



**Board of Riley County
Commissioners
Regular Meeting
Agenda
October 21, 2021**

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 Tax Roll Corrections
4. Sign a Tax Roll Correction
5. 2021 Audit Engagement Letter and County Contractual Provisions
6. Order to Credit Allowed Claim to Delinquent Taxes
7. Sign Riley County Personnel Action Form(s)
8. Approve payroll/accounts payables (when completed)

Review Minutes

9. Board of Riley County Commissioners - Regular Meeting - Oct 14, 2021 8:30 AM

Review Tentative Agenda

10. Tentative Agenda

Press Conference Topics

11. Discuss Press Conference

9:00 AM

Julie Gibbs, Health Department Director

12. RCHD PHEP Coordinator to attend NACCHO Conference in November
13. Riley County Health Department request for approval to fill a full time RN position in the clinic.

9:30 AM

Clancy Holeman, Counselor/Director of Administrative Services

14. Administrative Work Session
15. Approve Annual Legislative Conference Agenda

- 9:50 AM Elizabeth Ward, Human Resource Manager and Phil Anderson, Museum Board of Trustees**
- 16. Request to Appoint Interim Director of Historical Museum
 - 17. Request to Appoint Interim Director of IT/GIS
- 10:15 AM Dennis Butler, RCPD Director**
- 18. RCPD update
- 10:30 AM Clancy Holeman, Counselor/Director of Administrative Services**
- 19. Executive session to discuss a performance matter involving non-elected personnel
- 11:00 AM Clancy Holeman, Counselor/Director of Administrative Services**
- 20. Executive session to discuss a performance matter involving non-elected personnel
- 4:00 PM Joint City/County/County Meeting (at County Offices)**
- 21. City/County/County 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.



COUNTY CLERK & ELECTIONS
Tax Roll Correction

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

COMMISSION AGENDA REPORT

FROM: Lori Muir, Real Estate Specialist
MEETING: October 21, 2021
SUBJECT: Sign Tax Roll Corrections
PRESENTER: Rich Vargo, County Clerk

POSSIBLE MOTION(S)

Move to approve the reversal of the attached Tax Roll Corrections signed on September 2, 2021.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- image17590 (PDF)

Memo

October 21, 2021

To: Board of County Commissioners

From: Craig Cox & Lori Muir

Commissioners,

Today we are bringing you a reversal of some of the 2021 Tax Sale Abates signed on September 2, 2021. These properties did not sell at the tax sale and are now under the control of Riley County. Originally we planned to take possession of these properties and remove them from the tax roll.

These properties have special assessments and after reviewing Kansas statutes we've learned there is a better way to handle these while attempting to sell them. This statute allows the property to stay in the name of the delinquent taxpayer and on the tax roll until it is sold. Staff has determined this is the preferred way of handling this situation and would like to add these properties back on the tax roll.

Attachment: image17590 (11192 : Tax Roll Corrections)

Reversal of Tax Sale Abates (Properties that did not sell at Auction)

Year	Owner	Name	Statement	Line	Parcel	Project	FULLCAMA	Number	Suffix	Street	1st Half Due	2nd Half Due	Total Due
2016	KRIN0003	KRINGEN, JONATHAN	19191	1	5	8900	0 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	10.83	10.83	21.66
2016	KRIN0003	KRINGEN, JONATHAN	19191	2	5	8900	206 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	97.31	97.32	194.63
2016	KRIN0003	KRINGEN, JONATHAN	19191	3	5	8900	207 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	116.84	116.85	233.69
2016	KRIN0003	KRINGEN, JONATHAN	19191	4	5	8900	208 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	200.61	200.62	401.23
2017	KRIN0003	KRINGEN, JONATHAN	19169	1	5	8900	0 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	5.67	5.67	11.34
2017	KRIN0003	KRINGEN, JONATHAN	19169	2	5	8900	206 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	98.33	98.33	196.66
2017	KRIN0003	KRINGEN, JONATHAN	19169	3	5	8900	207 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	118.06	118.07	236.13
2017	KRIN0003	KRINGEN, JONATHAN	19169	4	5	8900	208 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	200.61	200.62	401.23
2018	KRIN0003	KRINGEN, JONATHAN	19231	1	5	8900	0 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	5.81	5.81	11.62
2018	KRIN0003	KRINGEN, JONATHAN	19231	2	5	8900	206 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	96.05	96.05	192.10
2018	KRIN0003	KRINGEN, JONATHAN	19231	3	5	8900	207 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	115.32	115.33	230.65
2018	KRIN0003	KRINGEN, JONATHAN	19231	4	5	8900	208 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	200.61	200.62	401.23
2019	KRIN0003	KRINGEN, JONATHAN	19061	1	5	8900	0 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	5.73	5.73	11.46
2019	KRIN0003	KRINGEN, JONATHAN	19061	2	5	8900	206 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	96.65	96.65	193.30
2019	KRIN0003	KRINGEN, JONATHAN	19061	3	5	8900	207 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	116.04	116.05	232.09
2019	KRIN0003	KRINGEN, JONATHAN	19061	4	5	8900	208 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	200.61	200.62	401.23
2020	KRIN0003	KRINGEN, JONATHAN	19193	1	5	8900	0 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	5.72	5.72	11.44
2020	KRIN0003	KRINGEN, JONATHAN	19193	2	5	8900	206 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	97.11	97.11	194.22
2020	KRIN0003	KRINGEN, JONATHAN	19193	3	5	8900	207 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	116.60	116.60	233.20
2020	KRIN0003	KRINGEN, JONATHAN	19193	4	5	8900	208 263-07-0-30-21-007-00-0-01	0		SADDLE HORN TRAIL	200.61	200.62	401.23
2016	KRIN0003	KRINGEN, JONATHAN	19192	1	5	8905	0 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	10.25	10.25	20.50
2016	KRIN0003	KRINGEN, JONATHAN	19192	2	5	8905	206 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	97.31	97.32	194.63
2016	KRIN0003	KRINGEN, JONATHAN	19192	3	5	8905	207 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	116.84	116.85	233.69
2016	KRIN0003	KRINGEN, JONATHAN	19192	4	5	8905	208 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	200.61	200.62	401.23
2017	KRIN0003	KRINGEN, JONATHAN	19170	1	5	8905	0 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	5.09	5.09	10.18
2017	KRIN0003	KRINGEN, JONATHAN	19170	2	5	8905	206 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	98.33	98.33	196.66
2017	KRIN0003	KRINGEN, JONATHAN	19170	3	5	8905	207 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	118.06	118.07	236.13
2017	KRIN0003	KRINGEN, JONATHAN	19170	4	5	8905	208 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	200.61	200.62	401.23
2018	KRIN0003	KRINGEN, JONATHAN	19232	1	5	8905	0 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	5.21	5.21	10.42
2018	KRIN0003	KRINGEN, JONATHAN	19232	2	5	8905	206 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	96.05	96.05	192.10
2018	KRIN0003	KRINGEN, JONATHAN	19232	3	5	8905	207 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	115.32	115.33	230.65
2018	KRIN0003	KRINGEN, JONATHAN	19232	4	5	8905	208 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	200.61	200.62	401.23
2019	KRIN0003	KRINGEN, JONATHAN	19062	1	5	8905	0 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	5.65	5.65	11.30
2019	KRIN0003	KRINGEN, JONATHAN	19062	2	5	8905	206 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	96.65	96.65	193.30
2019	KRIN0003	KRINGEN, JONATHAN	19062	3	5	8905	207 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	116.04	116.05	232.09
2019	KRIN0003	KRINGEN, JONATHAN	19062	4	5	8905	208 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	200.61	200.62	401.23
2020	KRIN0003	KRINGEN, JONATHAN	19194	1	5	8905	0 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	5.64	5.64	11.28
2020	KRIN0003	KRINGEN, JONATHAN	19194	2	5	8905	206 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	97.11	97.11	194.22
2020	KRIN0003	KRINGEN, JONATHAN	19194	3	5	8905	207 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	116.60	116.60	233.20
2020	KRIN0003	KRINGEN, JONATHAN	19194	4	5	8905	208 263-07-0-30-21-008-00-0-01	0		SADDLE HORN TRAIL	200.61	200.62	401.23
2016	KRIN0003	KRINGEN, JONATHAN	19193	1	5	8910	0 263-07-0-30-21-009-00-0-01	0		SADDLE HORN TRAIL	10.25	10.25	20.50
2016	KRIN0003	KRINGEN, JONATHAN	19193	2	5	8910	206 263-07-0-30-21-009-00-0-01	0		SADDLE HORN TRAIL	97.31	97.32	194.63
2016	KRIN0003	KRINGEN, JONATHAN	19193	3	5	8910	207 263-07-0-30-21-009-00-0-01	0		SADDLE HORN TRAIL	116.84	116.85	233.69
2016	KRIN0003	KRINGEN, JONATHAN	19193	4	5	8910	208 263-07-0-30-21-009-00-0-01	0		SADDLE HORN TRAIL	200.61	200.62	401.23
2017	KRIN0003	KRINGEN, JONATHAN	19171	1	5	8910	0 263-07-0-30-21-009-00-0-01	0		SADDLE HORN TRAIL	5.09	5.09	10.18

Reversal of Tax Sale Abates (Properties that did not sell at Auction)

2017 KRIN0003	19171	2	5	8910	206	263-07-0-30-21-009-00-0-01	0	SADDLE HORN TRAIL	98.33	98.33	196.66
2017 KRIN0003	19171	3	5	8910	207	263-07-0-30-21-009-00-0-01	0	SADDLE HORN TRAIL	118.06	118.07	236.13
2017 KRIN0003	19171	4	5	8910	208	263-07-0-30-21-009-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2018 KRIN0003	19233	1	5	8910	0	263-07-0-30-21-009-00-0-01	0	SADDLE HORN TRAIL	5.21	5.21	10.42
2018 KRIN0003	19233	2	5	8910	206	263-07-0-30-21-009-00-0-01	0	SADDLE HORN TRAIL	96.05	96.05	192.10
2018 KRIN0003	19233	3	5	8910	207	263-07-0-30-21-009-00-0-01	0	SADDLE HORN TRAIL	115.32	115.33	230.65
2018 KRIN0003	19233	4	5	8910	208	263-07-0-30-21-009-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2019 KRIN0003	19063	1	5	8910	0	263-07-0-30-21-009-00-0-01	0	SADDLE HORN TRAIL	5.65	5.65	11.30
2019 KRIN0003	19063	2	5	8910	206	263-07-0-30-21-009-00-0-01	0	SADDLE HORN TRAIL	96.65	96.65	193.30
2019 KRIN0003	19063	3	5	8910	207	263-07-0-30-21-009-00-0-01	0	SADDLE HORN TRAIL	116.04	116.05	232.09
2019 KRIN0003	19063	4	5	8910	208	263-07-0-30-21-009-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2020 KRIN0003	19195	1	5	8910	0	263-07-0-30-21-009-00-0-01	0	SADDLE HORN TRAIL	5.64	5.64	11.28
2020 KRIN0003	19195	2	5	8910	206	263-07-0-30-21-009-00-0-01	0	SADDLE HORN TRAIL	97.11	97.11	194.22
2020 KRIN0003	19195	3	5	8910	207	263-07-0-30-21-009-00-0-01	0	SADDLE HORN TRAIL	116.60	116.60	233.20
2020 KRIN0003	19195	4	5	8910	208	263-07-0-30-21-009-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2016 KRIN0003	19194	1	5	8915	0	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	10.25	10.25	20.50
2016 KRIN0003	19194	2	5	8915	206	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	97.31	97.32	194.63
2016 KRIN0003	19194	3	5	8915	207	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	116.84	116.85	233.69
2016 KRIN0003	19194	4	5	8915	208	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2017 KRIN0003	19172	1	5	8915	0	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	5.09	5.09	10.18
2017 KRIN0003	19172	2	5	8915	206	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	98.33	98.33	196.66
2017 KRIN0003	19172	3	5	8915	207	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	118.06	118.07	236.13
2017 KRIN0003	19172	4	5	8915	208	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2018 KRIN0003	19234	1	5	8915	0	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	5.21	5.21	10.42
2018 KRIN0003	19234	2	5	8915	206	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	96.05	96.05	192.10
2018 KRIN0003	19234	3	5	8915	207	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	115.32	115.33	230.65
2018 KRIN0003	19234	4	5	8915	208	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2019 KRIN0003	19064	1	5	8915	0	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	5.65	5.65	11.30
2019 KRIN0003	19064	2	5	8915	206	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	96.65	96.65	193.30
2019 KRIN0003	19064	3	5	8915	207	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	116.04	116.05	232.09
2019 KRIN0003	19064	4	5	8915	208	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2020 KRIN0003	19196	1	5	8915	0	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	5.64	5.64	11.28
2020 KRIN0003	19196	2	5	8915	206	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	97.11	97.11	194.22
2020 KRIN0003	19196	3	5	8915	207	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	116.60	116.60	233.20
2020 KRIN0003	19196	4	5	8915	208	263-07-0-30-21-010-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2016 KRIN0003	19195	1	5	8920	0	263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	10.25	10.25	20.50
2016 KRIN0003	19195	2	5	8920	206	263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	97.31	97.32	194.63
2016 KRIN0003	19195	3	5	8920	207	263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	116.84	116.85	233.69
2016 KRIN0003	19195	4	5	8920	208	263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2017 KRIN0003	19173	1	5	8920	0	263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	5.09	5.09	10.18
2017 KRIN0003	19173	2	5	8920	206	263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	98.33	98.33	196.66
2017 KRIN0003	19173	3	5	8920	207	263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	118.06	118.07	236.13
2017 KRIN0003	19173	4	5	8920	208	263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2018 KRIN0003	19235	1	5	8920	0	263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	5.21	5.21	10.42
2018 KRIN0003	19235	2	5	8920	206	263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	96.05	96.05	192.10
2018 KRIN0003	19235	3	5	8920	207	263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	115.32	115.33	230.65

Reversal of Tax Sale Abates (Properties that did not sell at Auction)

2018 KRIN0003	KRINGEN, JONATHAN	19235	4	5	8920	208 263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2019 KRIN0003	KRINGEN, JONATHAN	19065	1	5	8920	0 263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	5.65	5.65	11.30
2019 KRIN0003	KRINGEN, JONATHAN	19065	2	5	8920	206 263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	96.65	96.65	193.30
2019 KRIN0003	KRINGEN, JONATHAN	19065	3	5	8920	207 263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	116.04	116.05	232.09
2019 KRIN0003	KRINGEN, JONATHAN	19065	4	5	8920	208 263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2020 KRIN0003	KRINGEN, JONATHAN	19197	1	5	8920	0 263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	5.64	5.64	11.28
2020 KRIN0003	KRINGEN, JONATHAN	19197	2	5	8920	206 263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	97.11	97.11	194.22
2020 KRIN0003	KRINGEN, JONATHAN	19197	3	5	8920	207 263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	116.60	116.60	233.20
2020 KRIN0003	KRINGEN, JONATHAN	19197	4	5	8920	208 263-07-0-30-21-011-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2016 KRIN0003	KRINGEN, JONATHAN	19196	1	5	8925	0 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	10.25	10.25	20.50
2016 KRIN0003	KRINGEN, JONATHAN	19196	2	5	8925	206 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	97.31	97.32	194.63
2016 KRIN0003	KRINGEN, JONATHAN	19196	3	5	8925	207 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	116.84	116.85	233.69
2016 KRIN0003	KRINGEN, JONATHAN	19196	4	5	8925	208 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2017 KRIN0003	KRINGEN, JONATHAN	19174	1	5	8925	0 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	5.09	5.09	10.18
2017 KRIN0003	KRINGEN, JONATHAN	19174	2	5	8925	206 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	98.33	98.33	196.66
2017 KRIN0003	KRINGEN, JONATHAN	19174	3	5	8925	207 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	118.06	118.07	236.13
2017 KRIN0003	KRINGEN, JONATHAN	19174	4	5	8925	208 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2018 KRIN0003	KRINGEN, JONATHAN	19236	1	5	8925	0 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	5.21	5.21	10.42
2018 KRIN0003	KRINGEN, JONATHAN	19236	2	5	8925	206 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	96.05	96.05	192.10
2018 KRIN0003	KRINGEN, JONATHAN	19236	3	5	8925	207 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	115.32	115.33	230.65
2018 KRIN0003	KRINGEN, JONATHAN	19236	4	5	8925	208 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2019 KRIN0003	KRINGEN, JONATHAN	19066	1	5	8925	0 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	5.64	5.64	11.28
2019 KRIN0003	KRINGEN, JONATHAN	19066	2	5	8925	206 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	97.11	97.11	194.22
2019 KRIN0003	KRINGEN, JONATHAN	19066	3	5	8925	207 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	116.60	116.60	233.20
2019 KRIN0003	KRINGEN, JONATHAN	19066	4	5	8925	208 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2020 KRIN0003	KRINGEN, JONATHAN	19198	1	5	8925	0 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	5.64	5.64	11.28
2020 KRIN0003	KRINGEN, JONATHAN	19198	2	5	8925	206 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	97.11	97.11	194.22
2020 KRIN0003	KRINGEN, JONATHAN	19198	3	5	8925	207 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	116.60	116.60	233.20
2020 KRIN0003	KRINGEN, JONATHAN	19198	4	5	8925	208 263-07-0-30-21-012-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2016 KRIN0003	KRINGEN, JONATHAN	19197	1	5	8930	0 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	10.25	10.25	20.50
2016 KRIN0003	KRINGEN, JONATHAN	19197	2	5	8930	206 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	97.31	97.32	194.63
2016 KRIN0003	KRINGEN, JONATHAN	19197	3	5	8930	207 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	116.84	116.85	233.69
2016 KRIN0003	KRINGEN, JONATHAN	19197	4	5	8930	208 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2017 KRIN0003	KRINGEN, JONATHAN	19175	1	5	8930	0 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	5.09	5.09	10.18
2017 KRIN0003	KRINGEN, JONATHAN	19175	2	5	8930	206 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	98.33	98.33	196.66
2017 KRIN0003	KRINGEN, JONATHAN	19175	3	5	8930	207 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	118.06	118.07	236.13
2017 KRIN0003	KRINGEN, JONATHAN	19175	4	5	8930	208 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2018 KRIN0003	KRINGEN, JONATHAN	19237	1	5	8930	0 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	5.21	5.21	10.42
2018 KRIN0003	KRINGEN, JONATHAN	19237	2	5	8930	206 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	96.05	96.05	192.10
2018 KRIN0003	KRINGEN, JONATHAN	19237	3	5	8930	207 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	115.32	115.33	230.65
2018 KRIN0003	KRINGEN, JONATHAN	19237	4	5	8930	208 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2019 KRIN0003	KRINGEN, JONATHAN	19067	1	5	8930	0 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	5.65	5.65	11.30
2019 KRIN0003	KRINGEN, JONATHAN	19067	2	5	8930	206 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	96.65	96.65	193.30
2019 KRIN0003	KRINGEN, JONATHAN	19067	3	5	8930	207 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	116.04	116.05	232.09
2019 KRIN0003	KRINGEN, JONATHAN	19067	4	5	8930	208 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2020 KRIN0003	KRINGEN, JONATHAN	19199	1	5	8930	0 263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	5.64	5.64	11.28

Reversal of Tax Sale Abates (Properties that did not sell at Auction)

2020 KRIN0003	KRINGEN, JONATHAN	19199	2	5	8930	206	263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	97.11	97.11	194.22
2020 KRIN0003	KRINGEN, JONATHAN	19199	3	5	8930	207	263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	116.60	116.60	233.20
2020 KRIN0003	KRINGEN, JONATHAN	19199	4	5	8930	208	263-07-0-30-21-013-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2016 KRIN0003	KRINGEN, JONATHAN	19198	1	5	8935	0	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	10.25	10.25	20.50
2016 KRIN0003	KRINGEN, JONATHAN	19198	2	5	8935	206	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	97.31	97.32	194.63
2016 KRIN0003	KRINGEN, JONATHAN	19198	3	5	8935	207	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	116.84	116.85	233.69
2016 KRIN0003	KRINGEN, JONATHAN	19198	4	5	8935	208	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2017 KRIN0003	KRINGEN, JONATHAN	19176	1	5	8935	0	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	5.09	5.09	10.18
2017 KRIN0003	KRINGEN, JONATHAN	19176	2	5	8935	206	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	98.33	98.33	196.66
2017 KRIN0003	KRINGEN, JONATHAN	19176	3	5	8935	207	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	118.06	118.07	236.13
2017 KRIN0003	KRINGEN, JONATHAN	19176	4	5	8935	208	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2018 KRIN0003	KRINGEN, JONATHAN	19238	1	5	8935	0	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	5.21	5.21	10.42
2018 KRIN0003	KRINGEN, JONATHAN	19238	2	5	8935	206	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	96.05	96.05	192.10
2018 KRIN0003	KRINGEN, JONATHAN	19238	3	5	8935	207	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	115.32	115.33	230.65
2018 KRIN0003	KRINGEN, JONATHAN	19238	4	5	8935	208	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2019 KRIN0003	KRINGEN, JONATHAN	19068	1	5	8935	0	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	5.65	5.65	11.30
2019 KRIN0003	KRINGEN, JONATHAN	19068	2	5	8935	206	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	96.65	96.65	193.30
2019 KRIN0003	KRINGEN, JONATHAN	19068	3	5	8935	207	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	116.04	116.05	232.09
2019 KRIN0003	KRINGEN, JONATHAN	19068	4	5	8935	208	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2020 KRIN0003	KRINGEN, JONATHAN	19200	1	5	8935	0	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	5.64	5.64	11.28
2020 KRIN0003	KRINGEN, JONATHAN	19200	2	5	8935	206	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	97.11	97.11	194.22
2020 KRIN0003	KRINGEN, JONATHAN	19200	3	5	8935	207	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	116.60	116.60	233.20
2020 KRIN0003	KRINGEN, JONATHAN	19200	4	5	8935	208	263-07-0-30-21-014-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2016 KRIN0003	KRINGEN, JONATHAN	19199	1	5	8940	0	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	10.54	10.54	21.08
2016 KRIN0003	KRINGEN, JONATHAN	19199	2	5	8940	206	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	97.31	97.32	194.63
2016 KRIN0003	KRINGEN, JONATHAN	19199	3	5	8940	207	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	116.84	116.85	233.69
2016 KRIN0003	KRINGEN, JONATHAN	19199	4	5	8940	208	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2017 KRIN0003	KRINGEN, JONATHAN	19177	1	5	8940	0	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	5.38	5.38	10.76
2017 KRIN0003	KRINGEN, JONATHAN	19177	2	5	8940	206	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	98.33	98.33	196.66
2017 KRIN0003	KRINGEN, JONATHAN	19177	3	5	8940	207	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	118.06	118.07	236.13
2017 KRIN0003	KRINGEN, JONATHAN	19177	4	5	8940	208	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2018 KRIN0003	KRINGEN, JONATHAN	19239	1	5	8940	0	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	5.51	5.51	11.02
2018 KRIN0003	KRINGEN, JONATHAN	19239	2	5	8940	206	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	96.05	96.05	192.10
2018 KRIN0003	KRINGEN, JONATHAN	19239	3	5	8940	207	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	115.32	115.33	230.65
2018 KRIN0003	KRINGEN, JONATHAN	19239	4	5	8940	208	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2019 KRIN0003	KRINGEN, JONATHAN	19069	1	5	8940	0	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	5.65	5.65	11.30
2019 KRIN0003	KRINGEN, JONATHAN	19069	2	5	8940	206	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	96.65	96.65	193.30
2019 KRIN0003	KRINGEN, JONATHAN	19069	3	5	8940	207	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	116.04	116.05	232.09
2019 KRIN0003	KRINGEN, JONATHAN	19069	4	5	8940	208	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2020 KRIN0003	KRINGEN, JONATHAN	19201	1	5	8940	0	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	5.64	5.64	11.28
2020 KRIN0003	KRINGEN, JONATHAN	19201	2	5	8940	206	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	97.11	97.11	194.22
2020 KRIN0003	KRINGEN, JONATHAN	19201	3	5	8940	207	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	116.60	116.60	233.20
2020 KRIN0003	KRINGEN, JONATHAN	19201	4	5	8940	208	263-07-0-30-21-015-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2016 KRIN0003	KRINGEN, JONATHAN	19200	1	5	9215	0	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	10.54	10.54	21.08
2016 KRIN0003	KRINGEN, JONATHAN	19200	2	5	9215	206	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	97.31	97.32	194.63
2016 KRIN0003	KRINGEN, JONATHAN	19200	3	5	9215	207	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	116.84	116.85	233.69

Reversal of Tax Sale Abates (Properties that did not sell at Auction)

2016 KRIN0003	KRINGEN, JONATHAN	19200	4	5	9215	208	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2017 KRIN0003	KRINGEN, JONATHAN	19178	1	5	9215	0	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	5.38	5.38	10.76
2017 KRIN0003	KRINGEN, JONATHAN	19178	2	5	9215	206	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	98.33	98.33	196.66
2017 KRIN0003	KRINGEN, JONATHAN	19178	3	5	9215	207	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	118.06	118.07	236.13
2017 KRIN0003	KRINGEN, JONATHAN	19178	4	5	9215	208	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2018 KRIN0003	KRINGEN, JONATHAN	19240	1	5	9215	0	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	5.51	5.51	11.02
2018 KRIN0003	KRINGEN, JONATHAN	19240	2	5	9215	206	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	96.05	96.05	192.10
2018 KRIN0003	KRINGEN, JONATHAN	19240	3	5	9215	207	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	115.32	115.32	230.64
2018 KRIN0003	KRINGEN, JONATHAN	19240	4	5	9215	208	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2019 KRIN0003	KRINGEN, JONATHAN	19070	1	5	9215	0	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	5.65	5.65	11.30
2019 KRIN0003	KRINGEN, JONATHAN	19070	2	5	9215	206	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	96.65	96.65	193.30
2019 KRIN0003	KRINGEN, JONATHAN	19070	3	5	9215	207	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	116.04	116.05	232.09
2019 KRIN0003	KRINGEN, JONATHAN	19070	4	5	9215	208	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2020 KRIN0003	KRINGEN, JONATHAN	19202	1	5	9215	0	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	5.64	5.64	11.28
2020 KRIN0003	KRINGEN, JONATHAN	19202	2	5	9215	206	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	97.11	97.11	194.22
2020 KRIN0003	KRINGEN, JONATHAN	19202	3	5	9215	207	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	116.60	116.60	233.20
2020 KRIN0003	KRINGEN, JONATHAN	19202	4	5	9215	208	263-07-0-30-20-011-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2016 KRIN0003	KRINGEN, JONATHAN	19201	1	5	9220	0	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	10.25	10.25	20.50
2016 KRIN0003	KRINGEN, JONATHAN	19201	2	5	9220	206	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	97.31	97.32	194.63
2016 KRIN0003	KRINGEN, JONATHAN	19201	3	5	9220	207	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	116.84	116.85	233.69
2016 KRIN0003	KRINGEN, JONATHAN	19201	4	5	9220	208	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2017 KRIN0003	KRINGEN, JONATHAN	19179	1	5	9220	0	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	5.09	5.09	10.18
2017 KRIN0003	KRINGEN, JONATHAN	19179	2	5	9220	206	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	98.33	98.33	196.66
2017 KRIN0003	KRINGEN, JONATHAN	19179	3	5	9220	207	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	118.06	118.07	236.13
2017 KRIN0003	KRINGEN, JONATHAN	19179	4	5	9220	208	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2018 KRIN0003	KRINGEN, JONATHAN	19241	1	5	9220	0	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	5.21	5.21	10.42
2018 KRIN0003	KRINGEN, JONATHAN	19241	2	5	9220	206	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	96.05	96.05	192.10
2018 KRIN0003	KRINGEN, JONATHAN	19241	3	5	9220	207	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	115.32	115.32	230.64
2018 KRIN0003	KRINGEN, JONATHAN	19241	4	5	9220	208	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2019 KRIN0003	KRINGEN, JONATHAN	19071	1	5	9220	0	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	5.65	5.65	11.30
2019 KRIN0003	KRINGEN, JONATHAN	19071	2	5	9220	206	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	96.65	96.65	193.30
2019 KRIN0003	KRINGEN, JONATHAN	19071	3	5	9220	207	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	116.04	116.05	232.09
2019 KRIN0003	KRINGEN, JONATHAN	19071	4	5	9220	208	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2020 KRIN0003	KRINGEN, JONATHAN	19203	1	5	9220	0	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	5.64	5.64	11.28
2020 KRIN0003	KRINGEN, JONATHAN	19203	2	5	9220	206	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	97.11	97.11	194.22
2020 KRIN0003	KRINGEN, JONATHAN	19203	3	5	9220	207	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	116.60	116.60	233.20
2020 KRIN0003	KRINGEN, JONATHAN	19203	4	5	9220	208	263-07-0-30-20-010-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2016 KRIN0003	KRINGEN, JONATHAN	19202	1	5	9225	0	263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	10.25	10.25	20.50
2016 KRIN0003	KRINGEN, JONATHAN	19202	2	5	9225	206	263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	97.31	97.32	194.63
2016 KRIN0003	KRINGEN, JONATHAN	19202	3	5	9225	207	263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	116.84	116.85	233.69
2016 KRIN0003	KRINGEN, JONATHAN	19202	4	5	9225	208	263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2017 KRIN0003	KRINGEN, JONATHAN	19180	1	5	9225	0	263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	5.09	5.09	10.18
2017 KRIN0003	KRINGEN, JONATHAN	19180	2	5	9225	206	263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	98.33	98.33	196.66
2017 KRIN0003	KRINGEN, JONATHAN	19180	3	5	9225	207	263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	118.06	118.07	236.13
2017 KRIN0003	KRINGEN, JONATHAN	19180	4	5	9225	208	263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2018 KRIN0003	KRINGEN, JONATHAN	19242	1	5	9225	0	263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	5.21	5.21	10.42

Reversal of Tax Sale Abates (Properties that did not sell at Auction)

2018 KRIN0003	19242	2	5	9225	206 263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	96.05	192.10
2018 KRIN0003	19242	3	5	9225	207 263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	115.32	230.64
2018 KRIN0003	19242	4	5	9225	208 263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	200.62	401.23
2019 KRIN0003	19072	1	5	9225	0 263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	5.65	11.30
2019 KRIN0003	19072	2	5	9225	206 263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	96.65	193.30
2019 KRIN0003	19072	3	5	9225	207 263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	116.04	232.09
2019 KRIN0003	19072	4	5	9225	208 263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	200.61	401.23
2020 KRIN0003	19204	1	5	9225	0 263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	5.64	11.28
2020 KRIN0003	19204	2	5	9225	206 263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	97.11	194.22
2020 KRIN0003	19204	3	5	9225	207 263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	116.60	233.20
2020 KRIN0003	19204	4	5	9225	208 263-07-0-30-20-009-00-0-01	0	SADDLE HORN TRAIL	200.61	401.23
2016 KRIN0003	19203	1	5	9230	0 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	10.25	20.50
2016 KRIN0003	19203	2	5	9230	206 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	97.31	194.63
2016 KRIN0003	19203	3	5	9230	207 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	116.84	233.69
2016 KRIN0003	19203	4	5	9230	208 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	200.61	401.23
2017 KRIN0003	19181	1	5	9230	0 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	5.09	10.18
2017 KRIN0003	19181	2	5	9230	206 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	98.33	196.66
2017 KRIN0003	19181	3	5	9230	207 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	118.06	236.13
2017 KRIN0003	19181	4	5	9230	208 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	200.61	401.23
2018 KRIN0003	19243	1	5	9230	0 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	5.21	10.42
2018 KRIN0003	19243	2	5	9230	206 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	96.05	192.10
2018 KRIN0003	19243	3	5	9230	207 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	115.32	230.64
2018 KRIN0003	19243	4	5	9230	208 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	200.61	401.23
2019 KRIN0003	19073	1	5	9230	0 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	5.65	11.30
2019 KRIN0003	19073	2	5	9230	206 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	96.65	193.30
2019 KRIN0003	19073	3	5	9230	207 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	116.04	232.09
2019 KRIN0003	19073	4	5	9230	208 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	200.61	401.23
2020 KRIN0003	19205	1	5	9230	0 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	5.64	11.28
2020 KRIN0003	19205	2	5	9230	206 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	97.11	194.22
2020 KRIN0003	19205	3	5	9230	207 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	116.60	233.20
2020 KRIN0003	19205	4	5	9230	208 263-07-0-30-20-008-00-0-01	0	SADDLE HORN TRAIL	200.61	401.23
2016 KRIN0003	19204	1	5	9235	0 263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	10.25	20.50
2016 KRIN0003	19204	2	5	9235	206 263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	97.31	194.63
2016 KRIN0003	19204	3	5	9235	207 263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	116.84	233.69
2016 KRIN0003	19204	4	5	9235	208 263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	200.61	401.23
2017 KRIN0003	19182	1	5	9235	0 263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	5.09	10.18
2017 KRIN0003	19182	2	5	9235	206 263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	98.33	196.66
2017 KRIN0003	19182	3	5	9235	207 263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	118.06	236.13
2017 KRIN0003	19182	4	5	9235	208 263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	200.61	401.23
2018 KRIN0003	19244	1	5	9235	0 263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	5.21	10.42
2018 KRIN0003	19244	2	5	9235	206 263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	96.05	192.10
2018 KRIN0003	19244	3	5	9235	207 263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	115.32	230.64
2018 KRIN0003	19244	4	5	9235	208 263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	200.61	401.23
2019 KRIN0003	19074	1	5	9235	0 263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	5.65	11.30
2019 KRIN0003	19074	2	5	9235	206 263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	96.65	193.30
2019 KRIN0003	19074	3	5	9235	207 263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	116.04	232.09

Reversal of Tax Sale Abates (Properties that did not sell at Auction)

2019 KRIN0003	KRINGEN, JONATHAN	19074	4	5	9235	208	263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2020 KRIN0003	KRINGEN, JONATHAN	19206	1	5	9235	0	263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	5.64	5.64	11.28
2020 KRIN0003	KRINGEN, JONATHAN	19206	2	5	9235	206	263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	97.11	97.11	194.22
2020 KRIN0003	KRINGEN, JONATHAN	19206	3	5	9235	207	263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	116.60	116.60	233.20
2020 KRIN0003	KRINGEN, JONATHAN	19206	4	5	9235	208	263-07-0-30-20-007-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2016 KRIN0003	KRINGEN, JONATHAN	19205	1	5	9240	0	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	10.25	10.25	20.50
2016 KRIN0003	KRINGEN, JONATHAN	19205	2	5	9240	206	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	97.31	97.32	194.63
2016 KRIN0003	KRINGEN, JONATHAN	19205	3	5	9240	207	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	116.84	116.85	233.69
2016 KRIN0003	KRINGEN, JONATHAN	19205	4	5	9240	208	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2017 KRIN0003	KRINGEN, JONATHAN	19183	1	5	9240	0	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	5.09	5.09	10.18
2017 KRIN0003	KRINGEN, JONATHAN	19183	2	5	9240	206	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	98.33	98.33	196.66
2017 KRIN0003	KRINGEN, JONATHAN	19183	3	5	9240	207	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	118.06	118.07	236.13
2017 KRIN0003	KRINGEN, JONATHAN	19183	4	5	9240	208	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2018 KRIN0003	KRINGEN, JONATHAN	19245	1	5	9240	0	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	5.21	5.21	10.42
2018 KRIN0003	KRINGEN, JONATHAN	19245	2	5	9240	206	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	96.05	96.05	192.10
2018 KRIN0003	KRINGEN, JONATHAN	19245	3	5	9240	207	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	115.32	115.32	230.64
2018 KRIN0003	KRINGEN, JONATHAN	19245	4	5	9240	208	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2019 KRIN0003	KRINGEN, JONATHAN	19075	1	5	9240	0	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	5.65	5.65	11.30
2019 KRIN0003	KRINGEN, JONATHAN	19075	2	5	9240	206	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	96.65	96.65	193.30
2019 KRIN0003	KRINGEN, JONATHAN	19075	3	5	9240	207	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	116.04	116.05	232.09
2019 KRIN0003	KRINGEN, JONATHAN	19075	4	5	9240	208	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2020 KRIN0003	KRINGEN, JONATHAN	19207	1	5	9240	0	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	5.64	5.64	11.28
2020 KRIN0003	KRINGEN, JONATHAN	19207	2	5	9240	206	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	97.11	97.11	194.22
2020 KRIN0003	KRINGEN, JONATHAN	19207	3	5	9240	207	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	116.60	116.60	233.20
2020 KRIN0003	KRINGEN, JONATHAN	19207	4	5	9240	208	263-07-0-30-20-006-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2016 KRIN0003	KRINGEN, JONATHAN	19206	1	5	9245	0	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	10.25	10.25	20.50
2016 KRIN0003	KRINGEN, JONATHAN	19206	2	5	9245	206	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	97.31	97.32	194.63
2016 KRIN0003	KRINGEN, JONATHAN	19206	3	5	9245	207	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	116.84	116.85	233.69
2016 KRIN0003	KRINGEN, JONATHAN	19206	4	5	9245	208	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2017 KRIN0003	KRINGEN, JONATHAN	19184	1	5	9245	0	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	5.09	5.09	10.18
2017 KRIN0003	KRINGEN, JONATHAN	19184	2	5	9245	206	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	98.33	98.33	196.66
2017 KRIN0003	KRINGEN, JONATHAN	19184	3	5	9245	207	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	118.06	118.07	236.13
2017 KRIN0003	KRINGEN, JONATHAN	19184	4	5	9245	208	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2018 KRIN0003	KRINGEN, JONATHAN	19246	1	5	9245	0	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	5.21	5.21	10.42
2018 KRIN0003	KRINGEN, JONATHAN	19246	2	5	9245	206	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	96.05	96.05	192.10
2018 KRIN0003	KRINGEN, JONATHAN	19246	3	5	9245	207	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	115.32	115.32	230.64
2018 KRIN0003	KRINGEN, JONATHAN	19246	4	5	9245	208	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2019 KRIN0003	KRINGEN, JONATHAN	19076	1	5	9245	0	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	5.65	5.65	11.30
2019 KRIN0003	KRINGEN, JONATHAN	19076	2	5	9245	206	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	96.65	96.65	193.30
2019 KRIN0003	KRINGEN, JONATHAN	19076	3	5	9245	207	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	116.04	116.05	232.09
2019 KRIN0003	KRINGEN, JONATHAN	19076	4	5	9245	208	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2020 KRIN0003	KRINGEN, JONATHAN	19208	1	5	9245	0	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	5.64	5.64	11.28
2020 KRIN0003	KRINGEN, JONATHAN	19208	2	5	9245	206	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	97.11	97.11	194.22
2020 KRIN0003	KRINGEN, JONATHAN	19208	3	5	9245	207	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	116.60	116.60	233.20
2020 KRIN0003	KRINGEN, JONATHAN	19208	4	5	9245	208	263-07-0-30-20-005-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2016 KRIN0003	KRINGEN, JONATHAN	19207	1	5	9250	0	263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	10.25	10.25	20.50

Reversal of Tax Sale Abates (Properties that did not sell at Auction)

2016 KRIN0003	KRINGEN, JONATHAN	19207	2	5	9250	206 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	97.31	97.32	194.63
2016 KRIN0003	KRINGEN, JONATHAN	19207	3	5	9250	207 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	116.84	116.85	233.69
2016 KRIN0003	KRINGEN, JONATHAN	19207	4	5	9250	208 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2017 KRIN0003	KRINGEN, JONATHAN	19185	1	5	9250	0 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	5.09	5.09	10.18
2017 KRIN0003	KRINGEN, JONATHAN	19185	2	5	9250	206 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	98.33	98.33	196.66
2017 KRIN0003	KRINGEN, JONATHAN	19185	3	5	9250	207 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	118.06	118.07	236.13
2017 KRIN0003	KRINGEN, JONATHAN	19185	4	5	9250	208 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2018 KRIN0003	KRINGEN, JONATHAN	19247	1	5	9250	0 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	5.21	5.21	10.42
2018 KRIN0003	KRINGEN, JONATHAN	19247	2	5	9250	206 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	96.05	96.05	192.10
2018 KRIN0003	KRINGEN, JONATHAN	19247	3	5	9250	207 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	115.32	115.32	230.64
2018 KRIN0003	KRINGEN, JONATHAN	19247	4	5	9250	208 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2019 KRIN0003	KRINGEN, JONATHAN	19077	1	5	9250	0 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	5.65	5.65	11.30
2019 KRIN0003	KRINGEN, JONATHAN	19077	2	5	9250	206 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	96.65	96.65	193.30
2019 KRIN0003	KRINGEN, JONATHAN	19077	3	5	9250	207 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	116.04	116.05	232.09
2019 KRIN0003	KRINGEN, JONATHAN	19077	4	5	9250	208 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2020 KRIN0003	KRINGEN, JONATHAN	19209	1	5	9250	0 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	5.64	5.64	11.28
2020 KRIN0003	KRINGEN, JONATHAN	19209	2	5	9250	206 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	97.11	97.11	194.22
2020 KRIN0003	KRINGEN, JONATHAN	19209	3	5	9250	207 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	116.60	116.60	233.20
2020 KRIN0003	KRINGEN, JONATHAN	19209	4	5	9250	208 263-07-0-30-20-004-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2016 KRIN0003	KRINGEN, JONATHAN	19208	1	5	9255	0 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	10.54	10.54	21.08
2016 KRIN0003	KRINGEN, JONATHAN	19208	2	5	9255	206 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	97.31	97.32	194.63
2016 KRIN0003	KRINGEN, JONATHAN	19208	3	5	9255	207 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	116.84	116.85	233.69
2016 KRIN0003	KRINGEN, JONATHAN	19208	4	5	9255	208 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2017 KRIN0003	KRINGEN, JONATHAN	19186	1	5	9255	0 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	5.38	5.38	10.76
2017 KRIN0003	KRINGEN, JONATHAN	19186	2	5	9255	206 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	98.33	98.33	196.66
2017 KRIN0003	KRINGEN, JONATHAN	19186	3	5	9255	207 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	118.06	118.07	236.13
2017 KRIN0003	KRINGEN, JONATHAN	19186	4	5	9255	208 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2018 KRIN0003	KRINGEN, JONATHAN	19248	1	5	9255	0 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	5.51	5.51	11.02
2018 KRIN0003	KRINGEN, JONATHAN	19248	2	5	9255	206 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	96.05	96.05	192.10
2018 KRIN0003	KRINGEN, JONATHAN	19248	3	5	9255	207 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	115.32	115.32	230.64
2018 KRIN0003	KRINGEN, JONATHAN	19248	4	5	9255	208 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2019 KRIN0003	KRINGEN, JONATHAN	19078	1	5	9255	0 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	5.65	5.65	11.30
2019 KRIN0003	KRINGEN, JONATHAN	19078	2	5	9255	206 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	96.65	96.65	193.30
2019 KRIN0003	KRINGEN, JONATHAN	19078	3	5	9255	207 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	116.04	116.05	232.09
2019 KRIN0003	KRINGEN, JONATHAN	19078	4	5	9255	208 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2020 KRIN0003	KRINGEN, JONATHAN	19210	1	5	9255	0 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	5.64	5.64	11.28
2020 KRIN0003	KRINGEN, JONATHAN	19210	2	5	9255	206 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	97.11	97.11	194.22
2020 KRIN0003	KRINGEN, JONATHAN	19210	3	5	9255	207 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	116.60	116.60	233.20
2020 KRIN0003	KRINGEN, JONATHAN	19210	4	5	9255	208 263-07-0-30-20-003-00-0-01	0	SADDLE HORN TRAIL	200.61	200.62	401.23
2016 KRON0003	KRONOS CONSTRUCTION LLC	19219	1	2	88230	0 212-10-0-10-04-001-00-0-01	0	WESTBANK WAY	14.68	14.68	29.36
2016 KRON0003	KRONOS CONSTRUCTION LLC	19219	2	2	88230	2 212-10-0-10-04-001-00-0-01	0	WESTBANK WAY	771.87	771.88	1543.75
2017 KRON0003	KRONOS CONSTRUCTION LLC	19198	1	2	88230	0 212-10-0-10-04-001-00-0-01	0	WESTBANK WAY	3.41	3.41	6.82
2017 KRON0003	KRONOS CONSTRUCTION LLC	19198	2	2	88230	2 212-10-0-10-04-001-00-0-01	0	WESTBANK WAY	438.12	438.13	876.25
2018 KRON0003	KRONOS CONSTRUCTION LLC	19260	1	2	88230	0 212-10-0-10-04-001-00-0-01	0	WESTBANK WAY	3.49	3.49	6.98
2018 KRON0003	KRONOS CONSTRUCTION LLC	19260	2	2	88230	2 212-10-0-10-04-001-00-0-01	0	WESTBANK WAY	423.75	423.75	847.50

Reversal of Tax Sale Abates (Properties that did not sell at Auction)

2019 KRON0003	KRONOS CONSTRUCTION LLC	19089	1	2	88230	0	212-10-0-10-04-001-00-0-01	0	WESTBANK WAY	3.68	3.68	7.36
2019 KRON0003	KRONOS CONSTRUCTION LLC	19089	2	2	88230	2	212-10-0-10-04-001-00-0-01	0	WESTBANK WAY	237.50	237.50	475.00
2020 KRON0003	KRONOS CONSTRUCTION LLC	19220	1	2	88230	0	212-10-0-10-04-001-00-0-01	0	WESTBANK WAY	3.81	3.81	7.62
2020 KRON0003	KRONOS CONSTRUCTION LLC	19220	2	2	88230	2	212-10-0-10-04-001-00-0-01	0	WESTBANK WAY	452.50	452.50	905.00

By order of the Board of County Commissioners of Riley County, Kansas.
(Per K.S.A. 1475, 1701, 1701a and 1702)

Date _____

Approved by Commission

Attest by County Clerk



COUNTY CLERK & ELECTIONS
Tax Roll Correction

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

COMMISSION AGENDA REPORT

FROM: Lori Muir, Real Estate Specialist
MEETING: October 21, 2021
SUBJECT: Sign a Tax Roll Correction
PRESENTER: Rich Vargo, County Clerk

POSSIBLE MOTION(S)

Move to approve the Tax Roll Correction.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- image17613 (PDF)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMJIR

2021/10/18

4.a

Taxpayer ID THEH0006
Owner ID THEH0006

Control # 2021000758

Tax Year 2020
Tract # OC00070

THE HOUSE CAFE INC

CAMA # 251-12-0-10-07-009-00-0-01

BLK 13 LOTS 31 32 33
34 35 36

PO BOX 9

TU 5 Ogden City
Parcel 900

OGDEN, KS 66517-0009

USD 383

Property Address 301 RILEY AVE

APPRAISER SECTION (Value)

2021/10/18 LMJIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
CU	37800	54170	91970
Total	37800	54170	91970

Assessed Prior to Correction:

CU			
	9450	13543	22993
Total	9450	13543	22993
SB41			

Appraised After Correction:

CL	Land	Imp	Total
CU	28376	40664	69040
EO	9424	13506	22930
Total	37800	54170	91970

Assessed After Correction:

CU			
	7094	10166	17260
EO	9424	13506	22930
Total	16518	23672	17260
SB41			

Net Change
22930-
22930

Net Change
5733-
22930

Total 5733-
SB41

CLERK SECTION (Tax)

2021/10/18 LMJIR

ORDER PRINTED

Tax Prior to Correction:

Levy 156.54400	Gen Tax	3599.42
	SB41 \$	
SB41 Tax Dollars		3599.42

Tax After Correction:

Levy 156.54400	Gen Tax	2701.96
	SB41 \$	
SB41 Tax Dollars		2701.96

Net Change
897.46-
897.46-

TREASURER SECTION (Summary)

Net Change in Assessed Value
(no SB41 influence)

5733-

Applicable Mill Levy

156.54400

Net Change in Levied Tax Dollars

897.46-

Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code CO C.O.T.A./OTHER Rate 2.00%

Tax Statement # 29021

Comments EXEMPT PER BOTA 2020-7648-TX

BEGINNING OCT 2, 2020

Owner THEH0006

THE HOUSE CAFE INC

Net Change in Total Tax Dollars

897.46-

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.
(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image17613 (11196 : Tax Roll Corrections)



COUNTY CLERK & ELECTIONS
Contract

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

COMMISSION AGENDA REPORT

FROM: Tami Robison, Budget & Finance Officer

MEETING: October 21, 2021

SUBJECT: 2021 Audit Engagement Letter and County Contractual Provisions

PRESENTER: Tami Robison, Budget & Finance Officer

BACKGROUND INFORMATION

Signature on the attached engagement letter is required by Riley County prior to James Gordon & Associates CPA, P.A., commencing 2021 audit services.

Fees are outlined on page 8 of the document for audit years 2021-2025.

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:

- audit contract (PDF)



JAMES GORDON & ASSOCIATES CPA, P.A.

727 POYNTZ AVE. STE 601 • MANHATTAN, KS 66502-0124 • 785.537.0190 • FAX 785.537.0158

September 28, 2021

Board of Commissioners
Riley County, Kansas

We are pleased to confirm our understanding of the services we are to provide Riley County, Kansas (the County) for the year ended December 31, 2021, 2022, 2023, 2024 and 2025. We will audit the summary statement of receipts, expenditures and unencumbered cash – regulatory basis, including the related notes to the financial statement, which collectively comprise the basic financial statement, of the County as of and for the year ended December 31, 2021, 2022, 2023, 2024 and 2025.

The Kansas Municipal Accounting and Audit Guide (KMAAG) provide for certain regulatory required supplementary information (RRSI) to supplement the County's basic financial statement. Such information, although not a part of the basic financial statement, is required by the KMAAG who considers it to be an essential part of financial reporting for placing the basic financial statement in an appropriate operational, economic, or historical context. We have also been engaged to report on regulatory required supplementary information (RRSI) that accompanies the County's financial statement as required by the *Kansas Municipal Accounting and Audit Guide (KMAAG)*.

We will subject the following RRSI to the auditing procedures applied in our audit of the financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement or to the financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statement as a whole, in a report combined with our auditor's report on the financial statement:

- Schedule 1 – Summary of Regulatory Basis Expenditures – Actual and Budget
- Schedule 2 – Schedules of Regulatory Basis Receipts and Expenditures – Actual and Budget
- Schedule 3 – Summary of Receipts and Disbursements – Agency Funds

We have also been engaged to report on supplementary information other than RRSI that accompanies the County's financial statement. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement or to the financial statement themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statement as a whole, in a report combined with our auditor's report on the financial statement:

- Schedule of expenditures of federal awards.

Attachment: audit contract (11184 : 2021 Audit Engagement Letter and County Contractual Provisions)

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statement is fairly presented, in all material respects, in conformity with KMAAG and the accounting practices described by the State of Kansas to demonstrate compliance with the cash basis and budget laws of the State of Kansas which is a regulatory basis of accounting, the practices of which differ from the accounting principles generally accepted in the United States of America (GAAP) and to report on the fairness of the RRSI, and other supplementary information referred to in the second and third paragraphs when considered in relation to the financial statement as a whole.

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statement in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of Commissioners of the County. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs.

If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement; therefore, our audit will involve judgment about the number of transactions examined and the areas to be tested.



An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement. We will plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statement or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We may request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry.

At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statement and to design the nature, timing, and extent of further audit procedures.

Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statement and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements.

Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.



As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statement is free of material misstatement, we will perform tests of the County's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the County's major programs. The purpose of these procedures will be to express an opinion on the County's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statement, schedule of expenditures of federal awards, and related notes of the County in conformity with KMAAG and the Uniform Guidance based on information provided by you and review the 2021 annual budget as prepared by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards.

The other services are limited to the financial statement, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statement that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported.



Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with the KMAAG, and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statement, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statement to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statement as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statement.

Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others.

In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report.

Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statement with any presentation of the schedule of expenditures of federal awards that includes our report thereon.



You also agree to make the audited financial statement readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other RRSI, which we have been engaged to report on, in conformity with KMAAG. You agree to include our report on the RRSI in any document that contains, and indicates that we have reported on, the RRSI. You also agree to include the audited financial statement with any presentation of the supplementary information that includes our report thereon.

Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the RRSI in accordance with KMAAG; (2) you believe the RRSI, including its form and content, is fairly presented in accordance with KMAAG; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the RRSI.

You are responsible for including all informative disclosures that are appropriate for the KMAAG. Those disclosures will include (1) a description of the KMAAG, including a summary of significant accounting policies, and how the KMAAG differs from GAAP; (2) informative disclosures similar to those required by GAAP; and (3) additional disclosures beyond those specifically required that may be necessary for the financial statement to achieve fair presentation.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter.

This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statement published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statement, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them.



Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing. At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse.

We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the County; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of James Gordon & Associates CPA, P.A. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to federal or state agencies providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities.

We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of James Gordon & Associates CPA, P.A. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Oversight Agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will notify the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.



Jacob Kujath is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. In the event of a new engagement partner is assigned, Riley County will have the option to renegotiate the audit fees for the remaining years.

Our Fees for the audits are described below:

	2021	2022	2023	2024	2025
Audit	\$ 44,500	\$ 44,500	\$ 44,500	\$ 44,500	\$ 45,835
Single Audit *	4,000	4,000	4,000	4,000	4,000
Budget Review	2,000	2,000	2,000	2,000	2,000
Maximum fee	<u>\$ 50,500</u>	<u>\$ 50,500</u>	<u>\$ 50,500</u>	<u>\$ 50,500</u>	<u>\$ 51,835</u>

In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s).

You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Routine telephone calls and communications regarding audit and other accounting related matters are considered an integral part of the services we provide and are included at no additional charge.

We appreciate the opportunity to be of service to the County and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

James Gordon + Abbotts CPA, P.A.

James Gordon & Associates CPA, P.A.

RESPONSE:

This letter correctly sets forth the understanding of Riley County, Kansas.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____





COUNTY TREASURER'S OFFICE
Form

Shilo Heger
Treasurer
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-537-6320

COMMISSION AGENDA REPORT

FROM: Shilo Heger
MEETING: October 21, 2021
SUBJECT: Order to Credit Allowed Claim to Delinquent Taxes
PRESENTER: Shilo Heger

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:

- Guthals Certification (PDF)

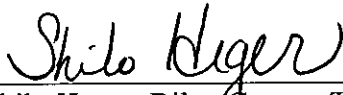
CERTIFICATION OF UNPAID PERSONAL PROPERTY TAXES

I Shilo Heger, Riley County Treasurer, hereby certify to the Board of County Commissioners of Riley County, Kansas, the following listed claimant (s), to-wit:

<u>NAME</u>	<u>TAXES DUE</u>
Guthals, David	6,364.97

whose claim (s) (have) (has) been allowed pursuant to K.S.A. 79-2010, presently (has) (have) unpaid and delinquent personal property taxes, penalties and interest, in the amounts and for the years shown by the exhibit (s) attached hereto and made a part hereof, and I hereby request the said Board of County Commissioners of Riley County, Kansas, to authorize and direct me, as said County Treasurer, to apply the funds from the allowed claim to said unpaid and delinquent personal property taxes, accordingly, pursuant to K.S.A. 79-2012.

Dated this 15th day of October



 Shilo Heger, Riley County Treasurer

Attachment: Guthals Certification (11194 : Vendor Claim with Delinquent Taxes)

BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF RILEY COUNTY, KANSAS

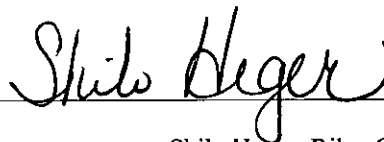
ORDER TO CREDIT ALLOWED CLAIM TO DELINQUENT
REAL ESTATE TAXES, PENALTIES AND INTEREST

Now, on this 21st day of October, 2021, I, Shilo Heger, Riley County Treasurer, hereby certify to the Board of County Commissioners of Riley County, Kansas, the following claimant, to-wit:

NAME OF CLAIMANT: Guthals, David

TAX YEAR	TAXES DUE	INTEREST/PENALTIES TO DATE	CLAIM ALLOWED
2019	\$2,932.86	\$498.64	\$3,431.50
2020	\$2,757.60	\$175.87	\$2,933.47
	\$	\$	\$
	\$	\$	\$
		TOTAL	\$6,364.97
AMOUNT STILL OWED AS OF DATE OF CLAIM			\$
AMOUNT OF WARRANT HELD			\$4,000.00
TAXES PAID FROM THIS WARRANT			\$4,000.00
ADJUSTED AMOUNT OF WARRANT TO BE ISSUED			\$

whose claim(s) has/have been allowed pursuant to K.S.A. 79-2010, presently has/have unpaid and delinquent real estate taxes, penalties and interest, in the amounts and years shown by such certification, it is ordered that said County Treasurer credit the amount of such allowed claims to the unpaid and delinquent personal property taxes, penalties and interest of the claimant, and thereupon issue a receipt to the claimant in the amount of the claim(s), noting thereon the amount of taxes, penalties and interest remaining unpaid, if any, or in the event that the claim(s) allowed is/are in excess of the delinquent taxes, penalties and interest, a warrant shall be issued to the claimant in payment of the difference between the taxes, penalties and interest for which the County Treasurer's receipt or warrant issued shall constitute full payment of the claim, all as provided in K.S.A. 79-2012.



Shilo Heger, Riley County Treasurer

IT IS SO ORDERED.

BOARD OF COUNTY COMMISSIONERS
OF RILEY COUNTY, KANSAS

CHAIR

ATTEST:

Riley County Clerk

(SEAL)



COUNTY CLERK & ELECTIONS
Personnel

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

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resource Manager

MEETING: October 21, 2021

SUBJECT: Sign Riley County Personnel Action Form(s)

PRESENTER: Elizabeth Ward, Human Resource Manager

Enclosures:

- 2021-10 D Collins (green) (PDF)
- 2021-10 A Horn (green) (PDF)
- 2021-10 D Morot (green) (PDF)
- 2021-10 W Bright (green) (PDF)
- 2021-10 C Constable (green) (PDF)
- 2021-10 S Moran (green) (PDF)
- 2021-10 S Kastner (green) (PDF)
- 2021-10 M Breeden (green)(PDF)
- 2021-10 K Howser (green) (PDF)

RILEY COUNTY PERSONNEL ACTION FORM

☐ Add		Fill Request Date:
☒ Change		Employee #

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

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

Collins	Dale	Cheryl	
Name: Last	First	Middle	Home Phone

Address: Street	City	State	Zip

Museum Director	Museum	
Position Title	Department	Fund

9/15/2021	☒ Exempt	☐ Non-Exempt		☒ Yes	☐ No
Effective Date			Ending Date For Temporary	Is this a budgeted position?	

BB	\$	☐ Hour	\$ 4,357.76	☒ Bi-weekly	☐ 40	☐
Grade/Step			Pay Rate		Hours Per Workweek	

Approvals:

Department:

Personnel:

BOCC

Chairman:

Member:

Member:

Date:

RILEY COUNTY PERSONNEL ACTION FORM

☒ Add		Fill Request Date: 10/13/2021
☐ Change		Employee #

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

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

Horn	Aric		
Name: Last	First	Middle	Home Phone

Address: Street	City	State	Zip

Public Works Operator II	Public Works/Operations	001-040
Position Title	Department	Fund

11/08/2021	☐ Exempt	☒ Non-Exempt		☒ Yes	☐ No
Effective Date	Exempt	Non-Exempt	Ending Date For Temporary	Is this a budgeted position?	

I	4	\$19.18	☒ Hour	\$	☐ Bi-weekly	☒ 40	☐
Grade/Step		Pay Rate				Hours Per Workweek	

Approvals:

Department: John Ill Date: 10-13-2021

Personnel: E. A. W. W. C. 10/13/2021

BOCC

Chairman: _____

Member: _____

Member: _____

RILEY COUNTY PERSONNEL ACTION FORM

☒ Add		Fill Request Date: 10/13/2021
☐ Change		Employee #

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

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

Morot	Dominic	Francis Michael	
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Name: Last First Middle Home Phone

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Address: Street City State Zip

Traffic Control Technician I	Public Works/Operations	001-040
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Position Title Department Fund

10/25/2021	☐	☒		☒ Yes	☐ No
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Effective Date Exempt Non-Exempt Ending Date For Temporary Is this a budgeted position?

H	3	\$17.70	☒ Hour	\$	☐ Bi-weekly	☒ 40	☐
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Grade/Step Pay Rate Hours Per Workweek

Approvals:

Department: John Ell Date: 10-13-2021

Personnel: E. A. Ward 10/13/2021

BOCC

Chairman: _____

Member: _____

Member: _____

RILEY COUNTY PERSONNEL ACTION FORM

☒ Add		Fill Request Date: 10/13/2021
☐ Change		Employee #

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

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

Bright	William		
Name: Last	First	Middle	Home Phone

Address: Street	City	State	Zip

Public Works Operator II	Public Works/Operations	001-040
Position Title	Department	Fund

10/25/2021	☐ Exempt	☒ Non-Exempt		☒ Yes	☐ No
Effective Date	Exempt	Non-Exempt	Ending Date For Temporary	Is this a budgeted position?	

I	4	\$19.18	☒ Hour	\$	☐ Bi-weekly	☒ 40	☐
Grade/Step		Pay Rate				Hours Per Workweek	

Approvals:

Department:

Date:

Personnel:

BOCC

Chairman:

Member:

Member:

RILEY COUNTY PERSONNEL ACTION FORM

☒ Add	Fill Request Date: 10/12/2021 Employee #
☐ Change	

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

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

Constable	Chantelle		
Name: Last	First	Middle	Home Phone

Address: Street	City	State	Zip

Covid Contact Tracer	Health Department	0030-400-0337
Position Title	Department	Fund

10/18/21	☐ Exempt	☒ Non-Exempt		☒ Yes	☐ No
Effective Date			Ending Date For Temporary	Is this a budgeted position?	

B	9	\$15.80	☒ Hour	\$	☐ Bi-weekly	☒ 40	☐
Grade/Step		Pay Rate				Hours Per Workweek	

Approvals:

Department: [Signature] Date: 10-12-21

Personnel: [Signature] 10/18/2021

BOCC
Chairman: _____

Member: _____

Member: _____

RILEY COUNTY PERSONNEL ACTION FORM

☐ Add		Fill Request Date: 10/12/21
☒ Change		Employee #

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

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

Moran	Sherry		
Name: Last	First	Middle	Home Phone

Address: Street	City	State	Zip

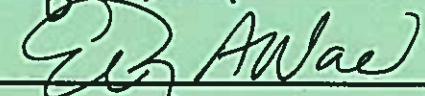
Licensed Practical Nurse-LPN	Health Department	0030-000421
Position Title	Department	Fund

10/22/2021	☐ Exempt	☒ Non-Exempt		☒ Yes	☐ No
Effective Date			Ending Date For Temporary	Is this a budgeted position?	

N	4	\$24.47	☐ Hour	\$	☐ Bi-weekly	☐ 40	☐
Grade/Step		Pay Rate				Hours Per Workweek	

Approvals:

Department:  Date: 10-12-21

Personnel:  10/18/2021

BOCC
Chairman: _____

Member: _____

Member: _____

RILEY COUNTY PERSONNEL ACTION FORM

☒ Add		Fill Request Date 10/18/2021
☐ Change		Employee #

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

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

Kastner	Stefanie		
Name: Last	First	Middle	Home Phone

Address: Street	City	State	Zip

As-Needed Clerical	Planning & Development	001-024
Position Title	Department	Fund

10/25/2021	☒ Exempt	☐ Non-Exempt	NA	☒ Yes	☐ No
Effective Date	Exempt	Non-Exempt	Ending Date For Temporary	Is this a budgeted position?	

D	01	\$13.60	☒ Hour	\$	☐ Month	☐ 40	☒ up to 20
Grade/Step		Pay Rate				Hours Per Workweek	

Comments:

Approvals:
Department:

Amanda J. Miller

Date:

10/18/2021

Personnel:

Erin Allard

10/18/2021

BOCC:

Chairman:

Member:

Member:

Original to Division of Human Resources; copy to Payroll, hiring department; revised 2/27/03

Attachment: 2021-10 S Kastner (green) (11195 : Personnel Action Form (Green Sheet))

RILEY COUNTY PERSONNEL ACTION FORM

☒ Add		Fill Request Date: 10-19-2021
☐ Change		Employee #

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

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

Breeden	Mallory		
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Name: Last First Middle Home Phone

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Address: Street City State Zip

Public Health Nurse	Health	0030-00445
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Position Title Department Fund

10-25-2021	☒ Exempt	☐ Non-Exempt		☒ Yes	☐ No
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Effective Date Exempt Non-Exempt Ending Date For Temporary Is this a budgeted position?

S	1	\$	☐ Hour	\$ 2,260.80	☒ Bi-weekly	☒ 40	☐
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Grade/Step Pay Rate Hours Per Workweek

Approvals:

Department: E. A. Ward (on behalf of Riley County) Date: 10/19/2021

Personnel: E. A. Ward 10/19/2021

BOCC

Chairman: _____

Member: _____

Member: _____

RILEY COUNTY PERSONNEL ACTION FORM

☐ Add		Fill Request Date: 10-19-2021
☒ Change		Employee #

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

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

Howser	Kevin		
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Name: Last First Middle Home Phone

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Address: Street City State Zip

IT/GIS Director	IT/GIS	000001-000029
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Position Title Department Fund

10/25/2021	☒	☐		☒ Yes	☐ No
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Effective Date Exempt Non-Exempt Ending Date For Temporary Is this a budgeted position?

FF	00	\$	☐ Hour	\$ 4,642.06	☒ Bi-weekly	☐ 40	☐
----	----	----	-------------------------------	-------------	---	-----------------------------	--------------------------

Grade/Step Pay Rate Hours Per Workweek

Approvals:

Department:

Date:

Personnel:

BOCC

Chairman:

Member:

Member:



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
October 25, 2021**

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

1. EMPG Grant Application
2. Veterans Day Proclamation

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Robbin Cole, Pawnee Mental Health Services Director

3. Pawnee Mental Health Services update

9:30 AM

Press Conference

4. Presentation of Veterans Day Proclamation - John Ford and Chuck Sexton (3-5 minutes)
5. Presentation of retirement plaque to Cathy Willard - John Ford (3 minutes)
6. Presentation of retirement plaque to Bret Volkel - John Ford (3 minutes)
7. Presentation of Laurie Harrison's Lifetime Membership Award - Butch Post (3-5 minutes)
8. Recognition of Cheryl Collins years of service to Riley County and Presentation of plaque - John Ford and Museum Staff (10 minutes)
9. 2021 General Election update - Rich Vargo (1-2 minutes)

10:10 AM

Clancy Holeman, Counselor/Director of Administrative Services

10. Administrative Work Session

Attachment: 10-25-21 tentative (10503 : Tentative Agenda)

12:00 PM Intergovernmental Luncheon

Adjournment

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

Attachment: 10-25-21 tentative (10503 : Tentative Agenda)



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
October 28, 2021**

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

Barry Wilkerson, County Attorney

1. Staff update

9:15 AM

Clancy Holeman, Counselor/Director of Administrative Services

2. Administrative Work Session

9:35 AM

Kevin Howser, IT/GIS Director

3. Staff update

9:50 AM

Shelly Williams, Community Corrections Director

4. Staff update

10:05 AM

Bob Isaac, Planner

5. Public hearing to present a final plat for Vinduska Addition

10:15 AM

Julie Gibbs, Health Department Director and Brea Spencer, Maternal and Child Health Supervisor

6. Grant funded new position

Adjournment

Attachment: 10-28-21 tentative (10503 : Tentative Agenda)

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.



HEALTH DEPARTMENT
Travel Request

Julie Gibbs
Health Department
Director
2030 Tecumseh Rd
Manhattan, KS 66502
Phone: 785-776-4779

COMMISSION AGENDA REPORT

FROM: Renee Lucas

MEETING: October 21, 2021

SUBJECT: RCHD PHEP Coordinator to attend NACCHO Conference in November

PRESENTER: Julie Gibbs

FISCAL IMPACT

Out of State Conference:

National Healthcare Coalition Preparedness Conference
Nov. 30-Dec. 2nd Orlando, FL

Traveling: Renee Lucas (Riley Co. PHEP Coordinator and Wildcat Regional Coordinator)

Costs:

- Registration fees (\$495)
- hotel / Omni Orlando Resort (\$126/night)
- airline ticket (Approx. \$300-350)
- either rental car or share car ride
- meal reimbursement (up to \$52/day)

All out of the PHEP budget, no additional cost to the county.

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:

- Lucas Out of State Travel Request NHCPC Dec 2021 (PDF)

RILEY COUNTY OUT OF STATE TRAVEL REQUEST/AUTHORIZATION

NAME: Brandy Renee Lucas **DEPARTMENT:** _____

POSITION TITLE: Emergency Preparedness Coordinator **DATE REQUESTED** 11/29- 12/3/21

FUND: Regional PHEP

Travel From: Manhattan, KS **Date:** 11/29/2021

Travel To: Orlando, FL **Date:** 11/29/2021

Purpose of Travel: **National Healthcare Coalition Preparedness Conference in Orlando, FL 11/30-12/3.**
This is budgetted into the Regional PHEP funds.

Mode of Travel: Common Carrier ☒ Riley County Vehicle ☐ Privately Owned Vehicle ☐

☐ Administratively determined to be to the advantage of Riley County

☐ Not to exceed the cost of common carrier including food and lodging

Mileage rate of _____

ESTIMATED COST:

Type of Expense	Description	Amount
Transportation	Fly from MHK to Orlando	350
Lodging	Omni Hotel Conference Location	500
Meals	up to 5 days	250
Registration/Fees	Conference registration	495
Other	Rental car/ or Ride Share	100-200

Total Estimated Travel Costs: 1500.00

Requested by: _____ **Date:** _____

Approved by: _____

Department Head: _____ **Date:** _____

Chairman: _____ **Date:** _____

Board of County Commissioners

Attest: _____ **Date:** _____

Riley County Clerk

cc: **Department Head**
Department Assistant



HEALTH DEPARTMENT
Personnel

Julie Gibbs
Health Department
Director
2030 Tecumseh Rd
Manhattan, KS 66502
Phone: 785-776-4779

COMMISSION AGENDA REPORT

FROM: Julie Gibbs

MEETING: October 21, 2021

SUBJECT: Riley County Health Department request for approval to fill a full time RN position in the clinic.

PRESENTER: Julie Gibbs

BACKGROUND

This position was for an RN up until 2020 when Leslie Campbell (former supervisor) converted it to an LPN position. Her intention was that the LPN would work directly under Terri's (APRN) supervision for family planning services. The lower education level of the LPN generally requires much more oversight from either an RN or higher level provider. However, this change was never implemented as all the nurses have been a part of the COVID19 testing and vaccination response, therefore we are needing to change it back to an RN position.

DISCUSSION

The clinic (and health department) needs an RN because we cannot bill insurance for the visits the LPN does. Another fact that helps our budget is that we will not have to pay the RN overtime (the LPN generally has overtime every pay period). Also, this proposed change in the clinic (Leslie's plan above) did not take place due to turnover and COVID, so really the LPN was tasked with duties that required oversight that would be unnecessary for an RN. Moving this back to an RN position will give the clinic a lot more flexibility in terms of what this person could do on their own.

FISCAL IMPACT

Aryn, the Clinic Supervisor, and myself met with Shelley Hays, our Fiscal Analyst, and we do have it in our budget to justify hiring an RN. There would be no additional fiscal impact to the county.

RECOMMENDATION(S)

I recommend the BOH approves to fill the full time RN position in the clinic.

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:

- Public Health Nurse-Clinic position description (PDF)
- 2021-10 Public Health Nurse-Clinic - HD (gold) (PDF)

RILEY COUNTY, KANSAS JOB DESCRIPTION

Job Title:	PUBLIC HEALTH NURSE-CLINIC		
Department:	Health Department	Division:	Nursing
Reports To:	Nursing Supervisor		
Pay Grade:	S	Status:	Full Time
FLSA Status:	Exempt		

POSITION SUMMARY: The staff nurse performs direct nursing services for patients in General Clinic and satellite clinics with duties to include immunizations, family planning, STD, child health assessments and adult health. Additional assignments may apply, including communicable disease and TB control.

ESSENTIAL FUNCTIONS:

- Perform a variety of nursing duties Providing confidential, medically sound, timely and respectful care and assistance to all patients
- Provides health education/counseling either one on one and in a group on communicable diseases, foreign travel, immunizations, reproductive health, pregnancy, sexually transmitted diseases, tuberculosis testing and control, community resources, etc.
- Documents assessments, referrals and follow-ups within 48 hours in paper and or electronic medical record.
- Participates in emergency response health department efforts and provides support for Preparedness Coordinator response activities.
- Evaluates immunization status and completes proper administration of childhood and adult vaccinations per protocol and American Academy of Immunization Practice.
- Conducts child physical assessments, hemoglobin, lead screening, hearing, vision, fluoride varnish and developmental screening as trained and assigned
- Administers travel immunizations per protocol and Center for Disease Control Guidelines.
- Obtain laboratory specimens for screening and diagnostic purposes.
- Distribute and administer approved contraceptive methods within standing orders guidelines and in consultation with APRN.
- Counsels clients on STD and HIV transmission and testing procedures. Treats STD clients per Standing Orders and CDC guidance.
- Keeps current and accurate lab records reviewing daily lab work, signing daily lab sheets and keeping lab logs in an orderly manner ensuring lab controls are completed as per protocol as assigned.
- Collects program data for using in Health Promotion and Prevention Planning for the community.

Communicable Disease Nurse:

- Conducts communicable disease investigation and provides follow-up recommendations to individuals, physicians, and family members regarding the spread and control of diseases using state reporting requirements as assigned.

- Enters all Communicable Disease information in the Kansas Disease Reporting system within the timeframes set by the state as assigned
- Maintains and updates Communicable Disease Protocols provided by Kansas Department of Health and Environment
- Develops local protocol to enhance disease investigation process and control spread of disease along with the Preparedness Coordinator
- Identify clients needing Tuberculosis medication, arrange for medications, monitor and manage medications in collaboration with the state and local medical consultant
 - Required to be on-call 24/7 for response to disease notification
 - Organizes and is Responsible for Vaccine for Children's Program requirements along with maintaining current knowledge of vaccine schedules, recommendations, Inventory and orders assuring the agency complies with state Guidelines as assigned.

SECONDARY FUNCTIONS:

- Assists with ordering and managing inventories as requested by supervisor
- Coordinates and implements community/off-site flu clinics as requested by supervisor
- Assists with quarterly and annual reports
- Reviews materials for program use at least annually
- Will keep current CPR certification
- Participates with off-site clinic as needed
- Participates in staff meetings and nursing meetings
- Other duties as assigned

POSITION REQUIREMENTS:

Education: Graduate of accredited education program with an associate, diploma or Licensed Bachelor's in nursing.

License(s)/Certification(s): Currently a registered nurse in the State of Kansas. Valid driver's license and good driving record.

Experience: One or more years' experience in Public Health nursing is preferred.

Skills: Demonstrates excellent written communication skills – detailed, succinct, organized written work. Must have ability to understand complex oral and written instruction, ability to speak and write effectively, and ability to give clear, concise instruction orally and in writing, including written reports to local, state and federal offices. Establish and maintain an image of the Health Department to the community that represents service, vitality, and professionalism.

Conforms to HIPAA privacy regulations specific to position held. The public health nurse creates and records PHI. Has authority use the following categories of PHI for treatment purposes: demographics, scheduling, treatment or procedures, reports and medical notes. Disclosures are only allowed as necessary for treatment to providers and/or Business Associates or as required by law. Does not have authority to access PHI for payment or health care (non-treatment) operations. May need to interact with the following departments for allowable access to PHI: WIC, Family Connections.

Updated 2017

Supervisory Controls: The employee and the Nursing Supervisor work together to set the overall objectives for this position.

Supervisory Responsibility: None

Guidelines: The employee uses judgment in interpreting and adapting guidelines such as agency policies, regulations, precedents, and work directions for application to specific cases or problems. Contributes to an environment that promotes positive interactions and problem solving.

Complexity: The work requires self motivated advanced planning and intelligent, rapid emergency decisions. The work also requires many daily decisions concerning such things as planning of the work, or refining the methods and techniques to be used to fulfill work requirements. Meeting and dealing with many individuals of varying interests and levels of responsibility. Dependable in carrying out responsibilities.

Scope and Effect of Work: The work involves establishing criteria; formulating projects; assessing program effectiveness; or investigating or analyzing a variety of unusual conditions, problems, or questions during and after critical situations.

Personal Contacts: The personal contacts are with individuals or groups from inside and outside the County in a moderately unstructured setting (e.g., the contacts are not established on a routine basis); the purpose and extent of each contact is different and the role and authority of each party is identified and developed during the course of the contact.

Purpose of Contacts: The purpose is to plan, coordinate, advise and educate on work efforts or to resolve operating problems by influencing or motivating individuals or groups who are working toward mutual goals and who have basically cooperative attitudes.

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

While performing the duties of this job, the employee is required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk and hear from both ears; smell. The employee must regularly lift and/or move up to 40 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually normal.

Use of personal vehicle may be required.
Must be fluent in English. Bilingual English/Spanish helpful.
Public Health facility requires a non-smoker.

Approved: _____ Date: _____
(Supervisor)

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

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

Attachment: Public Health Nurse-Clinic position description (11189 : RCHD Request to fill a position)

13.b

Department Health Department Date 10/18/2021 Job Title Public Health Nurse-Clinic

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

TYPE OF REQUEST

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

Budgeted Position Request		Non-Budgeted Position Request	
☒ Request to hire replacement-same duties	☐ Request to change budgeted hours	☐ Request to create a new position for current fiscal year only	☐ Request to create a new position which will be included in future annual budgets
☐ Request to hire replacement-new duties	☐ Request to change position status	☐ Request for current non-budgeted position to be included in future annual budgets	
1. Name of former incumbent or current employee: <u>Sherry Moran</u>	2. Effective date of promotion, transfer, termination, or change: <u>10/22/21</u>	1. Are there current budgeted funds available to pay for this position? ☐ Yes ☐ No ☒ Grant Funded	2. Requested hours per year:
3. If requesting a change in budgeted hours, estimated change in cost per year:	4. Would the position require re-evaluation for classification and pay grade purposes? ☐ Yes ☒ No	3. Estimated cost per year (financial impact): \$	4. Would the position require evaluation for classification and pay grade purposes? ☐ Yes ☐ No
5. Has this position been "On Hold"? ☐ Yes ☒ No If yes, date placed "On Hold":	6. Any special conditions regarding this position:	5. If applicable, what is the ending date for the position?:	6. Any special conditions regarding this position:

1. Why is it necessary to fill this position or change its status? Resignation of incumbent
2. Is it possible to fill this position internally? If no, why not? If meet qualifications

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

Additional comments:

Approval by: _____ Date: _____

Department Head:

Personnel:

BOCC Chairman:

BOCC Member:

BOCC Member:

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



**COUNTY
COUNSELOR/ADMINISTRATIVE
SERVICES**
Report

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

COMMISSION AGENDA REPORT

FROM: Clancy Holeman, Riley County Counselor

MEETING: October 21, 2021

SUBJECT: Approve Annual Legislative Conference Agenda

PRESENTER: Clancy Holeman

BACKGROUND

The annual Riley County legislative conference is scheduled for Thursday, November 4th, from noon to 2 p.m., in the BOCC meeting chambers.

DISCUSSION

The conference will be "in person" instead of zoom this year. It will also be broadcast "live" on YouTube, just as any other regular public BOCC meeting is now.

All but one member of the Riley County state legislative delegation has confirmed they will attend.

Lunch will be provided.

Attached for your review and approval is the proposed agenda. Once it is in final form and approved by the Board, I will email it to our delegation.

FISCAL IMPACT

Lunch will be the only costs.

RECOMMENDATION(S)

Please advise if this agenda is acceptable for the conference.

POSSIBLE MOTION(S)

A. "I move the Board approve the agenda as presented."

B. "I move the Board approve the agenda with the following changes... ."

C. "I move the Board not approve the agenda."

Enclosures:

- Legislative Conference Agenda 2021 (DOC)
- Attachment A (PDF)
- Attachment B (PDF)
- Attachment C (PDF)
- Attachment D (PDF)
- Attachment E (PDF)
- Attachment F (PDF)



RILEY COUNTY LEGISLATIVE CONFERENCE AGENDA

Thursday, November 4, 2021
12:00 p.m. - 2:00 p.m.
County Commission Meeting Room
115 North Fourth Street - First Floor

THE 2022 LEGISLATIVE SESSION RILEY COUNTY PRIORITIES

12:00 p.m. **Catered Lunch**

12:30 p.m. **Welcome and Introductions**

John Ford, Chairman
Greg McKinley, Vice Chairman
Kathryn Focke, Member

12:35 p.m.
Presentation

Shilo Heger, Riley County Treasurer
Amy Manges, Riley County Register of Deeds
Clancy Holeman, Riley County Counselor

I. Loss of Riley County Tax Dollars Due to State Actions (2013-2022) (Attachments A & B)

A. Cumulative Totals—Treasurer Perspective: Shilo Heger

1. LAVTR
2. Revenue Sharing
3. City/County Highway
4. Vehicle Tax

B. Mortgage Registration Fee—Register of Deeds Perspective: Amy Manges

C. Machinery and Equipment Exemption and “Slider”—Appraiser Perspective: Clancy Holeman

1:05 p.m.

Discussion--Delegation Action to Stop Future Losses

Board of Riley County Commissioners
Riley County Counselor
Riley County Legislative Delegation

II. Dark Store

Board of Riley County Commissioners
Riley County Counselor
Riley County Legislative Delegation

1:15 p.m.

**Discussion--Legislative Support of SB 222
(Attachment C)**

III. Constitutional Protection of County Home Rule

Board of Riley County Commissioners
 Riley County Counselor
 Riley County Legislative Delegation

1:25 p.m.

**Discussion—Legislative Support of SCR 1606
 (Attachment D)**

IV. Riley County Nuisance Abatement

Board of Riley County Commissioners
 Riley County Counselor
 Riley County Legislative Delegation

1:35 p.m.

**Discussion—Legislative Support of Riley County
 Unincorporated Area Nuisance Abatement Act
 (Attachment E)**

V. Resuming LAVTR and other Revenue Sharing

Board of Riley County Commissioners
 Riley County Counselor
 Riley County Legislative Delegation

1:45 p.m.

**Discussion—Legislative Support of LAVTR Resumption
 (Attachment F)**

VI. Closing Remarks

Board of Riley County Commissioners

2:00 p.m.

ADJOURNMENT

LOSS OF RILEY COUNTY TAX DOLLARS DUE TO STATE ACTIONS

	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
1 LAVTR*	\$ 731,544	\$ 717,200	\$ 703,137	\$ 689,350	\$ 675,833	\$ 662,582	\$ 649,590	\$ 636,853	\$ 624,365	\$ 612,123
2 Revenue Sharing*	\$ 510,130	\$ 500,128	\$ 490,321	\$ 480,707	\$ 471,281	\$ 462,041	\$ 452,981	\$ 444,099	\$ 435,391	\$ 426,854
3 City/County Highway**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,300	\$ 44,600	\$ 44,600	\$ 44,600
4 Vehicle Tax****	\$ 888,064	\$ 845,775	\$ 805,500	\$ 767,143	\$ 730,612	\$ 695,821	\$ 662,687	\$ 631,131	\$ 601,077	\$ 578,700
5 CIME Reimbursement (Slider)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6 CIME Elimination ****	XXX	XXX	XXX	XXX	\$ 900,000	\$ 704,417	\$ 733,300	\$ 471,841	\$ 428,946	\$ 389,951
7 Fixture Exemption (2013)*****	\$ 1,000,000	\$ 989,000	\$ 948,000	\$ 921,000	\$ 2,473,005	\$ 2,355,243	\$ 2,243,089	\$ 2,136,275	N/A	N/A
8 Mortgage Registration Fee*****	\$ 775,000	\$ 700,000	\$ 1,134,153	\$ 661,469	\$ 493,154	\$ 298,145	\$ 193,308	\$ 138,168	\$ -	\$ -
TOTAL	\$ 3,904,738	\$ 3,752,102	\$ 4,081,111	\$ 3,519,669	\$ 5,743,886	\$ 5,178,249	\$ 4,957,254	\$ 4,502,966	\$ 2,134,379	\$ 2,052,228
Value of a mill*	677.488	669.563	657.136	647.621	629.553	610.570	591.032	567.737	\$ 552,389	\$ 526,848
Mill Levy Increase	5.764	5.604	6.210	5.435	9.124	8.481	8.387	7.931	3.864	3.895
County Mill Levy Assessed	42.285	42.285	43.062	40.917	38.881	38.923	38.267	37.532	37.327	35.401
Mill Levy w/o Increase	36.521	36.681	36.852	35.482	29.757	30.442	29.880	29.601	33.463	31.506

* Estimated 2% annual increase

** \$22,300 reduction for 11 & 16 & \$44,600 reduction for 12, 13, 14 & 15 for state error correction per 2010 legislative session

*** Vehicle assessed values reduced from 30% in 1995 to 20% in 1999 and after (1/3 Decrease) 2014 5% valuation increase

**** per Greg McHenry, Appraiser

*****2013 Estimate \$2,034,547 + 5% inc = \$2,136,275 per Greg McHenry, Appraiser

*****SB181 Reduction in MV taxes from 20% to 12% - This legislation did not pass in 2014.

*****Per Debbie Regeister, Register of Deeds 8/20/20

1 LAVTR 3.63% of total retail sales and compensating taxes credited to SGF

2 City/County Revenue Sharing 2.823% of total retail sales and compensating taxes credited to SGF

3 City/County Highway 6.6% SGF funded

ATTACHMENT A

EFFECT OF SB 181 ON RILEY COUNTY

SB 181

Current Assessment Rate 20%
 Ending Assessment Rate 12%
 Difference -8%

Amount reduction -40.00%

Annual Reduction	All Riley County Taxing Units		Riley Co	Man City	USD 383	Others	
	Current at 20%	40% reduction					
2012 Actual MV Tax	\$ 4,940,530	\$ 1,976,212	\$662,031	\$581,006	\$515,791	\$217,383	\$1,976,212
2013 Budget MV Tax	\$ 5,035,500	\$2,014,200	\$674,757	\$592,175	\$525,706	\$221,562	\$2,014,200
2014 Budget MV Tax	\$ 5,100,000	\$2,040,000	\$683,400	\$599,760	\$532,440	\$224,400	\$2,040,000
Ave Annual Reduction (AAR)		\$2,010,137	\$673,396				
Mill Rate 2013 (MR)		\$537,385	\$552,389				
Mill Levy increase needed (AAR/MR)		3.74	1.22				

* percent from 2013 Sept distribution

Session of 2021

SENATE BILL No. 222

By Committee on Ways and Means

2-11

1 AN ACT concerning property taxation; relating to valuation of property;
 2 excluding hypothetical leased fee in the determination of fair market
 3 value; amending K.S.A. 79-503a and repealing the existing section.
 4

5 *Be it enacted by the Legislature of the State of Kansas:*

6 Section 1. K.S.A. 79-503a is hereby amended to read as follows: 79-
 7 503a. "Fair market value" means the amount in terms of money that a well
 8 informed buyer is justified in paying and a well informed seller is justified
 9 in accepting for property in an open and competitive market, assuming that
 10 the parties are acting without undue compulsion. *A hypothetical leased fee*
 11 *shall not be included in the determination of fair market value of any*
 12 *property.* In the determination of fair market value of any real property
 13 ~~which~~ *that* is subject to any special assessment, such value shall not be
 14 determined by adding the present value of the special assessment to the
 15 sales price. For the purposes of this definition it will be assumed that
 16 consummation of a sale occurs as of January 1.

17 Sales in and of themselves shall not be the sole criteria of fair market
 18 value but shall be used in connection with cost, income and other factors
 19 including, but not by way of exclusion:

- 20 (a) The proper classification of lands and improvements;
- 21 (b) the size thereof;
- 22 (c) the effect of location on value;
- 23 (d) depreciation, including physical deterioration or functional,
 24 economic or social obsolescence;
- 25 (e) cost of reproduction of improvements;
- 26 (f) productivity taking into account all restrictions imposed by the
 27 state or federal government and local governing bodies, including, but not
 28 limited to, restrictions on property rented or leased to low income
 29 individuals and families as authorized by section 42 of the federal internal
 30 revenue code of 1986, as amended;
- 31 (g) earning capacity as indicated by lease price, by capitalization of
 32 net income or by absorption or sell-out period;
- 33 (h) rental or reasonable rental values or rental values restricted by the
 34 state or federal government or local governing bodies, including, but not
 35 limited to, restrictions on property rented or leased to low income
 36 individuals and families, as authorized by section 42 of the federal internal

ATTACHMENT C

Attachment: Attachment C (11191 : Legislative Conference Agenda)

1 revenue code of 1986, as amended;

2 (i) sale value on open market with due allowance to abnormal
3 inflationary factors influencing such values;

4 (j) restrictions or requirements imposed upon the use of real estate by
5 the state or federal government or local governing bodies, including
6 zoning and planning boards or commissions, and including, but not limited
7 to, restrictions or requirements imposed upon the use of real estate rented
8 or leased to low income individuals and families, as authorized by section
9 42 of the federal internal revenue code of 1986, as amended; and

10 (k) comparison with values of other property of known or recognized
11 value. The assessment-sales ratio study shall not be used as an appraisal
12 for appraisal purposes.

13 *Fair market value pursuant to this section does not apply to land*
14 *devoted to agricultural use.*

15 The appraisal process utilized in the valuation of all real and tangible
16 personal property for ad valorem tax purposes shall conform to generally
17 accepted appraisal procedures and standards which are consistent with the
18 definition of fair market value unless otherwise specified by law.

19 Sec. 2. K.S.A. 79-503a is hereby repealed.

20 Sec. 3. This act shall take effect and be in force from and after its
21 publication in the statute book.

Session of 2021

Senate Concurrent Resolution No. 1606

By Committee on Local Government

2-4

A PROPOSITION to amend article 9 of the constitution of the state of Kansas by adding a new section thereto; concerning home rule for counties.

Be it resolved by the Legislature of the State of Kansas, two-thirds of the members elected (or appointed) and qualified to the Senate and two-thirds of the members elected (or appointed) and qualified to the House of Representatives concurring therein:

Section 1. The following proposition to amend the constitution of the state of Kansas shall be submitted to the qualified electors of the state for their approval or rejection: Article 9 of the constitution of the state of Kansas is hereby amended by adding a new section to read as follows:

"§ 6. Counties' power of home rule. (a) Counties are hereby empowered to determine their local affairs and government including the levying of taxes, excises, fees, charges and other exactions, except when and as the levying of any tax, excise, fee, charge or other exaction is limited or prohibited by enactment of the legislature applicable uniformly to all counties of the same class. The legislature may establish not to exceed four classes of counties for the purpose of imposing all such limitations or prohibitions. Counties shall exercise such determination by resolution passed by the governing body with referendums only in such cases as prescribed by the legislature, subject only to enactments of the legislature of statewide concern applicable uniformly to all counties, to other enactments of the legislature applicable uniformly to all counties, to enactments of the legislature applicable uniformly to all counties of the same class limiting or prohibiting the levying of any tax, excise, fee, charge or other exaction and to enactments of the legislature prescribing limits of indebtedness. All enactments relating to counties now in effect or hereafter enacted and as later amended and until repealed shall govern counties, except as counties shall exempt themselves by charter resolutions as herein provided for in subsection (b).

(b) (1) Any county may by charter resolution elect in the

Attachment: Attachment D (11191 : Legislative Conference Agenda)

ATTACHMENT D

1 manner prescribed in this section that the whole or any part of
2 any enactment of the legislature applying to such county, other
3 than enactments of statewide concern applicable uniformly to
4 all counties, other enactments applicable uniformly to all
5 counties, and enactments prescribing limits of indebtedness,
6 shall not apply to such county.

7 (2) A charter resolution is a resolution which exempts a
8 county from the whole or any part of any enactment of the
9 legislature as referred to in this section and which may provide
10 substitute and additional provisions on the same subject. Such
11 charter resolution shall be so titled, shall designate specifically
12 the enactment of the legislature or part thereof made
13 inapplicable to such county by the adoption of such resolution
14 and contain the substitute and additional provisions, if any, and
15 shall require a two-thirds vote of the members-elect of the
16 governing body of such county. Every charter resolution shall
17 be published once each week for two consecutive weeks in the
18 official county newspaper or, if there is none, in a newspaper of
19 general circulation in the county.

20 (3) No charter resolution shall take effect until 60 days
21 after its final publication. If, within 60 days of its final
22 publication, a petition signed by a number of electors of the
23 county equal to not less than 10% of the number of electors who
24 voted at the last preceding regular county election shall be filed
25 in the office of the clerk of such county demanding that such
26 resolution be submitted to a vote of the electors, it shall not take
27 effect until submitted to a referendum and approved by a
28 majority of the electors voting thereon. An election, if called,
29 shall be called within 30 days and held within 90 days after the
30 filing of the petition. The governing body shall pass a resolution
31 calling the election and fixing the date, which resolution shall
32 be published once each week for three consecutive weeks in the
33 official county newspaper or, if there be none, in a newspaper of
34 general circulation in the county, and the election shall be
35 conducted as elections for officers and by the officers handling
36 such elections. The proposition shall be: "Shall charter
37 resolution No. _____, entitled (title of resolution) take
38 effect?" The governing body may submit any charter resolution
39 to a referendum without petition by the same publication of the
40 charter resolution, and the same publication of the resolution
41 calling the election as for resolutions upon petition and such
42 charter resolution shall then become effective when approved
43 by a majority of the electors voting thereon. Each charter

1 resolution becoming effective shall be recorded by the county
 2 clerk in a book maintained for that purpose with a statement of
 3 the manner of adoption, and a certified copy shall be filed with
 4 the secretary of state, who shall keep an index of the same.

5 (4) Each charter resolution enacted shall control and
 6 prevail over any prior or subsequent act of the governing body
 7 of the county, and may be repealed or amended only by charter
 8 resolution or by enactments of the legislature applicable to all
 9 counties.

10 (c) Powers and authority granted to counties pursuant to
 11 this section shall be liberally construed for the purpose of giving
 12 to counties the largest measure of self-government.

13 (d) This amendment shall be effective on and after July 1,
 14 2023."

15 Sec. 2. The following statement shall be printed on the ballot with
 16 the amendment as a whole:

17 "*Explanatory statement.* This amendment would provide a
 18 constitutional basis for county home rule. A county could
 19 enact a charter resolution to exempt itself from non-uniform
 20 state laws that apply to the county and provide substitute or
 21 additional provisions to that law. The legislature could
 22 preempt counties from exercising home rule powers by the
 23 passage of uniform state laws that apply to all counties in the
 24 exact same manner. Counties could pass home rule
 25 resolutions to legislate locally on matters not covered by
 26 state law.

27 "A vote for this proposition would empower counties to
 28 determine their local affairs and government with a
 29 constitutional grant of power that could only be preempted
 30 by enactments of the legislature that apply uniformly to all
 31 counties in the exact same way.

32 "A vote against this proposition would retain the present law
 33 granting counties home rule power and other both uniform
 34 and non-uniform laws pertaining to counties that can be
 35 readily amended by the legislature to restrict home rule
 36 powers by statute."

37 Sec. 3. This resolution, if approved by two-thirds of the members
 38 elected (or appointed) and qualified to the Senate and two-thirds of the
 39 members elected (or appointed) and qualified to the House of
 40 Representatives, shall be entered on the journals, together with the yeas
 41 and nays. The secretary of state shall cause this resolution to be published
 42 as provided by law and shall cause the proposed amendment to be
 43 submitted to the electors of the state at the general election in November

SCR 1606

4

- 1 in the year 2022, unless a special election is called at a sooner date by
- 2 concurrent resolution of the legislature, in which case it shall be
- 3 submitted to the electors of the state at the special election.

RILEY COUNTY UNINCORPORATED AREA NUISANCE ABATEMENT ACT

Be it enacted by the Legislature of the State of Kansas:

Section 1. (a) Sections 1 through 6, and amendments thereto, shall be known and may be cited as the Riley county unincorporated area nuisance abatement act. (b) Before any nuisance abatement process shall be commenced under this act, Riley county first shall have obtained a conviction for a county code violation resulting from such nuisance within the 12-month period prior to the issuance of any order as provided in section 2, and amendments thereto. (d) (1) The board of county commissioners may order the removal or abatement of any nuisance from any lot or parcel of ground within the unincorporated area of the county. The board may order the repair or demolition of any structure, or the removal or abatement of any other type of nuisance. (2) The order shall provide that all costs associated with the abatement shall be paid by the owner of the property on which the nuisance is located.

Section 2. (a) Whenever the board of county commissioners or other agency designated by the board files with the Riley county clerk a statement in writing describing a nuisance and declaring that such nuisance is a menace and dangerous to the health of the inhabitants of the county, the board of county commissioners, by resolution, may make such determination and issue an order requiring the nuisance be removed or abated. (b) Except as provided by subsection (c), the board of county commissioners shall order the owner of the property to remove and abate the nuisance within not less than 10 days, to be specified in the order. The board or its designated representative may grant extensions of the time period indicated in the order. The order shall state that before the expiration of the waiting period or any extension, the recipient may request a hearing before the board or its designated representative. The order shall be served on the owner by personal service in accordance with K.S.A. 60-303, and amendments thereto. (c) If the owner of the property has failed to accept delivery or otherwise failed to effectuate receipt of a notice sent pursuant to this section during the preceding 24-month period, the board of county commissioners may provide notice of the issuance of any further orders to abate or remove a nuisance from the property in the manner provided by subsection (d) or as provided in this subsection. The board may provide notice of the order by such methods including, but not limited to, door hangers conspicuously posting notice of the order on the property, personal notification, telephone communication or first class mail. If the property is unoccupied and the owner is a nonresident, notice provided by this section shall be given by telephone communication or first class mail. (d) If the owner of the property fails to comply with the order for a period longer than that named in the order or any extensions of such time period, the board of county commissioners may proceed to order the repair or demolition of any structure and have the items described in the order removed and abated from the lot or parcel of ground. If the county abates or removes the nuisance, the county shall give notice to the owner by certified mail, return receipt requested, of the total cost of the abatement or removal incurred by the county. The notice also shall state that payment of the cost is due and payable within 60 days following the mailing of the notice. (e) If the cost of the removal or abatement is not paid within the 60-day period, the cost shall be assessed and charged against the lot or parcel of land on which the nuisance

ATTACHMENT E

was located. If the cost is to be assessed, the county clerk, at the time of certifying other county taxes, shall certify the costs, and the county clerk shall extend the cost on the tax roll of the county against the lot or parcel of land. Such cost shall be collected by the county treasurer. (f) In assessing the cost of removal and abatement of a nuisance, the county shall subtract from the total cost of the abatement or removal incurred by the county the value of the property removed or abated. If the value of the property removed or abated is greater than the cost of the removal or abatement incurred by the county, the county shall pay the owner the difference. If the value of the property is contested, the property owner may request a hearing before the board or its designated representative prior to the 60 days following receipt of notice of costs due and payable under subsection (d). (g) All orders and notices shall be served on the owner of record or, if there is more than one owner of record, then on at least one such owner. (h) Any decision of the board of county commissioners or its designated representative is subject to review in accordance with the Kansas judicial review act.

Section 3. Riley county may remove and abate from property, other than public property or property open to the use by the public, a motor vehicle determined to be a nuisance. Disposition of such vehicles shall be in compliance with the procedures for impoundment, notice and public auction provided by K.S.A. 8-1102(a)(2), and amendments thereto. Following any sale by public auction of a vehicle determined to be a nuisance, the purchaser may file proof with the division of vehicles, and the division shall issue a certificate of title to the purchaser of the motor vehicle. If a public auction is conducted, but no responsible bid is received, the county may file proof with the division of vehicles, and the division shall issue a certificate of title of the motor vehicle to the county. Any person whose motor vehicle has been disposed of pursuant to this section shall be eligible for a refund of the tax imposed pursuant to K.S.A. 79-5101 et seq., and amendments thereto. The amount of the refund shall be determined in the manner provided by K.S.A. 79-5107, and amendments thereto.

Section 4. The board of county commissioners may adopt a resolution to establish any policies, procedures, designated body or other related matters for hearings that property owners or their agents may request pursuant to this act.

Section 5. Nothing in the Riley county unincorporated area nuisance abatement act shall apply to land, structures, machinery and equipment or motor vehicles used for an agricultural activity. For purposes of this section, the term "agricultural activity" means the same as defined in K.S.A. 2-3203, and amendments thereto, except such term shall also include real and personal property, machinery, equipment, stored grain and agricultural input products owned or maintained by commercial grain elevators and agribusiness facilities.

Section 6. The Riley county unincorporated area nuisance abatement act, sections 1 through 6, and amendments thereto, shall expire on July 1, 2025.

The Impact of Demand Transfer Losses

By Chardae Caine, Research Associate, League of Kansas Municipalities

The Kansas Legislature continues to implement budget and tax policies with negative repercussions on local governments' finances. The property tax lid demonstrates this through requiring a city or county to hold an election for any increase in property tax revenue collected at a rate higher than inflation, as measured by the Consumer Price Index (CPI). While a majority of cities are attempting to delay the need for an election by making budget adjustments, other cities needed to hold an election. Similarly, the legislature's decision to not fund demand transfers over the past 15 years is another example of the influence state decisions have on local governments and the services that can be provided to Kansas residents.

Since 2001, cities and counties in Kansas have lost at least \$2,591,533,883 as a result of the State's decision not to fund demand transfers. It is very important to note that while some of these monies are often referred to as "state aid" in budget documents, the history of these funds does not support that classification. The LAVTRF and the CCRS funds (explained below) were part of an agreement between the State and local governments that involved the loss of revenue sources in exchange for the establishment of these funds. The past 18 years are illustrated on data tables provided with this document.

Reduction in LAVTRF

Fiscal Year	Statute	Actual	Loss
2001	\$60,315,000	\$54,139,000	\$6,176,000
2002	\$61,980,000	\$54,680,000	\$7,300,000
2003	\$62,431,000	\$26,247,000	\$36,184,000
2004	\$64,636,000	\$0	\$64,636,000
2005	\$66,521,000	\$0	\$66,521,000
2006	\$66,682,000	\$0	\$66,682,000
2007	\$71,233,000	\$0	\$71,233,000
2008	\$71,063,598	\$0	\$71,063,598
2009	\$69,860,878	\$0	\$69,860,878
2010	\$67,430,000	\$0	\$67,430,000
2011	\$81,788,000	\$0	\$81,788,000
2012	\$87,665,000	\$0	\$87,665,000
2013	\$92,021,000	\$0	\$92,021,000
2014	\$88,644,600	\$0	\$88,644,600
2015	\$90,203,785	\$0	\$90,203,785
2016	\$96,519,286	\$0	\$96,519,286
2017	\$96,940,047	\$0	\$96,940,047
2018	\$99,759,907	\$0	\$99,759,907
Total Through FY 2018:	\$1,395,694,101	\$135,066,000	\$1,260,628,101

LAVTRF (Local Ad Valorem Property Tax Reduction)

Established under K.S.A. 79-2959, LAVTRF is currently supposed to transfer 3.63% of state sales and use taxes to cities and counties. Revenue sharing in this manner dates to the 1930s with the current statutory framework being established in 1965. At that time, the local share of certain cigarette revenue stamp taxes and cereal malt beverage taxes were rolled into the state general fund and a direct transfer was made into the LAVTRF to replace the loss of these funds (Kansas Session Laws, Chapter 530, 1965). Since 2001, Kansas cities and counties have not received \$1,260,628,101 in LAVTRF funding.

CCRS (County City Revenue Sharing)

Established under K.S.A. 79-2964, CCRS is supposed to transfer 2.823% of state sales and use taxes to cities and counties. CCRS was established in 1978 as part of an agreement between the State and local governments regarding several different taxes. In particular, the local share of cigarette and liquor enforcement tax revenues was traded for the establishment of the CCRS (Kansas Session Laws, Chapter 401, 1978). Since 2001, Kansas cities and counties have not received \$1,006,713,076 in CCRS revenue sharing.

Reduction in CCRS

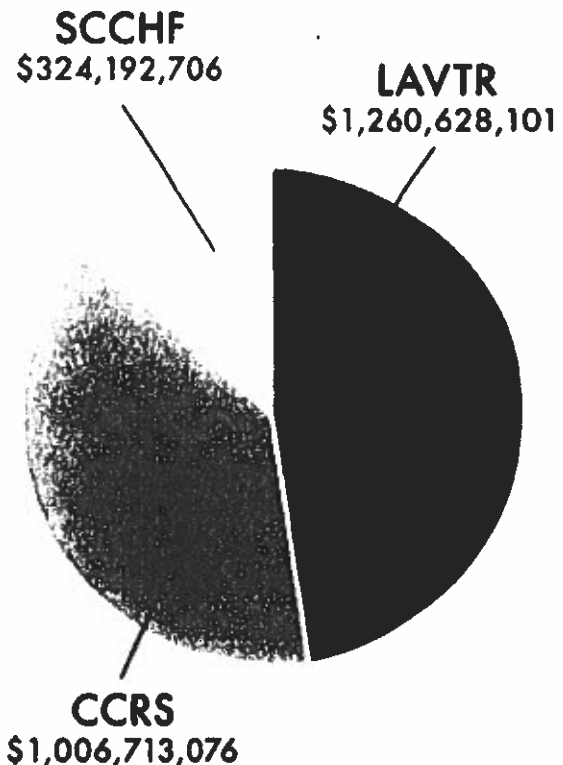
Fiscal Year	Statute	Actual	Loss
2001	\$46,004,000	\$34,531,000	\$11,473,000
2002	\$46,901,000	\$34,876,000	\$12,025,000
2003	\$47,868,000	\$16,741,000	\$31,127,000
2004	\$51,564,063	\$0	\$51,564,063
2005	\$53,422,952	\$0	\$53,422,952
2006	\$56,609,567	\$0	\$56,609,567
2007	\$57,920,881	\$0	\$57,920,881
2008	\$55,206,431	\$0	\$55,206,431
2009	\$54,329,823	\$0	\$54,329,823
2010	\$52,570,000	\$0	\$52,570,000
2011	\$63,606,000	\$0	\$63,606,000
2012	\$68,175,000	\$0	\$68,175,000
2013	\$71,563,000	\$0	\$71,563,000
2014	\$68,937,660	\$0	\$68,937,660
2015	\$70,150,216	\$0	\$70,150,216
2016	\$75,061,693	\$0	\$75,061,693
2017	\$75,388,912	\$0	\$75,388,912
2018	\$77,581,878	\$0	\$77,581,878
Total Through FY 2018:	\$1,092,861,076	\$86,148,000	\$1,006,713,076

SCCHF (Special City-County Highway Fund)

Established under K.S.A. 79-3425(I), this portion of the Special City-County Highway Fund is funded by the motor vehicle property tax. The other portion of SCCHF is funded by the motor fuels tax and transfers from that portion of the fund have not been reduced to date. Since 2001, Kansas cities and counties have not received \$324,192,706 in CCRS revenue sharing.

☐ Chardae Caine is the Research Associate for the League of Kansas Municipalities. She can be reached at ccaine@lkm.org or (785) 354-9565.

Total of All Demand Transfer Losses Since 2001



Total:
\$2,591,533,883

Reduction in SCCHF

Fiscal Year	Statute	Actual	Loss
2001	\$18,068,010	\$10,343,000	\$7,725,010
2002	\$15,729,000	\$10,447,000	\$5,282,000
2003	\$19,498,652	\$10,063,000	\$9,435,652
2004	\$20,454,000	\$5,032,000	\$15,422,000
2005	\$22,056,000	\$10,064,000	\$11,992,000
2006	\$25,811,513	\$10,064,000	\$15,747,513
2007	\$29,031,000	\$10,064,000	\$18,967,000
2008	\$29,685,531	\$10,064,000	\$19,621,531
2009	\$22,000,000*	\$0	\$22,000,000
2010	\$22,000,000*	\$0	\$22,000,000
2011	\$22,000,000*	\$0	\$22,000,000
2012	\$22,000,000*	\$0	\$22,000,000
2013	\$22,000,000*	\$0	\$22,000,000
2014	\$22,000,000*	\$0	\$22,000,000
2015	\$22,000,000*	\$0	\$22,000,000
2016	\$22,000,000*	\$0	\$22,000,000
2017	\$22,000,000*	\$0	\$22,000,000
2018	\$22,000,000*	\$0	\$22,000,000
Total Through FY 2018:	\$400,333,706	\$76,141,000	\$324,192,706

**Local Ad Valorem Tax Reduction Fund (LAVTRF) and County and
City Revenue Sharing Fund (CCRSF) Estimated Distributions
(Excludes subdistributions to Cities and Local Taxing Authorities)**

County	LAVTRF Available	CCRSF Available	TOTAL	County	LAVTRF Available	CCRSF Available	TOTAL
Johnson County	\$ 12,352,116	\$ 17,608,326	\$29,960,441	Wabaunsee County	\$ 129,019	\$ 183,921	\$312,941
Sedgwick County	8,714,863	12,423,310	21,138,173	Pawnee County	124,218	177,077	301,295
Shawnee County	3,040,975	4,335,005	7,375,979	Ellsworth County	131,470	187,414	318,884
Wyandotte County	2,653,323	3,782,395	6,435,718	Mitchell County	118,297	168,636	286,933
Douglas County	2,143,526	3,055,664	5,199,190	Greenwood County	110,084	156,928	267,012
Leavenworth County	1,306,747	1,862,809	3,169,556	Gray County	126,211	179,918	306,130
Riley County	1,266,117	1,804,889	3,071,006	Sherman County	125,174	178,439	303,612
Butler County	1,183,917	1,687,711	2,871,627	Ottawa County	114,125	162,688	276,813
Reno County	1,081,084	1,541,119	2,622,203	Harper County	122,525	174,664	297,189
Saline County	984,446	1,403,358	2,387,804	Stevens County	131,179	187,000	318,179
Crawford County	613,970	875,233	1,489,203	Morris County	107,685	153,508	261,193
Finney County	714,503	1,018,546	1,733,049	Washington County	119,692	170,625	290,317
Geary County	562,792	802,278	1,365,071	Norton County	100,698	143,548	244,246
Cowley County	573,139	817,027	1,390,166	Phillips County	99,326	141,592	240,918
Harvey County	581,353	828,736	1,410,089	Rooks County	108,049	151,176	257,225
Ford County	582,096	829,796	1,411,892	Scott County	108,118	154,126	262,244
Montgomery County	583,716	832,105	1,415,821	Barber County	117,370	167,315	284,685
Lyon County	571,648	814,903	1,386,551	Republic County	98,517	140,439	238,957
Miami County	605,565	863,251	1,468,816	Meade County	109,749	156,450	266,199
Ellis County	558,183	795,708	1,353,891	Stafford County	98,555	140,494	239,049
McPherson County	585,301	834,365	1,419,666	Haskell County	110,548	157,590	268,138
Barton County	467,612	686,595	1,134,207	Kearny County	98,471	140,373	238,843
Franklin County	435,670	621,062	1,056,732	Smith County	74,997	106,910	181,907
Sumner County	421,397	600,714	1,022,111	Osborne County	74,778	106,598	181,376
Pottawatomie County	578,430	824,570	1,403,000	Chautauqua County	58,820	83,850	142,670
Seward County	418,233	596,205	1,014,438	Woodson County	58,277	83,075	141,352
Labette County	318,755	454,395	773,149	Lincoln County	68,268	97,319	165,587
Cherokee County	337,526	481,154	818,680	Rush County	64,435	91,853	156,288
Dickinson County	344,233	490,715	834,949	Ness County	74,740	106,544	181,283
Jefferson County	317,493	452,596	770,090	Jewell County	68,750	98,005	166,755
Atchison County	285,105	406,426	691,532	Edwards County	63,438	90,433	153,871
Neosho County	265,920	379,077	644,997	Morton County	72,188	102,906	175,093
Osage County	266,854	383,280	652,114	Trego County	64,791	92,362	157,153
Bourbon County	232,829	331,906	564,735	Decatur County	65,621	93,545	159,166
Jackson County	222,903	317,755	540,657	Logan County	67,942	96,853	164,795
Allen County	231,152	329,515	560,667	Cheyenne County	58,784	83,799	142,583
Marion County	216,115	308,079	524,194	Chase County	58,472	83,353	141,825
Nemaha County	211,219	301,100	512,319	Gove County	68,926	98,255	167,181
Rice County	198,478	280,086	478,564	Hamilton County	53,399	76,122	129,521
Marshall County	209,559	298,733	508,293	Elk County	45,368	64,673	110,041
Brown County	212,291	302,627	514,918	Graham County	62,173	88,629	150,802
Pratt County	206,175	293,909	500,084	Kiowa County	74,734	106,535	181,268
Linn County	248,530	354,287	602,817	Rawlins County	62,119	88,553	150,672
Cloud County	167,831	239,248	407,080	Sheridan County	63,115	89,972	153,087
Wilson County	159,445	227,293	386,738	Wichita County	52,421	74,728	127,149
Coffey County	390,958	557,324	948,282	Stanton County	52,850	75,339	128,189
Clay County	155,595	221,806	377,401	Clark County	46,252	65,934	112,185
Thomas County	166,025	236,674	402,698	Hodgeman County	42,841	61,072	103,913
Anderson County	146,052	208,201	354,253	Comanche County	39,215	55,902	95,116
Doniphan County	164,555	234,578	399,132	Lane County	42,611	60,744	103,356
Grant County	180,120	256,767	436,888	Wallace County	40,516	57,757	98,274
Kingman County	146,143	208,331	354,474	Greeley County	34,046	48,533	82,579
Russell County	135,453	193,092	328,545				
Total CCRSF	\$ 76,978,689						
Total LAVTRF	54,000,000						
Grand Total	\$ 130,978,689						



COUNTY CLERK & ELECTIONS
Personnel

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

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resource Manager

MEETING: October 21, 2021

SUBJECT: Request to Appoint Interim Director of Historical Museum

PRESENTER: Elizabeth Ward & Phil Anderson, Riley County Board of Trustees

BACKGROUND

The Historical Museum Director position was unexpectedly made vacant with the passing of long-time director D. Cheryl Collins. Although current staff has been able to maintain daily operations for several weeks, there are some departmental responsibilities that need to be authorized or approved by someone with the authority of the Director position.

Historically, Riley County has made Interim Director appointment, when needed and when there was an internal staff member able and willing to take on those roles.

DISCUSSION

Some examples of activities requiring departmental directorship approval or direction include:

- Personnel Actions and requests
- Invoice and operations expense approval
- Direction for operation of the Museum
- Oversight of programs, exhibits, collection and administration of the Museum

Internally, we have an employee, Allana Saenger-Parker, who has been leading the museum staff since Cheryl's passing and is willing, and able, to meet the demands of the Interim Directorship. Her education and experience matches the requirements of the position description and she has

worked closely with Cheryl for 9 years, giving her a deep understanding of the mission and values of the Historical Museum.

Furthermore, the Board of Trustees of the Riley County Historical Society is also making the same recommendation of appointment and has unanimously agreed Ms. Saenger-Parker should be appointed as the Interim Director. Their signed letter of support is attached.

FISCAL IMPACT

The Director position is accounted for in the 2021 and 2022 budgets. Therefore there will be no impact on the budget. Further, the proposed salary for the Interim Director is lower than the previous director salary based on experience and length of service.

Museum Director position is pay grade BB with a range of \$70,225.12 to \$112,333.80.

The current budget includes a salary of \$113,301.76.

As Allana meets all of the requirements for the position description, and taking into consideration her 9 years of service to Riley County, I recommend the salary for the Interim Director position be set at the Midpoint of \$70,225.12, prorated to a biweekly rate of \$2,700.97.

RECOMMENDATION(S)

Recommendation is for the Commissioners to appoint Allana Saenger-Parker as the Interim Director of the Historical Museum until such time as a permanent replacement is selected.

POSSIBLE MOTION(S)

Move to approve the agenda and budget for the 2021 Riley County Employee Day.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Cc:

Updated position Description

Board of Trustees Signed Recommendation

Personnel Action Form

Enclosures:

- Historical Museum Director position description (PDF)
- Historical Museum Interim Director support - Board of Trustees 2021-10 (PDF)

- 2021-10 A Saenger-Parker (green) (PDF)

RILEY COUNTY, KANSAS JOB DESCRIPTION

Job Title:	MUSEUM DIRECTOR	
Department:	Museum	Division:
Reports to:	Riley County Commission	
Pay Grade:	BB	Status: Full Time
FLSA Status:	Exempt	

Position Summary: The Director/Curator of the Riley County Historical Museum oversees the Museum's fulfillment of its mission to educate the public on the history of Riley County and the role of Riley County in our state, country, and the world. Administer the collection of the Riley County Historical Society by collecting, preserving, studying, and displaying objects, records, and information of historical value. Stand as a Department of Riley County Government, advocating and supporting historic preservation in all forms; promoting an interest in and awareness of our local heritage for the benefit of the County.

Essential Functions:

- Supervises the operation of the museum, preparing and administering the budget, hiring and supervising staff (paid and volunteer), supervises maintenance of museum buildings, grounds, and County property in accordance with County policy.
- Oversees the collection, preservation, and presentation of Riley County history.
- Oversees the museum educational programs and exhibits.
- Oversees the administration of the Riley County Historical Society's collection and properties in cooperation with the Board of Directors of the Riley County Historical Society.
- Maintains an effective working relationship with the Board of Trustees, who are appointed by the Riley County Commission to advise the Museum Director/Curator.
- Serves as a representative of the Riley County Historical Museum in promotion of the museum and its mission.

Position Requirements:

Education: Minimum qualifications: Bachelor's degree in American history, museum studies or related field. Master's degree in American history or museum studies preferred.

Experience: Knowledge and expertise/experience in Riley County history, history of the American West, local history methods, and museum management.

Supervisory Control: Results of the work are considered as technically authoritative and are normally accepted without significant change. If the work should be reviewed, the review concerns such matters as fulfillment of program objectives, effect of advice and influence of the overall program. Recommendations for new projects and alteration of objectives are usually evaluated for such considerations as availability of funds and other resources, broad program goals, or County/State priorities.

Supervisory Responsibility: Responsible for overall operation of museum and of all staff, paid and volunteer.

Guidelines: The employee uses judgment and professional standards in interpreting and adapting
Updated 2021

guidelines such as agency policies, regulations, precedents, and work directions for application to specific cases or problems. The employee analyzes results and recommends changes.

Complexity: The work requires making many decisions concerning such things as the interpretation of considerable data, planning of work, or refining the methods and techniques to be used.

Scope & Effect of Work: The work involves treating a variety of problems, questions, or situations in conformance with generally established criteria.

Personal Contacts: The personal contacts are with individuals or groups from inside and outside the County in a moderately unstructured setting. The purpose and extent of each contact is different and the role and authority of each party is identified and developed during the scope of the contact.

Purpose of Contacts: The purpose is to influence or motivate persons or groups. The employee must be skillful in approaching the individual or group in order to obtain the desired effect, such as gaining compliance with established policies and regulations by persuasion or negotiation.

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

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear. The employee must regularly lift and/or move up to 40 pounds. Specific vision abilities required by this job include close vision, color vision, depth perception.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Approved: _____ Date:
(Supervisor)

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

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

October 12, 2021

Riley County Commissioners:

John Ford
Greg McKinley
Kathryn Focke

We the undersigned Riley County Historical Museum Trustees strongly support Allana Parker to the position of Director of the Riley County Historical Museum.

Lynne Berry

Jan Carlson



Janet Duncan



Howard Erickson



David Griffin



Sandy Kearns



Kevin Larson



Nancy Williams



Phil Anderson, Chair



RILEY COUNTY PERSONNEL ACTION FORM

☐ Add		Fill Request Date	10/21/2021
☒ Change		Employee #	

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

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

Saenger-Parker	Allana		
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Name: Last First Middle Home Phone

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Address: Street City State Zip

Interim Director	Historical Museum	001-017
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Position Title Department Fund

10/22/2021	☒	☐	when filled	☒ Yes	☐ No
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Effective Date Exempt Non-Exempt Ending Date For Temporary Is this a budgeted position?

BB	NA	\$	☐ Hour	\$ 33,238.67	☒ Bi-weekly	☒ 40	☐
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Grade/Step Pay Rate Hours Per Workweek

Approvals:

Department:

Personnel:

BOCC

Chairman:

Member:

Member:

Date:



COUNTY CLERK & ELECTIONS
Personnel

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

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resource Manager

MEETING: October 21, 2021

SUBJECT: Request to Appoint Interim Director of IT/GIS

PRESENTER: Elizabeth Ward

BACKGROUND

The IT/GIS Director position will be vacant as of Oct 22, with the resignation of current Director Kevin Howser. Although we foresee current staff being able to maintain daily operations for several weeks, there are some departmental responsibilities that will need to be authorized or approved by someone with the authority of the Director position.

Historically, Riley County has made Interim Director appointment, when needed and when there was an internal staff member able and willing to take on those roles.

DISCUSSION

Some examples of activities requiring departmental directorship approval or direction include:

- Personnel Actions and requests
- Invoice and operations expense approval
- Direction for operation of the Museum
- Oversight of programs, exhibits, collection and administration of the Museum

Internally, we have an employee, Cory Meyer, who has been recommended by both the outgoing Director and Human Resources. Cory is willing, and able, to meet the demands of the Interim Directorship. His combination of education and experience matches the requirements of the position description and he has worked closely with both the current Director, as well as his

predecessor for 13 years, giving him a deep understanding of the mission and purpose of the IT/GIS department.

FISCAL IMPACT

The Director position is accounted for in the 2021 and 2022 budgets. Therefore there will be no impact on the budget. Further, the proposed salary for the Interim Director is lower than the current director salary based on experience and length of service.

IT/GIS Director position is pay grade FF with a range of \$88,573.42 to \$141,770.27.

The current budget includes a salary of \$120,693.56

As Cory meets the requirements for the position description, and taking into consideration his 13 years of service to Riley County, I recommend the salary for the Interim Director position be set at the Midpoint of \$101,084.57, prorated to a biweekly rate of \$3,887.87.

RECOMMENDATION(S)

Recommendation is for the Commissioners to appoint Cory Meyer as the Interim Director of IT/GIS until such time as a permanent replacement is selected.

POSSIBLE MOTION(S)

Move to approve the agenda and budget for the 2021 Riley County Employee Day.

Move to deny

Move to modify

Move to table

Cc:

Updated position Description
Personnel Action Form

No action required.

The Board agreed by consensus to

Enclosures:

- 2021-10 C Meyer (green) (PDF)
- IT-GIS Director Position Description (PDF)

RILEY COUNTY PERSONNEL ACTION FORM

☐ Add		Fill Request Date	10/21/2021
☒ Change		Employee #	

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

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

Meyer	Cory		
Name: Last	First	Middle	Home Phone

Address: Street	City	State	Zip

Interim Director	IT/GIS	001-029
Position Title	Department	Fund

10/22/2021	☒	☐	when filled	☒ Yes	☐ No
Effective Date	Exempt	Non-Exempt	Ending Date For Temporary	Is this a budgeted position?	

FF	NA	\$	☐ Hour	\$ 4,088.71	☒ Bi-weekly	☒ 40	☐
Grade/Step				Pay Rate		Hours Per Workweek	

Approvals:

Department:

Date:

Personnel:

BOCC

Chairman:

Member:

Member:

RILEY COUNTY, KANSAS JOB DESCRIPTION

Job Title:	IT/GIS Director	
Department:	Information Technology/GIS	Division:
Reports To:	Board of County Commissioners	
Pay Grade:	FF	Status: Full Time
FLSA Status:	Exempt	

POSITION SUMMARY: Technical and supervisory position responsible for providing oversight and managing the work of the IT/GIS staff, and coordinating all aspects of information technology among Riley County departments and affiliated agencies.

This position coordinates all IT/GIS operations, including overall supervision and management of IT/GIS staff. Trains, motivates, organizes and directs employees to operate individually and as a team in order to accomplish technology specific tasks for all county departments and agencies. Evaluates all county technology hardware and software. Develop and direct the Riley County Technology Plan in relation with CIP budget process. Set broad and specific technology goals and directions for the entire county in coordination with the Department Head Committee. Update, educate and inform Board of County Commissioners regarding technology within Riley County. Develop, propose and monitor annual budget for IT/GIS department.

ESSENTIAL FUNCTIONS:

- Provide overall supervision of IT/GIS staff.
- Train, motivate, organize, and direct all staff to operate as a team to accomplish technology related jobs within Riley County.
- Establish an on-going education and professional development program for IT/GIS staff.
- Establish and maintain reliable, capable and respected IT and GIS Help Desks.
- Assist in the design, upgrades, and maintenance of reliable local and wide area networks used throughout Riley County.
- Coordinate and organize the Riley County Technical Committee in an effort to establish technical standards, policies and practices to ensure the integrity, consistency and security of Riley County computer systems.
- Assist, research and advise all county departments on technology related purchases for their respective departments.
- Develop and coordinate a comprehensive Riley County Disaster Recovery/Business Continuity Plan with assistance and input from Department Head Committee. Coordinate overall Technology plan with CIP budget process.
- Set broad and specific technology related goals for Riley County and provide vision to effectively use technology throughout the county.
- Educate and inform Board of County Commissioners and Riley County Department Head Committee of trends in technology. Translate complex technical issues into simple, understandable terms.
- Research and develop the IT/GIS budget (including CIP projects), then propose/defend to the Budget Committee and Board of County Commissioners throughout budget process. Monitor and record budget usage and ensure efficient and prudent use of budget resources.
- Conceptualize and assist with design of infrastructure for local and wide area networks.

- Act as overall Project Manager for all technology projects implemented within Riley County.
- Act as Riley County Security Officer to ensure proper and adequate security for all information assets within Riley County.
- Audit information security for risks and manage those risks to protect information assets from internal or external unauthorized exposure.
- Manage all technology procurement for all departments within Riley County.
- Manage Riley County Microsoft Enterprise Licensing agreement, Cisco smartnet contracts, and all other software licensing ensuring licensing compliance of all software within Riley County.

SECONDARY FUNCTIONS:

- Assist and back-up Network Administrator in maintaining Riley County Local and Wide Area Networks including user maintenance, security maintenance, server maintenance, network infrastructure maintenance and software maintenance
- Assist and back-up AS/400 Administrator in maintaining AS/400's.
- Assist and back up Assistant Director in the direct management of IT staff.
- Provide necessary management/administrative support to GIS staff.
- Provide PC technical support.

POSITION REQUIREMENTS:

Education: Bachelor's degree with course work in business, computer science or information systems and 3-5 years of related technology management experience. Equivalent combination of experience, education and training which provides the required knowledge, skills, and abilities will be accepted.

Certification(s)/License(s): A valid driver's license is required. Technical certifications such as MCSE, CCNA, CISSP, CISA, CISM or PMP a plus.

Knowledge and Experience: Previous supervisory experience is required. Job requires substantial expertise in the following: PC's, Windows operating systems, Office productivity software, 32 and 64 bit business applications, printers, PC peripherals, Security, Project Management, Disaster Recovery, and Business Continuity.

Job requires a working knowledge of the following: LANs, WANs, Windows Operating Systems, Microsoft Exchange Server, SMS 2.0, Microsoft IIS, TCP/IP Networking & Sub netting, DHCP, DNS, Cisco Routing, Switching, and Firewall, and ESRI software products. A strong knowledge of network security, project management, and budgeting is necessary.

Skills:

Hardware support skills
 Software support skills
 Network support skills
 Ethernet wiring skills
 Troubleshooting and problem solving skills
 Analytical skills
 Personal communication skills
 Verbal communication skills

Written communication skills
 Time management and prioritization skills
 Ability to learn new technologies quickly
 Leadership skills sufficient to lead the IT/GIS department
 Ability to maintain confidentiality
 IT related Security skills
 Project Management skills

Supervisory Controls: Position operates independently of any direct supervisory control. The employee responds/answers directly to the Board of County Commissioners.

Supervisory Responsibility: Provides overall supervision to IT/GIS staff. Responsible for planning, designing, and carrying out departmental programs and initiatives, development and fulfillment of IT/GIS objectives, technical advancement, and oversight and management of funds.

Guidelines:

- Position will be required to follow all rules, policies and procedures of Riley County.
- Position will be required to follow all rules, policies and procedures specific to the IT/GIS Department.
- Position will be required to follow all applicable hardware and software usage laws as well as all hardware and software copyright laws.

Complexity:

The employee is required to research a wide range of related problems of a technical nature and then communicate the results of the research to the Riley County staff. The work involves a wide variety of professional tasks. Decisions regarding what needs to be done include the assessment of unusual circumstances, variations of approach, and incomplete or conflicting data. Planning and scheduling work requires considerably judgment to utilize labor, equipment, time, and materials efficiently. In some cases, an employee in this class can take an obvious course of action; in other situations different options must be considered and an independent decision made to successfully complete the project. The work requires making many decisions concerning such things as interpreting complex data, creating a design, planning the work, refining the methods and techniques implemented to complete a project, and communicating with fellow Riley County employees.

Scope and Effect of Work:

The position makes daily decisions that could directly or indirectly affect the work of the entire county. If this position does not provide the necessary answers and correctly identify and solve various problems, county employees (individually or as a whole) may not have access to their computer or the network, which could consequently affect their job performance. This job places a premium on reliability, accuracy and dependability.

Personal Contacts: Position has significant contact with IT/GIS staff, and thus must develop and maintain a good rapport. The position also has significant personal contact with other department heads and their staff, as well as with Board of County Commissioners. The position may also provide occasional updates to the public via press conferences or public forums, and the position may frequently interact with vendors, the State of Kansas, and other state or local government.

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

accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear. The employee must regularly lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is exposed to moderate noise levels.

Approved: _____ Date:
(Supervisor)

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

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



AGENDA
JOINT CITY/COUNTY/COUNTY MEETING
COUNTY COMMISSION CHAMBERS
THURSDAY, OCTOBER 21, 2021
4:00 P.M.

1. Discuss KDOT projects for all entities



This meeting is being held in the Riley County Board of County Commission Chambers at Courthouse Plaza East Building, 115 N. 4th Street. In accordance with provisions of the ADA, every attempt will be made to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.