explained that budgetarily, it could cost between \$800,000 to \$1,300,000 to implement a COLA for 2024. The cost to fully implement the salary survey along with the estimated COLA for budget year 2024 could range from 4.2-4.7 million dollars. She cautioned that the projected COLA is just that, an estimate. They do not know what the COLA will be for next year.

Captain Kyle and Finance Manager Reifschneider discussed the cost benefits and efficiencies that come with being a consolidated law enforcement agency. Such benefits include having only one agency, one main facility, one director and one assistant director. As a result, there is no duplication of services. Captain Kyle stated that typically in a community there is a sheriff’s office and city police department that don’t always provide information to each other which can impact the quality of services they provide, criminal intelligence sharing, and crime control. As a consolidated agency, the RCPD communicates well between divisions, other public service organizations, and emergency services.

In addition to the benefits noted above, Captain Kyle informed the Board that the RCPD has fewer officers (1.49) per 1,000 residents than the national (2.4) and state of Kansas (3.74) averages. He stated his belief that consolidation allows the RCPD to be efficient and effective because as one organization there are a lot of synergies that allow everyone to communicate and coordinate. That is not necessarily true of other organizations that are divided and have different interests.

Captain Freidline provided the 2020 crime statistics for the RCPD compared to the state of Kansas and similar jurisdictions/counties which include Saline, Butler, Leavenworth, and Douglas. The 2020 crime index comparison shows that the RCPD has 19.7 Part 1 Crimes per 1,000 residents and the state of Kansas has 29.7. She noted that the FBI will not release the 2021 statistics until later in July.

Captain Freidline emphasized that the RCPD serves an outstanding community because they call the police when they witness a crime. She credited the employees of the RCPD, particularly case detectives, for the quality follow-up with victims of crimes. With the crime rate being lower in this area, detectives are able to take their time to produce quality cases that are prosecutable. As a consolidated agency, the relationship with organizations such as Community Corrections, Court Services, and the prosecutor’s office is more streamlined. The staff of those organizations get to know the employees of the RCPD and are able to reach out for follow-up information. They never have to guess who to call at the RCPD. It is one phone call to the Patrol Division or Investigations Division Commander who can usually resolve any issues the other organization may have.

Finance Manager Reifschneider briefed the Law Board on the cost benefits of consolidation by comparing law enforcement services of the RCPD to 4 counties similar in population. These counties are the next

lowest and highest in population to Riley County. In an effort to at least partially answer the question of what law enforcement should cost, she compared the budgets (county and cities combined) for Saline, Butler, Leavenworth, and Douglas to that of the RCPD. When conducting the comparison, she looked specifically at law enforcement services or the total percent of the budget that makes up law enforcement services. The comparison revealed that law enforcement services in Riley County costs less than the counties previously cited.

Captain Kyle restated that the RCPD is in a highly competitive job market. The Department is finding it difficult to keep positions filled and attract talent that will provide the professional services the community is accustomed to and deserves. Riley County Police Department staff believe that the salary survey, which has been years in the making, will help address those issues. He reiterated that the RCPD has fewer officers per 1,000 residents than the national average and less than half the officers as the state average. The RCPD continues to be able to maintain crime control and keep costs down compared to other similar size counties. He recommended the Law Board approve the proposed 2023 RCPD Budget.

Q. Approve 2023 Budget: Vice Chairperson Ward moved to approve the proposed 2023 RCPD Budget as published on June 9, 2022. Secretary Wilkerson seconded the motion.

Chairperson Morse opened the public hearing for the 2023 RCPD budget. Hearing no comment, she closed the public hearing.

Member Focke stated that the increase in the 2023 RCPD budget is primarily due to personnel costs and benefits which is what the County experiencing as well. She agreed that there is a need to attract and keep good employees in both organizations. Over the past year, the RCPD has utilized unused personnel funds to pay for items that could not be covered by the budget. She expressed her desire for the RCPD to apply unused personnel funds to help offset the 2024 budget increase brought about by the anticipated COLA and implementation of the second half of the salary survey.

Chairperson Morse referenced an article in The Wall Street Journal regarding current inflation. According to the June 13, 2022 article, U.S. inflation reached 9.1% in June, its highest rate in nearly 41 years. She noted that the Bureau of Labor Statistics reported that prices for food at home increased 11.9% in May compared to the same period last year. Food away from home, like restaurants, was up 7.5%. Tyson Foods reported that the price of beef has increased roughly 24%. Chairperson Morse stated that the increases are significant. This is an unusual year. The City and County received American Rescue Plan Act (ARPA) funds and the RCPD did not. In her opinion, there is a need to make sure that the RCPD is funded to the level that they can continue to provide high quality policing.

Secretary Wilkerson addressed the question that was posed regarding how much law enforcement should cost and responded that it costs money to do things right. He explained that it can cost *more* money *not* to do it right whether it is in the form of someone getting hurt or fewer crimes being solved because of insufficient manpower. The RCPD is behind the market with respect to pay. Secretary Wilkerson shared that he has the advantage of working with many of the men and women of the RCPD on a daily basis. The officers, detectives, and corrections officers are not doing the job simply for the money. They do it because they care. Secretary Wilkerson said he has witnessed the heartache of some officers and detectives when they could not get the result they wanted in regards to a criminal case. He added that it is going to cost money to attract and keep good people. In order to be competitive, pay will need to be increased. He

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expressed his appreciation to RCPD staff for presenting the statistics to the Law Board and voiced his support of the 2023 RCPD Budget as proposed.

Member Focke said as a taxpayer, she would hate to see the mil levy increase if it is not necessary. However, she believed this was necessary to keep the consolidated district together as well as hire and retain the right people. That said, she feels there exists the need to educate the public on the rationale behind the increase.

Member Stoney agreed with the statement made by Member Focke. Stoney stated that she too does not want to see an increase in the mil levy. However, she understands that there is a need to appropriately fund the RCPD in order to continue services, and for that reason, she was in support of the 2023 RCPD Budget as proposed.

Member Ford stated that the overall percent increase in the RCPD budget is rather large. He commented that the County is in the midst of developing their 2023 budget which includes a portion of the RCPD's budget. The same holds true for the City. He added that County employees are struggling with the same increases that were mentioned in The Wall Street Journal article. Everyone is experiencing issues with affordable housing, childcare, utilities, and groceries. He asserted that it is a struggle that is felt throughout.

Member Ford said he appreciated the work and efforts of RCPD employees. He agreed with Captain Freidline's statement that Riley County has an excellent community. As he mentioned earlier, the RCPD and all other emergency services are on top of things. Emergency service personnel are there when the public needs them most and even when they don't. Nevertheless, there is a larger picture. From his standpoint, costs and affordability are going to be the new quality of life standard. Member Ford said he feels the need to try to hold back some things for a while until inflation comes down and everyone can take a more foundational approach for both the short-term and long-term. Over the past 2.5 years there has been some basic panic with respect to decision making. That type of decision making process can lead to some not-so-good long-term consequences. Member Ford stated that this increase will be a struggle for him. It will be a struggle for him when he delves deeper into the County budget process as well.

Chairperson Morse informed the Board that the City has conducted a salary study. She asked if the County has completed theirs.

Member Ford explained that the County's Human Resources and Budget and Finance team completed an internal review of employee salaries. The County plans to use unused personnel funds to cover the 2022 mid-year increase. How the County approaches the budget next year is unknown at this time. They continue to work through that process.

Member Hudgins thanked the employees of the RCPD for their service and hard work over the years. Member Hudgins said she views the increase in the 2023 RCPD budget like buying insurance. The public wants to be assured that law enforcement is there when they are needed. At the very minimum, there needs to be the assurance of knowing that the employees are there and they can be retained.

Member Hudgins addressed the high turnover rate that is being experienced throughout the labor force in many professions. She expressed curiosity in how the RCPD is attempting to reach and gather more viable, quality candidates for employment. She was aware that the RCPD participates in recruitment events and

speaking engagements at the Kansas State University. However, she would like to see the RCPD expand upon that and recruit in different ways that will hopefully fill more vacant positions. She stated that she would be happy to visit about possible recruitment strategies with RCPD staff if desired.

Chairperson Morse polled the Board and the motion passed with Focke, Hudgins, Morse, Stoney, Ward, and Wilkerson voting in favor, and Ford voting against. The motion passed 6-1.

Member Ford requested RCPD staff update the Law Board on the COLA, merit increases, and unused personnel funds next year as the figures become less of an estimate and more practical. This will help with discussions on how to balance the 2024 budget so it is not as large as the budget this year, but still accomplish the needs of the Department.

On behalf of the men and women of the RCPD, Interim Director Moldrup thanked the Law Board for their comments and efforts during the budget development process.

R. Executive Session: This item was removed from the agenda.

S. Affirmation or Revocation of Discipline: This item was removed from the agenda.

T. Adjournment: Secretary Wilkerson moved to adjourn the meeting. Member Ford seconded the motion. Chairperson Morse polled the Board and the motion passed with Focke, Ford, Hudgins, Morse, Stoney, Ward, and Wilkerson voting in favor, and no one voting against. The motion passed 7-0. The June 21, 2022 Law Board Meeting adjourned at 1:21 p.m.

RILEY COUNTY POLICE DEPARTMENT

2022 EXPENDITURES

JULY 2022

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
7001	ADP LLC	20	Payroll	4,940.20	
		20	Payroll	4,963.26	9,903.46
7002	Alterations Unlimited	20	alterations	1,000.00	1,000.00
7003	Arthur-Green Attorneys at Law	06	retainer	2,750.00	2,750.00
7004	Iron Insurance Partners	05	Consulting Fee	66,000.00	
		05	Medcore Services	720.00	66,720.00
7005	Civic Research Institute	22	Correctional Law Reporter	179.95	179.95
7006	Clark, Mize, & Linville	06	Legal Fees	15.00	
		06	Legal Fees	84.00	
		06	Legal Fees	720.50	819.50
7007	Dawson Precision	31	Holsters	884.37	884.37
7008	Dodson Enterprises	23	uniforms	601.02	601.02
7009	Double Check Co Inc	12	Equipment Repair	461.55	461.55
7010	Economy Carpentry Painting Con	11	building supplies	1,750.00	1,750.00
7011	EMC Risk Services LLC	40	stop loss fund	5,987.16	
		40	quarterly comp fee	6,000.00	11,987.16
7012	Empower Flex	06	Admin Services	1,083.40	1,083.40
7013	Evco Wholesale Food Corp	17	inmate food	3,526.00	
		17	inmate food	2,836.87	
		17	inmate food	2,027.73	
		17	inmate food	3,136.43	
		17	inmate food	3,822.72	
		17	inmate food	2,299.83	17,649.58

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RILEY COUNTY POLICE DEPARTMENT		2022 EXPENDITURES		JULY 2022	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
7014	FBI Nat'l Academy Associates	20	Director Search Expense	500.00	500.00
7015	Law Office of Michael Gillespie	06	Legal Services - Law Board	1,500.00	1,500.00
7016	Godfrey's	23	uniforms	594.92	
		23	uniforms	1,353.03	
		23	uniforms	1,492.05	
		23	uniforms	61.09	3,501.09
7017	Grant Petroleum, Inc	26	fuel	23,540.70	23,540.70
7018	Growing Concerns, Inc	11	landscape services	326.71	326.71
7019	Gary Grubbs	20	Pre-Employment	1,200.00	1,200.00
7020	Hiland Dairy	17	inmate food	122.84	
		17	inmate food	117.57	
		17	inmate food	196.86	
		17	inmate food	162.03	
		17	inmate food	97.98	
		17	inmate food	201.22	
		17	inmate food	118.48	
		17	inmate food	162.03	
		17	inmate food	195.95	
		17	inmate food	123.74	
		17	inmate food	117.57	
		17	inmate food	39.19	
		17	inmate food	162.03	1,817.49
7021	Howie's Trash Service	20	Trash	742.95	742.95
7022	Ka-Comm, Inc	12	Equipment Repair	250.50	
		12	Equipment Repair	290.00	
		12	Equipment Repair	30.50	
		12	Equipment Repair	126.46	
		12	Service Contract	100.00	
		12	Equipment Repair	10.48	807.94

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<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
7023	Kansas Gas Service	04	LEC Utilities	2,630.15	
		04	Garage Utilities	32.08	
		04	Aggieville Utilities	32.08	2,694.31
7024	KDOR	20	SIU Operation	8.00	8.00
7025	Key Staffing	20	Contract Custodian	830.40	
		20	Contract Custodian	830.40	
		20	Contract Custodian	664.32	2,325.12
7026	Konza Lab Inc	16	Employment Medical	550.00	
		16	Pre-Employment Medical	400.00	950.00
7027	Law Enforcement Training	07	Problem Based Learning Class	3,200.00	3,200.00
7028	League of Nebraska Municipalities	20	Director Search Expense	415.25	415.25
7029	Manhattan Wrecker Service Inc	20	towing	50.00	
		20	towing	88.00	
		20	towing	88.00	
		20	towing	173.80	
		20	towing	50.00	449.80
7030	Mathis Rehab Center LLC	16	Pre-Employment Medical	750.00	750.00
7031	Max Motors	13	Vehicle Repair	52.36	52.36
7032	McKesson Medical	17	inmate supplies	142.67	
		17	inmate supplies	10.99	
		17	inmate supplies	155.97	309.63
7033	Pawnee Mental Health Services	20	Contract	13,886.26	13,886.26
7034	Petty Cash	29	Replenishment Supplies	81.30	
		21	Juneteenth	25.00	
		29	Replenishment Supplies	15.00	121.30

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RILEY COUNTY POLICE DEPARTMENT		2022 EXPENDITURES		JULY 2022	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
7035	Phillips 66 Fleet Service	26	fuel	566.65	566.65
7036	Police Executive Research Forum	20	Director Search Expense	550.00	550.00
7037	Pro Copy Inc	10	Meter Charge	45.93	
		10	Meter Charge	322.58	
		10	Meter Charge	109.71	
		10	Meter Charge	73.36	
		10	Meter Charge	205.93	757.51
7038	Quaker State Express Lube	26	oil change	37.00	
		26	oil change	37.00	
		26	oil change	37.00	
		26	oil change	42.00	
		26	oil change	42.00	
		26	oil change	42.00	
		26	oil change	37.00	
		26	oil change	37.00	
		26	oil change	37.00	
		26	oil change	42.00	
		26	oil change	37.00	
		26	oil change	42.00	
		26	oil change	37.00	
		26	oil change	42.00	
		26	oil change	32.00	
		26	oil change	42.00	622.00
7039	Riley County Noxious Weeds	11	annual weed control	804.18	
		11	annual weed control	367.09	1,171.27
7040	Riley County General Fund	14	SW Bell Plexar	212.60	212.60
7041	Riley County Public Works	26	fuel	904.77	
		26	fuel	488.88	
		26	fuel	759.54	
		26	fuel	223.68	
		26	fuel	779.21	3,156.08
7042	RCPD Health Plan	39	insurance	120,000.00	120,000.00

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RILEY COUNTY POLICE DEPARTMENT

2022 EXPENDITURES

JULY 2022

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
7043	Robbins Motor Co.	13	Vehicle Repair	833.70	
		13	Vehicle Repair	46.00	
		13	Vehicle Repair	27.65	
		13	Vehicle Repair	315.00	1,222.35
7044	Hali Rowland	20	Contract PIO Services	3,804.00	3,804.00
7045	Secretary of State, Kansas	06	Notary	25.00	25.00
7046	Security Transport Services Inc	20	Extradition	3,548.27	3,548.27
7047	Sir Speedy	09	Printing	472.59	
		21	Table Cloth	422.60	
		09	Printing	25.50	920.69
7048	Waxie Sanitary Supply	29	Replenishment Supplies	554.40	
		29	Replenishment Supplies	-42.00	
		29	Replenishment Supplies	260.90	
		29	Replenishment Supplies	221.76	995.06
7049	Sysco Kansas City, Inc	17	inmate food	1,393.51	
		17	inmate food	2,150.85	
		17	inmate food	1,203.09	
		17	inmate food	1,694.46	
		17	inmate food	1,483.62	
		17	inmate food	1,085.97	9,011.50
7050	Business & Legal Resources	22	Fair Labor Standards Handbook	536.99	
		22	ADA Compliance Guide	536.99	1,073.98
7051	US Foodservice	17	inmate food	812.78	
		17	inmate food	1,254.82	
		17	inmate food	269.61	
		17	inmate food	1,839.44	
		17	inmate food	124.95	
		17	inmate food	1,148.73	
		17	inmate food	998.41	
		17	inmate food	262.05	
		17	inmate food	1,503.14	8,213.93

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2022 EXPENDITURES

JULY 2022

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
7052	Wage Works Inc	06	Admin Services	168.49	
		06	Admin Services	168.49	336.98
7053	Waters True Value	13	Vehicle Repair	9.30	9.30
7054	Evergy	04	LEC Utilities	17,261.94	
		04	Garage Utilities	53.42	
		04	Aggieville Utilities	136.28	17,451.64
7055	Barry Wilkerson	20	Director Search Expense	166.00	166.00
7056	Windham Weaponry	31	Holsters	591.00	591.00
7057	Xerox Corporation	10	Lease Payment	737.67	
		10	Lease Payment	656.77	1,394.44
7058	Xerox Financial Services	10	Lease Payment	266.00	
		10	Lease Payment	349.12	
		10	Lease Payment	566.89	
		10	Lease Payment	1,204.56	2,386.57
7059	Zero9 Holsters	23	uniforms	181.10	181.10
			Subtotal:		<u><u>353,256.82</u></u>
7201	The Activity Group	23	uniforms	842.50	842.50
7202	Adobe Systems Inc	19	acrobat pro	16.33	16.33
7203	Aker International Inc	23	uniforms	74.49	74.49
7204	Allegiant Technology	14	AT&T IP Flex Plan	1,255.02	1,255.02
7205	Nationwide	06	notary	50.00	50.00

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RILEY COUNTY POLICE DEPARTMENT

2022 EXPENDITURES

JULY 2022

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
7206	Amazon.com	28	Office Supplies	101.05	
		28	Computer Supplies	101.01	
		17	inmate supplies	146.96	
		28	Office Supplies	34.67	
		28	Office Supplies	64.15	
		17	inmate supplies	44.99	
		29	Replenishment Supplies	28.68	
		28	Office Supplies	34.97	
		25	Maintenance Supplies	96.71	
		25	Maintenance Supplies	51.35	
		29	Replenishment Supplies	85.98	
		28	Computer Supplies	88.44	
		29	Replenishment Supplies	21.97	
		28	Computer Supplies	39.99	
		28	Office Supplies	21.35	
		28	Computer Supplies	109.99	1,072.26
7207	Apple iTunes Store	19	icloud	9.99	9.99
7208	Arrowhead Forensic Products	29	Replenishment Supplies	67.85	
		29	Replenishment Supplies	132.70	200.55
7209	AT&T	14	Phone Line	445.76	445.76
7210	Battery Junction	29	Replenishment Supplies	141.00	141.00
7211	Best Buy	28	Computer Supplies	32.99	
		28	Office Supplies	349.99	
		28	Computer Supplies	38.48	
		28	Computer Supplies	7.79	
		28	Office Supplies	859.98	1,289.23
7212	Blade-Tech Holster	23	uniforms	89.92	89.92
7213	Blue Force Gear	31	sling sleeve	465.40	465.40
7214	Bluestem Electric Co-op Inc	04	Shooting Range Electric	188.05	188.05

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RILEY COUNTY POLICE DEPARTMENT

2022 EXPENDITURES

JULY 2022

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
7215	Charm-Tex Inc	17	inmate supplies	218.90	
		17	inmate supplies	159.80	
		17	inmate supplies	1,031.20	1,409.90
7216	City of Manhattan, Utilities	04	LEC Utilities	3,218.07	
		04	LEC Utilities	2.25	
		04	Aggieville Utilities	48.79	
		04	Aggieville Utilities	2.25	3,271.36
7217	CALEA	28	Office Supplies	172.50	172.50
7218	Cox Communications, Inc	19	JTTF Internet	79.38	
		19	LEC Inmate Cable	210.95	
		19	LEC Cable/Internet	2,260.26	
		19	Aggieville Internet	94.48	2,645.07
7219	Dawson Precision	31	crime equipment	423.43	
		31	crime equipment	12.56	435.99
7220	Defense Solutions Group, Inc	31	Simunition rounds	3,113.60	3,113.60
7221	Dillons #94	07	Replenishment Supplies	39.98	39.98
7222	Underground Vaults	20	shredding	67.50	
		20	shredding	67.50	135.00
7223	Evident Crime Scene Products	29	Replenishment Supplies	95.00	95.00
7224	Facebook	20	Hiring Posts - Boost	149.93	
		20	Hiring Posts - Boost	250.00	399.93
7225	FBI-LEEDA	07	Supervisor Training	695.00	695.00
7226	FBI Nat'l Academy Associates	20	Director Search Expense	250.00	250.00
7227	Ferguson Enterprises LLC #215	11	maint supplies	1.19	
		11	plumbing repair	48.26	49.45

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<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
7228	Fisher Scientific	29	Replenishment Supplies	130.79	130.79
7229	Flash Light Distributor	23	uniforms	886.38	886.38
7230	Gallup	22	strengths finder	319.84	319.84
7231	Harbor Freight Tools	29	Replenishment Supplies	46.98	46.98
7232	Hertz - LAG Rentals LLC	20	HIDTA Rental Car	650.13	650.13
7233	Home Depot	25	Maintenance Supplies	5.27	
		25	Maintenance Supplies	295.57	
		25	Maintenance Supplies	9.76	
		25	Maintenance Supplies	40.91	
		25	Maintenance Supplies	8.28	
		25	Maintenance Supplies	111.82	
		25	Maintenance Supplies	9.94	
		25	Maintenance Supplies	117.50	
		25	Maintenance Supplies	10.16	
		25	Maintenance Supplies	19.98	
		25	Maintenance Supplies	102.35	
		25	Maintenance Supplies	30.27	
		25	Maintenance Supplies	48.38	
		25	Maintenance Supplies	8.94	
		25	Maintenance Supplies	7.98	
		25	Maintenance Supplies	23.74	
		25	Maintenance Supplies	13.69	
		25	Maintenance Supplies	185.88	1,050.42
7234	Hy-Vee	21	Juneteenth	126.75	126.75
7235	One Eleven	19	domain renewal	20.00	
		19	cab website	25.00	45.00
7236	ICMA Distribution Center	20	Director Search Expense	300.00	300.00
7237	iKey Ltd	12	Equipment Repair	248.00	248.00

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<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
7238	Innovative Maintenance Systems	19	Maintenance Pro Web Renewal	3,000.00	3,000.00
7239	Insight Public Sector Inc	19	Symantec - Endpoint Encryption	65.80	
		28	Computer Supplies	4,659.40	
		28	Office Supplies	5,009.36	
		28	Office Supplies	909.58	10,644.14
7240	Int'l Assn of Chiefs of Police	20	Director Search Expense	499.00	499.00
7241	Kansas Board of Pharmacy	22	KS Institutional Drug License	20.50	20.50
7242	KDOA	06	Admin Audit Services	175.00	175.00
7243	KS State Council of SHRM, Inc	07	KS SHRM Conference	529.00	529.00
7244	Kansas Turnpike Authority	07	tolls	39.40	39.40
7245	Kully Supply Inc	11	plumbing repair	103.66	103.66
7246	Language Line Services	20	interpretation	300.20	300.20
7247	Lexis Nexis Risk Solutions	20	1 user	137.31	
		20	1 user	137.31	
		20	Analyst	8,019.51	
		20	Analyst	8,019.51	16,313.64
7248	Local Government Hispanic Network	20	Director Search Expense	200.00	200.00
7249	Manh Area Chamber of Commerce	07	Women in Business Luncheon	25.00	
		07	Women in Business Luncheon	25.00	
		07	Military Relations Luncheon	20.00	
		07	Business After Hours	10.00	80.00
7250	Menards	11	building supplies	71.64	
		11	building supplies	22.54	
		11	building supplies	112.31	
		11	plumbing repair	751.76	958.25

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7251	NOBLE	20	Director Search Expense	300.00	300.00
7252	National Sheriffs' Association	20	Director Search Expense	250.00	250.00
7253	Netflix	17	netflix for jail	9.99	9.99
7254	Networks Solutions	19	renweal domain	314.85	314.85
7255	N Zone Sportswear	23	uniforms	191.15	191.15
7256	Office Plus	28	Office Supplies	137.10	
		28	Office Supplies	53.34	190.44
7257	Oklahoma Municipal League	20	Director Search Expense	20.00	20.00
7258	1000Bulbs.com	25	Maintenance Supplies	485.25	485.25
7259	O'Reilly Auto Parts	13	Vehicle Repair	4.99	
		13	Vehicle Repair	33.24	
		13	Vehicle Repair	55.92	94.15
7260	P-Card Misc Vendors	07	peer support training	400.00	
		07	peer support training	400.00	
		20	annual membership	20.00	
		07	Hazardous Material Technician	179.73	
		07	CAB Meeting	54.00	
		07	Response to Critical Accidents	179.67	
		07	Quarterly Staff Advance Lunch	149.97	
		07	Co-Responders Conf	2,724.68	
		07	NENA	274.85	
		07	Criminal Intelligence & Analysis	448.97	
		20	Extradition	109.35	
		07	Emergency Services Lunch	39.23	
		07	IPMBA Conf	627.82	
		07	MOCIC Training	205.32	
		07	FBI Active Violence	132.59	
		07	military luncheon	26.00	
		07	peer support training	699.64	
		07	peer support training	699.65	
		20	Extradition	129.88	
		07	Advanced KAVA	32.00	7,533.35

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<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
7261	Petsmart	20	animal Care	23.99	
		20	animal Care	131.98	155.97
7262	Pitney Bowes, Inc.	28	Office Supplies	305.16	305.16
7263	Police Career Finder	20	Director Search Expense	599.00	599.00
7264	Qualification Targets Inc	29	Replenishment Supplies	303.55	303.55
7265	Ray Allen Mfg Co, Inc	20	Animal Care	49.01	49.01
7266	Reconyx	20	Camera	814.42	
		20	device charges	15.00	
		20	device charges	6.90	836.32
7267	Safelite Auto Glass	13	Vehicle Repair	559.59	559.59
7268	SHRM	22	SHRM Membership	229.00	229.00
7269	Stanion Wholesale Electric	12	Equipment Repair	9.61	9.61
7270	Staples Advantage	28	Office Supplies	227.88	
		28	Office Supplies	91.30	
		28	Office Supplies	248.36	
		28	Office Supplies	286.31	853.85
7271	TLOxp	20	access	337.60	337.60
7272	T38 Fax	14	fax	16.28	16.28
7273	Twin Valley Telephone, Inc	14	riley substation internet	79.99	
		14	randolph substation telephone	44.70	
		14	Riley Substation Phone	52.22	176.91
7274	Ubiquiti	33	network switch	807.92	807.92

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<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
7275	ULINE	29	Replenishment Supplies	98.87	
		29	Replenishment Supplies	115.65	214.52
7276	Uplift Desk	32	Office Furniture	1,175.00	1,175.00
7277	UPS	08	shipping	25.15	
		08	shipping	16.45	
		08	shipping	611.68	653.28
7278	Verizon Wireless	14	department phones	4,751.98	4,751.98
7279	Virginia Municipal League	20	Director Search Expense	75.00	75.00
7280	Walgreen's	17	inmate supplies	19.99	19.99
7281	Wal-Mart	29	Replenishment Supplies	12.96	
		29	Replenishment Supplies	104.80	
		29	Replenishment Supplies	51.84	
		29	Replenishment Supplies	49.86	
		29	Replenishment Supplies	13.96	233.42
7282	Walter Curtis Company	23	uniforms	46.00	46.00
7283	Waste Management	20	trash services	74.98	74.98
7284	Waters True Value	25	Maintenance Supplies	18.17	18.17
7285	WTC	19	internet	594.70	594.70
			Subtotal:	78,006.35	
			Total:	431,263.17	

Chair, Riley County Law Enforcement Agency

Attachment: 07-18-2022 law_board_meeting_packet (11727 : Law Board Meeting Agenda)

**Riley County Police Department
Cash Receipts Report
Net Changes from 6/1/2022 to 6/30/2022**

Account Number	Description	June	YTD
600100-00	Manhattan	1,552,813.25	9,316,879.50
600200-00	Riley County	0.00	2,298,588.00
610110-00	Copy Fees-Discovery, etc.	205.00	1,271.00
610112-00	Copy Fees-Records	468.37	2,593.92
610113-00	Fingerprint Fees-Records	953.47	5,485.27
Budget:		1,554,440.09	11,624,817.69
610220-03	KSU Contracts-Overtime	0.00	75,759.50
620900-01	Misc Reimbursements-salaries	1,298.79	3,186.03
620900-03	Misc Reimbursements-overtime	0.00	769.00
620900-05	Misc Reimbursements-insurance	0.00	1,732.00
620900-07	Misc Reimbursements-training	1,259.16	1,364.16
620900-08	Misc Reimbursements-postage	0.00	145.59
620900-12	Misc Reimbursements-eq maint	0.00	685.01
620900-14	Misc Reimbursements-phone	124.35	828.16
620900-17-170	Misc Reimbursements-jail	1,233.05	14,546.49
620900-20-400	Misc Reimbursements-Car Lease HIDTA	0.00	5,286.01
620900-21	Misc Reimbursements-Comm. Services	100.00	251.77
620900-23	Misc Reimbursements-Uniforms	0.00	329.47
620900-29	Misc Reimbursements-Supplies	0.00	2,217.71
620900-31	Misc Reimbursements-crime eq	0.00	2,500.00
620900-32	Misc Reimbursements-Furniture	0.00	179.40
620900-33	Misc Reimbursements-equip	0.00	417.38
620900-34-130	Misc Reimbursements-vehicles	0.00	1.00
631500-23	Bulletproof Vest Program	0.00	9,725.50
632500-03	JTTF Grant-OT	0.00	1,526.74
632600-03	HIDTA Grant-OT	2,481.81	4,129.13
632700-03	STEP Grant-OT	0.00	1,443.44
632800-01-413	VOCA 2022 Grant Reimb	5,501.00	39,503.00
Budget Credits:		11,998.16	166,526.49
640900-00	Misc Non-Budget Credit Reimb	449.75	4,800.72
640902-00	Prior year Restitution	1,211.97	2,872.87
Non-Budget Credits:		1,661.72	7,673.59
Totals:		1,568,099.97	11,799,017.77

Attachment: 07-18-2022 law_board_meeting_packet (11727 : Law Board Meeting Agenda)

**Riley County Police Department
Journal entries
G/L Source Journal**

From Account No. [700100-01] To [744100-41-453]
From Fiscal Period [2022-06] To [2022-06]

Account Number/ Reference	Description	Post Seq.	Batch - Entry	Date	Year	Prd.	Source Code	Debits	Credits
700101-01-453 Salary June	Salaries-Full Time VOCA Grant 2022 M Mosher	1415	2441-1	6/30/2022	2022	06	GL-JE	1,061.00	
Total: Salaries-Full Time VOCA Grant 2022 Match								1,061.00	0.00
700120-01 Salary June	Regular Salaries-----INVEST'N M Mosher	1415	2441-1	6/30/2022	2022	06	GL-JE		5,303.00
Total: Regular Salaries-----INVEST'N								0.00	5,303.00
700122-01-413 Salary June	VOCA Grant Salaries 2022 M Mosher	1415	2441-1	6/30/2022	2022	06	GL-JE	4,242.00	
Total: VOCA Grant Salaries 2022								4,242.00	0.00
Adjust VAC Salary entries per VOCA Grant Reporting Requirements: Completed by: <i>Jennifer Pufschner</i> Approved by: <i>[Signature]</i>									
743800-38 June Social Security	Social Security M Mosher	1415	2441-4	6/30/2022	2022	06	GL-JE		329.00
Total: Social Security								0.00	329.00
743800-38-413 June Social Security	Social Security - VOCA Grant 2022 M Mosher	1415	2441-4	6/30/2022	2022	06	GL-JE	263.00	
Total: Social Security - VOCA Grant 2022								263.00	0.00
743800-38-453 June Social Security	Social Security - VOCA Grant Match 2 M Mosher	1415	2441-4	6/30/2022	2022	06	GL-JE	66.00	
Total: Social Security - VOCA Grant Match 2022								66.00	0.00
Adjust VAC Social Security entries per VOCA Grant Reporting Requirements: Completed by: <i>Jennifer Pufschner</i> Approved by: <i>[Signature]</i>									
743810-38 June Medicare	Medicare Tax M Mosher	1415	2441-5	6/30/2022	2022	06	GL-JE		77.00
Total: Medicare Tax								0.00	77.00
743810-38-413 June Medicare	Medicare Tax- VOCA Grant 2022 M Mosher	1415	2441-5	6/30/2022	2022	06	GL-JE	62.00	
Total: Medicare Tax- VOCA Grant 2022								62.00	0.00
743810-38-453 June Medicare	Medicare Tax- VOCA Grant Match 20: M Mosher	1415	2441-5	6/30/2022	2022	06	GL-JE	15.00	
Total: Medicare Tax- VOCA Grant Match 2022								15.00	0.00
Adjust VAC Medicare entries per VOCA Grant Reporting Requirements: Completed by: <i>Jennifer Pufschner</i> Approved by: <i>[Signature]</i>									

Attachment: 07-18-2022 law_board_meeting_packet (11727 : Law Board Meeting Agenda)

**Riley County Police Department
Journal entries
G/L Source Journal**

From Account No. [700100-01] To [744100-41-453]
From Fiscal Period [2022-06] To [2022-06]

Account Number/ Reference	Description	Post Seq.	Batch - Entry	Date	Year	Prd.	Source Code	Debits	Credits
743900-39 June Health Insurance	Health Insurance M Mosher	1415	2441-2	6/30/2022	2022	06	GL-JE		512.00
Total: Health Insurance								0.00	512.00
743900-39-413 June Health Insurance	Health Insurance - VOCA Grant 2022 M Mosher	1415	2441-2	6/30/2022	2022	06	GL-JE	410.00	
Total: Health Insurance - VOCA Grant 2022								410.00	0.00
743900-39-453 June Health Insurance	Health Insurance - VOCA Grant Match M Mosher	1415	2441-2	6/30/2022	2022	06	GL-JE	102.00	
Total: Health Insurance - VOCA Grant Match 2022								102.00	0.00
Adjust VAC Health Insurance entries per VOCA Grant Reporting Requirements: Completed by: <i>Jennifer Ruffschneider</i> Approved by: <i>Ky</i>									
744000-40 June WC	Workers Comp Insured deductibles M Mosher	1415	2441-6	6/30/2022	2022	06	GL-JE		125.00
Total: Workers Comp Insured deductibles								0.00	125.00
744000-40-413 June WC	Workers Comp - VOCA Grant 2022 M Mosher	1415	2441-6	6/30/2022	2022	06	GL-JE	100.00	
Total: Workers Comp - VOCA Grant 2022								100.00	0.00
744000-40-453 June WC	Workers Comp - VOCA Grant Match M Mosher	1415	2441-6	6/30/2022	2022	06	GL-JE	25.00	
Total: Workers Comp - VOCA Grant Match 2022								25.00	0.00
Adjust VAC Workers Compensation entries per VOCA Grant Reporting Requirements: Completed by: <i>Jennifer Ruffschneider</i> Approved by: <i>Ky</i>									
744100-41 June Unemployment Insurance	Unemployment Compensation M Mosher	1415	2441-3	6/30/2022	2022	06	GL-JE		5.00
Total: Unemployment Compensation								0.00	5.00
744100-41-413 June Unemployment Insurance	Unemployment Compensation - VOC/ M Mosher	1415	2441-3	6/30/2022	2022	06	GL-JE	4.00	
Total: Unemployment Compensation - VOCA Grant 2022								4.00	0.00
744100-41-453 June Unemployment Insurance	Unemployment Compensation - VOC/ M Mosher	1415	2441-3	6/30/2022	2022	06	GL-JE	1.00	
Total: Unemployment Compensation - VOCA Grant Match 2022								1.00	0.00
Adjust VAC Unemployment Compensation entries per VOCA Grant Reporting Requirements: Completed by: <i>Jennifer Ruffschneider</i> Approved by: <i>Ky</i>									

Attachment: 07-18-2022 law_board_meeting_packet (11727 : Law Board Meeting Agenda)

Assigned Tracking # 22-148

RILEY COUNTY POLICE DEPARTMENT

Memorandum

Original to: _____

Action: _____

Copy to: _____

To: Interim Director Moldrup *Comments:* KMM 7.11.22

From: Captain Derek Woods

Ref: Juvenile Transportation Report for June 2022

Date: July 5, 2022

Total Number of Juveniles Transported:	0
Total Mileage for Transports 0 X \$.56 (Cents per mile)	\$0.00
Total Pay Amount for Transport Officers Hours:	\$0.00
Total:	\$0.00

Approved: _____

Chair, Riley County Law Enforcement Agency

Attachment: 07-18-2022 law_board_meeting_packet (11727 : Law Board Meeting Agenda)

Program Name-GLLT34 Thru JUNE
Version Date- 3/21 Year 2022

RILEY COUNTY
Fund Summary of Revenue/Expense
Percent of Year 50.0%

Date. 7/01/22 Page. 156
Time.16.35.12

DISBURSEMENTS/REVENUES/TRANSFERS - Fund.. 173 RCPD Levy/Op							
Obj	Prj	Description	Kind	Budget \$	M-T-D	Y-T-D	% Remaining
<u>Department. 0 Not Designated</u>							
180		Distr - Real Current	R	4,430,871.00	.00	4,354,693.76	98.28 76,177.24
182		Distr - Oil & Gas Curr.	R	.00	.00	347.20	.00
184		Distr - P.P. Current	R	.00	.00	38,745.32	.00
190		Distr - 16/20M Trucks Cur	R	3,292.00	.00	2,936.57	89.20 355.43
193		Distr - Watercraft Cur	R	2,169.00	.00	1,869.78	86.20 299.22
181		Distr - Real Delq.	R	.00	.00	47,915.99	.00
183		Distr - Oil & Gas Delinq	R	.00	.00	11.39	.00
185		Distr - P.P. Delq.	R	.00	.00	3,179.05	.00
192		Distr - 16/20M Trucks Del	R	.00	.00	228.38	.00
194		Distr - Watercraft Del	R	.00	.00	399.84	.00
102		Distr - Motor Vehicle Tax	R	365,326.00	.00	188,703.25	51.65 176,622.75
103		Vehicle Rental Excise Tax	R	4,200.00	.00	2,275.85	54.19 1,924.15
113		Distr - RV Tax	R	3,405.00	.00	1,709.32	50.20 1,695.68
130		Distr - Commercial Veh	R	14,608.00	.00	13,511.54	92.49 1,096.46
191		Distr - TIF Adjustment	R	.00	.00	84,732.13-	.00
Department Revenue.. # 0				4,823,871.00	.00	4,571,795.11 *	258,170.93
<u>Department.171 RCPD Operations</u>							
600		Miscellaneous Reimb	R	.00	.00	4,259.82	.00
Department Revenue.. #171				.00	.00	4,259.82 *	.00
<u>Department.416 HD-KCCTF</u>							
Total Revenue Fund.... 173				4,823,871.00	.00	4,576,054.93 **	94.86
Total Trans. IN Fund.. 173				.00	.00	.00 **	
Total Rev. & Trans. .. 173				4,823,871.00	.00	4,576,054.93 **	
Total Disbursements... 173				.00	.00	.00 **	

BUDGETARY EXPENDITURES - Fund.. 173 RCPD Levy/Op							
Obj	Prj	Description	Budget \$	Used M-T-D	Used Y-T-D	%Used	Remaining Encumbrance Available
<u>Department. 0 Not Designated</u>							
<u>Department.171 RCPD Operations</u>							
2220		Building Space Rental	10,500.00	875.00	5,250.00	50.00	5,250.00 .00 5,250.00
2330		Transportation Servic	6,000.00	.00	.00		.00 6,000.00
2480		Repair/Maint Build/Gr	100,000.00	3,449.72	17,867.01	17.87	.00 82,132.99
2650		Physician Fees	165,000.00	12,973.63	87,738.25	53.17	.00 77,261.75
2655		Hospital Fees	10,000.00	.00	.00		.00 10,000.00

This report is generated by Riley County. It shows the County's Expenditures on the Riley County Police Department including contributions towards their budget obligation and payments on RCPD's facilities. For further information please refer to the County's Finance and Budget Section.

Program Name-GLLT34 Thru JUNE
Version Date- 3/21 Year 2022

RILEY COUNTY
Fund Summary of Revenue/Expense
Percent of Year 50.0%

Date. 7/01/22 Page. 157
Time.16.35.12

BUDGETARY EXPENDITURES - Fund.. 173 RCPD Levy/Op									
Obj	Prj	Description	Budget \$	Used M-T-D	Used Y-T-D	%Used	Remaining	Encumbrance	Available
Department.171 (continued)									
2810		Electric/Gas Services	10,000.00	.00	.00		10,000.00	.00	10,000.00
2830		Water	5,000.00	.00	96.00	1.92	4,904.00	.00	4,904.00
2840		Sewage Charges	2,000.00	.00	.00		2,000.00	.00	2,000.00
2900		Budget Appropriations	4,597,175.00	.00	2,298,588.00	50.00	2,298,587.00	.00	2,298,587.00
Total Contractual Expenses			4,905,675.00	17,298.35	2,409,539.26	49.12	2,496,135.74	.00	2,496,135.74
3010		Office Supplies	500.00	.00	.00		500.00	.00	500.00
3060		Medical Supplies	500.00	.00	.00		500.00	.00	500.00
3070		Prescriptions	500.00	.00	.00		500.00	.00	500.00
Total Commodities Expense			1,500.00	.00	.00		1,500.00	.00	1,500.00
Department Expense # 171			4,907,175.00	17,298.35	2,409,539.26	49.10	2,497,635.74	.00	2,497,635.74 *
Expense & Transfers# 171			4,907,175.00	17,298.35	2,409,539.26				
Department.416 HD-KCCTF									
Total Expenditures Fund			173 4,907,175.00	17,298.35	2,409,539.26	49.10	2,497,635.74	.00	2,497,635.74 **
SUMMARY for - Fund 173 RCPD Levy/Op									
Beginning Year Balance.....			208,874.40						
YTD Revenue.....			4,576,054.93						
YTD Reported Expenses.....			2,409,539.26-						
YTD Non-Reported Expenses...			.00						
YTD Treasurer Disbursements.			.00						
YTD Transfers In.....			.00						
YTD Transfers Out.....			.00						
Prior Year Voided Checks....			.00						
Prior Year Expenses			4,300.14-						
Prior Year Revenues			.00						
Prior Year Corrections.....			.00						
Ending Fund Balance.....			2,371,089.93 ***						

This report is generated by Riley County. It shows the County's Expenditures on the Riley County Police Department including contributions towards their budget obligation and payments on RCPD's facilities. For further information please refer to the County's Finance and Budget Section.

Program Name-GLLT34 Thru JUNE
Version Date- 3/21 Year 2022

RILEY COUNTY
Fund Summary of Revenue/Expense
Percent of Year 50.0%

Date. 7/01/22 Page. 152
Time.16.35.12

DISBURSEMENTS/REVENUES/TRANSFERS - Fund.. 168 RCPD Federal Seizure Fund

Obj	Prj	Description	Kind	Budget \$	M-T-D	Y-T-D	%	Remaining
<u>Department.142 Riley Co Police Dept</u>								
602		Miscellaneous Collection	R	.00	.00	1,457.29		.00
402		Investment Interest	R	.00	.00	139.30		.00
Department Revenue.. #142				.00	.00	1,596.59 *		.00
Total Revenue Fund.... 168				.00	.00	1,596.59 **		
Total Trans. IN Fund.. 168				.00	.00	.00 **		
Total Rev. & Trans. .. 168				.00	.00	1,596.59 **		
Total Disbursements... 168				.00	.00	.00 **		

BUDGETARY EXPENDITURES - Fund.. 168 RCPD Federal Seizure Fund

Obj	Prj	Description	Budget \$	Used M-T-D	Used Y-T-D	%Used	Remaining	Encumbrance	Available
Total Expenditures Fund 168			.00	.00	.00		.00	.00	.00 **

SUMMARY for - Fund 168 RCPD Federal Seizure Fund

Beginning Year Balance.....	156,242.82
YTD Revenue.....	1,596.59
YTD Reported Expenses.....	.00
YTD Non-Reported Expenses...	.00
YTD Treasurer Disbursements.	.00
YTD Transfers In.....	.00
YTD Transfers Out.....	.00
Prior Year Voided Checks....	.00
Prior Year Expenses	.00
Prior Year Revenues	.00
Prior Year Corrections.....	.00
Ending Fund Balance.....	157,839.41 ***

This report is generated by Riley County. It shows RCPD's Federal Seizure Activity throughout the last month.

Program Name-GLLT34 Thru JUNE Version Date- 3/21 Year 2022			RILEY COUNTY Fund Summary of Revenue/Expense Percent of Year 50.0%			Date. 7/01/22 Time.16.35.12		Page. 153
DISBURSEMENTS/REVENUES/TRANSFERS - Fund.. 169 RCPD State Seizure Fund								
Obj Prj Description			Kind	Budget \$	M-T-D	Y-T-D	%	Remaining
Department.142 Riley Co Police Dept								
875		Misc. Expenses	D	.00	3,031.84-	4,010.68-		.00
402		Investment Interest	R	.00	.00	103.66		.00
Department Revenue.. #142				.00	.00	103.66 *		.00
Department Dsbmnts.. #142				.00	3,031.84-	4,010.68-*		
Total Revenue Fund.... 169				.00	.00	103.66 **		
Total Trans. IN Fund.. 169				.00	.00	.00 **		
Total Rev. & Trans. .. 169				.00	.00	103.66 **		
Total Disbursements... 169				.00	3,031.84-	4,010.68-**		
BUDGETARY EXPENDITURES - Fund.. 169 RCPD State Seizure Fund								
Obj Prj Description			Budget \$	Used M-T-D	Used Y-T-D	%Used	Remaining	Encumbrance Available
Total Expenditures Fund 169			.00	.00	.00		.00	.00 .00 **
SUMMARY for - Fund 169 RCPD State Seizure Fund								
Beginning Year Balance.....			116,726.22					
YTD Revenue.....			103.66					
YTD Reported Expenses.....			.00					
YTD Non-Reported Expenses...			.00					
YTD Treasurer Disbursements..			4,010.68-					
YTD Transfers In.....			.00					
YTD Transfers Out.....			.00					
Prior Year Voided Checks....			.00					
Prior Year Expenses			.00					
Prior Year Revenues			.00					
Prior Year Corrections.....			.00					
Ending Fund Balance.....			112,819.20 ***					

This report is generated by Riley County. It shows RCPD's State Seizure Activity throughout the last month.

RILEY COUNTY POLICE DEPARTMENT

Report Submission

To: Interim Director Moldrup KMM 7.11.22
From: Cpt. Derek Woods
Position: Commander **Division:** Jail
Report Title: Monthly Inmate Population Report
Rpt Freq./Year: June 2022
Date: July 5, 2022

Presented below is a summary of Average Daily Population (ADP) for the Riley County Jail. This report is being submitted monthly at the request of the Law Board.

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
JAN	105.3	95.1	73.7	70.2	87.0	75.0	72.6	84.8	71.6	67.3	100.1
FEB	110.3	95.2	68.9	74.3	93.1	82.9	68.4	85.5	64.8	67.1	111.5
MAR	106.7	92.1	66.2	71.8	91.9	73.2	75.2	88.4	68.6	78.6	112.1
APR	103.9	64.2	62.0	74.2	89.1	74.1	81.0	81.6	58.9	80.4	114.6
MAY	101.4	71.3	68.9	80.3	81.9	77.4	87.5	79.4	47.4	74.2	104.6
JUN	102.0	72.4	63.9	82.0	87.8	73.1	88.5	78.4	50.0	66.0	100.5
JUL	96.1	72.1	68.8	77.8	83.6	80.0	83.8	71.9	53.7	71.5	
AUG	114.1	74.0	74.5	72.7	75.7	82.4	80.6	82.3	55.8	85.2	
SEPT	101.6	77.4	61.7	73.6	75.8	84.3	81.2	74.6	61.3	90.2	
OCT	93.9	73.2	76.3	73.5	73.4	74.3	72.8	76.2	60.0	91.5	
NOV	102.0	70.1	77.0	76.7	73.0	76.2	78.3	71.3	69.3	96.0	
DEC	95.7	65.1	71.0	77.4	69.6	78.9	79.9	72.9	69.4	97.9	
YADP	102.7	76.85	64.2	75.4	81.8	77.7	79.15	78.9	60.9	80.5	107.2

Attachment: 07-18-2022 law_board_meeting_packet (11727 : Law Board Meeting Agenda)



Monthly Report

June 2022

Alyssa Green, Crime Analyst
Criminal Intelligence Unit
Riley County Police Department

To **reduce crime** and
improve the quality
of life for
the **citizens we serve**

Data Disclaimer

34. For the purposes of this report, data is extracted from the RMS using specific parameters. The results June differ slightly from other reports, such as Uniform Crime Reports (UCR), which measure the same variables but have slightly different search parameters, filters, and/or methods. The following summarizes the most common attributes of this report that result in differences in reporting:

- The data in the report reflects what was available at the time of extraction. It is common for numbers to change over time for various reasons. Most commonly:
 - Final data entry by records can be delayed due to the RTO status of a case.
 - Clerical errors can be discovered, leading to corrections being made at a later date.
- Some categories in this report use a hierarchy rule. This means that the offense with the highest offense code number in an incident is the only offense counted. Other reports June apply the hierarchy rule to certain offenses. For instance, UCR counts every occurrence of Part I violent crimes in an incident (murder, rape, robbery, aggravated battery). Each slide should notate the method used.
- This report includes the property crime of arson which is excluded from other reporting.
- Crimes are extracted based on the date and time they were reported. Other reports June use the earliest and/or latest date and time the crime June have occurred.

Monthly and yearly projections are calculated using different methods. Projections will have a higher degree of error when the time period used to project is small (i.e. projecting an entire year based off the first two weeks of that year).

Part I Crime

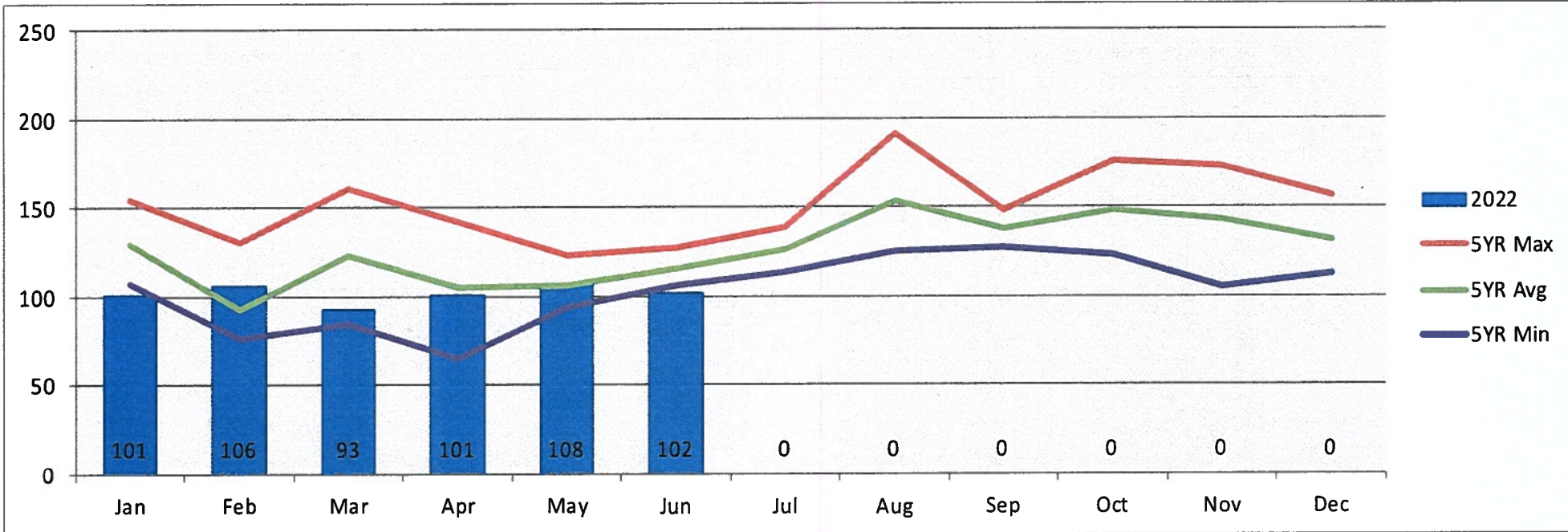
Offense Codes: 0100-0810

All Data As Of: 6/30/22 11:59 PM

17.a

- Part I crime in June 2022 was 11.6% below the 5 year average. Compared to June 2021 there was a 3.8% decrease.
- The Part I crime total is projected to be 9.1% below the average at the end of 2022.
- In June, both Part I violent and property crimes were below the 5 year average.

	Jun	Year to Date	Yearly Total
2017	127	710	1593
2018	123	652	1475
2019	113	733	1582
2020	108	631	1494
2021	106	638	1421
2022	102	611	
% Change	-3.8%	-4.2%	-3.3%
Yearly Total:			1375



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	132	99	161	97	94	127	119	192	137	148	166	121
2018	108	84	124	113	100	123	123	134	128	176	105	157
2019	154	77	124	142	123	113	138	167	148	143	116	137
2020	130	130	85	65	113	108	139	125	148	151	173	127
2021	121	76	120	111	104	106	114	149	127	123	157	113
2022	101	106	93	101	108	102	0	0	0	0	0	0

Includes Part 1 crimes that were the primary offense only.

Attachment: 07-18-2022_law_board_meeting_packet (11727 : Law Board Meeting Agenda)

Part 1 Violent Crimes

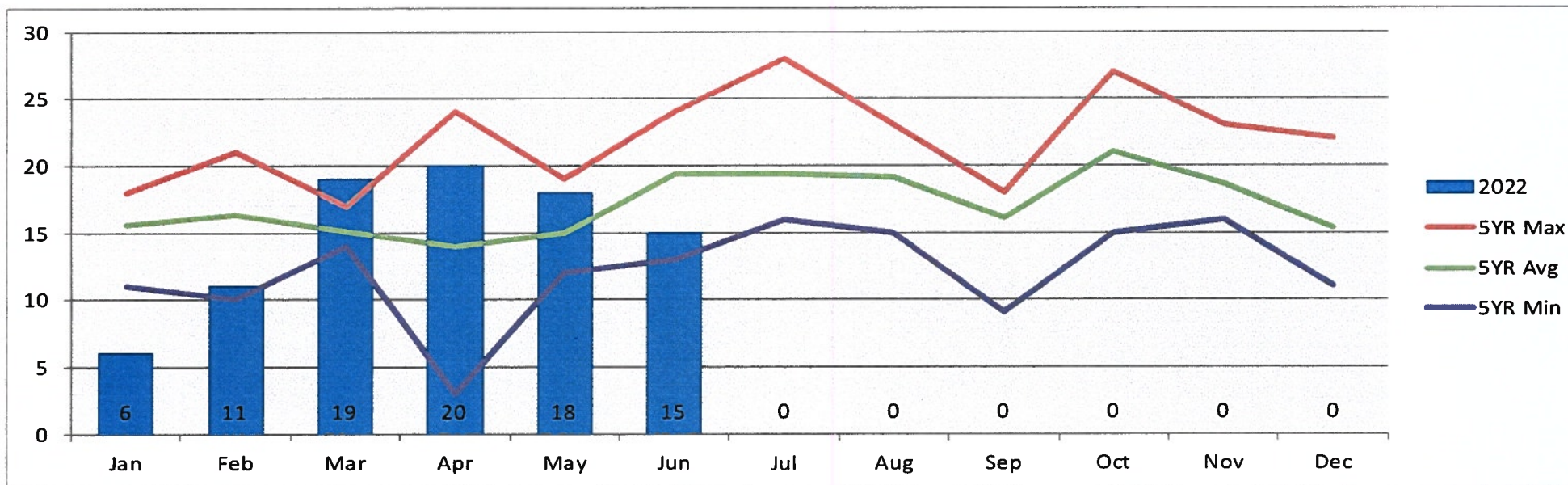
Offense Codes: 0100-0440

All Data As Of: 6/30/22 11:59 PM



- June 2022 was 22.7% below the 5 year average in Part I violent crime. The violent crime total was 25.0% lower than June 2021.
- It is projected that the 2022 total will have a 7.0% decrease from the 5 year average.
- There were 14 aggravated assaults / batteries, 1 rape, 0 robberies, and 0 homicides reported during June 2022.

	Jun	Year to Date	Yearly Total
2017	13	83	198
2018	20	97	218
2019	24	100	216
2020	20	91	196
2021	20	107	199
2022	15	89	
% Change	-25.0%	-16.8%	-4.0%
Yearly Total:			191



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	11	16	15	13	15	13	16	21	18	24	19	17
2018	15	19	17	12	14	20	28	17	18	27	18	13
2019	16	10	14	24	12	24	18	23	18	18	17	22
2020	18	21	14	3	15	20	19	20	18	21	16	11
2021	18	16	16	18	19	20	16	15	9	15	23	14
2022	6	11	19	20	18	15	0	0	0	0	0	0

Includes Part 1 violent crimes that were the primary offense only.



Robbery

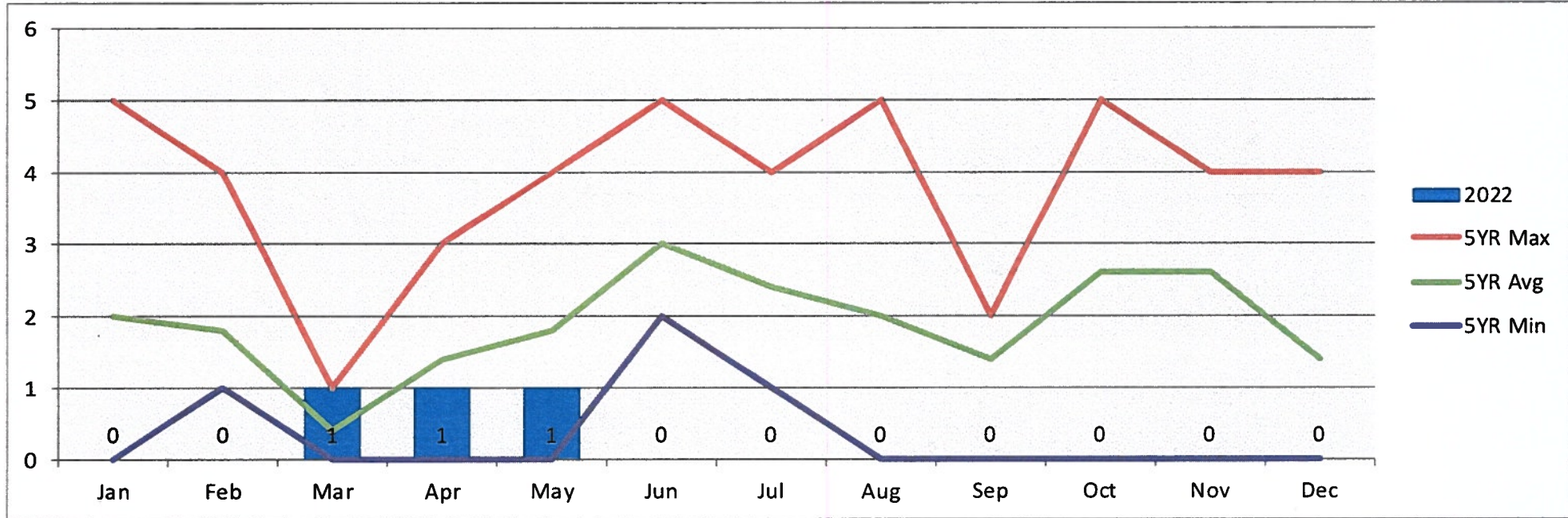
Offense Codes: 0310

All Data As Of: 6/30/22 11:59 PM

17.a

- There were 0 robberies reported in June 2022.
- The robbery total is projected to be 73.7% below average.

	Jun	Year to Date	Yearly Total
2017	3	7	23
2018	2	13	30
2019	5	12	26
2020	3	10	17
2021	2	10	18
2022	0	3	
% Change	-100.0%	-70.0%	-64.4%
Yearly Total:			6



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	0	1	0	2	1	3	3	5	2	1	4	1
2018	1	4	1	1	4	2	4	2	2	5	3	1
2019	5	2	0	0	0	5	1	0	2	3	4	4
2020	2	1	1	1	2	3	2	1	0	4	0	0
2021	2	1	0	3	2	2	2	2	1	0	2	1
2022	0	0	1	1	1	0	0	0	0	0	0	0

Attachment: 07-18-2022_law_board_meeting_packet (11727 : Law Board Meeting Agenda)

38.



Aggravated Assault and Battery

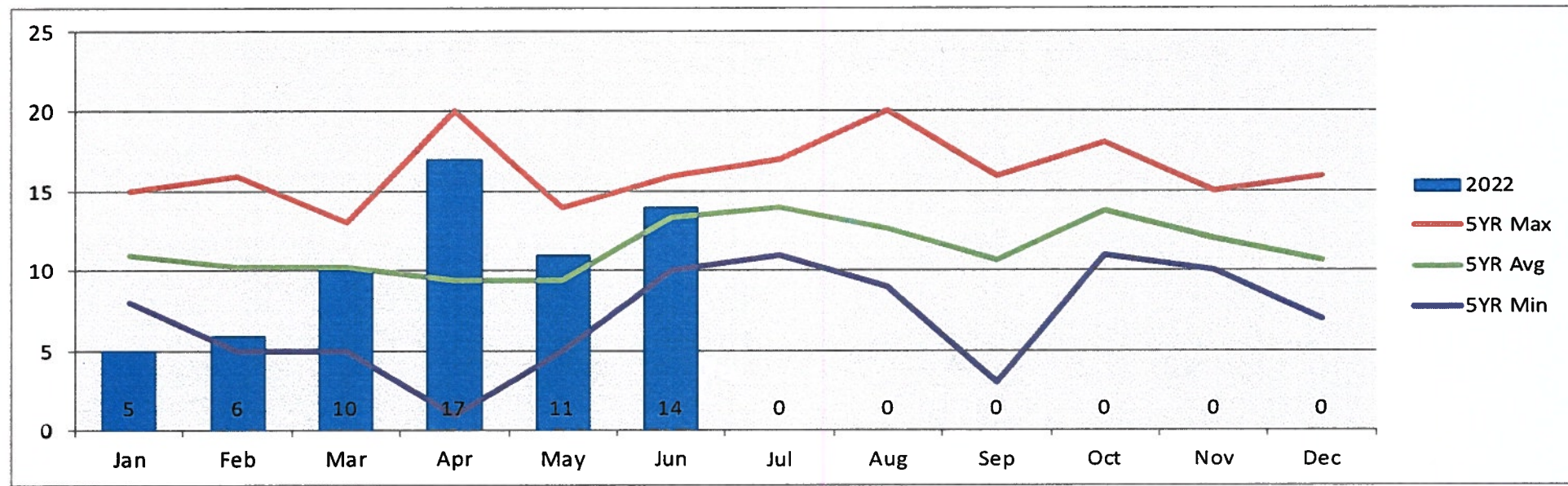
Offense Codes: 0410-0440

All Data As Of: 6/30/22 11:59 PM

17.a

- There were 5 aggravated batteries and 9 aggravated assaults reported during the month of June.
- This is 4.5% above the 5 year average.
- It is projected that the total for 2022 will be right at (0.2% below) the 5 year average.
- Seven of the incidents were domestic incidents.
- As of 7/8/2022, there were arrests in 4 of the incidents and one was exceptionally cleared.

	Jun	Year to Date	Yearly Total
2017	10	44	116
2018	15	56	126
2019	13	68	154
2020	13	68	145
2021	16	82	145
2022	14	63	
% Change	-12.5%	-23.2%	-5.5%
Yearly Total:			137



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	9	10	5	5	5	10	11	11	12	18	10	10
2018	9	8	10	8	6	15	17	9	11	11	12	10
2019	8	5	11	20	11	13	15	20	11	11	13	16
2020	15	16	12	1	11	13	14	14	16	16	10	7
2021	14	12	13	13	14	16	13	9	3	13	15	10
2022	5	6	10	17	11	14	0	0	0	0	0	0

Includes aggravated assaults and battery crimes that were the primary offense only.

Attachment: 07-18-2022 law board meeting packet (11727 : Law Board Meeting Agenda)



Part I Property Crime

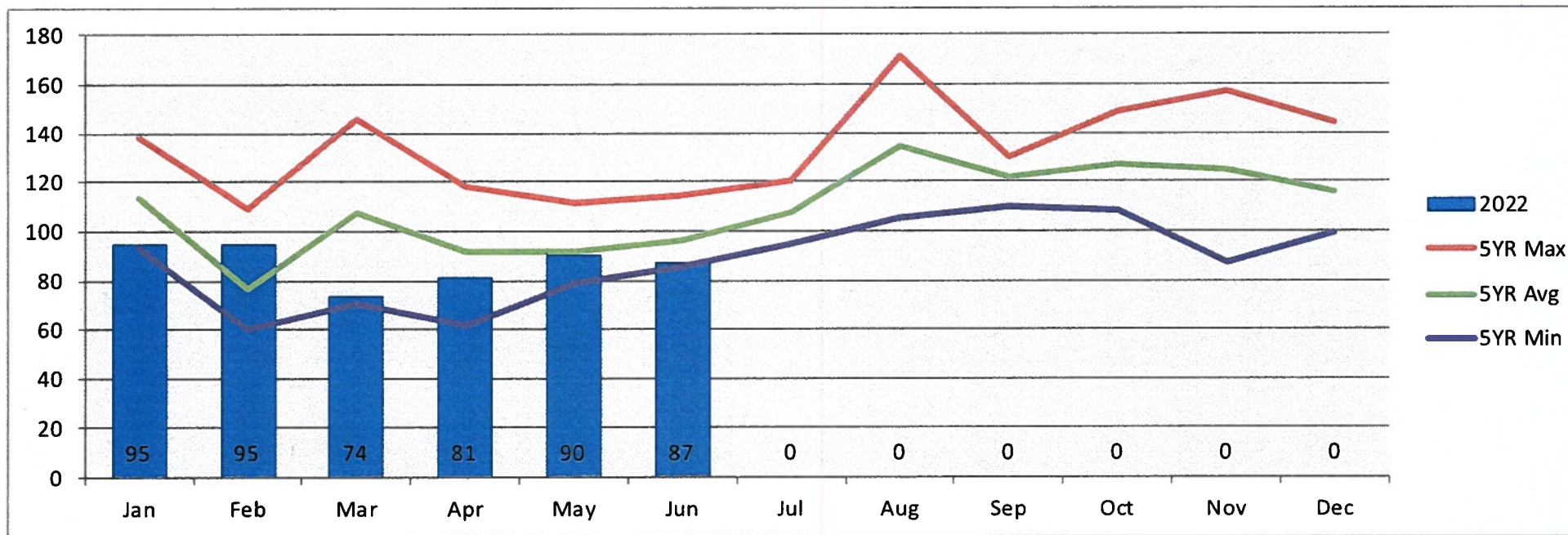
Offense Codes: 0500-0810

All Data As Of: 6/30/22 11:59 PM

17.a

- For June, Part I property crime was down 9.4% from the 5 year average. Compared to June 2021, there was a 1.2% increase.
- Property crime is projected to be down 9.5% from the 5 year average.
- The property crime for June 2022 included 19 structural burglaries, 9 larcenies from motor vehicle, 3 auto thefts, and 0 arson. The rest of the incidents were larcenies (56 incidents).

	Jun	Year to Date	Yearly Total
2017	114	627	1395
2018	103	555	1257
2019	89	633	1366
2020	88	540	1298
2021	86	531	1222
2022	87	522	
% Change	+1.2%	-1.7%	-3.1%
Yearly Total:			1184



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	121	83	146	84	79	114	103	171	119	124	147	104
2018	93	65	107	101	86	103	95	117	110	149	87	144
2019	138	67	110	118	111	89	120	144	130	125	99	115
2020	112	109	71	62	98	88	120	105	130	130	157	116
2021	103	60	104	93	85	86	98	134	118	108	134	99
2022	95	95	74	81	90	87	0	0	0	0	0	0

Includes Part 1 property crimes that were the primary offense only.



Structural Burglary

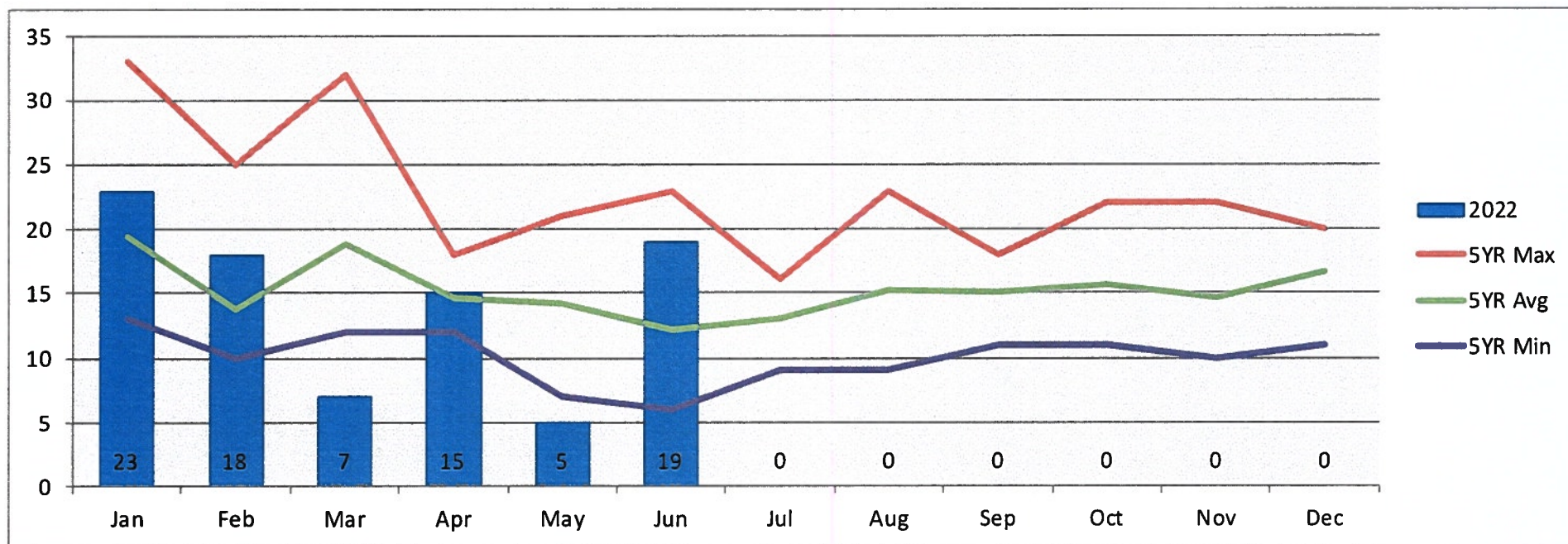
Offense Code: 0510

All Data As Of: 6/30/22 11:59 PM

17.a

- Structural burglaries were 55.7% above the 5 year average for June.
- It is projected that the end of year total for burglaries will be 5.5% below the 5 year average.
- There were 12 residential and 7 commercial burglaries.
- There were 5 burglaries in Ogden, 1 in North County, and 13 in Manhattan.

	Jun	Year to Date	Yearly Total
2017	23	141	244
2018	11	75	168
2019	11	80	171
2020	6	82	175
2021	10	87	157
2022	19	87	
% Change	+90.0%	0.0%	+10.2%
Yearly Total:			173



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	33	14	32	18	21	23	16	23	13	18	22	11
2018	13	10	12	12	17	11	15	16	18	11	13	20
2019	15	10	18	15	11	11	14	15	18	14	14	16
2020	18	25	14	12	7	6	11	13	15	22	14	18
2021	18	10	18	16	15	10	9	9	11	13	10	18
2022	23	18	7	15	5	19	0	0	0	0	0	0

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Vehicle Burglary

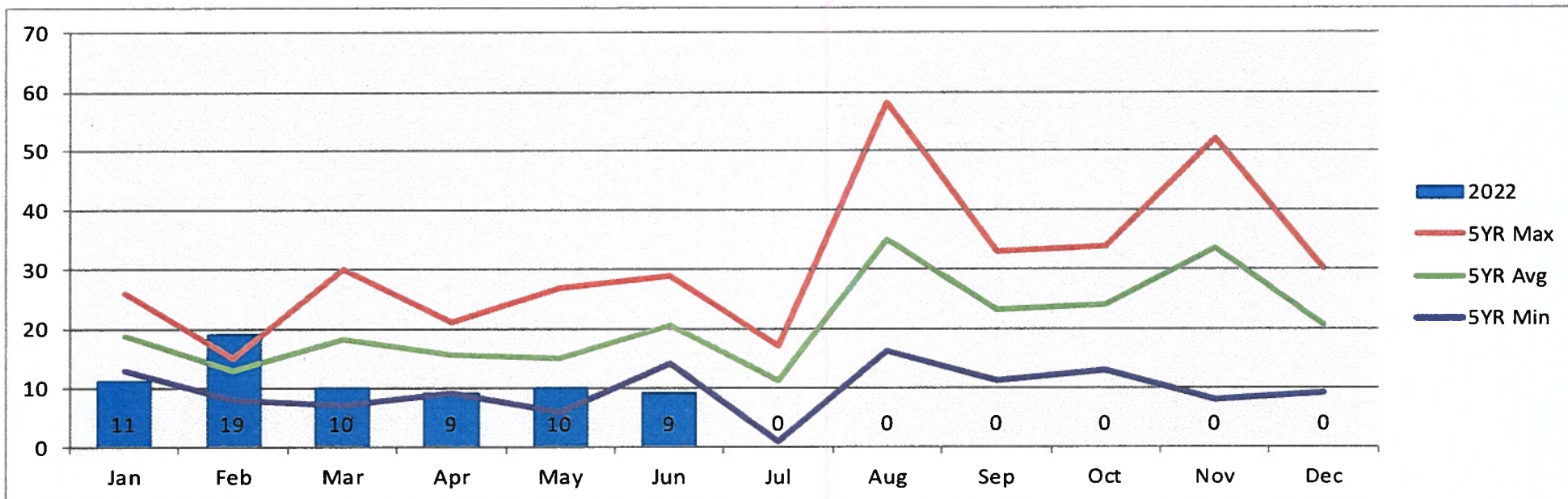
Offense Code: 0640

All Data As Of: 6/30/22 11:59 PM

17.a

- June 2022 was 56.3% below the 5 year average.
- The vehicle burglary total is projected to be 32.6% below the average.
- In 5 of the incidents the items were unsecured when they were taken.

	Jun	Year to Date	Yearly Total
2017	16	114	289
2018	22	95	212
2019	14	91	228
2020	29	96	255
2021	22	106	254
2022	9	68	
% Change	-59.1%	-35.8%	-34.2%
Yearly Total:			167



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	18	15	30	21	14	16	16	58	20	21	42	18
2018	26	14	13	13	7	22	5	28	33	34	8	9
2019	13	8	13	16	27	14	17	34	23	20	15	28
2020	18	13	7	9	20	29	1	16	28	32	52	30
2021	19	14	27	18	6	22	17	39	11	13	51	17
2022	11	19	10	9	10	9	0	0	0	0	0	0

Motor Vehicle Thefts

Offense Code: 0710

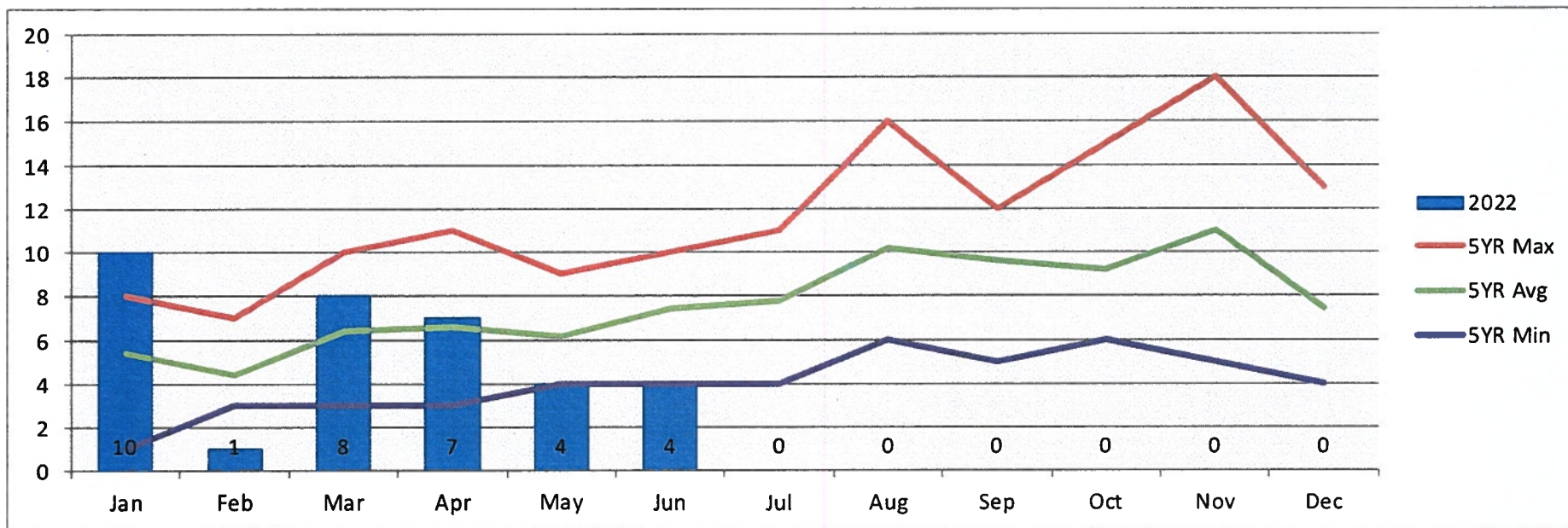
All Data As Of: 6/30/22 11:59 PM

17.a



- For June, motor vehicle thefts were down 46.0% from the 5 year average.
- It is projected that the motor vehicle theft total will be down 6.1% from the average.
- All of the vehicles have been recovered as of 7/8/2022.

	Jun	Year to Date	Yearly Total
2017	8	37	86
2018	10	37	86
2019	8	46	104
2020	7	34	96
2021	4	28	86
2022	4	34	
% Change	0.0%	+21.4%	-0.3%
Yearly Total:			86



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	8	5	5	5	6	8	8	16	5	7	5	8
2018	1	3	7	11	5	10	9	10	10	6	8	6
2019	8	4	10	9	7	8	7	9	12	15	11	4
2020	3	7	3	5	9	7	4	6	10	11	18	13
2021	7	3	7	3	4	4	11	10	11	7	13	6
2022	10	1	8	7	4	4	0	0	0	0	0	0

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DUIs

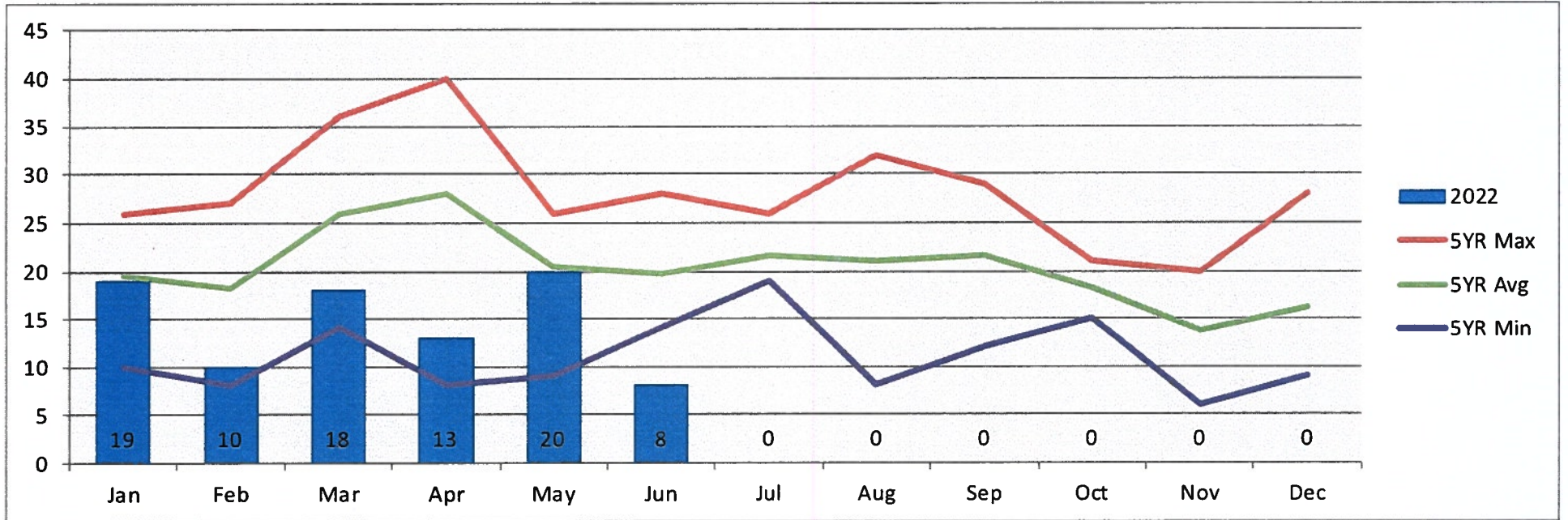
Offense Code: 2110

All Data As Of: 6/30/22 11:59 PM

17.a

➤The number of DUIs for June 2022 was 59.6% below the 5 year average.

	Jun	Year to Date	Yearly Total
2017	18	147	266
2018	28	169	312
2019	24	152	285
2020	15	80	168
2021	14	112	191
2022	8	88	
% Change	-42.9%	-21.4%	-14.4%
Yearly Total:			164



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	26	27	22	29	25	18	21	18	29	16	20	15
2018	16	27	36	40	22	28	26	30	25	19	15	28
2019	24	8	32	38	26	24	20	32	26	20	16	19
2020	22	12	14	8	9	15	19	17	16	15	12	9
2021	10	17	26	25	20	14	22	8	12	21	6	10
2022	19	10	18	13	20	8	0	0	0	0	0	0

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Traffic Accidents

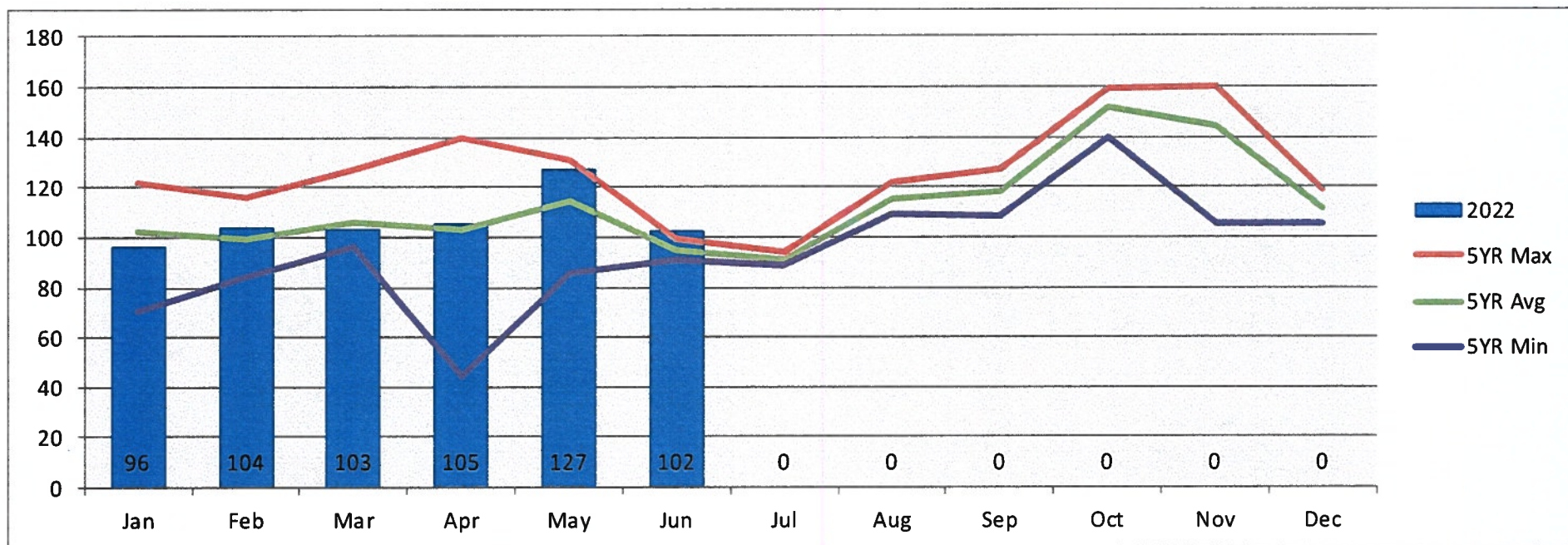
Offense Codes: 5000-5139

All Data As Of: 6/30/22 11:59 PM

17.a

- The number of traffic accidents in June 2022 was 7.4% above the 5 year average.
- Accidents in 2022 are projected to be 3.1% above the 5 year average.

	Jun	Year to Date	Yearly Total
2017	97	631	1387
2018	97	677	1397
2019	99	684	1436
2020	91	548	1220
2021	91	556	1314
2022	102	637	
% Change	+12.1%	+14.6%	+5.9%
Yearly Total:			1392



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	79	87	101	140	127	97	89	112	124	159	157	115
2018	119	98	127	115	121	97	92	109	108	140	160	111
2019	119	116	103	116	131	99	94	121	117	158	143	119
2020	122	109	96	44	86	91	90	111	114	147	105	105
2021	71	84	103	100	107	91	91	122	127	156	156	106
2022	96	104	103	105	127	102	0	0	0	0	0	0

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Preventable Traffic Accidents

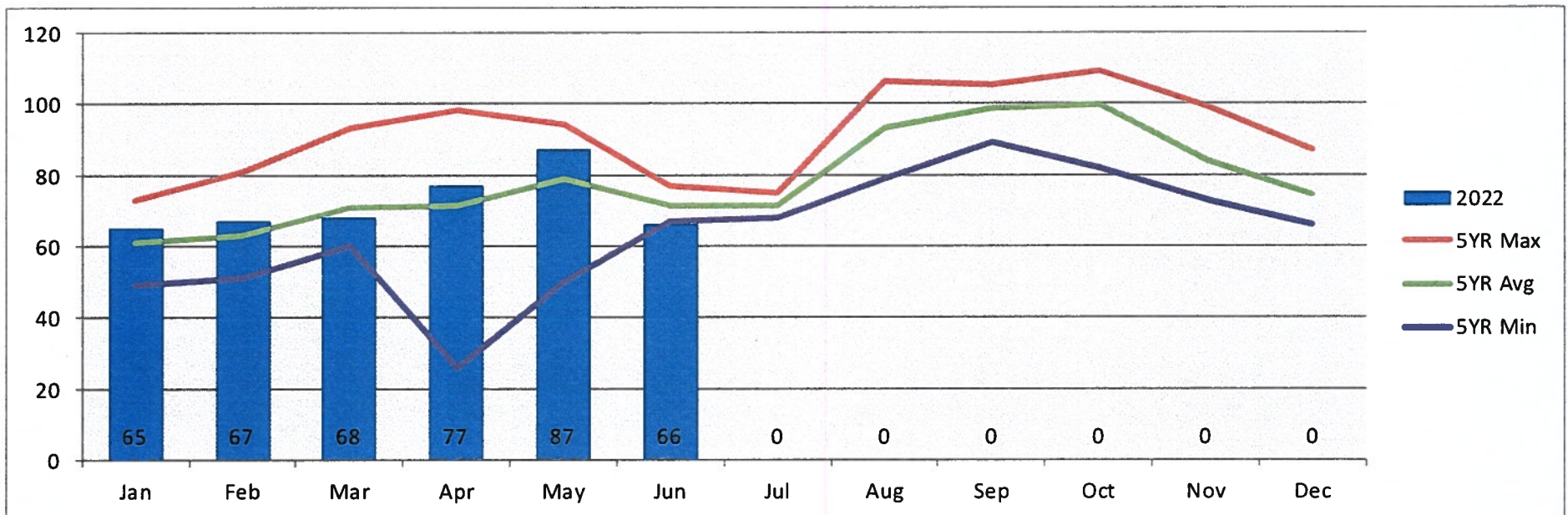
Offense Codes: 5000-5139

All Data As Of: 6/30/22 11:59 PM

17.a

- The number of preventable traffic accidents in June 2022 was 8.1% below the 5 year average.
- Preventable accidents are projected to be 2.9% above the 5 year average.
- Number may change as data entry corrections continue.

	Jun	Year to Date	Yearly Total
2017	73	453	991
2018	71	467	944
2019	77	427	945
2020	71	361	854
2021	67	384	965
2022	66	430	
% Change	-1.5%	+12.0%	+0.2%
Yearly Total:			967



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	53	67	70	98	92	73	68	96	104	104	90	76
2018	71	63	93	75	94	71	71	79	93	82	82	70
2019	60	51	66	89	84	77	74	93	102	98	76	75
2020	73	81	60	26	50	71	69	91	89	105	73	66
2021	49	54	67	71	76	67	75	106	105	109	99	87
2022	65	67	68	77	87	66	0	0	0	0	0	0

416.

Riley County Police Department

1001 South Seth Child Road
Manhattan, Kansas 66502

(785) 537-2112

www.RileyCountyPolice.org



**RILEY COUNTY
POLICE DEPARTMENT**

To reduce crime and improve the quality of life for the citizens we serve

In the FBI's Uniform Crime Reporting (UCR) Program, Part I offenses are broken down into two categories (Violent Crimes and Property Crimes):

Part I Violent Crime Definition

In the FBI's Uniform Crime Reporting (UCR) Program, violent crime is composed of four offenses: murder and nonnegligent manslaughter, rape, robbery, and aggravated assault. Violent crimes are defined in the UCR Program as those offenses that involve force or threat of force.

Murder and nonnegligent manslaughter: the willful (nonnegligent) killing of one human being by another.

Forcible rape: Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. Simple assaults are excluded.

Part 1 Property Crime Definition

In the FBI's Uniform Crime Reporting (UCR) Program, property crime includes the offenses of burglary, larceny-theft, motor vehicle theft, and arson. The object of the theft-type offenses is the taking of money or property, but there is no force or threat of force against the victims. The property crime category includes arson because the offense involves the destruction of property; however, arson victims may be subjected to force.

Burglary: Unlawful entry of a structure to commit a felony or theft. To classify an offense as a burglary, the use of force to gain entry need not have occurred. The UCR Program has three subclassifications for burglary: forcible entry, unlawful entry where no force is used, and attempted forcible entry. The UCR definition of "structure" includes an apartment, barn, house trailer, or houseboat when used as a permanent dwelling, office, railroad car (but not automobile), stable, or vessel (i.e., ship).

Larceny-theft: (except motor vehicle theft)—The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Examples are thefts of bicycles, motor vehicle parts and accessories, shoplifting, pocket-picking, or the stealing of any property or article that is not taken by force and violence or by fraud. Attempted larcenies are included. Embezzlement, confidence games, forgery, check fraud, etc., are excluded.

Motor vehicle theft: The theft or attempted theft of a motor vehicle. A motor vehicle is self-propelled and runs on land surface and not on rails. Motorboats, construction equipment, airplanes, and farming equipment are specifically excluded from this category.

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Traffic Related Definitions

In the Kansas Legislature uniform act regulating traffic; rules of the road, 8-1567 DUI is the following: (a) Driving under the influence is operating or attempting to operate any vehicle within this state while:

- (1) The alcohol concentration in the person's blood or breath as shown by any competent evidence, including other competent evidence, as defined in paragraph (1) of subsection (f) of K.S.A. 8-1013, and amendments thereto, is .08 or more;
- (2) the alcohol concentration in the person's blood or breath, as measured within three hours of the time of operating or attempting to operate a vehicle, is .08 or more;
- (3) under the influence of alcohol to a degree that renders the person incapable of safely driving a vehicle;
- (4) under the influence of any drug or combination of drugs to a degree that renders the person incapable of safely driving a vehicle; or
- (5) under the influence of a combination of alcohol and any drug or drugs to a degree that renders the person incapable of safely driving a vehicle.

Traffic Accidents: All accidents.

Preventable Traffic Accidents: Accidents that are not weather and/or animal related.

Nichole Glessner - Re: Form submission from: Citizen Compliment

From: Nichole Glessner
To: Contact_RCPD
Date: 7/6/2022 8:42 AM
Subject: Re: Form submission from: Citizen Compliment

>>> "Riley County Police Department" <contact_rcpd@rileycountypolice.org> 7/6/2022 8:42 AM

>>>

Submitted on Wednesday, July 6, 2022 - 8:42am

--Contact Information--

Name: edgar w

--Incident Information--

Date of Incident: July 6, 2022

Case # (If applicable):

Employee's Name:

Comments: My name is Edgar. A county police office (forgot name) recently helped me with a senior construction fraud committed to me. This office made a huge attempt to help me get my 6,000.00 returned to me. Please research the office and make sure he knows he does an outstanding job helping the community.

Attachment: 07-18-2022_law_board_meeting_packet (11727 : Law Board Meeting Agenda)

Nichole Glessner - Re: Form submission from: Citizen Compliment

From: Nichole Glessner
To: Contact_RCPD
Date: 6/15/2022 7:54 PM
Subject: Re: Form submission from: Citizen Compliment

>>> "Riley County Police Department" contact_rcpd@rileycountypolice.org 6/15/2022 7:54 PM

>>

--Contact Information--

Name: Ashleigh
City: Junction city
State: Kansas

--Incident Information:--

Date of Incident: June 15, 2022
Case # (If applicable):
Employee's Name: Officer spade
Comments:

I just wanted to thank Officer spade for helping me change my tire while everyone drove right past me for over an hour watching me struggle. I am nine months pregnant and knew nothing about changing a tire and probably should have taken mechanic class a little more seriously. But he did not hesitate to grab his tools and help me get the tire until my roadside assistance came (they took over an hour to come) and waited for him to finish up before leaving the site. He even made sure I got to the road safely before leaving as well!

Not only did he change it but he showed me how to so I can use it for future reference and explained every step of the way.
Nothing but good things to say about him!

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50.

about:blank

June 16, 2022



Municipal Court

Director Kurt Moldrup
Riley County Police Department
1001 South Seth Child Road
Manhattan, KS 66502

Director Moldrup:

I was privileged to participate on the community panel for the Crisis Intervention Training recently hosted by RCPD. Though I was there as a panel member to share my own insight and experiences, I learned much from the officers who took part in the class and the other panel members. I left with some great ideas to better help my family and son with ASD and with ideas for community organizations with which I am involved and for my workplace.

I was impressed with the desire to better serve persons in crisis and empathy which was shown by the RCPD participants throughout this training. I appreciated the thought and caring that went into their questions, which were clearly aimed at learning, understanding, and helping others. The officers had some great ideas such as a crisis-intervention response team, more trainings, and a team approach involving other shareholders.

Though I am attempting to do so, I cannot adequately express the level of appreciation and gratitude I have for RCPD wanting to better serve community members on the autism spectrum and families and individuals in mental health crisis. From a professional standpoint, I am honored to work with RCPD Officers and when I collaborate with other prosecutors across the state, I am so proud to share our LEO/Prosecutor team approach. I am continuously reminded through involvement with other prosecutor offices, that RCPD Officers go above and beyond, setting the standard for a team approach, community problem solving, empathy, integrity, and professionalism. I feel so fortunate to collaborate with your team. As a community member and parent of a child with severe anxiety and ASD, I am grateful that RCPD took the initiative to offer this training and to include not only community partners/service providers, but to also include families impacted by ASD, Mental Health challenges, Dementia, and other cognitive conditions.

It is typical of RCPD to lead the charge in serving others with compassion, knowledge, and empathy. Thank you for these efforts. There were other law enforcement agencies represented at the training, who do not have similar initiatives in their communities, but were able to return home with new information and ideas for improved responses in their communities. This was a fabulous opportunity to gain experience from each other, gain perspective, and share information.

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Thank you for allowing me to take part in this training, for believing in and seeing the value in new and "outside the box" approaches to helping all persons in crisis situations, and for promoting understanding, compassion, and empathy in policing. I am thankful beyond measure for the service provided by the fine officers of RCPD.

Sincerely,



Mellissa K. Rundus
Chief Prosecutor