



**Board of Riley County  
Commissioners  
Regular Meeting  
Agenda  
August 15, 2022**

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

Cindy Kabriel  
785-565-6200

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**Commission Chambers**

**8:30 AM**

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[District 2 – Greg McKinley, 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. Letter of Support Twin Valley Telephone and Letter of Support WTC
4. Highway Use Permit, City of Manhattan

**Review Minutes**

5. Board of Riley County Commissioners - Regular Meeting - Aug 11, 2022 8:30 AM

**Review Tentative Agenda**

6. Tentative Agenda

**Press Conference Topics**

7. Discuss Press Conference

**9:00 AM**

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

8. Administrative Work Session
9. Pending County Projects County Counselor
10. Review and Approve, as the governing body of the University Park Sewer Benefit District, "Complaint and Consent Agreement/Final Order" issued by the federal "Environmental Protection Agency" (EPA)

**9:15 AM**

**David Adams, EMS/Ambulance Director**

11. EMS/Ambulance Staff Update

**9:30 AM**

**Press Conference**

12. RCLA Summer Tour August 28th - Greg McClure (3 minutes)

13. Public Notices - Evan McMillan (2-3 minutes)

**10:00 AM**

**Primary Election Canvass**

14. Procedures for Canvass of Ballots

**12:00 PM**

**Law Enforcement Agency Meeting**

15. Law Board Meeting Agenda

**Adjournment**

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



**COUNTY  
COUNSELOR/ADMINISTRATIVE  
SERVICES**  
*Letter of Support*

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

## COMMISSION AGENDA REPORT

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

**MEETING:** August 15, 2022

**SUBJECT:** Letter of Support Twin Valley Telephone and Letter of Support WTC

**PRESENTER:** Clancy Holeman

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**Enclosures:**

- LTR TVT Support (DOC)
- LTR WTC Support (DOC)



## BOARD OF COMMISSIONERS

115 N. 4<sup>th</sup> Street, 1<sup>st</sup> Floor  
 Manhattan, Kansas 66502  
 Phone: 785-565-6844  
 Fax: 785-565-6847  
 Email: [bocc@rileycountyks.gov](mailto:bocc@rileycountyks.gov)

August 15, 2022

ATTN: Capital Project Fund Review Committee  
 Office of Broadband Development  
 Kansas Department of Commerce  
 1000 SW Jackson, Suite 100  
 Topeka, Kansas 66612

Dear Members of the Capital Project Fund Review Committee:

The Board of Riley County Commissioners offers its unanimous support of Twin Valley Telephone's (TVT's) application to expand fiber connectivity to the northern rural area of Riley County.

Our citizens in that northern area need expanded internet service to accomplish the following:

- Students require home internet access to fully participate in their education.
- Telemedicine promotes improved rural community physical and mental health care.
- Farmers and ranchers rely on internet information to support their operations.
- "Zoom" fosters telecommuting, encouraging job and population growth.

Riley County's government's own experience demonstrates our organization's need for expanded broadband services in "north county." Better internet connectivity will be of tremendous value to our new ambulance station in Leonardville (site purchase underway), multiple volunteer fire stations in the area, and several election polling sites.

We encourage your Committee to give its full consideration to the TVT application.

Respectfully,

BOARD OF COMMISSIONERS OF  
 RILEY COUNTY, KANSAS

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Greg McKinley, Chair

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Kathryn Focke, Vice Chair

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John Ford, Member

Attachment: LTR TVT Support (12355 : Letters of Support)



## BOARD OF COMMISSIONERS

115 N. 4<sup>th</sup> Street, 1<sup>st</sup> Floor  
 Manhattan, Kansas 66502  
 Phone: 785-565-6844  
 Fax: 785-565-6847  
 Email: bocc@rileycountyks.gov

August 15, 2022

ATTN: Capital Project Fund Review Committee  
 Office of Broadband Development  
 Kansas Department of Commerce  
 1000 SW Jackson, Suite 100  
 Topeka, Kansas 66612

Dear Members of the Capital Project Fund Review Committee:

The Board of Riley County Commissioners offers its unanimous support of WTC's application to expand fiber connectivity to the southern rural area of Riley County.

This expansion could serve more than 200 rural locations, including both homes and businesses. And our citizens in that area need expanded internet service to accomplish the following:

- Students require home internet access to fully participate in their education.
- Telemedicine appointments have become an essential part of rural health care.
- Farmers and ranchers rely on internet information to support their operations.
- "Zoom" fosters telecommuting, promoting job and population growth.

Riley County's government's own experience demonstrates this organization's need for expanded broadband services. Our transfer station in the same area has operated for years with extremely limited connectivity. Even that service is about to end. WTC's application appears to provide the service speeds and reliability we require.

We encourage your Committee to give its full consideration to the WTC application.

Respectfully,

BOARD OF COMMISSIONERS OF  
 RILEY COUNTY, KANSAS

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Greg McKinley, Chair

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Kathryn Focke, Vice Chair

---

John Ford, Member

Attachment: LTR WTC Support (12355 : Letters of Support)



**PUBLIC WORKS**  
*Permit*

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

## COMMISSION AGENDA REPORT

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**FROM:** Shannon Sterling, Administrative Assistant II

**MEETING:** August 15, 2022

**SUBJECT:** Highway Use Permit, City of Manhattan

**PRESENTER:** John Ellermann, PE, Director of Public Works

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### **BACKGROUND**

City of Manhattan is requesting permission to work in the right of way to trim and remove trees on Eureka Valley Road and Harold Road.

### **RECOMMENDATION(S)**

Staff recommends approval of the Highway Use Permit as presented

### **POSSIBLE MOTION(S)**

Move to approve the Highway Use Permit granting the City of Manhattan permission to complete the work as outlined on the Permit.

The Board agreed by consensus to

### **Enclosures:**

- 07.28.22\_Manhattan Regional Airport\_Tree Removal (PDF)

**Riley County Public Works Department  
Highway Use Permit - Document Management Form**

**Project Number:** Tree Trimming

**Requesting Party:** City of Manhattan, Manhattan Regional Airport, 5500 Skyway Dr. Ste 120, Manhattan, KS

**Processing Procedure:** Date and initial completed steps.

1. The public works department sends a copy of the document management form and permit to Operations Manager (OM) & Assistant County Engineer for recommendation.

**Comments:** Ensure all areas are backfilled, re-establish elevations and repair the existing right of way profiles within the work area. Maintain proper traffic control procedures during construction. **PROPERLY REPAIR ANY DAMAGE TO ROCK OR ASPHALT SURFACES.**

Signature: *Alvin B. King* 7/28/22

2. The public works department sends a copy of Highway Use Permit to Township for recommendation. Township will call Public Works with any recommendations, if applicable.

**Comments:** No comments

The public works department attaches document management form to permit and gets recommendation signature from County Engineer. If recommended proceed by submitting scanned .pdf file (to include: Doc. Management Form and Original Highway Use Permit, with County Engineer signature and any additional maps or pages) to Minute Traq for scheduling of Commission meeting agenda. Place "Sign Here" post-it on original and deliver original to County Clerk's designated employee. Keep one copy here for our files.

Date \_\_\_\_\_ by \_\_\_\_\_

3. County Clerk via Minute Traq schedules permit to be signed by Chairman during next BOCC business meeting.
4. BOCC Chairman signs and dates permit. County Clerk produces 2 copies of permit including attached maps and sends to Administrative Clerk Public Works the **next business day**. County Clerk keeps original.
5. The public works department distributes copies of permit received from County Clerk.
 

|                                                                 |                                                |
|-----------------------------------------------------------------|------------------------------------------------|
| CC: Petitioner                                                  | <input type="checkbox"/>                       |
| Operations Manager                                              | <input type="checkbox"/>                       |
| Township Trustee: _____                                         | (if on Township Road) <input type="checkbox"/> |
| Highway Use Permit filed with Document Management Form attached | <input type="checkbox"/>                       |

Date \_\_\_\_\_ by \_\_\_\_\_

Submitted by: \_\_\_\_\_

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

Attachment: 07.28.22\_Manhattan Regional Airport\_Tree Removal (12352 : Highway Use Permit)

Permit No. \_\_\_\_\_

# APPLICATION FOR HIGHWAY USE PERMIT

## Riley County, Kansas

City of Manhattan, Manhattan Regional Airport

Tree Removal/Trimming

Applicant Name

Type of Construction

5500 Skyway Drive, Suite 120

Manhattan

Kansas

66502

Applicant Mailing Address

City

State

Zip

Applicant hereby requests permission to Trim and remove trees on Eureka Valley Rd and Harold Rd in Riley County Right of Way along and/or across the public roads of Riley County, Kansas, according to the details and route shown on the attached plans and standards for said construction.

A \$100 Application Fee and a detailed map of location (include an aerial when possible) are required.

In support of its application, the Applicant states it is in the best interest of the residents of Riley County to allow construction of said facility. In addition, Applicant agrees as follows:

- Facility shall be installed in conformance with all items on approved plans, pertinent national codes/standards and the Riley County Highway Use Permit Requirements and Procedures. Any request for variance shall be an addendum to this application. Any utility sharing facilities with another entity is required to obtain a separate Highway Use Permit for their installation.
- A refundable deposit as specified in the Riley County Highway Use Permit Requirements and Procedures, made payable to Riley County, Kansas, shall accompany this application to guarantee satisfactory performance of the conditions of this permit.
- The County Engineer and/or the Township Trustee shall have the authority to require any needed repairs resulting from such construction in the road right-of-way for a period of one year from date of completed construction.
- In the event of road improvement or maintenance within the right-of-way, the applicant or its assigns will be responsible for the relocation of the facility at no cost to Riley County or the Township.
- Applicant shall notify the County Engineer at least 2 business days prior to the beginning of construction and upon completion of construction at 785-637-5330.
- It is understood, the work shall commence within three (3) months of the permit approval and be completed within thirty (30) days of the estimated duration of construction otherwise, the permit becomes null and void, unless an extension of time is approved.
- Applicant further represents it shall comply with and abide by any rule, regulation or condition of the permit made by the County Engineer and/or the Township Trustee.

Submitted by: \_\_\_\_\_

Submitter's signature

Date

Brandon Keazer, Airport Director

Printed Name &amp; Title

785-587-4597

Submitter's Telephone Number

keazer@cityofmhk.com

Submitter's Email Address

City of Manhattan

Contractor Name

Charlie Weeks - 785-556-7988

Contractor Telephone Number

September 12, 2022 - March 31, 2023

Proposed Date of Construction

Estimated Duration of Construction

RECOMMENDED BY: \_\_\_\_\_

Riley County Engineer

Permit granted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

BOARD OF COUNTY COMMISSIONERS  
RILEY COUNTY, KANSAS

Chairperson

## OFFICE USE ONLY:

Application Fee: Waived per JE\$1,000 Deposit \_\_\_\_\_ Bond Letter

Receipt No. \_\_\_\_\_ Date: \_\_\_\_\_

Signature: Stirling



|                      |  |                                               |  |                                                                                                          |  |         |
|----------------------|--|-----------------------------------------------|--|----------------------------------------------------------------------------------------------------------|--|---------|
| PROJECT NO: 020-1276 |  | MANHATTAN REGIONAL AIRPORT                    |  | 801 P Street, Suite 200<br>P.O. Box 14000<br>Manhattan, MO 64500<br>TEL 402-644-8011<br>FAX 402-644-5100 |  | EXHIBIT |
| DRAWN BY: JTO        |  | PROPERTY BOUNDARIES AND EASEMENT - COUNTY ROW |  | olsson                                                                                                   |  | 1       |
| DATE: 7/01/2021      |  |                                               |  |                                                                                                          |  |         |



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

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

**Commission Comments**

**Business Meeting**

1. Plaza Reservation Request for military retirement ceremony

**Review Minutes**

**Review Tentative Agenda**

**Press Conference Topics**

**9:15 AM**

**Amy Manges, Register of Deeds**

2. Staff update

**9:30 AM**

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

3. Administrative Work Session

**9:50 AM**

**Bob Isaac, Planner**

4. Public hearing for a plat and rezone for Skyway Crossing

**10:00 AM**

**Gary Fike, County Extension Director**

5. Staff update

**10:15 AM**

**Kurt Moldrup, Interim RCPD Director**

6. RCPD update

**10:30 AM**

**Julie Gibbs, Health Department Director**

7. Staff update

**11:00 AM**

**Jan Scheideman, Child Care Supervisor**

Attachment: 08-18-22 tentative agenda (11689 : Tentative Agenda)

8. Raising Riley program update

**11:30 AM Russel Stukey, Emergency Management Director**

9. Volunteer Firefighter training stipend

**11:45 AM John Ellermann, Public Works Director/County Engineer**

10. Federal Fund Exchange

**12:00 PM Shelly Williams, Community Corrections Director**

11. FY22 Line-Item Adjustments
12. Request to Fill a Position
13. FY23 Adult Services Carryover Budget, FY23 Juvenile Services Carryover Budget & FY23 Reinvest Grant Carryover Budget

### **Adjournment**

### **Announcement**

Good Morning Manhattan Virtual Meeting will be held today 7:30 - 8:30 a.m. via Zoom.

Beginning at 7:30 a.m. Thursday, August 18, 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.

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



**Board of Riley County  
Commissioners  
Regular Meeting  
TENTATIVE Agenda  
August 22, 2022**

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

Cindy Kabriel  
785-565-6200

**Commission Chambers**

**8:30 AM**

[District 2 – Greg McKinley, 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**

**Review Minutes**

**Review Tentative Agenda**

**Press Conference Topics**

**9:00 AM**

**Robbin Cole, Pawnee Mental Health Services Director**

1. Pawnee Mental Health Services update

**9:15 AM**

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

2. Administrative Work Session

**9:30 AM**

**Press Conference**

3. Flint Hills Leadership Program - Vivienne Uccello (2-3 minutes)

**9:45 AM**

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

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

**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.



**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

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

**MEETING:** August 15, 2022

**SUBJECT:** Pending County Projects County Counselor

**PRESENTER:** Clancy Holeman

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Enclosures:

- FINAL Commission List 08.15.2022 (DOC)

## PENDING COUNTY PROJECTS ▪ Beginning August 4, 2022 and through August 10, 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

**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)

**Board of Riley County Commissioners:** 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) Attend BOCC public meetings. (7-14-22; 7-18-22) Contact attorney for landowner. (7-18-22) Work on court appointments issue. (7-20-22) Attend BOCC public meetings. (7-21-22; 7-25-22) Obtain approval for BOCC legislative requests. Transmit approved legislative requests to KAC. (7-21-22) Additional work on court case appointments issue. (7-21-22; 7-23-22) Work on pending litigation. (7-23-22) Attend BOCC public meetings. (7-28-22; 8-1-22) Initial meeting of CPE staff working group on CPE building security. (8-3-22) *Consult with Craig on tax foreclosure issue.* (8-5-22)

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

**“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 20<sup>th</sup>. 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)

**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)

**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)

**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)

**"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) Work with Appraiser on possible public statement on Johnson County "Wal Mart" Supreme Court decision on Dark Store—its potential impact on Riley County "Dark Store" BOTA cases. (7-15-22) Communicate with PIO on immediately preceding matter. (7-17-22)

**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)

**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).

**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) Work with District Court Judge’s staff on scheduling of status conference. (7-14-22) Schedule status conference at request of District Court judge—will occur July 19, 2022. (7-15-22) Participate in status conference with opposing counsel and District Court Judge assigned this Riley County’s Appeal. Opposing counsel believes her responsive brief will be provided by August 1, 2022. At that time, Court will review Riley County’s Petition and opposing counsel’s response. Then Court will schedule zoom oral schedule oral arguments. In the meantime I will provide Court by mail a thumb drive “Attachment H,” which is a video of the hearing by the Historic Sites Board of Review listing the property as historic. I cite that “Attachment H” throughout my brief in support of the county’s petition. (7-19-22) Respondent’s brief filed in District Court. (8-1-22) *Prepare to possibly file Reply brief by review of video of hearing before HSB. (8-5-22)*

**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)

**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

Attachment: FINAL Commission List 08.15.2022 (12354 : Clancy's Commission List)

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)

**Intergovernmental Luncheon Meeting:** Attend and discuss two pending legislative items with attendees: “Dark Store” and Request to resume LAVTR payments to counties statewide. Forward to Ron Fehr, at his invitation, electronic copies of the KAC “Legislative Request Forms” which Riley County has submitted to the KAC Legislative Policy Committee. Ron will have City staff forward to attendees at today’s meeting. (7-25-22)

**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)

**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) Prepare legislative requests for upcoming KAC legislative policy committee meetings. (7-18-22; 7-19-22) Schedule potential appearances before KAC legislative policy committee for 2023 legislative session requests. (7-23-22) Present 4 county legislative requests to the KAC legislative policy committee, via zoom. (7-27-22)

**Leonardville North County EMS Station:** Work on proposed project. (7-24-22)

**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)

**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) Attend initial committee meeting on potential private road issue. (7-13-22)

**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)

**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)

**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)

**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)

**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)

**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)

## **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 7-14-22 with Anna Burson, Steve Schurle, Mike Montoya. (7-12-22) Attend zoom with Anna Burson, Steve Schurle, Mike Montoya. (7-13-22) Assist with proposed public statement on property tax matter. (7-14-22) Assist with proposed KORA statement on damage estimates. (7-14-22;7-15-22) Review and approve as to form Appraiser's Office web agreement with customer. (7-20-22) Answer Dept. Head inquiry on exemption process. (8-5-22)

**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) Discuss with Dept. Head scheduling zoom on Drug Court possible documents. Schedule zoom for 7-20-22. (7-18-22) Communicate with Department head and reschedule zoom at her request. (7-19-22) Zoom discussion with Department Head on possible drug court documents. (7-22-22)

**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) Work on countywide radio system question. (7-22-22) Zoom with Department Head and Department Head of Public Works and PW supervisor on road maintenance issue. Communicate with landowner following zoom. (7-28-22) Advise EM and HR on discovery matter in pending litigation involving third party defendant (not Riley County). Communicate with outside law firm about their request. Draft Response to their subpoena. (8-2-22) Advise EM Director on road access issue raised by Evergy. Contact landowner. Relay to EM Director: landowner grants access conditional permission for Evergy to EM Director (gate must be closed by Evergy upon entering and leaving site. (Cattle on site.) (8-2-22) Work on radio tower access site and possible existing easement across adjoining property line. Assisted by Craig and Vaughn Colbert. (8-3-22) Respond to opportunity to tour CPE with RCPD on CPE security issues. (8-5-22) Advise EM and RCPW finished reviewing easement issue and advise on contacting landowners. (8-5-22) Tour CPE building with RCPD to review possible building security issues. (8-8-22)

**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) Confirm certificate of insurance satisfactory for KAW Valley Rodeo. Notify all interested parties. (7-18-22)

**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) Respond to GIS on question about Leonardville annexation. Additional info from GIS.(7-18-22) Call Verisk to follow up to intellectual property contact from us to the company on June 24, 2022. (7-18-22) (Left message with City Attorney for Leonardville—status of 2022 annexation by Leonardville. Email provided Leonardville with copy of ordinance and its published notice.(7-19-22) Notice received from City Attorney they will provide statute-required copies of annexation ordinance to County Clerk; Register of Deeds—solving issue for GIS. Notify staff of departments involved. (7-19-22)

**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) Provide com Work with Department Head and RCHD on employment issue. (8-1-22) Provide comments to county staff working group on proposed alterations to county policy guidance. (8-1-22; 8-2-22) *Advise Department head after reviewing proposed grant agreement. (8-5-22)*

**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) Discuss preceding issue with Department Head. (7-13-22)

**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) Assist with employment issue. (7-15-22) Discuss with HR employment law issue. (7-20-22) Assist HR and other department with employment law issue.(7-21-22) Assist HR Manager with pending employment law litigation issue. (7-23-22) Work on separate employment issue. (7-25-22) Work wit HR Manager on building security issue and begin scheduling staff meeting within CPE.

(7-26-22) Communicate with staff of CPE and begin rescheduling staff meeting on building security issue. (7-27-22) Work with HR and Department head on legal issue. (7-27-22) Provide comments to county staff working group on proposed alterations to county policy guidance. (8-1-22; 8-2-22) Work with Department Head and RCHD on employment issue. (8-1-22) Advise HR and EM on discovery matter in pending litigation involving third party plaintiff (not Riley County). Communicate with outside law firm about their request. (8-2-22) Review *organizational chart for department*. (8-5-22)

**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) Schedule zoom at Department Head’s request for 7-22-22. (7-19-22) Confirm date/time for immediately preceding zoom. (7-20-22) Meet with Department Head on regulatory issue. Request record search by P& D staff. Record search by this Department’s staff completed. (7-20-22) Zoom with Dept head and Craig, discussion of possible contract issue. Work on contract issue. (7-22-22; 7-23-22) Discuss possible contract issue with Department Head and Craig. (7-27-22) Sign approval of 2 plats previously approved by BOCC and other county officials. (8-2-22) *Work on Department contract issue*. (8-7-22; 8-8-22)

**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) Work on Transfer Station issue. (7-17-22) Investigate title on county property for possible KDHE project. Work to schedule zoom with Department Head and KDHE staff. Schedule zoom for 7-19-22. (7-18-22) Contact Department Head and Budget and Finance Officer about different benefit district matter. Discuss with outside agency counsel. (7-18-22) Assist staff and Department Head with pending construction project. Communicate with project architect. (7-18-22) Prepare for zoom with Department Head and KDHE staff. (7-19-22) Forward finance information on County and University Park Benefit District to EPA counsel as required for possible reduction of EPA administrative penalty. (7-19-22) Communicate with staff of RCPW, Clerk, P & D regarding preceding finance information. (7-20-22) Participate in 2 hour zoom meeting with Department Head and staff on potential contract discussion. Schedule additional zoom for potential contract discussion with Department Head and staff. (7-20-22) Work on transfer station issue. Participate in zoom with Dept. on transfer station issue. (7-22-22) Discuss with Department Head access road issue. (7-22-22) Work on transfer station issue. (7-24-22) Review allowance policy provided for review. (7-25-22) Work with Department Head on benefit district issue. (7-27-22) Zoom with Department Head and PW Supervisor, along with EM Department head on road maintenance issue. Communicate with landowner afterward. (7-28-22) Zoom with Department Head and Department Staff on transfer station issue. (7-29-22) Prepare CAR for Department on pending KDHE request for evaluation of 2 sites in Fairmont Park. Work with Department Head on appropriate signature block. (8-2-22) Discuss with Assistant County Engineer status of compliance plan emailed to EPA by consultant. (8-3-22) EPA advises did not receive Compliance plan emailed to them by our consultant Monday, August 1, 2022. Assist Department with documenting timely provision of Compliance Plan August 1, 2022 by email from our consultant. Phone call exchange with consultant. Forward EPA attorney consultant email of Compliance Plan and email documentation to consultant of receipt. (8-3-22) Advise RCPW and EM I’ve finished reviewing easement issue and advice on contacting landowners. (8-5-22) Work on EPA issue involving benefit district. (8-5-22; 8-8-22; 8-9-22)

**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)

**Riley County Fire District #1:** Communicate with RCFD leadership regarding schedule of calendar dates for HR and Legal training of RCFD volunteers in February, 2023. (7-19-20; 7-20-22)

### **PROFESSIONAL ASSOCIATION & CLE MATTERS:**

**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 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)



**COUNTY  
COUNSELOR/ADMINISTRATIVE  
SERVICES**  
*Agreement*

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

## COMMISSION AGENDA REPORT

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

**MEETING:** August 15, 2022

**SUBJECT:** Review and Approve, as the governing body of the University Park Sewer Benefit District, “Complaint and Consent Agreement/Final Order” issued by the federal “Environmental Protection Agency” (EPA)

**PRESENTER:** Clancy Holeman

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### **BACKGROUND**

Today’s document for your review incorporates the factual statements this Board “signed off on” within the “Preliminary Statement” for this federal administrative agency proceeding. The “Complaint and Consent Agreement/Final Order” (hereinafter “Order”) before you was prepared by the “Environmental Protection Agency” (hereinafter “EPA”). Its terms were negotiated by me, with the key assistance of John Ellermann, Public Works Director.

One of the primary purposes of today’s “Order” is to set out any administrative penalty EPA decides to impose upon the “University Park Sewer Benefit District” (hereinafter “District”).

### **DISCUSSION**

By participating in this administrative proceeding, the Board and District successfully avoided having a documented violation of the federal “Clean Water Act” become an “enforcement proceeding” filed by EPA. That is a significant benefit to the District. By avoiding an EPA “enforcement proceeding,” the likelihood increased that any fine eventually imposed on the District would be as small as possible.

Public Works Director John Ellermann and I were told early in our negotiations with EPA counsel and EPA staff that the Benefit District could face an EPA fine in “six figures.” But during negotiations with EPA, we discovered any fine which might eventually be imposed could be no more than \$8,000.

Despite this significantly lower-than-expected penalty, John and I took the opportunity offered by EPA counsel to submit financial records showing that even an \$8,000 fine would be a burden on the District. Darell Edie, our Budget and Finance Officer, provided us significant assistance. Darell assembled a wealth of documentation in response to an “Ability to Pay” form provided by EPA. Darell used his documentation to complete the “Ability to Pay” form. Simultaneously with Darell’s work, Assistant County Engineer Evan McMillan worked separately on completing those portions of the same “Ability to Pay” form which were directly relevant to the District’s financial health.

The work of Darell and Evan was instrumental in making the most logical and persuasive points to EPA in favor of a District Penalty reduction. John and I appreciate the time and effort they both expended.

### **FISCAL IMPACT**

Of course, any reduction in any penalty finally imposed upon the District assists District residents. My further conversations with EPA’s counsel included emphasizing that fact. And on August 9<sup>th</sup> EPA advised the administrative penalty has been reduced to \$1,750.00. (See paragraph #41 of the attached “Order”)

### **RECOMMENDATION(S)**

I recommend the Board approve the attached.

### **POSSIBLE MOTION(S)**

- A. “I move the Board authorize the Chairman to approve the document.”
- B. “I move the Board authorize the Chairman to approve the document with the following changes....”
- C. “I move the Board **not** authorize the Chairman to approve the document.

### **Enclosures:**

- U.P. Consent Order Reduced Penalty (DOCX)

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
REGION 7  
11201 RENNER BOULEVARD  
LENEXA, KANSAS 66219

BEFORE THE ADMINISTRATOR

|                                         |   |                             |
|-----------------------------------------|---|-----------------------------|
| IN THE MATTER OF                        | ) |                             |
|                                         | ) | Docket No. CWA-07-2022-0081 |
| University Park Sewer Benefit District  | ) |                             |
|                                         | ) | COMPLAINT AND CONSENT       |
| and                                     | ) | AGREEMENT/FINAL ORDER       |
|                                         | ) |                             |
| Riley County Public Works Department,   | ) |                             |
|                                         | ) |                             |
| Respondents                             | ) |                             |
|                                         | ) |                             |
| Proceedings under Section 309(g) of the | ) |                             |
| Clean Water Act, 33 U.S.C. § 1319(g)    | ) |                             |
| _____                                   | ) |                             |

**COMPLAINT**

**Jurisdiction**

1. This is an administrative action for the assessment of civil penalties instituted pursuant to Section 309(g) of the Federal Water Pollution Control Act, commonly referred to as the Clean Water Act (“CWA”), 33 U.S.C. § 1319(g), and in accordance with the United States Environmental Protection Agency’s (“EPA’s”) Consolidated Rules of Practice Governing the Administrative Assessment of Civil Penalties and the Revocation/Termination or Suspension of Permits, 40 C.F.R. Part 22 (“Consolidated Rules of Practice”).

2. Complainant, the EPA Region 7, and Respondents, University Park Sewer Benefit District and Riley County Public Works Department, have agreed to a settlement of this action before the filing of a complaint, and thus this action is simultaneously commenced and concluded pursuant to Rules 22.13(b) and 22.18(b)(2) and (3) of the Consolidated Rules, 40 C.F.R. §§ 22.13(b) and 22.18(b)(2) and (3).

3. This Complaint and Consent Agreement/Final Order serves as notice that the EPA has reason to believe that Respondents violated National Pollutant Discharge Elimination System (“NPDES”) Permit No. KS0079243, issued under the authority of Section 402(b) of the CWA, 33 U.S.C. § 1342(b).

4. The authority to take action under Section 309(g) of the CWA, 33 U.S.C. § 1319(g), is vested in the Administrator of the EPA. The Administrator has delegated this authority to the

Attachment: U.P. Consent Order Reduced Penalty (12350 : EPA Consent Agreement)

Regional Administrator of EPA Region 7, who in turn has delegated it to the Director of the Enforcement and Compliance Assurance Division of EPA Region 7 (“Complainant”).

### **Statutory and Regulatory Framework**

5. Section 301(a) of the CWA, 33 U.S.C. § 1311(a), prohibits the discharge of pollutants except in accordance with a permit issued pursuant to Section 402 of the CWA, 33 U.S.C. § 1342.

6. Section 402 of the CWA provides that pollutants may be discharged only in accordance with the terms of an NPDES permit issued pursuant to that Section.

7. The CWA prohibits the discharge of “pollutants” from a “point source” into a “navigable water” of the United States, as these terms are defined by Section 502 of the CWA, 33 U.S.C. § 1362.

8. To implement Section 402 of the CWA, the EPA promulgated regulations codified at 40 C.F.R. Part 122. Under 40 C.F.R. Part 122.1, an NPDES permit is required for the discharge of pollutants from any point source into waters of the United States.

9. The Kansas Department of Health and Environment (“KDHE”) is the state agency in Kansas with the authority to administer the federal NPDES program pursuant to Section 402 of the CWA, 33 U.S.C. § 1342, and applicable implementing regulations.

10. Pursuant to Section 402(i) of the CWA, 33 U.S.C. § 1342(i), the EPA retains concurrent enforcement authority with authorized states for violations of the CWA.

### **EPA’s General Allegations**

11. Respondents are political subdivisions of a State, so are persons within the meaning of Section 502(5) of the CWA, 33 U.S.C. § 1362(5).

12. Respondents are the owner and/or operator of a POTW in Riley County, Kansas, that includes a wastewater treatment facility (“WWTF”), consisting of an activated sludge package treatment plant, disinfection with sodium hypochlorite, and a sludge detector/sludge holding basin, which receives wastewater from a small residential community next to Tuttle Creek Reservoir.

13. The POTW discharges to Tuttle Creek Reservoir.

14. The POTW is a “point source” that “discharges pollutants” to “navigable waters” of the United States, as these terms are defined by Section 502(14), (12), and (7) of the CWA, 33 U.S.C. § 1362(14), (12), and (7), respectively.

15. Respondents' discharge of pollutants requires a permit issued pursuant to Section 402 of the CWA, 33 U.S.C. § 1342.

16. On October 14, 2015, the KDHE issued NPDES permit number KS0079243 to Respondents for the POTW pursuant to Section 402 of the CWA, 33 U.S.C. § 1342 ("2015 NPDES Permit"), which was effective November 1, 2015, through October 31, 2020, and on October 28, 2020, the KDHE reissued the permit ("2020 NPDES Permit"), effective November 1, 2020, through October 31, 2025.

17. Part A of the 2015 NPDES Permit contains limitations for discharges of effluent from the POTW through Outfall 001 to Tuttle Creek Reservoir, as summarized below.

| Parameter                                       | Units         | Discharge Limits |               | Monitoring Frequency |
|-------------------------------------------------|---------------|------------------|---------------|----------------------|
|                                                 |               | Monthly Average  | 7-Day Average |                      |
| Biochemical Oxygen Demand ("BOD")               | mg/L          | 30.0             | 45.0          | Monthly              |
| Total Suspended Solids ("TSS")                  | mg/L          | 30.0             | 45.0          | Monthly              |
|                                                 |               | Monthly Average  | Daily Maximum |                      |
| Ammonia (Sept. 1 – March 31)                    | mg/L          | 17.3             | 17.3          | Monthly              |
| Ammonia (June)                                  | mg/L          | 15.1             | 17.3          | Monthly              |
| Ammonia (July and August)                       | mg/L          | 12.6             | 17.3          | Monthly              |
|                                                 |               | Daily Minimum    | Daily Maximum |                      |
| pH                                              | S.U.          | 6.0              | 9.0           | Monthly              |
|                                                 |               | Monthly Average  |               |                      |
| Summer <i>E. coli</i> (April 1 through Oct. 31) | Col. / 100 ml | 160              |               | Monthly              |
| Winter <i>E. coli</i> (Nov. 1 through March 31) | Col. / 100 ml | 2358             |               | Monthly              |

18. Part A of the 2020 NPDES Permit contains limitations for discharges of effluent from the POTW through Outfall 001 to Tuttle Creek Reservoir, as summarized below.

| Parameter                         | Units | Discharge Limits |               | Monitoring Frequency |
|-----------------------------------|-------|------------------|---------------|----------------------|
|                                   |       | Monthly Average  | 7-Day Average |                      |
| Biochemical Oxygen Demand ("BOD") | mg/L  | 30.0             | 45.0          | Monthly              |
| Total Suspended Solids            | mg/L  | 30.0             | 45.0          | Monthly              |

|                                                 |               |                        |                      |         |
|-------------------------------------------------|---------------|------------------------|----------------------|---------|
| ("TSS")                                         |               |                        |                      |         |
|                                                 |               | <b>Monthly Average</b> | <b>Daily Maximum</b> |         |
| Ammonia (Nov. 1 – March 31)                     | mg/L          | 18.1                   | 18.1                 | Monthly |
| Ammonia (April)                                 | mg/L          | 12.1                   | 13.5                 | Monthly |
| Ammonia (May)                                   | mg/L          | 8.8                    | 9.4                  | Monthly |
| Ammonia (June)                                  | mg/L          | 5.9                    | 6.2                  | Monthly |
| Ammonia (July and August)                       | mg/L          | 4.8                    | 4.9                  | Monthly |
| Ammonia (September)                             | mg/L          | 7.4                    | 7.8                  | Monthly |
| Ammonia (October)                               | mg/L          | 14.2                   | 16.3                 | Monthly |
|                                                 |               | <b>Daily Minimum</b>   | <b>Daily Maximum</b> |         |
| pH                                              | S.U.          | 6.0                    | 9.0                  | Monthly |
|                                                 |               | <b>Monthly Average</b> |                      |         |
| Summer <i>E. coli</i> (April 1 through Oct. 31) | Col. / 100 ml | 160                    |                      | Monthly |
| Winter <i>E. coli</i> (Nov. 1 through March 31) | Col. / 100 ml | 2358                   |                      | Monthly |

19. Part E of the 2020 NPDES Permit contains a schedule of compliance providing that if ongoing operational improvements do not bring the facility into compliance with 2020 NPDES Permit ammonia, TSS, and *E. coli* limits by February 1, 2022, the facility shall complete plant upgrades necessary to meet those limits by October 31, 2025.

20. On May 17 through 19, 2021, EPA performed a Compliance Sampling Inspection of Respondents' WWTF ("Inspection") under the authority of Section 308(a) of the CWA, 33 U.S.C. § 1318(a).

21. During the Inspection, the EPA inspector reviewed documents, including facility DMR data, observed the facility, and collected influent and effluent samples.

22. Respondents provided information to the inspector by letter dated July 23, 2021, following the Inspection.

### **EPA's Specific Allegations**

23. All facts stated above are re-alleged and incorporated herein by reference.

Count 1  
Failure to Comply with Effluent Limitations

24. Part A of the 2015 and 2020 NPDES permits establish discharge limits and monitoring requirements, as described in Paragraphs 17 and 18, above.

25. Respondents' POTW effluent exceeded the BOD, TSS, ammonia as nitrogen, and *E. coli* limits, and fell below the minimum pH, of the applicable NPDES permit on multiple occasions from December 2015 to August 2021 as identified in Attachment A.

26. Each failure to comply with effluent limitations is a violation of the limitations and conditions of the applicable NPDES permit and, as such, is a violation of Sections 301(a) and 402(p) of the CWA, 33 U.S.C. §§ 1311(a), 1342(p).

Count 2  
Failure to Properly Conduct Analyses

27. Paragraph 4 of the Standard Conditions for Kansas Water Pollution Control and NPDES Permits, as incorporated into the 2020 NPDES Permit, states that “[a]ll analyses required by this permit shall conform to the requirements of 40 CFR Part 136, unless otherwise specified, and shall be conducted in a laboratory accredited by the Department. For each measurement or sample, the permittee shall record the exact place, date, and time of measuring/sampling; the date and time of the analysis, the analytical techniques or methods used, minimum detection or reportable level, and the individual(s) who performed the measuring/sampling and analysis” as well as the results.

28. During the Inspection, a representative of the EPA found that the pH standards and the chlorine secondary standards in the facility laboratory were out of date, that the facility's analytical equipment was not calibrated according to the manufacturer's instructions, and that facility personnel did not keep records of when the equipment was calibrated.

29. Each failure to comply with Standard Conditions is a violation of the limitations and conditions of the applicable NPDES permit and, as such, is a violation of Section 402(p) of the CWA, 33 U.S.C. § 1342(p).

**CONSENT AGREEMENT**

30. Respondents and the EPA agree to the terms of this Consent Agreement/Final Order.

31. Respondents consent to receiving the filed CAFO at the following address:  
*choleman@rileycountyks.gov*.

32. Respondents admit the jurisdictional allegations of this Complaint and Consent Agreement/Final Order and agrees not to contest the EPA's jurisdiction in this proceeding or any subsequent proceeding to enforce the terms of the Consent Agreement/Final Order.

33. Respondents neither admit nor deny the factual allegations and legal conclusions contained in this Complaint and Consent Agreement/Final Order.

34. Respondents waive their right to a judicial or administrative hearing on any issue of fact or law set forth above, and their right to appeal this Consent Agreement and the accompanying proposed Final Order.

35. Respondents and Complainant each agree to resolve the matters set forth in this Consent Agreement/Final Order without the necessity of a formal hearing and agree to bear their own costs and attorney's fees.

36. Nothing contained in this Compliant and Consent Agreement/Final Order shall relieve Respondents of their obligation to comply with all applicable provisions of federal, state, or local law, nor shall it be construed to be a ruling on, or determination of, any issue related to any federal, state, or local permit.

37. Respondents consent that the civil penalty payment made pursuant to this Complaint and Consent Agreement/Final Order will not be deducted for purposes of federal taxes.

38. This Consent Agreement/Final Order addresses all civil administrative claims for CWA violations identified above. Complainant reserves the right to take any enforcement action with respect to other violations of the CWA or any other applicable law.

39. Respondents certify by the signing of this Consent Agreement/Final Order that Respondents are currently in, and will remain in, compliance with the terms of the Administrative Order on Consent (Docket No. CWA-07-2022-0014).

40. The effect of settlement described is conditioned upon the accuracy of Respondents' representations to EPA, memorialized in this Consent Agreement.

41. Each signatory to this Consent Agreement certifies that he or she is fully authorized to enter into the terms and conditions of this Complaint and Consent Agreement/Final Order. Respondents agree, in settlement of the claims alleged in this Consent Agreement and Final Order, to pay a civil penalty of **one thousand seven hundred fifty dollars (\$1,750)** within thirty (30) days of the effective date of this Final Order. The payment of penalties must reference docket number CWA-07-2022-0081 and be remitted to:

U.S. Environmental Protection Agency  
Fines and Penalties  
Cincinnati Finance Center  
P.O. Box 979077  
St. Louis, Missouri 63197-9000

or by alternate payment method described at <http://www.epa.gov/financial/makepayment>.

42. Should the civil penalty not be paid as provided above, interest will be assessed at the annual rate established by the Secretary of the Treasury pursuant to 31 U.S.C. § 3717. The interest will be assessed on the overdue amount from the due date through the date of payment. Failure to pay the civil penalty when due may result in the commencement of a civil action in Federal District Court to collect said penalty, together with costs and interest thereon.

43. Respondents and Complainant shall pay their own costs and attorneys' fees incurred as a result of this action.

44. The EPA reserves the right to enforce the terms of this Consent Agreement/Final Order by initiating a judicial or administrative action pursuant to Section 309 of the CWA, 33 U.S.C. § 1319.

45. With respect to matters not addressed in this Consent Agreement/Final Order, EPA reserves the right to take any enforcement action pursuant to the CWA, or any other available legal authority, including without limitation, the right to seek injunctive relief, monetary penalties and for punitive damages.

46. This Consent Agreement/Final Order shall be entered and become effective only after the conclusion of the period of public notice and comment required pursuant to Section 309(g)(4) of the CWA, 33 U.S.C. § 1319(g)(4), and 40 C.F.R. § 22.45, and receipt by Respondent of a fully executed copy hereof. All time periods herein shall be calculated therefrom unless otherwise provided in this Final Order. Unless otherwise stated, all time periods stated herein shall be calculated in calendar days from such date.

47. This executed Complaint and Consent Agreement/Final Order shall be filed with the Regional Hearing Clerk, U.S. Environmental Protection Agency, 11201 Renner Boulevard, Lenexa, Kansas 66219.

**For the Complainant, U.S. Environmental Protection Agency:**

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David Cozad  
Director  
Enforcement and Compliance Assurance Division

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Natasha Goss  
Attorney-Advisor  
Office of Regional Counsel

**For Respondent University Park Sewer Benefit District:**

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

**For Respondent Riley County Public Works Department:**

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

**FINAL ORDER**

Pursuant to Section 309(g) of the CWA, 33 U.S.C. § 1319(g), and the Consolidated Rules of Practice Governing the Administrative Assessment of Civil Penalties and the Revocation, Termination or Suspension of Permits, 40 C.F.R. Part 22, the foregoing Consent Agreement resolving this matter is hereby ratified and incorporated by reference into this Final Order.

The Respondent is ORDERED to comply with all of the terms of the Consent Agreement. In accordance with 40 C.F.R. § 22.31(b), the effective date of the foregoing Consent Agreement and this Final Order is the date on which this Final Order is filed with the Regional Hearing Clerk.

\_\_\_\_\_  
Karina Borromeo  
Regional Judicial Officer

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

**Certificate of Service**

I certify that on the date noted below I delivered a true and correct copy of this Consent Agreement and Final Order by electronic mail to:

Representative(s) for Respondents:

John Ellermann  
Director, Riley County Public Works  
*jellermann@rileycountyks.gov*

Robert Blume  
Lead Operator, University Park Sewer Benefit District  
*bob.blume47@gmail.com*

Clancy Holeman  
Riley County Counselor  
*choleman@rileycountyks.gov*

Representatives for Complainant:

Natasha Goss  
Office of Regional Counsel  
U.S. Environmental Protection Agency Region 7  
*goss.natasha@epa.gov*

Seth Draper  
Enforcement and Compliance Assurance Division  
U.S. Environmental Protection Agency Region 7  
*draper.seth@epa.gov*

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

Signature: \_\_\_\_\_

Attachment: U.P. Consent Order Reduced Penalty (12350 : EPA Consent Agreement)



**EMS/AMBULANCE**  
*Staff Update*

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

## STAFF REPORT

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**FROM:** David Adams, EMS/Ambulance Director  
**MEETING:** August 15, 2022  
**SUBJECT:** EMS/Ambulance Staff Update  
**PRESENTER:** David Adams, EMS/Ambulance Director

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### Operations

#### Calls for service

July- 442

North County- 18

#### Call volume by station:

Medic 11 located at 2011 Claflin Rd: 147

Medic 21 located at 11<sup>th</sup> & Poyntz: 133

Medic 31 located at 3060 TCB (Riley County Public Works): 107

Medic 41 located at Manhattan Regional Airport: 55

Medic 51- ALS First Response in Leonardville: 10

The rest of the calls (if applicable) are for event standbys and supervisors writing reports.

Interviewed and hired three FT staff for restructure and will start on 9/3/2022.

Will be conducting a new PRN hiring process in anticipation of opening of St. 5 in Leonardville

Preparing for event standby season. Staff are getting equipment ready, operations plans being reviewed, scheduling filled out.

Staff Report (ID # 12346)

Meeting of August 15, 2022

SUV's that were approved in early 2022 are being built with expected delivery end of September.

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

Staff Meeting on 18<sup>th</sup>.

Kansas Board of EMS has asked if we could do a static display at the State Fair either September 17th or 18th.

### **Education**

Prepared for and conducted Active Violence Training- AAR identified some areas for continued training.

Hosted first of two Prehospital Trauma Life Support classes

100% review of all calls.

Purchased new IV pumps, set up and training program is being built now.

Conducted training with KSU Athletic Training students.

Alex and Josh presented on vehicle operations at the Kansas EMS Association conference.

### **Community Outreach:**

Multiple 'We are EMS' programs with KSU students

Purple Power Play

Everybody counts event

### **Enclosures:**

- July 2022 Stats (PDF)

Runs By Day of Week

| Incident Day Of Week Number And Name | Number of Runs | percent of total |
|--------------------------------------|----------------|------------------|
| 01 - Sunday                          | 64             | 14.48            |
| 02 - Monday                          | 51             | 11.54            |
| 03 - Tuesday                         | 61             | 13.80            |
| 04 - Wednesday                       | 51             | 11.54            |
| 05 - Thursday                        | 53             | 11.99            |
| 06 - Friday                          | 76             | 17.19            |
| 07 - Saturday                        | 86             | 19.46            |
| Total: 442                           |                | Total: 100.00    |

Attachment: July 2022 Stats (12346 : Staff Update)

# Runs by Hour of Day

11.a

| Incident Hour Range Of Day 24 | Number of Runs | Percent of Total Runs |
|-------------------------------|----------------|-----------------------|
| 00:00:00 - 00:59:59           | 7              | 1.58%                 |
| 01:00:00 - 01:59:59           | 22             | 4.98%                 |
| 02:00:00 - 02:59:59           | 11             | 2.49%                 |
| 03:00:00 - 03:59:59           | 8              | 1.81%                 |
| 04:00:00 - 04:59:59           | 7              | 1.58%                 |
| 05:00:00 - 05:59:59           | 10             | 2.26%                 |
| 06:00:00 - 06:59:59           | 9              | 2.04%                 |
| 07:00:00 - 07:59:59           | 12             | 2.71%                 |
| 08:00:00 - 08:59:59           | 17             | 3.85%                 |
| 09:00:00 - 09:59:59           | 16             | 3.62%                 |
| 10:00:00 - 10:59:59           | 21             | 4.75%                 |
| 11:00:00 - 11:59:59           | 15             | 3.39%                 |
| 12:00:00 - 12:59:59           | 22             | 4.98%                 |
| 13:00:00 - 13:59:59           | 28             | 6.33%                 |
| 14:00:00 - 14:59:59           | 24             | 5.43%                 |
| 15:00:00 - 15:59:59           | 21             | 4.75%                 |
| 16:00:00 - 16:59:59           | 31             | 7.01%                 |
| 17:00:00 - 17:59:59           | 24             | 5.43%                 |
| 18:00:00 - 18:59:59           | 28             | 6.33%                 |
| 19:00:00 - 19:59:59           | 23             | 5.20%                 |
| 20:00:00 - 20:59:59           | 23             | 5.20%                 |
| 21:00:00 - 21:59:59           | 25             | 5.66%                 |
| 22:00:00 - 22:59:59           | 22             | 4.98%                 |
| 23:00:00 - 23:59:59           | 16             | 3.62%                 |
| Total: 442                    |                | Total: 100.00%        |

Attachment: July 2022 Stats (12346 : Staff Update)

Runs by Responding Unit

11.a

| Response EMS Unit Call Sign (eResponse.14) | Number of Runs | Percent of Total Runs |
|--------------------------------------------|----------------|-----------------------|
| MED11                                      | 147            | 33.26%                |
| MED21                                      | 133            | 30.09%                |
| MED31                                      | 107            | 24.21%                |
| MED41                                      | 55             | 12.44%                |
| Total: 442                                 |                | Total: 100.00%        |

Report Criteria

Incident Month Name - Year: Is In July 2022

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

Attachment: July 2022 Stats (12346 : Staff Update)



**COUNTY CLERK & ELECTIONS**  
*Meeting information*

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

## COMMISSION AGENDA REPORT

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**FROM:** Rich Vargo, County Clerk  
**MEETING:** August 15, 2022  
**SUBJECT:** Procedures for Canvass of Ballots  
**PRESENTER:** Rich Vargo, County Clerk

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Enclosures:

- ElectionCanvassProcedures (DOC)

August 15, 2022

## **Procedures for Canvass of Ballots**

1. The Canvassing Board will be presented a copy of the 2022 Primary Election Canvass Report. The Canvass Report will have the total numbers of ballots cast for each polling location.
2. Riley County Clerk's Office staff will read through each individual polling location results and present to the Canvassing Board recommendations for the provisional ballots being accepted, partially counted or rejected and the reason why rejected.
3. The Board of Canvassers can then ask for any further verification of the recommended status of the provisional ballots presented.
4. The Board of County Canvassers move to approve the valid provisional ballots upon completion of the partial count provisional ballots and certify the Official Election Results of the 2022 Primary Election.
5. The review board in the County Clerk's Office will process the valid provisional ballots.
6. The Riley County Clerk will then tabulate the valid provisional ballots.
7. Once the provisional ballots, partial county provisional ballots and hand counted ballots have been processed and tabulated, the Final Canvass Results will be placed on the Riley County website and sent to the Secretary of State's Office.

**RILEY COUNTY LAW ENFORCEMENT AGENCY  
LAW BOARD MEETING  
City Commission Meeting Room  
1101 Poyntz Ave.  
Manhattan, KS  
August 15, 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 3-6   | A. | Approval of July 18, 2022 Law Board Meeting Minutes                                            |
| Pages 7-21  | B. | Approve 2022 Expenditures/Credits                                                              |
| Pages 22-24 | C. | 2022 Adjusted Financial Journal Entries- <i>(Review)</i>                                       |
| Page 25     | D. | Juvenile Transport Reimbursement                                                               |
| Pages 26-29 | E. | RCPD Related County Expenditures- <i>(Review)</i>                                              |
| Page 30     | F. | Riley County Jail Average Daily Inmate Population- <i>(Review)</i>                             |
| Page 31     | G. | Reports: Synopsis- <i>(Review)</i>                                                             |
|             | 1. | Monthly                                                                                        |
| Pages 32-47 | a) | Monthly Crime Report- Captain Freidline                                                        |
|             | 2. | Quarterly                                                                                      |
| Pages 48-52 | a) | 2 <sup>nd</sup> Quarter Uniform Crime Report (82.1.4)- Captain Jager                           |
| Pages 53-63 | b) | 2 <sup>nd</sup> Quarter Traffic Accident & Enforcement Analysis (61.1.1 A & C)- Captain Steere |
| Pages 64-65 | c) | 2 <sup>nd</sup> Quarter Seizure & Forfeiture Report (84.1.8)- Captain Freidline                |
|             | 3. | Semiannual                                                                                     |
| Pages 66-71 | a) | Semiannual Alcohol Enforcement Report- Captain Steere                                          |

**IV. GENERAL AGENDA**

- |             |    |                                                                                                                                             |
|-------------|----|---------------------------------------------------------------------------------------------------------------------------------------------|
|             | H. | Additions or Deletions                                                                                                                      |
|             | I. | Public Comment                                                                                                                              |
|             | J. | Fraternal Order of Police Lodge #17 Comments                                                                                                |
|             | K. | Board Member Comments                                                                                                                       |
|             | L. | National Certification as Hazardous Materials Technicians, Police Officers Garret Lloyd & Jake Shailer- Captain Steere- <i>(Discussion)</i> |
| Pages 72-73 | M. | Approval of Edward Byrne Memorial Justice Assistance Grant- Interim Director Moldrup- <i>(Vote Required)</i>                                |
| Pages 74-84 | N. | Federal Bureau of Investigation Joint Terrorism Task Force Memorandum of Understanding- Interim Director Moldrup- <i>(Vote Required)</i>    |
|             | O. | American Rescue Plan Act Update- Captain Jager & Board <i>(Discussion)</i>                                                                  |
|             | P. | Executive Session- <i>(Vote Required)</i>                                                                                                   |
|             | 1. | Non-Elected Personnel Matters                                                                                                               |
|             | 2. | Attorney Client Privilege                                                                                                                   |
|             | Q. | Adjournment                                                                                                                                 |

*Continued on reverse*

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.



# **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, August 15, 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**

|                                      | July 31, 2022 | Budget<br>Authorization | Current Actual<br>July | Actual-YTD<br>7 Months | % to date<br>58.33% | Last YTD<br>Actual   | Remaining<br>5 Months | % Balance<br>41.67% |
|--------------------------------------|---------------|-------------------------|------------------------|------------------------|---------------------|----------------------|-----------------------|---------------------|
| 01 Salaries-Full Time                |               | 13,980,077.00           | 1,068,369.10           | 7,587,367.81           | 54.27%              | 7,510,396.98         | 6,392,709.19          | 45.73%              |
| 02 Salaries-Part Time                |               | 125,000.00              | 5,569.48               | 45,536.48              | 36.43%              | 67,958.56            | 79,463.52             | 63.57%              |
| 03 Salaries-Overtime                 |               | 471,762.00              | 55,307.64              | 352,010.59             | 74.62%              | 268,954.70           | 119,751.41            | 25.38%              |
| <b>TOTAL SALARIES</b>                |               | <b>14,576,839.00</b>    | <b>1,129,246.22</b>    | <b>7,984,914.88</b>    | <b>54.78%</b>       | <b>7,847,310.24</b>  | <b>6,591,924.12</b>   | <b>45.22%</b>       |
| 36 Kansas Police & Fire              |               | 1,932,211.00            | 146,653.44             | 1,028,400.56           | 53.22%              | 1,019,313.75         | 903,810.44            | 46.78%              |
| 37 KPERs                             |               | 611,788.00              | 46,677.03              | 292,450.23             | 47.80%              | 302,080.57           | 319,337.77            | 52.20%              |
| 38 Social Security                   |               | 590,623.00              | 44,416.76              | 312,886.95             | 52.98%              | 300,989.81           | 277,736.05            | 47.02%              |
| 39 Health Insurance                  |               | 1,537,150.00            | 120,000.00             | 840,000.00             | 54.65%              | 840,000.00           | 697,150.00            | 45.35%              |
| 40 Workers Compensation Insurance    |               | 380,000.00              | 11,987.16              | 89,565.07              | 23.57%              | 191,380.65           | 290,434.93            | 76.43%              |
| 41 Unemployment Compensation         |               | 14,577.00               | 1,083.84               | 7,637.69               | 52.40%              | 7,520.99             | 6,939.31              | 47.60%              |
| <b>TOTAL EMPLOYEE BENEFITS</b>       |               | <b>5,066,349.00</b>     | <b>370,818.23</b>      | <b>2,570,940.50</b>    | <b>50.75%</b>       | <b>2,661,285.77</b>  | <b>2,495,408.50</b>   | <b>49.25%</b>       |
| <b>TOTAL PERSONNEL COSTS</b>         |               | <b>19,643,188.00</b>    | <b>1,500,064.45</b>    | <b>10,555,855.38</b>   | <b>53.74%</b>       | <b>10,508,596.01</b> | <b>9,087,332.62</b>   | <b>46.26%</b>       |
| 04 Utilities                         |               | 205,000.00              | 23,605.36              | 126,630.10             | 61.77%              | 83,499.66            | 78,369.90             | 38.23%              |
| 05 Insurance                         |               | 320,000.00              | 66,720.00              | 499,617.00             | 156.13%             | 410,189.00           | -179,617.00           | -56.13%             |
| 06 Legal & Accounting                |               | 85,000.00               | 6,739.88               | 40,820.92              | 48.02%              | 42,273.64            | 44,179.08             | 51.98%              |
| 07 Training & Travel                 |               | 108,000.00              | 11,162.50              | 90,097.27              | 83.42%              | 57,517.93            | 17,902.73             | 16.58%              |
| 08 Postage                           |               | 7,400.00                | 653.28                 | 2,829.26               | 38.23%              | 3,146.87             | 4,570.74              | 61.77%              |
| 09 Printing                          |               | 7,500.00                | 498.09                 | 1,840.63               | 24.54%              | 2,003.72             | 5,659.37              | 75.46%              |
| 10 Rentals-Maint Agreements          |               | 60,000.00               | 4,538.52               | 28,189.95              | 46.98%              | 22,317.25            | 31,810.05             | 53.02%              |
| 11 Building & Grounds                |               | 30,000.00               | 4,359.34               | 16,172.26              | 53.91%              | 25,680.82            | 13,827.74             | 46.09%              |
| 12 Equipment Repair & Maintenance    |               | 85,000.00               | 1,527.10               | 32,046.31              | 37.70%              | 58,202.69            | 52,953.69             | 62.30%              |
| 13 Vehicle Maintenance               |               | 90,000.00               | 1,937.75               | 104,517.12             | 116.13%             | 52,753.57            | -14,517.12            | -16.13%             |
| 14 Telephone Service                 |               | 62,000.00               | 6,858.55               | 54,602.34              | 88.07%              | 46,278.43            | 7,397.66              | 11.93%              |
| 16 Medical Fees                      |               | 15,000.00               | 1,700.00               | 19,071.15              | 127.14%             | 16,004.00            | -4,071.15             | -27.14%             |
| 19 Contractual Services-Computers    |               | 690,000.00              | 206,690.49             | 517,571.81             | 75.01%              | 262,239.56           | 172,428.19            | 24.99%              |
| 20 Other Contractual Services        |               | 314,000.00              | 60,504.12              | 361,474.78             | 115.12%             | 287,369.59           | -47,474.78            | -15.12%             |
| <b>TOTAL CONTRACTUAL SERVICES</b>    |               | <b>2,078,900.00</b>     | <b>397,494.98</b>      | <b>1,895,480.90</b>    | <b>91.18%</b>       | <b>1,369,476.73</b>  | <b>183,419.10</b>     | <b>8.82%</b>        |
| 17 Prisoner Food & Care              |               | 195,000.00              | 38,623.97              | 186,410.27             | 95.60%              | 88,121.39            | 8,589.73              | 4.40%               |
| 21 Community Services                |               | 17,500.00               | 574.35                 | 9,570.23               | 54.69%              | 8,454.34             | 7,929.77              | 45.31%              |
| 22 Books, Subscriptions, Memberships |               | 10,000.00               | 1,823.27               | 5,445.06               | 54.45%              | 4,834.26             | 4,554.94              | 45.55%              |
| 23 Uniforms & Accessories            |               | 40,000.00               | 5,527.27               | 61,503.97              | 153.76%             | 16,842.06            | -21,503.97            | -53.76%             |
| 25 Maintenance Supplies              |               | 29,500.00               | 1,664.47               | 11,959.40              | 40.54%              | 9,341.59             | 17,540.60             | 59.46%              |
| 26 Fuel & Lubrication                |               | 163,000.00              | 27,885.43              | 155,908.02             | 95.65%              | 92,204.46            | 7,091.98              | 4.35%               |
| 27 Vehicle Tires                     |               | 17,000.00               | 0.00                   | 2,338.16               | 13.75%              | 4,977.76             | 14,661.84             | 86.25%              |
| 28 Office Supplies                   |               | 24,000.00               | 13,985.14              | 27,819.90              | 115.92%             | 16,295.64            | -3,819.90             | -15.92%             |
| 29 Replenishment Supplies            |               | 45,000.00               | 2,463.01               | 35,455.14              | 78.79%              | 32,154.24            | 9,544.86              | 21.21%              |
| <b>TOTAL COMMODITIES</b>             |               | <b>541,000.00</b>       | <b>92,546.91</b>       | <b>496,410.15</b>      | <b>91.76%</b>       | <b>273,225.74</b>    | <b>44,589.85</b>      | <b>8.24%</b>        |
| 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               | -194,508.39            | 57,358.01              | 95.60%              | 114,409.91           | 2,641.99              | 4.40%               |
| 32 Furniture                         |               | 15,000.00               | 1,175.00               | 5,557.99               | 37.05%              | 2,645.41             | 9,442.01              | 62.95%              |
| 33 Office Equipment                  |               | 452,000.00              | 807.92                 | 51,050.21              | 11.29%              | 75,930.77            | 400,949.79            | 88.71%              |
| 34 Vehicles and Equipment            |               | 270,000.00              | 0.00                   | 63,296.15              | 23.44%              | 309,529.18           | 206,703.85            | 76.56%              |
| <b>TOTAL CAPITAL OUTLAY</b>          |               | <b>807,000.00</b>       | <b>-192,525.47</b>     | <b>194,948.58</b>      | <b>24.16%</b>       | <b>525,500.12</b>    | <b>612,051.42</b>     | <b>75.84%</b>       |
| <b>TOTAL NON-PERSONNEL COSTS</b>     |               | <b>3,426,900.00</b>     | <b>297,516.42</b>      | <b>2,586,839.63</b>    | <b>75.49%</b>       | <b>2,168,202.59</b>  | <b>840,060.37</b>     | <b>24.51%</b>       |
| <b>TOTAL EXPENDITURES</b>            |               | <b>23,070,088.00</b>    | <b>1,797,580.87</b>    | <b>13,142,695.01</b>   | <b>56.97%</b>       | <b>12,676,798.60</b> | <b>9,927,392.99</b>   | <b>43.03%</b>       |

Attachment: 08-15-2022 law board meeting\_packet (11728 : Law Board Meeting Agenda)

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

**Members Present:** Chairperson Linda Morse Vice Chairperson Robert Ward  
Secretary Barry Wilkerson Member Kathryn Focke  
Member John Ford Member Patricia Hudgins

**Absent:** Member BeEtta Stoney Captain Josh Kyle  
Captain Greg Steere

**Staff Present:** Interim Director Kurt Moldrup Captain Erin Freidline  
Captain Brad Jager Captain Derek Woods

**Recorder:** Executive Offices Manager 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. Approve June 21, 2022 Law Board Meeting Minutes
  - 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. Reports- (*Review*)
    - 1. Monthly
      - a) Monthly Crime Report

Interim Director Moldrup provided the Law Board with a brief overview of the Monthly Crime Report noting that Part 1 crime for the month of 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 addition, Part 1 violent crimes was 22.7% below the 5 year average. The violent crime total was 25% lower than that in June 2021.

Captain Freidline discussed Operation Accident Reduction Citations (ARC) and the Department's efforts to address traffic related issues with the aim of providing safer roadways for motorists and pedestrians. Operation Accident Reduction Citations is an initiative which uses research and accident data to reduce the

number of accidents on roadways. In 2016 Riley County Police Department contracted with Kansas State University (KSU) to conduct a study to determine what the public considered important from a traffic safety standpoint. The traffic safety priorities of those surveyed included individuals driving under the influence, inattentive driving, cellphone use, speeding, failure to stop at red lights, and tailgating.

Captain Freidline reported that according to recent accident data, the previously mentioned traffic safety priorities remain the primary behaviors that are known to cause accidents in Manhattan and Riley County. Post-COVID-19, the RCPD took a step back and did not do much in the way of enforcement and community engagement with respect to traffic stops. The number of traffic accidents in June 2022 was 7.4% above the 5 year average. Recognizing this as a possible trend, the Department made the decision to revamp Operation ARC and train/retrain all sworn officers.

Captain Freidline addressed the communication piece of Operation ARC. She stated that when officers pull motorists over for these offenses, they educate the public by communicating the reason behind the stop and that the action or driving behavior was deemed a traffic safety priority by the community. Captain Freidline added that over the last year, the RCPD has written more warnings than citations; approximately 3,300 compared to 2,300 respectively. As of July 1, 2022, the RCPD will once again focus on the top 6 traffic safety priorities that are known to cause accidents.

Vice Chairperson Ward commented on the trending decrease in the average daily inmate population. He wished to know if the decrease is due to the prosecution and sentencing of inmates whose cases were delayed due to COVID.

Interim Director Moldrup responded that the decrease could be attributed to a number of factors. However, the progression of court operations and the adjudication process has definitely helped with the inmate population.

Vice Chairperson Ward commented on the number of robberies in Manhattan and Riley County. He asked if there is an explanation for the low number of incidents.

Interim Director Moldrup said that in addition to the culture of the community, the Department's ability to solve the vast majority of robbery cases and bring those responsible for the criminal acts to justice has had a significant impact.

Captain Freidline stated that robbery is a crime that does not seem to be tolerated well among those in the community. With assistance from the community, RCPD police officers and detectives can usually identify the individual(s) responsible for the robbery and hold them accountable in a court of law. Captain Freidline pointed out that the RCPD has a Repeat Offender Program which identifies offenders responsible for perpetrating the majority of crime in the community. The work of the RCPD along with that of the prosecutors office and probation agencies hold the offender accountable in an effort to get them to choose a better path or serve time in prison.

Member Hudgins inquired about Voucher #7011 payable to EMC Risk Services LLC in the amount of \$6,000 for a quarterly comp fee.

Interim Director Moldrup explained that EMC Risk Services LLC provides insurance risk management and consulting services to the Department. EMC along with the RCPD Multipurpose Committee review employee injuries, traffic accidents, damaged property, etc., to determine what needs to be done to reduce liability within the Department.

Member Hudgins sought clarification regarding Voucher #7033 payable to Pawnee Mental Health Services. The description provided on the 2022 list of expenditures simply states that it is a contract.

Interim Director Moldrup explained that the contract is with Pawnee Mental Health Services for the embedded mental health co-responders.

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 Focke, Ford, Hudgins, Morse, Ward, and Wilkerson voting in favor, and no one voting against. The motion passed 6-0.

#### **IV. General Agenda:**

**H. Additions or Deletions:** Chairperson Morse added a Director's Report (H2) to the General Agenda.

**H2. Director's Report:** Interim Director Moldrup reported that the Department's annual Active Violence Training was held July 12-14, 2022. Those that participated in the training include the Manhattan Fire Department, Riley County Emergency Medical Services, Pottawatomie County Sheriff's Office, Kansas State University Police Department (KSUPD), Kansas Highway Patrol, Federal Bureau of Investigations, Riley County Emergency management, Fort Riley, USD 383, and area public information officers. The training helps to improve response time and interagency coordination in the event of an active violence situation. Interim Director Moldrup explained that the training was not open to the general public. However, key personnel to include members of the Law Board, RCPD Community Advisory Board, and media were invited to observe portions of the training. A Unified Command Exercise was held which included practical exercises revolving around how to respond to parents of students and the media to include a mock press release. Interim Director Moldrup reported that it was a great experience. Each year the Department, first responders, and emergency personnel evaluate the training and make recommendations on ways to improve it for the following year.

Interim Director Moldrup informed the Law Board and the viewing public that the 19<sup>th</sup> Annual Battle of the Badges Blood Drive between the RCPD, Riley County Emergency Management, and Manhattan Fire Department is scheduled for July 18 ,2022 from 11:30 a.m. to 6:00 p.m. and July 19, 2022 from 7:30 a.m. to 1:30 p.m. at St. Thomas More Catholic Church. It is a friendly competition between local emergency services to encourage the public to donate blood and vote for one of the agencies.

Interim Director Moldrup stated that the Riley County Fair is scheduled for this week. The RCPD plans to have a recruitment booth onsite with various specialty teams present to show what the employees who serve on the teams do. The Department's presence at the fair not only educates the public about their local law enforcement but also encourages them to become involved and apply for employment with the RCPD.

**I. Public Comment:** None.

**J. Fraternal Order of Police Lodge#17 Comments:** Corporal Rachel Pate, President, Fraternal Order of Police (FOP) Lodge #17, Shared that the Special Olympics Torch Run was held during the month of June. Over 50 individuals participated in the fundraiser. Representatives from the RCPD and KSUPD also participated in the event and raised over \$1,000 for the athletes. Corporal Pate noted that the RCPD served pancakes and it was a great community event.

The next fundraiser benefiting Special Olympics Kansas is the Cops on Top event that will be held August 19, 2022 from 6:00-10:00 a.m. at Dunkin' Donuts. The RCPD will have an officer on the rooftop of Dunkin' Donuts asking customers to donate to Special Olympics Kansas. Those who donate will receive a coupon for a free drink at Dunkin' Donuts. Special Olympics athletes will also be there to interact with the customers.

**K. Board Member Comments:** Chairperson Morse stated that she had the opportunity to attend the Active Violence Training that was coordinated by local emergency personnel. She felt that the training scenarios this year were much more realistic than those in trainings past. This year the training focused not just on the shooting but also the coordination that transpires between emergency services personnel, other departments, and the victims. She felt that the recurring training will help everyone be more prepared should an incident like that occur.

**L. American Rescue Plan Act Update:** Captain Jager had no update to provide to the Law Board.

**M. Executive Session:** At 12:25 p.m. Secretary Wilkerson moved to recess into Executive Session until 12:40 p.m. to discuss non-elected personnel matters. Member Ford seconded the motion. Chairperson Morse polled the Board and the motion passed with Focke, Ford, Hudgins, Morse, Ward, and Wilkerson voting in favor, and no one voting against. The motion passed 6-0.

At 12:45 p.m. the open meeting reconvened.

**N. Adjournment:** Vice Chairperson Ward moved to adjourn the meeting. Secretary Wilkerson seconded the motion. Chairperson Morse polled the Board and the motion passed with Focke, Ford, Hudgins, Morse, Ward, and Wilkerson voting in favor, and no one voting against. The motion passed 6-0. The July 18, 2022 Law Board Meeting adjourned at 12:45 p.m.

## RILEY COUNTY POLICE DEPARTMENT

  
 8/14/22

| <u>V #</u> | <u>VENDOR NAME</u>            | <u>ACCT</u> | 2022 EXPENDITURES<br><u>DESCRIPTION</u> | AUGUST 2022<br><u>AMOUNT</u> |           |
|------------|-------------------------------|-------------|-----------------------------------------|------------------------------|-----------|
| 8001       | ADP LLC                       | 20          | Payroll                                 | 5,352.10                     | 5,352.10  |
| 8002       | Air Vent Cleaning Co, Inc     | 11          | Building Supplies                       | 595.00                       | 595.00    |
| 8003       | Arthur-Green Attorneys at Law | 06          | retainer                                | 2,750.00                     | 2,750.00  |
| 8004       | Tamara Bauer                  | 20          | Professional Development Trng           | 2,725.00                     | 2,725.00  |
| 8005       | Baysinger Police Supply, Inc. | 23          | hosters                                 | 1,904.86                     | 1,904.86  |
| 8006       | B-4 Fire Extinguisher         | 20          | fire extinguishers recharged            | 89.00                        | 89.00     |
| 8007       | Bob Barker Co Inc             | 17          | Inmate Supplies                         | 11,436.69                    |           |
|            |                               | 17          | Inmate Supplies                         | 8,440.47                     |           |
|            |                               | 17          | Inmate Supplies                         | 596.32                       |           |
|            |                               | 17          | Inmate Supplies                         | 348.20                       |           |
|            |                               | 17          | Inmate Supplies                         | 109.59                       |           |
|            |                               | 17          | Inmate Supplies                         | 205.20                       | 21,136.47 |
| 8008       | Clark, Mize, & Linville       | 06          | WC Legal Fees                           | 1,818.50                     |           |
|            |                               | 06          | WC Legal Fees                           | 222.50                       |           |
|            |                               | 06          | WC Legal Fees                           | 98.00                        | 2,139.00  |
| 8009       | Dry Clean City Inc            | 20          | dry cleaning                            | 243.90                       |           |
|            |                               | 20          | dry cleaning                            | 259.38                       | 503.28    |
| 8010       | EMC Risk Services LLC         | 40          | July Loss Fund                          | 8,137.39                     | 8,137.39  |
| 8011       | Empower Flex                  | 06          | Admin Services                          | 1,097.20                     | 1,097.20  |
| 8012       | Evco Wholesale Food Corp      | 17          | inmate food                             | 1,145.90                     |           |
|            |                               | 17          | inmate food                             | 2,427.64                     |           |
|            |                               | 17          | inmate food                             | 2,287.14                     |           |
|            |                               | 17          | inmate food                             | 1,731.89                     |           |
|            |                               | 17          | inmate food                             | 2,352.23                     | 9,944.80  |
| 8013       | Mike Finnegan                 | 20          | Professional Development Trng           | 2,725.00                     | 2,725.00  |

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| RILEY COUNTY POLICE DEPARTMENT |                                 | 2022 EXPENDITURES |                        | AUGUST 2022   |           |
|--------------------------------|---------------------------------|-------------------|------------------------|---------------|-----------|
| <u>V #</u>                     | <u>VENDOR NAME</u>              | <u>ACCT</u>       | <u>DESCRIPTION</u>     | <u>AMOUNT</u> |           |
| 8014                           | GeoComm                         | 19                | Spillman Provisioning  | 29,056.00     | 29,056.00 |
| 8015                           | Law Office of Michael Gillespie | 06                | Legal Fees             | 1,500.00      | 1,500.00  |
| 8016                           | Godfrey's                       | 23                | uniforms               | 199.50        |           |
|                                |                                 | 23                | uniforms               | 363.14        |           |
|                                |                                 | 23                | uniforms               | 64.14         |           |
|                                |                                 | 23                | uniforms               | 163.90        | 790.68    |
| 8017                           | Grant Petroleum, Inc            | 26                | fuel                   | 18,807.91     | 18,807.91 |
| 8018                           | Hiland Dairy                    | 17                | inmate food            | 138.07        |           |
|                                |                                 | 17                | inmate food            | 122.84        |           |
|                                |                                 | 17                | inmate food            | 201.22        |           |
|                                |                                 | 17                | inmate food            | 118.48        |           |
|                                |                                 | 17                | inmate food            | 156.76        |           |
|                                |                                 | 17                | inmate food            | 162.93        |           |
|                                |                                 | 17                | inmate food            | 117.57        | 1,017.87  |
| 8019                           | Howie's Trash Service           | 20                | trash                  | 708.43        | 708.43    |
| 8020                           | Ka-Comm, Inc                    | 12                | Equipment Repair       | 19.00         |           |
|                                |                                 | 12                | Equipment Repair       | 25.00         |           |
|                                |                                 | 12                | Equipment Repair       | 246.00        |           |
|                                |                                 | 12                | Equipment Repair       | 81.00         |           |
|                                |                                 | 12                | Equipment Repair       | 90.25         |           |
|                                |                                 | 12                | Equipment Repair       | 67.50         |           |
|                                |                                 | 12                | Equipment Repair       | 10.48         |           |
|                                |                                 | 12                | Equipment Repair       | 27.50         |           |
|                                |                                 | 12                | Equipment Repair       | 20.00         | 586.73    |
| 8021                           | Kansas Gas Service              | 04                | Garage Utilities       | 32.08         |           |
|                                |                                 | 04                | LEC Utilities          | 2,030.93      |           |
|                                |                                 | 04                | Aggieville Utilities   | 32.08         | 2,095.09  |
| 8022                           | Key Staffing                    | 20                | Contract Custodian     | 830.40        |           |
|                                |                                 | 20                | Contract Custodian     | 664.32        | 1,494.72  |
| 8023                           | Konza Lab Inc                   | 16                | Employee Testing       | 550.00        |           |
|                                |                                 | 16                | Pre-Employment Testing | 80.00         | 630.00    |

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| RILEY COUNTY POLICE DEPARTMENT |                               | 2022 EXPENDITURES |                             | AUGUST 2022   |           |
|--------------------------------|-------------------------------|-------------------|-----------------------------|---------------|-----------|
| <u>V #</u>                     | <u>VENDOR NAME</u>            | <u>ACCT</u>       | <u>DESCRIPTION</u>          | <u>AMOUNT</u> |           |
| 8024                           | Landmark National Bank        | 10                | Safe Deposit Box            | 50.00         | 50.00     |
| 8025                           | Little Apple Lawn & Landscape | 11                | landscape                   | 940.00        | 940.00    |
| 8026                           | Brian London                  | 29                | damage to personal property | 74.59         | 74.59     |
| 8027                           | Manhattan Wrecker Service Inc | 20                | towing                      | 55.00         | 55.00     |
| 8028                           | McKesson Medical              | 17                | Inmate Supplies             | 8.75          |           |
|                                |                               | 17                | Inmate Supplies             | 206.63        |           |
|                                |                               | 17                | Inmate Supplies             | 95.40         |           |
|                                |                               | 17                | Inmate Supplies             | -35.22        |           |
|                                |                               | 17                | Inmate Supplies             | 32.01         |           |
|                                |                               | 17                | Inmate Supplies             | 329.39        | 636.96    |
| 8029                           | Kim (Hank) Nelson             | 20                | Pre-Employment              | 2,500.00      |           |
|                                |                               | 20                | Pre-Employment              | 2,000.00      | 4,500.00  |
| 8030                           | Net@Work, Inc                 | 19                | Printboss Contract          | 200.00        | 200.00    |
| 8031                           | New Directions                | 20                | Services Contract           | 2,959.00      | 2,959.00  |
| 8032                           | Olympic Uniforms              | 23                | uniforms                    | 54.50         | 54.50     |
| 8033                           | Optiv Security Inc            | 19                | Checkpoint renewal          | 37,805.41     | 37,805.41 |
| 8034                           | Pawnee Mental Health Services | 20                | Co-Responder Contract       | 13,886.26     |           |
|                                |                               | 20                | Co-Responder Conf           | 500.00        | 14,386.26 |
| 8035                           | Petty Cash                    | 29                | Replenishment Supplies      | 13.68         | 13.68     |
| 8036                           | Matthew Pfrang                | 29                | damage to personal property | 214.99        | 214.99    |
| 8037                           | Phillips 66 Fleet Service     | 26                | fuel                        | 59.30         | 59.30     |

| RILEY COUNTY POLICE DEPARTMENT |                           | 2022 EXPENDITURES |                        | AUGUST 2022   |                   |
|--------------------------------|---------------------------|-------------------|------------------------|---------------|-------------------|
| <u>V #</u>                     | <u>VENDOR NAME</u>        | <u>ACCT</u>       | <u>DESCRIPTION</u>     | <u>AMOUNT</u> |                   |
| 8038                           | Pro Copy Inc              | 10                | meter charges          | 36.49         |                   |
|                                |                           | 10                | meter charges          | 186.25        |                   |
|                                |                           | 10                | meter charges          | 226.15        |                   |
|                                |                           | 10                | meter charges          | 62.08         |                   |
|                                |                           | 10                | meter charges          | 362.91        | <b>873.88</b>     |
| 8039                           | Quaker State Express Lube | 26                | oil change             | 37.00         |                   |
|                                |                           | 26                | oil change             | 32.00         |                   |
|                                |                           | 26                | oil change             | 32.00         |                   |
|                                |                           | 26                | oil change             | 32.00         |                   |
|                                |                           | 26                | oil change             | 42.00         |                   |
|                                |                           | 26                | oil change             | 42.00         |                   |
|                                |                           | 26                | oil change             | 47.00         |                   |
|                                |                           | 26                | oil change             | 42.00         |                   |
|                                |                           | 26                | oil change             | 37.00         |                   |
|                                |                           | 26                | oil change             | 42.00         |                   |
|                                |                           | 26                | oil change             | 42.00         |                   |
|                                |                           | 26                | oil change             | 37.00         | <b>464.00</b>     |
| 8040                           | Riley County General Fund | 14                | AT&T SW Bell Plexar    | 212.00        | <b>212.00</b>     |
| 8041                           | Riley County Public Works | 26                | fuel                   | 853.35        |                   |
|                                |                           | 26                | fuel                   | 570.87        |                   |
|                                |                           | 26                | fuel                   | 771.50        |                   |
|                                |                           | 26                | fuel                   | 717.38        |                   |
|                                |                           | 26                | fuel                   | 756.28        | <b>3,669.38</b>   |
| 8042                           | RCPD Health Plan          | 39                | health insurance       | 120,000.00    | <b>120,000.00</b> |
| 8043                           | RCPD WC Reserve Fund      | 40                | WC Settlement          | 7,500.00      | <b>7,500.00</b>   |
| 8044                           | Robbins Motor Co.         | 13                | Vehicle Maintenance    | 180.75        | <b>180.75</b>     |
| 8045                           | Hali Rowland              | 20                | Contract PIO Services  | 2,464.00      | <b>2,464.00</b>   |
| 8046                           | Sir Speedy                | 09                | tablecloth             | 422.60        | <b>422.60</b>     |
| 8047                           | Waxie Sanitary Supply     | 17                | Inmate Supplies        | 3,902.60      |                   |
|                                |                           | 17                | Inmate Supplies        | 806.41        |                   |
|                                |                           | 25                | Maintenance Supplies   | 182.85        |                   |
|                                |                           | 29                | Replenishment Supplies | 222.03        | <b>5,113.89</b>   |

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## RILEY COUNTY POLICE DEPARTMENT

| <u>V #</u> | <u>VENDOR NAME</u>           | <u>ACCT</u> | <u>2022 EXPENDITURES</u><br><u>DESCRIPTION</u> | <u>AUGUST 2022</u><br><u>AMOUNT</u> |                  |
|------------|------------------------------|-------------|------------------------------------------------|-------------------------------------|------------------|
| 8048       | Carla Swartz                 | 20          | Pre-Employment                                 | 3,500.00                            |                  |
|            |                              | 20          | Pre-Employment                                 | 1,000.00                            | <b>4,500.00</b>  |
| 8049       | Sysco Kansas City, Inc       | 17          | inmate food                                    | -66.95                              |                  |
|            |                              | 17          | inmate food                                    | -215.55                             |                  |
|            |                              | 17          | inmate food                                    | -174.20                             |                  |
|            |                              | 17          | inmate food                                    | -34.69                              |                  |
|            |                              | 17          | inmate food                                    | -29.66                              |                  |
|            |                              | 17          | inmate food                                    | -11.75                              |                  |
|            |                              | 17          | inmate food                                    | 52.95                               |                  |
|            |                              | 17          | inmate food                                    | -171.56                             |                  |
|            |                              | 17          | inmate food                                    | 34.55                               |                  |
|            |                              | 17          | inmate food                                    | 372.26                              |                  |
|            |                              | 17          | inmate food                                    | 1,800.46                            |                  |
|            |                              | 17          | inmate food                                    | 1,223.80                            |                  |
|            |                              | 17          | inmate food                                    | 1,494.29                            |                  |
|            |                              | 17          | inmate food                                    | 52.95                               |                  |
|            |                              | 17          | inmate food                                    | 1,448.38                            | <b>5,775.28</b>  |
| 8050       | Konza Sign                   | 13          | Vehicle Maintenance                            | 20.00                               | <b>20.00</b>     |
| 8051       | T-Mobile USA, Inc            | 20          | Investigations Service                         | 100.00                              | <b>100.00</b>    |
| 8052       | Tommy's Express Car Wash     | 13          | Vehicle Maintenance                            | 330.00                              |                  |
|            |                              | 13          | Vehicle Maintenance                            | 295.00                              |                  |
|            |                              | 13          | Vehicle Maintenance                            | 275.00                              |                  |
|            |                              | 13          | Vehicle Maintenance                            | 220.00                              | <b>1,120.00</b>  |
| 8053       | University Printing Services | 09          | designated driver wristbands                   | 191.27                              | <b>191.27</b>    |
| 8054       | US Foodservice               | 17          | inmate food                                    | 1,568.67                            |                  |
|            |                              | 17          | inmate food                                    | 984.25                              |                  |
|            |                              | 17          | inmate food                                    | 531.47                              |                  |
|            |                              | 17          | inmate food                                    | 977.07                              |                  |
|            |                              | 17          | inmate food                                    | 195.50                              | <b>4,256.96</b>  |
| 8055       | Evergy                       | 04          | Garage Electric                                | 56.64                               |                  |
|            |                              | 04          | LEC Electric                                   | 21,579.69                           |                  |
|            |                              | 04          | Aggieville Electric                            | 207.76                              | <b>21,844.09</b> |

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## RILEY COUNTY POLICE DEPARTMENT

| <u>V #</u> | <u>VENDOR NAME</u>       | <u>ACCT</u> | <u>2022 EXPENDITURES</u><br><u>DESCRIPTION</u> | <u>AUGUST 2022</u><br><u>AMOUNT</u> |          |
|------------|--------------------------|-------------|------------------------------------------------|-------------------------------------|----------|
| 8056       | Katie Whisman Consulting | 20          | July Consulting Fees                           | 4,000.00                            |          |
|            |                          | 20          | August Consulting Fees                         | 4,000.00                            | 8,000.00 |
| 8057       | Xerox Corporation        | 10          | Lease Payment                                  | 778.16                              |          |
|            |                          | 10          | Lease Payment                                  | 677.90                              | 1,456.06 |
| 8058       | Xerox Financial Services | 10          | Lease Payment                                  | 266.00                              |          |
|            |                          | 10          | Lease Payment                                  | 349.12                              | 615.12   |
|            |                          |             | <b>Total:</b>                                  | <b>366,515.50</b>                   |          |
| 8201       | Adobe Systems Inc        | 19          | adobe                                          | 16.33                               | 16.33    |
| 8202       | Allegiant Technology     | 14          | AT&T IP Flex Plan                              | 1,255.02                            | 1,255.02 |
| 8203       | Amazon.com               | 29          | Replenishment Supplies                         | 159.65                              |          |
|            |                          | 28          | Computer Supplies                              | 77.81                               |          |
|            |                          | 32          | Office Chair Support                           | 51.44                               |          |
|            |                          | 28          | Computer Supplies                              | 17.98                               |          |
|            |                          | 28          | Office Supplies                                | 45.03                               |          |
|            |                          | 29          | Replenishment Supplies                         | -79.48                              |          |
|            |                          | 25          | Maintenance Supplies                           | 88.00                               |          |
|            |                          | 11          | Equipment Repair                               | 65.23                               |          |
|            |                          | 29          | Replenishment Supplies                         | 45.97                               |          |
|            |                          | 17          | Inmate Supplies                                | -0.08                               |          |
|            |                          | 17          | Inmate Supplies                                | -64.95                              |          |
|            |                          | 17          | Inmate Supplies                                | -0.74                               |          |
|            |                          | 17          | Inmate Supplies                                | -0.85                               |          |
|            |                          | 17          | Inmate Supplies                                | -1.04                               |          |
|            |                          | 17          | Inmate Supplies                                | -0.10                               |          |
|            |                          | 17          | Inmate Supplies                                | -0.09                               |          |
|            |                          | 17          | Inmate Supplies                                | -0.69                               |          |
|            |                          | 17          | Inmate Supplies                                | -0.18                               |          |
|            |                          | 17          | Inmate Supplies                                | -0.29                               |          |
|            |                          | 17          | Inmate Supplies                                | -0.05                               |          |
|            |                          | 17          | Inmate Supplies                                | -0.77                               |          |
|            |                          | 17          | Inmate Supplies                                | 2,855.93                            |          |
|            |                          | 28          | Office Supplies                                | 27.98                               |          |
|            |                          | 28          | Office Supplies                                | 64.76                               |          |
|            |                          | 29          | Replenishment Supplies                         | 22.61                               |          |
|            |                          | 28          | Office Supplies                                | 139.32                              |          |
|            |                          | 25          | Maintenance Supplies                           | 139.51                              |          |
|            |                          | 29          | Replenishment Supplies                         | 48.97                               |          |
|            |                          | 29          | Replenishment Supplies                         | 251.35                              |          |
|            |                          | 17          | Inmate Supplies                                | 23.98                               | 3,976.21 |

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| RILEY COUNTY POLICE DEPARTMENT |                                  | 2022 EXPENDITURES |                         | AUGUST 2022   |           |
|--------------------------------|----------------------------------|-------------------|-------------------------|---------------|-----------|
| <u>V #</u>                     | <u>VENDOR NAME</u>               | <u>ACCT</u>       | <u>DESCRIPTION</u>      | <u>AMOUNT</u> |           |
| 8204                           | Apple iTunes Store               | 19                | iCloud Storage          | 9.99          | 9.99      |
| 8205                           | Arrowhead Forensic Products, Inc | 29                | Replenishment Supplies  | 601.32        | 601.32    |
| 8206                           | AT&T                             | 14                | Monthly Plan Charge     | 445.76        | 445.76    |
| 8207                           | AutoZone                         | 13                | Vehicle Maintenance     | 11.97         | 11.97     |
| 8208                           | Best Buy                         | 28                | Computer Supplies       | 40.99         |           |
|                                |                                  | 28                | Office Supplies         | 79.99         | 120.98    |
| 8209                           | Blade-Tech Holster               | 23                | uniforms                | 119.90        | 119.90    |
| 8210                           | Blasters Tool & Supply           | 31                | explosive storage boxes | 789.64        | 789.64    |
| 8211                           | Bluestem Electric Co-op Inc      | 04                | Range Electric          | 251.17        | 251.17    |
| 8212                           | Briggs                           | 13                | Vehicle Maintenance     | 951.53        |           |
|                                |                                  | 13                | Vehicle Maintenance     | 212.39        |           |
|                                |                                  | 13                | Vehicle Maintenance     | 245.39        |           |
|                                |                                  | 13                | Vehicle Maintenance     | 172.89        |           |
|                                |                                  | 13                | Vehicle Maintenance     | 1,886.03      |           |
|                                |                                  | 13                | Vehicle Maintenance     | 294.04        |           |
|                                |                                  | 27                | Vehicle Tire Repair     | 31.95         |           |
|                                |                                  | 13                | Vehicle Maintenance     | 238.59        |           |
|                                |                                  | 13                | Vehicle Maintenance     | 233.81        |           |
|                                |                                  | 13                | Vehicle Maintenance     | 164.95        |           |
|                                |                                  | 13                | Vehicle Maintenance     | 477.00        |           |
|                                |                                  | 13                | Vehicle Maintenance     | 102.45        |           |
|                                |                                  | 13                | Vehicle Maintenance     | 525.71        |           |
|                                |                                  | 13                | Vehicle Maintenance     | 158.04        |           |
|                                |                                  | 13                | Vehicle Maintenance     | 334.93        |           |
|                                |                                  | 27                | Vehicle Tire Repair     | 102.45        |           |
|                                |                                  | 13                | Vehicle Maintenance     | 2,482.30      |           |
|                                |                                  | 13                | Vehicle Maintenance     | 245.95        |           |
|                                |                                  | 13                | Vehicle Maintenance     | 53.93         |           |
|                                |                                  | 13                | Vehicle Maintenance     | 275.00        |           |
|                                |                                  | 13                | Vehicle Maintenance     | 74.35         |           |
|                                |                                  | 27                | Vehicle Tire Repair     | 60.39         |           |
|                                |                                  | 13                | Vehicle Maintenance     | 1,474.10      |           |
|                                |                                  | 27                | Vehicle Tire Repair     | 34.45         |           |
|                                |                                  | 27                | Vehicle Tire Repair     | 135.39        | 10,968.01 |

Attachment: 08-15-2022 law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

## RILEY COUNTY POLICE DEPARTMENT

| <u>V #</u> | <u>VENDOR NAME</u>           | <u>ACCT</u> | <u>2022 EXPENDITURES<br/>DESCRIPTION</u> | <u>AUGUST 2022<br/>AMOUNT</u> |                 |
|------------|------------------------------|-------------|------------------------------------------|-------------------------------|-----------------|
| 8213       | Burnett Automotive           | 27          | Vehicle Tire Repair                      | 536.28                        |                 |
|            |                              | 27          | Vehicle Tires                            | 1,498.00                      |                 |
|            |                              | 27          | Vehicle Tire Repair                      | 603.04                        |                 |
|            |                              | 27          | Vehicle Tire Repair                      | 936.25                        |                 |
|            |                              | 27          | Vehicle Tires                            | 1,716.44                      | <b>5,290.01</b> |
| 8214       | Chicago Faucet Shoppe        | 11          | Equipment Repair                         | 89.83                         | <b>89.83</b>    |
| 8215       | Circle Valve Technologies    | 25          | Maintenance Supplies                     | 525.00                        | <b>525.00</b>   |
| 8216       | City of Manhattan, Utilities | 04          | LEC Water                                | 3,270.89                      |                 |
|            |                              | 04          | Aggieville Water                         | 43.82                         | <b>3,314.71</b> |
| 8217       | Click Up                     | 19          | click up membership                      | 299.01                        | <b>299.01</b>   |
| 8218       | Cox Communications, Inc      | 19          | aggieville internet                      | 94.48                         |                 |
|            |                              | 17          | Inmate Supplies                          | 210.95                        |                 |
|            |                              | 19          | LEC Cable/Internet                       | 2,307.13                      |                 |
|            |                              | 19          | JTTF Internet                            | 79.38                         | <b>2,691.94</b> |
| 8219       | Dawson Precision             | 31          | sight glock front all                    | 884.37                        | <b>884.37</b>   |
| 8220       | Underground Vaults           | 20          | shredding                                | 50.00                         | <b>50.00</b>    |
| 8221       | Endacott Lighting Inc        | 11          | electrical supplies                      | 132.00                        | <b>132.00</b>   |
| 8222       | Envelopes.com                | 29          | Replenishment Supplies                   | 159.08                        | <b>159.08</b>   |
| 8223       | EOD Gear                     | 31          | Build your own breacher kit              | 910.14                        | <b>910.14</b>   |
| 8224       | Express Office Solutions     | 32          | Table                                    | 236.00                        |                 |
|            |                              | 28          | Office Supplies                          | 1,836.40                      | <b>2,072.40</b> |
| 8225       | Facebook                     | 20          | Boost Posts                              | 60.08                         | <b>60.08</b>    |
| 8226       | FastSpring                   | 19          | PDF Sam                                  | 59.00                         | <b>59.00</b>    |

## RILEY COUNTY POLICE DEPARTMENT

| <u>V #</u> | <u>VENDOR NAME</u>      | <u>ACCT</u> | <u>2022 EXPENDITURES</u><br><u>DESCRIPTION</u> | <u>AUGUST 2022</u><br><u>AMOUNT</u> |                 |
|------------|-------------------------|-------------|------------------------------------------------|-------------------------------------|-----------------|
| 8227       | Founders Telecom        | 30          | wireless headset repair                        | 72.85                               | <b>72.85</b>    |
| 8228       | Gall's Inc.             | 23          | uniforms                                       | 186.65                              |                 |
|            |                         | 23          | uniforms                                       | 65.11                               |                 |
|            |                         | 23          | uniforms                                       | 47.51                               |                 |
|            |                         | 23          | uniforms                                       | 219.80                              |                 |
|            |                         | 23          | uniforms                                       | 56.00                               |                 |
|            |                         | 23          | uniforms                                       | 235.60                              |                 |
|            |                         | 23          | uniforms                                       | 14.00                               |                 |
|            |                         | 23          | uniforms                                       | 47.51                               |                 |
|            |                         | 23          | uniforms                                       | 182.22                              |                 |
|            |                         | 23          | uniforms                                       | 91.11                               |                 |
|            |                         | 23          | uniforms                                       | 329.84                              | <b>1,475.35</b> |
| 8229       | Grainger                | 25          | Maintenance Supplies                           | 36.05                               |                 |
|            |                         | 11          | plumbing supplies                              | 170.69                              |                 |
|            |                         | 25          | Maintenance Supplies                           | 57.15                               |                 |
|            |                         | 25          | Maintenance Supplies                           | 17.16                               | <b>281.05</b>   |
| 8230       | GT Distributors Inc     | 23          | uniforms                                       | 298.77                              |                 |
|            |                         | 23          | uniforms                                       | 14.50                               |                 |
|            |                         | 23          | uniforms                                       | 37.00                               |                 |
|            |                         | 23          | uniforms                                       | 153.80                              |                 |
|            |                         | 23          | uniforms                                       | 460.52                              |                 |
|            |                         | 23          | uniforms                                       | 116.92                              |                 |
|            |                         | 23          | uniforms                                       | 40.40                               |                 |
|            |                         | 23          | uniforms                                       | 22.50                               |                 |
|            |                         | 23          | uniforms                                       | 22.50                               |                 |
|            |                         | 23          | uniforms                                       | 37.00                               |                 |
|            |                         | 23          | uniforms                                       | 37.00                               |                 |
|            |                         | 23          | uniforms                                       | 37.00                               | <b>1,277.91</b> |
| 8231       | Harbor Freight Tools    | 29          | Replenishment Supplies                         | 65.95                               |                 |
|            |                         | 29          | Replenishment Supplies                         | 21.97                               | <b>87.92</b>    |
| 8232       | Hertz - LAG Rentals LLC | 20          | HIDTA Rental                                   | 650.75                              | <b>650.75</b>   |

Attachment: 08-15-2022 law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

## RILEY COUNTY POLICE DEPARTMENT

| <u>V #</u> | <u>VENDOR NAME</u>                | <u>ACCT</u> | <u>2022 EXPENDITURES<br/>DESCRIPTION</u> | <u>AUGUST 2022<br/>AMOUNT</u> |           |
|------------|-----------------------------------|-------------|------------------------------------------|-------------------------------|-----------|
| 8233       | Home Depot                        | 25          | Maintenance Supplies                     | 104.02                        |           |
|            |                                   | 25          | Maintenance Supplies                     | 94.28                         |           |
|            |                                   | 25          | Maintenance Supplies                     | 25.97                         |           |
|            |                                   | 25          | Maintenance Supplies                     | 46.50                         |           |
|            |                                   | 25          | Maintenance Supplies                     | 78.93                         |           |
|            |                                   | 25          | Maintenance Supplies                     | 29.97                         |           |
|            |                                   | 11          | lanscape                                 | 29.97                         |           |
|            |                                   | 29          | Replenishment Supplies                   | 23.44                         |           |
|            |                                   | 25          | Maintenance Supplies                     | 34.84                         |           |
|            |                                   | 25          | Maintenance Supplies                     | 25.97                         |           |
|            |                                   | 12          | Equipment Repair                         | 9.93                          |           |
|            |                                   | 25          | Maintenance Supplies                     | 29.94                         |           |
|            |                                   | 25          | Maintenance Supplies                     | 53.10                         | 586.86    |
| 8234       | One Eleven                        | 19          | CAB website                              | 25.00                         | 25.00     |
| 8235       | iKey Ltd                          | 12          | Equipment Repair                         | 88.00                         |           |
|            |                                   | 12          | Equipment Repair                         | 88.00                         | 176.00    |
| 8236       | Insight Public Sector Inc         | 19          | Cisco Smartnet                           | 10,391.81                     |           |
|            |                                   | 28          | VMware kit                               | 142.72                        |           |
|            |                                   | 19          | Barracuda Web security                   | 6,984.00                      |           |
|            |                                   | 28          | Computer Supplies                        | 2,329.70                      |           |
|            |                                   | 19          | Net Motion Renewal                       | 14,103.60                     | 33,951.83 |
| 8237       | Institute of Police Tech and Mgmt | 28          | Office Supplies                          | 76.27                         | 76.27     |
| 8238       | Kansas Turnpike Authority         | 07          | Tolls                                    | 112.15                        |           |
|            |                                   | 07          | Tolls                                    | 36.75                         |           |
|            |                                   | 07          | Tolls                                    | 76.75                         | 225.65    |
| 8239       | Karsmizki Locksmith               | 20          | duplicate keys                           | 6.50                          |           |
|            |                                   | 20          | duplicate keys                           | 9.75                          | 16.25     |
| 8240       | KS GFOA                           | 07          | KSGFOA Budget Academy                    | 865.00                        | 865.00    |
| 8241       | Kully Supply Inc                  | 11          | plumbing supplies                        | 26.21                         |           |
|            |                                   | 11          | plumbing supplies                        | 269.30                        | 295.51    |
| 8242       | Language Line Services            | 20          | interpretation services                  | 190.39                        | 190.39    |

Attachment: 08-15-2022 law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

| RILEY COUNTY POLICE DEPARTMENT |                               | 2022 EXPENDITURES |                             | AUGUST 2022   |          |
|--------------------------------|-------------------------------|-------------------|-----------------------------|---------------|----------|
| <u>V #</u>                     | <u>VENDOR NAME</u>            | <u>ACCT</u>       | <u>DESCRIPTION</u>          | <u>AMOUNT</u> |          |
| 8243                           | Lexis Nexis Risk Solutions    | 20                | June 1 user                 | 137.31        |          |
|                                |                               | 20                | Crime Analyst               | 8,019.51      | 8,156.82 |
| 8244                           | Manh Area Chamber of Commerce | 07                | 97th Annual Meeting/Banquet | 195.00        |          |
|                                |                               | 07                | Women in Business: Luncheon | 50.00         | 245.00   |
| 8245                           | Manhattan Mercury             | 06                | Budget Publication          | 174.61        | 174.61   |
| 8246                           | Mathis Rehab Center LLC       | 16                | Pre-Employment Testing      | 625.00        | 625.00   |
| 8247                           | Menards                       | 25                | Maintenance Supplies        | 11.99         |          |
|                                |                               | 11                | jail main supplies          | 9.46          |          |
|                                |                               | 17                | Inmate Supplies             | 2.49          |          |
|                                |                               | 11                | Building Supplies           | 36.68         | 60.62    |
| 8248                           | Midwest Hardware              | 29                | Replenishment Supplies      | 9.98          | 9.98     |
| 8249                           | N Ear                         | 12                | Equipment Repair            | 111.99        | 111.99   |
| 8250                           | Netflix                       | 17                | subscription fee            | 9.99          | 9.99     |
| 8251                           | New Pig Corporation           | 29                | Replenishment Supplies      | 335.01        | 335.01   |
| 8252                           | N Zone Sportswear             | 23                | uniforms                    | 420.53        | 420.53   |
| 8253                           | 1000Bulbs.com                 | 25                | Maintenance Supplies        | 27.70         | 27.70    |
| 8254                           | O'Reilly Auto Parts           | 13                | Vehicle Maintenance         | 39.08         | 39.08    |
| 8255                           | Paddle.com                    | 28                | Computer Supplies           | 50.00         | 50.00    |
| 8256                           | Patrol Bike Systems           | 29                | Patrol Bicycle Tool Kit     | 1,425.17      | 1,425.17 |

Attachment: 08-15-2022 law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

## RILEY COUNTY POLICE DEPARTMENT

| <u>V #</u> | <u>VENDOR NAME</u>            | <u>ACCT</u> | <u>2022 EXPENDITURES</u><br><u>DESCRIPTION</u> | <u>AUGUST 2022</u><br><u>AMOUNT</u> |                  |
|------------|-------------------------------|-------------|------------------------------------------------|-------------------------------------|------------------|
| 8257       | P-Card Misc Vendors           | 07          | ABA Meeting                                    | 10.21                               |                  |
|            |                               | 07          | Criminal Intelligence/Analysis                 | 2,288.85                            |                  |
|            |                               | 21          | Active Shooter Training                        | 392.49                              |                  |
|            |                               | 07          | Intergovernmental Luncheon                     | 13.00                               |                  |
|            |                               | 07          | Intergovernmental Luncheon                     | 13.00                               |                  |
|            |                               | 07          | Red Dot Pistol Class                           | 450.00                              |                  |
|            |                               | 20          | Jail Transport                                 | 96.50                               |                  |
|            |                               | 07          | Physical Child Abuse Class                     | 45.00                               |                  |
|            |                               | 07          | CALEA Conf                                     | 2,713.09                            |                  |
|            |                               | 07          | SPIAA Conference                               | 6,792.52                            |                  |
|            |                               | 07          | PSPBL Instructor Certification                 | 581.72                              |                  |
|            |                               | 07          | FBI LEEDA                                      | 752.82                              |                  |
|            |                               | 07          | NENA 911 Training                              | 260.88                              |                  |
|            |                               | 07          | Women in Business Lunch                        | 10.48                               |                  |
|            |                               | 07          | EMD/EFD Certification                          | 730.00                              |                  |
|            |                               | 20          | cc Membership                                  | 30.00                               |                  |
|            |                               | 07          | PSPBL Annual Conf                              | 2,968.95                            |                  |
|            |                               | 07          | Drug Court Training                            | 5,633.65                            |                  |
|            |                               | 07          | Child Abduction Training                       | 43.15                               |                  |
|            |                               | 07          | National IAI Conf                              | 80.00                               |                  |
|            |                               | 07          | Vehicle CQB Training                           | 147.73                              |                  |
|            |                               | 07          | CAB Meeting                                    | 277.22                              |                  |
|            |                               | 07          | NJLCA Registration                             | 1,960.00                            |                  |
|            |                               | 07          | Vehicle CQB Instructor                         | 1,500.00                            |                  |
|            |                               | 21          | Media Relations Luncheon                       | 196.55                              |                  |
|            |                               | 07          | Shaken Baby Class                              | 2,085.73                            |                  |
|            |                               | 20          | cash back                                      | -2,000.00                           |                  |
|            |                               | 07          | parking                                        | 3.00                                | <b>28,076.54</b> |
| 8258       | Petsmart                      | 20          | animal care                                    | 20.00                               | <b>20.00</b>     |
| 8259       | Phototronic                   | 12          | Equipment Repair                               | 80.00                               | <b>80.00</b>     |
| 8260       | Pitney Bowes Global Financial | 10          | mail machine lease                             | 408.99                              | <b>408.99</b>    |
| 8261       | Plumbzilla                    | 11          | plumbing supplies                              | 43.96                               |                  |
|            |                               | 11          | plumbing supplies                              | 65.90                               | <b>109.86</b>    |
| 8262       | Police on Bikes Inc           | 22          | IPMBA Membership                               | 60.00                               | <b>60.00</b>     |
| 8263       | Reconyx                       | 20          | Device/Image Charges                           | 45.00                               | <b>45.00</b>     |

Attachment: 08-15-2022\_law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

| RILEY COUNTY POLICE DEPARTMENT |                             | 2022 EXPENDITURES |                        | AUGUST 2022   |                 |
|--------------------------------|-----------------------------|-------------------|------------------------|---------------|-----------------|
| <u>V #</u>                     | <u>VENDOR NAME</u>          | <u>ACCT</u>       | <u>DESCRIPTION</u>     | <u>AMOUNT</u> |                 |
| 8264                           | reMarkable                  | 19                | Connect reMarkable     | 7.99          |                 |
|                                |                             | 33                | reMarkable 2           | 641.79        | <b>649.78</b>   |
| 8265                           | Remember The Milk Inc.      | 19                | Pro Account            | 39.99         |                 |
|                                |                             | 19                | Membership             | 39.99         | <b>79.98</b>    |
| 8266                           | Rock Auto                   | 13                | Vehicle Maintenance    | 163.54        | <b>163.54</b>   |
| 8267                           | Sage Software Inc           | 19                | accounting software    | 119.00        |                 |
|                                |                             | 19                | accounting software    | 119.00        | <b>238.00</b>   |
| 8268                           | Shurle's Water Conditioning | 29                | Replenishment Supplies | 53.00         | <b>53.00</b>    |
| 8269                           | Shoplet.com                 | 32                | Chair                  | 139.19        | <b>139.19</b>   |
| 8270                           | Staples Advantage           | 28                | Office Supplies        | 159.74        |                 |
|                                |                             | 28                | Office Supplies        | 63.82         |                 |
|                                |                             | 28                | Office Supplies        | 342.52        |                 |
|                                |                             | 28                | Office Supplies        | 45.22         |                 |
|                                |                             | 28                | Office Supplies        | 55.77         | <b>667.07</b>   |
| 8271                           | Symbol Arts                 | 29                | RCPD Challenge Coins   | 3,290.02      |                 |
|                                |                             | 29                | RCPD Challenge Coins   | -270.27       | <b>3,019.75</b> |
| 8272                           | Axon Enterprises Inc        | 31                | Double Molle Mount     | 459.25        | <b>459.25</b>   |
| 8273                           | Terminix                    | 11                | pest control           | 138.00        | <b>138.00</b>   |
| 8274                           | TLOxp                       | 20                | access                 | 311.80        |                 |
|                                |                             | 20                | access                 | 314.20        | <b>626.00</b>   |
| 8275                           | T-Mobile US Inc             | 14                | car phones             | 21.34         | <b>21.34</b>    |
| 8276                           | T38 Fax                     | 14                | fax                    | 17.11         | <b>17.11</b>    |

Attachment: 08-15-2022 law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

## RILEY COUNTY POLICE DEPARTMENT

| <u>V #</u> | <u>VENDOR NAME</u>          | <u>ACCT</u> | <u>2022 EXPENDITURES<br/>DESCRIPTION</u> | <u>AUGUST 2022<br/>AMOUNT</u> |                 |
|------------|-----------------------------|-------------|------------------------------------------|-------------------------------|-----------------|
| 8277       | Twin Valley Telephone, Inc  | 14          | Riley Internet                           | 79.99                         |                 |
|            |                             | 14          | Riley Substation Telephone               | 53.83                         |                 |
|            |                             | 14          | Riley Substation Internet                | 79.99                         |                 |
|            |                             | 14          | Riley Substation Phone                   | 50.79                         |                 |
|            |                             | 14          | Randolph Sub Station                     | 45.58                         |                 |
|            |                             | 14          | Randolph Sub Station Phone               | 45.58                         | <b>355.76</b>   |
| 8278       | UPS                         | 08          | shipping                                 | 17.79                         |                 |
|            |                             | 08          | shipping                                 | 16.06                         |                 |
|            |                             | 08          | shipping                                 | 13.88                         |                 |
|            |                             | 08          | shipping                                 | 28.76                         | <b>76.49</b>    |
| 8279       | VDO Communications          | 30          | headphones                               | 508.10                        | <b>508.10</b>   |
| 8280       | Verizon Wireless            | 14          | Agency cell phones                       | 5,289.13                      | <b>5,289.13</b> |
| 8281       | Wal-Mart                    | 29          | Replenishment Supplies                   | 249.06                        |                 |
|            |                             | 29          | Replenishment Supplies                   | 86.92                         |                 |
|            |                             | 29          | Replenishment Supplies                   | 112.06                        |                 |
|            |                             | 29          | Replenishment Supplies                   | 57.75                         |                 |
|            |                             | 29          | Replenishment Supplies                   | 41.62                         |                 |
|            |                             | 29          | Replenishment Supplies                   | 21.54                         | <b>568.95</b>   |
| 8282       | Waste Management            | 20          | Trash                                    | 75.70                         |                 |
|            |                             | 20          | Trash                                    | 73.93                         | <b>149.63</b>   |
| 8283       | Waters True Value           | 25          | Maintenance Supplies                     | 38.98                         | <b>38.98</b>    |
| 8284       | Willie's Car Wash           | 13          | Vehicle Maintenance                      | 5.00                          | <b>5.00</b>     |
| 8285       | Worlds Strongest Coathanger | 29          | Replenishment Supplies                   | 30.00                         | <b>30.00</b>    |
| 8286       | WTC                         | 19          | internet charges                         | 594.70                        |                 |
|            |                             | 19          | internet charges                         | 594.70                        | <b>1,189.40</b> |
|            |                             |             | <b>Subtotal:</b>                         | <b>130,333.80</b>             |                 |
|            |                             |             | <b>Total:</b>                            | <b>496,849.30</b>             |                 |

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 Chair, Riley County Law Enforcement Agency

Attachment: 08-15-2022 law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

**Riley County Police Department  
Credits Report  
Net Changes from 7/1/2022 to 7/31/2022**

| <b>Account Number</b>      | <b>Description</b>               | <b>July Credits</b> | <b>YTD Credits</b>   |
|----------------------------|----------------------------------|---------------------|----------------------|
| 600100-00                  | Manhattan                        | 1,552,813.25        | 10,869,692.75        |
| 600200-00                  | Riley County                     | 1,149,294.00        | 3,447,882.00         |
| 610110-00                  | Copy Fees-Discovery, etc.        | 345.00              | 1,616.00             |
| 610112-00                  | Copy Fees-Records                | 145.89              | 2,739.81             |
| 610113-00                  | Fingerprint Fees-Records         | 634.43              | 6,119.70             |
| <b>Budget:</b>             |                                  | <b>2,703,232.57</b> | <b>14,328,050.26</b> |
| 610220-03                  | KSU Contracts-Overtime           | 6,240.00            | 81,999.50            |
| 620900-01                  | Misc Reimbursements-salaries     | 0.00                | 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     | 21.03               | 1,385.19             |
| 620900-08                  | Misc Reimbursements-postage      | 16.99               | 162.58               |
| 620900-12                  | Misc Reimbursements-eq maint     | 0.00                | 685.01               |
| 620900-14                  | Misc Reimbursements-phone        | 124.43              | 952.59               |
| 620900-17-170              | Misc Reimbursements-jail         | 1,125.46            | 15,671.95            |
| 620900-20-400              | Misc Reimbursements-Car Lease HI | 0.00                | 5,286.01             |
| 620900-21                  | Misc Reimbursements-Comm. Servi  | 0.00                | 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                | 1,750.17             |
| 632600-03                  | HIDTA Grant-OT                   | 3,623.42            | 7,752.55             |
| 632700-03                  | STEP Grant-OT                    | 0.00                | 1,443.44             |
| 632800-01-413              | VOCA 2022 Grant Reimb            | 5,501.00            | 45,004.00            |
| <b>Budget Credits:</b>     |                                  | <b>16,652.33</b>    | <b>183,402.25</b>    |
| 640900-00                  | Misc Non-Budget Credit Reimb     | 9.00                | 4,809.72             |
| 640902-00                  | Prior year Restitution           | 885.98              | 3,758.85             |
| <b>Non-Budget Credits:</b> |                                  | <b>894.98</b>       | <b>8,568.57</b>      |
| <b>Totals:</b>             |                                  | <b>2,720,779.88</b> | <b>14,520,021.08</b> |

Attachment: 08-15-2022 law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

**Riley County Police Department**  
**July 2022 Journal entries**

From Account No. [7] To [744100-41-453]  
 From Fiscal Period [2022-07] To [2022-07]

| Account Number/<br>Reference                                     | Description                                               | Date      | Year | Prd.                            | Source<br>Code | Debits            | Credits           |
|------------------------------------------------------------------|-----------------------------------------------------------|-----------|------|---------------------------------|----------------|-------------------|-------------------|
| 700101-01-453<br>Salary July                                     | Salaries-Full Time VOCA Grant 2022 Match<br>Mosher        | 7/31/2022 | 2022 | 07                              | GL-JE          | 1,061.00          |                   |
| <b>Total: Salaries-Full Time VOCA Grant 2022 Match</b>           |                                                           |           |      |                                 |                | <b>1,061.00</b>   | <b>0.00</b>       |
| 700120-01<br>Salary July                                         | Regular Salaries-----INVEST'N<br>Mosher                   | 7/31/2022 | 2022 | 07                              | GL-JE          |                   | 5,303.00          |
| <b>Total: Regular Salaries-----INVEST'N</b>                      |                                                           |           |      |                                 |                | <b>0.00</b>       | <b>5,303.00</b>   |
| 700122-01-413<br>Salary July                                     | VOCA Grant Salaries 2022<br>Mosher                        | 7/31/2022 | 2022 | 07                              | GL-JE          | 4,242.00          |                   |
| <b>Total: VOCA Grant Salaries 2022</b>                           |                                                           |           |      |                                 |                | <b>4,242.00</b>   | <b>0.00</b>       |
| Adjust VAC Salary entires per VOCA Grant Reporting Requirements: |                                                           |           |      |                                 |                |                   |                   |
| Completed by: <i>Jennifer Puffschneider</i>                      |                                                           |           |      | Approved by: <i>[Signature]</i> |                |                   |                   |
| 711996-19-300<br>2022 Axon Annual Conf                           | Licenses/Maint Agreements-Computers<br>Axon (Adj Account) | 3/1/2022  | 2022 | 07                              | GL-JE          | 199,998.75        |                   |
| <b>Total: Licenses/Maint Agreements-Computers</b>                |                                                           |           |      |                                 |                | <b>199,998.75</b> | <b>0.00</b>       |
| 733100-31<br>2022 Axon Annual Conf                               | Guns & Crime Equipment<br>Axon (Adj Account)              | 3/1/2022  | 2022 | 07                              | GL-JE          |                   | 199,998.75        |
| <b>Total: Guns &amp; Crime Equipment</b>                         |                                                           |           |      |                                 |                | <b>0.00</b>       | <b>199,998.75</b> |
| Fix account for Axon annual contract:                            |                                                           |           |      |                                 |                |                   |                   |
| Completed by: <i>Jennifer Puffschneider</i>                      |                                                           |           |      | Approved by: <i>[Signature]</i> |                |                   |                   |
| 743700-37<br>July KPERS                                          | KPERS<br>M Mosher                                         | 7/31/2022 | 2022 | 07                              | GL-JE          |                   | 525.00            |
| <b>Total: KPERS</b>                                              |                                                           |           |      |                                 |                | <b>0.00</b>       | <b>525.00</b>     |
| 743700-37-413<br>July KPERS                                      | KPERS - VOCA Grant 2022<br>M Mosher                       | 7/31/2022 | 2022 | 07                              | GL-JE          | 420.00            |                   |
| <b>Total: KPERS - VOCA Grant 2022</b>                            |                                                           |           |      |                                 |                | <b>420.00</b>     | <b>0.00</b>       |
| 743700-37-453<br>July KPERS                                      | KPERS - VOCA Grant Match 2022<br>M Mosher                 | 7/31/2022 | 2022 | 07                              | GL-JE          | 105.00            |                   |
| <b>Total: KPERS - VOCA Grant Match 2022</b>                      |                                                           |           |      |                                 |                | <b>105.00</b>     | <b>0.00</b>       |

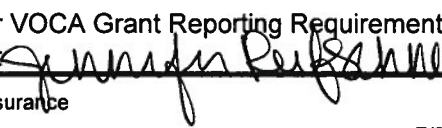
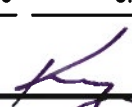
Adjust VAC KPERS entires per VOCA Grant Reporting Requirements:

Completed by: *Jennifer Puffschneider*

Approved by: *[Signature]*

**Riley County Police Department  
July 2022 Journal entries**

From Account No. [7] To [744100-41-453]  
From Fiscal Period [2022-07] To [2022-07]

| Account Number/<br>Reference                                                                      | Description                                          | Date      | Year | Prd.                                                                                               | Source<br>Code | Debits        | Credits       |
|---------------------------------------------------------------------------------------------------|------------------------------------------------------|-----------|------|----------------------------------------------------------------------------------------------------|----------------|---------------|---------------|
| 743800-38<br>Adj July SS                                                                          | Social Security<br>M Mosher                          | 7/31/2022 | 2022 | 07                                                                                                 | GL-JE          |               | 329.00        |
| <b>Total: Social Security</b>                                                                     |                                                      |           |      |                                                                                                    |                | <b>0.00</b>   | <b>329.00</b> |
| 743800-38-413<br>Adj July SS                                                                      | Social Security - VOCA Grant 2022<br>M Mosher        | 7/31/2022 | 2022 | 07                                                                                                 | GL-JE          | 263.00        |               |
| <b>Total: Social Security - VOCA Grant 2022</b>                                                   |                                                      |           |      |                                                                                                    |                | <b>263.00</b> | <b>0.00</b>   |
| 743800-38-453<br>Adj July SS                                                                      | Social Security - VOCA Grant Match 2022<br>M Mosher  | 7/31/2022 | 2022 | 07                                                                                                 | GL-JE          | 66.00         |               |
| <b>Total: Social Security - VOCA Grant Match 2022</b>                                             |                                                      |           |      |                                                                                                    |                | <b>66.00</b>  | <b>0.00</b>   |
| Adjust VAC Social Security entires per VOCA Grant Reporting Requirements:                         |                                                      |           |      |                                                                                                    |                |               |               |
| Completed by:    |                                                      |           |      | Approved by:    |                |               |               |
| 743810-38<br>July Medicare                                                                        | Medicare Tax<br>M Mosher                             | 7/31/2022 | 2022 | 07                                                                                                 | GL-JE          |               | 77.00         |
| <b>Total: Medicare Tax</b>                                                                        |                                                      |           |      |                                                                                                    |                | <b>0.00</b>   | <b>77.00</b>  |
| 743810-38-413<br>July Medicare                                                                    | Medicare Tax- VOCA Grant 2022<br>M Mosher            | 7/31/2022 | 2022 | 07                                                                                                 | GL-JE          | 62.00         |               |
| <b>Total: Medicare Tax- VOCA Grant 2022</b>                                                       |                                                      |           |      |                                                                                                    |                | <b>62.00</b>  | <b>0.00</b>   |
| 743810-38-453<br>July Medicare                                                                    | Medicare Tax- VOCA Grant Match 2022<br>M Mosher      | 7/31/2022 | 2022 | 07                                                                                                 | GL-JE          | 15.00         |               |
| <b>Total: Medicare Tax- VOCA Grant Match 2022</b>                                                 |                                                      |           |      |                                                                                                    |                | <b>15.00</b>  | <b>0.00</b>   |
| Adjust VAC Medicare entires per VOCA Grant Reporting Requirements:                                |                                                      |           |      |                                                                                                    |                |               |               |
| Completed by:  |                                                      |           |      | Approved by:  |                |               |               |
| 743900-39<br>July Health Insurance                                                                | Health Insurance<br>M Mosher                         | 7/31/2022 | 2022 | 07                                                                                                 | GL-JE          |               | 512.00        |
| <b>Total: Health Insurance</b>                                                                    |                                                      |           |      |                                                                                                    |                | <b>0.00</b>   | <b>512.00</b> |
| 743900-39-413<br>July Health Insurance                                                            | Health Insurance - VOCA Grant 2022<br>M Mosher       | 7/31/2022 | 2022 | 07                                                                                                 | GL-JE          | 410.00        |               |
| <b>Total: Health Insurance - VOCA Grant 2022</b>                                                  |                                                      |           |      |                                                                                                    |                | <b>410.00</b> | <b>0.00</b>   |
| 743900-39-453<br>July Health Insurance                                                            | Health Insurance - VOCA Grant Match 2022<br>M Mosher | 7/31/2022 | 2022 | 07                                                                                                 | GL-JE          | 102.00        |               |
| <b>Total: Health Insurance - VOCA Grant Match 2022</b>                                            |                                                      |           |      |                                                                                                    |                | <b>102.00</b> | <b>0.00</b>   |

Adjust VAC Health Insurance entires per VOCA Grant Reporting Requirements:

Completed by: 

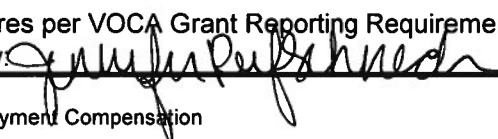
Approved by: 

**Riley County Police Department  
July 2022 Journal entries**

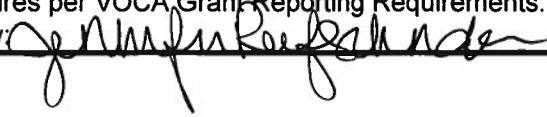
From Account No. [7] To [744100-41-453]  
From Fiscal Period [2022-07] To [2022-07]

| Account Number/<br>Reference | Description                                        | Date      | Year | Prd. | Source<br>Code | Debits        | Credits       |
|------------------------------|----------------------------------------------------|-----------|------|------|----------------|---------------|---------------|
| 744000-40<br>July WC         | Workers Comp Insured deductibles<br>M Mosher       | 7/31/2022 | 2022 | 07   | GL-JE          |               | 125.00        |
|                              | <b>Total: Workers Comp Insured deductibles</b>     |           |      |      |                | <u>0.00</u>   | <u>125.00</u> |
| 744000-40-413<br>July WC     | Workers Comp - VOCA Grant 2022<br>M Mosher         | 7/31/2022 | 2022 | 07   | GL-JE          | 100.00        |               |
|                              | <b>Total: Workers Comp - VOCA Grant 2022</b>       |           |      |      |                | <u>100.00</u> | <u>0.00</u>   |
| 744000-40-453<br>July WC     | Workers Comp - VOCA Grant Match 2022<br>M Mosher   | 7/31/2022 | 2022 | 07   | GL-JE          | 25.00         |               |
|                              | <b>Total: Workers Comp - VOCA Grant Match 2022</b> |           |      |      |                | <u>25.00</u>  | <u>0.00</u>   |

Adjust VAC Workers Comp entires per VOCA Grant Reporting Requirements:

|                                                                                                  |                                                                 |                                                                                                  |      |    |       |             |             |
|--------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|--------------------------------------------------------------------------------------------------|------|----|-------|-------------|-------------|
| Completed by:  |                                                                 | Approved by:  |      |    |       |             |             |
| 744100-41<br>July Unemployment Ins                                                               | Unemployment Compensation<br>M mosher                           | 7/31/2022                                                                                        | 2022 | 07 | GL-JE |             | 5.00        |
|                                                                                                  | <b>Total: Unemployment Compensation</b>                         |                                                                                                  |      |    |       | <u>0.00</u> | <u>5.00</u> |
| 744100-41-413<br>July Unemployment Ins                                                           | Unemployment Compensation - VOCA Grant 20<br>M mosher           | 7/31/2022                                                                                        | 2022 | 07 | GL-JE | 4.00        |             |
|                                                                                                  | <b>Total: Unemployment Compensation - VOCA Grant 2022</b>       |                                                                                                  |      |    |       | <u>4.00</u> | <u>0.00</u> |
| 744100-41-453<br>July Unemployment Ins                                                           | Unemployment Compensation - VOCA Grant Match 2022<br>M mosher   | 7/31/2022                                                                                        | 2022 | 07 | GL-JE | 1.00        |             |
|                                                                                                  | <b>Total: Unemployment Compensation - VOCA Grant Match 2022</b> |                                                                                                  |      |    |       | <u>1.00</u> | <u>0.00</u> |

Adjust VAC Unemployment entires per VOCA Grant Reporting Requirements:

|                                                                                                   |  |                                                                                                    |  |  |  |  |  |
|---------------------------------------------------------------------------------------------------|--|----------------------------------------------------------------------------------------------------|--|--|--|--|--|
| Completed by:  |  | Approved by:  |  |  |  |  |  |
|---------------------------------------------------------------------------------------------------|--|----------------------------------------------------------------------------------------------------|--|--|--|--|--|

Attachment: 08-15-2022 law board meeting packet (11728 : Law Board Meeting Agenda)

Assigned Tracking # 22-200

**RILEY COUNTY POLICE DEPARTMENT****Memorandum**

Original to: \_\_\_\_\_

Action: \_\_\_\_\_

Copy to: \_\_\_\_\_

*Comments:**KMM 8.5.22***To: Interim Director Moldrup****From: Captain Derek Woods****Ref: Juvenile Transportation Report for July 2022****Date: August 1, 2022**

|                                                           |               |
|-----------------------------------------------------------|---------------|
| Total Number of Juveniles Transported:                    | 0             |
| Total Mileage for Transports 0 X \$.58.5 (Cents per mile) | \$0.00        |
| Total Pay Amount for Transport Officers Hours:            | \$0.00        |
| <b>Total:</b>                                             | <b>\$0.00</b> |

Approved: \_\_\_\_\_

Chair, Riley County Law Enforcement Agency

Attachment: 08-15-2022 law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

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

RILEY COUNTY  
Fund Summary of Revenue/Expense  
Percent of Year 58.3%

Date. 8/01/22 Page. 160  
Time.15.18.08

| 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     | 6,125.00   | 58.33 | 4,375.00 .00 4,375.00           |
| 2330                                             |     | Transportation Servic | 6,000.00   | .00        | .00        |       | 6,000.00 .00 6,000.00           |
| 2480                                             |     | Repair/Maint Build/Gr | 100,000.00 | 2,891.77   | 20,758.78  | 20.76 | 79,241.22 .00 79,241.22         |
| 2650                                             |     | Physician Fees        | 165,000.00 | 29,960.93  | 117,699.18 | 71.33 | 47,300.82 .00 47,300.82         |
| 2655                                             |     | Hospital Fees         | 10,000.00  | .00        | .00        |       | 10,000.00 .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 JULY  
Version Date- 3/21 Year 2022

RILEY COUNTY  
Fund Summary of Revenue/Expense  
Percent of Year 58.3%

Date. 8/01/22 Page. 161  
Time.15.18.08

| 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         | 96.00        | 192.00       | 3.84  | 4,808.00     | .00         | 4,808.00        |
| 2840                                             |     | Sewage Charges        | 2,000.00         | .00          | .00          |       | 2,000.00     | .00         | 2,000.00        |
| 2900                                             |     | Budget Appropriations | 4,597,175.00     | 1,149,294.00 | 3,447,882.00 | 75.00 | 1,149,293.00 | .00         | 1,149,293.00    |
| Total Contractual Expenses                       |     |                       | 4,905,675.00     | 1,183,117.70 | 3,592,656.96 | 73.23 | 1,313,018.04 | .00         | 1,313,018.04    |
| 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     | 1,183,117.70 | 3,592,656.96 | 73.21 | 1,314,518.04 | .00         | 1,314,518.04 *  |
| Expense & Transfers# 171                         |     |                       | 4,907,175.00     | 1,183,117.70 | 3,592,656.96 |       |              |             |                 |
| Department.416 HD-KCCTF                          |     |                       |                  |              |              |       |              |             |                 |
| Total Expenditures Fund 173                      |     |                       | 4,907,175.00     | 1,183,117.70 | 3,592,656.96 | 73.21 | 1,314,518.04 | .00         | 1,314,518.04 ** |
| SUMMARY for - Fund 173 RCPD Levy/Op              |     |                       |                  |              |              |       |              |             |                 |
| Beginning Year Balance.....                      |     |                       | 208,874.40       |              |              |       |              |             |                 |
| YTD Revenue.....                                 |     |                       | 4,576,054.93     |              |              |       |              |             |                 |
| YTD Reported Expenses.....                       |     |                       | 3,592,656.96-    |              |              |       |              |             |                 |
| 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.....                         |     |                       | 1,187,972.23 *** |              |              |       |              |             |                 |

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 JULY  
Version Date- 3/21 Year 2022

RILEY COUNTY  
Fund Summary of Revenue/Expense  
Percent of Year 58.3%

Date. 8/01/22 Page. 156  
Time.15.18.08

| DISBURSEMENTS/REVENUES/TRANSFERS - Fund.. 168 RCPD Federal Seizure Fund |     |                          |                |            |            |             |             |
|-------------------------------------------------------------------------|-----|--------------------------|----------------|------------|------------|-------------|-------------|
| Obj                                                                     | Prj | Description              | Kind           | Budget \$  | M-T-D      | Y-T-D       | Remaining   |
| Department.142 Riley Co Police Dept                                     |     |                          |                |            |            |             |             |
| 602                                                                     |     | Miscellaneous Collection | R              | .00        | .00        | 1,457.29    | .00         |
| 402                                                                     |     | Investment Interest      | R              | .00        | 419.81     | 559.11      | .00         |
| Department Revenue.. #142                                               |     |                          |                | .00        | 419.81     | 2,016.40 *  | .00         |
| Total Revenue Fund.... 168                                              |     |                          |                | .00        | 419.81     | 2,016.40 ** |             |
| Total Trans. IN Fund.. 168                                              |     |                          |                | .00        | .00        | .00 **      |             |
| Total Rev. & Trans. .. 168                                              |     |                          |                | .00        | 419.81     | 2,016.40 ** |             |
| 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 **      |
| SUMMARY for - Fund 168 RCPD Federal Seizure Fund                        |     |                          |                |            |            |             |             |
| Beginning Year Balance.....                                             |     |                          | 156,242.82     |            |            |             |             |
| YTD Revenue.....                                                        |     |                          | 2,016.40       |            |            |             |             |
| 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.....                                                |     |                          | 158,259.22 *** |            |            |             |             |

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

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

RILEY COUNTY  
Fund Summary of Revenue/Expense  
Percent of Year 58.3%

Date. 8/01/22 Page. 157  
Time.15.18.08

| 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        | .00        | 4,010.68-   |           | .00         |
| 402                                                                   |     | Investment Interest | R         | .00        | 307.09     | 410.75      |           | .00         |
| Department Revenue.. #142                                             |     |                     |           | .00        | 307.09     | 410.75 *    |           | .00         |
| Department Dsbmnts.. #142                                             |     |                     |           | .00        | .00        | 4,010.68-*  |           |             |
| Total Revenue Fund.... 169                                            |     |                     |           | .00        | 307.09     | 410.75 **   |           |             |
| Total Trans. IN Fund.. 169                                            |     |                     |           | .00        | .00        | .00 **      |           |             |
| Total Rev. & Trans. .. 169                                            |     |                     |           | .00        | 307.09     | 410.75 **   |           |             |
| Total Disbursements... 169                                            |     |                     |           | .00        | .00        | 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 |
| Total Expenditures Fund 169                                           |     |                     |           |            |            |             |           |             |
|                                                                       |     |                     | .00       | .00        | .00        |             | .00       | .00         |
| SUMMARY for - Fund 169 RCPD State Seizure Fund                        |     |                     |           |            |            |             |           |             |
| Beginning Year Balance.....                                           |     | 116,726.22          |           |            |            |             |           |             |
| YTD Revenue.....                                                      |     | 410.75              |           |            |            |             |           |             |
| 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.....                                              |     | 113,126.29 ***      |           |            |            |             |           |             |

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 8.5.22*

**From:** Cpt. Derek Woods

**Position:** Commander **Division:** Jail

**Report Title:** Monthly Inmate Population Report

**Rpt Freq./Year:** July 2022

**Policy #:**

**Date:** August 1, 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        | <b>100.1</b> |
| FEB         | 110.3        | 95.2         | 68.9        | 74.3        | 93.1        | 82.9        | 68.4         | 85.5        | 64.8        | 67.1        | <b>111.5</b> |
| MAR         | 106.7        | 92.1         | 66.2        | 71.8        | 91.9        | 73.2        | 75.2         | 88.4        | 68.6        | 78.6        | <b>112.1</b> |
| APR         | 103.9        | 64.2         | 62.0        | 74.2        | 89.1        | 74.1        | 81.0         | 81.6        | 58.9        | 80.4        | <b>114.6</b> |
| MAY         | 101.4        | 71.3         | 68.9        | 80.3        | 81.9        | 77.4        | 87.5         | 79.4        | 47.4        | 74.2        | <b>104.6</b> |
| JUN         | 102.0        | 72.4         | 63.9        | 82.0        | 87.8        | 73.1        | 88.5         | 78.4        | 50.0        | 66.0        | <b>100.5</b> |
| JUL         | 96.1         | 72.1         | 68.8        | 77.8        | 83.6        | 80.0        | 83.8         | 71.9        | 53.7        | 71.5        | <b>99.5</b>  |
| 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        |              |
| <b>YADP</b> | <b>102.7</b> | <b>76.85</b> | <b>64.2</b> | <b>75.4</b> | <b>81.8</b> | <b>77.7</b> | <b>79.15</b> | <b>78.9</b> | <b>60.9</b> | <b>80.5</b> | <b>106.5</b> |

Attachment: 08-15-2022 law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

**RILEY COUNTY POLICE DEPARTMENT**  
**Memorandum**

Original to: \_\_\_\_\_  
Action: \_\_\_\_\_  
Copy to: \_\_\_\_\_

*Comments:*

**To:** Riley County Law Enforcement Agency  
**From:** Interim Director Moldrup  
**Ref:** Quarterly Report Synopsis  
**Date:** August 4, 2022

At the Law Board's request, below is a synopsis of the department's quarterly reports, while the actual reports are on the pages immediately following this memo. Due to the volume and self-evident nature of some data, one of the reports (Monthly Crime Report) contains an array of data for which no synopsis is reported.

**Monthly Crime Report**

See report.

**2<sup>nd</sup> Quarter Uniform Crime Report (UCR)**

In the second quarter of 2022, Part 1 crimes for 2022 decreased 1.3% (-4 crimes) when compared to the same time period in 2021. Part 1 violent crimes decreased 1.7% (-1 crime) and Part 1 property crimes decreased 1.2% (-3 crimes).

**2<sup>nd</sup> Quarter Traffic Accident & Enforcement Analysis**

There were 230 preventable accidents reported in the second quarter of 2022. This is the second highest second quarter count and a 12.6% increase from previous second quarter averages.

**2<sup>nd</sup> Quarter Seizure & Forfeiture Report**

There were three (3) seizures made during the second quarter of 2022. During the same period, one (1) seizure was completed and zero (0) are pending court disposition.

**Semiannual Alcohol Enforcement Report**

Since the pandemic, which interrupted normal routines and operations since the first quarter of 2020, there have been unprecedented low numbers for alcohol citations. One of the reasons behind this decline is that Fake Patty's Day, historically a driver of alcohol violations in the first half of the year, did not occur in 2020 and was officially cancelled in 2021. In 2022, there was a smaller version of the Fake Patty's Day celebration which drove the numbers up slightly in the first half of the year compared to the previous 2 years. The Riley County Police Department cited 114 alcohol related offenses in the first half of 2022, a 185% increase from midyear 2021. This does not include unlawful use of ID offenses. The projected 2022 total is 204 cited offenses. If met, this would be an 23% increase from the previous year.

In the past years, it was normal to see a spike in March due to the Fake Patty's Day festivities. This year, there was a slight increase in March due to Fake Patty's Day and a range of 7 to 23 citations in the other months with an average of 14 citations per month.

The seal of Riley County, Kansas, is located on the left side of the page. It features a circular emblem with a landscape scene including a sun, mountains, a river, and a plow. The words "PER SPERA" are at the top and "RILEY COUNTY" is at the bottom. The number "1874" is also visible. The seal is set against a background of orange and yellow rays.

# Monthly Report

July 2022

Alyssa Ward, 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

For the purposes of this report, data is extracted from the RMS using specific parameters. The results July 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 July 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 July use the earliest and/or latest date and time the crime July 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).



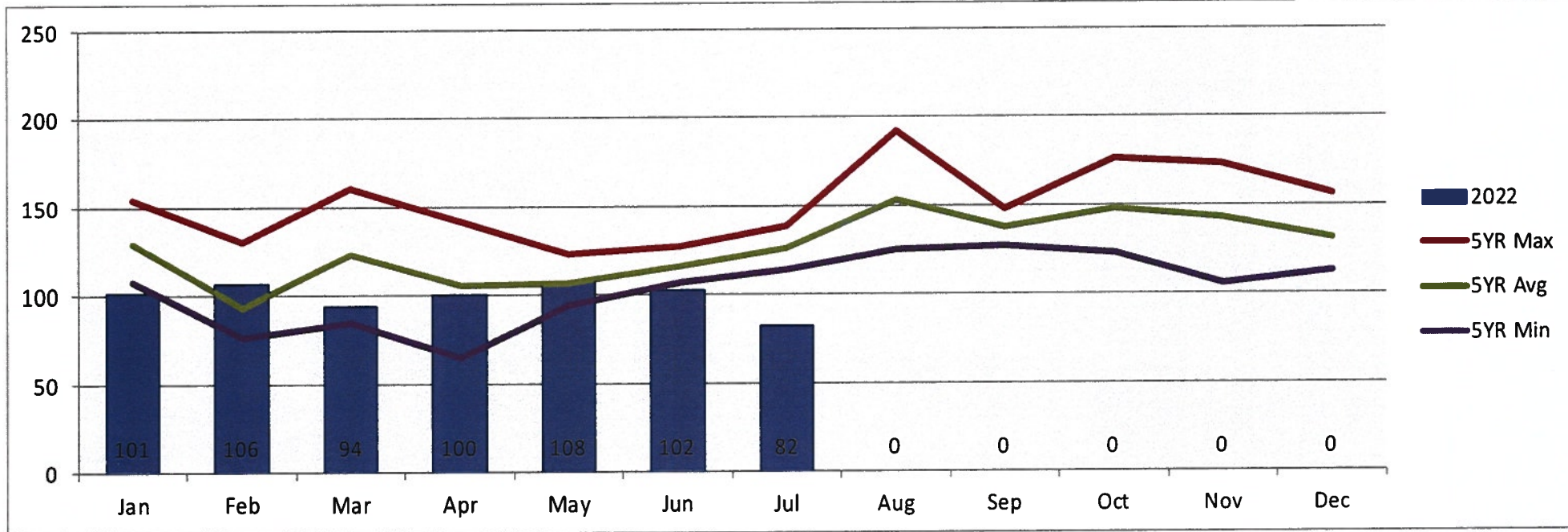
# Part I Crime

Offense Codes: 0100-0810

All Data As Of: 7/31/22 11:59 PM

- Part I crime in July 2022 was 35.2% below the 5 year average. Compared to July 2021 there was a 28.1% decrease.
- The Part I crime total is projected to be 13.3% below the average at the end of 2022.
- In July, both Part I violent and property crimes were below the 5 year average.

|               | Jul    | Year to Date | Yearly Total |
|---------------|--------|--------------|--------------|
| 2017          | 119    | 829          | 1593         |
| 2018          | 123    | 775          | 1475         |
| 2019          | 138    | 871          | 1582         |
| 2020          | 139    | 770          | 1494         |
| 2021          | 114    | 752          | 1421         |
| 2022          | 82     | 693          |              |
| % Change      | -28.1% | -7.8%        | -7.7%        |
| Yearly Total: |        |              | 1312         |



|      | 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 | 94  | 100 | 108 | 102 | 82  | 0   | 0   | 0   | 0   | 0   |

Includes Part 1 crimes that were the primary offense only.



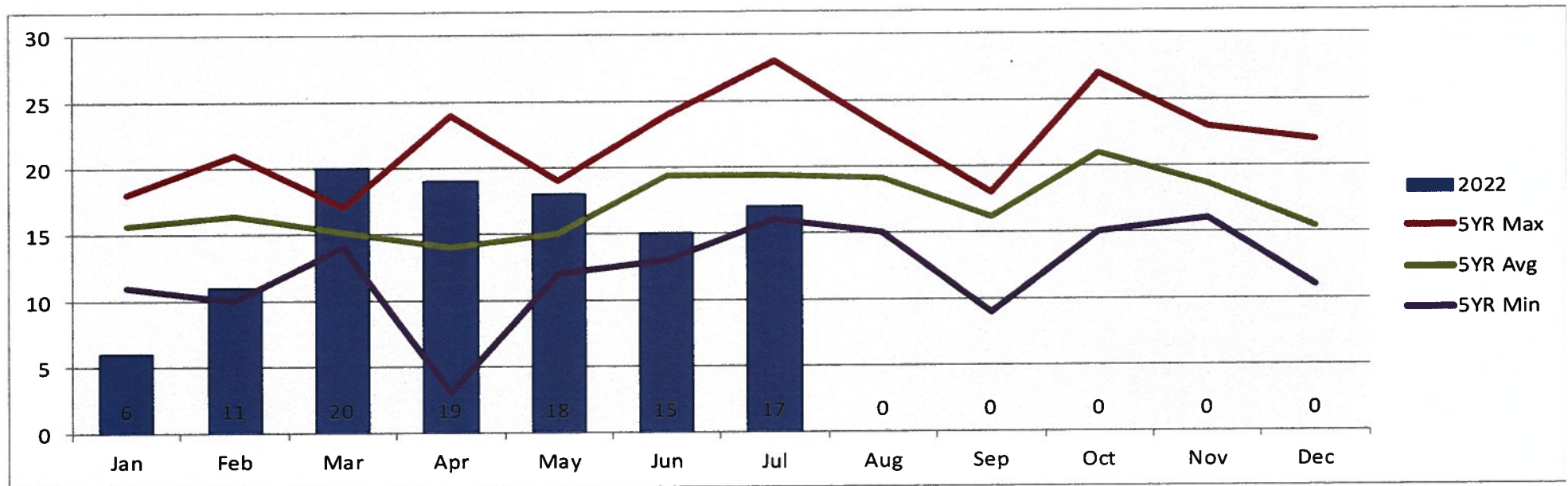
# Part 1 Violent Crimes

Offense Codes: 0100-0440

All Data As Of: 7/31/22 11:59 PM

- July 2022 was 12.4% below the 5 year average in Part I violent crime. The violent crime total was 6.3% higher than July 2021 (up 1).
- It is projected that the 2022 total will have a 8.0% decrease from the 5 year average.
- There were 14 aggravated assaults / batteries, 1 rape, 2 robberies, and 0 homicides reported during July 2022.

|               | Jul   | Year to Date | Yearly Total |
|---------------|-------|--------------|--------------|
| 2017          | 16    | 99           | 198          |
| 2018          | 28    | 125          | 218          |
| 2019          | 18    | 118          | 216          |
| 2020          | 19    | 110          | 196          |
| 2021          | 16    | 123          | 199          |
| 2022          | 17    | 106          |              |
| % Change      | +6.3% | -13.8%       | -4.8%        |
| Yearly Total: |       | 189          |              |



|      | 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  | 20  | 19  | 18  | 15  | 17  | 0   | 0   | 0   | 0   | 0   |

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



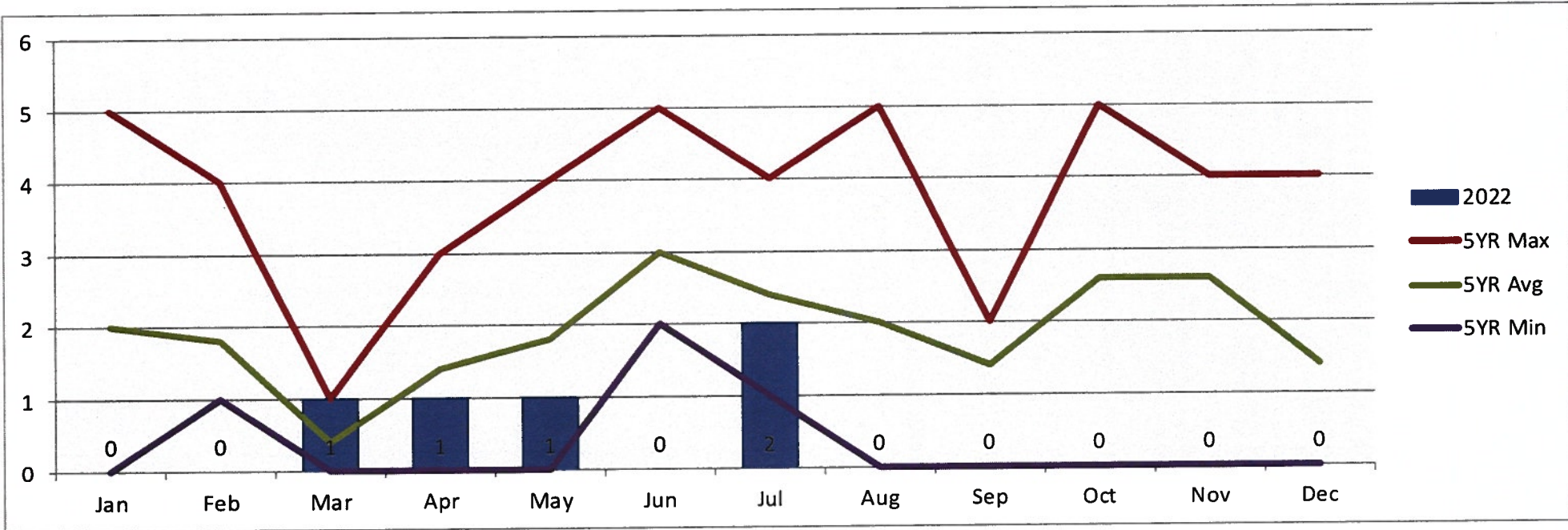
# Robbery

Offense Codes: 0310

All Data As Of: 7/31/22 11:59 PM

- There were 2 robberies reported in July 2022. This is slightly below the 5 year average for July.
- There was an arrest in one of the incidents.
- The robbery total is projected to be 60.5% below average.

|               | Jul  | Year to Date | Yearly Total |
|---------------|------|--------------|--------------|
| 2017          | 3    | 10           | 23           |
| 2018          | 4    | 17           | 30           |
| 2019          | 1    | 13           | 26           |
| 2020          | 2    | 12           | 17           |
| 2021          | 2    | 12           | 18           |
| 2022          | 2    | 5            |              |
| % Change      | 0.0% | -58.3%       | -51.7%       |
| Yearly Total: |      |              | 9            |



|      | 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   | 2   | 0   | 0   | 0   | 0   | 0   |



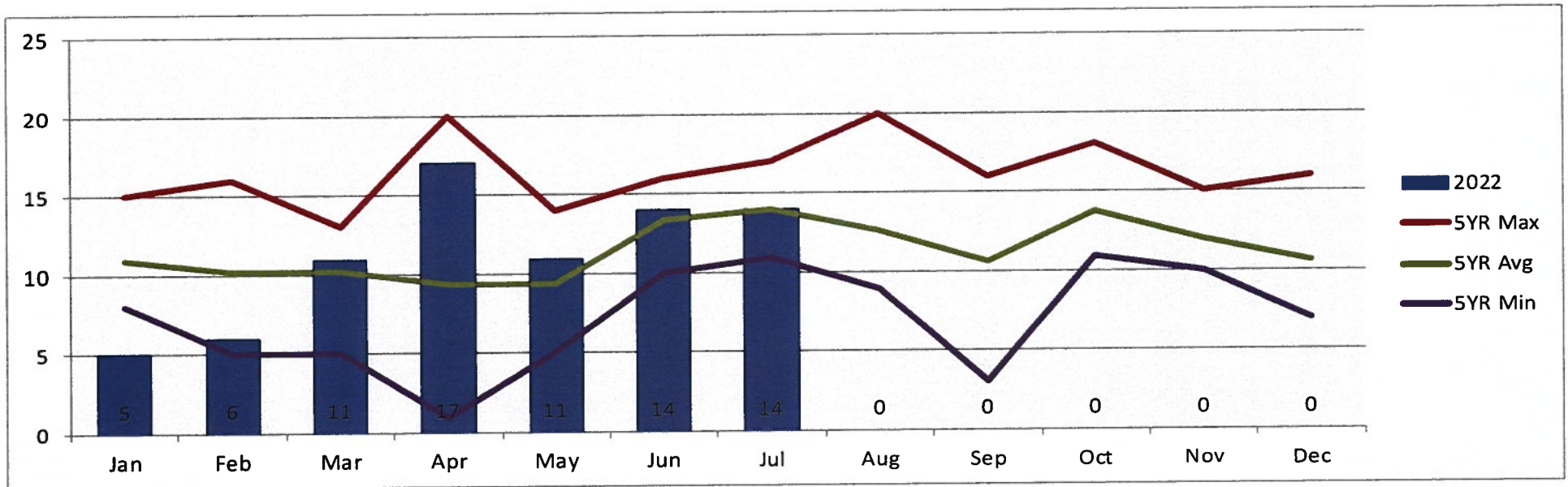
# Aggravated Assault and Battery

Offense Codes: 0410-0440

All Data As Of: 7/31/22 11:59 PM

- There were 6 aggravated batteries and 8 aggravated assaults reported during the month of July.
- This is right at the 5 year average.
- It is projected that the total for 2022 will be 1.3% above the 5 year average.
- Seven of the incidents were domestic incidents.
- As of 8/9/2022, there were arrests in 5 of the incidents.

|               | Jul   | Year to Date | Yearly Total |
|---------------|-------|--------------|--------------|
| 2017          | 11    | 55           | 116          |
| 2018          | 17    | 73           | 126          |
| 2019          | 15    | 83           | 154          |
| 2020          | 14    | 82           | 145          |
| 2021          | 13    | 95           | 145          |
| 2022          | 14    | 78           |              |
| % Change      | +7.7% | -17.9%       | -4.4%        |
| Yearly Total: |       |              | 139          |



|      | 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   | 11  | 17  | 11  | 14  | 14  | 0   | 0   | 0   | 0   | 0   |

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

37.



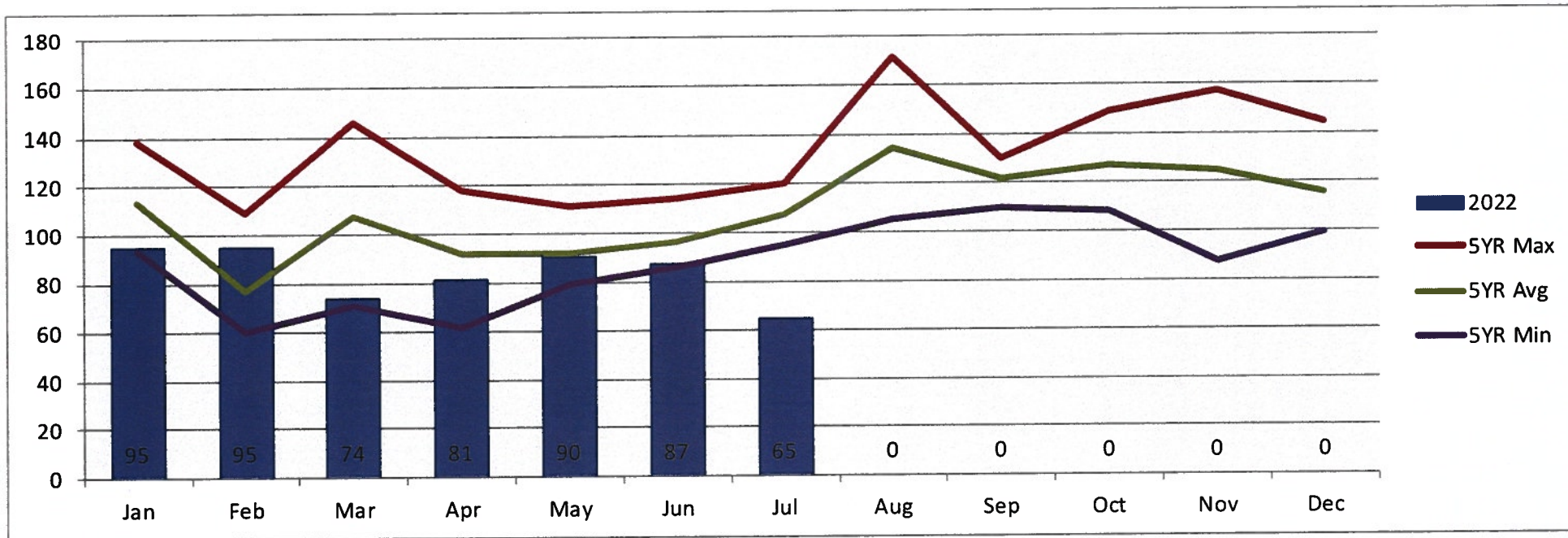
## Part I Property Crime

Offense Codes: 0500-0810

All Data As Of: 7/31/22 11:59 PM

- For July, Part I property crime was down 39.4% from the 5 year average. Compared to July 2021, there was a 33.7% decrease.
- Property crime is projected to be down 14.2% from the 5 year average.
- The property crime for July 2022 included 9 structural burglaries, 5 larcenies from motor vehicle, 4 auto thefts, and 2 arson. The rest of the incidents were larcenies (45 incidents).

|               | Jul    | Year to Date | Yearly Total |
|---------------|--------|--------------|--------------|
| 2017          | 103    | 730          | 1395         |
| 2018          | 95     | 650          | 1257         |
| 2019          | 120    | 753          | 1366         |
| 2020          | 120    | 660          | 1298         |
| 2021          | 98     | 629          | 1222         |
| 2022          | 65     | 587          |              |
| % Change      | -33.7% | -6.7%        | -8.1%        |
| Yearly Total: |        |              | 1122         |



|      | 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  | 65  | 0   | 0   | 0   | 0   | 0   |

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



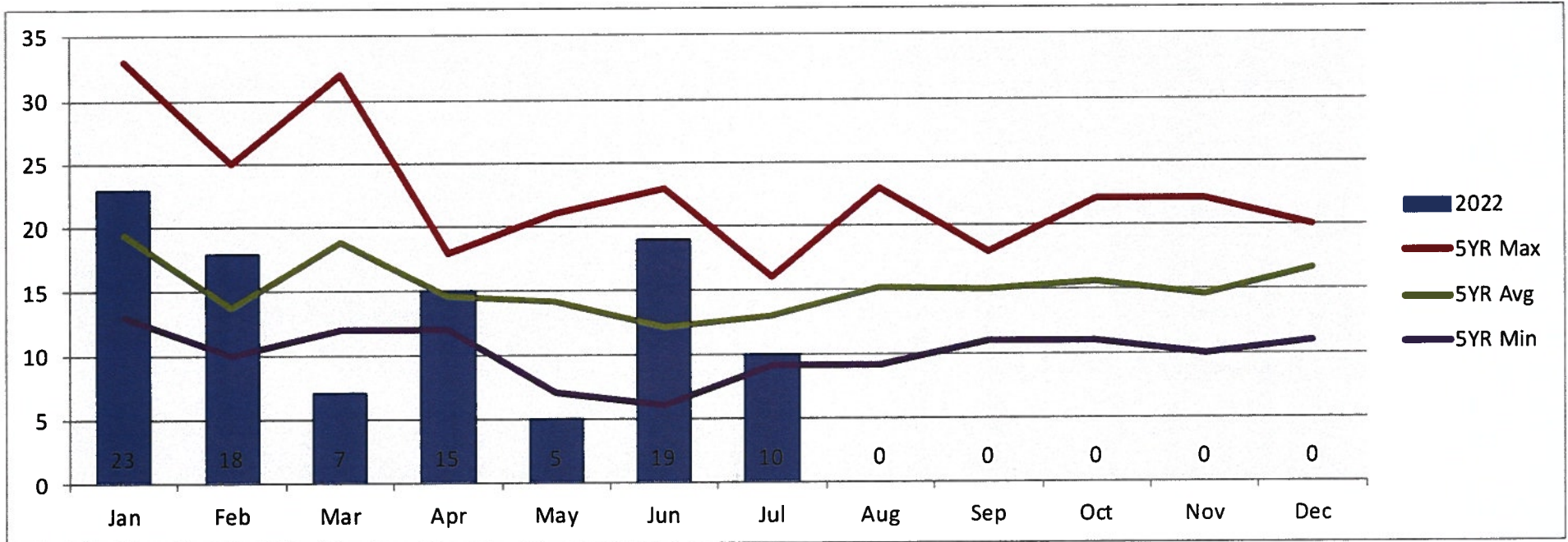
# Structural Burglary

Offense Code: 0510

All Data As Of: 7/31/22 11:59 PM

- Structural burglaries were 23.1% below the 5 year average for July.
- It is projected that the end of year total for burglaries will be 7.7% below the 5 year average.
- There were 7 residential and 3 non-residential burglaries.
- There were 3 burglaries in Ogden, 1 in North County, and 6 in Manhattan.

|               | Jul    | Year to Date | Yearly Total |
|---------------|--------|--------------|--------------|
| 2017          | 16     | 157          | 244          |
| 2018          | 15     | 90           | 168          |
| 2019          | 14     | 94           | 171          |
| 2020          | 11     | 93           | 175          |
| 2021          | 9      | 96           | 157          |
| 2022          | 10     | 97           |              |
| % Change      | +11.1% | +1.0%        | +7.6%        |
| Yearly Total: |        |              | 169          |



|      | 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  | 10  | 0   | 0   | 0   | 0   | 0   |



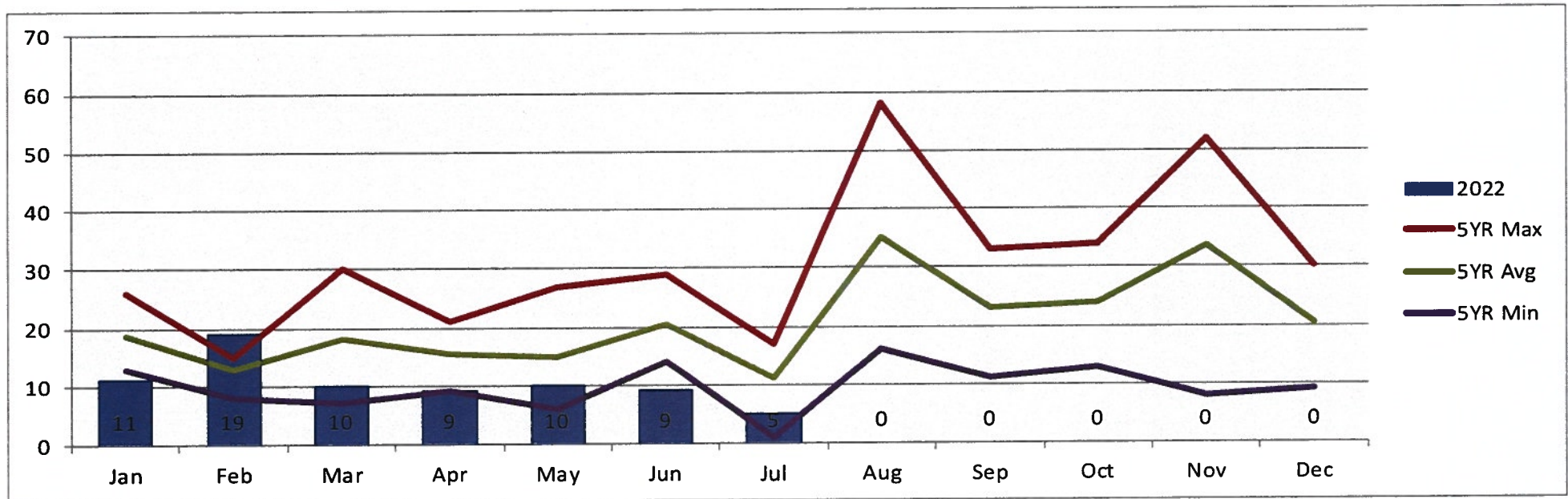
# Vehicle Burglary

Offense Code: 0640

All Data As Of: 7/31/22 11:59 PM

- July 2022 was 55.4% below the 5 year average.
- The vehicle burglary total is projected to be 34.6% below the average.
- In 3 of the incidents the items were unsecured when they were taken.

|               | Jul    | Year to Date | Yearly Total |
|---------------|--------|--------------|--------------|
| 2017          | 16     | 130          | 289          |
| 2018          | 5      | 100          | 212          |
| 2019          | 17     | 108          | 228          |
| 2020          | 1      | 97           | 255          |
| 2021          | 17     | 123          | 254          |
| 2022          | 5      | 73           |              |
| % Change      | -70.6% | -40.7%       | -36.4%       |
| Yearly Total: |        |              | 162          |



|      | 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   | 5   | 0   | 0   | 0   | 0   | 0   |



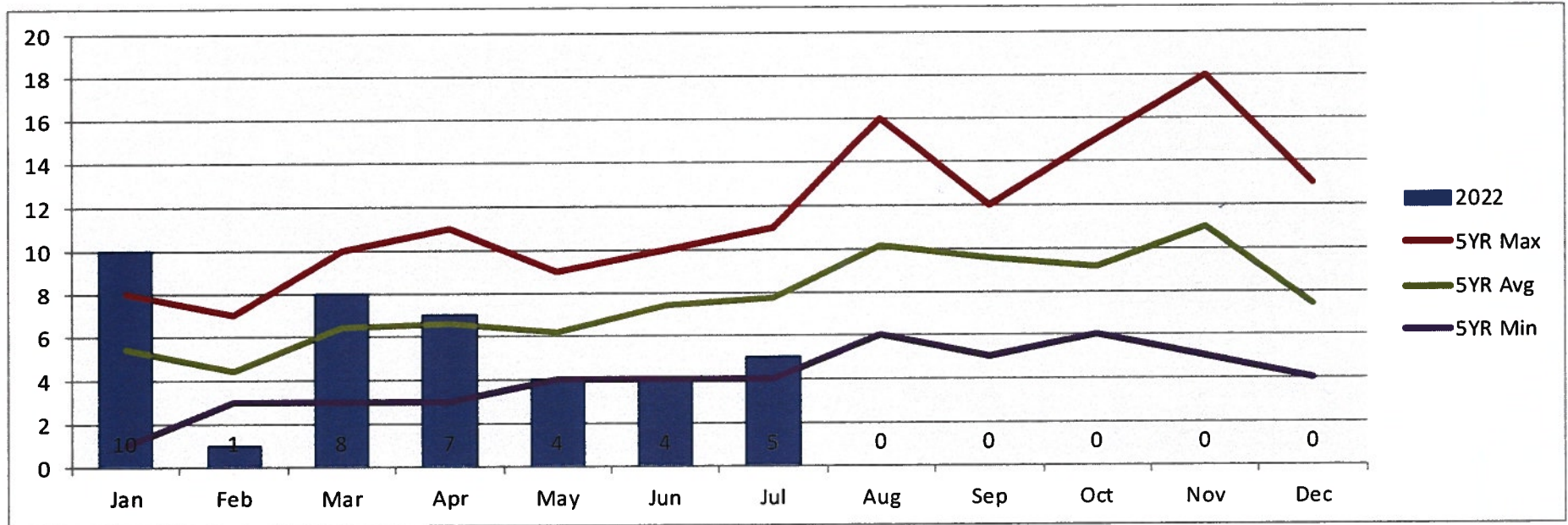
# Motor Vehicle Thefts

Offense Code: 0710

All Data As Of: 7/31/22 11:59 PM

- For July, motor vehicle thefts were down 35.9% from the 5 year average.
- It is projected that the motor vehicle theft total will be down 11.6% from the average.
- Four of the vehicles have been recovered as of 8/9/2022.

|               | Jul    | Year to Date | Yearly Total |
|---------------|--------|--------------|--------------|
| 2017          | 8      | 45           | 86           |
| 2018          | 9      | 46           | 86           |
| 2019          | 7      | 53           | 104          |
| 2020          | 4      | 38           | 96           |
| 2021          | 11     | 39           | 86           |
| 2022          | 5      | 39           |              |
| % Change      | -54.5% | 0.0%         | -6.2%        |
| Yearly Total: |        |              | 81           |



|      | 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   | 5   | 0   | 0   | 0   | 0   | 0   |

4/1



# DUIs

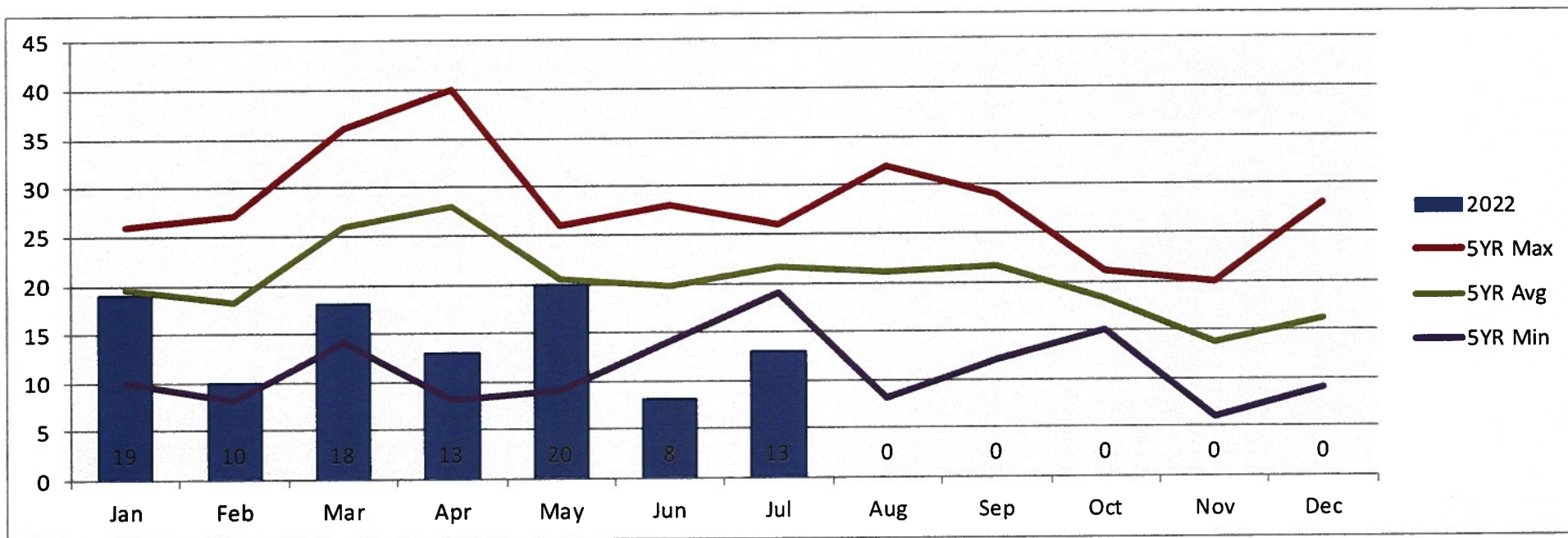
Offense Code: 2110

All Data As Of: 7/31/22 11:59 PM

15.a

➤ The number of DUIs for July 2022 was 39.8% below the 5 year average.

|               | Jul    | Year to Date | Yearly Total |
|---------------|--------|--------------|--------------|
| 2017          | 21     | 168          | 266          |
| 2018          | 26     | 195          | 312          |
| 2019          | 20     | 172          | 285          |
| 2020          | 19     | 99           | 168          |
| 2021          | 22     | 134          | 191          |
| 2022          | 13     | 101          |              |
| % Change      | -40.9% | -24.6%       | -16.1%       |
| Yearly Total: |        |              | 160          |



|      | 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   | 13  | 0   | 0   | 0   | 0   | 0   |

Attachment: 08-15-2022\_law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)



# Traffic Accidents

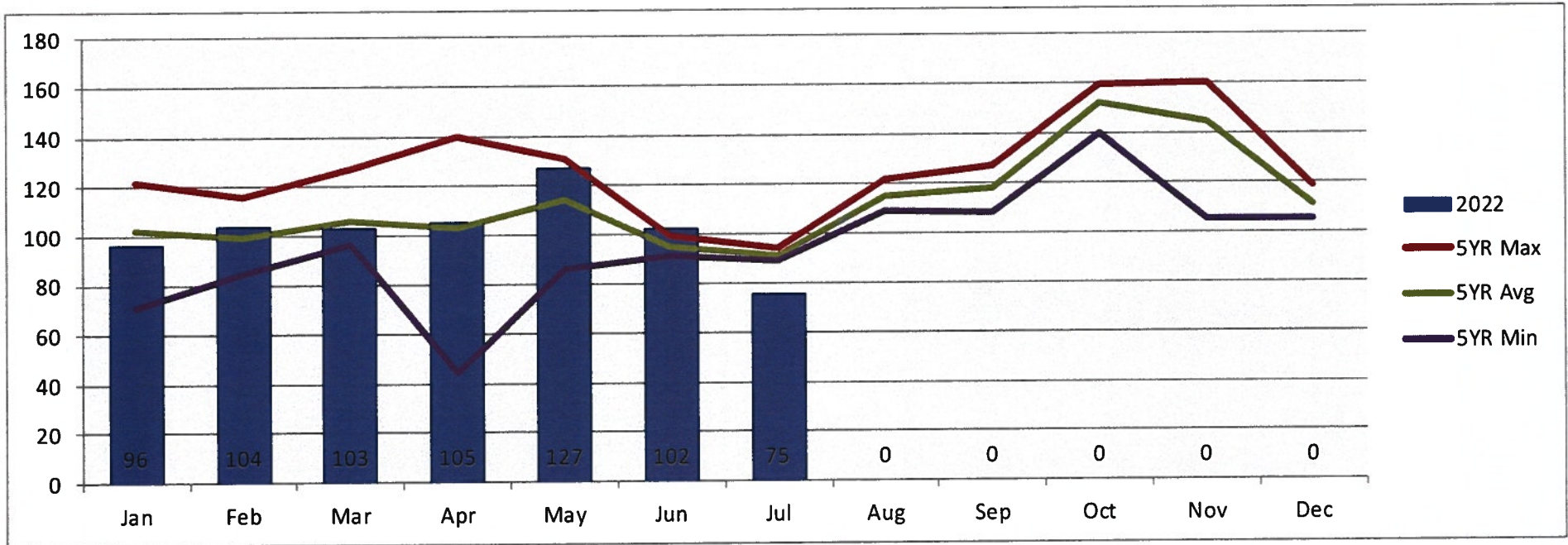
Offense Codes: 5000-5139

All Data As Of: 7/31/22 11:59 PM

15.a

- The number of traffic accidents in July 2022 was 17.8% below the 5 year average.
- Accidents in 2022 are projected to be right at (0.3% above) the 5 year average.

|               | Jul    | Year to Date | Yearly Total |
|---------------|--------|--------------|--------------|
| 2017          | 89     | 720          | 1387         |
| 2018          | 92     | 769          | 1397         |
| 2019          | 94     | 778          | 1436         |
| 2020          | 90     | 638          | 1220         |
| 2021          | 91     | 647          | 1314         |
| 2022          | 75     | 712          |              |
| % Change      | -17.6% | +10.0%       | +3.1%        |
| Yearly Total: |        |              | 1355         |



|      | 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 | 75  | 0   | 0   | 0   | 0   | 0   |

43.

Attachment: 08-15-2022\_law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)



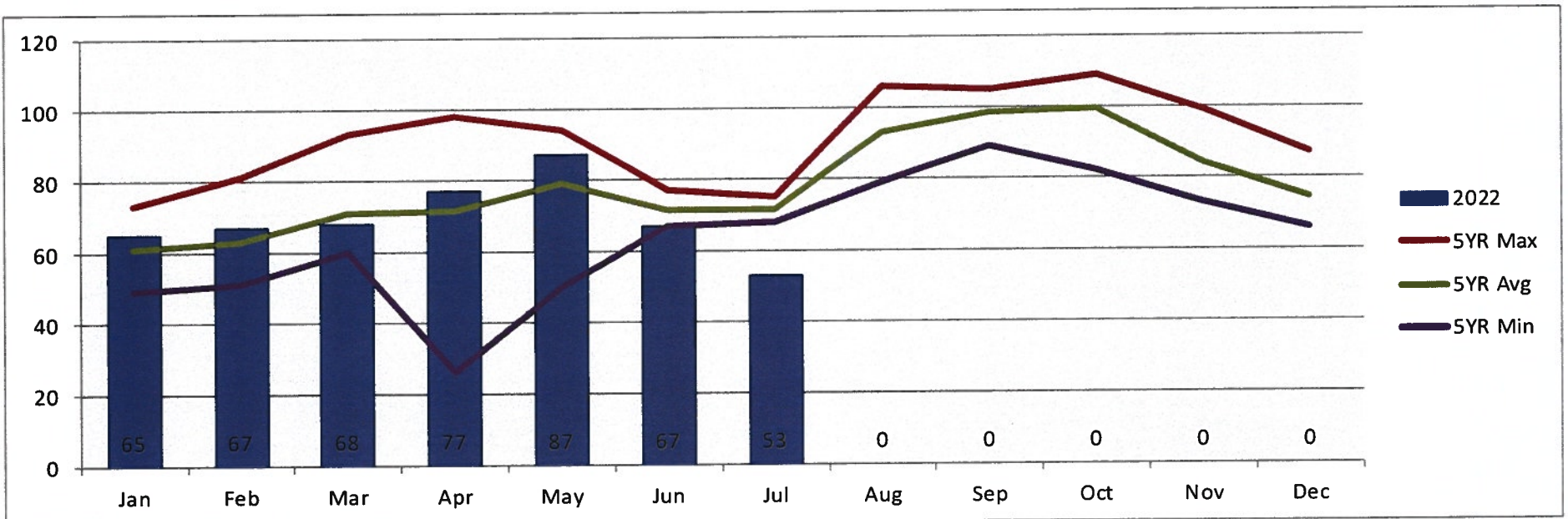
# Preventable Traffic Accidents

Offense Codes: 5000-5139

All Data As Of: 7/31/22 11:59 PM

- The number of preventable traffic accidents in July 2022 was 25.8% below the 5 year average.
- Preventable accidents are projected to be 1.2% below the 5 year average.
- Number may change as data entry corrections continue.

|               | Jul    | Year to Date | Yearly Total |
|---------------|--------|--------------|--------------|
| 2017          | 68     | 521          | 991          |
| 2018          | 71     | 538          | 944          |
| 2019          | 74     | 501          | 945          |
| 2020          | 69     | 430          | 854          |
| 2021          | 75     | 459          | 965          |
| 2022          | 53     | 484          |              |
| % Change      | -29.3% | +5.4%        | -3.7%        |
| Yearly Total: |        |              | 929          |



|      | 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  | 67  | 53  | 0   | 0   | 0   | 0   | 0   |

## Riley County Police Department

1001 South Seth Child Road  
Manhattan, Kansas 66502

(785) 537-2112

[www.RileyCountyPolice.org](http://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.

**RILEY COUNTY POLICE DEPARTMENT  
Report Submission**

|                        |                                                |                  |         |
|------------------------|------------------------------------------------|------------------|---------|
| <b>To:</b>             | Interim Director Moldrup KMM 7.22.22           |                  |         |
| <b>From:</b>           | Captain Jager                                  |                  |         |
| <b>Position:</b>       | Commander                                      | <b>Division:</b> | Support |
| <b>Report Title:</b>   | June / 2 <sup>nd</sup> Quarter 2022 UCR Report |                  |         |
| <b>Rpt Freq./Year:</b> | Monthly / June 2022                            |                  |         |
| <b>Policy #:</b>       | 82.1.4 & 82.3.2                                |                  |         |
| <b>Date:</b>           | July 12, 2022                                  |                  |         |

June 2022:

Riley County experienced a 3.7% decrease (-4 crimes) in the analyzed Part 1 UCR crimes in June of 2022 when compared to June of 2020.

In June of 2022, when compared to June of 2021, Part 1 violent crimes decreased 27.3% (-6 crimes) and Part 1 property crimes increased 2.4% (+2 crimes).

2<sup>nd</sup> Quarter 2022:

In the 2<sup>nd</sup> Quarter of 2022, Part 1 crimes for 2022 decreased 1.3% (-4 crimes) when compared to the same time period in 2021. Part 1 violent crimes decreased 1.7% (-1 crime) and Part 1 property crimes decreased 1.2% (-3 crimes).

Year to Date 2022:

Year to date, Part 1 crimes for 2022 decreased 3.6% (-23 crimes) when compared to the same time period in 2021. Part 1 violent crimes decreased 12.9% (-15 crimes) and Part 1 property crimes decreased 1.5% (-8 crimes).

**RILEY COUNTY POLICE DEPARTMENT  
Report Submission**

**June 2022**

**RILEY COUNTY ALL JURISDICTION**

**RILEY COUNTY POLICE DEPARTMENT**

**MONTHLY UNIFORM CRIME REPORT  
82.1.4**

|               | ACTUAL OFFENSES |      |         |              |      |        |         |      |        | OFFENSES CLEARED |      |         |              |      |        |         |      |         |                |        |
|---------------|-----------------|------|---------|--------------|------|--------|---------|------|--------|------------------|------|---------|--------------|------|--------|---------|------|---------|----------------|--------|
|               | MONTH           |      |         | YEAR TO DATE |      |        | QUARTER |      |        | MONTH            |      |         | YEAR TO DATE |      |        | QUARTER |      |         | CLEARANCE RATE |        |
| Year          | 2021            | 2022 | -%+     | 2021         | 2022 | -%+    | 2021    | 2022 | -%+    | 2021             | 2022 | -%+     | 2021         | 2022 | -%+    | 2021    | 2022 | -%+     | 2021           | 2022   |
| Murder        | 0               | 0    | 0.0%    | 0            | 1    | 100.0% | 0       | 0    | 0.0%   | 0                | 0    | 0.0%    | 0            | 1    | 100.0% | 0       | 0    | 0.0%    | 0.0%           | 100.0% |
| Rape          | 2               | 1    | -50.0%  | 16           | 22   | 37.5%  | 7       | 9    | 28.6%  | 2                | 0    | -100.0% | 6            | 7    | 16.7%  | 2       | 1    | -50.0%  | 37.5%          | 31.8%  |
| Robbery       | 2               | 0    | -100.0% | 10           | 3    | -70.0% | 7       | 2    | -71.4% | 0                | 0    | 0.0%    | 2            | 1    | -50.0% | 1       | 0    | -100.0% | 20.0%          | 33.3%  |
| Ag. Asslt     | 18              | 15   | -16.7%  | 90           | 75   | -16.7% | 45      | 47   | 4.4%   | 11               | 5    | -54.5%  | 60           | 65   | 8.3%   | 24      | 32   | 33.3%   | 66.7%          | 86.7%  |
| Total         | 22              | 16   | -27.3%  | 116          | 101  | -12.9% | 59      | 58   | -1.7%  | 13               | 5    | -61.5%  | 68           | 74   | 8.8%   | 27      | 33   | 22.2%   | 58.6%          | 73.3%  |
|               |                 |      |         |              |      |        |         |      |        |                  |      |         |              |      |        |         |      |         |                |        |
| Burglary      | 10              | 19   | 90.0%   | 84           | 84   | 0.0%   | 41      | 39   | -4.9%  | 1                | 0    | -100.0% | 9            | 9    | 0.0%   | 5       | 1    | -80.0%  | 10.7%          | 10.7%  |
| Larceny       | 71              | 64   | -9.9%   | 414          | 400  | -3.4%  | 208     | 204  | -1.9%  | 13               | 9    | -30.8%  | 111          | 95   | -14.4% | 71      | 28   | -60.6%  | 26.8%          | 23.8%  |
| Auto Theft    | 4               | 4    | 0.0%    | 27           | 33   | 22.2%  | 11      | 14   | 27.3%  | 2                | 4    | 100.0%  | 12           | 8    | -33.3% | 5       | 4    | -20.0%  | 44.4%          | 24.2%  |
| Total         | 85              | 87   | 2.4%    | 525          | 517  | -1.5%  | 260     | 257  | -1.2%  | 16               | 13   | -18.8%  | 132          | 112  | -15.2% | 81      | 33   | -59.3%  | 25.1%          | 21.7%  |
|               |                 |      |         |              |      |        |         |      |        |                  |      |         |              |      |        |         |      |         |                |        |
| Overall Total | 107             | 103  | -3.7%   | 641          | 618  | -3.6%  | 319     | 315  | -1.3%  | 29               | 18   | -37.9%  | 200          | 186  | -7.0%  | 108     | 66   | -38.9%  | 31.2%          | 30.1%  |

Attachment: 08-15-2022\_law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

**RILEY COUNTY POLICE DEPARTMENT**  
**Report Submission**

**June 2022**

**RILEY COUNTY EXCLUDING MANHATTAN & OGDEN**

**RILEY COUNTY POLICE DEPARTMENT**

**MONTHLY UNIFORM CRIME REPORT**

**82.1.4**

|               | ACTUAL OFFENSES |      |        |              |      |        |         |      |        | OFFENSES CLEARED |      |        |              |      |        |         |      |        |               |        |
|---------------|-----------------|------|--------|--------------|------|--------|---------|------|--------|------------------|------|--------|--------------|------|--------|---------|------|--------|---------------|--------|
|               | MONTH           |      |        | YEAR TO DATE |      |        | QUARTER |      |        | MONTH            |      |        | YEAR TO DATE |      |        | QUARTER |      |        | CLEARANCE RAT |        |
| Year          | 2021            | 2022 | -%+    | 2021         | 2022 | -%+    | 2021    | 2022 | -%+    | 2021             | 2022 | -%+    | 2021         | 2022 | -%+    | 2021    | 2022 | -%+    | 2021          | 2022   |
| Murder        | 0               | 0    | 0.0%   | 0            | 0    | 0.0%   | 0       | 0    | 0.0%   | 0                | 0    | 0.0%   | 0            | 0    | 0.0%   | 0       | 0    | 0.0%   | 0.0%          | 0.0%   |
| Rape          | 0               | 0    | 0.0%   | 0            | 1    | 100.0% | 0       | 0    | 0.0%   | 0                | 0    | 0.0%   | 0            | 1    | 100.0% | 0       | 0    | 0.0%   | 0.0%          | 100.0% |
| Robbery       | 0               | 0    | 0.0%   | 0            | 0    | 0.0%   | 0       | 0    | 0.0%   | 0                | 0    | 0.0%   | 0            | 0    | 0.0%   | 0       | 0    | 0.0%   | 0.0%          | 0.0%   |
| Ag. Asslt     | 0               | 0    | 0.0%   | 2            | 3    | 50.0%  | 1       | 2    | 100.0% | 0                | 0    | 0.0%   | 1            | 2    | 100.0% | 1       | 1    | 0.0%   | 50.0%         | 66.7%  |
| Total         | 0               | 0    | 0.0%   | 2            | 4    | 100.0% | 1       | 2    | 100.0% | 0                | 0    | 0.0%   | 1            | 3    | 200.0% | 1       | 1    | 0.0%   | 50.0%         | 75.0%  |
|               |                 |      |        |              |      |        |         |      |        |                  |      |        |              |      |        |         |      |        |               |        |
| Burglary      | 0               | 1    | 100.0% | 10           | 16   | 60.0%  | 4       | 5    | 25.0%  | 0                | 0    | 0.0%   | 1            | 6    | 500.0% | 1       | 1    | 0.0%   | 10.0%         | 37.5%  |
| Larceny       | 1               | 1    | 0.0%   | 13           | 16   | 23.1%  | 5       | 8    | 60.0%  | 0                | 0    | 0.0%   | 2            | 1    | -50.0% | 1       | 1    | 0.0%   | 15.4%         | 6.3%   |
| Auto Theft    | 0               | 2    | 200.0% | 1            | 6    | 500.0% | 0       | 4    | 400.0% | 0                | 2    | 200.0% | 0            | 3    | 300.0% | 0       | 2    | 200.0% | 0.0%          | 50.0%  |
| Total         | 1               | 4    | 300.0% | 24           | 38   | 58.3%  | 9       | 17   | 88.9%  | 0                | 2    | 200.0% | 3            | 10   | 233.3% | 2       | 4    | 100.0% | 12.5%         | 26.3%  |
|               |                 |      |        |              |      |        |         |      |        |                  |      |        |              |      |        |         |      |        |               |        |
| Overall Total | 1               | 4    | 300.0% | 26           | 42   | 61.5%  | 10      | 19   | 90.0%  | 0                | 2    | 200.0% | 4            | 13   | 225.0% | 3       | 5    | 66.7%  | 15.4%         | 31.0%  |

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**RILEY COUNTY POLICE DEPARTMENT  
Report Submission**

**June 2022**

**MANHATTAN**

**RILEY COUNTY POLICE DEPARTMENT**

**MONTHLY UNIFORM CRIME REPORT**

**82.1.4**

|               | ACTUAL OFFENSES |      |         |              |      |        |         |      |        | OFFENSES CLEARED |      |         |              |      |        |         |      |         |                |        |
|---------------|-----------------|------|---------|--------------|------|--------|---------|------|--------|------------------|------|---------|--------------|------|--------|---------|------|---------|----------------|--------|
|               | MONTH           |      |         | YEAR TO DATE |      |        | QUARTER |      |        | MONTH            |      |         | YEAR TO DATE |      |        | QUARTER |      |         | CLEARANCE RATE |        |
| Year          | 2021            | 2022 | -%+     | 2021         | 2022 | -%+    | 2021    | 2022 | -%+    | 2021             | 2022 | -%+     | 2021         | 2022 | -%+    | 2021    | 2022 | -%+     | 2021           | 2022   |
| Murder        | 0               | 0    | 0.0%    | 0            | 1    | 100.0% | 0       | 0    | 0.0%   | 0                | 0    | 0.0%    | 0            | 1    | 100.0% | 0       | 0    | 0.0%    | 0.0%           | 100.0% |
| Rape          | 2               | 1    | -50.0%  | 15           | 19   | 26.7%  | 7       | 9    | 28.6%  | 2                | 0    | -100.0% | 4            | 6    | 50.0%  | 2       | 1    | -50.0%  | 26.7%          | 31.6%  |
| Robbery       | 2               | 0    | -100.0% | 10           | 3    | -70.0% | 7       | 2    | -71.4% | 0                | 0    | 0.0%    | 2            | 1    | -50.0% | 1       | 0    | -100.0% | 20.0%          | 33.3%  |
| Ag. Asslt     | 15              | 15   | 0.0%    | 77           | 69   | -10.4% | 38      | 42   | 10.5%  | 9                | 5    | -44.4%  | 54           | 58   | 7.4%   | 20      | 29   | 45.0%   | 70.1%          | 84.1%  |
| Total         | 19              | 16   | -15.8%  | 102          | 92   | -9.8%  | 52      | 53   | 1.9%   | 11               | 5    | -54.5%  | 60           | 66   | 10.0%  | 23      | 30   | 30.4%   | 58.8%          | 71.7%  |
|               |                 |      |         |              |      |        |         |      |        |                  |      |         |              |      |        |         |      |         |                |        |
| Burglary      | 7               | 13   | 85.7%   | 57           | 54   | -5.3%  | 27      | 26   | -3.7%  | 1                | 0    | -100.0% | 5            | 3    | -40.0% | 2       | 0    | -100.0% | 8.8%           | 5.6%   |
| Larceny       | 69              | 57   | -17.4%  | 384          | 368  | -4.2%  | 195     | 186  | -4.6%  | 12               | 8    | -33.3%  | 104          | 91   | -12.5% | 68      | 26   | -61.8%  | 27.1%          | 24.7%  |
| Auto Theft    | 4               | 2    | -50.0%  | 24           | 26   | 8.3%   | 10      | 10   | 0.0%   | 2                | 2    | 0.0%    | 11           | 4    | -63.6% | 5       | 2    | -60.0%  | 45.8%          | 15.4%  |
| Total         | 80              | 72   | -10.0%  | 465          | 448  | -3.7%  | 232     | 222  | -4.3%  | 15               | 10   | -33.3%  | 120          | 98   | -18.3% | 75      | 28   | -62.7%  | 25.8%          | 21.9%  |
|               |                 |      |         |              |      |        |         |      |        |                  |      |         |              |      |        |         |      |         |                |        |
| Overall Total | 99              | 88   | -11.1%  | 567          | 540  | -4.8%  | 284     | 275  | -3.2%  | 26               | 15   | -42.3%  | 180          | 164  | -8.9%  | 98      | 58   | -40.8%  | 31.7%          | 30.4%  |

Attachment: 08-15-2022\_law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

**RILEY COUNTY POLICE DEPARTMENT**  
Report Submission

**June 2022**

**OGDEN**

**RILEY COUNTY POLICE DEPARTMENT**

**MONTHLY UNIFORM CRIME REPORT**

**82.1.4**

|               | ACTUAL OFFENSES |      |         |              |      |        |         |      |         | OFFENSES CLEARED |      |         |              |      |         |         |      |         |                |        |
|---------------|-----------------|------|---------|--------------|------|--------|---------|------|---------|------------------|------|---------|--------------|------|---------|---------|------|---------|----------------|--------|
|               | MONTH           |      |         | YEAR TO DATE |      |        | QUARTER |      |         | MONTH            |      |         | YEAR TO DATE |      |         | QUARTER |      |         | CLEARANCE RATE |        |
| Year          | 2021            | 2022 | -%+     | 2021         | 2022 | -%+    | 2021    | 2022 | -%+     | 2021             | 2022 | -%+     | 2021         | 2022 | -%+     | 2021    | 2022 | -%+     | 2021           | 2022   |
| Murder        | 0               | 0    | 0.0%    | 0            | 0    | 0.0%   | 0       | 0    | 0.0%    | 0                | 0    | 0.0%    | 0            | 0    | 0.0%    | 0       | 0    | 0.0%    | 0.0%           | 0.0%   |
| Rape          | 0               | 0    | 0.0%    | 1            | 2    | 100.0% | 0       | 0    | 0.0%    | 0                | 0    | 0.0%    | 2            | 0    | -100.0% | 0       | 0    | 0.0%    | 200.0%         | 0.0%   |
| Robbery       | 0               | 0    | 0.0%    | 0            | 0    | 0.0%   | 0       | 0    | 0.0%    | 0                | 0    | 0.0%    | 0            | 0    | 0.0%    | 0       | 0    | 0.0%    | 0.0%           | 0.0%   |
| Ag. Asslt     | 3               | 0    | -100.0% | 11           | 3    | -72.7% | 6       | 3    | -50.0%  | 2                | 0    | -100.0% | 5            | 5    | 0.0%    | 3       | 2    | -33.3%  | 45.5%          | 166.7% |
| Total         | 3               | 0    | -100.0% | 12           | 5    | -58.3% | 6       | 3    | -50.0%  | 2                | 0    | -100.0% | 7            | 5    | -28.6%  | 3       | 2    | -33.3%  | 58.3%          | 100.0% |
|               |                 |      |         |              |      |        |         |      |         |                  |      |         |              |      |         |         |      |         |                |        |
|               |                 |      |         |              |      |        |         |      |         |                  |      |         |              |      |         |         |      |         |                |        |
| Burglary      | 3               | 5    | 66.7%   | 17           | 14   | -17.6% | 10      | 8    | -20.0%  | 0                | 0    | 0.0%    | 3            | 0    | -100.0% | 2       | 0    | -100.0% | 17.6%          | 0.0%   |
| Larceny       | 1               | 6    | 500.0%  | 17           | 16   | -5.9%  | 8       | 10   | 25.0%   | 1                | 1    | 0.0%    | 5            | 3    | -40.0%  | 2       | 1    | -50.0%  | 29.4%          | 18.8%  |
| Auto Theft    | 0               | 0    | 0.0%    | 2            | 1    | -50.0% | 1       | 0    | -100.0% | 0                | 0    | 0.0%    | 1            | 1    | 0.0%    | 0       | 0    | 0.0%    | 50.0%          | 100.0% |
| Total         | 4               | 11   | 175.0%  | 36           | 31   | -13.9% | 19      | 18   | -5.3%   | 1                | 1    | 0.0%    | 9            | 4    | -55.6%  | 4       | 1    | -75.0%  | 25.0%          | 12.9%  |
|               |                 |      |         |              |      |        |         |      |         |                  |      |         |              |      |         |         |      |         |                |        |
| Overall Total | 7               | 11   | 57.1%   | 48           | 36   | -25.0% | 25      | 21   | -16.0%  | 3                | 1    | -66.7%  | 16           | 9    | -43.8%  | 7       | 3    | -57.1%  | 33.3%          | 25.0%  |

**Note: "JUVENILE CLEARANCES" are included in the total of "OFFENSES CLEARED"**

**RILEY COUNTY POLICE DEPARTMENT  
Report Submission**

|                        |                               |                  |        |
|------------------------|-------------------------------|------------------|--------|
| <b>To:</b>             | Director Moldrup KMM 7.22.22  |                  |        |
| <b>From:</b>           | Captain Greg Steere           |                  |        |
| <b>Position:</b>       | Division Commander            | <b>Division:</b> | Patrol |
| <b>Report Title:</b>   | Traffic Analysis              |                  |        |
| <b>Rpt Freq./Year:</b> | 2 <sup>nd</sup> Quarter, 2022 |                  |        |
| <b>Policy #:</b>       | 61.1.1                        |                  |        |
| <b>Date:</b>           | July 14th, 2022               |                  |        |

**1. Selective Enforcement Activities - Enforcement:**

The Department will vigorously enforce all traffic laws and ordinances to prevent crashes, and assist citizen's movement about the roadways in an orderly and safe manner and encourage voluntary compliance to traffic regulations. The Patrol Division Commander is responsible for the administration of traffic enforcement. The Patrol Division Commander will designate sufficient staff within the patrol section to plan, review, inspect and coordinate the agency's traffic activities.

**2. Selective Enforcement Activities - Crash Causation Comparison/Review:**

A. The Patrol Division will compile and review traffic collision data available data to attempt to determine traffic crashes causes. This data will be used to develop strategies and plans for reducing instances of automobile collisions. This data includes: (CALEA 61.1.1a)

- 1) Locations;
- 2) Time of day;
- 3) Day of the week;
- 4) Traffic violations; and
- 5) Enforcement actions.

B. The Patrol Division will deploy officers for traffic enforcement in:

- 1) Areas of high crash occurrence;
- 2) Areas of high traffic flow;
- 3) Areas of increased pedestrian activity.

C. The crash comparison and review will attempt to determine whether high crash locations result from environmental factors requiring traffic engineering notification or poor driving habits requiring increased enforcement. The Patrol Division will coordinate with the appropriate traffic engineers to correct engineering problems.

## RILEY COUNTY POLICE DEPARTMENT Report Submission

**3. Selective Enforcement Activities - Patrol Division Procedures:** Watch supervisors will establish targeted enforcement locations in order to address and rectify perceived and actual traffic problems. As time and workload allows, officers should monitor targeted enforcement locations in their patrol areas and take enforcement action as warranted. (CALEA 61.1.1d)

A. Selective enforcement locations will be determined by patrol supervisors according to the following criteria. (CALEA 61.1.1e)

- 1) Comparison of crash locations;
- 2) Past enforcement locations;
- 3) Response to citizen complaints;
- 4) DUI arrests.

B. The Patrol Division Commander, or designee, will analyze and evaluate the effectiveness of targeted enforcement in reducing crashes at selected locations. Officers will facilitate this analysis by documenting their targeted enforcement activities in a quarterly report to the Director. (CALEA 61.1.1b, 61.1.1c, 61.1.1f)

### 2nd Quarter Synopsis:

This report is an overview of preventable crashes reported in the 2<sup>nd</sup> quarter of 2022. A preventable accident is an accident that occurs on a public roadway and is not caused by weather or animal related factors.

There were 230 preventable accidents reported in the second quarter of 2022. This is the second highest 2<sup>nd</sup> quarter count and a 12.6% increase from previous 2nd quarter averages.

### Injuries and Fatalities

- There were 0 fatal crashes and 56 injury crashes reported in the 2<sup>nd</sup> quarter of 2022 with 81 injuries.
- This is the highest injury count for the second quarter in this tracking period.
- There were 0 fatal accidents with no fatalities during the 2<sup>nd</sup> quarter of 2022.

| Year                                     | 2019  |      |      |      | 2020  |      |      |      | 2021  |      |      |      | 2022            |      |      |      |
|------------------------------------------|-------|------|------|------|-------|------|------|------|-------|------|------|------|-----------------|------|------|------|
| Quarter                                  | Qtr1  | Qtr2 | Qtr3 | Qtr4 | Qtr1  | Qtr2 | Qtr3 | Qtr4 | Qtr1  | Qtr2 | Qtr3 | Qtr4 | Qtr1            | Qtr2 | Qtr3 | Qtr4 |
| Preventable Accidents                    | 176   | 253  | 267  | 249  | 215   | 146  | 249  | 244  | 169   | 214  | 286  | 295  | 201             | 230  |      |      |
| Accident Rates per 1,000 Inhabitants     | 12.73 |      |      |      | 11.67 |      |      |      | 13.35 |      |      |      | Projected 14.06 |      |      |      |
| Preventable Injury Accidents             | 33    | 50   | 56   | 59   | 39    | 34   | 63   | 50   | 30    | 56   | 73   | 71   | 41              | 56   |      |      |
| Injury Rates Per 1,000 Inhabitants       | 2.67  |      |      |      | 2.54  |      |      |      | 3.19  |      |      |      | Projected 3.40  |      |      |      |
| Persons Injured in Preventable Accidents | 48    | 71   | 71   | 82   | 55    | 50   | 86   | 64   | 35    | 72   | 96   | 93   | 58              | 81   |      |      |
| Fatalities in Preventable Accidents      | 1     | 3    | 1    | 0    | 4     | 0    | 1    | 1    | 1     | 1    | 2    | 3    | 2               | 0    |      |      |

Color coding (Green Lowest, Red Highest) is for each individual row in the chart

### Driver Actions

- The chart below shows the top five driver actions leading to preventable accidents.

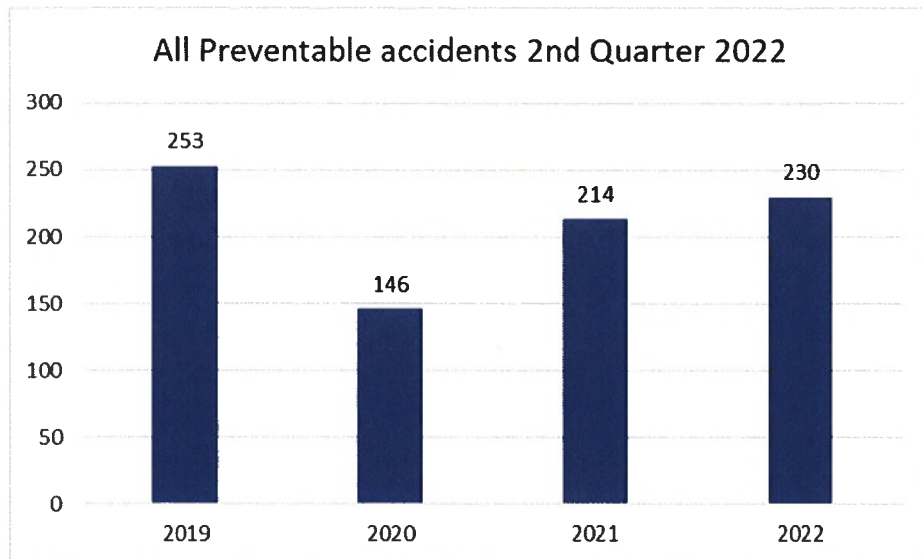
## RILEY COUNTY POLICE DEPARTMENT

### Report Submission

- Inattention, Failed to Yield Right of Way, and Followed Too Closely historically are the top three.
- Last quarter, Under the Influence of Alcohol and Improper Lane Change rounded out the list. This quarter, Improper Lane Change was the fourth most common driver action followed with Other Distraction In or On Vehicle.

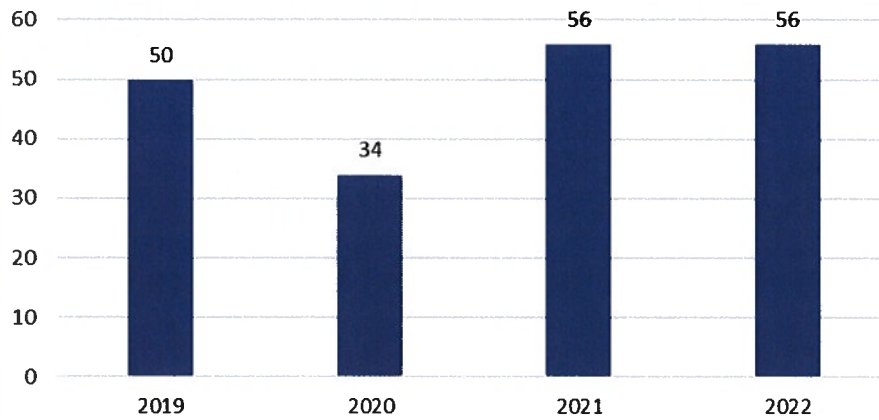
| Year                               | 2019 |      |      |      | 2020 |      |      |      | 2021 |      |      |      | 2022 |      |      |      |
|------------------------------------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| Quarter                            | Qtr1 | Qtr2 | Qtr3 | Qtr4 | Qtr1 | Qtr2 | Qtr3 | Qtr4 | Qtr1 | Qtr2 | Qtr3 | Qtr4 | Qtr1 | Qtr2 | Qtr3 | Qtr4 |
| Inattention (General Sense)        | 31   | 60   | 64   | 61   | 52   | 37   | 63   | 68   | 42   | 58   | 74   | 62   | 43   | 56   |      |      |
| Failed to Yield Right of Way       | 33   | 47   | 57   | 49   | 46   | 24   | 54   | 54   | 32   | 46   | 61   | 63   | 46   | 44   |      |      |
| Followed Too Closely               | 23   | 44   | 46   | 36   | 33   | 18   | 34   | 20   | 24   | 16   | 33   | 38   | 27   | 28   |      |      |
| Improper Lane Change               | 6    | 12   | 9    | 12   | 12   | 10   | 12   | 11   | 6    | 10   | 10   | 11   | 8    | 14   |      |      |
| Other Distraction In or On Vehicle | 6    | 10   | 1    | 9    | 9    | 9    | 7    | 6    | 6    | 3    | 4    | 10   | 2    | 8    |      |      |

The color coding (Green lowest, Red Highest) is for each individual charge, not the table as a whole.

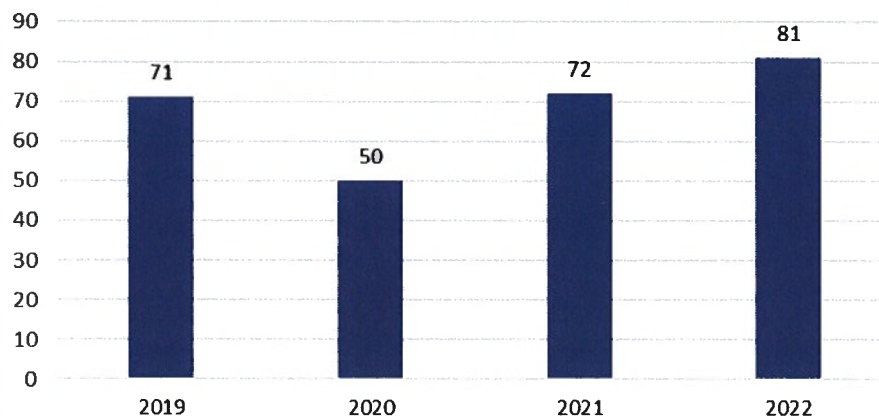


# **RILEY COUNTY POLICE DEPARTMENT** **Report Submission**

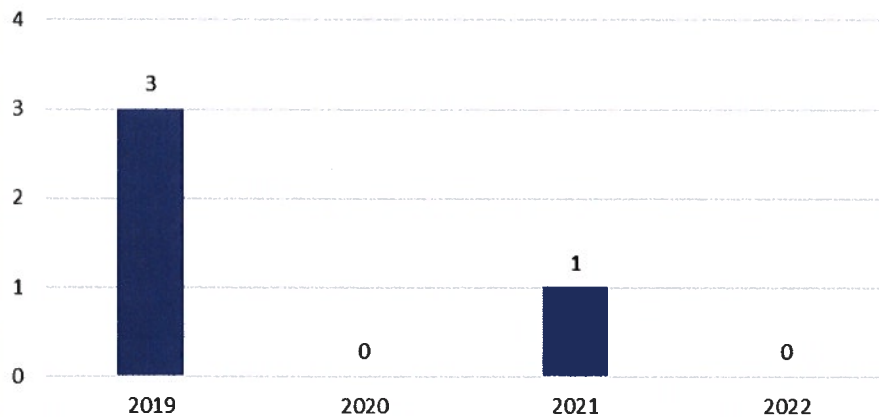
**All preventable injury accidents 2nd Quarter  
2022**



**Total people injured during preventable crashes  
2nd Quarter 2022**

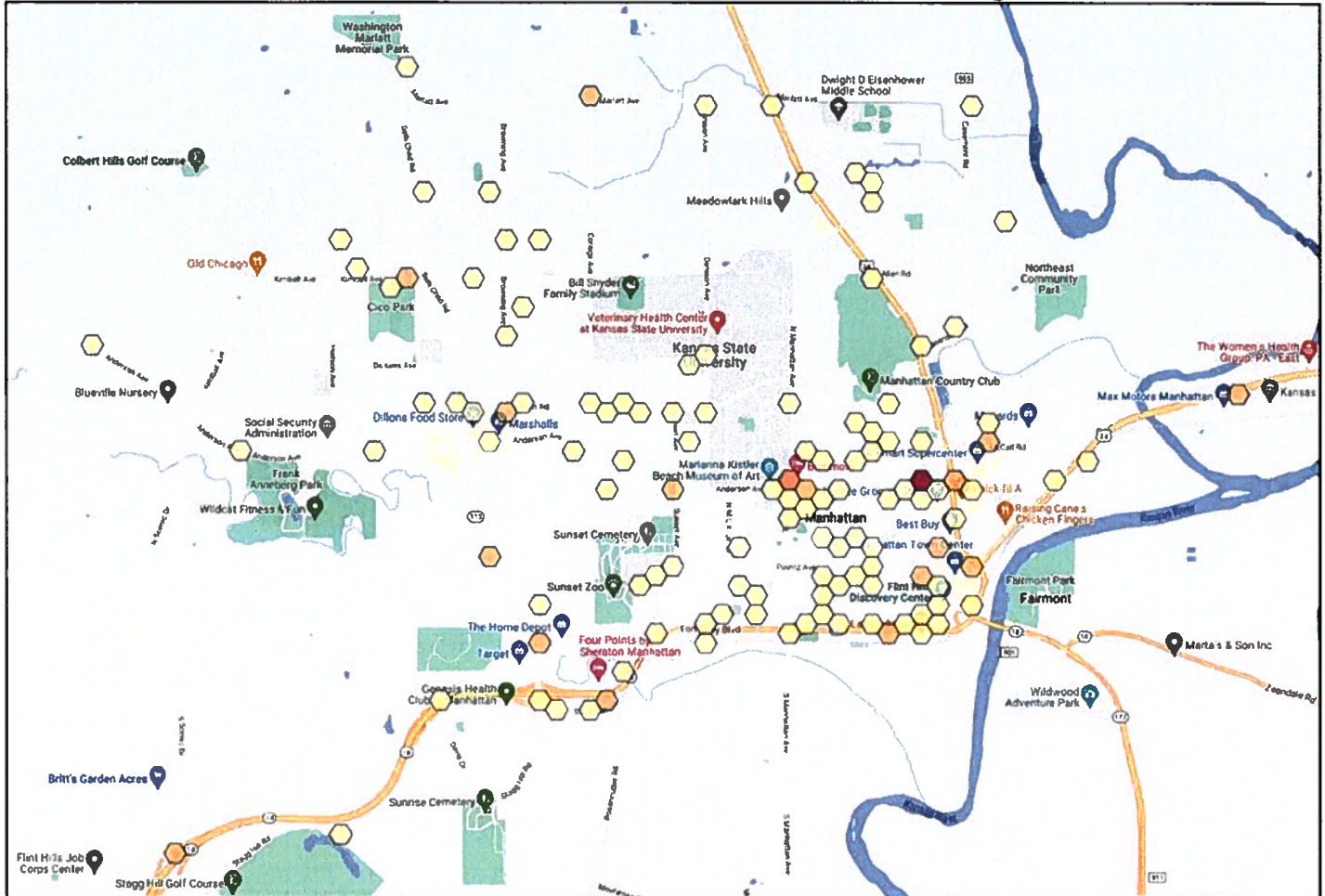


**All preventable fatal crashes during the 2nd  
quarter 2022**



## RILEY COUNTY POLICE DEPARTMENT Report Submission

### MANHATTAN AREA DENSITY MAP OF TRAFFIC CRASHES IN THE 2nd Quarter 2022



### Geographic hot spots

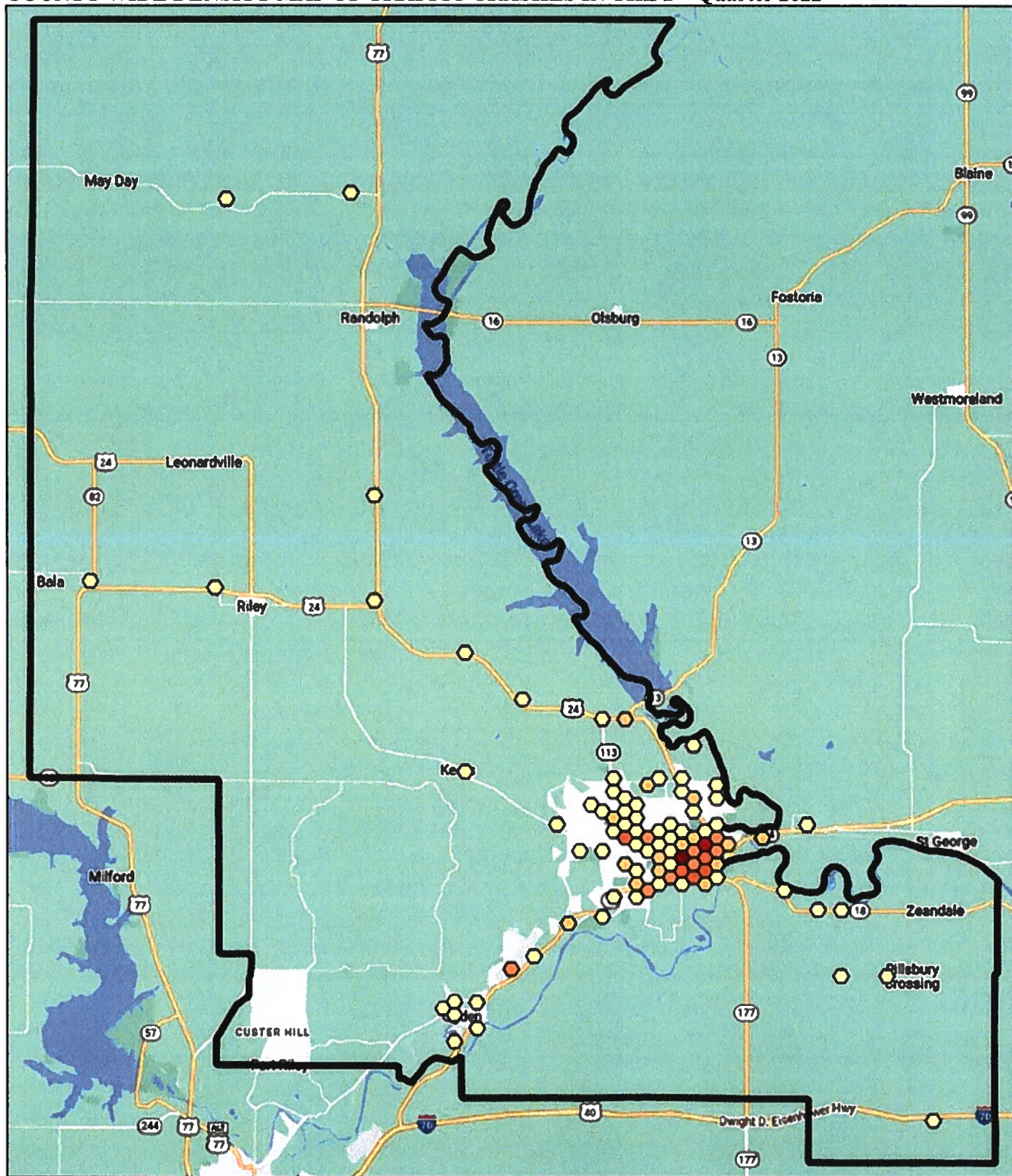
- There were 7 crashes on the roundabout at Bluemont & 4<sup>th</sup> Street
- The intersections of S Scenic Dr & Fort Riley Blvd, McCall Rd & Hayes Dr, and Marlatt Ave & College Ave all had 4 crashes in the 2nd quarter.
- Below is a list of locations with 3 crashes in the quarter:
  - Seth Child Rd & Anderson Ave
  - Bluemont Ave & Tuttle Creek Blvd
  - Fort Riley Blvd & Rosencutter Rd
  - Seth Child Rd & Southwind Dr
  - Claflin Rd & Browning Ave
  - Seth Child Rd & Amherst Ave
  - Leavenworth St & N 3rd St

**RILEY COUNTY POLICE DEPARTMENT  
Report Submission**

- Highway 24 & Hofman Ln
- Fort Riley Blvd & E Poyntz Ave
- Fort Riley Blvd & S Juliette Ave
- Anderson Ave & Sunset Ave
- Kimball Ave & Wreath Ave

Attachment: 08-15-2022 law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

**RILEY COUNTY POLICE DEPARTMENT**  
**Report Submission**  
**COUNTY WIDE DENSITY MAP OF TRAFFIC CRASHES IN THE 2<sup>nd</sup> Quarter 2022**



Attachment: 08-15-2022 law board meeting packet (11728 : Law Board Meeting Agenda)

## RILEY COUNTY POLICE DEPARTMENT Report Submission

### Temporal Density

- 57% of all crashes occurred between 12:00 PM – 6:59 PM.
- 38% of crashes occurred between 2:00 PM – 5:59 PM.
- Tuesday was the day of the week with the most crashes with 41, and the 3 PM and 5 PM hours were the hours with the highest number of crashes (24 each).
- Wednesday during the 5 PM hour had the highest amount of crashes with 8. Friday during the 4 PM hour had the second highest amount with 7.

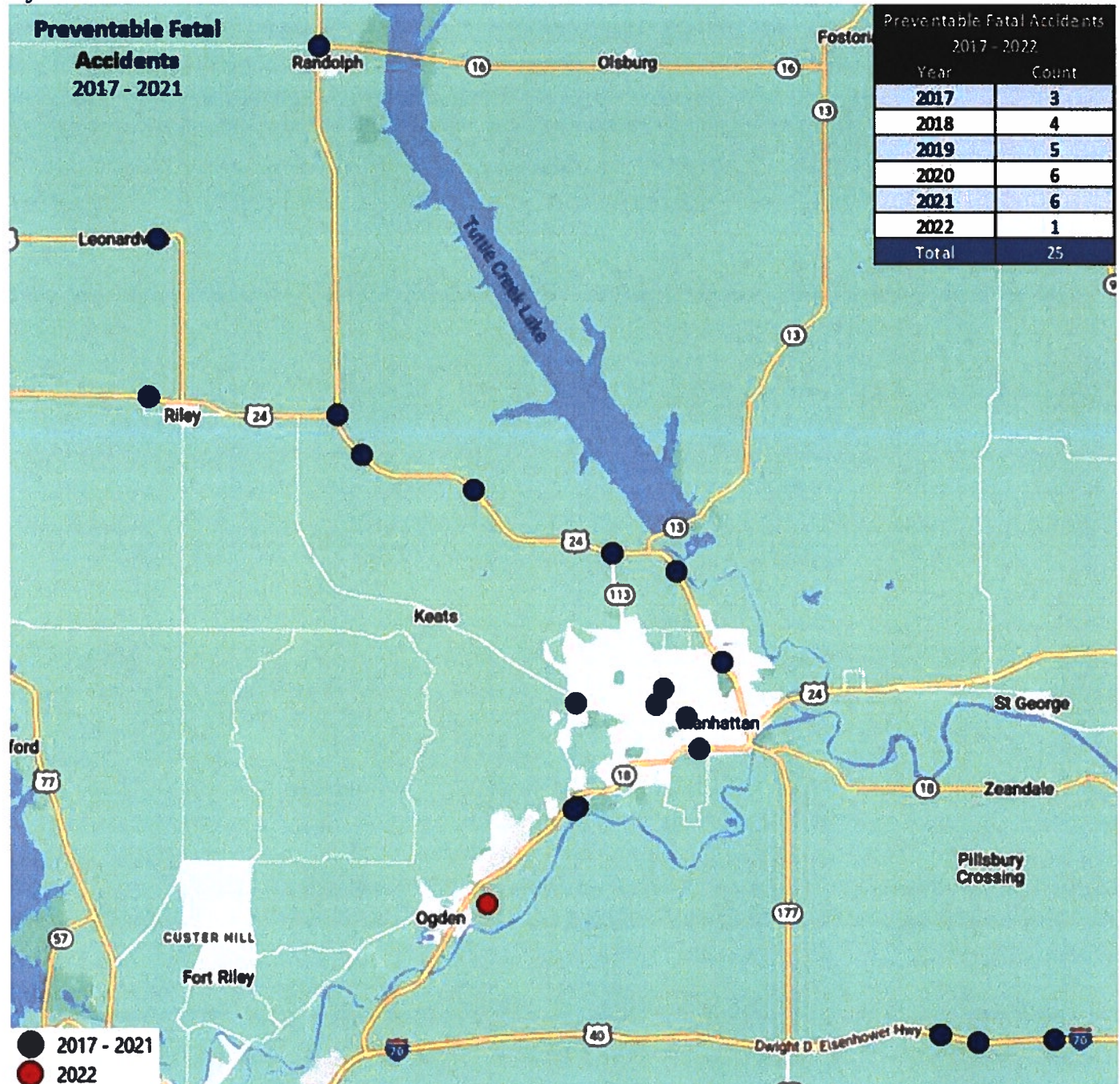
|            | 00 | 01 | 02 | 03 | 04 | 05 | 06 | 07 | 08 | 09 | 10 | 11 | 12 | 13 | 14 | 15  | 16 | 17  | 18 | 19 | 20 | 21 | 22 | 23 | Count | Percentage |
|------------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|-----|----|-----|----|----|----|----|----|----|-------|------------|
| Monday     | 0  | 1  | 0  | 0  | 0  | 0  | 0  | 0  | 2  | 1  | 0  | 1  | 3  | 1  | 4  | 2   | 0  | 5   | 0  | 2  | 1  | 0  | 0  | 1  | 24    | 10%        |
| Tuesday    | 1  | 0  | 0  | 0  | 0  | 0  | 0  | 4  | 4  | 3  | 4  | 2  | 1  | 0  | 2  | 5   | 3  | 4   | 3  | 1  | 2  | 1  | 1  | 0  | 41    | 18%        |
| Wednesday  | 0  | 0  | 0  | 0  | 0  | 1  | 0  | 1  | 4  | 1  | 1  | 1  | 4  | 3  | 1  | 4   | 2  | 8   | 0  | 4  | 1  | 0  | 1  | 0  | 37    | 16%        |
| Thursday   | 1  | 0  | 0  | 0  | 0  | 0  | 1  | 1  | 1  | 1  | 3  | 0  | 1  | 3  | 3  | 2   | 2  | 1   | 3  | 1  | 1  | 2  | 1  | 1  | 29    | 13%        |
| Friday     | 1  | 0  | 1  | 0  | 0  | 1  | 2  | 0  | 1  | 2  | 1  | 3  | 2  | 2  | 2  | 3   | 7  | 4   | 3  | 0  | 1  | 2  | 1  | 1  | 40    | 17%        |
| Saturday   | 0  | 2  | 0  | 0  | 0  | 0  | 0  | 0  | 2  | 0  | 2  | 2  | 1  | 4  | 5  | 4   | 3  | 2   | 3  | 2  | 2  | 1  | 1  | 0  | 36    | 16%        |
| Sunday     | 1  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 2  | 1  | 2  | 3  | 1  | 2  | 4   | 3  | 0   | 2  | 0  | 2  | 0  | 0  | 0  | 23    | 10%        |
| Count      | 4  | 3  | 1  | 0  | 0  | 2  | 3  | 6  | 14 | 10 | 12 | 11 | 15 | 14 | 19 | 24  | 20 | 24  | 14 | 10 | 10 | 6  | 5  | 3  | 230   |            |
| Percentage | 2% | 1% | 0% | 0% | 0% | 1% | 1% | 3% | 6% | 4% | 5% | 5% | 7% | 6% | 8% | 10% | 9% | 10% | 6% | 4% | 4% | 3% | 2% | 1% |       |            |

Attachment: 08-15-2022\_law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

## Preventable Fatal Accidents

# **RILEY COUNTY POLICE DEPARTMENT** **Report Submission**

Below are the mapped locations of the preventable fatal accidents that have occurred in Riley County during 2017 through 2022. There was a total of 25 fatal accidents during this time frame. The accident that occurred in 2022 is symbolized by a red dot. The accidents that occurred in 2017 – 2021 are blue dots.



Attachment: 08-15-2022 law board meeting packet (11728 : Law Board Meeting Agenda)

## RILEY COUNTY POLICE DEPARTMENT Report Submission

**NOTES:**

- There were no fatal accidents in the 2<sup>nd</sup> quarter of 2022.
- Tuttle Creek Blvd had the most fatal accidents during this time frame. Specifically, the most occurred on TCB between Seth Child Road and Madison Rd (6 fatal crashes).

# Preventable Fatal Accidents in City of Manhattan

## Fatality Accidents in Manhattan 2017 - 2022



Attachment: 08-15-2022 law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

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## RILEY COUNTY POLICE DEPARTMENT Report Submission

The Criminal Intelligence Unit (CIU) on a weekly basis determines all Traffic Playbook areas. These areas are selected based upon frequency and seriousness of crashes in a single location. Some enforcement areas are based upon citizen complaints.

Our strategy for crash reduction in 2022 is to continue enhanced enforcement of traffic laws relevant to the primary causes of crashes in our cities and county. Special attention will also be directed toward the morning and afternoon work and school rush with a focus on driving behaviors that most commonly cause crashes (inattention, failure to yield and following too close). It is our goal to keep the number of preventable crashes below **13 per one thousand residents**. In 2021, our final number was **13.17 preventable accidents per one thousand residents**. Throughout the majority of 2021 we were reaching our goal but the 4<sup>th</sup> quarter put us just over the threshold. 2021 also saw a significant increase in the number of road construction projects that were occurring throughout our county and this may have contributed in some fashion to our final numbers. Road construction continues to be a major challenge in Riley County in 2022. The 2<sup>nd</sup> quarter of 2022 has continued the trend with a new projection of **14.06 preventable accidents per one thousand residents**. This is certainly something that we will continue to closely monitor and work to address. Lt. Hajek recently completed training with all Patrol officers updating and re-implementing our ARC (Accident Reduction Citation) initiative for special traffic enforcement this year.

Attachment: 08-15-2022\_law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

**RILEY COUNTY POLICE DEPARTMENT**  
**Report Submission**

**To:** Interim Director Kurt Moldrup KMM 7.11.22  
**Thru:** Captain Erin Freidline *Noted. EKF #6 7/6/22*  
**From:** Lieutenant Tim Schuck  
**Position:** SIU Supervisor **Division:** Investigations  
**Report Title:** Seizure and Forfeiture Report  
**Rpt Freq./Year:** 2nd Quarter, 2022  
**Policy #:** 84.1.8  
**Date:** June 29, 2022

**Seizures made during the 2nd Quarter of 2022**

| CASE      | DESCRIPTION OF PROPERTY                                                                                                                                                                                                                                                                                                                                                                              | OWNER | SENT TO COLIN WOOD |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|--------------------|
| 22-002017 | \$4992.28 +/- US Currency                                                                                                                                                                                                                                                                                                                                                                            |       | 05/06/2022         |
| 22-002453 | \$3028.00 +/- US Currency                                                                                                                                                                                                                                                                                                                                                                            |       | 06/09/2022         |
| 22-003296 | Sig Sauer P365 Handgun<br>S&W M&P9 M2 Handgun<br>Taurus 1911 .45 ACP Handgun<br>SAR USA SAR-9X Handgun<br>CZ USA CZ Scorpion EVO Handgun<br>Tapco USA 12GA Shotgun<br>Sears & Robuck Ranger Shotgun<br>Ruger Precision Rifle<br>KRISS Vector SDP 10MM Handgun<br>Mossberg 715T Rifle<br>Stoeger Coach Gun Shotgun<br>AERO Precision M&D M4E1 Rifle<br>HOWA 1500SA Rifle<br>Mossberg 500 12GA Shotgun |       | Not sent yet       |
|           |                                                                                                                                                                                                                                                                                                                                                                                                      |       |                    |

Attachment: 08-15-2022 law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

**RILEY COUNTY POLICE DEPARTMENT**  
**Report Submission**

**Active Seizures as of 2nd Quarter of 2022**

| CASE | DESCRIPTION OF PROPERTY | OWNER | STATUS OF SEIZURE |
|------|-------------------------|-------|-------------------|
|      |                         |       |                   |

**Completed Seizures 2nd Quarter of 2022**

| CASE      | DESCRIPTION OF PROPERTY                                                                                                                 | OWNER | STATUS OF SEIZURE                                 |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------|-------|---------------------------------------------------|
| 21-007180 | CZ 75 P-01 9MM Handgun<br>Ruger Wrangler .22 Handgun<br>PSA PA-15 .223 Rifle<br>F.A. Cugir AK27 Rifle<br>Dewalt Power tools/accessories |       | Power DMS and KSASFR<br>incident report completed |

**RILEY COUNTY POLICE DEPARTMENT**  
**Memorandum**

Original to:

Action: SteereCopy to: Chain, Glessner

Comments:

**To:** Interim Director Kurt Moldrup KMM 7.29.22

**Thru:** Captain Erin Freidline *Noted. EKF #6. 7/25/22*

**Thru:** Sergeant Nathan Boeckman

**From:** Alyssa Ward, Crime Analyst

**Ref:** Midyear 2022 Alcohol Enforcement (report completed per Law Board request)

**Date:** July 12, 2022

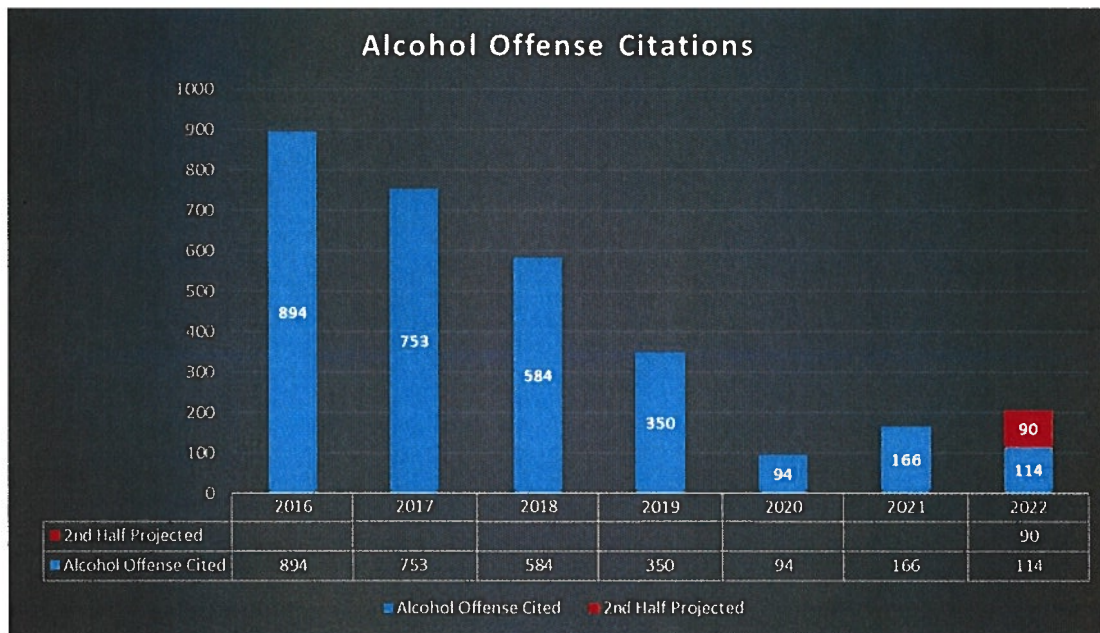
For the purpose of this report, the following offenses/statutes are included for analysis:

| Statute        | StatuteDesc                                               |
|----------------|-----------------------------------------------------------|
| 4-35           | REFUSE LEO ENTRY-INSPECTION                               |
| 11-74          | INTOXICATED PEDESTRIAN IN STREET                          |
| 4-2            | POSSESS OPEN CONTAINER PUBL                               |
| 08-1543        | PED UNDER INFLUENCE OF ALCOHOL/DRUGS                      |
| 08-1599        | TRANSPORTING OPEN CONTAINER                               |
| 14-106         | TRANSPORTING OPEN CONTAINER                               |
| 21-5607a       | X FURNISHING ALCOHOL TO A MINOR                           |
| 21-5608        | X HOST MINORS CONSUME ALCOHOL                             |
| 22-4           | POSSESS-OPEN CONTAINER-GAMEDAY                            |
| 23-90          | ALCOHOL IN PARK OR REC AREA                               |
| 30-1           | OBSTRUCTING STREET,ALLEY,PUBLIC PLACE                     |
| 3-104          | CONSUME ALCOHOL ON PUBLIC PROPERTY                        |
| 41-0719 (EXP)  | X ZZLIQUOR;CONSUME IN PUBLIC PROHIBITED                   |
| 41-0727 (EXP)  | X ZZLIQUOR;PURCHASE/CONSUMP BY MINOR                      |
| 41-0727A (EXP) | X ZZLIQUOR;PURCHASE BY MINOR;UNK CONV                     |
| 41-0727AB      | X LIQUOR; PURCHASE BY MINOR 18-20 YRS; UNKNOWN CONVICTION |
| 41-0727ab(d2)  | X LIQUOR;PURCH/CONSUMP 18-20YRS - 1ST CONV                |
| 41-0803        | LIQUOR; OPEN SALOON                                       |
| 41-0804 (EXP)  | X ZZTRANSPORT OPEN CONT,ALCOHOL LI                        |
| 41-2614        | X LIQUOR;LEGAL HOURS OF OPERATION                         |
| 41-2615        | LIQUOR;CONSUMPTION/SALE BY MINOR                          |
| 4-3(a)         | MINOR OBTAIN OR PURCHASE ALCHOL/CMB                       |
| 4-3(b)         | POSSESSION OR CONSUMPTION OF ALCOHOL BY MINOR             |
| 4-3(c)         | FURNISHING ALCOHOL OR CMB                                 |
| 4-3(d)         | HOSTING UNDERAGE DRINKING                                 |
| 4-3(e)         | SALE OF ALCOHOL TO MINOR                                  |
| 4-33(a)        | AFTER HOURS VIOLATION 2AM-9AM                             |
| 4-4(a)         | ALLOW POS/CONS ALC-PREMISES                               |
| 4-4(b)         | POSSESS ALCOHOL-EXIT PREMISE                              |

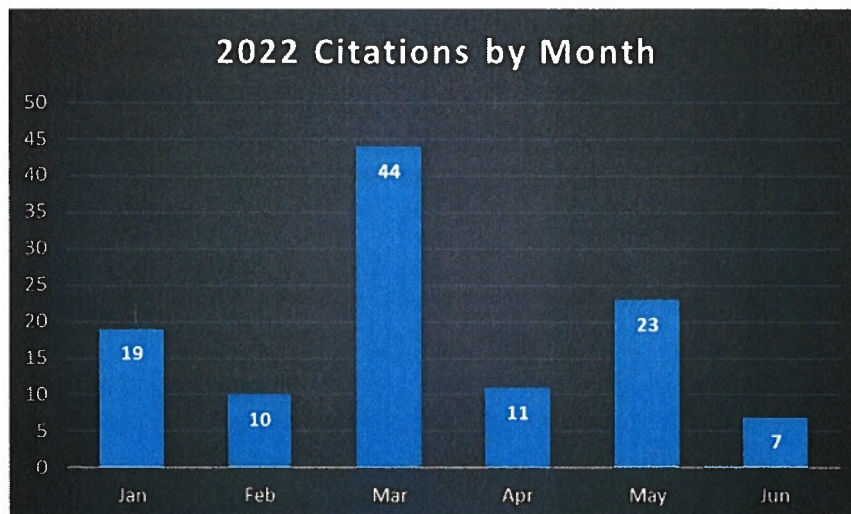
Attachment: 08-15-2022 law\_board\_meeting\_packet (11728 : Law Board Meeting Agenda)

## This section deals with citations issued regarding alcohol related violations

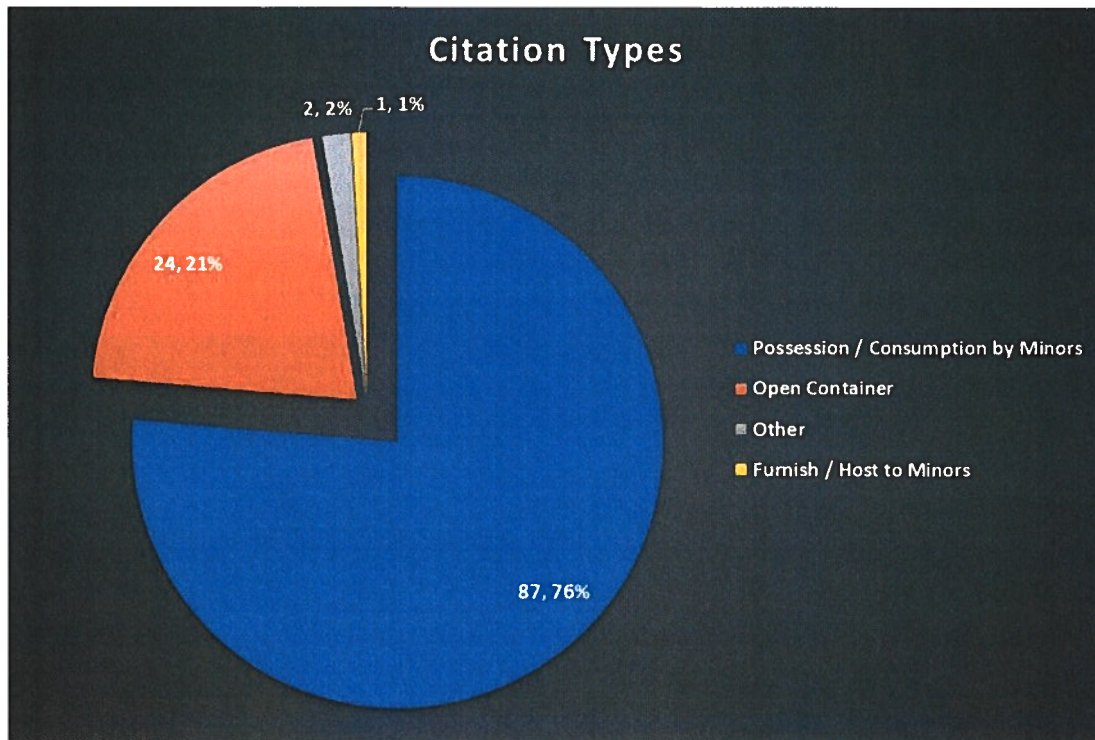
Since the pandemic, which interrupted normal routines and operations since the first quarter of 2020, there have been unprecedented low numbers for alcohol citations. One of the reasons behind this decline is that Fake Patty's Day, historically a driver of alcohol violations in the first half of the year, did not occur in 2020 and was officially cancelled in 2021. In 2022, there was a smaller version of the Fake Patty's Day celebration which drove the numbers up slightly in the first half of the year compared to the previous 2 years. The Riley County Police Department cited **114** alcohol-related offenses in the first half of 2022, a 185% increase from midyear 2021. This does not include unlawful use of ID offenses. The projected 2022 total is **204** cited offenses. If met, this would be an 23% increase from the previous year.



In the past years, it was normal to see a spike in March due to the Fake Patty's Day festivities. This year, there was a slight increase in March due to Fake Patty's Day and a range of 7 to 23 citations in the other months with an average of 14 citations per month.



Possession / consumption by minors was the top cited offense followed by open container.



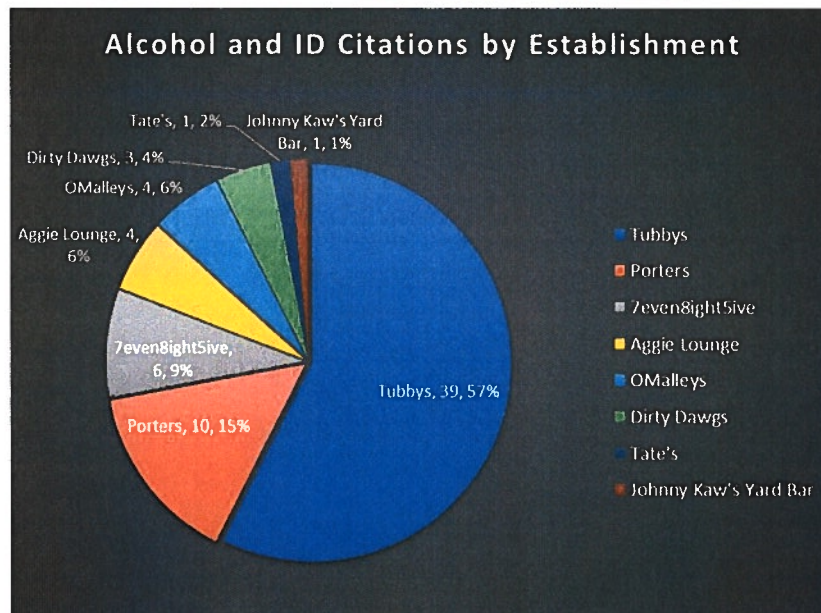
The map below shows the location of the alcohol-related offense citations that occurred in the first half of 2022. 71% of all alcohol related citations were issued in **Aggieville** (outlined in blue).



**The following section looks at enforcement activities directly attributable to an establishment with a liquor license.**

The chart below shows the number of alcohol and ID-related offenses that were cited at the establishment by month. There were 68 citations issued that were directly connected with a licensed establishment. This is an increase of 871% compared to mid-year 2021 (7). **Tubby's and Porters** accounted for **72%** of the enforcement actions. **Tubby's** accounted for **57%** of the total number with 39 citations. Last year during the first half, Tubby's and Dirty Dawgs had the highest number of citations with 3 each. In the chart below, the Grand Total column and row is color coded separate from the main chart.

| Establishment         | Jan       | Feb      | Mar       | Apr      | May       | Jun      | Total     |
|-----------------------|-----------|----------|-----------|----------|-----------|----------|-----------|
| Tubbys                | 7         | 3        | 8         | 5        | 10        | 6        | 39        |
| Porters               | 3         | 0        | 3         | 0        | 4         | 0        | 10        |
| 7even8ight5ive        | 3         | 2        | 1         | 0        | 0         | 0        | 6         |
| Aggie Lounge          | 0         | 0        | 0         | 0        | 4         | 0        | 4         |
| OMalleys              | 1         | 0        | 0         | 1        | 2         | 0        | 4         |
| Dirty Dawgs           | 0         | 0        | 0         | 2        | 0         | 1        | 3         |
| Tate's                | 0         | 0        | 0         | 1        | 0         | 0        | 1         |
| Johnny Kaw's Yard Bar | 1         | 0        | 0         | 0        | 0         | 0        | 1         |
| <b>Total</b>          | <b>15</b> | <b>5</b> | <b>12</b> | <b>9</b> | <b>20</b> | <b>7</b> | <b>68</b> |



Below is a breakdown of the cited offenses that were issued at the establishments. Possession or consumption of alcohol by a minor continues to be the highest numbered offense.

| Offense                                       | Tubbys | Porters | 7even8ight5ive | Aggie Lounge | OMalleys | Dirty Dawgs | Tate's | Johnny Kaw's Yard Bar |
|-----------------------------------------------|--------|---------|----------------|--------------|----------|-------------|--------|-----------------------|
| POSSESSION OR CONSUMPTION OF ALCOHOL BY MINOR | 38     | 10      | 4              | 4            | 4        | 3           | 1      | 1                     |
| POSSESS OPEN CONTAINER PUBLIC                 | 0      | 0       | 2              | 0            | 0        | 0           | 0      | 0                     |
| FURNISHING ALCOHOL OR CMB                     | 1      | 0       | 0              | 0            | 0        | 0           | 0      | 0                     |

## The following table and chart depict police reports directly attributable to alcohol establishments

The chart below shows the reports filed that can be directly attributed to an alcohol establishment (top 7 establishments shown) and what category they fall under. **Tubby's** had the most reports filed during this time frame with 70. Tubby's had the most Part I violent, alcohol related, and ID offenses. Tate's had the most assault / battery (simple) offenses.

|                       | Part 1 Violent | Part 1 Property | Assault / Battery | Alcohol Related | ID Offense | Other | Disorderly Conduct | Drugs | Weapons | Grand Total |
|-----------------------|----------------|-----------------|-------------------|-----------------|------------|-------|--------------------|-------|---------|-------------|
| Tubbys                | 1              | 2               | 2                 | 40              | 13         | 9     | 2                  | 0     | 1       | 70          |
| Porters               | 0              | 0               | 1                 | 7               | 6          | 1     | 0                  | 0     | 0       | 15          |
| Tate's                | 0              | 1               | 3                 | 1               | 2          | 6     | 0                  | 0     | 0       | 13          |
| Dirty Dawgs           | 0              | 0               | 2                 | 2               | 5          | 2     | 0                  | 0     | 0       | 11          |
| Johnny Kaw's Yard Bar | 0              | 3               | 0                 | 2               | 2          | 2     | 0                  | 0     | 0       | 9           |
| 7even8ight5ive        | 0              | 0               | 1                 | 5               | 1          | 1     | 0                  | 0     | 0       | 8           |
| OMalleys              | 0              | 0               | 1                 | 4               | 3          | 0     | 0                  | 0     | 0       | 8           |

## The following table and charts depict calls for service directly attributed to an alcohol establishment

The table shows all establishments averaging more than 2 calls for service per month and is sorted to show the establishments with the highest level of citizen initiated calls for service at the top.

Each column is color coded on its own. **Tubby's** received the most citizen initiated, officer initiated, and total calls for service. O'Malleys had the second most citizen initiated calls, and Johnny Kaw's Yard Bar & Tate's had the second most officer initiated calls.

| Establishment         | Citizen Initiated | Officer Initiated | % Officer Initiated | Grand Total |
|-----------------------|-------------------|-------------------|---------------------|-------------|
| Tubbys                | 14                | 69                | 83%                 | 83          |
| OMalleys              | 12                | 12                | 50%                 | 24          |
| Dirty Dawgs           | 10                | 17                | 63%                 | 27          |
| Johnny Kaw's Yard Bar | 9                 | 22                | 71%                 | 31          |
| Tate's                | 8                 | 22                | 73%                 | 30          |
| 7even8ight5ive        | 7                 | 11                | 61%                 | 18          |

## Assigned Report Tracking # 22-164

This table shows the top ten call for service natures at those establishments averaging two or more calls for service each month. The color coding for this chart is for the chart as a whole not individual call natures or establishments.

Minor in Possession call natures were the most common, and Public Service was the 2<sup>nd</sup> most common. Tubby's had the highest amount of Minor in Possession calls and Johnny Kaw's Yard Bar had the most Public Service.

|                       | ALCH-MIP/MIC | PUBLIC SERVICE | FIGHT IP | UNWANTED SUBJ | PUBLIC CONTACT | UNLAW USE DL/ID | LOST PROPERTY | VERBAL ARGUMENT | LARCENY | BATTERY | Totals |
|-----------------------|--------------|----------------|----------|---------------|----------------|-----------------|---------------|-----------------|---------|---------|--------|
| Tubbys                | 33           | 3              | 11       | 7             | 7              | 3               | 2             | 1               | 2       | 0       | 69     |
| Johnny Kaw's Yard Bar | 1            | 9              | 3        | 3             | 4              | 2               | 2             | 1               | 2       | 0       | 27     |
| Tate's                | 1            | 7              | 3        | 2             | 5              | 1               | 1             | 1               | 1       | 2       | 24     |
| Dirty Dawgs           | 2            | 6              | 2        | 3             | 1              | 2               | 3             | 2               | 1       | 1       | 23     |
| OMalleys              | 1            | 5              | 4        | 2             | 2              | 1               | 1             | 2               | 0       | 0       | 18     |
| 7even8ight5ive        | 3            | 2              | 0        | 4             | 2              | 0               | 0             | 1               | 0       | 3       | 15     |
| Grand Total           | 41           | 32             | 23       | 21            | 21             | 9               | 9             | 8               | 6       | 6       |        |

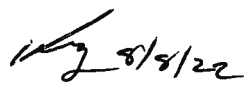
The chart below is the same format as the previous chart but shows only those calls for service **initiated by citizens**, not police officers. The only establishments that meet the criteria of an average of 2 citizen initiated calls a month are Tubby's and O'Malleys. Public Service, Speak with Officer, and Fight In Progress were the top citizen initiated call natures.

|             | PUBLIC SERVICE | SPEAK W/ OFC | FIGHT IP | WELFARE CHECK | UNWANTED SUBJ | LARCENY | LOST PROPERTY | DOMESTIC | PARKING PROBLEM | VERBAL ARGUMENT | FRAUD | JUV CINC-OTHER | OJ-WARRANTS | Totals |
|-------------|----------------|--------------|----------|---------------|---------------|---------|---------------|----------|-----------------|-----------------|-------|----------------|-------------|--------|
| Tubbys      | 2              | 3            | 1        | 1             | 1             | 2       | 1             | 1        | 0               | 0               | 1     | 0              | 1           | 14     |
| OMalleys    | 2              | 1            | 3        | 1             | 1             | 0       | 1             | 0        | 1               | 1               | 0     | 1              | 0           | 12     |
| Grand Total | 4              | 4            | 4        | 2             | 2             | 2       | 2             | 1        | 1               | 1               | 1     | 1              | 1           |        |

**RILEY COUNTY POLICE DEPARTMENT**  
**Memorandum**

Original to: \_\_\_\_\_  
Action: \_\_\_\_\_  
Copy to: \_\_\_\_\_

*Comments:*

**To:** Riley County Law Enforcement  
**Agency**  
**Thru:** Interim Director Moldrup  8/5/22  
**From:** Captain Kyle  
**Ref:** 2022 Edward Byrne Memorial Justice Assistance Grant  
**Date:** July 27, 2022

**Summary**

The Riley County Police Department requests that the Law Board authorize the agency to move forward on an application of grant funds through the 2022 Edward Byrne Memorial Justice Assistance Grant program. The grant funds will be used to revamp its website, intranet, and overall online presence.

**Background**

The Justice Assistance Grant (JAG) Program, administered by the Bureau of Justice Administration (BJA), is the leading source of federal justice funding to state and local jurisdictions. The JAG Program provides local, state, and tribal governments with critical funding necessary to support a range of program areas including law enforcement, prosecution and courts, crime prevention and education, corrections and community corrections, drug treatment and enforcement, planning, evaluation, technology improvement, and crime victim and witness initiatives.

The Bureau of Justice Statistics (BJS) calculates for each state and territory a minimum base allocation determined by the congressional mandated JAG formula, which can be enhanced by (1) the state's share of the national population, and (2) the state's share of the country's Part I violent crime statistics. Once the state funding is calculated, 60 percent of the allocation is awarded to the state and 40 percent is eligible to units of local government.

Our local units of government have been allocated Edward Byrne Memorial Justice Assistance Grants in varying amounts since 2005. The RCPD has made application to receive the funds allocated to the City of Manhattan and Riley County following requests to and approval by the respective governing bodies. The funds received under this grant generally total about \$20,000 annually.

**Specifics**

The 2022 allocation for Riley County is **\$24,533**. The grant does not require matching funds. Should the application be approved, the RCPD intends to apply the entire grant allocation towards expenses related to hiring a vender to design and deliver a revamped website with enhanced internal and external features. This endeavor will promote public trust because the RCPD's website acts a

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significant space for RCPD/community interaction, including means for citizen's feedback and public access to its policies (accountability).

The Riley County Board of County Commissioners (BOCC) reviewed the application on **August 1, 2022** and approved it at a public meeting.

**Recommendation**

Therefore, the Riley County Police Department recommends that the Law Board give authorization to the agency to proceed with the grant application process through the Riley County BOCC and to accept and utilize the funds should the application be approved and the funds awarded.

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Kansas City

**JOINT TERRORISM TASK FORCE (JTTF)*****Standard Memorandum of Understanding******Between******THE FEDERAL BUREAU OF INVESTIGATION******and******Riley County Law Enforcement Agency******("Participating Agency")*****PARTIES**

This Memorandum of Understanding (MOU) is entered into by and between the Federal Bureau of Investigation (FBI) and the Participating Agency. The FBI and the Participating Agency are also referred to herein individually as a Party or collectively as the Parties.

**AUTHORITIES**

The FBI is authorized to coordinate intelligence, investigative, and operational responses to various criminal, cyber, and national security threats, attacks, and intrusions pursuant to various statutory and executive authorities. These include 28 U.S.C. § 533, 42 U.S.C. § 3771, 28 C.F.R. 0.85, Executive Order 12333, as amended, the Attorney General Section 905 Guidelines Regarding Disclosure of Foreign Intelligence Acquired in a Criminal Investigation (September 23, 2002) (AGG-DOM), Annex II to NSPD-46/HSPD-15; NSPD-54/HSPD-23 and 18 U.S.C. § 1030, 50 U.S.C. § 1801, et seq.

**PURPOSE/PREAMBLE**

This MOU is to formalize the relationship between the FBI and the Participating Agency in order to maximize cooperation and to create a cohesive unit capable of addressing the most complex terrorism investigations. For purposes of this MOU, all mentions of JTTF also include the National Joint Terrorism Task Force (NJTTF).

This MOU delineates the responsibilities and commitments of the FBI and the Participating Agency in the Kansas City, Joint Terrorism Task Force.

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This MOU is not intended to, and should not be construed to, create any right or benefit, substantive or procedural, enforceable at law or otherwise by any third party against the Parties, their parent agency, the United States, or the officers, employees, agents, or other associated personnel thereof.

## MISSION

The mission of the JTTF is to leverage the collective resources of the Parties for the prevention, preemption, deterrence and investigation of terrorist acts that affect United States interests, and to disrupt and prevent terrorist acts and apprehend individuals who may commit or plan to commit such acts. To further this mission, the JTTF shall serve as a means to facilitate information sharing among JTTF participating agencies.

## SUPERVISION AND CONTROL

- All JTTF personnel, once on-board, will be under the supervision of the FBI while working on the JTTF to which they are assigned.
- Overall command and management of the JTTF shall be the responsibility of the NJTTF Section Chief (SC) and his/her designee at the level of FBI Headquarters (FBIHQ) or the Assistant Director in Charge (ADIC) or Special Agent in Charge (SAC) of the FBI field office to which the JTTF personnel are assigned, and his/her designee.
- All guidance on investigative matters handled by the JTTF will be issued by the Attorney General (AG) or the FBI. The FBI will make available to the Participating Agency applicable guidelines and policies, including the AGG-DOM and the FBI's Domestic Investigations and Operations Guide (DIOG).
- The ADIC, SAC or the SC shall designate one Supervisory Special Agent (SSA) to supervise day-to-day operational and investigative matters pertaining to the JTTF. Staffing issues are the responsibility of the FBI chain of command.
- In order to comply with Presidential Directives, the policy and program management of the JTTF is the responsibility of FBI Headquarters (FBIHQ). The operational chain of command beginning at the highest level, in each JTTF will be as follows: ADIC (if assigned), SAC or SC, Assistant Special Agent in Charge (ASAC) or Unit Chief (UC), and JTTF SSAs.
- Each FBI ADIC, SAC, or SC, through his or her chain-of-command, is responsible for administrative and operational matters directly associated with the JTTF. Operational activities will be supervised by FBI JTTF SSAs. Staffing issues are the responsibility of the FBI chain of command.
- The relevant FBI JTTF SSA will be responsible for opening, monitoring, directing, and closing JTTF investigations in accordance with existing FBI policy and the applicable United States AG Guidelines.
- Assignments of cases to personnel will be based on, at a minimum, experience, training, and performance in addition to the discretion of the relevant JTTF SSA.

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**STAFFING COMMITMENT AND RESPONSIBILITIES**

- In light of the significant cost and effort in on-boarding new JTTF personnel, as well as the need for continuity to successfully combat national security, criminal, and cyber threats, attacks, and intrusions, the Participating Agency agrees to provide its personnel to the FBI JTTF for a period of at least two (2) years. This MOU imposes no maximum limit as to the time that any individual may remain on the JTTF. The FBI retains discretion over the length of service of JTTF personnel, in coordination with the Participating Agency.
- During periods of heightened threats and emergencies, the JTTF may need to operate 24-hours a day for an extended period of time. To function properly, the JTTF depends upon the unique contributions of each Participating Agency. During these periods, all JTTF personnel are expected to support JTTF activities unless released to the Participating Agency.
- Due to the operational needs of the JTTF, assignment of full time JTTF personnel to special details or duties for their home agency outside the JTTF by the Participating Agency must be coordinated with the relevant JTTF SSA.
- Although JTTF personnel will report to his/her Participating Agency for non-investigative administrative matters, leave requests will be coordinated with the JTTF SSA to ensure staffing availability.
- JTTF personnel must adhere to the FBI's ethical standards and the Supplemental Standards of Ethical Conduct for employees of the Justice Department, and the same rules and regulations as FBI employees with regard to security policies, conduct and activities while in FBI space, the handling of FBI property, the operation of FBI vehicles, and the conduct of JTTF business.
- Continued assignment to the JTTF will be in coordination with the ADIC or SAC and the Participating Agency. The FBI ADIC, SAC or SC retains the discretion to remove any JTTF personnel from the JTTF.
- JTTF personnel are subject to removal from the JTTF by the FBI for any violation of any provision of this MOU, the FBI's ethical standards, the Supplemental Standards of Ethical Conduct for employees of the Department of Justice, any other applicable agreements, rules, and regulations, or at the discretion of the FBI.
- JTTF personnel must sign an acknowledgment of their respective roles and responsibilities before coming on-board.
- All JTTF personnel are required to attend FBI legal training in compliance with FBI regulations and any other training deemed mandatory and/or necessary by the FBI chain of command. The FBI is responsible for the costs of such training. The Participating Agency will bear the costs of its training required of its own employees.
- The participation of other federal, state, local, tribal, and territorial partners on the JTTF is critical to the long-term success of the endeavor. Due to congressionally mandated reporting, articulating the level of effort for these partnerships is a key measure of the JTTF's performance. Accordingly, all JTTF personnel will be required to record their workload in the Time Utilization Recordkeeping (TURK) system used by the FBI.
- The Participating Agency will ensure that detailed JTTF personnel are medically qualified according to the agency's standards to perform JTTF duties, including law enforcement duties, functions, and responsibilities.

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**DEFINITION OF JTTF PERSONNEL**

As used in this MOU, the term "JTTF personnel" means and includes Task Force Officer, Task Force Member, and Task Force Participant, as those terms are defined in DIOG section 3. This section of the DIOG is available should it be requested.

**DEPUTATION**

State, local, tribal, and territorial law enforcement officers (LEOs) who serve on the JTTF must be federally deputized under Title 18 of the USC while assigned to the JTTF. The FBI may likewise require federal LEOs who serve on the JTTF to be deputized while assigned to the JTTF. The FBI will secure the required authorization for deputations, as needed.

Under the terms of this MOU, the Participating Agency agrees that non-LEOs detailed to the JTTF will not: (1) participate in law enforcement activities; (2) carry a weapon, either lethal or non-lethal; or (3) participate in the execution of search/arrest warrants.

**SECURITY CLEARANCE**

JTTF personnel may be required to handle sensitive and classified information, have access to classified systems, and/or have access to secure office space. Therefore, JTTF personnel must be eligible to obtain and maintain an appropriate security clearance, up to and including Top Secret and access to Sensitive Compartmentalized Information (SCI) in accordance with the FBI's Security Division Policies.

All JTTF personnel will execute non-disclosure agreements deemed necessary by the FBI for the protection of classified and sensitive information, including but not limited to an SF-312, Classified Nondisclosure Agreement. Supervisors in the Participating Agency responsible for the JTTF personnel may only be provided with classified information if they have the appropriate security clearance to receive the classified information and the requisite "need to know."

All members of the JTTF must certify they have not failed a FBI polygraph at any time. If a potential JTTF member has at one time failed a FBI polygraph, they are not eligible to be in FBI space and, therefore, not eligible to be a member of the task force.

**DEADLY FORCE POLICY**

Non-FBI JTTF personnel will follow the Participating Agency's policy concerning the use of deadly force.

**Less-than-Lethal Devices**

- Pursuant to Section VIII of the DOJ Less-Than-Lethal Devices Policy dated May 16, 2011, all state/local officers participating in JTTF operations must be made aware of and adhere to the policy and its limits on DOJ officers.
- The Participating Agency of each individual assigned to the JTTF will ensure the agency's policies and procedures for use of any less-than-lethal device that will be carried by JTTF

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personnel are consistent with the DOJ policy statement on the Use of Less-Than-Lethal Devices.

- The Participating Agency of each individual assigned to the JTTF will ensure that, while the individual is participating in FBI-led JTTF operations in the capacity of JTTF personnel, the individual will carry only less-than-lethal devices the Participating Agency has issued to the individual, and on which the individual has been trained, in accordance with the agency's policies and procedures.

## COORDINATION

Intelligence, law enforcement, and operational actions will be coordinated and cooperatively carried out within the JTTF. The Participating Agency will not knowingly act unilaterally on any matter affecting the JTTF. The Parties agree the matters designated to be handled by the JTTF shall not knowingly be subject to non-JTTF or non-FBI intelligence, law enforcement, or operational efforts by the Participating Agency. All law enforcement actions will be coordinated and cooperatively carried out.

The JTTF's criminal investigative procedures will conform to the requirements of the FBI and for federal prosecution. It is expected that the appropriate United States Attorney, in consultation with the FBI and affected JTTF partners, will determine on a case-by-case basis whether the prosecution of cases will be at the federal or state level, based upon which would better advance the interests of justice.

All media releases involving JTTF matters will be conducted by the FBI. No press release involving a JTTF matter will be issued without prior FBI approval.

## CONFIDENTIAL HUMAN SOURCES

- The disclosure of FBI informants, or Confidential Human Sources (CHSs), to non-JTTF personnel will be limited to those situations where it is essential to the effective performance of the JTTF, and only after approval by an FBI supervisory employee. These disclosures will be consistent with applicable FBI guidelines.
- Non-FBI JTTF personnel may not make any further disclosure of the identity of an FBI CHS, including to other individuals assigned to the JTTF. No documents which identify, tend to identify, or may indirectly identify an FBI CHS may be released without prior FBI approval.
- In those instances where the Participating Agency provides a CHS, the FBI may, at the discretion of the SAC and in coordination with the Participating Agency, become solely responsible for the CHS's continued development, operation, and compliance with necessary administrative procedures regarding operation and payment as set forth by the FBI.
- The United States AG Guidelines and FBI policy and procedure for operating FBI CHSs shall apply to all CHSs opened and operated in furtherance of FBI JTTF investigations. Documentation of, and any payments made to, FBI CHSs shall be in accordance with FBI policy and procedure.
- Operation, documentation, and payment of any CHS opened and operated in furtherance of a JTTF investigation must be in accordance with the United States AG Guidelines, regardless of whether the handling agency is an FBI JTTF Participating Agency. Documentation of state, county, or local CHSs opened and operated in furtherance of JTTF investigations shall be maintained at an agreed upon location.

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- All JTTF undercover operations will be conducted and reviewed in accordance with FBI guidelines and the Attorney General's Guidelines on Federal Bureau of Investigation Undercover Operations. The Participating Agency may be requested to enter into an additional agreement if an employee of the Participating Agency is assigned duties which require the officer to act in an undercover capacity.

#### INFORMATION SHARING/REPORTS AND RECORDS

- All investigative and intelligence reporting will be prepared and disseminated in compliance with FBI policy, as set forth in DIOG section 14. Subject to any legal or policy restrictions, copies of documents created for a JTTF matter based upon information obtained from participation on the JTTF by any JTTF personnel will be considered to be federal documents under the control of the FBI and shall be maintained in accordance with FBI records management policy and applicable law. All JTTF materials and investigative records, including any MOUs, originate with, belong to, and will be maintained by the FBI.
- All information learned during the course of a JTTF investigation is subject to FBI information sharing policies and may not be disclosed outside of the FBI without the approval of the FBI JTTF Supervisor. Like any FBI employee, JTTF personnel may not disclose any FBI or JTTF -related information outside of the FBI, including any disclosure to the Participating Agency, without the prior approval of the FBI JTTF SSA.
- All JTTF materials and investigative records originate with, belong to, and will be maintained by the FBI, to include but not limited to: MOUs, interview reports (i.e. FD-302), interview notes, surveillance logs, subpoenaed records, or other investigative information. All information generated in the course of investigations by the JTTF will be controlled solely by the FBI and may only be removed from FBI space with the approval of the JTTF SSA. All official records and information will be kept in accordance with established FBI records management and retention policies.
- JTTF personnel are strictly prohibited from disclosing any unclassified information to individuals without a need to know. Like any FBI employee, JTTF personnel are strictly prohibited from disclosing any classified information to individuals who do not possess the appropriate security clearance and a need to know. The Participating Agency agrees to have JTTF personnel sign an FD-868 (Nondisclosure Agreement for Joint JTTF Members, Contractors, Detailees, Assignees, and Interns). This action obligates an individual participating in the JTTF, who is accepting a position of special trust with access to classified and otherwise sensitive information, to be bound by prepublication review to protect against the unauthorized disclosure of such information.
- JTTF information may identify individuals whose information may be protected by the Privacy Act of 1974 and "United States persons" whose information may be protected by Executive Order 12333 (as amended or any successor thereto). All such information shall be handled lawfully pursuant to the provisions thereof.
- JTTF personnel may be required to handle and process Protected Critical Infrastructure Information, as defined by law and regulated by the U.S. Department of Homeland Security (DHS). All JTTF personnel will use and disclose DHS PCII in accordance with applicable law and regulation.
- JTTF personnel must also comply with all applicable dissemination restrictions when sharing information with non-JTTF individuals. Such restrictions include but are not limited to

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classification rules, grand jury information, foreign government information, and any originator controlled caveats.

- The FBI and the Participating Agency will immediately report to each other every instance wherein data received from each other is used, disclosed, or accessed in an unauthorized manner (including any data losses or breaches).
- The FBI and the Participating Agency agree to abide by the DOJ Privacy, Civil Rights, and Civil Liberties Protection Policy for the Information Sharing Environment (January 25, 2010) to the extent that any JTTF-related information is covered by that policy. At a minimum, the FBI and Participating Agency shall notify each other of any erroneous disclosure of information concerning a U.S. citizen or legal permanent resident alien and take reasonable steps to correct such error.

#### **SALARY/OVERTIME COMPENSATION/FUNDING**

- Subject to funding availability and legislative authorization, the FBI may reimburse the Participating Agency for the cost of overtime worked by deputized non-federal LEOs assigned full time to the JTTF, provided overtime expenses were incurred as a result of JTTF related duties. A separate Cost Reimbursement Agreement (CRA) must be executed between the FBI and the Participating Agency, consistent with regulations and policy. Otherwise, overtime shall be compensated in accordance with applicable Participating Agency overtime provisions.
- The Participating Agency JTTF personnel will each report to his or her respective agency for personnel administrative matters. The Participating Agency shall be responsible for the pay, overtime, leave, performance appraisals, and other personnel matters relating to its employees detailed to an FBI JTTF.
- The FBI will provide office space for all JTTF personnel members and support staff. In addition, the FBI will provide all necessary secretarial, clerical, automation, and technical support for the JTTF in accordance with FBI guidelines and procedures. The FBI will provide all furniture and office equipment.
- The introduction of office equipment and furniture into FBI space by the Participating Agency is discouraged, as any such material is subject to examination for technical compromise, which may result in its being damaged or destroyed.
- Subject to funding availability and legislative authority, the FBI may provide equipment, such as a vehicle (but only to non-federal LEOs who work on the JTTF), fuel purchase card (but only to non-federal LEOs who work on the JTTF), and smart phone, to JTTF personnel for use in carrying out JTTF related duties. Receiving personnel will be required to execute acceptable use agreements before being issued these items.
- Employees of the Participating Agency (non-federal LEOs only) may be permitted to drive FBI owned or leased vehicles for surveillance, case management and investigation in connection with any JTTF investigation. FBI owned or leased vehicles will only be made available to non-federal LEOs, and may only be used in accordance with applicable FBI rules and regulations.
- Employees of the Participating Agency who are assigned an FBI owned or leased vehicle must sign and abide by the following agreement: "FBI NATIONAL VEHICLE LEASE VEHICLE USE AGREEMENT – NON-FBI PERSONNEL."
- *[non-Federal entities only]* Any civil liability arising from the use of an FBI-owned or leased vehicle by an individual from a Participating Agency while engaged in any conduct other than his or her

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official duties and assignments under this MOU shall not be the responsibility of the FBI or the United States. To the extent permitted by applicable law, the Participating Agency will hold harmless the FBI and the United States for any claim for property damage or personal injury arising from any use of an FBI owned or leased vehicle by an individual from the Participating Agency that is outside of the scope of his or her official duties and assignments under this MOU.

- For official inventory purposes, all equipment including fuel cards, radios, badges, credentials and other forms of JTTF identification subject to FBI property inventory requirements will, upon request, be produced by each individual who participates in the JTTF.
- At the completion of an individual's assignment on the JTTF, upon request, or upon withdrawal or termination of the Participating Agency from the JTTF, all FBI equipment and property will be returned to the supplying agency in accordance with FBI policy.
- This MOU is not an obligation or commitment of funds nor a basis for a transfer of funds. Even where one of the Parties to this MOU has agreed (or later does agree) to assume a particular financial responsibility, such Party's express written approval must be obtained before incurring any expense expected to be assumed by the other Party. All obligations of an expenditures by the Parties to this MOU will be subject to each Party's respective budgetary and fiscal processes and availability of funds pursuant to all applicable laws, regulations, and policies. The Parties to this MOU acknowledge that there is no intimation, promise, or guarantee that funds will be available in future years.

## TRAVEL

All JTTF related travel of non-FBI personnel requires the approval of the JTTF SSA, and Participating Agency authorization, prior to travel. To avoid delay in operational travel, the Participating Agency will provide general travel authority to all of its participating employees for the duration of the employee's membership in the JTTF.

For domestic travel, JTTF personnel will be responsible for appropriate notifications within his or her Participating Agency, as well as standard FBI travel approvals and notification. The JTTF will obtain FBIHQ authorization and country clearances for JTTF personnel required to travel outside the United States. The FBI will pay costs for travel in accordance with the Federal Travel Regulations of all JTTF personnel to conduct investigations outside the field office or home agency territory.

### [FOR DEPARTMENT OF DEFENSE ENTITIES ONLY]:

The Posse Comitatus Act, 18 U.S.C. §1385, prohibits the U.S. Army and Air Force (Department of Defense regulations now restrict the activities of all branches or components of the Armed Services under this Act) from being used as a posse comitatus or otherwise to execute the laws entrusted to civilian law enforcement authorities. The restrictions of the Act do not apply to civilian employees of the Department of Defense who are not acting under the direct command and control of a military officer. Other statutory provisions specifically authorize certain indirect and direct assistance and participation by the military in specified law enforcement functions and activities. All Department of Defense components (except strictly civilian components not acting under direct command and control of a military officer) who enter into this agreement, shall comply with all Department of Defense regulations and statutory authorities (describing restrictions, authorizations and conditions in support of law enforcement) including, but not

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limited to, Department of Defense Directives 5525.5 and 3025.15, Chapter 18 of Title 10 of the United States Code, dealing with military support for civilian law enforcement agencies, and any other or subsequent rules, regulations, and laws that may address this topic, or that may amend, or modify any of the above provisions. This MOU shall not be construed to authorize any additional or greater authority (than already described) for Department of Defense components to act in the support of law enforcement activities.

## LIABILITY

**General.** The Parties acknowledge that this MOU does not alter applicable law governing any claim for civil liability arising out of any activity conducted pursuant to this MOU or otherwise relating to this MOU. The Department of Justice (DOJ) may, in its discretion, determine on a case-by-case basis that an individual should be afforded legal representation, legal defense, or indemnification of a civil judgment, pursuant to federal law and DOJ policy and regulations.

### Common Law Tort Claims

- Congress has provided that the exclusive remedy for the negligent or wrongful act or omission of an employee of the U.S. Government, acting within the scope of his or her employment, shall be an action against the United States under the Federal Tort Claims Act (FTCA), 28 U.S.C. § 1346(b), and §§ 2671 - 2680.
- For the limited purpose of defending civil claims arising out of JTTF activity, an employee detailed from a Participating Agency who is acting within the course and scope of his or her official duties and assignments pursuant to this MOU may be considered an "employee" of the U.S. government, as defined at 28 U.S.C. § 2671. See 5 U.S.C. § 3374(c)(2).
- Under the Federal Employee Liability Reform and Tort Compensation Act of 1998 (commonly known as the Westfall Act), see 28 U.S.C. § 2679(b)(1), if an employee of the United States is named as a defendant in a civil action, the Attorney General or his or her designee may certify that the defendant acted within the scope of his or her employment at the time of the incident giving rise to the suit. 28 U.S.C. § 2679(d)(1)&(2) The United States can then be substituted for the employee as the sole defendant with respect to any tort claims alleged in the action. 28 U.S.C. § 2679(d)(1)&(2). Decisions to certify that an employee was acting within the scope of his or her employment at the time of the incident giving rise to the suit, see 28 U.S.C. § 2679(1)&(2), are made on a case-by-case basis, and such certification cannot be guaranteed.
- If the Attorney General declines to certify that an employee was acting within the scope of employment, "the employee may at any time before trial petition the court to find and certify that the employee was acting within the scope of his office or employment." 28 U.S.C. § 2679(d)(3).

### Constitutional Claims

- Liability for violations of federal constitutional law may rest with the individual federal agent or officer pursuant to Bivens v. Six Unknown Names Agents of the Federal Bureau of Narcotics, 403 U.S. 388 (1971) or pursuant to 42 U.S.C. § 1983 for state officers.

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- Federal, state, local, and tribal officers enjoy qualified immunity from suit for constitutional torts, “insofar as their conduct does not violate clearly established statutory or constitutional rights of which a reasonable person would have known.” Harlow v. Fitzgerald, 457 U.S. 800 (1982).
- If any Participating Agency’s JTTF personnel are named as a defendant in his or her individual capacity in a civil action alleging constitutional damages as a result of conduct taken within the scope of JTTF-related duties, the individual may request representation by DOJ. 28 C.F.R. §§ 50.15, 50.16.
- An employee may be provided representation “when the actions for which representation is requested reasonably appear to have been performed within the scope of the employee’s employment, and the Attorney General, or his or her designee, determines that providing representation would otherwise be in the interest of the United States.” 28 C.F.R. § 50.15(a).
- A written request for representation by JTTF personnel should be directed to the Attorney General and provided to the Chief Division Counsel (CDC) of the FBI division coordinating the JTTF. The CDC will forward the representation request to the FBI’s Office of the General Counsel (OGC), together with a letterhead memorandum concerning the factual basis of the lawsuit. FBI’s OGC will then forward the request to the Civil Division of DOJ, together with an agency recommendation concerning scope of employment and DOJ representation. 28 C.F.R. § 50.15(a)(3).
- If any JTTF personnel is found to be liable for a constitutional tort, he or she may request indemnification from DOJ to satisfy an adverse judgment rendered against the employee in his or her individual capacity. 28 C.F.R. § 50.15(c)(4). The criteria for payment are substantially similar to those used to determine whether a federal employee is entitled to DOJ representation under 28 C.F.R. § 50.15(a).
- Determinations concerning legal representation and indemnification by the United States are discretionary and are made by DOJ on a case-by-case basis. The FBI cannot guarantee that the United States will provide legal representation, legal defense, or indemnification to any federal or state employee detailed to the JTTF, and nothing in this MOU shall be deemed to create any legal right on the part of any JTTF personnel.

#### Express Reservations

- The Parties do not waive any applicable defenses and/or limitations on liability.
- No assignment of rights, duties, or obligations of this MOU shall be made by any Party without the express written approval of a duly authorized representative of all other Parties.

#### DURATION

This MOU shall be reviewed every three years based upon its effective date, but may be terminated at any time upon written mutual consent of the FBI and the Participating Agency involved. This MOU will remain in effect until it is terminated by written mutual consent of the FBI and Participating Agency, or until such time a new MOU is executed between the FBI and the Participating Agency.

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Any Participating Agency may withdraw from the JTTF at any time by written notification to the ADIC, SAC, SC or substantive unit at FBI Headquarters at least 60 days prior to withdrawal.

Upon termination of this MOU, all equipment provided to the JTTF will be returned to the supplying Participating Agency. In addition, when a Participating Agency withdraws from the MOU, the Participating Agency will return equipment to the supplying Participating Agency. Similarly, any remaining Participating Agency will return to a withdrawing Participating Agency any unexpended equipment supplied by the withdrawing Participating Agency.

#### FORFEITURE

The FBI shall be responsible for processing assets seized for federal forfeiture in conjunction with JTTF operations. Asset forfeitures will be conducted in accordance with federal law, and the rules and regulations set forth by the FBI and DOJ. Forfeitures attributable to JTTF investigations may be equitably shared with the agency participating in the JTTF.

#### DISPUTE RESOLUTION

In cases of overlapping jurisdiction, the Parties agree to work in concert to achieve the JTTF's mission and objectives. The Parties agree to attempt to resolve any disputes regarding jurisdiction, case assignments, workload, etc., at the field level first before referring the matter to supervisory personnel for resolution.

#### MODIFICATIONS

This agreement in no manner affects any existing agreements with the FBI or any other agency. This agreement may be amended only by mutual written consent of the parties. The modifications shall have no force or effect unless such modifications are reduced to writing and signed by an authorized representative of the FBI and the Participating Agency.

#### SIGNATORIES:

\_\_\_\_\_  
Linda Morse  
Chair  
Riley County Law Enforcement Agency

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

\_\_\_\_\_  
Charles A. Dayoub  
Special Agent in Charge  
Kansas City Division  
Federal Bureau of Investigation

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

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**Nichole Glessner - Re: Form submission from: Citizen Compliment**

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**From:** Nichole Glessner  
**To:** Contact\_RCPD  
**Date:** 8/8/2022 4:36 PM  
**Subject:** Re: Form submission from: Citizen Compliment

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>>> "Riley County Police Department" [contact\\_rcpd@rileycountypolice.org](mailto:contact_rcpd@rileycountypolice.org) > 8/8/2022 4:36 PM  
>>

--Contact Information--

Name: Ramona  
City: Manhattan

--Incident Information:--

Date of Incident: August 8, 2022  
Case # (If applicable): N/A  
Employee's Name: Officer Keith Backensto  
Comments: I wish to express my appreciation to Officer Keith Backensto for the time he devoted during my "ride along" to answer my questions and provide insight into how he and his fellow Officers serve and protect our community. It was a very positive experience and I gained additional appreciation for the work that these Officers do for us each and every day here in Riley County. Please share my thoughts with Officer Backensto in whatever way you feel is appropriate. Thank you...

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