



**Board of Riley County
Commissioners
Regular Meeting
Agenda
September 12, 2024**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Sign Riley County Employee Action Form(s)
4. Discuss Joint City/County/County Meeting Agenda
5. Discuss Intergovernmental Luncheon Agenda and Attendees

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Sep 9, 2024 8:30 AM

Review Tentative Agenda

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

9:00 AM

Clancy Holeman, Counselor/Director of Administrative Services

9. Administrative Work Session

9:20 AM

Budget and Planning Committee - Brittany Phillips, Budget and Finance Officer

10. Monthly Cash Flow Report for August 2024

9:30 AM

Amy Manges and Shari Morrand, United Way Committee

11. 2024 Konza United Way Campaign Recap

9:45 AM

Jason Smith, Manhattan Area Chamber of Commerce

12. Economic development update

10:00 AM

Kevin Larson, RCCOA Chair

13. Riley County Council on Aging update

10:15 AM

Clancy Holeman, Counselor/Director of Administrative Services

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

Adjournment

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



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: September 12, 2024

SUBJECT: Sign Riley County Employee Action Form(s)

PRESENTER: Elizabeth Ward, Human Resources Director

Enclosures:

- 2024-09 Fire EWagner EAF (DOCX)
- 2024-09 PW RMcVey EAF (DOCX)

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Ethan Wagner**Status Change Date:** 09/06/2024**Status Change:** New Hire**Date of Hire:** 09/19/2024**Seniority:** 0 Year(s), 0 Month(s)**Position:** Volunteer Firefighter**Position Type:** As Needed**Pay Range:** TASND**Pay Type:** Stipend**Base Rate:** \$0.00**Annualized Pay:** \$0.00**Funds Codes:** 183-Fire District #1/183-Fire District #1**Supervisor:** Douglas Russel**Department Head:** Russel Stukey

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-09 Fire EWagner EAF (15035 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Ramsey McVey**Status Change Date:** 09/05/2024**Status Change:** New Hire**Date of Hire:** 09/23/2024**Seniority:** 0 Year(s), 0 Month(s)**Position:** Traffic Control Tech**Position Type:** RFT**Pay Range:** Range 5**Pay Type:** Hourly**Base Rate:** \$19.98**Annualized Pay:** \$41,558.40**Funds Codes:** 1-General/40-Public Works**Supervisor:** Jason Anderson**Department Head:** John Ellerman

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-09 PW RMcVey EAF (15035 : Employee Action Form (Green Sheet))



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
September 16, 2024**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Elizabeth Ward, Human Resources Director

1. Department Head Leave Calendar Proposal

9:15 AM

David Adams, EMS/Ambulance Director

2. Staff update

9:30 AM

Press Conference

9:35 AM

Shilo Heger, Treasurer

3. Monthly revenue report

9:50 AM

Evan McMillan, Assistant County Engineer

4. University Park Lagoon Project Funding - University Park Loan Rate Selection SRF

10:10 AM

Clancy Holeman, Counselor/Director of Administrative Services

5. Administrative Work Session

12:00 PM

Law Enforcement Agency Meeting

Attachment: 09-16-24 tentative agenda (14234 : 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: 09-16-24 tentative agenda (14234 : Tentative Agenda)



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
September 19, 2024**

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

Cindy Kabriel
785-565-6200

Commission Chambers

9:00 AM

[District 1 – John Ford, Chair](#)

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

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

9:00 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Approve payroll/accounts payables (when completed)

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:30 AM

Clancy Holeman, Counselor/Director of Administrative Services

2. Administrative Work Session

9:50 AM

John Ellermann, Public Works Director/County Engineer

3. Surplus Auction Intent to Sell and Contract

10:00 AM

Gary Fike, County Extension Director

4. Staff update

10:15 AM

Brian Peete, RCPD Director

5. RCPD update

10:30 AM

Russel Stuke, Emergency Management Director

6. RCFD#1 University Park Fire Station Contractor and Financing

10:40 AM

Shilo Heger, Treasurer

7. Special Alcohol Fund

4:00 PM

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

Attachment: 09-19-24 tentative agenda (14234 : Tentative Agenda)

Adjournment**Announcements**

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

A Special Meeting will be held Friday, September 20th to tour Riley County Buildings.

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: 09-19-24 tentative agenda (14234 : Tentative Agenda)



COUNTY CLERK & ELECTIONS
Budget

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

MEMORANDUM

FROM: Brittany Phillips, Budget & Finance Officer

MEETING: September 12, 2024

SUBJECT: Monthly Cash Flow Report for August 2024

PRESENTER: Brittany Phillips, Budget & Finance Officer

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

Enclosures:

- Aug 2024 updated cash flows (PDF)

2024 Riley County Economic Development Cash Flow Analysis

% of Year: 66.7

Month	Revenue	Reimbursements	Other	Total Revenue	Expenditures	Jan/Feb/Mar 2023 A/P	Total Expenditures
Jan	\$107,100.00			\$107,100.00	\$84,542.15		\$84,542.15
Feb				\$0.00			\$0.00
Mar				\$0.00	\$1,895.00		\$1,895.00
Apr				\$0.00			\$0.00
May				\$0.00	\$1,899.31		\$1,899.31
Jun				\$0.00	\$1,000.00		\$1,000.00
Jul				\$0.00	\$30,507.00		\$30,507.00
Aug				\$0.00	\$12,213.96		\$12,213.96
Sep				\$0.00			\$0.00
Oct				\$0.00			\$0.00
Nov				\$0.00			\$0.00
Dec				\$0.00			\$0.00
\$107,100.00		\$0.00	\$0.00	\$107,100.00	\$132,057.42	\$0.00	\$132,057.42

Cash Reconciliation	
2024 Beginning Unencumbered Cash	\$340,085.60
2024 Revenue	\$107,100.00
Less 2024 Expenditures/Encumbrances	\$132,057.42
2024 Ending Unencumbered Cash	\$315,128.18
Less Est. Project Balance for CY	\$134,269.54
2024 Projected Unencumbered Cash	\$180,858.64

Riley County 2024 Budget Authority Summary		
2024 Budgeted Expenditures	\$259,053	% Budget Expended
Expenditures to Date	\$132,057	
2024 Remaining Budget Authority	\$126,996	
50.98%		
Riley County 2024 Budgeted Revenue		
2024 Budgeted Revenue	\$107,100	% Budgeted Revenue
Revenue to Date	\$107,100	
100.00%		

Attachment: Aug 2024 updated cash flows (15036 : Monthly Cash Flow Reports for August 2024)

2024 Detailed Expenditures per Project and per Department

Projects	Project Estimate	Prior Year Expenditures	2024 Actual Expenditures	Jan/Feb/Mar 2023 A/P	Remaining Project Estimate Totals	Completed Projects (Over) Under Estimate
APPROPRIATIONS						
Chamber of Commerce	\$55,000.00	\$0.00	\$55,000.00		\$0.00	\$0.00
Flint Hills Veterans Coalition	\$1,015.00	\$0.00	\$1,015.00		\$0.00	\$0.00
Downtown Manhattan	\$5,000.00	\$0.00	\$5,000.00		\$0.00	\$0.00
Riley Co. General Eco Devo	\$132,850.00	\$0.00			\$132,850.00	
APPROPRIATION TOTALS	\$193,865.00	\$0.00	\$61,015.00	\$0.00	\$132,850.00	\$0.00
MEMBERSHIPS						
FHMPO Contribution	\$5,200.00	\$0.00	\$3,780.46		\$1,419.54	\$0.00
FHRLP Underwriters & Sponsors					\$0.00	\$0.00
MEMBERSHIP TOTALS	\$5,200.00	\$0.00	\$3,780.46	\$0.00	\$1,419.54	\$0.00
CONTRACTS						
Auto Lane Development (2024)	\$121,139.60	\$109,025.64	\$12,113.96		\$0.00	\$0.00
CONTRACT TOTALS	\$121,139.60	\$109,025.64	\$12,113.96	\$0.00	\$0.00	\$0.00
DEBT OBLIGATION TRANSFER						
Konza Water Debt	\$658,501.67	\$359,504.67	\$52,153.00		\$246,844.00	\$0.00
DEBT OBLIGATION TRANSFER TOTALS	\$658,501.67	\$359,504.67	\$52,153.00	\$0.00	\$246,844.00	\$0.00
PROJECTS						
Comprehensive Plan Update	\$150,000.00	\$325.75	\$1,995.00		\$147,679.25	\$0.00
PROJECT TOTALS	\$150,000.00	\$325.75	\$1,995.00	\$0.00	\$147,679.25	\$0.00
TOTALS	\$1,128,706.27	\$468,856.06	\$131,057.42	\$0.00	\$528,792.79	\$0.00

Remaining Approved Projects less lease/debt payments/reserve payments/reserve \$134,269.54
(not included as these payments are subject to approval with annual budget) al with annual budget)

Completed Projects

Attachment: Aug 2024 updated cash flows (15036 : Monthly Cash Flow Reports for August 2024)

2024 Riley County Building Cash Flow Analysis FUND 152

% of Year: 66.7

Month	Revenue	Reimbursements	Other	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar 2023 A/P	Total Expenditures
Jan	\$175,365.42			\$175,365.42	\$6,436.16		\$31,441.99	\$37,878.15
Feb		\$10.00		\$10.00	\$23,518.23			\$23,518.23
Mar	\$8,405.63	\$4,008.00		\$12,413.63	\$19,027.22			\$19,027.22
Apr		\$10.00		\$10.00	\$31,517.31			\$31,517.31
May	\$117,721.14			\$117,721.14	\$23,468.96			\$23,468.96
Jun				\$0.00	\$31,426.38			\$31,426.38
Jul				\$0.00	\$25,504.17			\$25,504.17
Aug	\$33.50			\$33.50	\$16,749.15			\$16,749.15
Sep				\$0.00				\$0.00
Oct				\$0.00				\$0.00
Nov				\$0.00				\$0.00
Dec				\$0.00				\$0.00
	\$301,525.69	\$4,028.00	\$0.00	\$305,553.69	\$177,647.58	\$0.00	\$31,441.99	\$209,089.57

Cash Reconciliation	
2024 Beginning Unencumbered Cash	\$104,325.94
2024 Revenue	\$305,553.69
Less 2024 Expenditures/Encumbrances	\$177,647.58
2024 Ending Unencumbered Cash	\$232,232.05

Riley County 2024 Budget Authority Summary		
2024 Budgeted Expenditures	\$430,000	% Budget Expended
Expenditures to Date	\$209,090	
2022 Remaining Budget Authority	\$220,910	

Riley County 2024 Budgeted Revenue		
2024 Budgeted Revenue	\$323,370	% Budgeted Revenue
Revenue to Date	\$305,554	

Attachment: Aug 2024 updated cash flows (15036 : Monthly Cash Flow Reports for August 2024)

2024 Riley County CIP Cash Flow Analysis

% of Year: 66.7

FUND 145

Month	Revenue	Transfers In	Reimbursements	Total Revenue	Expenditures	Jan/Feb/Mar 2023 A/P	Total Expenditures
Jan	\$194,820.52	\$5,509,446.00		\$5,704,266.52	\$216,786.25	\$50,114.59	\$266,900.84
Feb				\$0.00	\$32,510.85		\$32,510.85
Mar				\$0.00	\$11,288.77		\$11,288.77
Apr	\$241,088.96			\$241,088.96	\$85,906.94		\$85,906.94
May	\$865.00			\$865.00	\$655,386.99		\$655,386.99
Jun	\$196,597.36			\$196,597.36	\$132,895.51		\$132,895.51
Jul	\$256,207.09	\$8,933,000.00		\$9,189,207.09	\$361,893.80		\$361,893.80
Aug	\$32,462.04			\$32,462.04	\$12,298.05		\$12,298.05
Sep				\$0.00			\$0.00
Oct				\$0.00			\$0.00
Nov				\$0.00			\$0.00
Dec				\$0.00			\$0.00
Totals	\$922,040.97	\$14,442,446.00	\$0.00	\$15,364,486.97	\$1,508,967.16	\$50,114.59	\$1,559,081.75

Cash Reconciliation	
2024 Beginning Unencumbered Cash	\$13,413,482.00
2024 Revenue	\$15,364,486.97
Less 2024 Expenditures/Encumbrances	\$1,559,081.75
2024 Ending Unencumbered Cash	\$27,218,887.22
Less Remaining Approved Projects	\$4,596,679.40
2024 Projected Unencumbered Cash	\$22,622,207.82
LESS RESERVED FUNDS	\$4,889,303.60
Projected 2024 Cash w/out Reserves	\$17,732,904.22

Riley County 2024 CIP Budget Authority Summary		
2024 CIP Budgeted Expenditures	\$7,990,119	% Budget Expended
Expenditures to Date	\$1,508,967	
2024 Remaining Budget Authority	\$6,481,152	
Riley County 2024 CIP Budgeted Revenue		
2024 CIP Budgeted Revenue	\$5,929,446	% Budgeted Revenue
Revenue to Date	\$15,364,487	

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

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

Attachment: Aug 2024 updated cash flows (15036 : Monthly Cash Flow Reports for August 2024)

2024 CIP Detailed Expenditures per Project and per Dept

Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	Reserved for Approved Projects	2024 Actual Expenditures	Jan/Feb/Mar 2023 A/P	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
PUBLIC WORKS:									
13-13PW005		Unassigned - design cost for culverts	\$35,000.00	\$16,100.00				\$18,900.00	
18-18PW012	27	Fairgrounds ADA Walkway	\$170,000.00	\$104,648.05		\$2,837.10		\$62,514.85	
20-20LEC003		Rewire Elevator Safety Systems	\$40,000.00	\$0.00				\$40,000.00	
20-20PK004		CICO Parking Lot Engineering	\$10,000.00	\$0.00				\$10,000.00	
21-21LEC002		Elevator Repair - LEC Lobby	\$45,000.00	\$0.00				\$45,000.00	
21-21PW002		Semi Truck	\$85,000.00	\$0.00				\$85,000.00	
21-21PW007		Imaging Software & Conversion	\$75,000.00	\$0.00				\$75,000.00	
23-23PW001		Carnegie Elevator Modernization	\$220,000.00	\$0.00				\$220,000.00	
23-23PW003		Carnegie Boiler	\$75,000.00	\$11,604.00				\$63,396.00	
23-23PW004		Dump Truck Bed (Unit 26)	\$70,000.00	\$0.00				\$70,000.00	
23-23PW005		Dump Truck Bed (Unit 27)	\$70,000.00	\$0.00				\$70,000.00	
23-23PW006		550 Diesel Truck w/ Snow Plow & Spreader	\$120,000.00	\$7,475.00		\$9,860.00		\$102,665.00	
23-23PW007		32' Hydraulic Gooseneck Trailer	\$45,000.00	\$0.00		\$40,200.00		\$0.00	\$4,800.00
23-23LEC001	986	Replace Roof - LEC	\$404,000.00	\$0.00				\$404,000.00	
23-23PK001		Large Area Mower w/ Cab	\$72,000.00	\$0.00		\$70,633.73		\$1,366.27	
23-23PK002		Playground Equipment CICO Park (PK trx \$75000) & 18-18PK003, 21-21PK008	\$375,000.00	\$0.00				\$375,000.00	
24-24PW001		Courthouse & Health Department Elevator Modernization	\$385,000.00					\$385,000.00	
24-24PK001		30" Aerator	\$11,000.00					\$11,000.00	
24-24PK002		University Park Pickleball/Basketball Courts	\$11,000.00					\$11,000.00	
24-24PK003		Restroom in Ogden Community Park	\$11,000.00					\$11,000.00	
24-24PK004		Restroom Leonardville Park	\$11,000.00					\$11,000.00	
24-24PW002		FCRC Replace Roof	\$150,000.00					\$150,000.00	
24-24PW003		Museum - Replace HVAC	\$35,000.00					\$35,000.00	
24-24PW004		Museum - Lighting	\$75,000.00					\$75,000.00	
24-24PW005		1/2 Ton 4x4 Extended Cab Pickup	\$65,000.00					\$65,000.00	
24-24PW006		550 Diesel Truck w/ snow plow & spreader	\$125,000.00					\$125,000.00	
24-24PW007		3/4 Ton 4x4 Extended Cab Pickup w/Plow	\$75,000.00			\$4,664.00		\$70,336.00	
24-24PW008		Window Replacement - CPE building	\$500,000.00					\$500,000.00	
24-24LEC001		Kitchen Floor Replacement	\$30,000.00			\$11,881.44		\$18,118.56	
24-24LEC002		Jail Intake Shower	\$10,000.00			\$2,968.82		\$7,031.18	
24-24LEC003		Isolation Room	\$10,000.00			\$3,126.49		\$6,873.51	
PUBLIC WORKS TOTAL			\$3,415,000.00	\$139,827.05	\$0.00	\$146,171.58	\$0.00	\$3,124,201.37	\$4,800.00
EMERGENCY MEDICAL SERVICE									
13-13AM001	302	Design of the EMS Facility Enhancement	\$100,000.00	\$25,770.00				\$74,230.00	
20-20AM003	302	EMS Facility Engineering Design Cost	\$50,000.00	\$0.00				\$50,000.00	
22-22AM001	302	EMS AMBULANCE	\$325,000.00	\$302,902.00		\$17,289.02	\$4,808.98	\$0.00	
23-23AM001		Overhead Alerting Systems	\$187,545.61	\$0.00		\$34,871.15		\$152,674.46	
23-23AM002		Patient Mover Replacement	\$69,265.00	\$0.00		\$8,535.00		\$60,730.00	

Attachment: Aug 2024 updated cash flows (15036 : Monthly Cash Flow Reports for August 2024)

24-24AM001	New Ambulance	\$390,441.00				\$390,441.00	
24-24AM002	Zoll X Series Cardiac Monitor	\$46,000.00			\$43,958.88	\$2,041.12	
24-24AM003	Strker Powercot	\$30,806.97			\$28,733.03	\$2,073.94	
EMS TOTAL		\$1,199,058.58	\$328,672.00		\$133,387.08	\$4,808.98	\$732,190.52
CLERK							
21-21CK001	Open.Gov software	\$202,620.00	\$133,045.00		\$34,500.00	\$35,075.00	
CLERK TOTAL		\$202,620.00	\$133,045.00		\$34,500.00	\$0.00	\$35,075.00
Elections							
23-23EL002	985 CPE 4th Floor Renovations - Elections	\$720,000.00	\$8,595.00		\$545,761.21	\$10,161.61	\$155,482.18
CLERK TOTAL		\$720,000.00	\$8,595.00	\$0.00	\$545,761.21	\$10,161.61	\$155,482.18
ATTORNEY							
ATTORNEY TOTAL		\$0.00	\$0.00			\$0.00	\$0.00

Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	Reserved for Approved Projects	2024 Actual Expenditures	Jan/Feb/Mar 2023 A/P	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
APPRAISER									
21-21AP001		Replacement Vehicle	\$35,144.00	\$0.00			\$35,144.00	\$0.00	\$0.00
		APPRAISER TOTAL	\$35,144.00	\$0.00			\$35,144.00	\$0.00	\$0.00
BOCC									
		BOCC TOTAL	\$0.00	\$0.00			\$0.00	\$0.00	\$0.00
PLANNING & DEVELOPMENT									
		PLANNING & DEVELOPMENT TOTAL	\$0.00	\$0.00			\$0.00	\$0.00	\$0.00
NOXIOUS WEED									
24-24NW001		10' Pull Behind Mower	\$32,000.00					\$32,000.00	
24-24NW002		Mower Tractor 6100 series	\$135,000.00					\$135,000.00	
		NOXIOUS WEED TOTAL	\$167,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$167,000.00	\$0.00
EMERGENCY MANAGEMENT									
16-16EM002		Standby/Backup Generator Pottorf Hall	\$40,126.00	\$0.00				\$40,126.00	
20-20EM005		Bi-directional amplifiers (radio project)	\$35,000.00	\$18,960.71				\$16,039.29	
21-21EM001		Mobile Command Post Upgrade/Equip Refresh	\$125,000.00	\$0.00		\$8,434.96		\$116,565.04	
21-21EM002		EM Storage Building	\$125,000.00	\$0.00				\$125,000.00	
23-23EM001		Outdoor Warning Siren Upgrade	\$85,000.00	\$0.00				\$85,000.00	
		EMERGENCY MANAGEMENT TOTAL	\$410,126.00	\$18,960.71	\$0.00	\$8,434.96	\$0.00	\$382,730.33	\$0.00
OTHER									
18-18EM003	21	Hardware Refresh Reserve (through 2025)	\$1,182,224.00		\$1,034,446.00			\$1,182,224.00	
	988	Ka-Comm Radio Replacement	\$400,000.00			\$30,000.00		\$370,000.00	
Lease pmt to 2033	21	Radio Infrastructure Project Lease (15 yr term through 2033)	\$6,401,938.00	\$2,133,979.89		\$426,795.89		\$3,841,162.22	
B&I Trx to 2025		2010-B G.O. Bond payment (15 yr term through 2025)	\$2,849,815.47	\$2,484,115.63		\$182,100.00		\$183,599.84	
Fair Reserve	74	Fair		\$3,485.20	111,439.75	\$1,816.44		\$106,138.11	
CARES Funds	977/978	North Co. EMS Facility & EMS HQ Reserved			\$1,890,133			\$1,890,132.96	
		OTHER TOTAL	\$10,833,977.47	\$4,621,580.72	\$3,036,018.71	\$640,712.33	\$0.00	\$7,573,257.13	\$0.00
TOTAL			\$16,982,926.05	\$5,250,680.48	\$3,036,018.71	\$1,508,967.16	\$50,114.59	\$12,169,936.53	\$4,800.00

Remaining Approved Projects less lease/debt payments \$4,596,679.40
(not included as these payments are subject to approval with annual budget)

Completed Projects

Attachment: Aug 2024 updated cash flows (15036 : Monthly Cash Flow Reports for August 2024)

2024 Detailed Expenditures per Project by Month

Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	Reserved for Approved Projects	Jul	Aug	Sep	Jan/Feb/Mar 2023 A/P	Expenditures to Date	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
PUBLIC WORKS:												
13-13PW005		Unassigned - design cost for culverts	\$35,000.00	\$16,100.00						\$16,100.00	\$18,900.00	
18-18PW012	27	Fairgrounds ADA Walkway	\$170,000.00	\$104,648.05						\$107,485.15	\$62,514.85	
20-20LECO03		Rewire Elevator Safety Systems	\$40,000.00	\$0.00						\$0.00	\$40,000.00	
20-20PK004		CICO Parking Lot Engineering	\$10,000.00	\$0.00						\$0.00	\$10,000.00	
21-21LECO02		Elevator Repair-LEC Lobby	\$45,000.00	\$0.00						\$0.00	\$45,000.00	
21-21PW002		Semi Truck	\$85,000.00	\$0.00						\$0.00	\$85,000.00	
21-21PW007		Imaging Software & Conversion	\$75,000.00	\$0.00						\$0.00	\$75,000.00	
23-23PW001		Carnegie Elevator Modernization	\$220,000.00	\$0.00						\$0.00	\$220,000.00	
23-23PW003		Carnegie Boiler	\$75,000.00	\$11,604.00						\$11,604.00	\$63,396.00	
23-23PW004		Dump Truck Bed (Unit 26)	\$70,000.00	\$0.00						\$0.00	\$70,000.00	
23-23PW005		Dump Truck Bed (Unit 27)	\$70,000.00	\$0.00						\$0.00	\$70,000.00	
23-23PW006		550 Diesel Truck w/ Snow Plow & Spreader	\$120,000.00	\$7,475.00						\$17,335.00	\$102,665.00	
23-23PW007		32' Hydraulic Gooseneck Trailer	\$45,000.00	\$0.00						\$40,200.00	\$0.00	\$4,800.00
23-23LECO01	986	Replace Roof	\$404,000.00	\$0.00						\$0.00	\$404,000.00	
23-23PK001		Large Area Mower w/ Cab	\$72,000.00	\$0.00		\$70,633.73				\$70,633.73	\$1,366.27	
		Playground Equipment CICO Park (PK trx \$75000) & 18-18PK003, 21-21PK008	\$375,000.00	\$0.00						\$0.00	\$375,000.00	
23-23PK002		30" Aerator	\$11,000.00	\$0.00						\$0.00	\$11,000.00	
24-24PK001		Basketball/Pickleball Courts for University Park	\$11,000.00	\$0.00						\$0.00	\$11,000.00	
24-24PK002		Bathroom in Ogden Community Park	\$11,000.00	\$0.00						\$0.00	\$11,000.00	
24-24PK003		Restroom Leonardville Park	\$11,000.00	\$0.00						\$0.00	\$11,000.00	
24-24PK004		Courthouse & Health Department Elevator Modernization	\$385,000.00	\$0.00						\$0.00	\$385,000.00	
24-24PW001		FCRC Replace Roof	\$150,000.00	\$0.00						\$0.00	\$150,000.00	
24-24PW002		Museum - Replace HVAC	\$35,000.00	\$0.00						\$0.00	\$35,000.00	
24-24PW003		Museum - Lighting	\$75,000.00	\$0.00						\$0.00	\$75,000.00	
24-24PW004		1/2 Ton 4x4 Extended Cab Pickup	\$65,000.00	\$0.00						\$0.00	\$65,000.00	
24-24PW005		550 Diesel Truck w/ snow plow & spreader	\$125,000.00	\$0.00						\$0.00	\$125,000.00	
24-24PW006		3/4 Ton 4x4 Extended Cab Pickup w/Plow	\$75,000.00	\$0.00		\$ 4,664.00				\$4,664.00	\$70,336.00	
24-24PW007		Window Replacement	\$500,000.00	\$0.00						\$0.00	\$500,000.00	
24-24LECO01		Kitchen Floor Replacement	\$30,000.00	\$0.00						\$11,881.44	\$18,118.56	
24-24LECO02		Jail Intake Shower	\$10,000.00	\$0.00						\$2,968.82	\$7,031.18	
24-24LECO03		Isolation Room	\$10,000.00	\$0.00						\$3,126.49	\$6,873.51	
EMERGENCY MEDICAL SERVICE												
13-13AM001	302	Design of the EMS Facility Enhancement	\$100,000.00	\$25,770.00						\$25,770.00	\$74,230.00	
20-20AM003	302	EMS Facility Engineering Design Cost	\$50,000.00	\$0.00						\$0.00	\$50,000.00	
22-22AM001		EMS AMBULANCE	\$325,000.00	\$302,902.00					\$4,808.98	\$325,000.00	\$0.00	
23-23AM001		Overhead Alerting Systems	\$187,545.61	\$0.00						\$34,871.15	\$152,674.46	
23-23AM002		Patient Mover Replacement	\$69,265.00	\$0.00						\$8,535.00	\$60,730.00	
24-24AM001		New Ambulance	\$390,441.00	\$0.00						\$0.00	\$390,441.00	
24-24AM002		Zoll X Series Cardiac Monitor	\$46,000.00	\$0.00		\$43,958.88				\$43,958.88	\$2,041.12	
24-24AM003		Strker Powercot	\$30,806.97	\$0.00		\$28,733.03				\$28,733.03	\$2,073.94	
CLERK												
21-21CK001		Open.Gov software	\$202,620.00	\$133,045.00						\$167,545.00	\$35,075.00	
Election												
23-23EL002	985	CPE 4th Floor Renovations - Elections	\$720,000.00	\$8,595.00		\$213,904.16	\$12,298.05		\$10,161.61	\$564,517.82	\$155,482.18	
ATTORNEY												
APPRAISER												
21-21AP001		Replacement Vehicle	\$35,144.00	\$0.00					\$35,144.00	\$35,144.00	\$0.00	\$0.00
BOCC												
										\$0.00	\$0.00	
PLANNING & DEVELOPMENT												
			\$0.00	\$0.00						\$0.00	\$0.00	
NOXIOUS WEED												
24-24NW001		10' Pull Behind Mower	\$32,000.00	\$0.00						\$0.00	\$32,000.00	
24-24NW002		Mower Tractor 6100 series	\$135,000.00	\$0.00						\$0.00	\$135,000.00	
EMERGENCY MANAGEMENT												
16-16EM002		Standby/Backup Generator Pottorf Hall	\$40,126.00	\$0.00						\$0.00	\$40,126.00	
20-20EM005		Bi-directional amplifiers (radio project)	\$35,000.00	\$18,960.71						\$18,960.71	\$16,039.29	
21-21EM001		Mobile Command Post Upgrade/Equip Refresh	\$125,000.00	\$0.00						\$8,434.96	\$116,565.04	
21-21EM002		EM Storage Building	\$125,000.00	\$0.00						\$0.00	\$125,000.00	
23-23EM001		Outdoor Warning Siren Upgrade	\$85,000.00	\$0.00						\$0.00	\$85,000.00	
OTHER												
18-18EM003	21	Hardware Refresh Reserve (through 2025)	\$1,182,224.00	\$0.00	\$1,034,446.00					\$0.00	\$147,778.00	
	988	Ka-Comm Radio Replacement	\$400,000.00	\$0.00						\$30,000.00	\$370,000.00	
Lease to 2033	21	Radio Project Lease (15 yr term through 2033)	\$6,401,938.00	\$2,133,979.89						\$2,560,775.78	\$3,841,162.22	
B&I Trx to 2025		2010-B G.O. Bond pmt (15 yr term through 2025)	\$2,849,815.47	\$2,484,115.63						\$2,666,215.63	\$183,599.84	
Fair Reserve	74	Fair		\$3,485.20	\$111,439.75					\$5,301.64	\$106,138.11	
CARES Money	977/978	North Co. EMS Facility & EMS HQ Reserved		\$1,890.133	\$0.00					\$0.00	\$1,890,132.96	
TOTALS			\$16,982,926.05	\$5,250,680.48	\$3,036,018.71	\$361,893.80	\$12,298.05	\$0.00	\$50,114.59	\$6,809,762.23	\$11,135,490.53	\$4,800.00

\$1,559,081.75

Completed Projects

Attachment: Aug 2024 updated cash flows (15036 : Monthly Cash Flow Reports for August 2024)

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

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

% of Year: 66.7

Month	Sales Tax Revenue	Reimbursements	KDOT	Total Revenue	Expenditures	Jan/Feb/Mar	Total Expenditures
						2023 AP	
Jan				\$0.00	\$35,096.58	\$84,819.38	\$119,915.96
Feb				\$0.00	\$4,391.61		\$4,391.61
Mar				\$0.00	\$16,627.53		\$16,627.53
Apr				\$0.00	\$89,630.59		\$89,630.59
May				\$0.00	\$196,362.47		\$196,362.47
Jun				\$0.00	\$100,470.37		\$100,470.37
Jul				\$0.00	\$552.25		\$552.25
Aug				\$0.00	\$101,208.23		\$101,208.23
Sep				\$0.00			\$0.00
Oct				\$0.00			\$0.00
Nov				\$0.00			\$0.00
Dec				\$0.00			\$0.00
				\$0.00	\$544,339.63	\$84,819.38	\$629,159.01

Cash Reconciliation		
2024 Beginning Unencumbered Cash	\$6,475,677.16	
2024 Revenue	\$0.00	
Less 2024 Expenditures/Encumbrances	\$544,339.63	
2024 Ending Unencumbered Cash	\$5,931,337.53	
Remaining 2024 Projected Revenue	\$0.00	
Less Est. Project Balance for Projects	\$1,626,322.84	
Less Est. Project Balance for Overlay	\$350,000.00	
2024 Projected Unencumbered Cash	\$3,955,014.69	

Riley County 2024 Budget Authority Summary		
2024 Budgeted Expenditures	\$6,892,240	% Budget Expended
Expenditures to Date	\$629,159	
2024 Remaining Budget Authority	\$6,263,081	

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

Attachment: Aug 2024 updated cash flows (15036 : Monthly Cash Flow Reports for August 2024)

2024 Detailed Expenditures per Project and per Department

Project Code	Projects	Project Estimate	Prior Year Expenditures	2024 Actual Expenditures	Jan/Feb/Mar 2023 AP	Remaining Project Estimate Totals	Completed Projects (Over) Under Estimate
CULVERTS							
457	Flat Rock Road	\$113,500.00	\$261,433.71	\$467.50	\$35,925.17	-\$184,326.38	
458	Parallel Road	\$117,000.00	\$58,024.87	\$93,637.60		-\$34,662.47	
403	Kitten Creek Road	\$148,000.00	\$53,881.60	\$239.00		\$93,879.40	
459	Union Road	\$125,000.00	\$226,570.41	\$273.75	\$48,894.21	-\$150,738.37	
CULVERT TOTALS		\$503,500.00	\$599,910.59	\$94,617.85	\$84,819.38	-\$275,847.82	\$0.00
BRIDGES							
461	Fancy Creek K.O/6.2	\$653,800.00	\$59,941.43	\$411,653.17		\$182,205.40	
454	West 32nd Avenue	\$1,004,750.00	\$1,464,031.69			-\$459,281.69	-\$459,281.69
455	Rose Hill	\$654,200.00	\$159,048.83			\$495,151.17	
460	Winkler Mills Bridge	\$1,200,000.00	\$102,835.61	\$7,928.21		\$1,089,236.18	\$1,089,236.18
BRIDGE TOTALS		\$3,512,750.00	\$1,785,857.56	\$419,581.38	\$0.00	\$1,307,311.06	\$629,954.49
RECONSTRUCTION							
431	McDowell Creek Road (north end)	\$515,848.38	\$515,848.38	\$0.00		\$0.00	\$0.00
RECONSTRUCTION TOTALS		\$515,848.38	\$515,848.38	\$0.00	\$0.00	\$0.00	\$0.00
OVERLAY							
4	Unidentified Overlays	\$800,000.00	\$175,000.00	\$30,140.40		\$594,859.60	
OVERLAY TOTALS		\$800,000.00	\$175,000.00	\$30,140.40	\$0.00	\$594,859.60	\$0.00
TOTALS		\$5,332,098.38	\$3,076,616.53	\$544,339.63	\$84,819.38	\$1,626,322.84	\$629,954.49

Completed Projects

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

2024 Detailed Expenditures per Project by Month

Project Code	Projects	Project Estimate	Prior Year Expenditures	Jul	Aug	Sep	Jan/Feb/Mar 2023 AP	Expenditures to Date	Remaining Project Estimate
CULVERTS									
457	Flat Rock Road	\$113,500.00	\$261,433.71				\$35,925.17	\$297,826.38	-\$184,326.38
458	Parallel Road	\$117,000.00	\$58,024.87		\$93,280.02			\$151,662.47	-\$34,662.47
403	Kitten Creek Road	\$148,000.00	\$53,881.60	\$89.00				\$54,120.60	\$93,879.40
459	Union Road	\$125,000.00	\$226,570.41				\$48,894.21	\$275,738.37	-\$150,738.37
BRIDGES									
461	Fancy Creek K.O/6.2	\$653,800.00	\$59,941.43	\$463.25				\$471,594.60	\$182,205.40
454	West 32nd Avenue	\$1,004,750.00	\$1,464,031.69					\$1,464,031.69	-\$459,281.69
455	Rose Hill	\$654,200.00	\$159,048.83					\$159,048.83	\$495,151.17
460	Winkler Mills Bridge	\$1,200,000.00	\$102,835.61		\$7,928.21			\$110,763.82	\$1,089,236.18
RECONSTRUCTION									
431	McDowell Creek Road (north end)	\$515,848.38	\$515,848.38					\$515,848.38	\$0.00
OVERLAY									
	4 overlays unidentified	\$800,000.00	\$175,000.00					\$205,140.40	\$594,859.60
TOTALS		\$5,332,098.38	\$3,076,616.53	\$552.25	\$101,208.23	\$0.00	\$84,819.38	\$3,705,775.54	\$1,626,322.84
							\$629,159		
Completed Projects									

Attachment: Aug 2024 updated cash flows (15036 : Monthly Cash Flow Reports for August 2024)

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

% of Year: 66.7

Month	Sales Tax Revenue	Reimbursements	KDOT	Total Revenue	Expenditures	Jan/Feb/Mar	Total Expenditures
						2023 A/P	
Jan	\$212,079.24			\$212,079.24			\$0.00
Feb	\$239,257.27			\$239,257.27			\$0.00
Mar	\$196,726.95			\$196,726.95			\$0.00
Apr	\$200,963.47			\$200,963.47			\$0.00
May	\$216,822.94			\$216,822.94			\$0.00
Jun	\$214,531.81			\$214,531.81			\$0.00
Jul	\$225,636.56			\$225,636.56			\$0.00
Aug	\$221,097.24			\$221,097.24			\$0.00
Sep				\$0.00			\$0.00
Oct				\$0.00			\$0.00
Nov				\$0.00			\$0.00
Dec				\$0.00			\$0.00
\$1,727,115.48		\$0.00	\$0.00	\$1,727,115.48	\$0.00	\$0.00	\$0.00

Cash Reconciliation	
2024 Beginning Unencumbered Cash	\$2,160,855.87
2024 Revenue	\$1,727,115.48
Less 2024 Expenditures/Encumbrances	\$0.00
2024 Ending Unencumbered Cash	\$3,887,971.35
Remaining 2024 Projected Revenue	\$0.00
Less Est. Project Balance for CY	\$0.00
2024 Projected Unencumbered Cash	\$3,887,971.35

Riley County 2024 Budget Authority Summary		
2024 Budgeted Expenditures	\$3,967,650	% Budget Expended
Expenditures to Date	\$0	
2024 Remaining Budget Authority	\$3,967,650	
Riley County 2024 Budgeted Revenue		
2024 Budgeted Revenue	\$2,000,000	% Budgeted Revenue
Revenue to Date	\$1,727,115	

Attachment: Aug 2024 updated cash flows (15036 : Monthly Cash Flow Reports for August 2024)

2024 Detailed Expenditures per Project and per Department

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

OVERLAY

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

Completed Projects

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

2024 Detailed Expenditures per Project by Month

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



COUNTY CLERK & ELECTIONS
Personnel

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

MEMORANDUM

FROM: Elizabeth Ward, HR Director

MEETING: September 12, 2024

SUBJECT: 2024 Konza United Way Campaign Recap

PRESENTER: Amy Manges and Shari Morrand, UW workgroup

BACKGROUND

For several decades, Riley County has partnered with Konza United Way to support the mission of creating long-lasting changes by addressing the underlying causes of community problems.

This year Riley County was selected as one of the Pacesetter campaigns and held our month-long campaign during August. The official campaign season for Konza United Way kicks off on September 17.

For the 2024 campaign, the workgroup consisting of Amy Manges, Shari Morrand and Elizabeth Ward, again offered a payroll deduction option for employees, held county-wide campaign activities and had the Director of Konza United Way participate in educational programs at the county which included:

- Tara Claussen speaking to the BoCC and employee groups on the value of United Way
- Community bake sale with employees donating food items for bid
- Baby picture guessing game with the Department Heads and elected officials
- Workplace flocking with pink flamingos everywhere
- Riley County/UW t-shirts and jeans days
- Raffle for 8 hours of PTO

We also had 2 elected officials challenge Riley County employees to donate by tripling donation impact up to \$1,000!

DISCUSSION

In 2022 we reignited our United Way participation with a 2-week campaign raising \$4700 in pledges.

In 2023, Riley County hosted a month-long campaign raising \$7,636 in UW pledges.

In 2024 our workgroup had a very successful year, increasing overall participation to 19.5% of our employees and raising \$10,351 in pledges!

FISCAL IMPACT

The fiscal impact is 8 hours of PTO

Enclosures: