



**Board of Riley County
Commissioners
Regular Meeting
Agenda
August 21, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

[District 1 – John Ford, Vice Chair](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. 2023 Emergency Management Performance Grant Application
4. Sign Riley County Employee Action Form(s)

Review Minutes

5. Board of Riley County Commissioners - Regular Meeting - Aug 17, 2023 9:00 AM

Review Tentative Agenda

6. Tentative Agenda

Press Conference Topics

7. Discuss Press Conference

9:00 AM

Brittany Phillips, Budget and Finance Officer

8. Budget Review

9:15 AM

David Adams, EMS/Ambulance Director

9. Staff Update

9:30 AM

Press Conference

10. Upcoming garden programs - Gregg Eyestone (3 minutes)

9:35 AM

Clancy Holeman, Counselor/Director of Administrative Services

11. Administrative Work Session
12. Pending County Projects County Counselor

9:45 AM John Ellermann, Public Works Director/County Engineer

13. Request to Exchange Federal Funds

9:50 AM Evan McMillan, Assistant County Engineer

14. Riley County Transfer Station Rate Increase

12:00 PM Law Enforcement Agency Meeting

15. Law Board Meeting Agenda

Adjournment

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



**EMERGENCY
MANAGEMENT/FIRE**
Grant

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

COMMISSION AGENDA REPORT

FROM: Laurie Harrison, Assistant Director Emergency Management

MEETING: August 21, 2023

SUBJECT: 2023 Emergency Management Performance Grant Application

PRESENTER: Laurie Harrison, Assistant Director Emergency Management

BACKGROUND

The Emergency Management Performance Grant (EMPG) program assists in enhancing and sustaining an all-hazards emergency management program. This grant is performance based. The period of performance for the FFY 2023 grant is January 1, 2023 through December 31, 2023. Riley County has participated in the EMPG program for more than 20 years.

DISCUSSION

The EMPG program provides federal funding through the state of Kansas to assist state and local governments in developing and carrying out emergency management programs. States receive EMPG funding from FEMA and, in turn, pass EMPG programs funding to local governments to reimburse them for emergency management eligible expenses.

FISCAL IMPACT

EMPG funds are to be used to supplement existing funds. The EMPG program requires a 50% match which can be cash or in-kind. Riley County received \$85,907 for FFY 2022 EMPG program.

RECOMMENDATION(S)

Riley County Emergency Management staff recommends signing the EMPG application cover form for participation in FFY 2023 EMPG program.

POSSIBLE MOTION(S)

Move to approve signing the FFY 2023 EMPG application cover form.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- FY2023 EMPG application cover form (PDF)



Application
Emergency Management Performance Grant
Kansas Division of Emergency Management

FY
2023

1. County:	Riley
2. EMPG Status:	☒ Current EMPG Program Participant ☐ New EMPG Program Participant

3. Briefly explain why these funds are needed to support the emergency manager/coordinator position: EMPG funds are used to assist in enhancing and sustaining an all-hazard emergency management program for the protection of life and property in our community.

4. Select which description best describes the status of the emergency manager/coordinator:

- ☐ Full-time, permanent staff whose primary responsibility is as the emergency manager/coordinator
- ☒ Emergency manager/coordinator duties are assigned to full-time staff with other significant duties
- ☐ Emergency manager/coordinator is a part-time, or seasonal position, or contracted
- ☐ Emergency manager/coordinator duties are assumed as needed by other staff or elected officials

5. List the name and position title of each staff member whose position is funded through the EMPG Program:

List EMPG Program Funded Staff:	Indicate Full-Time or Part-Time:	If Part-Time, indicate number of hours worked per week:
Name: Baldwin Fisher Position: Emerg Mgmt Planner	FT	40
Name: Laurie Harrison Position: Emerg Mgmt Asst Director	FT	40
Name: Position:		
Name: Position:		
Name: Position:		
Name: Position:		

6. Briefly describe the method used to code or track funded staff time spent on emergency management activities charged to the grant and/or used to meet local match requirements:
HR tracks salaries and benefits. EM staff tracks invoices for EMPG reimbursement.





Application
Emergency Management Performance Grant
 Kansas Division of Emergency Management

FY
 2023

7. County's Point of Contact:

Name: Russel Stukekey

County Emer Mgt Mailing Address: 115 N 4th St Manhattan, KS 66502

Telephone Number: 785-537-6333

Cellphone Number: 620-364-6597

Fax Number:

Email: rstukekey@rileycountyks.gov

8. County UEI Number (Unique Entity ID): TTQ7ABTZXEK6

(Instructions for obtaining UEI will be sent in a PDF)

9. List the name and position title of each staff member who works directly for the County Emergency manager that are paid and not EMPG funded:

List Emergency Management Staff: (Not EMPG funded)	
Name:	Title:
Name:	Title:
Name:	Title:
Name:	Title:
Name:	Title:
Name:	Title:
Name:	Title:
Name:	Title:
Name:	Title:
Name:	Title:

10. Completed Application Packet for FY2023

- Application 2023
- Job Descriptions for all EMPG funded positions.
- Statement of Work (EMPF02)





Application
Emergency Management Performance Grant
 Kansas Division of Emergency Management

FY
 2023

- Budget Form (EMPG04)
- Title VI Civil Rights Plan
- County Single Audit Form
- Summary Sheet for Assurances and Certifications
- Exercise Program Manager form

11. Authorization to Submit Application:

By signature below, we agree to comply with the organization audit requirements of 2 C.F.R. Part 200 (formerly OMB Circular A-133), Audits of States, Local Governments, and Non-Profit Organizations. A copy of these audits must be sent to KDEM thirty (30) days upon receipt. We further agree to comply with the standards put forth in 2 C.F.R. Part 200 (formerly OMB Circular A-87), Cost Principles for State, Local, and Indian Tribal Governments. We agree to comply with the requirements set forth by State Administrative Regulation 56-2-2 and comply with financial and performance reporting for this grant period.

We certify that we will accomplish the projected programs to the best of our ability, will provide the necessary support to accomplish completion and understand and agree that completion of, or progress toward, said projected programs is a condition for participation in the Emergency Management Performance Grant Program and/or other federally assisted programs.

Typed or Printed Name of Emergency Manager/Coordinator Russel Stukey	Typed or Printed Name of Authorized Official Kathryn Focke
Signature of Emergency Manager/Coordinator 	Signature of Authorized Official
Typed Name of KDEM Deputy Director Angee Morgan	Date Application Submitted to KDEM (MM/DD/YYYY)
Signature of KDEM Deputy Director	County Riley

NOTE: Please complete and attach the Proposed Annual Work Plan (Statement of Work), Annual Budget form, Single Audit certification form, Summary Sheet for Certifications and Assurances, and also a current Position Description and updated Training report form (for newly completed FEMA-mandated courses only) for any EMPG-funded personnel listed above. Obtain the signatures of the Emergency Management Director & Authorized official for the signature blocks in the above certification. The Authorized Official is an individual who has been authorized by the governing body of the jurisdiction to apply for, accept, or decline grants on behalf of the jurisdiction or organization.

Please contact Lupe Olaya (lupe.e.olaya@ks.gov) at (785) 207-9066 if you have any questions regarding this application.





COUNTY CLERK & ELECTIONS
Personnel

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

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resources Director

MEETING: August 21, 2023

SUBJECT: Sign Riley County Employee Action Form(s)

PRESENTER: Elizabeth Ward, Human Resources Director

Enclosures:

- 2023-08 Elections JSturges EAF (DOCX)
- 2023-08 Fire NDavis EAF (DOCX)

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Jennifer Sturges**Status Change Date:** 08/21/2023**Status Change:** New Hire**Date of Hire:** 08/21/2023**Seniority:** 0 Year(s), 0 Month(s)**Position:** Temp Election Worker**Position Type:** As-Needed**Pay Range:** TEMP**Pay Type:** STIPEND**Base Rate:** \$0.00**Annualized Pay:** \$0.00**Funds Codes:** 19-Election**Supervisor:** Susan Boller**Department Head:** Rich Vargo

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2023-08 Elections JSturges EAF (13673 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Nathaniel Davis**Status Change Date:** 08/25/2023**Status Change:** New Hire**Date of Hire:** 08/25/2023**Seniority:** 0 Year(s), 0 Month(s)**Position:** Volunteer Firefighter Stipend**Position Type:** As-Needed**Pay Range:** TASND**Pay Type:** Hourly**Base Rate:** \$0.00**Annualized Pay:** \$0.00**Funds Codes:** 183-Riley Co Fire District #1, 183-Fire District #1**Supervisor:** John Martens**Department Head:** Russel Stukey

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2023-08 Fire NDavis EAF (13673 : Employee Action Form (Green Sheet))



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
August 24, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

[District 1 – John Ford, Vice Chair](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Approve payroll/accounts payables (when completed)

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Barry Wilkerson, County Attorney

2. Staff update

9:15 AM

Clancy Holeman, Counselor/Director of Administrative Services

3. Administrative Work Session

9:35 AM

Cory Meyer, IT/GIS Director

4. Staff update

9:50 AM

Shelly Williams, Community Corrections Director

5. Staff update

10:05 AM

Vivienne Leyva, PIO

6. PIO update

10:20 AM

Bob Isaac, Planner

7. Public Hearing for a request for a final plat for Terra Heights Addition No. 6

Attachment: 08-24-23 tentative agenda (12864 : Tentative Agenda)

Adjournment

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

Attachment: 08-24-23 tentative agenda (12864 : Tentative Agenda)



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
August 28, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

[District 1 – John Ford, Vice Chair](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. National Senior Center Month Proclamation

Review Minutes

Press Conference Topics

Review Tentative Agenda

9:00 AM

Robbin Cole, Pawnee Mental Health Services Director

2. Pawnee Mental Health Services update

9:15 AM

Brittany Phillips, Budget and Finance Officer

3. 2024 Riley County RNR Hearing

9:20 AM

Brittany Phillips, Budget and Finance Officer

4. 2024 Riley County Fire District #1 RNR Hearing

9:25 AM

Brittany Phillips, Budget and Finance Officer

5. 2024 Riley County Public Hearing

9:30 AM

Press Conference

6. Presentation of National Senior Center Month Proclamation - Kathryn Focke (3-5 minutes)
7. Presentation of retirement plaque to Jill Seaton - Kathryn Focke (3 minutes)

9:40 AM

Amanda Webb, Planning/Special Projects Director

Attachment: 08-28-23 tentative agenda (12864 : Tentative Agenda)

8. Comprehensive Plan update

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

9. Administrative Work Session

10:30 AM Bob Isaac, Planner

10. Public Hearing for a request to rezone and final plat for Bent Tree Unit
4

12:00 PM Intergovernmental Luncheon

Adjournment

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

Attachment: 08-28-23 tentative agenda (12864 : Tentative Agenda)



COUNTY CLERK & ELECTIONS
Budget

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

COMMISSION AGENDA REPORT

FROM: Brittany Phillips Budget & Finance Officer

MEETING: August 21, 2023

SUBJECT: Budget Review

PRESENTER: Brittany Phillips, Budget & Finance Officer

BACKGROUND

On August 28, 2023 Riley County and Rural Fire District #1 will have the Revenue Neutral Rate and Budget Hearing.

DISCUSSION

While reviewing the Riley County Rural Fire District #1 and discussing further with EM Director/Fire Chief Russel Stuckey, it was discovered there was an expenditure doubled up. The published mill rate for Rural County Fire District was 8.914, with the RNR being 6.910. The mill rate with the reduction of that doubled expense, would drop down to 7.737. If this is approved to reduce by the commissioners, on the 28th, I will present the budget with this reduction.

FISCAL IMPACT

The fiscal impact of this correction is a reduction of \$187,998.78 in ad valorem taxes.

RECOMMENDATION(S)

It is my recommendation to approve the reduction of the mill rate from 8.914 to 7.737 for the Riley County Fire District #1.

POSSIBLE MOTION(S)

Move to approve

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- Published Budget (PDF)
- Proposed Reduced Mill - Fire District (PDF)

NOTICE OF HEARING TO EXCEED REVENUE NEUTRAL RATE AND BUDGET HEARING

8.a

The governing body of

Riley County
will meet on August 28, 2023 at 9:15 a.m. at Riley County Commission Chambers, 115 N. 4th Street for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax and Revenue Neutral Rate. Detailed budget information is available at Riley County Clerk's Office and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2024 Expenditures and Amount of 2023 Ad Valorem Tax establish the maximum limits of the 2024 budget.
Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2022		Current Year Estimate for 2023		Proposed Budget Year for 2024		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2023 Ad Valorem Tax	Proposed Estimated Tax Rate*
General Fund -001	30,736,144	35.080	42,128,220	35.094	46,722,881	27,230,925	34.349
Bond & Interest Fund - 181	451,382		545,592		478,856		
Health Department - 030	5,048,681		5,321,818		5,601,756		
County Building Fund - 152	294,997	0.525	393,000	0.352	430,000	301,548	0.380
RCPD Fund - 173	4,906,051	6.622	5,362,913	6.768	5,745,592	5,219,242	6.583
Special Alcohol Programs Fund - 132	1,833		7,883		25,106		
EMS Grant Fund - 52	480		5,356		2,088		
Economic Development Fund -146	113,170		436,379		259,053		
Emergency 911 Fund - 148	419,037		907,952		502,665		
Solid Waste Disposal Fund - 150	2,851,459		2,699,067		3,672,807		
Register of Deeds Technology Fund - 106	111,794		61,500		198,870		
County Clerk Tech Fund - 107	0		0		179,871		
County Treasurer Tech Fund - 108	0		24,075		97,183		
War Memorial Fund - 112	900		11,370		1,000		
County Auction Fund - 118	3,840		210,000		42,206		
Motor Vehicle Operations Fund - 130	433,284		381,700		393,298		
Community Corrections Fund - 144	1,007,445		1,078,755		1,250,832		
Capital Improvements Fund - 145	2,404,188		7,987,210		7,990,119		
Road & Bridge 1/2 Cent Sales Tax Fund - 157	96,100		15,000		6,892,240		
Landfill Closure Fund - 180	36,520		39,675		52,623		
Rural Fire Capital Outlay Fund - 184	111,006		412,666		112,269		
OPIOID Fund - 53	0		0		222,546		
Fire Station Projects Fund - 185	150		500,000		513,850		
Road & Bridge 0.2 Cent Sales Tax - Fund 188	0		0		3,967,650		
Disaster Fund - 003	652,239		7,112,736		6,773,382		
CDBG	0		0		0		
LATCF Fund	0		0		150,000		
Non-Budgeted Funds A	61,419						
					</		

*Tax rates are expressed in mills

****Revenue Neutral Rate as defined by KSA 79-2988**

Clerk

NOTICE OF HEARING TO EXCEED REVENUE NEUTRAL RATE AND BUDGET HEARING

Special District Funds	Prior Year Actual for 2022		Current Year Estimate for 2023		Proposed Budget Year for 2024				
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2023 Ad Valorem Tax	Proposed Estimated Tax Rate*	Revenue Neutral Rate**	July 1, 2023 Estimated Valuation
Fire District Fund - 183	1,207,381	8.13900	1,258,295	7.63300	1,553,786	1,401,546	8.914	6.910	157,229,359
University Park Water and Sewer Fund - 230	101,290	5.50600	142,992	4.95500	168,034	10,416	4.175	4.175	2,495,113
University Park Water and Sewer Reserve - 284	67,374		70,000		173,850	28,795			
Hunter's Island Water District Fund - 238	34,308		31,349		38,586	0			
Hunter's Island Reserve Fund - 241	7,000		1,500		11,225	0			
Moehlman Bottoms Water District Fund - 244	12,068		13,696		26,565	0			
Moehlman Bottoms Reserve Fund - 245	0		1,500		18,456	0			
Terra Heights Sewer Fund - 252	17,115	3.90700	14,485	3.65400	66,245	5,057	3.224	3.224	1,568,524
Terra Heights Sewer Sinking Fund - 254	12,251		19,000		137,400	0			
Valleywood Combined Operations - 248	6,219	15.76700	25,519	14.37300	67,029	22,714	12.446	12.446	1,825,006
Valleywood Combined Reserve - 282	0		87,256	0.00000	118,630	0			
Konza Water District Fund - 256	81,220		81,027		121,900	0			
Konza Water Reserve Fund - 257	5,627		107,748		157,647	0			
Deep Creek Reserve Fund - 243	11,766		0		39,243	0			
Deep Creek Sewer Fund - 242	11,239		8,025		11,349	0			
Mertz/McGehee Drainage Fund - 322	0		0		6,183	0			
Carson Sewer Fund - 239	17,969	3.37000	59,684	3.18700	79,816	3,933	2.863	2.863	1,373,849
Carson Sewer Reserve Fund - 237	0		47,703		73,687	0			
University Park Lagoon - 233	144,400		0		0	134,400			
Expansion of University Park/Lakeside Heights -	250		0	0.00000	0	0			
Lakeside Heights Sewer Capital Reserve - 286	0		5,759		6,230	0			
Keats Sewer Capital Project - 236	0		0		0	0			
Lakeside Heights Sewer District - 285	462		2,500		2,345	0			
Bala Cemetery	2,520	1.51600	4,206	1.43100	4,482	2,666	1.416	1.416	188,236
Bellegard Cemetery	2,994	3.16700	3,378	2.62500	3,879	2,772	2.881	2.881	962,126
Crroked Creek Cemetery	1,380	1.50600	2,510	1.46400	3,481	1,107	1.477	1.477	749,654
E. F. & G. Cemetery	11,818	0.62000	14,910	0.59200	19,179	10,079	0.531	0.531	18,965,051
Fancy Creek - Randolph Cemetery	10,112	2.06900	14,951	1.97800	16,409	10,690	1.825	1.825	5,858,661
Lasita Cemetery	1,520	0.73800	3,613	0.71100	3,315	1,856	0.682	0.682	2,722,039
Rose Hill	1,350	1.35400	4,581	1.32200	4,196	1,428	1.275	1.275	1,119,948
May Day Cemetery #1	7,215	2.28000	4,930	2.21200	4,654	4,235	2.171	2.171	1,950,856
Swede Creek Cemetery	1,179	0.97900	9,050	0.94800	3,416	1,368	0.906	0.906	1,509,796
Walsburg Cemetery #5	4,570	0.95300	8,123	0.91500	8,506	4,654	0.840	0.840	5,539,676
Riley Cemetery #3	18,018	1.60200	30,100	2.45800	31,076	25,047	2.228	2.228	11,243,204

*Tax rates are expressed in mills

**Revenue Neutral Rate as defined by KSA 79-2988

Attachment: Published Budget (13664 : Budget Review)

NOTICE OF HEARING TO EXCEED REVENUE NEUTRAL RATE AND BUDGET HEARING

8.b

The governing body of

Riley County
will meet on August 28, 2023 at 9:15 a.m. at Riley County Commission Chambers, 115 N. 4th Street for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax and Revenue Neutral Rate. Detailed budget information is available at Riley County Clerk's Office and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2024 Expenditures and Amount of 2023 Ad Valorem Tax establish the maximum limits of the 2024 budget.
Estimated Tax Rate is subject to change depending on the final assessed valuation.

[illegible]

*Tax rates are expressed in mills

****Revenue Neutral Rate as defined by KSA 79-2988**

Clerk

NOTICE OF HEARING TO EXCEED REVENUE NEUTRAL RATE AND BUDGET HEARING

Special District Funds	Prior Year Actual for 2022		Current Year Estimate for 2023		Proposed Budget Year for 2024				
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2023 Ad Valorem Tax	Proposed Estimated Tax Rate*	Revenue Neutral Rate**	July 1, 2023 Estimated Valuation
Fire District Fund - 183	1,207,381	8.13900	1,258,295	7.63300	1,368,786	1,216,546	7.737	6.910	157,229,359
University Park Water and Sewer Fund - 230	101,290	5.50600	142,992	4.95500	168,034	10,416	4.175	4.175	2,495,113
University Park Water and Sewer Reserve - 284	67,374		70,000		173,850	28,795			
Hunter's Island Water District Fund - 238	34,308		31,349		38,586	0			
Hunter's Island Reserve Fund - 241	7,000		1,500		11,225	0			
Moehlman Bottoms Water District Fund - 244	12,068		13,696		26,565	0			
Moehlman Bottoms Reserve Fund - 245	0		1,500		18,456	0			
Terra Heights Sewer Fund - 252	17,115	3.90700	14,485	3.65400	66,245	5,057	3.224	3.224	1,568,524
Terra Heights Sewer Sinking Fund - 254	12,251		19,000		137,400	0			
Valleywood Combined Operations - 248	6,219	15.76700	25,519	14.37300	67,029	22,714	12.446	12.446	1,825,006
Valleywood Combined Reserve - 282	0		87,256	0.00000	118,630	0			
Konza Water District Fund - 256	81,220		81,027		121,900	0			
Konza Water Reserve Fund - 257	5,627		107,748		157,647	0			
Deep Creek Reserve Fund - 243	11,766		0		39,243	0			
Deep Creek Sewer Fund - 242	11,239		8,025		11,349	0			
Mertz/McGehee Drainage Fund - 322	0		0		6,183	0			
Carson Sewer Fund - 239	17,969	3.37000	59,684	3.18700	79,816	3,933	2.863	2.863	1,373,849
Carson Sewer Reserve Fund - 237	0		47,703		73,687	0			
University Park Lagoon - 233	144,400		0		0	134,400			
Expansion of University Park/Lakeside Heights -	250		0	0.00000	0	0			
Lakeside Heights Sewer Capital Reserve - 286	0		5,759		6,230	0			
Keats Sewer Capital Project - 236	0		0		0	0			
Lakeside Heights Sewer District - 285	462		2,500		2,345	0			
Bala Cemetery	2,520	1.51600	4,206	1.43100	4,482	2,666	1.416	1.416	188,236
Bellegard Cemetery	2,994	3.16700	3,378	2.62500	3,879	2,772	2.881	2.881	962,126
Crroked Creek Cemetery	1,380	1.50600	2,510	1.46400	3,481	1,107	1.477	1.477	749,654
E. F. & G. Cemetery	11,818	0.62000	14,910	0.59200	19,179	10,079	0.531	0.531	18,965,051
Fancy Creek - Randolph Cemetery	10,112	2.06900	14,951	1.97800	16,409	10,690	1.825	1.825	5,858,661
Lasita Cemetery	1,520	0.73800	3,613	0.71100	3,315	1,856	0.682	0.682	2,722,039
Rose Hill	1,350	1.35400	4,581	1.32200	4,196	1,428	1.275	1.275	1,119,948
May Day Cemetery #1	7,215	2.28000	4,930	2.21200	4,654	4,235	2.171	2.171	1,950,856
Swede Creek Cemetery	1,179	0.97900	9,050	0.94800	3,416	1,368	0.906	0.906	1,509,796
Walsburg Cemetery #5	4,570	0.95300	8,123	0.91500	8,506	4,654	0.840	0.840	5,539,676
Riley Cemetery #3	18,018	1.60200	30,100	2.45800	31,076	25,047	2.228	2.228	11,243,204

*Tax rates are expressed in mills

**Revenue Neutral Rate as defined by KSA 79-2988



EMS/AMBULANCE
Staff Update

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

STAFF REPORT

FROM: David Adams, EMS/Ambulance Director
MEETING: August 21, 2023
SUBJECT: Staff Update
PRESENTER: David Adams, EMS/Ambulance Director

Operations

Calls for service.

July- 435

North County- 16

911-Call volume by station:

Medic 11 located at 2011 Claflin Rd: 154

Medic 21 located at 11th & Poyntz: 128

Medic 31 located at 3060 TCB (Riley County Public Works): 100

Medic 41 located at Manhattan Regional Airport: 50

Medic 51- ALS First Response in Leonardville: 5

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

Working on new building construction related topics.

Continue to prepare for opening of St. 5.

Crews at Riley County Fair due to heat.

Meetings related to upcoming KSU Football season with local partners.

Updated: 8/17/2023 10:24 AM by David Adams

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Staff Report (ID # 13674)

Meeting of August 21, 2023

Football Operations plan roll out to staff, one meeting per shift.

Staff training with KSU Athletics Medical Staff.

Preparing for Paramedic students starting internship.

Hiring Process.

Station paging.

Education

100% review of all calls.

Review of data metrics to identify trends.

Credentialing tests at all levels have been updated and rolled out.

Upcoming hiring process orientation.

Multiple upcoming training classes for staff.

Continues to update protocols and roll out of training with staff.

Community Outreach:

Car seat check lanes.

Multiple Community demonstrations of our trucks and equipment.

Everybody counts at Douglas Center.

Ogden City Back to School bike swap.

Enclosures:

- EOM-July 2023 (PDF)

Runs By Day of Week

Incident Day Of Week Number And Name	Number of Runs	percent of total
01 - Sunday	62	14.25
02 - Monday	79	18.16
03 - Tuesday	48	11.03
04 - Wednesday	62	14.25
05 - Thursday	56	12.87
06 - Friday	58	13.33
07 - Saturday	70	16.09
Total: 435		Total: 100.00

Runs by Hour of Day

9.a

Incident Hour Range Of Day 24	Number of Runs	Percent of Total Runs
00:00:00 - 00:59:59	18	4.14%
01:00:00 - 01:59:59	11	2.53%
02:00:00 - 02:59:59	9	2.07%
03:00:00 - 03:59:59	5	1.15%
04:00:00 - 04:59:59	11	2.53%
05:00:00 - 05:59:59	7	1.61%
06:00:00 - 06:59:59	15	3.45%
07:00:00 - 07:59:59	19	4.37%
08:00:00 - 08:59:59	19	4.37%
09:00:00 - 09:59:59	14	3.22%
10:00:00 - 10:59:59	25	5.75%
11:00:00 - 11:59:59	23	5.29%
12:00:00 - 12:59:59	29	6.67%
13:00:00 - 13:59:59	21	4.83%
14:00:00 - 14:59:59	15	3.45%
15:00:00 - 15:59:59	19	4.37%
16:00:00 - 16:59:59	21	4.83%
17:00:00 - 17:59:59	26	5.98%
18:00:00 - 18:59:59	19	4.37%
19:00:00 - 19:59:59	25	5.75%
20:00:00 - 20:59:59	19	4.37%
21:00:00 - 21:59:59	31	7.13%
22:00:00 - 22:59:59	22	5.06%
23:00:00 - 23:59:59	12	2.76%
Total: 435		Total: 100.00%

Attachment: EOM-July 2023 (13674 : Staff Update)

Runs by Responding Unit

9.a

Response EMS Unit Call Sign (eResponse.14)	Number of Runs	Percent of Total Runs
MED11	134	30.80%
MED21	109	25.06%
MED31	97	22.30%
MED41	47	10.80%
61	17	3.91%
62	16	3.68%
MED51	5	1.15%
MED12	4	0.92%
59	3	0.69%
Medic 63	3	0.69%
Total: 435		Total: 100.00%

Report Criteria

Incident Month Name - Year: Is In July 2023

Attachment: EOM-July 2023 (13674 : Staff Update)



**COUNTY
COUNSELOR/ADMINISTRATIVE
SERVICES**
Staff Update

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

STAFF REPORT

FROM: Clancy Holeman, Riley County Counselor

MEETING: August 21, 2023

SUBJECT: Pending County Projects County Counselor

PRESENTER: Clancy Holeman

Enclosures:

- FINAL Commission List 08.21.2023 (DOCX)

PENDING COUNTY PROJECTS ▪ March, 2023 and through August 16, 2023 Submitted by Clancy Holeman, Riley County Counselor

NOTE: The below lists are not intended to be a comprehensive list of all “pending” Commission or other County Department projects 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. All entries more than 6 months old have been removed (with the exception of some entries when historical information may be useful). *Bold type entries are the most recent.*

COMMISSION LIST

I. Projects By Category:

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)

Board of Riley County Commissioners: Attend and participate in BOCC public meetings. (2-2-23;2-6-23) Forward KORA request to this department’s staff for response. (2-6-23) Work on reimbursement agreements for small cities. (2-7-23) Review and route incoming litigation documents to relevant parties, including our insurer and insurer-provided counsel. Prepare CAR and discuss with Budget and Planning Committee, for approval of form of small cities’ sales tax reimbursement agreement. (2-8-23) Review and approve as to form upcoming resolution for G.O. bond issuance on Public Works road project. (2-21-23) Work on hiring process for Deputy Position at retirement of incumbent scheduled for 9-30-23. (2-16-23;2-21-23; 2-22-23) Prepare for BOCC public meeting scheduled for 2-23-23. (2-21-23;2-22-23) Attend and participate in BOCC public meetings of February 23rd, February 27th, March 2nd, March 6th, 2023, March 9, 2023. Legal research on issues related to upcoming scheduled Township Officer Meeting. (2-23-23;2-24-23;2-27-23;2-28-23) Mail to counsel for respective small cities sales tax loss reimbursement agreements. (3-3-23) Prepare for annual township officers meeting scheduled for 3-8-23. (3-7-23) Return call from member of Tatarax Homeowners Association regarding Lot 70. (3-7-23) Schedule executive session for March 9, 2023 meeting. (3-7-23) Attend and participate in annual Township Officers’ meeting. (3-8-23) Conversation with after phone call from City of Ogden. Discuss timeframe for return of the agreement to Riley County. (3-13-23) Work on environmental issue. (3-13-23;3-14-23) Voicemail left with bond counsel on short term financing question different project. (3-14-23) Work to schedule 2 agenda items for Thursday, March 16th public meeting. (3-14-23). Assist Departments and counsel with pending litigation claim. (3-14-23; 3-15-23) Exchange of information on pending litigation with outside counsel. (3-16-23;3-17-23) Staffing with multiple county office representatives on real property ownership issue.(3-17-23) Meeting with township official as result of Township Officers Meeting Contract discussion.(3-17-23) Prepare for BOCC public meeting scheduled 3-20-23 (3-19-23) Attend and participate in BOCC public meetings 3-16-23; 3-20-23) At request of county staff deponent in pending litigation matter, arrange to attend deposition preparation meeting. (3-22-23) At request of architect, review and approve as to form draft construction agreement for North County ambulance station in Leonardville. (3-22-23) Work on defense of appeal to District Court by Prairiewood Holdings, LLC. (3-26-23) Attend and participate in BOCC regular public meeting. (3-23-23; 3-27-23) Sit in on deposition preparation of county witness, at request of county witness, conducted by county’s insurance-provided outside counsel on pending litigation. (3-27-23) Communication from insurance-provided outside counsel on different pending litigation. (3-28-23) Discuss with Deputy Counselor last week’s City/County/County meeting. (3-28-23) Attend and participate in BOCC evening public meeting at City of Riley. (3-30-23) Work

Attachment: FINAL Commission List 08.21.2023 (13676 : Clancy's Commission List)

on hiring of Deputy Counselor to fill vacancy to be created by Fall retirement of incumbent. Discuss with HR staff. (3-30-23; 3-31-23) Prepare for 4-3-23 public meeting (4-2-23) Attend and participate in BOCC public meeting of 4-3-23. Attend and participate in BOCC public meetings. (4-6-23; 4-10-23) Review matter before Planning Board. (4-10-23) Draft CAR and Place “Interlocal Service Agreement” signed by City of Leonardville on BOCC agenda for signature during 4-13-23 public meeting (small city reimbursement agreement for sunset of county “road and bridge” sales tax 12-31-22). (4-11-23) Legal research on animal control services and RCPD. Memo prepared. (4-9-23;4-10-23; 4-11-23;4-12-23) Attend and participate in BOCC public meetings (4-13-23;4-17-23) Attend Law Board Meeting discussion of Animal Control and RCPD. (4-17-23) Draft and file Local Disaster Emergency Declaration as requested by Department and authorized by Chairwoman of BOCC. (4-18-23)) Attend and participate in City/County/County meeting on animal control and RCPD. (4-20-23) Discuss with Treasurer upcoming scheduled Teams meeting with representatives of City of Ogden on proposed “Interlocal Services Agreement” (Small Cities Sales Tax Reimbursement Agreement). (4-26-23) Attend and participate in previously described “Teams” meeting discussion with representatives of City of Ogden and County Treasurer. Plan by Ogden representatives is to present agreement to Ogden City Council for review and possible signature during its public meeting next week. (4-26-23) Discuss with Cindy Kabriel and soil conservation contact addition of locations to agenda of upcoming ‘field trip’ by BOCC on May 4, 2023. (4-26-23; 4-27-23) Prepare for public hearing on special use authorization on BOCC agenda 5-1-23. (4-30-23) Attend and participate in 5-1-23 BOCC public meeting. (5-1-23) Return 5-2-23 call from citizen requesting a “fence view.” Leave voicemail. (5-3-23) Discuss with citizen their return call requesting a “fence view.” I’ll send packet for citizen to complete and return, cautioning this matter may not be subject to fence view process. Citizen says they understand that is a possibility. (5-3-23) Attend and participate in BOCC public meeting. (5-4-23) New request for fence view. Advise packet will be mailed to them. (5-4-23) Prepare for BOCC public meeting of 5-8-23. (5-6-23;5-7-23) Attend and participate in regular BOCC public meeting. (5-18-23; 5-22-23; 6-1-23) Work on county budget preparation information. (5-18-23; 5-19-23) Review information from a department on township legal issue.(5-21-23) Work on scheduling future executive session. (5-22-23) Preparation for presentation to BOCC during its June 1, 2023 meeting of City of Ogden “Interlocal Service Agreement”—fourth of those agreements presented to our 4 “small cities”. Prepare correspondence to City of Ogden attorney. (5-30-23) Attend and participate in BOCC meetings. (6-1-23; 6-5-23) Mail City of Ogden attorney fully executed originals of “Interlocal Service Agreement—sales tax reimbursement. (6-5-23) Review request for letter of support from BOCC. (6-6-23) Work on county budget preparation information. (6-6-23) Work on fence view scheduling and notice. (6-5-23; 6-6-23-6-7-23) Prepare requested letters of support for telecommunications providers’ applications for state of Kansas LINC grant program. (6-9-23). Email completed letter of support to contact for one provider, as requested by Cox Communications. (6-12-23) Work on 2 fence view applications. Attend and participate in BOCC public meetings. (6-8-23; 6-12-23) Conversation with opposing counsel on pending litigation in Riley County District Court. (6-14-23) Provide TVT BOCC-signed letter of support. (6-14-23) Work on scheduling fence views. Notices out to applicants and adjoining landowners served by the fence. (6-15-23) Teams meeting with Bond Counsel and Craig, Shelley and Rich about route for financing two pending county projects. I review and approve authorizing resolution and send it on to Bond Counsel for review. (6-21-23) Attend and participate in BOCC meetings.(6-22-23; 6-26-23; 6-29-23) Attend delinquent tax sale. (6-23-23) Work on scheduling of fence view. (6-22-23; 6-23-23; 6-26-23; 6-27-23) **Work on and provide letter of support from BOCC for City of Ogden grant application federal program. (6-28-23; 6-29-23; 7-1-23) Work on District Court appeal by Prairiewood of BOCC approval of preliminary and final development plans for Liquid Art Winery. (6-29-23; 7-1-23) Work on county budget analysis for BOCC. (7-2-23; 7-3-23; 7-4-23) Prepare for BOCC public meeting of July 6, 2023. (7-5-23) Communicate with counsel for fence view applicant Hopkins. Request property access address detail. (7-5-23) Attend and participate in BOCC meetings. (7-6-23;7-10-23) Register for upcoming KAC zoom on LAVTR. (7-11-23) Work on fence view scheduled for 7-13-23. (7-11-23) Work on scheduling of different upcoming fence view for end of July, 2023. (7-7-23; 7-8-23; 7-9-23; 7-11-23) Work on Bala Township “county property” issue. (7-10-23; 7-11-23) Work on fence view scheduled for 7-13-23. (7-10-23; 7-12-23) Legal analysis of appropriation question involving outside agency. (7-12-23) Attend and participate in BOCC meetings. (7-13-23; 7-17-23) Attend**

and participate in Hopkins/Pralle fence views. (7-13-23) Final additional notices of Nelson fence view to occur July 24, 2023 prepared and mailed to both parties. (7-14-23) Prepare for 7-24-23 BOCC meeting. Attend and participate in BOCC meetings. (7-20-23;7-24-23) Attend and participate in Nelson and Rhoton fence view. (7-24-23) Attend and participate in BOCC meetings. (7-27-23;7-31-23) Work on Hopkins/Pralle fence view. (7-28-23) Attend and participate in BOCC meetings. (8-10-23;8-14-23) Work on commission agenda report for draft fence view order on Hopkins/Pralle view. (8-14-23; 8-15-23)

“Constitutional Protection of County Home Rule”:

County Counselors Association of Kansas:

County Jail Inmate Medical Care: Schedule staff discussion of contract development. (5-21-23)

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”:

District Court: Discuss potential creation of “resolution docket” to reduce or eliminate COVID-caused backlog of identified criminal cases. (4-27-23; 4-28-23)

Federal Rules on Vaccination Mandate:

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. Discuss text of journal entry proposed by counsel for Respondents. (12-9-22; 12-11-22) Request transcript of Court’s ruling. Arrange for generation of check based on invoice from court reporter. (12-20-22) Work on pending appeal by neighboring property owner. (12-27-22; 12-28-22; 12-29-22) Review transcript and notify opposing counsel I will provide revised version of her proposed journal entry—in order to conform the journal entry to the text of the transcript. (1-4-23) Provide opposing counsel proposed revised journal entry. (1-29-23) Following exchange of respective journal entries in February, 2023, counsel review proposed changes and agree on final version for filing with court. (2-28-23; 3-3-23; 3-5-23) Prepare notice of appeal, following legal research. (4-3-23; 4-4-23; 4-5-23) File Notice of Appeal in District Court. (4-5-23) Finalize notice of appeal, given appointment of Lyon County District Judge at outset of appeal. Discuss with staff of Lyon County District Court Judge and with Riley County District Court Clerk staff member. Provide copy of notice of appeal to Lyon County District Court Judge who was assigned and heard appeal. (4-6-23) Work on appeal. (5-24-23; 5-30-23; 5-31-23; 6-1-23) Legal research on appeal. (6-2-23; 6-5-23) Work on appeal. (6-13-23; 6-14-23; 6-15-23.) *Work with opposing counsel on Court of Appeals request for additional document from me. We are in agreement its equivalent is already part of the Record on Appeal. I will file response with Court of Appeals stating that fact. (7-17-23; 7-19-23) Communication with opposing counsel on immediately preceding issue. (7-21-23; 7-22-23; 7-24-23-7-25-23) Work on immediately preceding response and file with Court of Appeals. (7-21-23; 7-22-23; 7-23-23; 7-24-23; 7-25-23) Court of Appeals*

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has retained jurisdiction based upon my Response to Order to Show Cause. Draft and file Motion for extension of time to file brief in support of County's position. (7-31-23)

Indigent Legal Services: Attorney contracts for 2022 were created and emailed to current attorneys under contract. (11-3-21) Notice to Riley County Bar Association of at least one attorney vacancy effective January 1, 2022. (11-4-21) Proposed 2022 contracts have been provided to all current lawyers under contracts. None returned as of 11-23-21. No indigent legal service contracts are in place for calendar year 2022. Work on various issues related to this service. (2-10-23; 2-13-23; 2-14-23; 2-15-23; 2-16-23; 2-19-23; 2-20-23; 2-21-23; 2-22-23; 2-24-23; 2-26-23; 2-27-23; 2-28-23; 3-1-23; 3-2-23; 3-3-23; 3-4-23; 3-6-23; 3-7-23; 3-8-23) Work on various issues related to this service. (3-19-23) Work at staff level on compensation for this service. (3-28-23) schedule next staff level discussion of compensation for this service. Discuss with Deputy Counselor compensation for this service. (3-29-23) Work on project. (6-1-23) Work on project. (6-8-23) Draw up final version of CAR; RFP; and Contract. (6-19-23; 6-20-23) Obtain BOCC approval of form RFP and Contract. (6-22-23) Finalize RFP and contract and distribute to local Bar Association membership with encouragement to apply well before August 4, 2023 deadline for proposals because they will be considered as they are submitted. (6-29-23; 6-30-23) ***Create documents for publication in newspaper and placement on county website for this service. (7-7-23; 7-10-23; 7-11-23; 7-12-23) Deadline for proposals to arrive in Clerk's office 5 p.m. August 4.***

Legislation: Invitations out to state delegation for December 12, 2022 legislative conference, along with copy of agenda. (12-1-22) Reminders out to legislative delegation of 12-12-22 legislative conference. (12-8-22) Preparation for legislative conference. (12-11-22) Attend and participate in legislative conference. (12-12-22) Discuss legislative issue with County Appraiser. Review information and advise. (12-27-22) Discuss with 2 other county's county counselors possibility of linking up both our respective legislative delegations and lobbyists for cooperative action on potential "nuisance abatement" statute during 2023 legislative session. (12-29-22) Discuss with County Clerk and legislative delegation member the RNR statute. (1-3-23) Drive to Topeka and pick up lobbyist badge for 2023 state legislative session. (1-3-23) Week of January 23, 2023: Work on "vacant lot" house bill (HB 2083) and discuss with our legislative delegation; Work on RNR statute modification bill (HB 2002) and provide BOCC written testimony in support. Review legislative issues identified by contract lobbyist. (1-27-23.) Work on Nuisance Abatement legislation proposal on Riley County platform. (1-25-23; 1-26-23; 1-27-23) Work on SB 90 and HB 2148—Treasurers' Association auto tag fee bill. (1-26-23; 1-27-23) Review proposed schedule for temporary financing of High Plains Road project. (1-28-23) Review testimony from County Clerk's association on HB & HB involving election matters. (2-6-23) Work on SB 162 (nuisance abatement) (2-9-23; 2-10-23) Complete testimony in support and deliver required 75 paper copies to lobbyist for routing to Senate Local Government committee secretary. (2-10-23) Provide Riley County state legislative delegation, contract lobbyist, and KAC Riley County's testimony in support of SB 162. (2-10-23) Route to Rep. Mike Dodson County Appraiser's input on: HB2232 (Appraiser Qualifications); HB 2319 (tax exemption on business property in competition with property owned or operated by government); HB 2201 (requiring 5 years valuations listed on CVNs); HB 2200 (exemption on homestead, retired, military); HB 2220 (5yr property tax exemption on startups); HB 2231 (tax exemptions for daycare); HB2056, HB 2057, HB 2237 (no position from appraisers' association or Appraiser). Provide BOCC testimony and our SB 162 to another county at that other county's request—they are struggling with a number of "nuisance" real properties. (2-10-23) Work on SB 1623 and prepare for upcoming legislative hearing. (2-13-23) Attend and participate in legislative hearing on SB 162 before Senate Local Government Committee. (2-14-23) Zoom with Treasurer and County Clerk on SB 248. (3-1-23) Work on SB 248 & 252 analysis for relay to KAC and legislative delegation. (3-2-23; 3-3-23; 3-7-23; 3-8-23) Work on analyzing SB 228 (amendment of multiple statutory provisions on jail administration) in response to legislative delegation member's question; after requesting and receiving impact opinion from RCPD on any change county might support for reimbursement of jail inmate medical costs. Communicate with legislator. (3-8-23; 3-13-23; 3-14-23) Communicate with contract lobbyist to work on scheduling "virtual" follow up legislative conference with delegation. Work with Cindy K. (3-15-23). Analyze and prepare for discussion of potential litigation in

upcoming executive session. (3-15-23) Discuss legislative matter with member of delegation. (3-15-23) Communicate with legislative delegation to schedule virtual follow up legislative conference either April 10, 2023, or April 17, 2023. (3-16-23) Communicate with contract lobbyists. (3-17-23) Communicate with responding delegation members about their preferred dates. (3-18-23;3-19-23) Review communication from delegation member on pending bills. (3-19-23) Communicate with County Appraiser on proposed SCR freezing real property tax values at no more than 3% increase annually.(3-19-23) Work with PIO and County Appraiser on public statement regarding legislative item. (3-20-23; 3-21-23) Respond to staff communication on apparent status of SB 248 (exemption for “food” in existing and future local sales taxes) and HB 2002 (RNR notice costs paid by the state). (3-22-23) Work at county staff level on SB 248; SB 252. (3-1-23; 3-2-23; 3-3-23) Prepare for discussion with BOCC I’ll suggest at tonight’s public meeting in City of Riley. (3-30-2023) SB 323—requiring election of all county appraisers statewide. (3-30-23) Work on H Sub SB 42. Discuss with contract lobbyist. (4-2-23; 4-3-23) Work with PIO and County Appraiser on possible press release regarding SCR 1610. (3-21-23; 3-22-23) Prepare for March 27, 2023 Intergovernmental Luncheon and legislative update to present. (3-26-23) Attend and participate in Intergovernmental Luncheon—statutory update. (3-27-23) Work with PIO and County Appraiser on possible press release regarding SCR 1610. (3-27-23) Email delegation invitation to virtual follow up legislative conference scheduled for April 10, 2023, 10:30-11:30 a.m. (4-3-23) Review amended HB 2002—eliminating that portion of existing locally voter approved sales taxes generated by food sales; SCR 1611—4% ceiling on annual property valuations. (4-6-23) Draft agenda for 4-10-23 virtual legislative conference. Invitations out to contract lobbyist and KAC lobbyist. (4-7-23) Discussion with county’s contract lobbyist on status of various legislative items following legislature’s 4:30 a.m. adjournment Friday morning. (4-7-23) Draft agenda for virtual legislative conference. (4-7-23) Assist BOCC with conducting virtual legislative conference. (4-10-23) Review portions of 127-page Conference Committee Report on SB 8 “competition” and a host of other legislative issues. (4-27-23) ***Conversation with contract lobbyists to schedule teams meeting. (8-2-23) Communicate with contract lobbyists to schedule upcoming Teams meeting. (8-3-23; 8-4-23;8-6-23) Prepare for Thursday upcoming presentation to BOCC of 2024 session legislative requests for KAC legislative platform. (8-6-23) Teams meeting with contract lobbyists. (8-9-23)***

Leonardville North County EMS Station: Follow up call to City of Leonardville attorney. (4-11-23) Set up phone appointment with City of Leonardville Attorney—to discuss having city begin process of opening the easement as an alley for access to the site. (5-3-23) Phone discussion with City of Leonardville attorney and arrange for teams meeting next Tuesday (5-9-23) with him, Craig and me to discuss details of City legally “opening” alley to site of ambulance and performing tree trimming along that alley. (5-3-23)

National Opioid Litigation Settlement: Notice of Deadline to “opt in” to latest round of national opioid class action litigation settlements is April 18, 2023. (3-27-23) Prepare and submit CAR for BOCC 4-10-23 public meeting; with my recommendation to BOCC regarding “opt in” to latest round of national opioid class action litigation settlements—5 new defendants settling. Discuss with Assistant Attorney General managing this matter state-wide. (4-6-23) Submit electronically our “opt in” to latest round of national opioid class action settlements, as previously authorized by BOCC. Confirmation from settlement administrator that “opt in” accomplished. (4-14-23)

NG-911 Committee (Road naming): Attend and participate in committee meeting. (2-14-23)

Proposed Construction of EMS/EM/RCFD Emergency Services Headquarters: Schedule work session for discussion of design issue related to facility. (1-27-23)

Riley County Annual Legislative Conference: Discussion with County Register of Deeds to schedule meeting week of December 5th to review documentation of long-term revenue loss to Riley County caused by legislature’s past elimination of the mortgage registration fee. (12-1-22) Work preparing for 12-12-22 legislative conference. (12-8-22; 12-11-22) Discuss legislative conference information with County Appraiser.

(12-8-22) Discuss legislative conference information in meeting with County Register of Deeds. (12-9-22)
Riley County District Court: Discussion regarding BOCC consideration of funding potential “resolution docket” to assist with case backlog. (4-27-23)

Rural Economic Development Advisory Board:

Staff Budget and Planning Committee:

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)

II. Projects by Department:

Administrative Services/County Counselor: Work on matters related to departmental transition. (1-25-2023; 1-26-2023; 1-27-2023) Interviews of applicants for Deputy County Counselor position in transition scheduled to take place 9-29-23.-23. (3-2-23; 3-3-23)

Riley County Appraiser’s Office: Assist with legal issue. (12-1-22) Discuss with County Appraiser separate legal issue. (12-2-22) Assist Department Head with legal issue and prepare for executive session on same. (12-1-22; 12-7-22) Discuss legislative conference matter with Department Head. (12-7-22) Department Head notifies of property taxpayer verbally abusive to staff. Advisee. (12-13-22) Discuss legislative issue with Department Head. (12-28-22) Discuss real property issue with Department Head and setting up staff meeting to discuss further. (12-29-22) Discuss KORA issue with Department Head and advise. (1-3-23) Review info from County Appraiser on upcoming property tax appeal. Provide additional background information to Appraiser. (1-28-23) Advise on exemption matters. (2-8-23) Meet with County Appraiser on exemption issue. (3-6-23) Meet with County Appraiser and taxpayer representatives on same exemption issue. (3-7-23) Discuss with different taxpayer representative different exemption issue. 3-7-23) Review different pending exemption request material, at request of Department Head. (3-13-23) Advise Department Head on assessment issues. (3-20-23) Discussion with Department Head of legal issue. (4-27-23) Discuss separate exemption through bond issue. (5-3-23) Analyze IRB issue and advise Department Head. (5-5-23) Advise on legal question. (5-19-23) Assist Dept. Head with legal issue. (5-30-23) Advise on separate legal issue different from immediately preceding first two issues. (5-30-23) Discussion with Department Head. (6-13-23) Return call from Department Head. Discussion with Department Head of legal issue. (6-14-23) Meeting with County Appraisal and legal staff on nuisance property issue. (6-14-23) Communicate with Department Head on legal issue. (6-20-23) *Assist and advise Dept. Head on BOTA issue. (7-18-23;7-19-23) Advise Department Head on BOTA issue. (7-20-23) Communicate with Department Head and Deputy County Counselors about BOTA issue. (8-9-23) Communicate with Department Head and this office’s Deputies regarding property tax exemption issue. (8-13-23) Communicate with Department Head and this offices Deputies regarding property tax valuation issue. (8-13-23) Discuss with Department Head and advise on legal issue. (8-14-23; 8-15-23)*

Riley County Attorney: Work on contract for services. (2-22-23) Work on immediately preceding contract with Department Head. (2-27-23;2-28-23;3-1-23;3-2-23) Respond to Department head update on pending discussion to schedule with counsel on our BOTA cases. (4-7-23) Discuss with Department Head legislative issue. (4-7-23)

Riley County Clerk: Review form of license application and its requirements at request of Clerk’s staff. (12-7-22) Review revised license application provided today by Clerk’s Office staff. Approve “as to form.” (12-

8-22) Review and respond to bond counsel question on term sheet for short term financing. (2-6-23) Advise on release of information issue. (4-19-23) Advise and assist departmental staff on release of information issue raised by state agency. (4-21-23) Assist with KORA issue. (5-3-23) Assist with same KORA issue through communication with outside requester; communication with I.T. based on prior provision of similar information requested in 2021. (5-4-23) Work on request for electronic data. (5-22-23; 5-23-23; 5-26-23) Discuss contract issue. (6-2-23) Discuss contract issue. (6-13-23; 6-14-23) Work on same contract issue. (6-14-23) Teams meeting with Clerk and Election Supervisor on contract issue. (6-15-23) Confirm with County Clerk and Election Supervisor vendor has agreed to contractual provisions attachment; advise to place on BOCC agenda of public meeting on 6-22-23. (6-19-23) Work on separate proposed contract. Schedule Teams Meeting with Department Head and Election Supervisor for 6-21-23. (6-20-23) Teams meeting with Department Head and Election Supervisor on contract issue. Discuss. (6-21-23) **Work with staff and advise on open records act issue. (7-24-23; 7-25-23; 7-26-23) Work on new open records act issue. (7-27-23; 7-28-23; 7-31-23; 8-1-23) Work on open records act issues. (8-2-23; 8-3-23; 8-4-23; 8-7-23; 8-8-23; 8-9-23)**

Riley County Community Corrections:

Riley County Emergency Management: Contacted by EM regarding a 911 service issue. Discuss with EM Director. I called resident and left message with adult in home. (12-1-22) Return 12-5-22 call from resident. I describe to resident options as I understand and staff (EM and 911) work to this point and 911's referral of issue to state's 911 coordinating council—in hopes they can obtain solution for resident from A T & T landline provider (resident reports no cell service available his location). Encourage resident to try a number available to reach 911 as short-term solution while 911's involvement with state coordinating council. Encourage resident to call me with result of his use of that landline number to reach 911. Make arrangements to speak with resident by end of this week with any results of my conversations with 911. Talk with 911 and Tyler brings me up to speed on where this is with 911 coordinating council. (12-6-22) Call back resident and inform Tyler of 911 has been told should hear back "soon" from 911 coordinating council. I relay that information by phone to resident. He verifies his test of direct line call to 911 did work today. Understands that is an interim solution while coordinating council effort plays out. Encouraged him to call me back and check on progress of state coordinating council effort, within next 2 weeks, or whenever he wants to do so. (12-6-22) Contacted by PIO for information. Provide. Review info. (12-6-22) Follow up from 911 and PIO on interim solution is working based on test by resident. (12-7-22) Meet with Department Head on proposed EM personnel policies and Standard Operating Guidelines. (12-9-22) New information provided by Department Head on foregoing resident's report of continued issue with 911 contact, based on info he received from his land line provider. (1-4-23) Department Head inquires about process for development of SOGs. Consult with HR who advises Department Head. (1-4-23) Request for contract assistance. (1-30-23) Information provided on scheduling training opportunity on FLSA. (1-30-23) Information provided on CPE building security. (1-30-23) Discuss litigation matter with Department Head. (2-8-23) Discuss pending legal matter with Department Head. (4-5-23) Prepare Declaration of Local Disaster Emergency; Obtain signatures of Vice-Chairman & County Clerk; File with County Clerk; Deliver to Baldwin Fisher for transmittal to KDEM. (3-20-23) Discussion with Department Head and confirm he wants existing Declaration of Local Disaster Emergency to expire by its terms this Monday, March 27, 2023 at 12:01 a.m. (3-22-23) Advise BOCC during public meeting of March 26, 2023 of immediately foregoing decision on Declaration of Local Disaster Emergency. (3-26-23) **Forward to Shelley KORA issue. Advise Dept. Head and Staff Shelley will be contacting them. (8-2-23)**

Riley County Emergency Medical Services: City Commission has asked counsel for both entities to develop a document allowing County use and potential improvements to alley providing access to lot purchased by County for North County ambulance station. I send email to counsel for City of Leonardville advising of this and inviting him to call me to discuss. (12-7-22) City Attorney responds and confirms parties understand what's necessary. Consultation with Craig. (12-8-22) Discuss with Department Head arrangement for site visit on 12-21-22. (12-20-22) Site visit with Department Head and Deputy County Counselor to be rescheduled. (12-21-22) Work on North County ambulance station design project. Discuss with Department

Head. (1-29-23) Respond to communication from outside counsel on pending matter.(3-19-23) Prepare for teams meeting tomorrow morning on opening of alley easement for estimated September, 2023 completion of Leonardville North County Ambulance station. (5-8-23)

Riley County Extension: Work on annual authorization for controlled beer sales during rodeo at county fair. (5-31-23) *Work with Director on parking issue at fair site. Contact USD 383. (7-20-23; 7-21-23)*

Riley County Fire District No. 1: Schedule conversation with Department Head for 4-21-23 on Ashland Bottoms and University Park fire station projects—recently rejected bids—next steps. (4-17-23) Attend staff meeting on open burning issues with: Riley County Attorney; RCPD; Fire District Chief. (4-19-23) Meeting with Fire Chief on issues related to construction of two fire stations. (4-21-23) Review material on land swap proposed between Fire District and University Park, for construction of new fire station. (4-27-23) Leave message for Department Head in response to call earlier today. (4-27-23) Discussion with Department Head regarding University Park’s agreement to contract terms for land swap as relayed previously by Department Head to University Park Advisory Board members. (4-27-23)

Riley County GIS: Assist with provision of “shapefile” requested by company. Communicate with company representative and GIS staff. (6-5-23; 6-6-23)

Riley County Health Department: Work with department staff member on question about insurance coverage for staff. I ask County’s insurance broker for information. (12-12-22) Follow up on question I previously asked county’s insurance provider December 12. (12-28-22) Discussion with insurance agent on insurance coverage from a department’s staff. Recontact staff member and advise agent will be contacting them for more detail—encourage staff member to check back with me next week if necessary. (12-28-22) Advise Department Head on issue involving small city. (6-19-23)

Riley County Historical Museum:

Riley County Human Resources: (1-4-23) Discuss with HR Manager and advise on personnel issue. (2-6-23) Assist with contract matter involving a different department. (2-21-23) Review contract and approve as to form. (3-18-23) Schedule discussion on two HR issues. (3-22-23) Discuss with HR Manager solicitation on county property by local business. (3-29-23) Communication from outside counsel on pending discovery matter in litigation. Communicate with HR manager and outside counsel. (4-5-23) Work with HR and Department Head on personnel matter. (4-5-23) Respond to inquiry from staff working group on building environmental concern. Meet with staff working group. (4-7-23) Communicate with HR and Department Head regarding inquiry on a court interpretation of FMLA issue. (4-7-23) Discussion with staff working group on environmental issue. (4-11-23) Communicate with Department and schedule meeting on FMLA issue. (4-14-23;4-17-23) Assist HR with personnel matter. (4-19-23) Assist HR with two personnel matters. (4-20-23) Discussion with HR on personnel matter. (4-25-23) Assist HR staff with contractual issue. (4-25-23) Assist HR with benefits issue for a department’s workforce. (4-25-23) Review and analyze different contractual issue. (4-25-23) Assist HR with discussion of new personnel issue. (4-26-23) Work on contract issue for HR and advise. (4-27-23) Work on personnel issue with HR and a Department. (4-28-23) Advise personnel issue involving unemployment insurance. (5-3-23) Work with HR and Department Head on personnel issue. (5-4-23) Discuss with staff “COVID” working group (Ambulance; RCHD; HR; Clerk) end of the public health emergency and benefits question raised. ((5-4-23) Communicate with HR and Department Head on personnel issue. (5-4-23) Discussion with Deputy County Counselor Woodard regarding legal issues surrounding immediately preceding legal issue. (5-4-23) Work on immediately preceding issue. Communicate with HR and Department Head. Schedule meeting with HR and Department for 5-5-23 (5-4-23) Meet with HR and assist with unrelated personnel issue. (5-4-23) Meet with Department Head and Deputy Counselor Woodard on issue scheduled on 5-4-23. (5-5-23) Teams meeting with HR and department leadership on personnel

issue. Follow up with HR on same personnel issue. (5-8-23) Conversation with HR on different personnel issue. (5-8-23) Discuss personnel issue with HR Director. (5-19-23) Work on personnel issue. (5-22-23) Communicate with HR on pending litigation matter. (5-22-23) Assist HR with personnel issue. (5-31-23) Assist HR with personnel issues. (6-6-23) Assist HR with contractual issue. (6-7-23) Assist HR and county department with personnel issue. (6-12-23) Exchange communications with HR and department about personnel issue discussion rescheduling. (6-16-23) Communication from Dept. on personnel issue. Analyze. (6-15-23) Work on legal issue for Department. (6-25-23) Assist Department with legal issue. (6-26-23) ***Assist Director and a Department Head with HR matter. (7-11-23; 7-12-23) Discuss 3 different personnel law issues with Director. (7-18-23) Advise Department on 2 unrelated personnel law issues. (7-21-23) Discuss personnel law issue. (8-2-23) Communicate with HR regarding legal issue. (8-9-23) Communicate with HR regarding search to fill vacant Legal Assistant Position. (8-13-23)***

Riley County Information Technology/GIS: Participate in staff working group discussion of network security improvement. (12-19-22) Follow up on “shapefile” request from company. (6-5-23)

Riley County Museum: Advise Director on question raised on behalf of Historical Society. (5-3-23)

Riley County Noxious Weeds/Hazardous Household Waste: Discuss with department head upcoming potential property leases of county ground. (5-3-23) Request Department Head provide copy of deed on one of leased properties—to review restrictions on all the leased properties. (5-4-23) Schedule discussion with Department Head on real property issue. (5-22-23)

Riley County Planning & Development: Discuss issue with after phone call from County Sanitarian. (12-5-22) Discuss immediately preceding issue with Department Head (12-6-22) Phone conference with Department Head and County Sanitarian on previous issue. Possible solution reached based on input from Department Head and Sanitarian. County Sanitarian will speak with property owner. (12-7-22) Review new form proposed by P & D staff for land use regulations. Route issue to Craig for his review. (12-8-22) Discuss benefit district issue with Department Head and Deputy County Counselor. (12-20-22) Review information on preceding provided by Department Head. Further discussion on same issue. (12-20-22) Attend pretrial in District Court on Prairiewood appeal. (2-6-23) Approve draft pretrial order presented by opposing counsel; advise county staff witnesses of revised trial date. (2-7-23) Meeting with staff member to prepare for Prairiewood appeal. (2-28-23) Participate in zoom meeting with staff regarding upcoming Keats public meeting scheduled for 3-9-23, 7 p.m. (2-23-23) Analyze potential Memorandum of Understanding. (3-15-23) Discuss with Department Head benefit district question. (3-15-23) Work on Prairiewood District Court Appeal. (3-17-23) Communicate with Department Head and Craig about meeting next week to discuss issue relating to transition of EHS. (3-18-23) Discuss with Planning and Development Director possible contract for assistance with soil testing, given current lack of EHS. Meet with Director and Deputy Counselor on this subject in conference room, later same day. (3-22-23) Discuss potential contract development for soil inspections with temporary EHS assistance. Work toward potential contract (3-28-23) Work toward same potential contract. Discuss with Department Head. (3-29-23) Work on appellate argument in Prairiewood appeal to District Court. (3-29-23) Work on appellate argument in Prairiewood appeal to District Court. (3-30-23; 3-31-23) File appellate brief in Prairiewood appeal to District Court. (3-31-23) Advise Department Head on contract matter. (4-6-23) Discuss with Department Head contract matter. Draft contract for EHS assistance and provide to Department Head (4-10-23) Communicate with Department Head on their proposed revisions to EHS draft contract. Work on those revisions/additions. Complete revision/additions and forward to Department Head for review. (4-11-23) Answer staff question about planning board hearing. (4-11-23) Conversation with Department Head on pending contract issue. (4-25-23) Conversation with Department Head on pending public hearing matter. (4-25-23) Meet with GIS on upcoming public hearing on land use issue. (4-25-23) Assist department staff by updating them and Department head on results of immediately preceding meeting with GIS. (4-25-23) Discuss with insurance agent coverage issue related to above contract for EHS assistance. (4-27-23) Discuss with Department Head movement of Prairiewood appeal to later

hearing date. (4-30-23) Prepare for District Court hearing on Prairiewood; discussion with county witness. Relay information obtained to Planning & Development. (5-3-23) Assist Dept. Head with road renumbering issue. (5-30-23) Draw up agreed order withdrawing my motion finding requests for admission provided appellant are admitted. File approved order electronically. (6-5-23; 6-6-23) Schedule meeting with Department Head and staff on nuisance property. (6-9-23) Work on benefit district project and its authorization. (6-12-23; 6-13-23) Communicate with staff on nuisance property. (6-14-23) **Work on Prairiewood appeal to District Court. (7-25-23; 7-26-23) Communicate with staff on different property in violation of county codes. (7-27-23) Work on Prairiewood appeal to District Court. (8-1-23; 8-2-23) Work on Prairiewood appeal to District Court. (8-3-23; 8-4-23; 8-6-23; 8-7-23; 8-8-23; 8-9-23) Work on Prairiewood appeal to District Court. (8-10-23; 8-11-23; 8-12-23; 8-13-23; 8-14-23; 8-15-23; 8-16-23)**

Riley County Public Information Officer: Work with PIO scheduling my review of 2 proposed policies. (4-5-23) Respond to PIO question to staff working group about possible informational program for county employees. (5-8-23) Further communication with PIO and working group about same informational program. (5-8-23) **Communication from PIO requesting legal advice. (7-24-23)**

Riley County Public Works: Contacted by PW staff about new owner of county park real property and continued county lease of parking space. Provide my contact information to new owner. (12-6-22) Follow up with Department Staff about proposed meeting in their conference room this Friday. (12-7-22) Meeting with Head of Department and Assistant County Engineer to prepare for upcoming discussion with transfer station operator. (12-9-22) Learn of potential grant opportunity for road projects. Provide information to Department. (12-11-22) Discuss former with Department staff member. (12-12-22) Meeting with Department Head and Assistant County Engineer to prepare for upcoming discussion with transfer station operator. (12-13-22) Work on immediately preceding item on information from provided by operator. (12-14-22) Work with Department Head on Construction Management at Risk selection process. (12-14-22) Participate in transfer station contract negotiation with Department Head, Assistant County Engineer, Operator and Operator's counsel and principals. (12-16-22) Staff discussion of issue related to preceding negotiation. (12-19-22) Teams meeting with Budget and Finance, Department Head and Assistant County Engineer regarding contract issue. (12-28-22) Continue work toward transfer station operation agreement. (1-29-23) Advise Dept. Head after review of MOU related to bridge project. (1-29-23) Refer to Department Head City of Ogden question about sharing bridge maintenance responsibility. Referred for Department Head response back to me. (2-22-23) Meeting with outside counsel at their request regarding overflow channel maintenance proposal (2-23-23) Work toward meeting to renew transfer station operation agreement. (3-6-23; 3-7-23; 3-8-23) Work on Public Safety Headquarters Building project. (3-7-23) Provide counsel for transfer station operator County's position on remaining issues for putting agreement in place. Repeat offer of dates/times to zoom or teams meeting on subject for week of 3-13-23. (3-10-23) Counsel for operator advises week of 3-13-23 won't work for operator of transfer station. Proposes following weekdays and times. I commit will check on "county side" of negotiation and get back to counsel for operator. I relay proposed days/times week of 3-20-23 to Director and Assistant County Engineer, along with my availability. (3-13-23) Discuss contract matter question as result of Township Officers' annual meeting. (3-15-23) Work on scheduling next zoom with staff and transfer station operator—contract negotiation. Discussion with staff. (3-17-23) Work on Transfer Station agreement renewal issues. (3-18-23) Zoom negotiation with transfer station operator and department head. Separate conversation with county insurer afterward (3-21-23) Schedule 3-23 conversation with county insurer and department head on transfer station contract negotiation. (3-22-23) Conversation with attorney for transfer station operator about COLA in the proposed agreement and how it should work. (3-22-23) Conversation with City of Ogden Counsel about Cimmaron Bridge inspection and maintenance of overflow channel. (3-22-23) Discuss with our insurer transfer station insurance issue relevant to our negotiation for renewed contract with operator. (3-22-23) Discuss with insurer and Department Head insurance issue relevant to negotiation for renewed contract with operator. (3-26-23) Discussion with Department Head another Department Head and Division leader regarding scheduling of initial discussion at such staff level about environmental status of building. (3-28-23) Discuss with Department staff question on approval of

contract for agenda. Confirm already provided to staff working group on contract's project. Relay confirmation. (3-30-23) Work with Department Head on Cimmaron Bridge inspection and City of Ogden's request. Speak with counsel for City of Ogden. (4-4-23) Work with Department Head on short term financing issues related to University Park and Lagoon Project. (4-4-23). Approve "as to form" contract extension with Howie's. (4-3-23) Respond to Craig's concept of potential new grant or loan opportunity for benefit district project. (4-5-23) Review University Park EPA consent order and work with Department Head on its use in possible project funding application. (4-5-23) Discuss contract issue with Department. (4-6-23) Analyze contract matter for Department. (4-6-23) Field question from bond counsel regarding the U.P. lagoon project ordered by EPA. Discuss with Department Head. Department head provides me answer to bond counsel question. (4-7-23) Relay Department Head's answer to bond counsel question about UP lagoon project. (4-9-23) Different project within Department—ongoing contract issue question forwarded by Julie Winter. (4-7-23) Discuss with Department Head and Assistant County Engineer in team meeting potential renewal of transfer station operation agreement. (4-10-23) Relay update to staff member my provision of U.P. lagoon project info to bond counsel. (4-11-23) Discuss scheduling a meeting on contract development issue. (4-17-23) Leave voicemail about scheduling meeting on contract development issue. (4-18-23) Teams meeting with Department Head and contractor on construction project issue. (4-21-23) Call from attorney for transfer station operator. Discuss upcoming potential meeting. (4-27-23) Relay information to Department Head and Assistant County Engineer. (4-27-23) Voicemail left with insurance agency on status of coverage issue on potential transfer station contract. (4-27-23) Discuss with Assistant County Engineer separate contract issues on Transfer Station and County Complex waste pickup. (4-28-23) Discuss with Department Head and Assistant County Engineer transfer station operation. (5-2-23) Work toward potential agreement on parking lot. (5-3-23) Work toward potential agreement on parking lot. (5-4-23) Discuss potential contract and bid documents on culvert replacement. Advise Assistant County Engineer. (5-5-23) Communicate with Staff on completion of review of contract issue. (5-19-23) Analyze contract issue on separate project at request of Department Head. Discuss with Department Head. (5-19-23) Teams meeting with Department Head on lease issue; and on township issue. (5-23-23) Communicate with landowner. (5-24-23) Continue work on lease issue. (5-24-23; 6-6-23) Work on same lease issue. (6-11-23; 6-12-23) Discuss transfer station operation with Department Head and Assistant County Engineer (6-12-23; 6-13-23; 6-14-23) Work on benefit district project and its authorization (6-12-23; 6-13-23) Discuss transfer station issue with Department Head and Assistant County Engineer. (6-14-23) Communicate with Department Head and Assistant County Engineer about opportunity to Teams Meet with Operator and his counsel 6-23-23. (6-19-23) Send invitations for Teams Meeting to Operator, his counsel, Department Head and Assistant County Engineer. (6-20-23) Work on parking lot lease project. (6-19-23; 6-20-23; 6-21-23; 6-22-23; 6-26-23) ***Work on contract for transfer station. Communicate with Department Head and Assistant County Engineer. (7-1-23) Communication from KDOT on City of Ogden bridge inspection. (7-1-23) Work on contract for transfer station. (7-1-23; 7-2-23; 7-5-23) Review and approve "as to form" term sheets and associated bond counsel documents for financing of two distinct scheduled construction projects. (7-20-23) Work with bond counsel on financing for two distinct scheduled projects. (7-24-23; 7-25-23) Review and approve as to form contract documents for public safety headquarters construction project—Construction Manager at Risk. (7-27-23) Work on contract for transfer station. (8-3-23; 8-4-23) Review for BOCC signature at this Thursday's scheduled public meeting, proposed final contract returned today by transfer station operator. (8-14-23)***

Riley County Register of Deeds: Discuss legislative conference issue with Department Head. (12-6-22; 12-7-22) Advise on legal issue. (2-12-23) Communicate with Department head on deed issue. (3-17-23) Discuss with Deputy Counselor correction deed prepared for filing. (3-28-23)

Riley County Treasurer: Discuss with Department Head process for Opioid Settlement Fund payments routed from Attorney General's Office. Discuss with Assistant Attorney General supervising such distributions. (12-21-22)

RILEY COUNTY POLICE DEPARTMENT—Administered by Law Enforcement Agency ("Law

Board”): Conversation with jail staff about medical care legal obligation regarding former inmate. Advise. Schedule Team Meetings for later this p.m. to discuss with jail staff and Budget and Finance Officer. Meeting held: advise regarding liability/no liability for medical care on specific facts. (3-22-23)

III. Projects by Professional Association, Internal and External Committees/working groups, CLE, & Other Administrative Matters:

Ad Hoc Staff Committees/Work Groups on Multiple Subjects: Staff committee discussion of issue in recent tax sale. Clerk and staff, Treasurer, Appraiser and staff. (3-6-23)

Administrative Matters: Work on annual performance reviews. (12-1-22; 12-2-22; 12-3-22; 12-4-22; 12-5-22; 12-6-22; 12-7-22) Work with Clerk staff to reschedule administrative time on upcoming BOCC agenda. (12-7-22) Register for free webinar during lunch hour December 14, 2022; “Practical Law” updates from Westlaw—our computerized legal research provider. (12-7-22) Forward to Office Manager Clerk’s Office info on end-of-year vendor payments by check. (12-8-22) Discuss with Craig any updates to contact info. (12-13-22) Advise staff I’ll be into office after attending 8:30 a.m. meeting at Public Works. (12-13-22) Discuss with Craig teams meeting later this a.m. with Department Heads of Appraiser’s office and Planning and Development. (12-13-22) Review and Approve A/P and Accounts Payable documents. (1-30-23) Advise on chairs mistakenly moved out of CPE by CASA. (2-6-23) Work on arranging for office space for any attorney hired for vacancy of incumbent Deputy. Work on temporary location of conference room table for same purpose. Work with IT on technology need in space for same purpose. (3-15-23) Review and delete spam emails quarantined (3-19-23) Review communication from Federal District Court on amendments to local rules. (3-19-23) Approve staff request. (3-30-23) Order business cards for incoming Deputy County Counselor as of May 1, 2023. (4-5-23) Assist staff with follow up on minor structural repair of desk (donated by Treasurer) moved into office for incoming Deputy Counselor. (4-7-23) Repair of desk by Public Works staff accomplished. (4-11-23) Advise staff of information provided by Clerk’s office on address to use with P-Card purchases. (4-25-23) Approve annual leave request from staff. (4-26-23) Work with staff development of departmental 2024 budget request. (4-26-23) Work with office’s staff on Departmental 2024 budget request. (4-21-23; 4-26-23) Prepare memo in support of office’s 2024 budget request. (4-26-23) Complete departmental 2024 budget memo. Submit memo and 2024 budget request to Budget and Finance (4-27-23) Discuss with HR CAR I’ll prepare for transition of Counselor position based upon my scheduled 2025 retirement. (5-19-23) Work on transition of Deputy position given incumbent’s scheduled retirement. (5-22-23; 5-23-23) Discuss and decide with staff on renewal of “Hawver” subscription. (5-30-23) Register for June 20 webinar on Title VI requirements under ARPA; to be conducted by Officer of Recovery. (6-5-23) **Information to Office Manager on invoice for Westlaw. (7-5-23) Partners’ Meeting. (7-21-23) Review and approve proposed CAR drafted by H.R. for upcoming position vacancy due to a retirement. (7-27-23) Work with HR and staff working group preparing for candidate interviews for 2 positions. (7-27-23; 7-28-23) Staff meeting to discuss departmental input, as requested by PIO, on survey regarding retention and recruitment and retention. Provide info to PIO. (8-2-23) Review, approve Department timecards. (8-6-23) Work on transition of department for upcoming vacancy in Office Manager position. Review all internal applications. Communicate with both Riley County Deputy County Counselors and H.R. Director. (8-6-23) Work on transition of department to fill vacancy in Legal Assistant position. (8-10-23; 8-11-23; 8-13-23) Review City/County/County agenda for 8-17-23 meeting. (8-13-23) Work on upcoming retirement receptions for department. (8-11-23; 8-14-23; 8-15-23; 8-16-23; 8-17-23) Continued work on transition of department to fill vacancy in Legal Assistant position. (8-15-23)**

Continuing Legal Education: Attend online CLE program. (6-11-23) Attend CCAK CLE program. (6-16-23)

County Counselor Association of Kansas: Contact presenter and confirm presenter availability for mid-year zoom CLE meeting of membership. Advise KAC general counsel presenter on employment law

developments will attend. (February, 2023) Discuss with membership possible hypothetical for CLE presenter's use during upcoming presentation during mid-year membership meeting on ethical issue. (4-26-23) Confirm with Jay Hall presenter's availability to present during June 16th "virtual" mid-year association CLE. (4-28-23)

Department Head Committee: Attend and participate in department Head Committee Meeting. Remind Department Heads of next Monday's Legislative Conference, that they are all invited; and it is an opportunity to interact for the first time with new members of our delegation. Also described I will be inviting all delegation members to contact Department Heads throughout the legislative session when they have any questions about this county's daily operation or of counties generally. (12-7-22) Attend and participate in Committee Meeting. (12-21-22) Attend and participate in committee meeting. (2-15-23) Attend and participate in committee meeting. (3-1-23) Attend and participate in committee meeting. (4-5-23) Attend and participate in committee meeting. (4-19-23) *Attend and participate in committee meeting. (7-5-23) Attend and participate in meeting. (7-19-23) Attend and participate in committee meeting. (8-2-23)*

Intergovernmental Luncheon: Attend meeting. (2-27-23)

Joint Task Force on Possible Fair and Rodeo Relocation: *Attend 2nd meeting of group at Chamber offices. (7-14-23) Attend first ½ hour of task force meeting at KSU foundation. (8-16-23)*

Kansas Association of Counties:

Staff Budget and Planning Committee: Work with B & P on development of contracts for transfers to small cities for loss of funds as countywide ½ cent sales tax sunsets 12/31/22. (11-15-22) Review material for BOCC presentation to be made by Budget and Planning during the next BOCC public meeting. (11-28-22) Attend and participate in Committee meeting. (11-29-22) Ask Shilo for her opinion on draft of agreement. (2-7-23)

Staff Riley County Employee Recognition Day Planning Committee: Discuss future scheduling of committee meetings with members. (2-21-23) Attend and participate in committee meeting. (2-21-23) Discussion with County Appraiser regarding current property tax exemption status of potential venue. (2-22-23) Discussion with County Appraiser staff regarding contact information for same potential venue. (2-22-23) Discuss with venue representative potential use of facility for event. (3-6-23). Discuss with different venue's representative potential use of facility for event. (3-7-23) Messages left at possible venue with my contact information. (3-17-23;3-18-23) Communicate with possible venue and contact person. Advise will not be using facility and why. (3-20-23) Attend and participate in committee meeting. (3-21-23) Discussion with committee members about concept for employee day, proposed by committee member. (4-26-23) Attend and participate in committee work planning Employee Recognition Day. (6-20-23) *Analyze proposed venue contract. Conversation with County's insurer. Voicemail left with PIO. (7-5-23) Attend and participate in Committee meeting (7-18-23) Communicate with sales representative for AMC Theatre. (8-2-23; 8-3-23) Communicate with AMC representative and our insurer regarding event. (8-13-23) Attend and participate in committee meeting. (8-15-23) Communicate with our insurer and attorney for venue regarding Recognition Day. (8-15-23) Communicate with attorney for venue regarding Recognition Day. (8-16-23; 8-17-23)*

Staff Road Renaming Committee: Respond to committee member's relay of landowner's proposed rename of private road. (12-7-22)



PUBLIC WORKS
Application

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

COMMISSION AGENDA REPORT

FROM: John Ellermann, PE, Director of Public Works

MEETING: August 21, 2023

SUBJECT: Request to Exchange Federal Funds

PRESENTER: John Ellermann, PE, Director of Public Works

The attached form allows Riley County to exchange the federal Funds allocated for federal fiscal year 2023 in the amount of \$240,965.19. These funds will be exchanged at the rate of \$0.90/\$1.00. Riley County will receive \$216,868.67 to use toward transportation projects. (See attached documents)

Staff recommends the Commission sign the document and deposit the funds in CIP for a transportation related project to be determined later.

POSSIBLE MOTION(S)

Move to approve the Chairman sign the Request to Exchange Federal Funds with the State of Kansas and to deposit the funds in CIP for use on a future transportation related project.

Enclosures:

- Riley Co Ltr (PDF)
- KDOT Request to Exchange Federal Funds (PDF)

Dwight D. Eisenhower State Office Building
700 S.W. Harrison Street
Topeka, KS 66603-3745

Calvin E. Reed, P.E., Acting Secretary
Tod L. Salfrank, Chief



Phone: 785-296-3861
Fax: 785-296-6946
kdot#publicinfo@ks.gov
<http://www.ksdot.gov>
Laura Kelly, Governor

BLP Memo 23-03a

MEMO TO: Board of City Commissioners
Riley County

DATE: 03/01/2023

SUBJECT: Federal funds distribution/Federal Fund Exchange 2023

I am pleased to announce that the Kansas Department of Transportation (KDOT) is making federal funds in the amount of \$240,965.19 available to Riley County for the federal fiscal year 2023 (October 1, 2022 through September 30, 2023). These funds may be used to develop a federal-aid project following the procedures outlined in the KDOT LPA Project Development Manual, or you may exchange them with KDOT under the Federal Fund Exchange Program.

The Federal Fund Exchange program is a voluntary program that allows a local public agency (LPA) to trade all or a portion of its federal fund allocations in a specific federal fiscal year with KDOT in exchange for state transportation dollars. The exchange rate for the 2023 program is \$0.90 of state funds for every \$1.00 of local federal obligation authority exchanged. State funds will be paid on a reimbursement basis as the LPA incurs costs for transportation related projects.

The FFE Program Guidelines and required documents are found at <http://www.ksdot.org/burlocalproj/default.asp>. For your convenience, the amount of funds available to exchange for federal fiscal year 2023 have been entered into the attached Request to Exchange Federal Funds form. **Please remember that the Request to Exchange Federal Funds and the Request for Reimbursement requesting the entire amount of funds available for 2023 must be returned by September 15, 2023.**

We appreciate your participation in the federal-aid/Federal Fund Exchange program for local public agencies. Please contact Kimberly Marotta at 785-368-7458 or kimberly.marotta@ks.gov if you have any questions regarding this program or if you need assistance in completing the Request to Exchange Federal Funds form.

Sincerely,

Tod L. Salfrank, Chief
Bureau of Local Projects

cc: Scott W. King, P.E., Interim Director, Division of Engineering and Design
Michael J. Moriarty, Chief, Bureau of Transportation Planning

Attachment: Riley Co Ltr (13675 : Federal Fund Exchange)



PUBLIC WORKS
Presentation

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

COMMISSION AGENDA REPORT

FROM: Evan McMillan, Assistant County Engineer

MEETING: August 21, 2023

SUBJECT: Riley County Transfer Station Rate Increase

PRESENTER: Evan McMillan, Assistant County Engineer

BACKGROUND

Riley County staff is suggesting an increase in the current tipping fees at the transfer station. The last trash hauling contract was signed in 2010, and expired in 2019. The County and its operator, HAMM Inc., have met and finalized the agreement which should be presented for approval soon. Per the new contract, any annual rate increases imposed by the operator will consist of a blended CPI to be more reflective of the waste industry.

In order to account for previous and future rate increases, the transfer station will need to raise its rates. The suggested rates attached will allow for several mandatory improvements to the transfer station, such as the repair of the tipping floor and maintaining and replacing existing equipment.

The comparison of recommended rates, also attached, gives a conservative estimate of the capital funds remaining over the coming years. Capital expenditures that are included in the attached graphs include repair of the tipping floor and new scales. Other upcoming expenditures not included in the comparisons are the replacement of the current loader, maintenance or replacement of the crane, compost turner, increase in utility costs (primarily water), and other improvements to the building.

During the last rate increase proposal, public works was asked to explore different methods of payment to reduce user fees at the transfer station, namely credit card fees. Several options were considered between accepting cash, accepting checks, or reducing the amount of credit card processing fees that is passed on to the user. Attachment 2 shows the different options, and their corresponding annual cost to the County.

DISCUSSION

The most recent MSW rate increase was approved in 2020, which increased the \$50.00 rate, set in 2015, to \$55.00. Approving the new rate will allow the facility to repair the tipping floor and still have enough money to handle other capital improvement projects as they arise. If approved, the capital will be closely monitored to discuss the need for higher rates over the next few years.

FISCAL IMPACT

While higher rates at the transfer station will affect all residents of the area due to higher trash removal services, it is imperative that the rates be increased to accommodate the costs of operation. Staff will continue to exhaust all possible options to reduce operation costs.

RECOMMENDATION

Staff recommends that the transfer station rate be increased to \$64.00 per ton.

POSSIBLE MOTION(S)

Approve the measure

Deny the measure

Modify or develop alternatives if other concerns or factors arise

Schedule a work session to discuss issue further

The Board agreed by consensus to

Enclosures:

- MSW Tipping Fee comparisons - Round 2 (PDF)
- Options for reducing costs to customer (PDF)

Recommended Rate Schedules

\$63.00 per ton (MSW)

2022 Rate Summary:

	Rate	Minimum
MSW	55	13.75
Commercial Brush	10	5
Residential Brush	---	---
CFC	10	---
Compost Out	20	10
Sludge	0.5	---
White Goods	55	13.75
Tires SM	4	w/ rims add \$5.00
Tires MD	8	w/ rims add \$5.00
Tires LG	17	w/ rims add \$5.00
Tires Tractor	20	w/ rims add \$5.00

2023 Rate Summary:

	Rate	Minimum
MSW	63	15.75
Commercial Brush	12	6
Residential Brush	---	---
CFC	15	---
Compost Out	25	12.5
Sludge	0.5	---
White Goods	63	15.75
Tires SM	4.5	w/ rims add \$5.00
Tires MD	9	w/ rims add \$5.00
Tires LG	18	w/ rims add \$5.00
Tires Tractor / Tracks	30	w/ rims add \$5.00

Percent increase

15%
20%

50%
25%
0%
15%
13%
13%
6%
50%

\$64.00 per ton (MSW)

2022 Rate Summary:

	Rate	Minimum
MSW	55	13.75
Commercial Brush	10	5
Residential Brush	---	---
CFC	10	---
Compost Out	20	10
Sludge	0.5	---
White Goods	55	13.75
Tires SM	4	w/ rims add \$5.00
Tires MD	8	w/ rims add \$5.00
Tires LG	17	w/ rims add \$5.00
Tires Tractor	20	w/ rims add \$5.00

2023 Rate Summary:

	Rate	Minimum
MSW	64	16
Commercial Brush	12	6
Residential Brush	---	---
CFC	15	---
Compost Out	25	12.5
Sludge	0.5	---
White Goods	64	16
Tires SM	4.5	w/ rims add \$5.00
Tires MD	9	w/ rims add \$5.00
Tires LG	18	w/ rims add \$5.00
Tires Tractor / Tracks	30	w/ rims add \$5.00

Percent increase

16%
20%

50%
25%
0%
16%
13%
13%
6%
50%

\$65.00 per ton (MSW)

2022 Rate Summary:

	Rate	Minimum
MSW	55	13.75
Commercial Brush	10	5
Residential Brush	---	---
CFC	10	---
Compost Out	20	10
Sludge	0.5	---
White Goods	55	13.75
Tires SM	4	w/ rims add \$5.00
Tires MD	8	w/ rims add \$5.00
Tires LG	17	w/ rims add \$5.00
Tires Tractor	20	w/ rims add \$5.00

2023 Rate Summary:

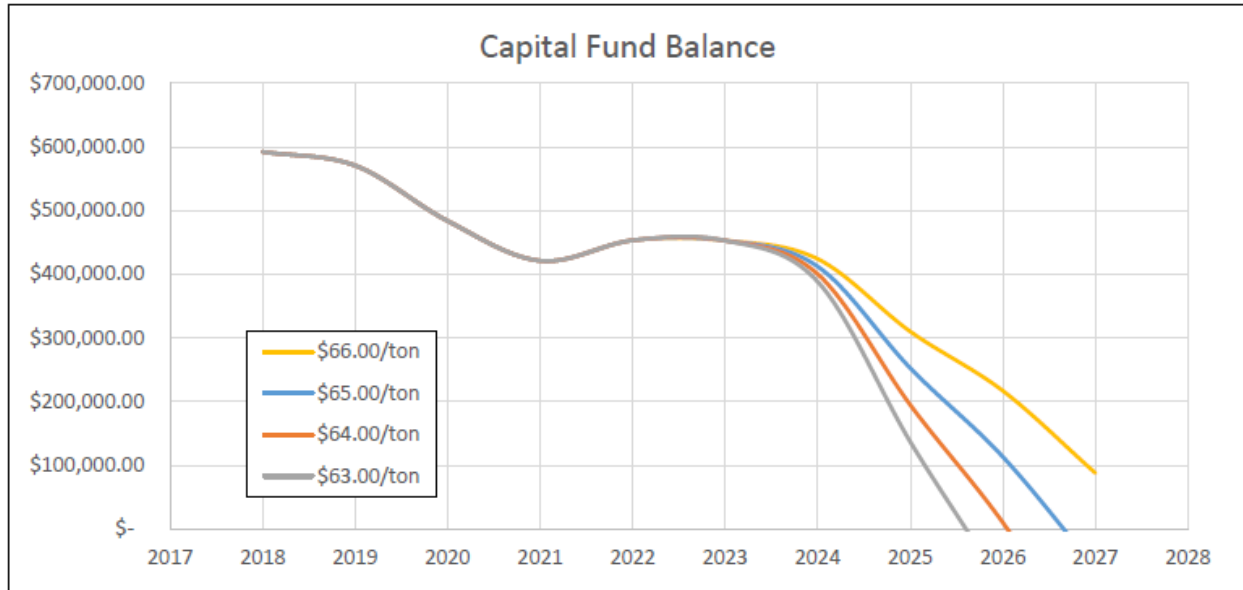
	Rate	Minimum
MSW	65	16.25
Commercial Brush	12	6
Residential Brush	---	---
CFC	15	---
Compost Out	25	12.5
Sludge	0.5	---
White Goods	65	16.25
Tires SM	4.5	w/ rims add \$5.00
Tires MD	9	w/ rims add \$5.00
Tires LG	18	w/ rims add \$5.00
Tires Tractor / Tracks	30	w/ rims add \$5.00

Percent increase

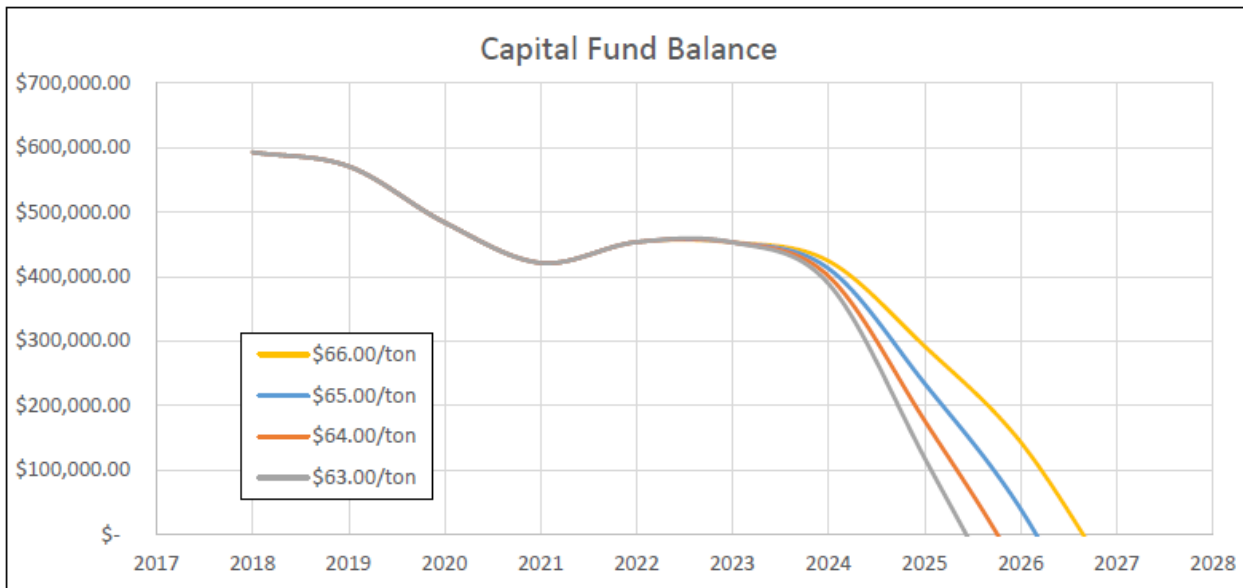
18%
20%

50%
25%
0%
18%
13%
13%
6%
50%

Capital Forecast (With Capital Expenditures)



*Assuming a **3.0% CPI** annual increase.

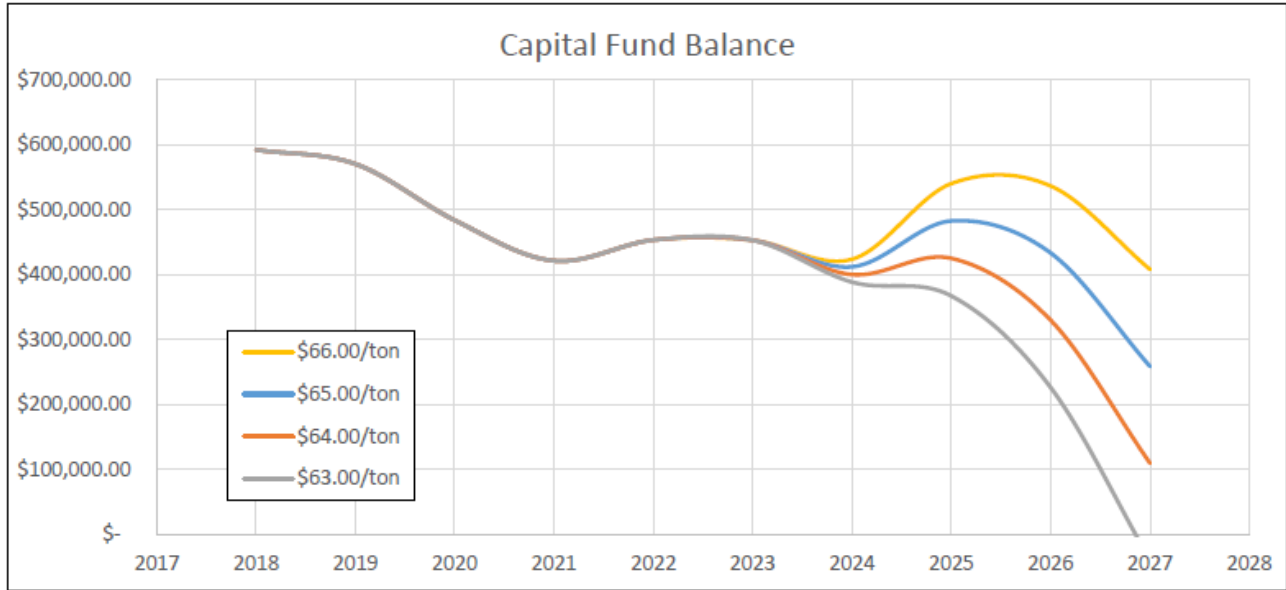


*Assuming a **4.5% CPI** annual increase.

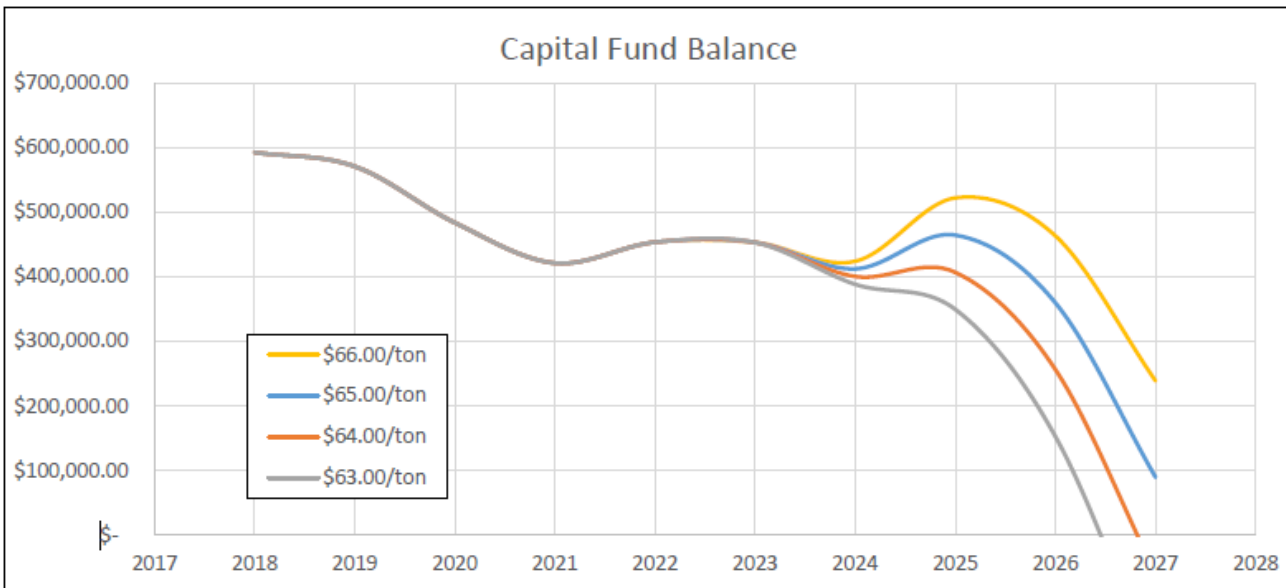
Includes Capital Expenditures for:

- Tipping Floor Repair: \$230,000.00
- Scale Replacement: \$90,000.00

Capital Forecast (No Expenditures)



*Assuming a **3.0% CPI** annual increase.



*Assuming a **4.5% CPI** annual increase.

Does not include Capital Expenditures

Checks:

Monthly Cost: \$ 25.00
 Annual Cost: \$ 300.00

Cash (Counted Internally):

Weekly Cost: \$ 292.36
 Annual Cost: \$ 15,202.72

Cash (Machine Counted):

Up-Front Cost: \$ 28,640.00
 Annual Cost: \$ 8,040.00

Covering Credit Card Costs:

Current Cost: \$ 13,000.00 (covering fees in excess of 3.5%)
 Annual Cost: \$ 24,000.00 (approximate)

**RILEY COUNTY LAW ENFORCEMENT AGENCY
LAW BOARD MEETING
City Commission Meeting Room
1101 Poyntz Ave.
Manhattan, KS
August 21, 2023 12:00 p.m.
Agenda**

I. ESTABLISH QUORUM- Chairperson Matta

II. PLEDGE OF ALLEGIANCE- Director Peete

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 3-5 | A. Approve July 17, 2023 Law Board Meeting Minutes |
| Pages 6-23 | B. Approve 2023 Expenditures/Credits |
| Page 24 | C. Juvenile Transport Reimbursement |
| Pages 25-28 | D. RCPD Related County Expenditures- (<i>Review</i>) |
| Page 29 | E. Riley County Jail Average Daily Inmate Population- (<i>Review</i>) |
| Pages 30-31 | F. Seizure Expenditures- (<i>Review</i>) |
| Page 32 | G. Reports: Synopsis - (<i>Review</i>) |
| Pages 33-48 | 1. Monthly Crime Report- Captain Freidline |
| | 2. Quarterly |
| Pages 49-53 | a) 2 nd Quarter Uniform Crime Report (82.1.4)- Captain Hajek |
| Pages 54-63 | b) 2 nd Quarter Traffic Accident & Enforcement Analysis (61.1.1 A & C)- Captain Steere |
| Pages 64-65 | c) 2 nd Quarter Seizure & Forfeiture Report (84.1.8)- Captain Freidline |
| Pages 66-71 | 3. Semiannual Alcohol Enforcement Report- Captain Freidline |

IV. GENERAL AGENDA

- | | |
|-------------|---|
| | H. Additions or Deletions |
| | I. Public Comment |
| | J. Fraternal Order of Police Lodge #17 Comments |
| | K. Board Member Comments |
| Page 72 | L. Promotion Announcement Captain Mark French - Director Peete & Assistant Director Moldrup |
| | M. Award Presentation- Director Peete & Assistant Director Moldrup |
| | 1. Life Saving Award |
| Page 73 | a) Corrections Lieutenant Travis Freidline |
| Page 74 | b) Corrections Officer Daniel Zoeller |
| Page 75 | c) Corrections Officer Jose Flores |
| Page 76 | 2. Certificate of Appreciation Presented to Corrections Officer Tanner Bolton |
| Page 77 | N. Kansas Law Enforcement Accreditation Program/Voluntary State Accreditation Program for Law Enforcement Agencies in Kansas- Director Peete- (<i>Discussion</i>) |
| Pages 78-79 | O. Approval of Edward Byrne Memorial Justice Assistance Grant- Director Peete- (<i>Vote Required</i>) |
| | P. Law Board Meeting(s) Hosted in the County- Director Peete- (<i>Discussion</i>) |
| | 1. September 18, 2023 Law Board Meeting to be held at noon at Keats Park, 3221 Reservation Drive, Manhattan, KS |
| | 2. October 16, 2023 Law Board Meeting to be held at noon at the RCPD Range, 1256 Tabor Valley Road, Manhattan, KS |

- Q. Executive Session- *(Vote Required)*
 - 1. Non-Elected Personnel Matters
 - 2. Attorney Client Privilege
- R. Affirmation or Revocation of Discipline- *(Vote Required)*
- S. Adjournment

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

The Meeting of the Riley County Law Enforcement Agency will be televised live on local Cox Cable Channel 3, on the City of Manhattan's website at <http://cityofmhk.com/tv>, and also on the RCPD website at <http://rileycountypolice.org/law-board>. A recording will be made available on the RCPD and City websites 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 21, 2023
12:00 p.m.**

City Commission Chambers
1101 Poyntz Avenue
Manhattan, Kansas

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

RILEY COUNTY POLICE DEPARTMENT MONTHLY BUDGET STATUS REPORT

July 31, 2023	Budget	Current Actual	Actual-YTD	% to date	Last YTD	Remaining	% Balance
	Authorization	July	7 Months	58.33%	Actual	5 Months	41.67%
01 Salaries-Full Time	15,637,969.00	1,259,349.01	7,466,973.58	47.75%	7,587,367.81	8,170,995.42	52.25%
02 Salaries-Part Time	125,000.00	5,691.25	40,912.76	32.73%	45,536.48	84,087.24	67.27%
03 Salaries-Overtime	471,762.00	41,351.46	316,684.57	67.13%	352,010.59	155,077.43	32.87%
TOTAL SALARIES	16,234,731.00	1,306,391.72	7,824,570.91	48.20%	7,984,914.88	8,410,160.09	51.80%
36 Kansas Police & Fire	2,155,361.00	165,813.10	1,091,831.90	50.66%	1,028,400.56	1,063,529.10	49.34%
37 KPERS	646,542.00	46,588.36	320,384.07	49.55%	292,450.23	326,157.93	50.45%
38 Social Security	654,574.00	51,153.75	304,309.82	46.49%	312,886.95	350,264.18	53.51%
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	11,396.60	148,882.90	39.18%	89,565.07	231,117.10	60.82%
41 Unemployment Compensation	16,234.00	1,254.66	7,484.84	46.11%	7,637.69	8,749.16	53.89%
TOTAL EMPLOYEE BENEFITS	5,389,861.00	396,206.47	2,712,893.53	50.33%	2,570,940.50	2,676,967.47	49.67%
TOTAL PERSONNEL COSTS	21,624,592.00	1,702,598.19	10,537,464.44	48.73%	10,555,855.38	11,087,127.56	51.27%
04 Utilities	205,000.00	22,177.53	125,566.04	61.25%	130,195.98	79,433.96	38.75%
05 Insurance	320,000.00	900.00	474,705.00	148.35%	499,617.00	-154,705.00	-48.35%
06 Legal & Accounting	85,000.00	8,313.84	41,783.93	49.16%	40,995.53	43,216.07	50.84%
07 Training & Travel	108,000.00	10,217.71	68,812.58	63.72%	120,793.92	39,187.42	36.28%
08 Postage	7,400.00	0.00	3,842.34	51.92%	2,905.75	3,557.66	48.08%
09 Printing	7,500.00	325.17	1,984.86	26.46%	1,840.63	5,515.14	73.54%
10 Rentals-Maint Agreements	60,000.00	5,093.87	29,831.05	49.72%	28,598.94	30,168.95	50.28%
11 Building & Grounds	30,000.00	1,819.93	18,431.53	61.44%	17,249.49	11,568.47	38.56%
12 Equipment Repair & Maintenance	85,000.00	2,789.27	11,709.36	13.78%	32,424.23	73,290.64	86.22%
13 Vehicle Maintenance	90,000.00	18,837.80	71,924.93	79.92%	115,340.09	18,075.07	20.08%
14 Telephone Service	62,000.00	4,948.50	41,065.85	66.24%	61,986.46	20,934.15	33.76%
16 Medical Fees	15,000.00	650.00	11,225.42	74.84%	19,696.15	3,774.58	25.16%
19 Contractual Services-Computers	690,000.00	49,747.18	295,639.66	42.85%	553,456.91	394,360.34	57.15%
20 Other Contractual Services	314,000.00	54,669.48	539,783.32	171.91%	369,566.20	-225,783.32	-71.91%
TOTAL CONTRACTUAL SERVICES	2,078,900.00	180,490.28	1,736,305.87	83.52%	1,994,667.28	342,594.13	16.48%
17 Prisoner Food & Care	195,000.00	37,035.94	192,890.18	98.92%	189,443.78	2,109.82	1.08%
21 Community Services	17,500.00	0.00	8,262.92	47.22%	10,159.27	9,237.08	52.78%
22 Books, Subscriptions, Memberships	10,000.00	462.80	5,578.06	55.78%	5,505.06	4,421.94	44.22%
23 Uniforms & Accessories	40,000.00	1,595.04	29,347.96	73.37%	64,797.66	10,652.04	26.63%
25 Maintenance Supplies	29,500.00	3,742.59	7,898.21	26.77%	13,424.46	21,601.79	73.23%
26 Fuel & Lubrication	163,000.00	20,667.94	126,255.93	77.46%	155,908.02	36,744.07	22.54%
27 Vehicle Tires	17,000.00	3,165.41	4,167.55	24.52%	7,992.80	12,832.45	75.49%
28 Office Supplies	24,000.00	5,301.75	21,414.91	89.23%	33,415.92	2,585.09	10.77%
29 Replenishment Supplies	45,000.00	1,780.57	17,948.93	39.89%	42,217.83	27,051.07	60.11%
TOTAL COMMODITIES	541,000.00	73,752.04	413,764.65	76.48%	522,864.80	127,235.35	23.52%
30 Communications Equipment	10,000.00	0.00	200.43	2.00%	18,267.17	9,799.57	98.00%
31 Guns & Crime Equipment	60,000.00	1,806.32	32,731.51	54.55%	60,401.41	27,268.49	45.45%
32 Furniture	15,000.00	0.00	3,241.36	21.61%	5,984.62	11,758.64	78.39%
33 Office Equipment	452,000.00	3,566.03	69,021.23	15.27%	51,692.00	382,978.77	84.73%
34 Vehicles and Equipment	270,000.00	0.00	43,317.70	16.04%	63,296.15	226,682.30	83.96%
TOTAL CAPITAL OUTLAY	807,000.00	5,372.35	148,512.23	18.40%	199,641.35	658,487.77	81.60%
TOTAL NON-PERSONNEL COSTS	3,426,900.00	259,614.67	2,298,582.75	67.07%	2,717,173.43	1,128,317.25	32.93%
TOTAL EXPENDITURES	25,051,492.00	1,962,212.86	12,836,047.19	51.24%	13,273,028.81	12,215,444.81	48.76%

Attachment: 08-21-2023 Law Board Packet (12945 : Law Board Meeting Agenda)

RILEY COUNTY POLICE DEPARTMENT REPORT OF AVAILABLE BUDGET

July 31, 2023		Budget	Budget	Total	Spent-YTD	Encumbered	Total Used	% Used	Remaining
		Authorization	Credits	Spendable	7 Months		To Date	To Date	Available
01	Salaries-Full Time	15,637,969.00	48,633.78	15,686,602.78	7,466,973.58	0.00	7,466,973.58	47.60%	8,219,629.20
02	Salaries-Part Time	125,000.00	0.00	125,000.00	40,912.76	0.00	40,912.76	32.73%	84,087.24
03	Salaries-Overtime	471,762.00	40,580.62	512,342.62	316,684.57	0.00	316,684.57	61.81%	195,658.05
TOTAL SALARIES		16,234,731.00	89,214.40	16,323,945.40	7,824,570.91	0.00	7,824,570.91	47.93%	8,499,374.49
36	Kansas Police & Fire	2,155,361.00	0.00	2,155,361.00	1,091,831.90	0.00	1,091,831.90	50.66%	1,063,529.10
37	KPERS	646,542.00	0.00	646,542.00	320,384.07	0.00	320,384.07	49.55%	326,157.93
38	Social Security	654,574.00	0.00	654,574.00	304,309.82	0.00	304,309.82	46.49%	350,264.18
39	Health Insurance	1,537,150.00	0.00	1,537,150.00	840,000.00	0.00	840,000.00	54.65%	697,150.00
40	Workers Compensation Insurance	380,000.00	0.00	380,000.00	148,882.90	0.00	148,882.90	39.18%	231,117.10
41	Unemployment Compensation	16,234.00	0.00	16,234.00	7,484.84	0.00	7,484.84	46.11%	8,749.16
TOTAL EMPLOYEE BENEFITS		5,389,861.00	0.00	5,389,861.00	2,712,893.53	0.00	2,712,893.53	50.33%	2,676,967.47
TOTAL PERSONNEL COSTS		21,624,592.00	89,214.40	21,713,806.40	10,537,464.44	0.00	10,537,464.44	48.53%	11,176,341.96
04	Utilities	205,000.00	0.00	205,000.00	125,566.04	0.00	125,566.04	61.25%	79,433.96
05	Insurance	320,000.00	33.00	320,033.00	474,705.00	0.00	474,705.00	148.33%	-154,672.00
06	Legal & Accounting	85,000.00	0.00	85,000.00	41,783.93	0.00	41,783.93	49.16%	43,216.07
07	Training & Travel	108,000.00	3,167.37	111,167.37	68,812.58	0.00	68,812.58	61.90%	42,354.79
08	Postage	7,400.00	214.22	7,614.22	3,842.34	0.00	3,842.34	50.46%	3,771.88
09	Printing	7,500.00	0.00	7,500.00	1,984.86	0.00	1,984.86	26.46%	5,515.14
10	Rentals-Maint Agreements	60,000.00	0.00	60,000.00	29,831.05	0.00	29,831.05	49.72%	30,168.95
11	Building & Grounds	30,000.00	4,423.90	34,423.90	18,431.53	0.00	18,431.53	53.54%	15,992.37
12	Equipment Repair & Maintenance	85,000.00	0.00	85,000.00	11,709.36	0.00	11,709.36	13.78%	73,290.64
13	Vehicle Maintenance	90,000.00	1,078.65	91,078.65	71,924.93	0.00	71,924.93	78.97%	19,153.72
14	Telephone Service	62,000.00	855.04	62,855.04	41,065.85	0.00	41,065.85	65.33%	21,789.19
16	Medical Fees	15,000.00	0.00	15,000.00	11,225.42	0.00	11,225.42	74.84%	3,774.58
19	Contractual Services-Computers	690,000.00	4,910.00	694,910.00	295,639.66	0.00	295,639.66	42.54%	399,270.34
20	Other Contractual Services	314,000.00	2,008.32	316,008.32	539,783.32	0.00	539,783.32	170.81%	-223,775.00
TOTAL CONTRACTUAL SERVICES		2,078,900.00	16,690.50	2,095,590.50	1,736,305.87	0.00	1,736,305.87	82.86%	359,284.63
17	Prisoner Food & Care	195,000.00	2,867.28	197,867.28	192,890.18	0.00	192,890.18	97.48%	4,977.10
21	Community Services	17,500.00	0.00	17,500.00	8,262.92	0.00	8,262.92	47.22%	9,237.08
22	Books, Subscriptions, Memberships	10,000.00	0.00	10,000.00	5,578.06	0.00	5,578.06	55.78%	4,421.94
23	Uniforms & Accessories	40,000.00	0.00	40,000.00	29,347.96	0.00	29,347.96	73.37%	10,652.04
25	Maintenance Supplies	29,500.00	0.00	29,500.00	7,898.21	0.00	7,898.21	26.77%	21,601.79
26	Fuel & Lubrication	163,000.00	0.00	163,000.00	126,255.93	0.00	126,255.93	77.46%	36,744.07
27	Vehicle Tires	17,000.00	0.00	17,000.00	4,167.55	0.00	4,167.55	24.52%	12,832.45
28	Office Supplies	24,000.00	0.00	24,000.00	21,414.91	0.00	21,414.91	89.23%	2,585.09
29	Replenishment Supplies	45,000.00	408.30	45,408.30	17,948.93	0.00	17,948.93	39.53%	27,459.37
TOTAL COMMODITIES		541,000.00	3,275.58	544,275.58	413,764.65	0.00	413,764.65	76.02%	130,510.93
30	Communications Equipment	10,000.00	0.00	10,000.00	200.43	0.00	200.43	2.00%	9,799.57
31	Guns & Crime Equipment	60,000.00	0.00	60,000.00	32,731.51	0.00	32,731.51	54.55%	27,268.49
32	Furniture	15,000.00	1,188.00	16,188.00	3,241.36	0.00	3,241.36	20.02%	12,946.64
33	Office Equipment	452,000.00	0.00	452,000.00	69,021.23	0.00	69,021.23	15.27%	382,978.77
34	Vehicles and Equipment	270,000.00	14,871.60	284,871.60	43,317.70	0.00	43,317.70	15.21%	241,553.90
TOTAL CAPITAL OUTLAY		807,000.00	16,059.60	823,059.60	148,512.23	0.00	148,512.23	18.04%	674,547.37
TOTAL NON-PERSONNEL COSTS		3,426,900.00	36,025.68	3,462,925.68	2,298,582.75	0.00	2,298,582.75	66.38%	1,164,342.93
TOTALS		25,051,492.00	125,240.08	25,176,732.08	12,836,047.19	0.00	12,836,047.19	50.98%	12,340,684.89

Attachment: 08-21-2023 Law Board Packet (12945 : Law Board Meeting Agenda)

**RILEY COUNTY LAW ENFORCEMENT AGENCY
LAW BOARD MEETING
City Commission Meeting Room
1101 Poyntz Avenue
Manhattan, KS
July 17, 2023 12:00 p.m.
Minutes**

Members Present: Chairperson John Matta Vice Chairperson John Ford
Secretary Barry Wilkerson Member Wynn Butler
Member Patricia Hudgins (Attended Virtually) Member Betty Mattingly-Ebert

Absent: Member Kaleb James

Staff Present: Director Brian Peete Assistant Director Kurt Moldrup
Captain Erin Freidline Captain Scott Hajek
Captain Brad Jager Captain Greg Steere

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

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

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

III. Consent Agenda:

- A. Approval of Minutes
 - 1. June 20, 2023 Law Board Meeting
 - 2. June 26, 2023 Special Law Board Meeting
- B. Approve 2023 Expenditures/Credits
- C. Juvenile Transport Reimbursement
- D. RCPD Related County Expenditures (*Review*)
- E. Riley County Jail Average Daily Inmate Population- (*Review*)
- F. Seizure Expenditures
- G. Monthly Crime Report

Secretary Wilkerson moved to approve the Consent Agenda as presented. Vice Chairperson Ford seconded the motion. Chairperson Matta polled the Board and the motion passed with Butler, Ford, Hudgins, Matta, Mattingly-Ebert and Wilkerson voting in favor, and no one voting against. The motion passed 6-0.

IV. General Agenda:

H. Additions or Deletions: None.

I. Public Comment: None.

J. Fraternal Order of Police Lodge #17 Comments: Corporal Rachel Pate, President, Fraternal Order of Police (FOP) Lodge #17, briefed the Law Board on upcoming events organized by the FOP in partnership with the Special Olympics of Kansas. She explained that the “Custard with Cops” event will take place Wednesday, July 26, 2023 at Freddy’s Frozen Custard. The event is a fun and engaging way to bring officers, employees, and athletes together while contributing to a good cause. This is a new event that the Special Olympics of Kansas is trying in an effort to help cover the rising costs associated with the athletes’ participation in Special Olympics activities.

The “Cops on Top” event, which is scheduled before the next Law Board Meeting in August, is a fundraiser that involves officers standing on the roof of Dunkin’ Donuts waving at those who drive by and engaging those who wish to make a contribution to the Special Olympics. Corporal Pate invited members of the Law Board and public to attend.

K. Board Member Comments: None.

L. Law Board Meeting(s) Hosted in the County: Director Peete addressed the request from a member of the public to host future Law Board Meetings in various areas throughout the county. He explained that historically, this is something that the Law Board has done through use of a resolution, which is the next item on the General Agenda. The individual also proposed holding the meetings at different times (other than noon). Therefore, the topic was added to the agenda for Law Board discussion.

M. RCLEA 2023 Meeting Resolution No. 23-05: Director Peete directed the Law Board to resolution No. 23-05 contained in their packet. The purpose of the resolution is to announce the change of meeting location for the next two regularly scheduled Law Board Meetings. The meeting of the Law Board scheduled for 12:00 noon on September 18, 2023 will be held at Keats Park, 3221 Reservation Drive, Manhattan, Kansas, 66503, and the monthly meeting of the Law Board scheduled for 12:00 noon on October 16, 2023 will be held at the Riley County Police Department Range, 1256 Tabor Valley Road, Zeandale, Kansas, 66502. Assistant Director Moldrup cautioned the Law Board and listening public of the potential poor connectivity for broadcasting the meetings.

Secretary Wilkerson moved to adopt Resolution No. 23-05 establishing the meeting locations for the regularly scheduled September and October Law Board Meetings. Vice Chairperson Ford seconded the motion. Chairperson Matta polled the Board and the motion passed with Butler, Ford, Hudgins, Matta, Mattingly-Ebert and Wilkerson voting in favor, and no one voting against. The motion passed 6-0.

N. Executive Session: At 12:06 p.m. Vice Chairperson Ford moved to recess into Executive Session until 12:16 p.m. to discuss non-elected personnel matters. Member Mattingly-Ebert seconded the motion. Chairperson Matta polled the Board and the motion passed with Butler, Ford, Hudgins, Matta, Mattingly-Ebert and Wilkerson voting in favor, and no one voting against. The motion passed 6-0.

At 12:16 p.m. the open meeting reconvened.

At 12:16 p.m. Secretary Wilkerson moved to recess into Executive Session until 12:21 p.m. to discuss non-elected personnel matters. Vice Chairperson Ford seconded the motion. Chairperson Matta polled the

Board and the motion passed with Butler, Ford, Hudgins, Matta, Mattingly-Ebert and Wilkerson voting in favor, and no one voting against. The motion passed 6-0.

At 12:21 p.m. the open meeting reconvened.

O. Affirmation or Revocation of Discipline: Secretary Wilkerson moved to affirm the Director's disciplinary actions. Vice Chairperson Ford seconded the motion. Chairperson Matta polled the Board and the motion passed with Butler, Ford, Hudgins, Matta, Mattingly-Ebert and Wilkerson voting in favor, and no one voting against. The motion passed 6-0.

P. Adjournment: At 12:22 p.m. Vice Chairperson Ford moved to adjourn the meeting. Member Mattingly-Ebert seconded the motion. Chairperson Matta polled the Board and the motion passed with Butler, Ford, Hudgins, Matta, Mattingly-Ebert and Wilkerson voting in favor, and no one voting against. The motion passed 6-0. The July 17, 2023 Law Board Meeting adjourned at 12:22 p.m.

RILEY COUNTY POLICE DEPARTMENT			2023 EXPENDITURES	AUGUST 2023	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
8001	ADP LLC	20	Payroll Services	5,075.70	5,075.70
8002	Andrews & Assoc, Inc	16	Peer Support	210.00	210.00
8003	Arthur-Green Attorneys at Law	06	July Legal Retainer	2,750.00	
		06	August Legal Retainer	2,750.00	5,500.00
8004	Assessment Strageties	16	Pre Employment testing	945.00	945.00
8005	Tamara Bauer	20	Leadership Workshops	2,625.00	2,625.00
8006	B-4 Fire Extinguisher	20	Fire Extinguisher	60.00	60.00
8007	Bob Barker Co Inc	17	Inmate Supplies	239.50	
		17	Inmate Supplies	2,062.76	
		17	Inmate Supplies	739.15	
		17	Inmate Bedding	3,157.50	
		17	Inmate Supplies	1,078.80	
		17	Inmate Supplies	263.88	
		17	Inmate Supplies	6,267.87	
		17	Inmate Supplies	103.41	13,912.87
8008	Cat Cans Portable Services	20	Grease Trap	75.00	75.00
8009	Charm-Tex Inc	17	Inmate Supplies	124.90	
		17	Inmate Supplies	489.50	614.40
8010	Clark, Mize, & Linville	06	WC Legal Services	84.00	
		06	WC Legal Services	560.50	
		06	WC Legal Services	1,327.50	1,972.00

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RILEY COUNTY POLICE DEPARTMENT		2023 EXPENDITURES		AUGUST 2023	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
8011	Cooks Correctional	17	Kitchen Supplies	17.04	
		17	Kitchen Supplies	359.79	376.83
8012	CovertTrack Group, Inc	31	Guns & Crime Equipment	1,242.74	1,242.74
8013	Davis Moore Automotive	34	2023 Dodge Durango	41,923.86	
		34	2023 Dodge Durango	41,923.86	
		34	2023 Dodge Durango	41,923.86	125,771.58
8014	Sydney Davis	07	Injury & Death Invest Training	415.50	415.50
8015	DeepRoots	11	Irrigation System Repair	782.88	
		11	June Landscaping	1,208.60	
		11	Landscaping - Limbs	480.00	
		11	July Landscaping	1,208.60	3,680.08
8016	Krispy Clean Cleaners #1	20	Dry Cleaning	79.20	79.20
8017	Ecolab, Inc	25	Maintenance Supplies	73.03	
		25	Maintenance Supplies	47.12	
		25	Maintenance Supplies	1,679.58	1,799.73
8018	Economy Electric, Inc.	12	Equipment Repair	229.79	229.79
8019	EMC Risk Services LLC	40	Stop Loss Fund	6,535.41	6,535.41
8020	Empower Flex	06	July Admin Services	1,242.10	
		06	Aug Admin Services	1,242.10	2,484.20

RILEY COUNTY POLICE DEPARTMENT			2023 EXPENDITURES	AUGUST 2023	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
8021	Evco Wholesale Food	17	Inmate Food	3,610.29	
		17	Inmate Food	2,129.78	
		17	Inmate Food	4,550.92	
		17	Inmate Food	3,891.41	14,182.40
8022	Film at Eleven, Inc	13	Vehicle Maintenance	184.78	184.78
8023	Mike Finnegan	20	Leadership Workshops	2,525.00	2,525.00
8024	Fritz Oil Co	27	Tires	20.50	20.50
8025	Law Office of Michael Gillespie	06	Law Board Legal Fees	1,500.00	1,500.00
8026	Andy Girard	20	Pre-employment Invest.	1,500.00	1,500.00
8027	Godfrey's	23	Uniforms	278.15	
		23	Uniforms	1,018.71	
		23	Uniforms	234.96	
		23	Uniforms	139.98	1,671.80
8028	Grainger	12	Equipment Repair	152.39	152.39
8029	Gary Grubbs	20	Pre-employment Invest.	1,662.50	1,662.50

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RILEY COUNTY POLICE DEPARTMENT			2023 EXPENDITURES	AUGUST 2023	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
8030	Hiland Dairy	17	Inmate Food	220.36	
		17	Inmate Food	224.10	
		17	Inmate Food	205.60	
		17	Inmate Food	179.15	
		17	Inmate Food	205.60	
		17	Inmate Food	79.62	
		17	Inmate Food	205.40	
		17	Inmate Food	304.93	
		17	Inmate Food	79.62	1,704.38
8031	Easy Ice LLC	12	Equipment Repair	240.00	240.00
8032	Ka-Comm, Inc	12	Equipment Repair	319.20	
		12	Equipment Repair	37.25	
		12	Equipment Repair	508.00	
		12	Monthly Service Contract	100.00	
		12	Equipment Repair	148.00	1,112.45
8033	Kansas Gas Service	04	LEC - Gas	1,709.84	
		04	LEC Garage - Gas	42.82	
		04	Aggieville - Gas	42.82	1,795.48
8034	KAPIO	07	KAPIO Conference	140.00	140.00
8035	Konza Lab Inc	16	Employee testing	550.00	
		16	Pre-employment testing	180.00	730.00
8036	Landmark National Bank	10	Annual Safe Deposit box	50.00	50.00
8037	Language Line Services	20	Interpretation Services	540.36	540.36

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<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
8038	Manhattan Wrecker	20	Towing	200.00	
		20	Towing	50.00	
		20	Towing	50.00	
		20	Towing	50.00	350.00
8039	Marta's & Son, Inc	20	LEC CLeaning	2,402.00	2,402.00
8040	Mathis Rehab Center LLC	16	Pre-employment testing	125.00	125.00
8041	McKesson Medical	17	Inmate Medical	529.20	
		17	Inmate Medical	77.11	
		17	Inmate Medical	27.87	634.18
8042	MKC Headquarters	26	Fuel	18,792.10	18,792.10
8043	IDEMIA	19	Annual Renewal	2,746.00	2,746.00
8044	Kim (Hank) Nelson	20	Pre-employment invest.	500.00	
		20	Pre-employment invest.	500.00	
		20	Pre-employment invest.	2,500.00	3,500.00
8045	Optiv Security Inc	19	CheckPoint Annual Renewal	40,117.49	40,117.49
8046	Pawnee Mental Health	20	July (2) Co Responders	15,502.33	15,502.33
8047	Petty Cash	23	Uniforms	62.85	62.85
8048	Phillips 66 Fleet Service	26	Fuel	101.02	101.02

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<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
8049	Pitney Bowes Reserve	08	Postage	1,000.00	1,000.00
8050	Pro Copy Inc	10	Evidence Printer	15.02	
		10	Patrol Printer	287.67	
		10	Jail Printer	478.24	
		10	Dispatch Printer	258.55	
		10	Civil Process Printer	76.08	
		10	Investigation Printer	323.26	1,438.82
8051	Pro Lock Emergency	20	Locksmith	65.00	65.00
8052	Quaker State Express	26	Oil Change	42.00	
		26	Oil Change	42.00	
		26	Oil Change	42.00	
		26	Oil Change	42.00	
		26	Oil Change	42.00	
		26	Oil Change	32.00	
		26	Oil Change	42.00	
		26	Oil Change	42.00	
		26	Oil Change	48.50	
		26	Oil Change	37.00	
		26	Oil Change	42.00	
		26	Oil Change	42.00	
		26	Oil Change	45.00	
		26	Oil Change	42.00	
		26	Oil Change	37.00	
		26	Oil Change	42.00	
		26	Oil Change	37.00	
		26	Oil Change	42.00	
		26	Oil Change	42.00	
		26	Oil Change	42.00	819.50
8053	RAZ Automotive	27	Tires	23.11	23.11

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<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
8054	Riley County Public Works	26	Fuel	446.74	
		26	Fuel	573.89	
		26	Fuel	626.47	
		26	Fuel	103.67	
		26	Fuel	621.93	2,372.70
8055	RCPD Health Plan	39	Health Insurance	120,000.00	120,000.00
8056	Robbins Motor Co.	13	Vehicle Maintenance	69.55	
		13	Vehicle Maintenance	2,942.95	
		13	Vehicle Maintenance	425.10	3,437.60
8057	Hali Rowland	20	July Consultation Fee	3,915.00	3,915.00
8058	Sage Software Inc	19	Sage License	499.00	
		19	PrintBoss Annual Renewal	200.00	699.00
8059	Secretary of State, Kansas	06	Notary	25.00	
		06	Notary	25.00	50.00
8060	Security Transport Services	20	Transport	1,984.31	
		20	Transport	3,232.76	
		20	Transport	1,612.61	
		20	Transport	3,311.97	10,141.65
8061	Smith Plumbing	12	Equipment Repair	310.00	
		12	Equipment Repair	584.09	894.09
8062	Waxie Sanitary Supply	25	Maintenance Supplies	78.72	
		29	Replenishment Supplies	618.49	
		29	Replenishment Supplies	563.60	
		29	Replenishment Supplies	281.80	
		29	Replenishment Supplies	845.40	2,388.01

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8063	Murry Streetman	20	Leadership Workshops	700.00	700.00
8064	Carla Swartz	20	Pre-employment Invest.	3,000.00	3,000.00
8065	Sysco Kansas City, Inc	17	Inmate Food	-35.33	
		17	Inmate Food	1,144.60	
		17	Inmate Food	2,894.87	
		17	Inmate Food	3,164.40	
		17	Inmate Food	1,967.31	
		17	Inmate Food	2,854.51	11,990.36
8066	Tommy's Express CarWash	13	Vehicle Maintenance	460.00	
		13	Vehicle Maintenance	175.00	635.00
8067	Travelers Insurance	06	Legal Fees	33.00	
		06	Legal Fees	33.00	
		06	Legal Fees	1,265.50	1,331.50
8068	US Foodservice	17	Inmate Food	1,683.36	
		17	Inmate Food	1,193.55	
		17	inmate Food	230.91	
		17	Inmate Food	2,673.05	
		17	Inmate Food	2,616.60	8,397.47
8069	Wabaunsee RWD #2	04	Range - Water	35.00	35.00
8070	Wage Works Inc	06	COBRA Admin Fees	168.49	168.49
8071	Waters True Value	11	Range-Fencing	17.44	17.44
8072	Evergy	04	LEC Garage Electric	28.38	
		04	LEC Electric	17,416.38	
		04	Aggieville Electric	174.50	17,619.26

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<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
8073	Katie Whisman Consulting	20	August Consulting	4,000.00	4,000.00
8074	Xerox Corporation	10	Admin Copier -Lease /Copies	793.86	793.86
8075	Xerox Financial Services	10	Dispatch/Invest. Lease	566.89	
		10	Patrol Lease	266.00	
		10	Jail Lease	349.12	
		10	Dispatch/Invest. Lease	566.89	
		10	Records Lease	602.28	2,351.18
			Subtotal		485,934.08
8201	Adobe Systems Inc	19	Adobe	16.36	16.36
8202	Allegiant Technology	14	Admin Phone System	1,299.47	
		14	Admin Phone System	1,301.32	2,600.79
8203	Nationwide	06	Notary	50.00	50.00
8204	Amazon.com	29	Replenishment Supplies	226.19	
		29	Replenishment Supplies	-3.50	
		29	Replenishment Supplies	-3.49	
		28	Computer Equipment	31.96	
		28	Office Supplies	167.00	
		29	Replenishment Supplies	17.95	
		12	Equipment Repair	63.77	
		17	Inmate Supplies	686.05	
		17	Inmate Supplies	83.97	
		28	Computer Equipment	61.04	
		28	Computer Equipment	86.54	
		28	Office Supplies	73.94	
		12	Equipment Repair	25.89	
		25	Maintenance Supplies	119.99	
		29	Replenishment Supplies	101.36	
		29	Replenishment Supplies	58.97	1,797.63

RILEY COUNTY POLICE DEPARTMENT			2023 EXPENDITURES	AUGUST 2023	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
8205	Apple iTunes Store	19	iCloud	9.99	9.99
8206	Arrowhead Forensic	29	Replenishment Supplies	513.81	
		29	Replenishment Supplies	175.56	689.37
8207	Battery Junction	29	Replenishment Supplies	734.62	734.62
8208	Best Buy	33	Jail Equipment	453.93	
		29	Replenishment Supplies	92.97	
		29	Replenishment Supplies	62.97	
		29	Replenishment Supplies	10.99	
		17	Inmate Supplies	299.99	920.85
8209	Bluestem Electric Co-op	04	Range - Electric	210.26	210.26
8210	Briggs	13	Vehicle Maintenance	129.95	
		13	Vehicle Maintenance	277.35	
		13	Vehicle Maintenance	624.28	
		13	Vehicle Maintenance	1,057.85	
		13	Vehicle Maintenance	295.50	
		13	Vehicle Maintenance	139.41	
		13	Vehicle Maintenance	49.95	
		13	Vehicle Maintenance	157.90	
		13	Vehicle Maintenance	170.00	
		13	Vehicle Maintenance	638.15	
		13	Vehicle Maintenance	428.58	
		13	Vehicle Maintenance	578.26	4,547.18
8211	Cat Cans Portable Services	20	Grease Trap	254.23	254.23
8212	Chewy.com	20	Animal Care	87.00	
		20	Animal Care	87.00	174.00

Attachment: 08-21-2023 Law Board Packet (12945 : Law Board Meeting Agenda)

RILEY COUNTY POLICE DEPARTMENT		2023 EXPENDITURES		AUGUST 2023	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
8213	City of Manhattan, Utilities	04	LEC Water/Sewer	4,516.17	
		04	LEC Water/Sewer Fee	2.48	
		04	Aggieville - Water/Sewer	50.90	
		04	Aggieville - Water/Sewer Fee	2.48	4,572.03
8214	Click Up	19	Click Up License	60.00	
		19	Click Up Licenses	240.00	300.00
8215	Cox Communications, Inc	19	Inmate Cable	210.95	
		19	LEC - Internet and Cable	2,338.94	2,549.89
8216	Dillons #94	07	CIT Training	191.61	
		17	Inmate Food	79.99	271.60
8217	Underground Vaults	20	Shred Service	67.50	67.50
8218	Facebook	20	Pre-Employment Ads	152.94	152.94
8219	Gall's Inc.	23	Uniforms	152.10	152.10
8220	Gerken Rent-All Manhattan	25	Maintenance Supplies	15.58	15.58
8221	GT Distributors Inc	23	Uniforms	37.00	
		23	Uniforms	439.98	
		23	Uniforms	41.00	517.98
8222	Harbor Freight Tools	25	Maintenance Supplies	34.98	34.98

RILEY COUNTY POLICE DEPARTMENT			2023 EXPENDITURES	AUGUST 2023	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
8223	Hertz - LAG Rentals LLC	20	Car Rental	650.00	650.00
8224	Home Depot	25	Maintenance Supplies	65.61	
		25	Maintenance Supplies	32.97	
		25	Maintenance Supplies	13.44	
		25	Maintenance Supplies	107.46	
		25	Maintenance Supplies	69.95	
		25	Maintenance Supplies	16.47	
		31	Guns & Crime Equipment	35.98	
		25	Maintenance Supplies	38.85	
		25	Maintenance Supplies	34.35	415.08
8225	Howie's Trash Service	20	LEC Trash Removal - June	810.00	
		20	LEC Trash Removal - July	810.00	1,620.00
8226	One Eleven	19	CAB website	35.00	35.00
8227	Insight Public Sector Inc	19	NetMotion Complete Renew	15,481.20	
		19	Sym. Endpt Security Renew	627.75	
		19	Cisco SMART - Renewal	14,454.35	30,563.30
8228	JoAnn Fabric & Craft Stores	17	Inmate Supplies	4.89	
		17	Inmate Supplies	24.78	29.67
8229	Jon-Don	25	Maintenance Supplies	21.39	21.39
8230	Kansas Turnpike Authority	07	Tolls	44.60	44.60
8231	Karsmizki Locksmith	20	Locksmith	8.75	8.75

Attachment: 08-21-2023 Law Board Packet (12945 : Law Board Meeting Agenda)

RILEY COUNTY POLICE DEPARTMENT			2023 EXPENDITURES	AUGUST 2023	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
8232	Kully Supply Inc	12	Equipment Repair	183.13	
		12	Equipment Repair	206.03	389.16
8233	Law Enforcement Seminars	20	Pre-employ Invest Training	425.00	425.00
8234	Lexis Nexis Risk Solutions	20	User License	141.43	
		20	Analyst	8,260.09	8,401.52
8235	Line-X	34	Vehicle Equipment	1,194.00	1,194.00
8236	Manh Area Cham of Com	22	Good Morning Manhattan	25.00	
		22	Good Morning Manhattan	25.00	
		22	Good Morning Manhattan	25.00	
		22	Military Relations Lunch	40.00	
		22	Military Relations Lunch	20.00	
		22	2023 Annual Meeting	65.00	
		22	2023 Annual Meeting	65.00	
		22	Good Morning Manhattan	25.00	
		22	Good Morning Manhattan	25.00	
		22	Good Morning Manhattan	25.00	
		22	Good Morning Manhattan	25.00	
		22	Good Morning Manhattan	25.00	365.00
8237	Menards	32	LEC Furniture	99.00	
		25	Maintenance Supplies	37.45	
		12	Equipment Repair	44.74	181.19
8238	Goodcents Subs & Pastas	20	Pre-employment Food	47.30	
		20	Pre-employment Food	40.41	87.71
8239	NAPA of Manhattan	13	Vehicle Maintenance	249.99	
		13	Vehicle Maintenance	396.36	
		13	Vehicle Maintenance	116.99	
		13	Vehicle Maintenance	53.39	816.73

RILEY COUNTY POLICE DEPARTMENT			2023 EXPENDITURES	AUGUST 2023	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
8240	N Zone Sportswear	23	Uniforms	573.45	573.45
8241	Office Plus	28	Office Supplies	36.07	36.07
8242	O'Reilly Auto Parts	13	Vehicle Maintenance	48.68	48.68
8243	Paddle.com	19	iMazing Annual Renewal	50.00	50.00
8244	Parts Town	25	Maintenance Supplies	126.33	126.33
8245	P-Card Misc Vendors	20	Mastercard Annual fee	50.00	
		07	KAPIO Conference	115.95	
		07	KS Legislative Update	20.00	
		07	Car Seat Tech Certification	95.00	
		07	Active Shooter Training Lunch	542.47	
		07	Code 2 K9 Services K9	424.76	
		07	Car Seat Tech Certification	95.00	
		07	Basic SRO Training	550.00	
		07	Car Seat Tech Certification	95.00	
		07	Car Seat Tech ReCert.	55.00	
		07	CAB Lunch	28.20	
		07	CAB Lunch	28.20	
		07	Leadership in Corrections	776.99	
		07	Injury/Death Invest Training	168.36	
		07	EMD/EFD Recertification	93.00	
		07	APCO International Conf	303.59	
		07	Jail Training	424.27	
		07	Pepperball Training Refund	-1,098.00	2,767.79
8246	Phlster	31	Guns & Crime Equipment	234.00	234.00

Attachment: 08-21-2023 Law Board Packet (12945 : Law Board Meeting Agenda)

RILEY COUNTY POLICE DEPARTMENT			2023 EXPENDITURES	AUGUST 2023	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
8247	Plumbzilla	11	Plumbing Repairs	279.77	279.77
8248	Police on Bikes Inc	22	Memberships	575.00	575.00
8249	Reconyx	20	Device and Image charges	45.00	45.00
8250	reMarkable	33	Software	5.98	5.98
8251	Remember The Milk Inc.	19	Renewal	39.99	39.99
8252	Saber Torch Adv Safety	23	Uniforms	241.70	241.70
8253	SchoolLocker.com	32	LEC Furniture	503.00	503.00
8254	Sharps Compliance	17	Inmate Supplies	55.00	
		17	Inmate Supplies	55.00	110.00
8255	Shop Quick	17	Inmate Food	24.84	24.84
8256	Staples Advantage	28	Office Supplies	73.37	
		28	Office Supplies	96.21	
		28	Office Supplies	87.89	
		28	Office Supplies	86.62	
		32	Jail Furniture	69.47	
		28	Office Supplies	85.58	
		28	Office Supplies	87.45	
		28	Office Supplies	87.32	
		28	Office Supplies	38.95	712.86

RILEY COUNTY POLICE DEPARTMENT			2023 EXPENDITURES	AUGUST 2023	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
8257	Starr Medical Supplies	17	Inmate Supplies	125.00	125.00
8258	T38 Fax	14	Civil Process Fax	16.58	16.58
8259	Terminix	11	LEC - Pest control	69.00	69.00
8260	TLOxp	20	Access	301.20	301.20
8261	T-Mobile US Inc	14	Patrol Car Phones	51.35	51.35
8262	Twin Valley Telephone	14	Riley - July Phone	48.95	
		19	Riley - July Internet	38.67	
		19	Riley - August Internet	79.99	
		14	Riley - August Phone	48.22	215.83
8263	ULINE	29	Replenishment Supplies	178.32	178.32
8264	UPS	08	UPS Shipping	98.25	98.25
8265	USA Clean	29	Replenishment Supplies	67.88	67.88
8266	Verizon Wireless	14	Agency Phones/Data	4,480.46	4,480.46
8267	Wal-Mart	29	Replenishment Supplies	38.22	
		29	Replenishment Supplies	20.17	
		17	Inmate Supplies	42.24	
		29	Replenishment Supplies	80.20	180.83

Attachment: 08-21-2023 Law Board Packet (12945 : Law Board Meeting Agenda)

RILEY COUNTY POLICE DEPARTMENT		2023 EXPENDITURES		AUGUST 2023	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
8268	WTC	19	Aggieville July Internet	80.00	
		19	Downtown - July Internet	80.00	
		19	Downtown - Aug Internet	80.00	
		19	Aggieville - Aug Internet	80.00	320.00
				Subtotal	78,367.14
				Total	564,301.22

Chair, Riley County Law Enforcement Agency

Riley County Police Department
Net Changes from 7/1/2023 to 7/31/2023
Credits Report

From Year-Period **[2023 - 07] To [2023 - 07]**
From Account No. **[600100-00] To [640902-00]**

Account Number	Description	July	YTD
600100-00	Manhattan	1,666,672.00	10,000,032.00
600200-00	Riley County	1,068,555.00	3,750,012.00
610110-00	Copy Fees-Discovery, etc.	225.00	1,185.00
610112-00	Copy Fees-Records	351.83	3,064.22
610113-00	Fingerprint Fees-Records	749.42	5,168.70
		2,736,553.25	13,759,461.92
610220-03	KSU Contracts-Overtime	0.00	24,680.00
620200-13	Current Restitution-vehicles	1,078.65	1,078.65
620900-01	Misc Reimbursements-salaries	10.00	6,742.78
620900-05	Misc Reimbursements-insurance	0.00	33.00
620900-07	Misc Reimbursements-training	0.00	3,167.37
620900-08	Misc Reimbursements-postage	0.00	214.22
620900-11	Misc Reimbursements-building & grounds	0.00	4,423.90
620900-14	Misc Reimbursements-phone	124.03	855.04
620900-17-170	Misc Reimbursements-jail	1,243.03	2,867.28
620900-19	Misc Reimbursements-Computer svc	0.00	4,910.00
620900-20-400	Misc Reimbursements-Car Lease HIDTA	0.00	2,008.32
620900-29	Misc Reimbursements-Supplies	0.00	408.30
620900-32	Misc Reimbursements-Furniture	0.00	1,188.00
620900-34-130	Misc Reimbursements-vehicles	0.00	14,871.60
632500-03	JTTF Grant-OT	972.75	2,151.17
632600-03	HIDTA Grant-OT	0.00	6,610.52
632700-03	STEP Grant-OT	4,006.20	7,138.93
632800-01-414	VOCA 2023 Grant Reimb	0.00	41,891.00
		7,434.66	125,240.08
640900-00	Misc Non-Budget Credit Reimb	486.08	1,852.68
640902-00	Prior year Restitution	151.15	4,736.78
		637.23	6,589.46
		2,744,625.14	13,891,291.46

Attachment: 08-21-2023 Law Board Packet (12945 : Law Board Meeting Agenda)

Assigned Report #

RILEY COUNTY POLICE DEPARTMENT
Memorandum

Original to: _____
 Action: _____
 Copy to: _____

Comments:

To: Director Peete
Thru: Assistant Director Moldrup
From: Captain Mark French
Ref: Juvenile Transportation Report for July 2023
Date: August 10, 2023

Total Number of Juveniles Transported:	0
Total Mileage for Transports 76 X \$.58.5 (Cents per mile)	\$0
Total Pay Amount for 1 Transport Officers Hours:	\$0
Total:	\$0

Approved: _____

Chair, Riley County Law Enforcement Agency

Attachment: 08-21-2023 Law Board Packet (12945 : Law Board Meeting Agenda)

Program Name-GLLT34 Thru JULY
Version Date- 3/21 Year 2023

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

Date. 8/01/23 Page. 160
Time.13.36.44

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								
875		Misc. Expenses	D	.00	.00	30,998.45-		.00
402		Investment Interest	R	.00	1,684.96	4,883.27		.00
		Department Revenue.. #142		.00	1,684.96	4,883.27 *		.00
		Department Dsbmnts.. #142		.00	.00	30,998.45-*		
		Total Revenue Fund.... 168		.00	1,684.96	4,883.27 **		
		Total Trans. IN Fund.. 168		.00	.00	.00 **		
		Total Rev. & Trans. .. 168		.00	1,684.96	4,883.27 **		
		Total Disbursements... 168		.00	.00	30,998.45-**		

BUDGETARY EXPENDITURES - Fund.. 168 RCPD Federal Seizure Fund

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

SUMMARY for - Fund 168 RCPD Federal Seizure Fund

Beginning Year Balance.....	159,315.25
YTD Revenue.....	4,883.27
YTD Reported Expenses.....	.00
YTD Non-Reported Expenses...	.00
YTD Treasurer Disbursements.	30,998.45-
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.....	133,200.07 ***

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 2023

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

Date. 8/01/23 Page. 161
Time.13.36.44

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	18,911.45-	19,594.44-		.00
602		Miscellaneous Collection	R	.00	4,640.00	11,513.90		.00
402		Investment Interest	R	.00	2,349.22	6,196.04		.00
Department Revenue.. #142				.00	6,989.22	17,709.94 *		.00
Department Dsbmnts.. #142				.00	18,911.45-	19,594.44-*		
Total Revenue Fund.... 169				.00	6,989.22	17,709.94 **		
Total Trans. IN Fund.. 169				.00	.00	.00 **		
Total Rev. & Trans. .. 169				.00	6,989.22	17,709.94 **		
Total Disbursements... 169				.00	18,911.45-	19,594.44-**		

BUDGETARY EXPENDITURES - Fund.. 169 RCPD State Seizure Fund

Obj	Prj	Description	Budget \$	Used M-T-D	Used Y-T-D	%Used	Remaining	Encumbrance	Available
Total Expenditures Fund 169									
			.00	.00	.00		.00	.00	.00 **

SUMMARY for - Fund 169 RCPD State Seizure Fund

Beginning Year Balance.....	175,548.83
YTD Revenue.....	17,709.94
YTD Reported Expenses.....	.00
YTD Non-Reported Expenses...	.00
YTD Treasurer Disbursements..	19,594.44-
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.....	173,664.33 ***

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

Program Name-GLLT34 Thru JULY
Version Date- 3/21 Year 2023

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

Date. 8/01/23 Page. 164
Time.13.36.44

DISBURSEMENTS/REVENUES/TRANSFERS - Fund.. 173 RCPD Levy/Op								
Obj	Prj	Description	Kind	Budget \$	M-T-D	Y-T-D	%	Remaining
<u>Department. 0</u> Not Designated								
180		Distr - Real Current	R	4,878,478.00	.00	4,716,230.99	96.67	162,247.01
182		Distr - Oil & Gas Curr.	R	.00	.00	647.21		.00
184		Distr - P.P. Current	R	.00	.00	43,835.01		.00
190		Distr - 16/20M Trucks Cur	R	3,025.00	.00	2,318.69	76.65	706.31
193		Distr - Watercraft Cur	R	1,450.00	.00	2,039.89	140.68	589.89-
181		Distr - Real Delq.	R	.00	.00	35,015.81		.00
183		Distr - Oil & Gas Delinq	R	.00	.00	8.86		.00
185		Distr - P.P. Delq.	R	.00	.00	3,489.99		.00
192		Distr - 16/20M Trucks Del	R	.00	.00	258.16		.00
194		Distr - Watercraft Del	R	.00	.00	442.43		.00
102		Distr - Motor Vehicle Tax	R	383,909.00	.00	195,518.48	50.93	188,390.52
103		Vehicle Rental Excise Tax	R	3,994.00	.00	3,835.74	96.04	158.26
113		Distr - RV Tax	R	3,562.00	.00	1,775.47	49.84	1,786.53
130		Distr - Commercial Veh	R	15,173.00	.00	14,610.18	96.29	562.82
191		Distr - TIF Adjustment	R	.00	.00	133,736.55-		.00
Department Revenue.. # 0				5,289,591.00	.00	4,886,290.36 *		353,261.56
<u>Department.171</u> RCPD Operations								
<u>Department.416</u> HD-KCCTF								
Total Revenue Fund.... 173				5,289,591.00	.00	4,886,290.36 **	92.38	
Total Trans. IN Fund.. 173				.00	.00	.00 **		
Total Rev. & Trans. .. 173				5,289,591.00	.00	4,886,290.36 **		
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</u> Not Designated								
<u>Department.171</u> RCPD Operations								
2220		Building Space Rental	10,500.00	900.00	6,300.00	60.00	4,200.00	.00 4,200.00
2330		Transportation Servic	6,000.00	.00	.00		6,000.00	.00 6,000.00
2480		Repair/Maint Build/Gr	90,000.00	12,767.38	83,729.87	93.03	6,270.13	.00 6,270.13
2650		Physician Fees	165,000.00	20,258.22	135,820.75	82.32	29,179.25	.00 29,179.25
2655		Hospital Fees	10,000.00	.00	.00		10,000.00	.00 10,000.00
2810		Electric/Gas Services	10,000.00	.00	.00		10,000.00	.00 10,000.00
2830		Water	5,000.00	.00	169.00	3.38	4,831.00	.00 4,831.00

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 facilities. For further information, please refer to the County's Finance & Budget Section.

Program Name-GLLT34 Thru JULY
Version Date- 3/21 Year 2023

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

Date. 8/01/23 Page. 165
Time.13.36.44

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)									
2840		Sewage Charges	2,000.00	.00	.00		2,000.00	.00	2,000.00
2900		Budget Appropriations	5,000,016.00	1,068,555.00	3,750,012.00	75.00	1,250,004.00	.00	1,250,004.00
Total Contractual Expenses			5,298,516.00	1,102,480.60	3,976,031.62	75.04	1,322,484.38	.00	1,322,484.38
3010		Office Supplies	500.00	.00	.00		500.00	.00	500.00
3060		Medical Supplies	500.00	.00	.00		500.00	.00	500.00
3990		Other Supplies & Mate	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			5,300,016.00	1,102,480.60	3,976,031.62	75.02	1,323,984.38	.00	1,323,984.38 *
Expense & Transfers# 171			5,300,016.00	1,102,480.60	3,976,031.62				
Department.416 HD-KCCTF									
Total Expenditures Fund 173			5,300,016.00	1,102,480.60	3,976,031.62	75.02	1,323,984.38	.00	1,323,984.38 **

SUMMARY for - Fund 173 RCPD Levy/Op

Beginning Year Balance.....	241,235.15
YTD Revenue.....	4,886,290.36
YTD Reported Expenses.....	3,976,031.62-
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	9,001.17-
Prior Year Revenues	.00
Prior Year Corrections.....	.00
Ending Fund Balance.....	1,142,492.72 ***

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 facilities. For further information, please refer to the County's Finance & Budget Section.

RILEY COUNTY POLICE DEPARTMENT

Report Submission

To: Director Peete
Thru: Assistant Director Moldrup
From: Cpt. Mark French
Position: Commander **Division:** Jail
Report Title: Monthly Inmate Population Report
Rpt Freq./Year: July 2023
Policy #: N/A
Date: August 10, 2023

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>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>	<u>2023</u>
JAN	95.1	73.7	70.2	87.0	75.0	72.6	84.8	71.6	67.3	100.1	102.3
FEB	95.2	68.9	74.3	93.1	82.9	68.4	85.5	64.8	67.1	111.5	109.5
MAR	92.1	66.2	71.8	91.9	73.2	75.2	88.4	68.6	78.6	112.1	115.0
APR	64.2	62.0	74.2	89.1	74.1	81.0	81.6	58.9	80.4	114.6	117.5
MAY	71.3	68.9	80.3	81.9	77.4	87.5	79.4	47.4	74.2	104.6	113.4
JUN	72.4	63.9	82.0	87.8	73.1	88.5	78.4	50.0	66.0	100.5	115.6
JUL	72.1	68.8	77.8	83.6	80.0	83.8	71.9	53.7	71.5	99.5	121.0
AUG	74.0	74.5	72.7	75.7	82.4	80.6	82.3	55.8	85.2	95.7	
SEPT	77.4	61.7	73.6	75.8	84.3	81.2	74.6	61.3	90.2	109.0	
OCT	73.2	76.3	73.5	73.4	74.3	72.8	76.2	60.0	91.5	115.9	
NOV	70.1	77.0	76.7	73.0	76.2	78.3	71.3	69.3	96.0	106.1	
DEC	65.1	71.0	77.4	69.6	78.9	79.9	72.9	69.4	97.9	99.4	
YADP	76.85	64.2	75.4	81.8	77.7	79.15	78.9	60.9	80.5	105.8	113.5

Attachment: 08-21-2023 Law Board Packet (12945 : Law Board Meeting Agenda)

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

Packet Pg. 81

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

Voucher

Acct. Name: Seizure Funds - Acct. 1

Mastercard

Attachment: 08-21-2023 Law Board Packet (12945 : Law Board Meeting Agenda)

Director

RILEY COUNTY POLICE DEPARTMENT
Memorandum

Original to: _____
Action: _____
Copy to: _____

Comments:

To: Riley County Law Enforcement Agency
From: Director Peete
Ref: Quarterly Report Synopsis
Date: August 16, 2023

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.

2nd Quarter Uniform Crime Report (UCR)

For the 2nd quarter of 2023 (April through June), Part 1 crimes increased 3.5% (11 more incidents). Violent crimes decreased 28.1% (16 fewer incidents) and property crimes rose 10.5% (27 more incidents). The majority of reported offenses occurred within Manhattan. When looking at Ogden during the 2nd quarter, Part 1 crime decreased 76.2% (16 fewer incidents). When looking at the portions of Riley County that exclude Manhattan and Ogden, Part 1 crimes decreased 52.6% (10 fewer incidents).

2nd Quarter Traffic Accident & Enforcement Analysis

There were 241 preventable accidents reported in the 2nd quarter of 2023. This is the highest 2nd quarter count and a 22.5% increase from previous 2nd quarter averages.

2nd Quarter Seizure & Forfeiture Report

There was one (1) seizure made during the 2nd quarter of 2023. During the same period, one (1) seizure was completed and zero (0) are pending court disposition.

Semiannual Alcohol Enforcement Report

In 2020, there was a large decrease in alcohol offenses due to the pandemic which altered operations of establishments. Also, Fake Patty's Day, which historically was a driver of alcohol violations, has morphed into a smaller celebration compared to previous years (pre-2020). There has been a gradual reemergence of Fake Patty's Day in the past couple of years which has caused the numbers to steadily increase.

The Riley County Police Department cited 137 alcohol-related offenses in the first half of 2023, a 20.18% increase from mid-year 2022. This is a continuation of an upward trend in mid-year totals since 2020's low. The projected 2023 total is 256 cited offenses. If met, this would be a 12.28% increase from the previous year. This count does not include unlawful use of ID offenses.



Monthly Report

July 2023

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**

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

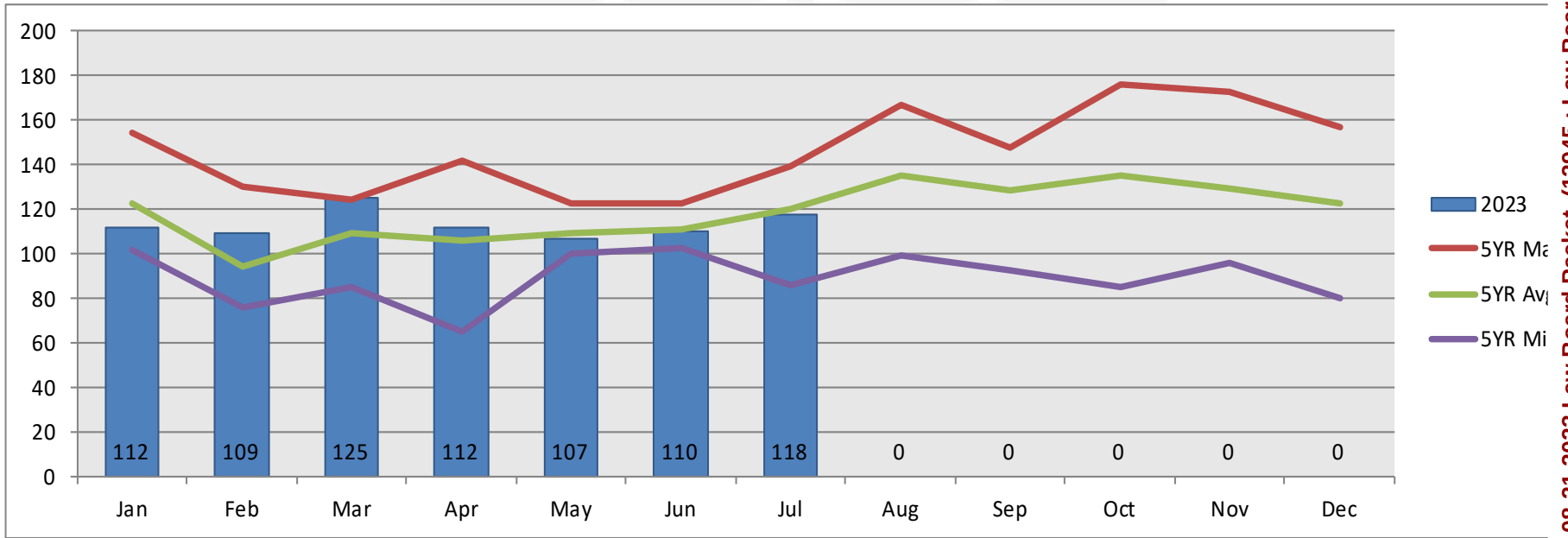
Offense Codes: 0100-0810

All Data As Of: 8/1/23 12:00 AM

15.a

- Part I crime in July 2023 was 1.7% below the 5 year average. Compared to July 2022 there was a 37.2% increase.
- It is projected that year end 2023 will be slightly above the five year average (2.0%).
- In July, Part I violent crime was below the 5 year average, and Part I property crime was slightly above the 5 year average.

	Jul	Year to Date	Yearly Total
2018	123	775	1475
2019	138	872	1583
2020	139	770	1494
2021	114	752	1421
2022	86	700	1153
2023	118	793	
% Change	+37.2%	+13.3%	+26.1%
Yearly Total Projection:			1453



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2018	108	84	124	113	100	123	123	134	128	176	105	151
2019	154	77	124	142	123	114	138	167	148	143	116	138
2020	130	130	85	65	113	108	139	125	148	151	173	122
2021	121	76	120	111	104	106	114	149	127	123	157	113
2022	102	106	95	100	108	103	86	99	93	85	96	80
2023	112	109	125	112	107	110	118	0	0	0	0	0

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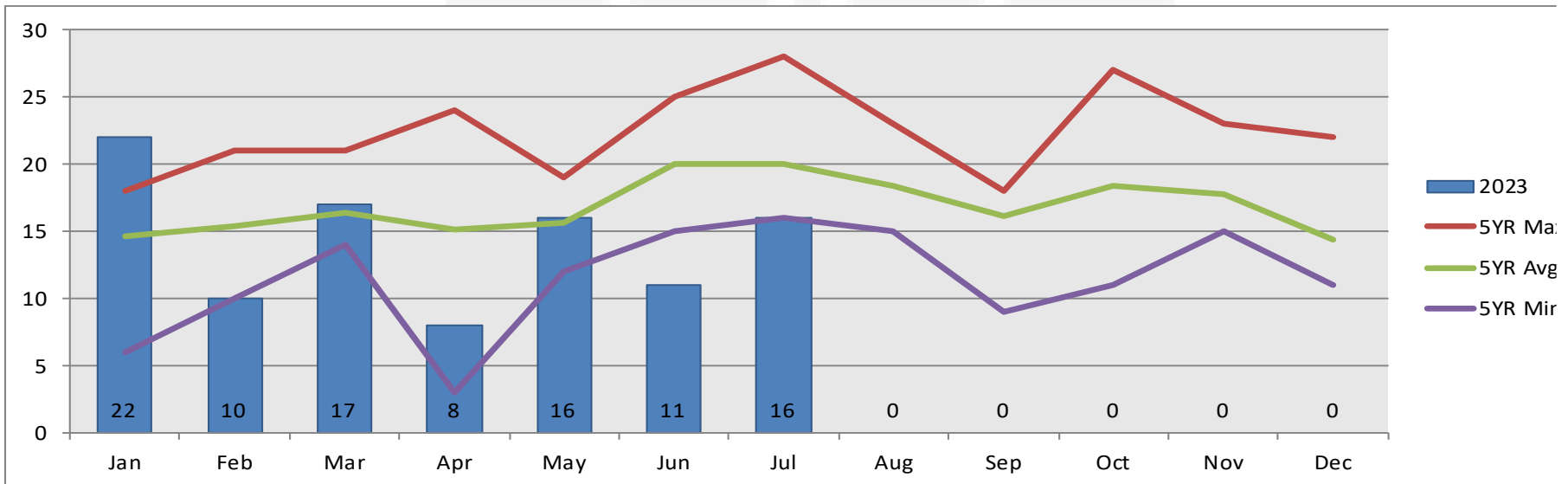
Part 1 Violent Crimes

Offense Codes: 0100-0440

All Data As Of: 8/1/23 12:00 AM

- July 2023 was 20.0% below the 5 year average in Part I violent crime.
- Part I violent crime is projected to be 15.0% below the 5 year average for 2023.
- There were 14 aggravated assaults / batteries, 2 rapes, 0 robberies, and 0 homicides reported during July 2023.

	Jul	Year to Date	Year to Date % Change
2018	28	125	218
2019	18	119	217
2020	19	110	196
2021	16	123	199
2022	19	109	182
2023	16	100	172
% Change	-15.8%	-8.3%	-5.3%
Yearly Total Projection:			172



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2018	15	19	17	12	14	20	28	17	18	27	18	13
2019	16	10	14	24	12	25	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	21	19	18	15	19	17	18	11	15	12
2023	22	10	17	8	16	11	16	0	0	0	0	0

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

Robbery

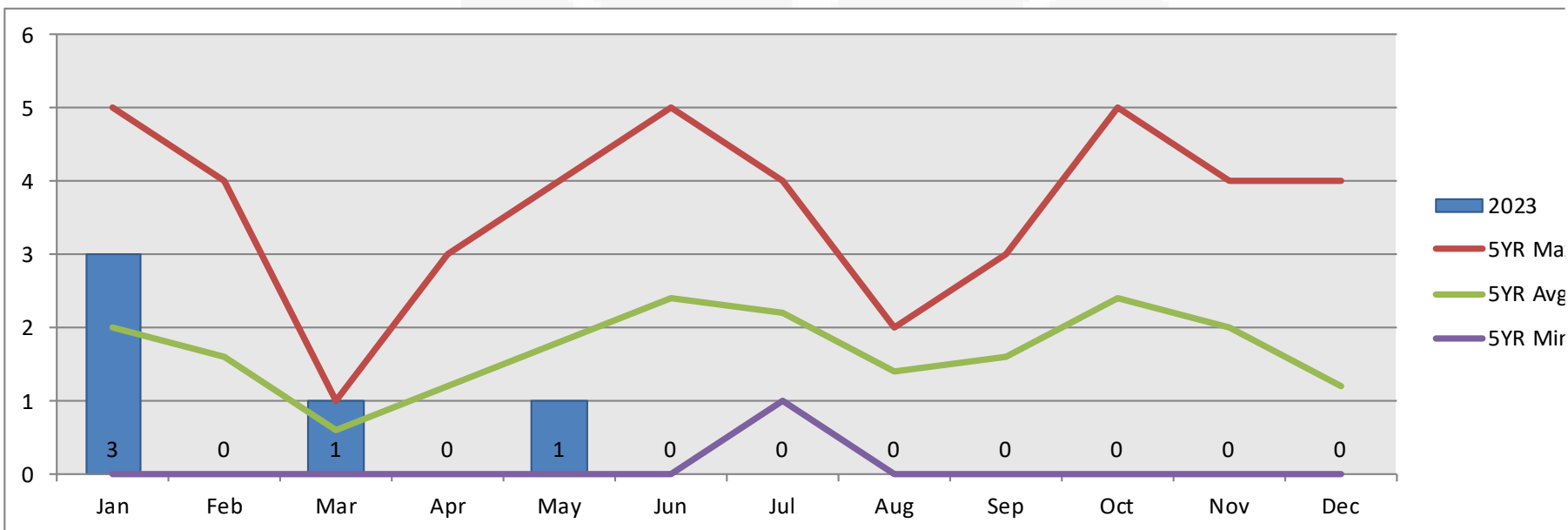
Offense Codes: 0310

All Data As Of: 8/1/23 12:00 AM

	Jul	Year to Date	Year to Date
2018	4	17	30
2019	1	13	26
2020	2	12	17
2021	2	12	18
2022	2	5	11
2023	0	5	
% Change	-100.0%	0.0%	-21.5%
Yearly Total Projection:			9

➤ There were no robberies reported in July 2023.

➤ It is projected that robberies will be 55.9% below the five-year average at the end of 2023.



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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	2	3	0	1	0
2023	3	0	1	0	1	0	0	0	0	0	0	0

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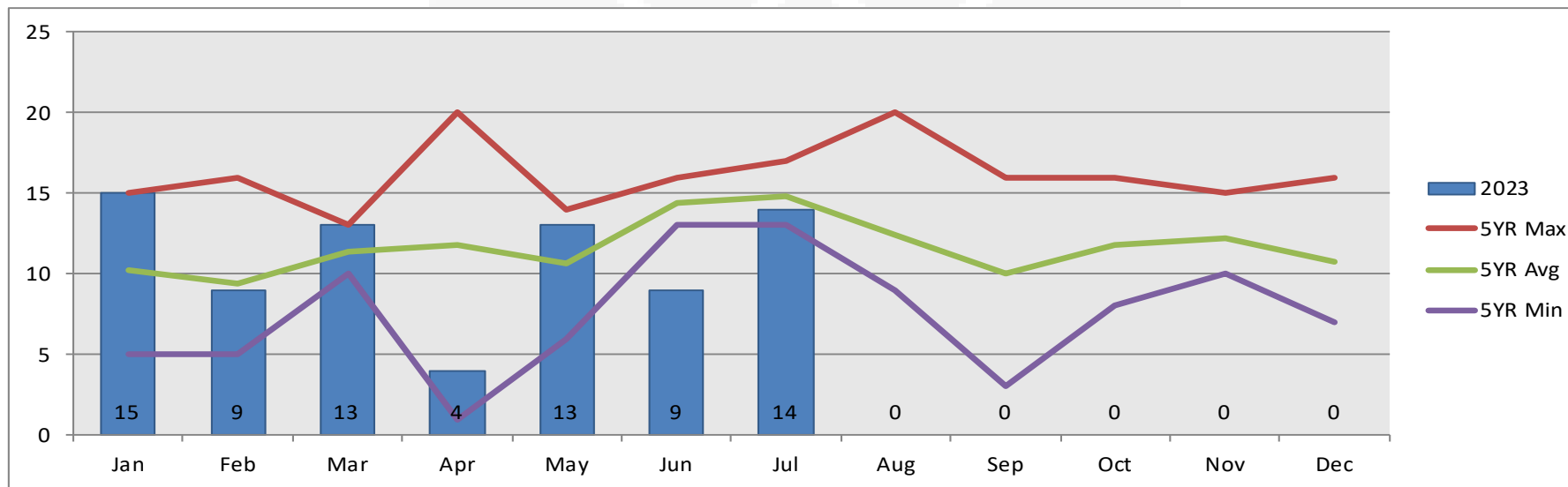
Aggravated Assault and Battery

Offense Codes: 0410-0440

All Data As Of: 8/1/23 12:00 AM

- There were 4 aggravated assaults, 1 aggravated assault on a LEO, and 9 aggravated batteries reported during the month of July. This is 5.4% below the 5 year average.
- It is projected that the year end total for aggravated assaults and aggravated batteries will be 7.0% below the 5 year average.
- Six of the incidents in July were domestic.
- As of 8/8/2023 there were arrests in 8 of the incidents.

	Jul	Year to Date	Yearly Total
2018	17	73	126
2019	15	84	155
2020	14	82	145
2021	13	95	145
2022	15	79	128
2023	14	77	
% Change	-6.7%	-2.5%	+1.6%
Yearly Total Projection:			130



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2018	9	8	10	8	6	15	17	9	11	11	12	10
2019	8	5	11	20	11	14	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	15	10	9	8	11	11
2023	15	9	13	4	13	9	14	0	0	0	0	0

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

Part I Property Crime

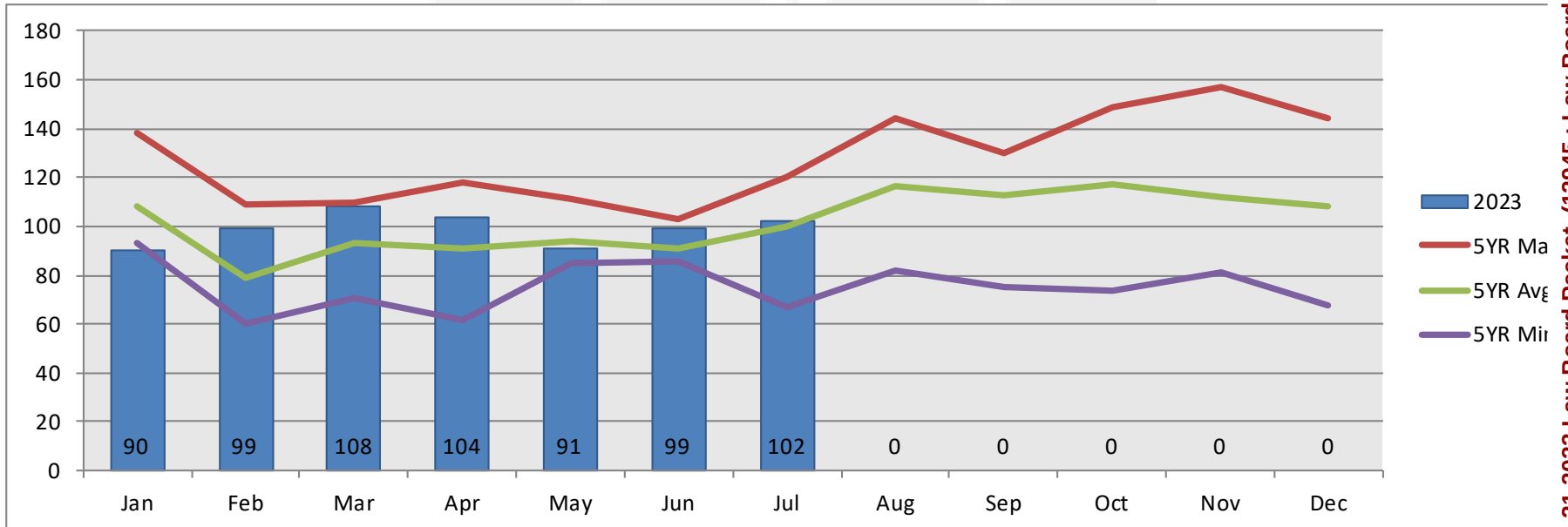
Offense Codes: 0500-0810

All Data As Of: 8/1/23 12:00 AM

15.a

- For July, Part I property crime was up 2.0% from the 5 year average.
- It is projected that property crime will be up 4.9% at the end of 2023.
- The property crime for July 2023 included 9 structural burglaries, 8 larcenies from motor vehicle, 8 auto thefts, and 0 arson. The rest of the incidents were larcenies (77 incidents).

	Jul	Year to Date	Yearly Total
2018	95	650	1257
2019	120	753	1366
2020	120	660	1298
2021	98	629	1222
2022	67	591	971
2023	102	693	
% Change	+52.2%	+17.3%	+32.2%
Yearly Total Projection:			1283



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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	96	95	74	81	90	88	67	82	75	74	81	68
2023	90	99	108	104	91	99	102	0	0	0	0	0

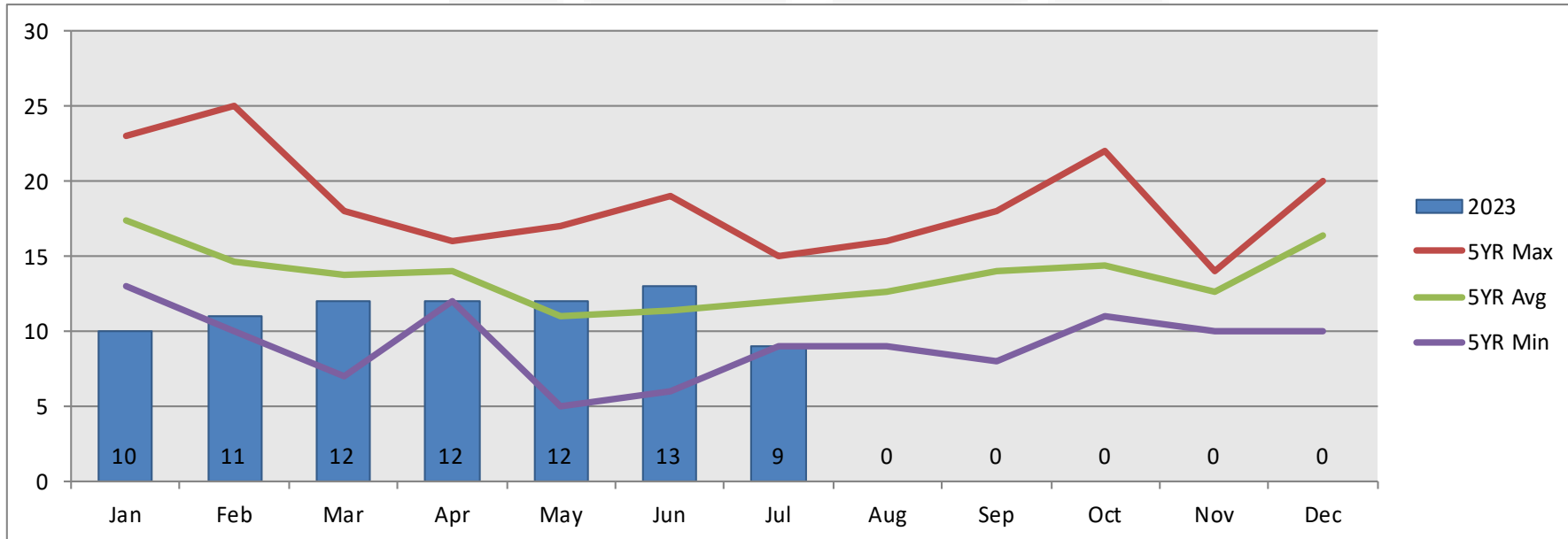
Structural Burglary

Offense Code: 0510

All Data As Of: 8/1/23 12:00 AM

- Structural burglaries were 25.0% below the 5 year average for July.
- Structural burglaries are projected to be down 16.6% at the end of 2023.
- There were 5 residential and 4 non-residential burglaries.
 - All of the non-residential burglaries were from a shed.
- Eight of the burglaries occurred in Manhattan and one occurred in North County.

	Jul	Year to Date	Year	15.a
2018	15	90	168	
2019	14	94	171	
2020	11	93	175	
2021	9	96	157	
2022	11	98	150	
2023	9	79		
% Change	-18.2%	-19.4%	-8.6%	
Yearly Total Projection:			137	



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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	11	10	8	12	12	10
2023	10	11	12	12	12	13	9	0	0	0	0	0

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Vehicle Burglary

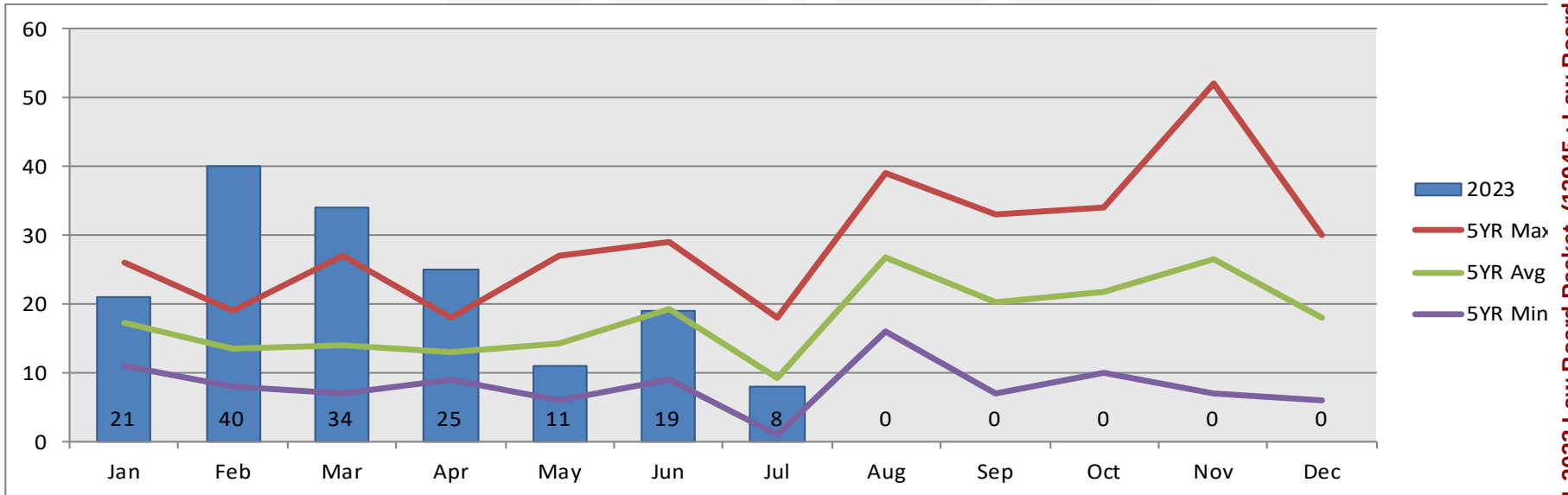
Offense Code: 0640

All Data As Of: 8/1/23 12:00 AM

15.a

- July 2023 was 14.9% below the 5 year average for vehicle burglary.
- At the end of 2023 vehicle burglary is projected to be up 52.1%.
- There were no signs of forced entry in any of the reports.

	Jul	Year to Date	Yearly Total
2018	5	100	212
2019	17	108	228
2020	1	97	255
2021	18	124	255
2022	6	75	122
2023	8	158	
% Change	+33.3%	+110.7%	+166.8%
Yearly Total Projection:			326



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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	18	39	11	13	51	17
2022	11	19	10	9	11	9	6	17	7	10	7	6
2023	21	40	34	25	11	19	8	0	0	0	0	0

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Motor Vehicle Thefts

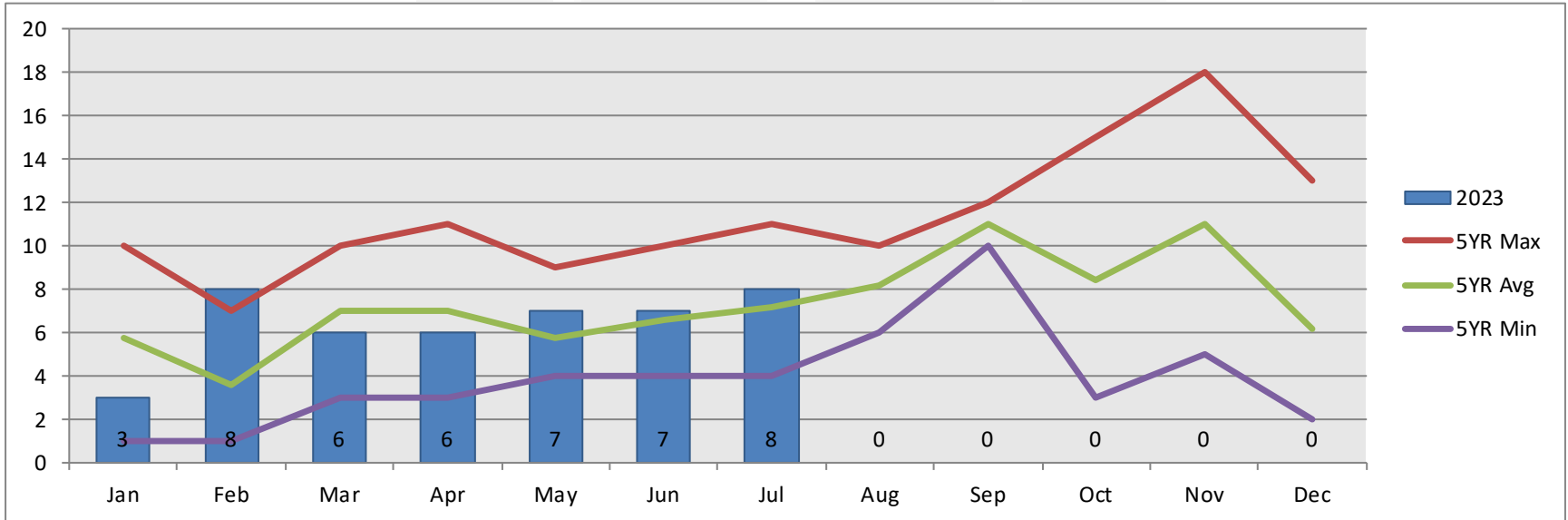
Offense Code: 0710

All Data As Of: 8/1/23 12:00 AM

15.a

- Motor vehicle thefts were up 11.1% from the 5 year average in July.
- Motor vehicle theft is projected to be up 3.6% from the five year average at the end of the year.
- Six of the vehicles have been recovered as of 8/8/2023.

	Jul	Year to Date	Yearly
2018	9	46	86
2019	7	53	104
2020	4	38	96
2021	11	39	86
2022	5	39	67
2023	8	45	
% Change	+60.0%	+15.4%	+35.6%
Yearly Total Projection:			91



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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	6	12	3	5	2
2023	3	8	6	6	7	7	8	0	0	0	0	0

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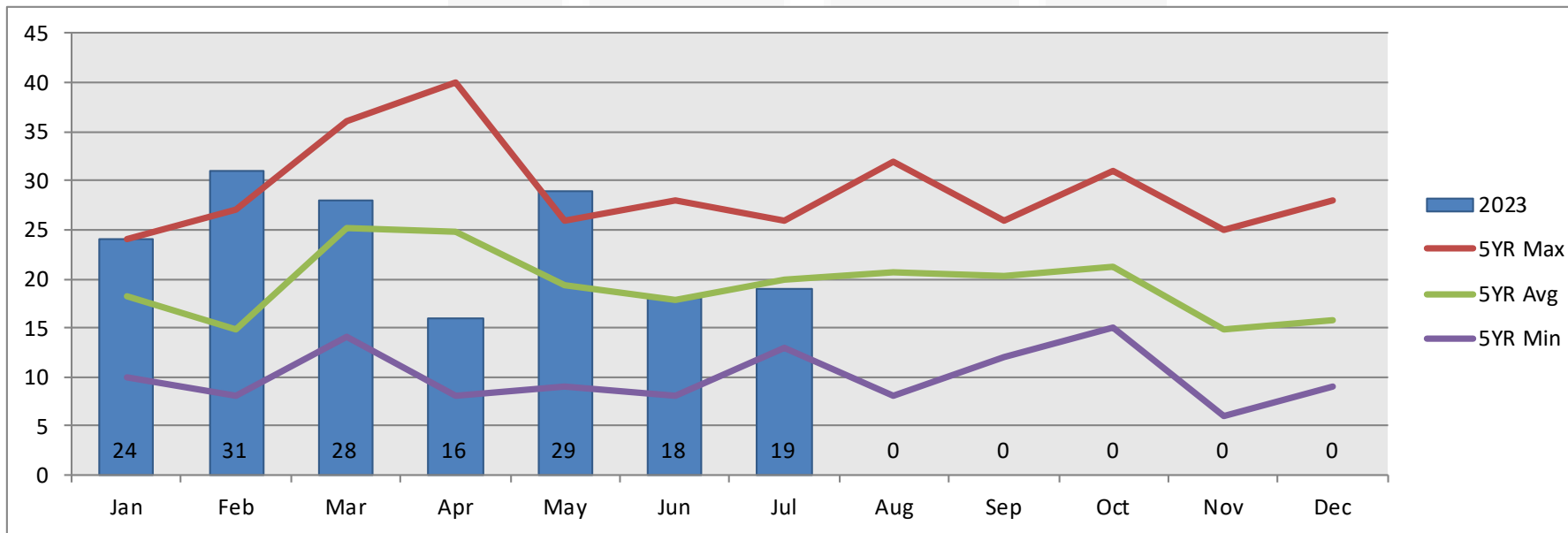
DUIs

Offense Code: 2110

All Data As Of: 8/1/23 12:00 AM

	Jul	Year to Date	Year to Date
2018	26	195	312
2019	20	172	285
2020	19	99	168
2021	22	134	191
2022	13	101	208
2023	19	165	
% Change	+46.2%	+63.4%	+32.0%
Yearly Total Projection:			275

- The number of DUIs for July 2023 was 5.0% below the 5 year average.
- DUIs are projected to be up 18.1% at the end of the year.



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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	16	22	31	25	13
2023	24	31	28	16	29	18	19	0	0	0	0	0

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Traffic Accidents

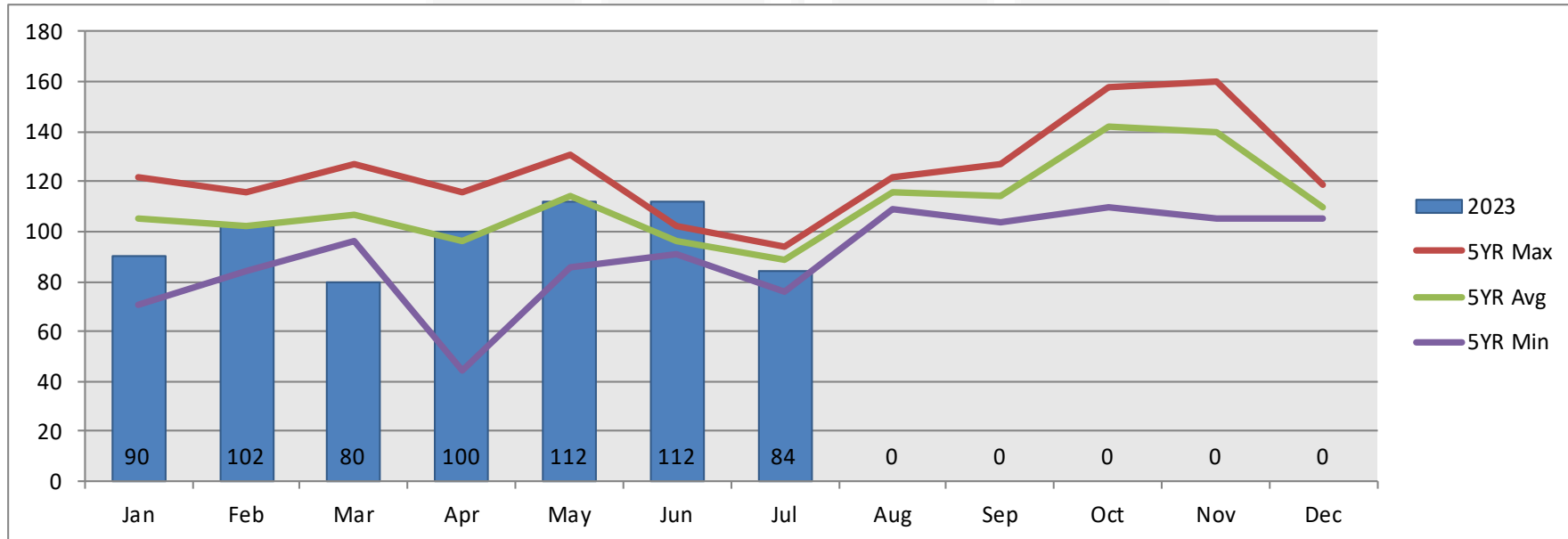
Offense Codes: 5000-5139

All Data As Of: 8/1/23 12:00 AM

15.a

- The number of traffic accidents in July 2023 was 5.2% below the 5 year average.
- It is projected that the total of accidents at the end of the year will be 4.1% below the 5 year average.

	Jul	Year to Date	Yearly Total
2018	92	769	1397
2019	94	778	1436
2020	90	638	1220
2021	91	647	1314
2022	76	713	1282
2023	84	680	
% Change	+10.5%	-4.6%	-0.4%
Yearly Total Projection:			1276



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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	76	115	104	110	134	106
2023	90	102	80	100	112	112	84	0	0	0	0	0

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Preventable Traffic Accidents

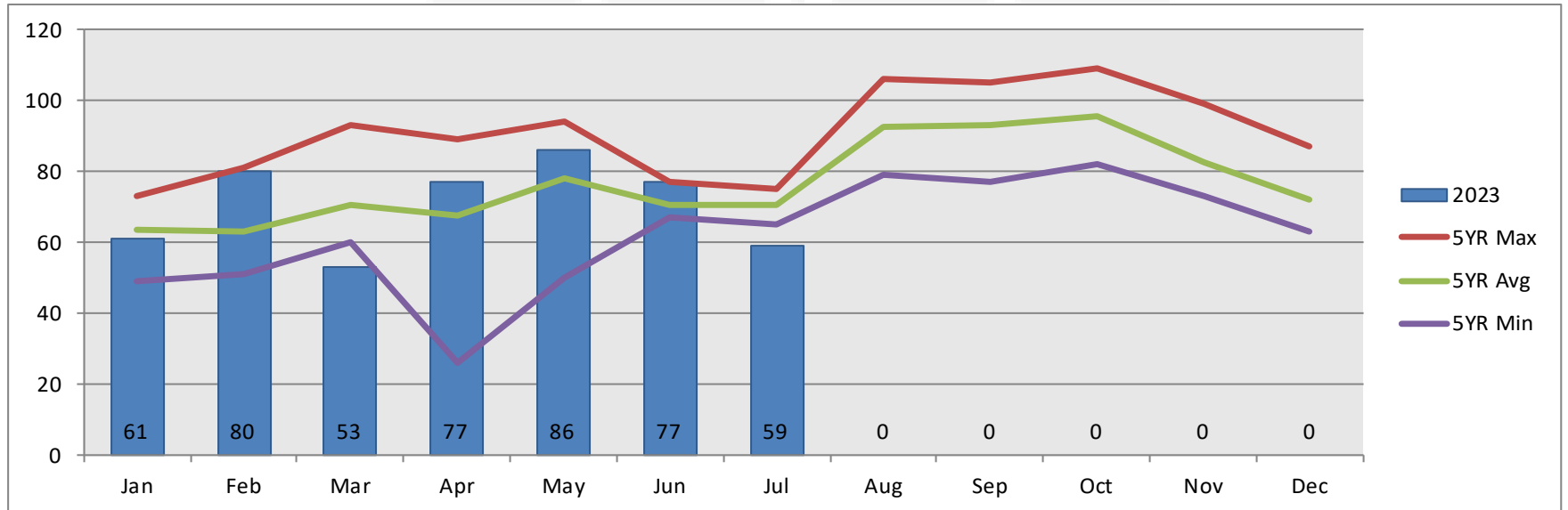
Offense Codes: 5000-5139

All Data As Of: 8/1/23 12:00 AM

15.a

- The number of preventable traffic accidents in July 2023 was 16.7% below the 5 year average.
- Preventable accidents are projected to be up 1.7% from the 5 year average at the end of the year.
- Number may change as data entry corrections continue.

	Jul	Year to Date	Yearly Total
2018	71	538	944
2019	74	501	945
2020	69	430	855
2021	75	459	965
2022	65	496	897
2023	59	493	
% Change	-9.2%	-0.6%	+4.4%
Yearly Total Projection:			937



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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	92	89	105	73	66
2021	49	54	67	71	76	67	75	106	105	109	99	87
2022	65	67	68	77	87	67	65	94	77	85	82	63
2023	61	80	53	77	86	77	59	0	0	0	0	0

Riley County Police Department

1001 South Seth Child Road
Manhattan, Kansas 66502

(785) 537-2112

www.RileyCountyPolice.org



RILEY COUNTY POLICE DEPARTMENT

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

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

Part I Violent Crime Definition

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

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

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

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

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

Part 1 Property Crime Definition

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

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

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

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

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

Traffic Related Definitions

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

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

Traffic Accidents: All accidents.

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

RILEY COUNTY POLICE DEPARTMENT

Report Submission

To:	Director Peete	BRP 18 Jul 23
Thru:	Assistant Director Moldrup	KMM 7.12.23
From:	Captain Hajek	
Position:	Commander	Division: Support
Report Title:	June 2023 UCR Report	
Rpt Freq./Year:	Quarterly/ June 2023	
Policy #:	82.1.4 & 82.3.2	
Date:	July 10, 2023	

June 2023

During June 2023, Riley County experienced an overall increase in Part 1 UCR crimes of 6.7% when compared to June 2022, an increase of 7 incidents. During the same time frame, Part 1 violent crimes decreased 6.3% (1 fewer incident) and Part 1 property crimes increased 9.1% (8 more incidents).

Second Quarter 2023

The following figures compare the second quarter of 2023 (April through June) with the second quarter of 2022. For the second quarter of 2023 (April through June), Part 1 crimes increased 3.5% (11 more incidents). Violent crimes decreased 28.1% (16 fewer incidents) and property crimes rose 10.5% (27 more incidents).

The majority of reported offenses occurred within Manhattan. When looking at Ogden during the second quarter, Part 1 crime decreased 76.2% (16 fewer incidents). When looking at the portions of Riley County that exclude Manhattan and Ogden, Part 1 crimes decreased 52.6% (10 fewer incidents).

Scott Hajek
Support Division Captain
Riley County Police Department

RILEY COUNTY POLICE DEPARTMENT
Report Submission

June 2023																			
RILEY COUNTY ALL JURISDICTION																			
RILEY COUNTY POLICE DEPARTMENT																			
MONTHLY UNIFORM CRIME REPORT																			
82.1.4																			
ACTUAL OFFENSES										OFFENSES CLEARED									
Year		MONTH		YEAR TO DATE			QUARTER			MONTH		YEAR TO DATE			QUARTER			CLEARANCE RATE	
		2022	2023	-%+	2022	2023	-%+	2022	2023	-%+	2022	2023	-%+	2022	2023	-%+	2022	2023	-%+
Murder		0	0	0.0%	1	1	0.0%	0	0	0.0%	0	0	0.0%	1	0	-100.0%	0	0	0.0%
Rape		1	2	100.0%	22	16	-27.3%	8	8	0.0%	0	1	100.0%	9	8	-11.1%	3	4	33.3%
Robbery		0	1	100.0%	3	6	100.0%	2	2	0.0%	0	0	0.0%	1	5	400.0%	0	1	100.0%
Ag. Asslt		15	12	-20.0%	77	77	0.0%	47	31	-34.0%	5	8	60.0%	66	56	-15.2%	32	21	-34.4%
Total		16	15	-6.3%	103	100	-2.9%	57	41	-28.1%	5	9	80.0%	77	69	-10.4%	35	26	-25.7%
Burglary		19	12	-36.8%	84	66	-21.4%	39	35	-10.3%	0	2	200.0%	9	14	55.6%	1	5	400.0%
Larceny		65	77	18.5%	402	476	18.4%	205	230	12.2%	10	23	130.0%	102	97	-4.9%	31	54	74.2%
Auto Theft		4	7	75.0%	33	37	12.1%	14	20	42.9%	4	2	-50.0%	9	8	-11.1%	5	6	20.0%
Total		88	96	9.1%	519	579	11.6%	258	285	10.5%	14	27	92.9%	120	119	-0.8%	37	65	75.7%
Overall Total		104	111	6.7%	622	679	9.2%	315	326	3.5%	19	36	89.5%	197	188	-4.6%	72	91	26.4%

Attachment: 08-21-2023 Law Board Packet (12945 : Law Board Meeting Agenda)

RILEY COUNTY POLICE DEPARTMENT
Report Submission

June 2023																				
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 RATE		
Year	2022	2023	-%+	2022	2023	-%+	2022	2023	-%+	2022	2023	-%+	2022	2023	-%+	2022	2023	-%+	2022	2023
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	0	-100.0%	0	0	0.0%	0	0	0.0%	1	0	-100.0%	0	0	0.0%	100.0%	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	0	0	0.0%	3	1	-66.7%	2	0	-100.0%	0	0	0.0%	2	1	-50.0%	1	0	-100.0%	66.7%	100.0%
Total	0	0	0.0%	4	1	-75.0%	2	0	-100.0%	0	0	0.0%	3	1	-66.7%	1	0	-100.0%	75.0%	100.0%
Burglary	1	0	-100.0%	15	7	-53.3%	5	2	-60.0%	0	0	0.0%	6	3	-50.0%	1	0	-100.0%	40.0%	42.9%
Larceny	1	3	200.0%	17	15	-11.8%	8	7	-12.5%	0	0	0.0%	1	1	0.0%	1	0	-100.0%	5.9%	6.7%
Auto Theft	2	0	-100.0%	6	2	-66.7%	4	0	-100.0%	2	0	-100.0%	3	1	-66.7%	2	0	-100.0%	50.0%	50.0%
Total	4	3	-25.0%	38	24	-36.8%	17	9	-47.1%	2	0	-100.0%	10	5	-50.0%	4	0	-100.0%	26.3%	20.8%
Overall Total	4	3	-25.0%	42	25	-40.5%	19	9	-52.6%	2	0	-100.0%	13	6	-53.8%	5	0	-100.0%	31.0%	24.0%

Attachment: 08-21-2023 Law Board Packet (12945 : Law Board Meeting Agenda)

RILEY COUNTY POLICE DEPARTMENT
Report Submission

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Attachment: 08-21-2023 Law Board Packet (12945 : Law Board Meeting Agenda)

RILEY COUNTY POLICE DEPARTMENT
Report Submission

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Attachment: 08-21-2023 Law Board Packet (12945 : Law Board Meeting Agenda)

RILEY COUNTY POLICE DEPARTMENT

Report Submission

To:	Director Peete	BRP 25 Jul 23
Thru:	Assistant Director Moldrup	KMM 7.21.23
From:	Captain Greg Steere	
Position:	Division Commander	Division: Patrol
Report Title:	Traffic Analysis	
Rpt Freq./Year:	2 nd Quarter, 2023	
Policy #:	61.1.1	
Date:	July 19th, 2023	

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

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Report Submission

enforcement. The Patrol Division will coordinate with the appropriate traffic engineers to correct engineering problems.

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 2nd quarter of 2023. A preventable accident is an accident that occurs on a public roadway and is not caused by weather or animal related factors.

There were 241 preventable accidents reported in the second quarter of 2023. This is the highest 2nd quarter count and a 22.5% increase from previous 2nd quarter averages.

Injuries and Fatalities

- There was 1 fatal crash and 51 injury crashes reported in the 2nd quarter of 2023 with 70 injuries.
- This is the 2nd lowest injury count for the 2nd quarter in this tracking period.
- There was 1 fatal accident with 1 fatality during the 2nd quarter of 2023.

Year	2020				2021				2022				2023			
Quarter	Qtr1	Qtr2	Qtr3	Qtr4	Qtr1	Qtr2	Qtr3	Qtr4	Qtr1	Qtr2	Qtr3	Qtr4	Qtr1	Qtr2	Qtr3	Qtr4
Preventable Accidents	215	146	250	244	169	214	286	295	201	230	237	231	194	241		
Accident Rates per 1,000 Inhabitants	11.68				13.35				12.64				Projected 14.13			
Preventable Injury Accidents	39	34	63	50	30	56	73	71	41	56	60	55	32	51		
Injury Rates per 1,000 Inhabitants	2.54				3.19				2.98				Projected 2.86			
Persons Injured in Preventable Accidents	55	50	86	64	35	72	96	93	58	80	81	71	43	70		
Fatalities in Preventable Accidents	4	0	1	1	1	1	2	3	2	1	1	1	1	1		

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

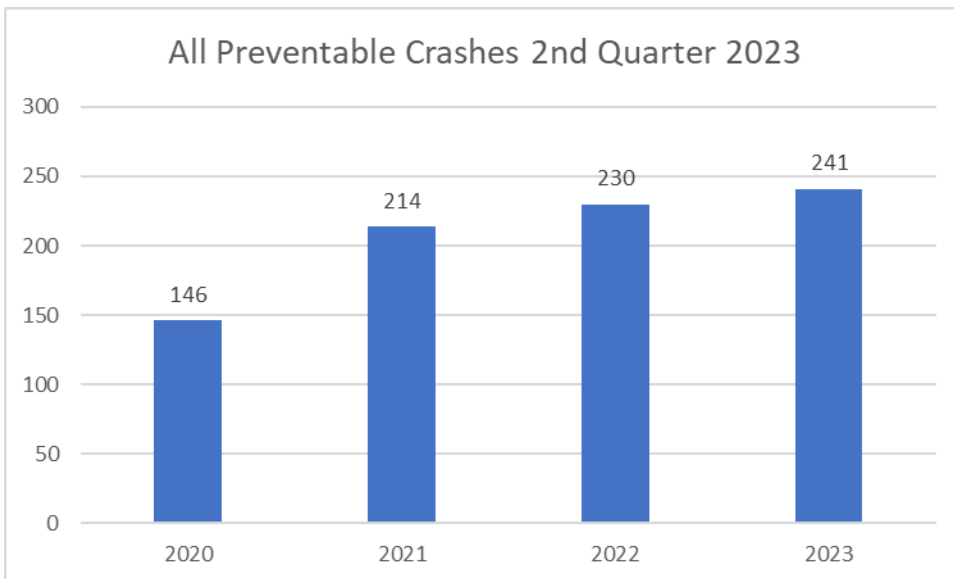
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Driver Actions

- The chart below shows the top five driver actions leading to preventable accidents.
- Inattention, Failed to Yield Right of Way, and Followed Too Closely historically are the top three.
- Under the Influence of Alcohol remained the fourth most common driver action this quarter, and No Driver Contributing Circumstance was replaced by Improper Lane Change for the fifth spot.

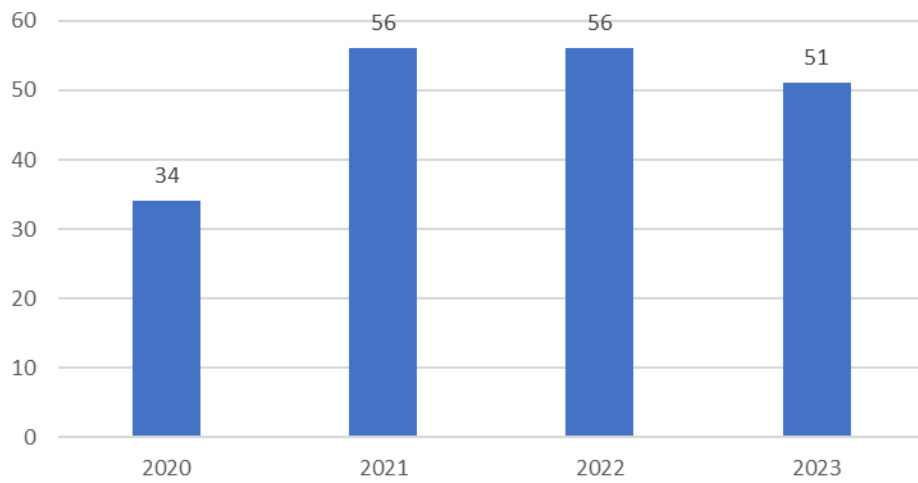
Year	2020				2021				2022				2023			
Quarter	Qtr1	Qtr2	Qtr3	Qtr4	Qtr1	Qtr2	Qtr3	Qtr4	Qtr1	Qtr2	Qtr3	Qtr4	Qtr1	Qtr2	Qtr3	Qtr4
Failed to Yield Right of Way	46	24	54	54	32	46	61	63	46	44	47	40	41	42		
Inattention (General Sense)	52	37	63	68	42	58	74	62	43	57	54	47	35	41		
Followed Too Closely	33	18	34	20	24	16	33	38	27	28	25	25	27	31		
Under the Influence of Alcohol	8	11	13	12	6	12	14	9	10	7	10	18	19	15		
Improper Lane Change	12	10	12	11	6	10	10	11	8	14	10	10	10	15		

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

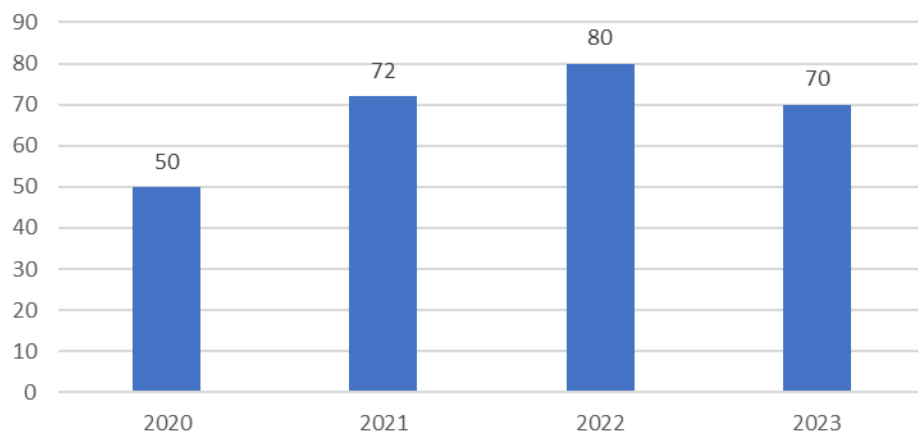


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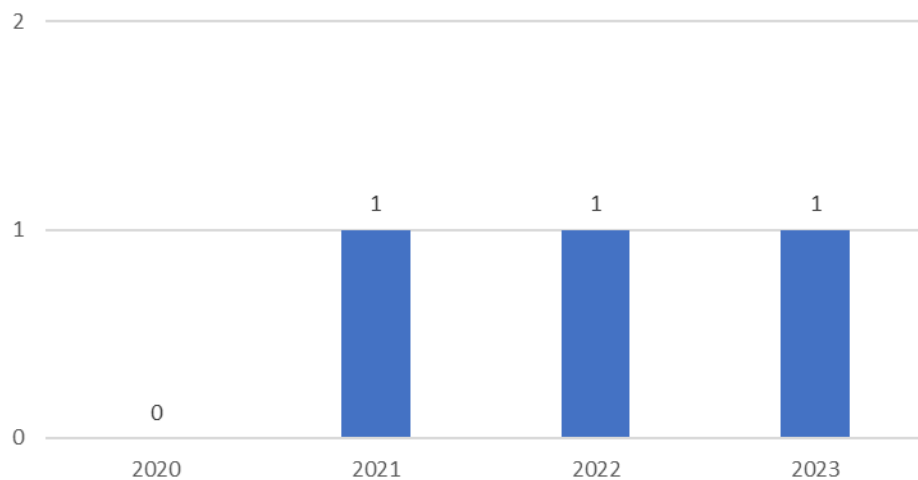
All Preventable Injury Crashes 2nd Quarter 2023



Total People Injured during Crashes 2nd Quarter 2023

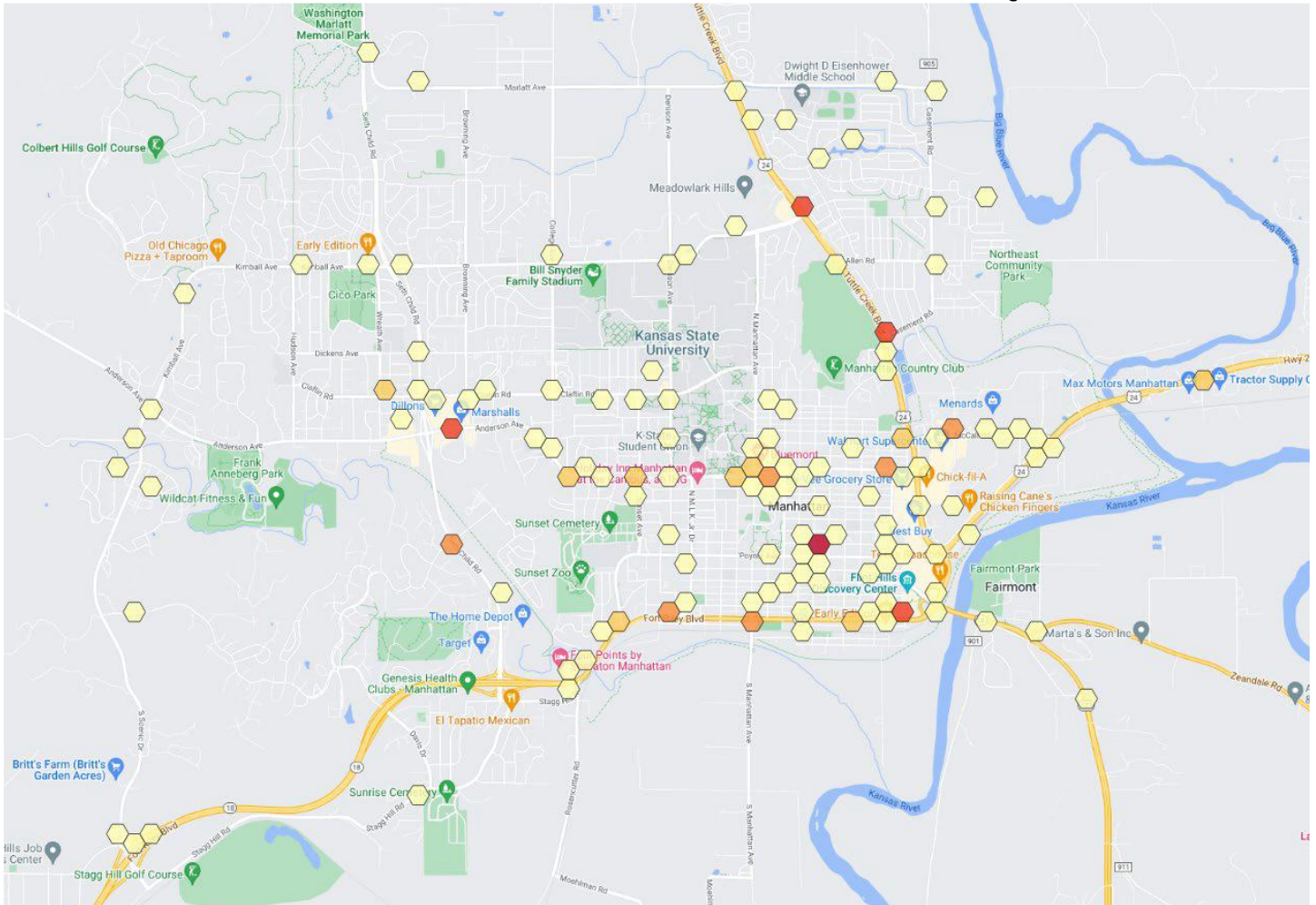


All Preventable Fatal Crashes 2nd Quarter 2023



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MANHATTAN AREA DENSITY MAP OF TRAFFIC CRASHES IN THE 2nd Quarter 2023

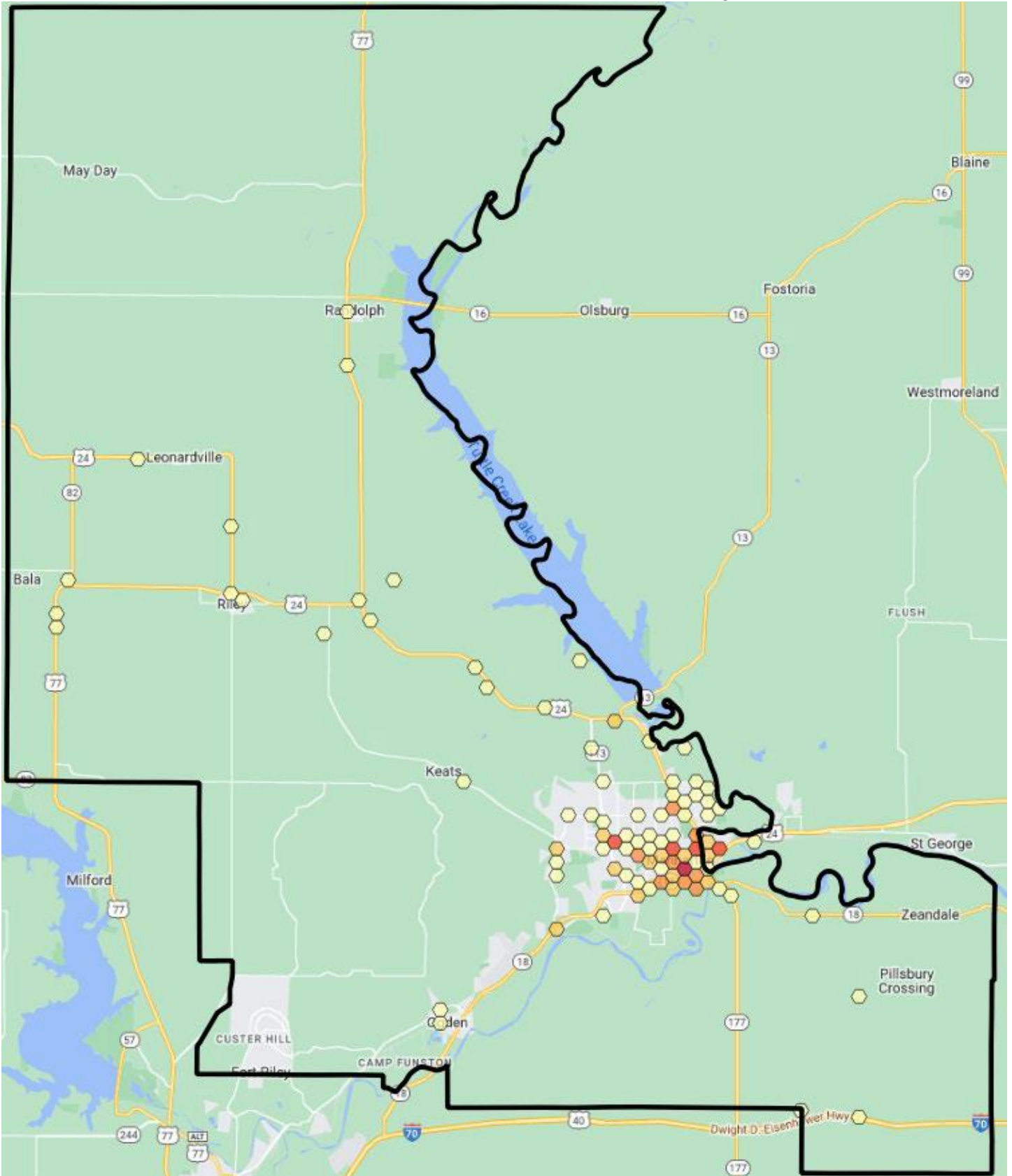


Geographic hot spots

- There were 6 crashes at the intersection of Humboldt St & N 8th St.
- There were 5 crashes at the intersections of Kimball & Tuttle Creek Blvd and Fort Riley Blvd & S 3rd St.
- Below is a list of locations with 4 crashes in the quarter:
 - Tuttle Creek Blvd & Casement Rd
 - Seth Child Rd & Amherst Ave
 - Fort Riley Blvd & S Martin Luther King Jr Dr
 - Fort Riley Blvd & S Manhattan Ave
 - Bluemont Ave & N 4th St
 - Hayes Dr & McCall Rd

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COUNTY WIDE DENSITY MAP OF TRAFFIC CRASHES IN THE 2nd Quarter 2022



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Temporal Density

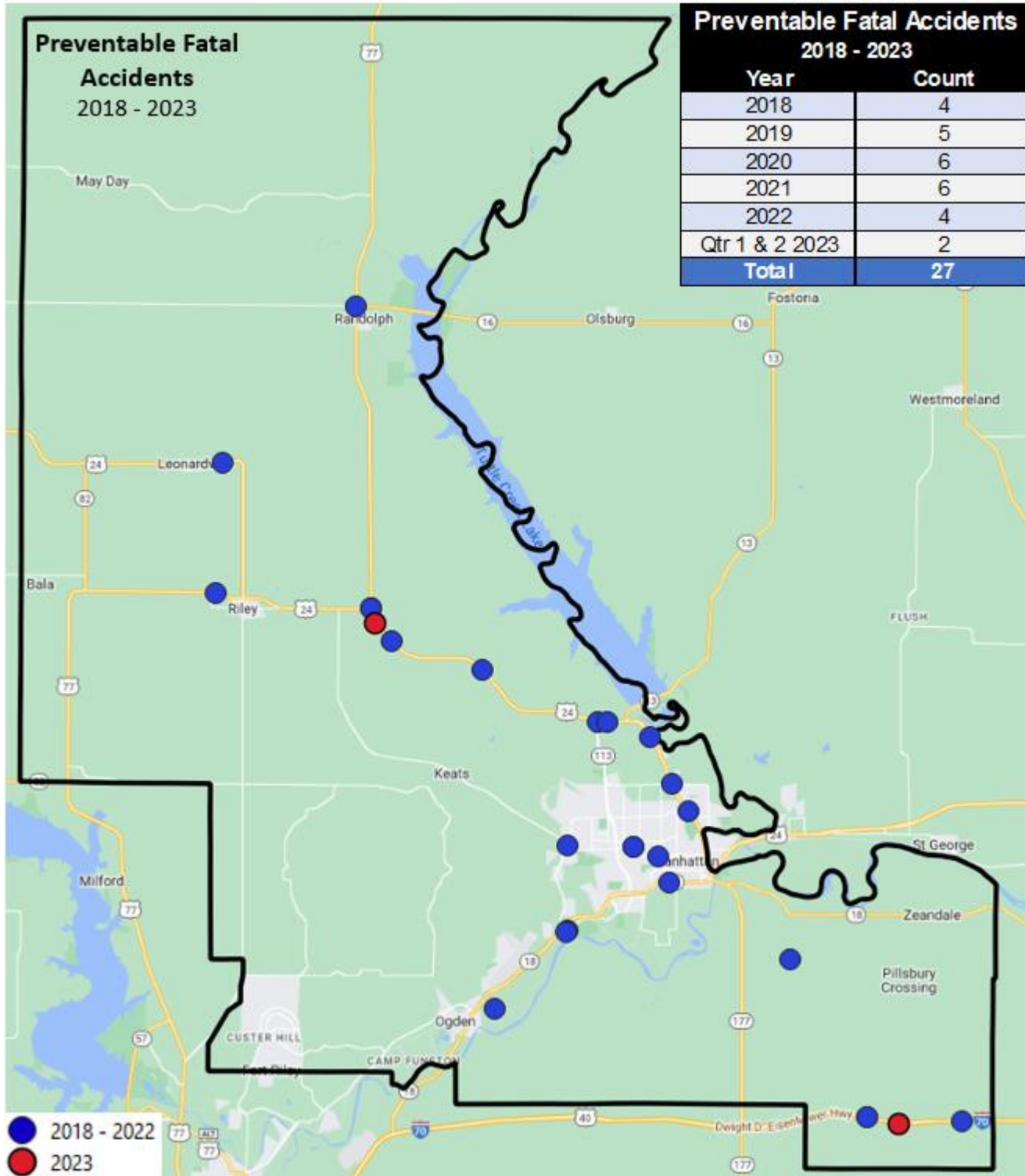
- 63% of all crashes occurred between 11:00 AM – 6:59 PM.
- 39% of crashes occurred between 2:00 PM – 5:59 PM.
- Wednesday was the day of week with the highest number of crashes with 49 crashes, and the 5 PM hour was the hour with the highest number of crashes (36).
- Wednesday and Thursday during the 5 PM hour had the highest amount of crashes with 10 each.
 - Friday during the 5 PM hour and Wednesday during the 3 PM hour had the next highest number of crashes.

	00	01	02	04	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	Total	Percentage
Monday	1	1	0	0	0	2	2	1	5	1	5	1	3	5	3	2	2	0	0	0	0	0	34	14%
Tuesday	0	0	1	0	0	3	4	3	0	3	1	2	2	2	2	3	0	3	0	0	1	1	31	13%
Wednesday	1	1	1	1	0	0	2	4	3	3	1	2	1	7	2	10	6	0	1	1	0	2	49	20%
Thursday	1	0	0	0	1	2	2	0	0	0	3	4	0	1	4	10	1	1	1	0	1	0	32	13%
Friday	0	0	0	0	1	1	1	0	1	3	4	2	5	2	4	7	3	3	0	2	2	0	41	17%
Saturday	1	2	0	0	0	0	0	3	0	1	3	0	2	2	2	2	0	2	2	2	0	1	25	10%
Sunday	1	1	1	0	1	0	1	1	0	4	1	0	3	2	3	2	2	2	1	1	2	0	29	12%
Total	5	5	3	1	3	8	12	12	9	15	18	11	16	21	20	36	14	11	5	6	6	4	241	
Percentage	2%	2%	1%	0%	1%	3%	5%	5%	4%	6%	7%	5%	7%	9%	8%	15%	6%	5%	2%	2%	2%	2%		

RILEY COUNTY POLICE DEPARTMENT
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Preventable Fatal Accidents

Below are the mapped locations of the preventable fatal accidents that have occurred in Riley County during 2018 through 2023. There was a total of 27 fatal accidents during this time frame. The accidents that occurred in 2023 are symbolized by a red dot. The accidents that occurred in 2018 – 2022 are blue dots.



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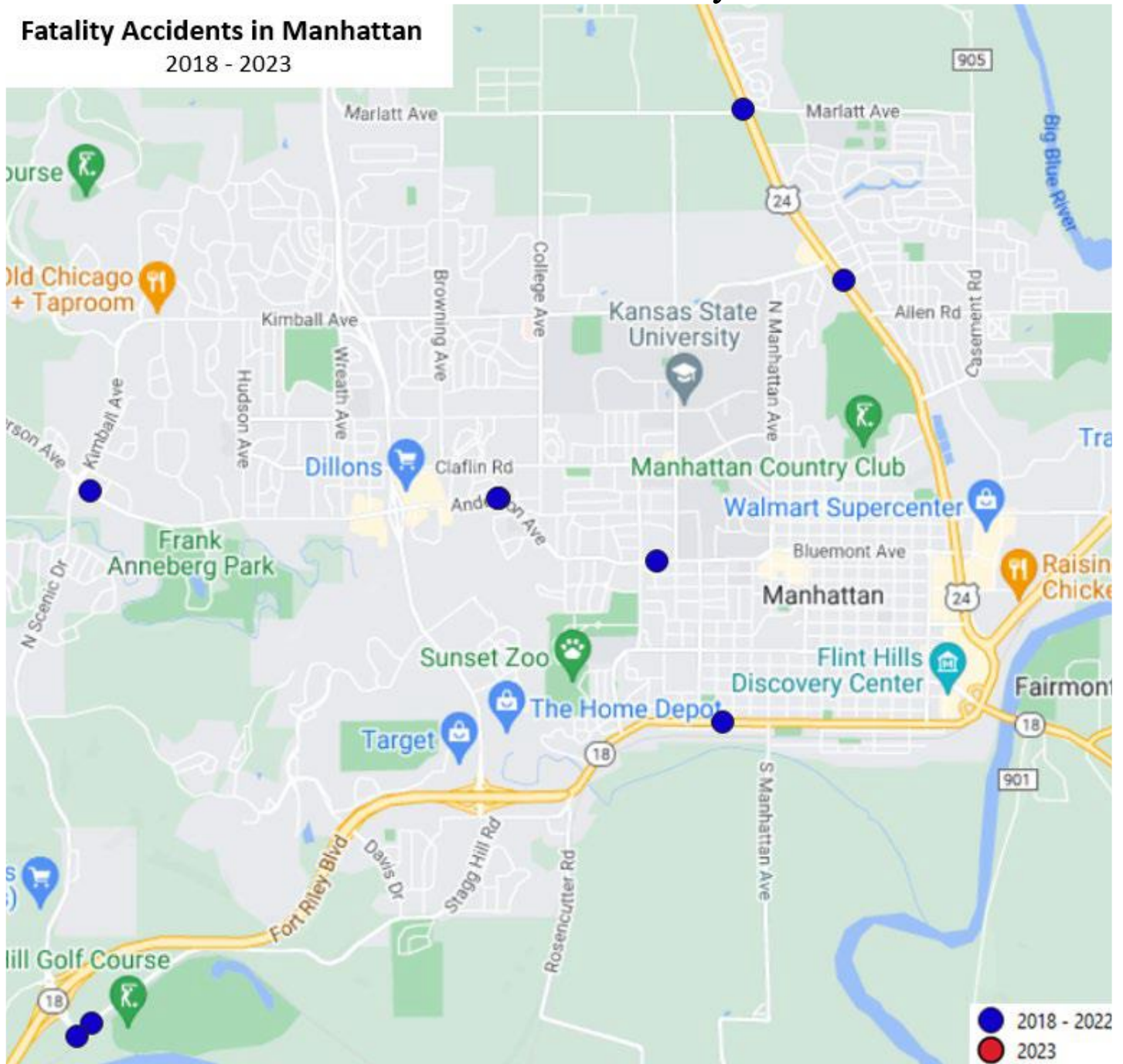
RILEY COUNTY POLICE DEPARTMENT Report Submission

NOTES:

- There was 1 fatal accident in the 2nd quarter of 2023.
- This accident occurred at the intersection of Tuttle Creek Boulevard and W. 92nd Avenue.
- This is the second fatal accident in Riley County so far in 2023.

Preventable Fatal Accidents in City of Manhattan

Fatality Accidents in Manhattan 2018 - 2023



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RILEY COUNTY POLICE DEPARTMENT
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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 2023 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). School zones (as always) will also continue to be an area for extra enforcement for us whenever we are able. It is our goal to keep the number of preventable crashes below **13 per one thousand residents**. In 2022, our final number was **12.45 preventable accidents per one thousand residents**. This final number was well below our goal. So far in 2023, we are projected to be at **14.13 preventable accidents per one thousand residents**. This trend is slightly higher than where we were at during this time last year. Once again, we will need an improved second half in order to reach our stated goal. Project ARC will continue to be heavily emphasized in 2023.

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RILEY COUNTY POLICE DEPARTMENT

Report Submission

To:	Director Brian Peete BRP 18 Jul 23		
Thru:	Asst. Director Kurt Moldrup KMM 7.16.23		
Thru:	Captain Erin Freidline Noted. EKF #6 7/13/23		
From:	Lieutenant Tim Schuck		
Position:	SIU Supervisor	Division:	Investigations
Report Title:	Seizure and Forfeiture Report		
Rpt Freq./Year:	2nd Quarter, 2023		
Policy #:	84.1.8		
Date:	July 06, 2023		

Seizures made during the 2nd Quarter of 2023

CASE	DESCRIPTION OF PROPERTY	OWNER	SENT TO COLIN WOOD
23-002147	Glock 43X Handgun (S/N: BVOH361) Smith & Wesson M&P Rifle (S/N: TF45258) Century Arms VSKA Rifle (S/N: SV7076558) Taurus 605 Handgun (S/N: ACC729654) AP International 1911 Handgun (S/N: TA2008478), & \$2700.00 +/- US Currency		April 25, 2023

Active Seizures as of 2nd Quarter of 2023

CASE	DESCRIPTION OF PROPERTY	OWNER	STATUS OF SEIZURE
N/A			

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Completed Seizures 2nd Quarter of 2023

CASE	DESCRIPTION OF PROPERTY	OWNER	STATUS OF SEIZURE
23-000821	\$9,097.00 +/- US Currency & One Mini Draco Rifle (S/N – ROA22PG4489)		KSASFR incident report pending.

Assigned Report Tracking # **23-210**

RILEY COUNTY POLICE DEPARTMENT
Memorandum

Original to: _____
Action: _____
Copy to: Law Board

Comments:

To: Director Brian Peete *BRP 18 Jul 23*
Thru: Asst. Director Kurt Moldrup *KMM 7.17.23*
Thru: Captain Erin Freidline *EKF #6 7/17/23*
Thru: Sergeant Nate Boeckman *NB25 7/14/23*
From: Alyssa Ward, Crime Analyst
Ref: Midyear 2023 Alcohol Enforcement (report completed per Law Board request)
Date: July 13, 2023

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 PUBLIC
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 PROHBITED
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

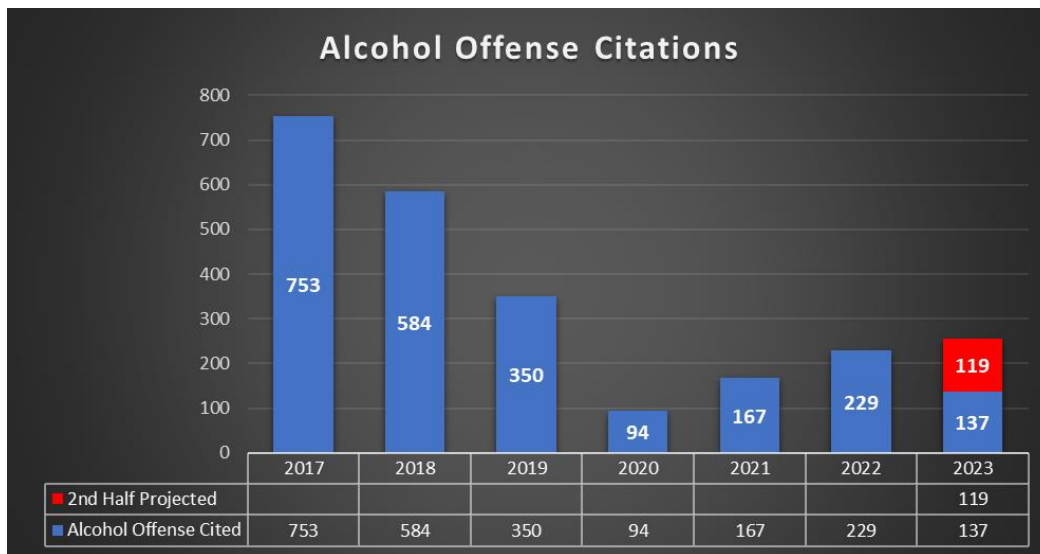
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Assigned Report Tracking # 23-210

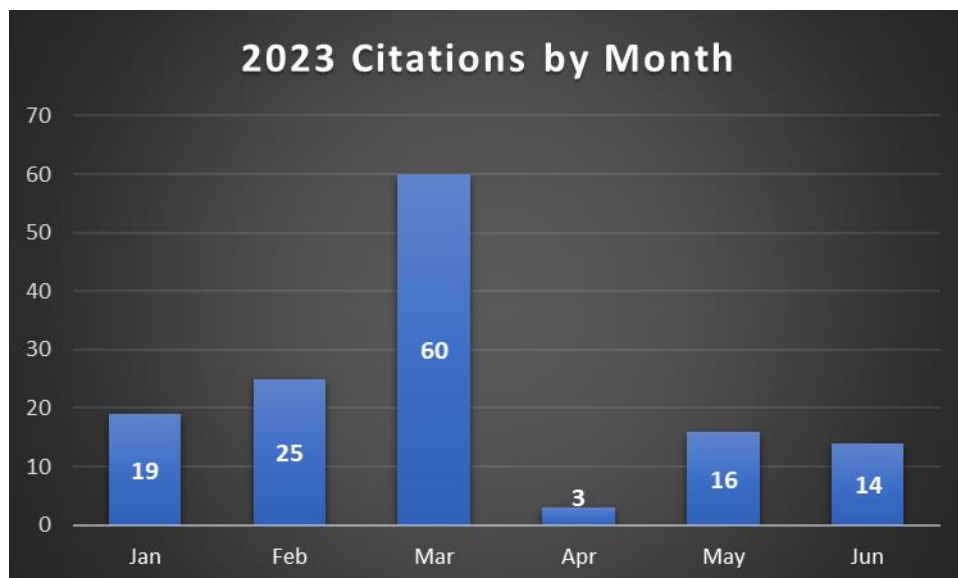
This section deals with citations issued regarding alcohol related violations

In 2020, there was a large decrease in alcohol offenses due to the pandemic which altered operations of establishments. Also Fake Patty's Day, which historically was a driver of alcohol violations, has morphed into a smaller celebration compared to previous years (pre-2020). There has been a gradual reemergence of Fake Patty's Day in the past couple of years which has caused the numbers to steadily increase.

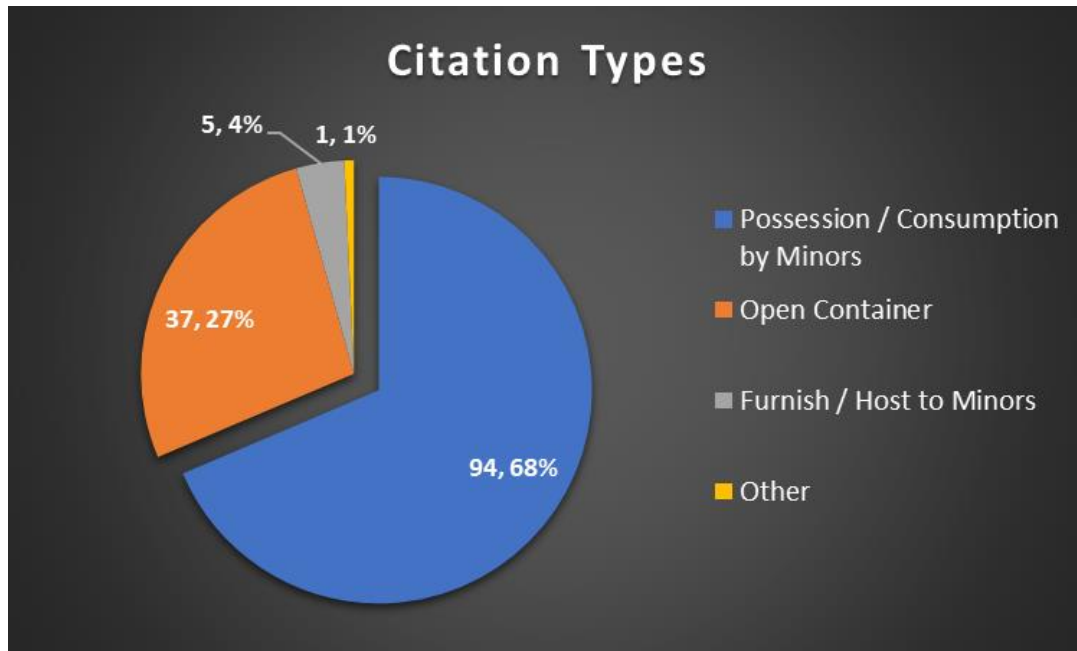
The Riley County Police Department cited **137** alcohol-related offenses in the first half of 2023, a **20.18% increase** from mid-year 2022. This is a continuation of an upward trend in mid-year totals since 2020's low. The projected 2023 total is **256 cited offenses**. If met, this would be a 12.28% increase from the previous year. This count does not include unlawful use of ID offenses.



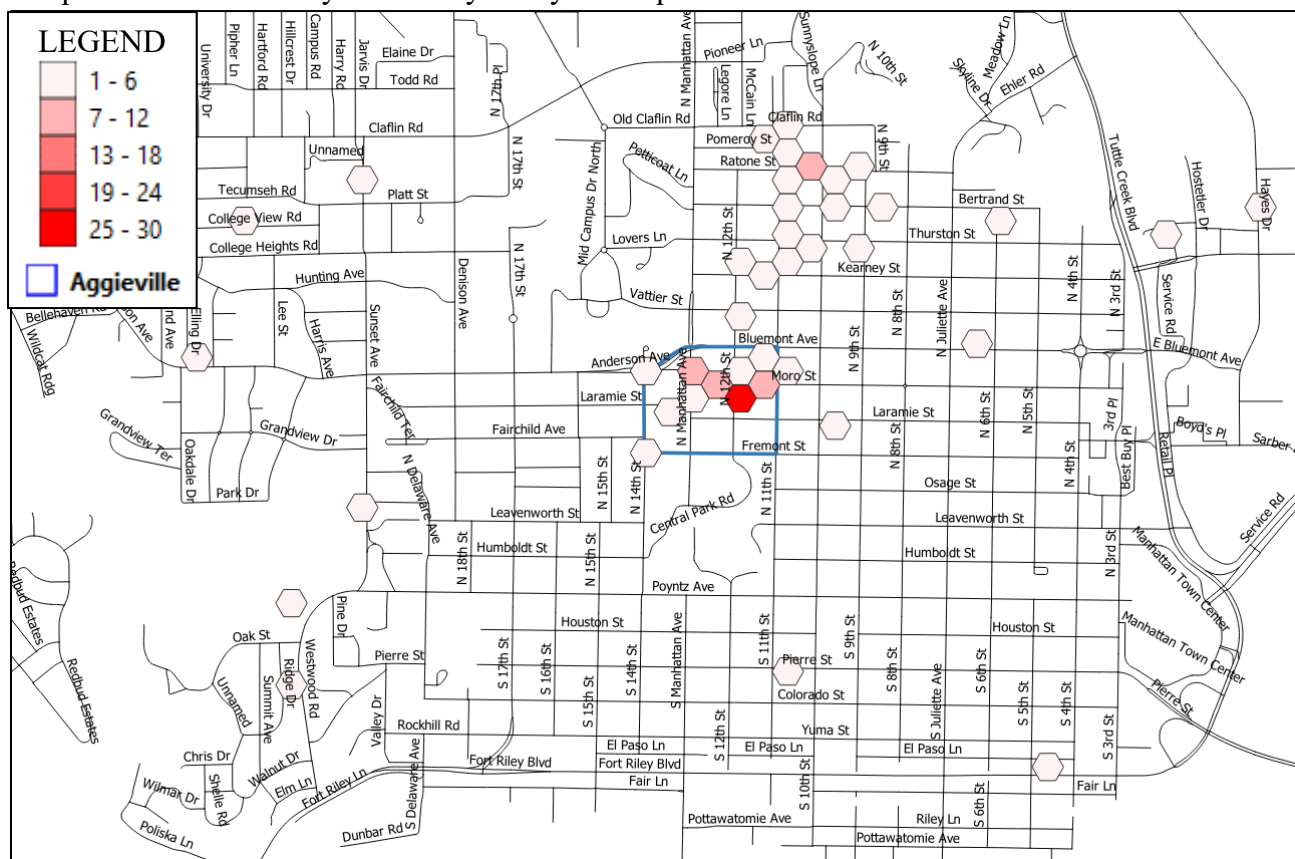
Before the pandemic, there was a large spike in alcohol citations in March due to Fake Patty's Day with relatively lower figures in the remaining months. In 2023, there was a small spike in March compared to the other months. This difference in March versus the other months has gradually become more distinct in the past couple of years because of Fake Patty's Day growth from 2020's cancellation. The other months in 2023 ranged from 3 to 25 with an average of 15.4.



The most common offenses cited were possession / consumption by minors and open container.



The map below shows the location of all alcohol-related offense citations in the first half of 2023. **51.8%** of all alcohol related citations were issued in **Aggieville**. The residential area east of K-State campus was host to many Fake Patty's Day house parties.

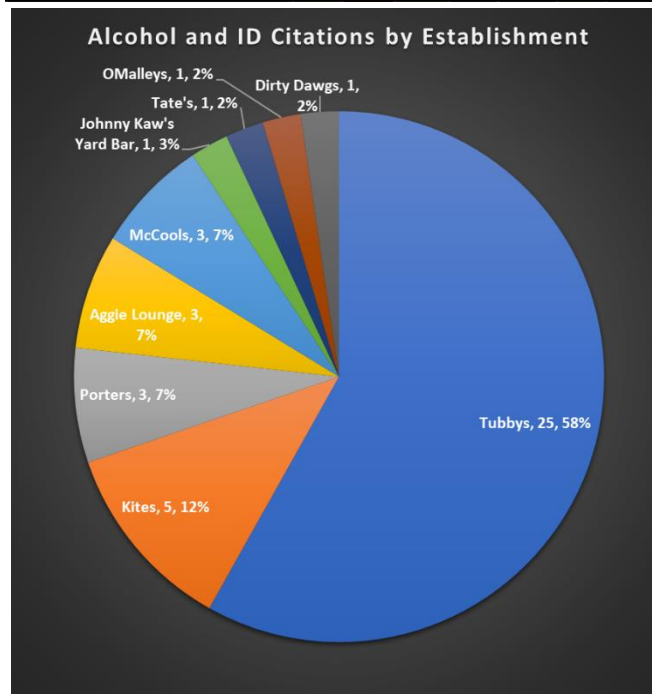


Assigned Report Tracking # 23-210

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 establishments by month. **Tubby's and Kites** accounted for nearly **70%** of enforcement actions directly attributable to a licensed establishment. **Tubby's** had the highest percentage at **58%**. In the chart below the Grand Total column is color coded separate from the main chart.

Establishment	Jan	Feb	Mar	Apr	May	Jun	Total
Tubbys	2	7	6	1	1	8	25
Kites	2	2	1	0	0	0	5
Porters	0	3	0	0	0	0	3
Aggie Lounge	3	0	0	0	0	0	3
McCools	2	1	0	0	0	0	3
Johnny Kaw's Yard Bar	0	1	0	0	0	0	1
Tate's	0	0	1	0	0	0	1
OMalleys	0	0	0	0	1	0	1
Dirty Dawgs	0	0	0	1	0	0	1
Total	9	14	8	2	2	8	43



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

Offense	Tubbys	Kites	Porters	Aggie Lounge	McCools	Johnny Kaw's Yard Bar	Tate's	OMalleys	Dirty Dawgs
POSSESSION OR CONSUMPTION OF ALCOHOL BY MINOR	22	5	3	2	3	1	0	1	1
SALE OF ALCOHOL TO MINOR	1	0	0	1	0	0	0	0	0
FURNISHING ALCOHOL OR CMB	2	0	0	0	0	0	0	0	0
POSSESS OPEN CONTAINER PUBLIC	0	0	0	0	0	0	1	0	0

Assigned Report Tracking # 23-210

The following table depicts police reports directly attributable to alcohol establishments

The table below shows the reports filed that can be directly attributed to an alcohol establishment (top 10 establishments shown). The category is based on the primary offense of the report. Tubby's topped the list overall (30 reports). Tubby's also topped this list last year.

	Simple Assault / Part I Violent	Alcohol Related	Disorderly Conduct	Other	Weapons	Drugs	Total	
Tubbys	0	1	4	19	4	2	0	30
Dirty Dawgs	1	0	3	3	5	1	0	13
Tate's	0	0	4	1	3	1	0	9
Johnny Kaw's Yard Bar	0	0	1	2	3	1	0	7
Kites	0	0	0	5	0	1	0	6
Town Center 13	0	4	0	0	1	0	0	5
Bluemont Hotel	0	1	1	0	2	0	0	4
Finns Pub	0	0	0	0	2	1	0	3
Applebees	0	2	0	0	1	0	0	3
OMalleys	0	0	1	1	1	0	0	3

The following tables depict calls for service directly attributed to an alcohol establishment

The table below shows all establishments averaging more than 2 calls for service per month and is sorted to show the establishments with the highest number of citizen-initiated calls for service at the top. Please note, the Bluemont Hotel was included in this report but it is unique because it is both a lodging and dining establishment.

Bluemont Hotel had the most citizen-initiated calls during the first half of 2023, and Tubby's had the most officer-initiated calls. Tubby's had the most calls for service overall in 2023 so far, which is consistent with the 2022 mid-year total.

Each column is color coded on its own.

Establishment	Citizen Initiated	Officer Initiated	% Officer Initiated	Total
Bluemont Hotel	14	0	0%	14
Tubbys	11	64	85%	75
OMalleys	11	6	35%	17
Johnny Kaw's Yard Bar	10	24	71%	34
Tate's	9	33	79%	42
Dirty Dawgs	8	23	74%	31
RC Mcgraws	8	4	33%	12
Kites	2	14	88%	16

Assigned Report Tracking # 23-210

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

	UNWANTED SUBJ	FIGHT IP	ALCH-MIP/MIC	PUBLIC SERVICE	PUBLIC CONTACT	LOST PROPERTY	VERBAL ARGUMENT	BATTERY	WELFARE CHECK	UNLAW USE DL/ID	TOTALS
Tubbys	16	8	15	4	4	2	5	6	4	5	69
Tate's	4	14	0	2	1	4	3	1	1	0	30
Johnny Kaw's Yard Bar	12	3	1	6	2	3	0	1	0	0	28
Dirty Dawgs	7	5	0	2	3	1	1	0	2	3	24
Kites	3	1	4	1	4	0	1	1	0	1	16
OMalleys	2	1	1	3	0	1	1	1	1	0	11
RC Mcgraws	0	1	0	1	2	0	0	0	0	0	4
Bluemont Hotel	3	0	0	0	0	0	0	0	1	0	4
Grand Total	47	33	21	19	16	11	11	10	9	9	

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 most notable change is Bluemont Hotel moved from 8th to 2nd on the chart indicating many of the calls for service for that establishment were citizen-initiated – as shown on a previous table.

Lost property and unwanted subject were the top citizen-initiated calls in the first half of 2023.

	LOST PROPERTY	UNWANTED SUBJ	BATTERY	DOMESTIC	SPEAK W/ OFC	PUBLIC SERVICE	LARCENY	SUSPICION	INFORMATION	WELFARE CHECK	FIGHT IP	TOTALS
Tubbys	2	1	3	1	0	2	0	1	0	1	0	11
Bluemont Hotel	0	3	0	1	2	0	1	1	1	1	0	10
Tate's	4	0	1	1	1	0	0	1	1	0	0	9
Johnny Kaw's Yard Bar	3	2	0	0	0	0	1	1	0	0	0	7
RC Mcgraws	0	0	0	1	2	1	1	0	1	0	1	7
Dirty Dawgs	1	0	0	1	0	0	1	0	0	1	2	6
OMalleys	1	2	1	0	0	2	0	0	0	0	0	6
Kites	0	1	1	0	0	0	0	0	0	0	0	2
Grand Total	11	9	6	5	5	5	4	4	3	3	3	



RILEY COUNTY POLICE DEPARTMENT

CAPTAIN MARK S. FRENCH
PROMOTED THIS
1ST DAY OF AUGUST 2023

Presented by Director Brian R. Peete

RILEY COUNTY POLICE DEPARTMENT

LIFE SAVING AWARD

Presented to

Corrections Lieutenant Travis Freidline

The Riley County Police Department Life Saving Award is presented to Corrections Lieutenant Travis Freidline in recognition of his efforts while providing lifesaving assistance during an inmate's suicide attempt on September 30, 2022. Corrections Lieutenant Freidline's valiant and timely response allowed the inmate to be safely positioned so that Corrections Officer Daniel Zoeller could remove the harmful object that was constricting her airway. His actions directly contributed to the preservation of life and is consistent with the finest traditions of the law enforcement profession. Corrections Lieutenant Freidline is to be commended for his quick response under the direst of circumstances.

On behalf of the citizens of Manhattan and Riley County it is my honor to present this Life Saving Award to Corrections Lieutenant Travis Freidline.

Presented this 21st day of August 2023




Brian R. Peete
Director
Riley County Police Department

RILEY COUNTY POLICE DEPARTMENT

LIFE SAVING AWARD

Presented to

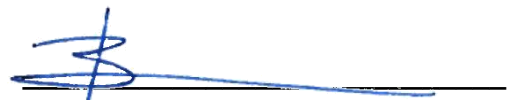
Corrections Officer Daniel Zoeller

The Riley County Police Department Life Saving Award is presented to Corrections Officer Daniel Zoeller in recognition of his efforts while providing lifesaving assistance during an inmate's suicide attempt on September 30, 2022. Correction Officer Zoeller's valiant and timely response by utilizing a belt cutter to remove the harmful object directly contributed to the preservation of life and is consistent with the finest traditions of the law enforcement profession. Corrections Officer Zoeller is to be commended for his quick response under the direst of circumstances.

On behalf of the citizens of Manhattan and Riley County it is my honor to present this Life Saving Award to Corrections Officer Daniel Zoeller.

Presented this 21st day of August 2023




Brian R. Peete
Director
Riley County Police Department

RILEY COUNTY POLICE DEPARTMENT

LIFE SAVING AWARD

Presented to

Corrections Officer Jose Flores

The Riley County Police Department Life Saving Award is presented to Corrections Officer Jose Flores in recognition of his efforts while providing lifesaving assistance during an inmate's suicide attempt on September 30, 2022. Corrections Officer Flores' valiant and timely response allowed the inmate to be safely positioned so that Corrections Officer Daniel Zoeller could remove the harmful object that was constricting her airway. His actions directly contributed to the preservation of life and is consistent with the finest traditions of the law enforcement profession. Corrections Officer Flores is to be commended for his quick response under the direst of circumstances.

On behalf of the citizens of Manhattan and Riley County it is my honor to present this Life Saving Award to Corrections Officer Jose Flores.

Presented this 21st day of August 2023




 Brian R. Peete
 Director
 Riley County Police Department

RILEY COUNTY POLICE DEPARTMENT

CERTIFICATE OF APPRECIATION

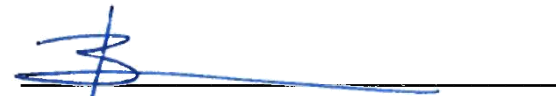
Presented to

Corrections Officer Tanner Bolton

The Riley County Police Department Certificate of Appreciation is presented to Corrections Officer Tanner Bolton in recognition of his efforts while providing lifesaving assistance during an inmate's suicide attempt on September 30, 2022. Corrections Officer Bolton's valiant and timely response in coordinating with Emergency Medical Services played a vital role in the preservation of life and is consistent with the finest traditions of the law enforcement profession. Corrections Officer Bolton is to be commended for his quick response under the direst of circumstances.

On behalf of the citizens of Manhattan and Riley County it is my honor to present this Certificate of Appreciation to Corrections Officer Tanner Bolton.

Presented this 21st day of August 2023


Brian R. Peete
Director
Riley County Police Department



Certificate of Accreditation

This document certifies that the

Riley County Police Department

Having fully demonstrated its voluntary commitment to the Kansas Law Enforcement Accreditation Program requirements on April 18, 2023, as reviewed by the Kansas Accreditation Council, is therefore certified as an

Accredited Agency

For a period concurrent with their CALEA award

DUAL ACCREDITATION AWARD

Darin Beck
Executive Director, KLETC
Director of Police Training, State of Kansas



John Johnson
Chair, Kansas Accreditation Council

RILEY COUNTY POLICE DEPARTMENT

Memorandum

Original to: _____
 Action: _____
 Copy to: _____

Comments:

To: Riley County Law Enforcement Agency
Thru: Director Brian Peete
Thru: Assistant Director Moldrup
From: Captain Freidline
Ref: 2023 Edward Byrne Memorial Justice Assistance Grant
Date: August 11, 2023

Summary

The Riley County Police Department requests that the Riley County Law Enforcement Agency authorize the agency to move forward on an application of grant funds through the 2023 Edward Byrne Memorial Justice Assistance Grant program. The grant funds will be used to purchase duty issued handguns, holsters and iron sights.

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 states, tribes, and local governments with critical funding necessary to support a range of program areas including law enforcement, prosecution, indigent defense, courts, crime prevention and education, corrections and community corrections, drug treatment and enforcement, planning, evaluation, technology improvement, crime victim and witness initiatives, mental health programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams, and implementation of state crisis intervention court proceedings and related programs or initiatives including, but not limited to, mental health courts, drug courts, veterans courts, and extreme risk protection order programs.

For each state and territory, the Bureau of Justice Statistics calculates a minimum base allocation which, based on the congressionally mandated JAG formula, can be enhanced by (1) the state's share of the national population and (2) the state's share of the country's Part 1 violent crime statistics as reported by the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) Program. Once the state funding is calculated, 60 percent of the allocation is awarded to the state and 40 percent to eligible 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 \$22,000 annually.

Specifics

The 2023 allocation for Riley County is \$24,411. The grant does not require matching funds. Should the application be approved, the RCPD intends to apply the entire grant allocation towards 2023 expenses related to equipping officers with updated handguns, iron sites and holsters. Specifically, the funds will be used to purchase 26 duty handguns, 20 holsters, and 52 iron sites (front and rear).

1 of 2

Recommendation

Therefore, the Riley County Police Department recommends that the Riley County Law Enforcement Agency give authorization to the agency to proceed with the grant application process and to accept and utilize the funds should the application be approved and the funds awarded. The Board of County Commissioners, which is the funding recipient and pass through of the award for the police department, previously approved the application on July 27, 2023