



**Board of Riley County
Commissioners
Regular Meeting
Agenda
October 24, 2024**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Sign Riley County Employee Action Form(s)

Review Minutes

4. Board of Riley County Commissioners - Regular Meeting - Oct 21,
2024 8:30 AM

Review Tentative Agenda

5. Tentative Agenda

Press Conference Topics

6. Discuss Press Conference

9:00 AM

Barry Wilkerson, County Attorney

7. Staff update

9:15 AM

Clancy Holeman, Counselor/Director of Administrative Services

8. Administrative Work Session

9:35 AM

Evan McMillan, Assistant County Engineer

9. Transfer Station Floor Design

9:50 AM

Amy Manges, Register of Deeds

10. Year-To-Date Revenue

9:55 AM

John Ellermann, Public Works Director/County Engineer

11. Geophysical Survey

10:05 AM

Vivienne Leyva, PIO

12. Riley County Communications Update October 2024

10:20 AM

Katharine Hensler, Museum Director

13. Riley County Historical Museum - Staff Report

10:35 AM

Shilo Heger, Treasurer

14. September 2024 Revenue Reporting - Riley County Treasurer

Adjournment

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



COUNTY CLERK & ELECTIONS
Personnel

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

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resources Director

MEETING: October 24, 2024

SUBJECT: Sign Riley County Employee Action Form(s)

PRESENTER: Elizabeth Ward, Human Resources Director

Enclosures:

- 2024-10 Appraiser MMcIntyre EAF (DOCX)
- 2024-10 Election CDickson EAF (DOCX)
- 2024-10 Election JRigg EAF (DOCX)
- 2024-10 Clerk MAdams (DOCX)

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Melissa McIntyre**Status Change Date:** 10/15/2024**Status Change:** New Hire**Date of Hire:** 11/04/2024**Seniority:** 0 Year(s), 0 Month(s)**Position:** Residential Appraiser II**Position Type:** Regular Full Time**Pay Range:** Range 8**Pay Type:** Hourly**Base Rate:** \$24.14**Annualized Pay:** \$50,211.20**Funds Codes:** 1-General/22-Appraiser**Supervisor:** Danny Williams**Department Head:** Anna Burson

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-10 Appraiser MMcIntyre EAF (15125 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Catherine Dickson**Status Change Date:** 10/09/2024**Status Change:** New Hire**Date of Hire:** 10/09/2024**Seniority:** 0 Year(s), 0 Month(s)**Position:** Election Day Worker**Position Type:** As Needed**Pay Range:** Election**Pay Type:** Stipend**Base Rate:** By Position**Annualized Pay:** \$0.00**Funds Codes:** 1-General/19-Election**Supervisor:** Susan Boller**Department Head:** Richard Vargo

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-10 Election CDickson EAF (15125 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: James Rigg**Status Change Date:** 10/09/2024**Status Change:** New Hire**Date of Hire:** 10/09/2024**Seniority:** 0 Year(s), 0 Month(s)**Position:** Election Day Worker**Position Type:** As Needed**Pay Range:** Election**Pay Type:** Stipend**Base Rate:** By Position**Annualized Pay:** \$0.00**Funds Codes:** 1-General/19-Election**Supervisor:** Susan Boller**Department Head:** Richard Vargo

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-10 Election JRigg EAF (15125 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Michelle Adams**Status Change Date:** 10/26/2024**Status Change:** Reclassification**Date of Hire:** 10/23/2017**Seniority:** 6 Year(s), 11 Month(s)**Position:** Senior Fiscal Analyst**Position Type:** Full-Time**Pay Range:** 13**Pay Type:** Salary**Base Rate:** \$2,743.20**Annualized Pay:** \$71,323.20**Funds Codes:** Clerk [2]**Supervisor:** Brittnay Phillips**Department Head:** Rich Vargo

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-10 Clerk MAdams (15125 : Employee Action Form (Green Sheet))



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
October 24, 2024**

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Manhattan, KS 66502
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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

Cory Meyer, IT/GIS Director

3. Staff update

9:50 AM

Amy Manges, Register of Deeds

4. Staff update

9:55 AM

John Ellermann, Public Works Director/County Engineer

5. Highway Use Permit

10:05 AM

Vivienne Leyva, PIO

6. PIO update

10:20 AM

Katharine Hensler, Museum Director

7. Staff update

Attachment: 10-24-24 tentative agenda (14245 : Tentative Agenda)

10:35 AM **Shilo Heger, Treasurer**

8. Staff update

10:50 AM **Evan McMillan, Assistant County Engineer**

9. Transfer Station floor design

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: 10-24-24 tentative agenda (14245 : Tentative Agenda)



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
October 28, 2024**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Native American Heritage Month Proclamation

Review Minutes

Press Conference Topics

Review Tentative Agenda

9:00 AM

Michael Rezkalla, Pawnee Mental Health Services Director

2. Pawnee Mental Health Services update

9:15 AM

Bryant Parker, Deputy County Counselor

3. Resolution for Mental Health Task Force

9:20 AM

Shilo Heger, Treasurer

4. Request to fill receptionist position

9:30 AM

Press Conference

5. Native American Heritage Month Proclamation - John Ford and Nathan Dixon (3-5 minutes)
6. Public Notice - Alvin Perez (2 minutes)
7. 2024 General Election - Rich Vargo (2-3 minutes)

10:10 AM

Clancy Holeman, Counselor/Director of Administrative Services

8. Administrative Work Session

10:30 AM

Megan Lewis, Community Corrections Director

Attachment: 10-28-24 tentative agenda (14245 : Tentative Agenda)

9. Staff update

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: 10-28-24 tentative agenda (14245 : Tentative Agenda)



PUBLIC WORKS
Request

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

COMMISSION AGENDA REPORT

FROM: Andrea Rose, Administrative Assistant II.

MEETING: October 24, 2024

SUBJECT: Transfer Station Floor Design

PRESENTER: Evan McMillan, Asst. Public Works Director

BACKGROUND

The transfer station floor and loading chute have been wearing down over the years and are ready for a rehabilitation project. A professional engineer will be needed to design and assemble plans and specifications for the loading floor and chute. BG Consultants, Inc., has performed various projects at the transfer station, and given their familiarity with the facilities and past performance, Public Works staff is requesting to forgo the RFP/RFQ process and move forward with BG Consultants, Inc., as the engineer for the project.

RECOMMENDATION(S)

Staff recommends moving forward with a contract with BG Consultants for engineering services at the transfer station, to be approved at a later date. The RFP or RFQ process will be followed if the Commission prefers to do so.

POSSIBLE MOTION(S)

Move to forgo Request for Qualifications for engineering services, and move forward with preparing a contract with BG Consultants, Inc., for design of the tipping floor.

Move to follow the RFQ process for engineering services in relation to the transfer station tipping floor.

Move to table for further discussion.

Move to table

No action required.

The Board agreed by consensus to

Enclosures:



REGISTER OF DEEDS
Staff Update

Amy Manges
Register of Deeds
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-537-6340

STAFF REPORT

FROM: Amy Manges, Register of Deeds

MEETING: October 24, 2024

SUBJECT: Year-To-Date Revenue

PRESENTER: Amy Manges

Enclosures:

- BOCC Report - October 2024 (DOC)
- Rescan Example(PDF)

TO: Board of County Commissioners
FROM: Amy Manges, Register of Deeds
DATE: October 24, 2024
SUBJECT: 2024 Year-To-Date Revenue

The following is a brief summary of revenue figures through 3:00 p.m., October 21, 2024 with comparable year-to-date information for 2023:

	<u>2023</u>	<u>2024</u>
Total Mortgage Amount (Indebtedness)	\$303,857,590	\$490,981,086
Recording Fees	\$301,104	\$308,334
Heritage Trust Fund	\$22,246	\$22,813
Register of Deeds Tech Fund	\$44,492	\$45,626
Treasurer Tech Fund	\$11,123	\$11,407
Clerk Tech Fund	\$11,123	\$11,407
Copy Fees	\$31,481	\$35,179
Total Year-To-Date Revenue	\$421,569	\$434,766

Note: There is a \$30,000 per year limit on what is transferred to the state for the Heritage Trust Fund. Any amount over \$30,000 will be transferred to County General at the end of the year.

<u>Plats</u>	<u>2023</u>	<u>2024</u>
Total Plats Filed	25	20
Total Platted Lots	67	105

Estimated 2024 Revenue

Recording Fees = \$300,000
Heritage Trust Fund = \$25,000
Copy Fees = \$25,000
Total = \$350,000

Register of Deeds Tech Fund = \$50,000

Attachment: BOCC Report - October 2024 (15126 : Year To Date Revenue)

Staff Update:

- Recorded 5,010 documents compared to 4,960 in 2023
- Rescanning books 239 thru 332 from years 1953 to 1969
- Continue to cross train employees
- Filled vacant position
- Tracking daily revenue loss due to changes in filing and mortgage registration fees.
Total revenue lost in 2024 due to fee changes is \$479,576.

$$\begin{aligned} \mathbb{E}[\mathbf{y}^T \mathbf{y}] &= \mathbf{y}^T \mathbf{y} \\ \mathbb{E}[\mathbf{y}^T \mathbf{y}] &= \mathbf{y}^T \mathbf{y} \end{aligned}$$

THE STATE OF NEW YORK, in and to the County of Albany, ss. I, the Clerk of the said County, do hereby certify that the within and foregoing is a true and correct copy of the original thereof, as the same appears from the records of the said County, and is subscribed and attested by me in presence of the undersigned Justices of the Peace, at Albany, this 10th day of December, 1903.

SUBSCRIBED and SWORN to before me this 7th day of June, 1977.

107AR
PUBLIC
COUNTY, KANSAS

His commission expires May 7, 1964.

This instrument was filed for record on the
 27th day of June, 1967 at 11:30
 O'clock A.M. and duly recorded in Book
 212 at page 692.

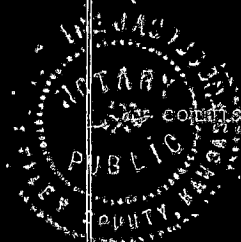
AFFIDAVIT TO BE FILED PRECEDENT TO
BEGINNING BUSINESS

STATE OF KANSAS,
SS:
COUNTY OF RILEY,

PHILIP J. UMSCHEID, being duly sworn, upon oath states, that he
is the duly elected, qualified and acting Treasurer of THE TOWN BUILDING AND
INVESTMENT COMPANY, INCORPORATED; that the amount of capital, to-wit, One
Thousand Dollars as stated in the Articles of Incorporation as the minimum
with which this corporation would commence business, has been fully paid in
as required by law.

Philip J. Umscheid
Treasurer Philip J. Umscheid

SUBSCRIBED and SWORN to before me this 7th day of June, 1957.



My commission expires May 7, 1961.

Josephine Jacobson
Notary Public - Josephine Jacobson

STATE OF KANSAS } S.S.
RILEY, COUNTY

This instrument was filed for record on the
14th day of June A.D. 1957 at 11:30
O'clock A.M. and duly recorded in Book
262 at page 692.
By _____ Register of Deeds

Example Document

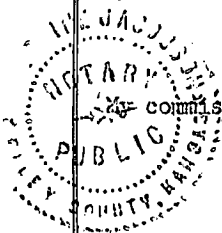
AFFIDAVIT TO BE FILED PRECEDENT TO
BEGINNING BUSINESSSTATE OF KANSAS,
SS:
COUNTY OF RILEY,

PHILIP J. UMSCHIED, being duly sworn, upon oath states, that he is the duly elected, qualified and acting Treasurer of THE TOWN BUILDING AND INVESTMENT COMPANY, INCORPORATED; that the amount of capital, to-wit, One Thousand Dollars as stated in the Articles of Incorporation as the minimum with which this corporation would commence business, has been fully paid in as required by law.

Philip J. Umscheid
Treasurer Philip J. Umscheid

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Josephine Jacobson
Notary Public - Josephine Jacobson



My commission expires May 7, 1961.

STATE OF KANSAS } S.S.
RILEY, COUNTYThis instrument was filed for record on the
7th day of June A.D. 1957 at 11:3000 o'clock A.M. and duly recorded in Book
262 at page 692.By [Signature] Register of Deeds
D. [Signature]

Attachment: Rescan Example (15126 : Year To Date Revenue)

Example Document

AFFIDAVIT TO BE FILED PRECEDENT TO
BEGINNING BUSINESSSTATE OF KANSAS,
SS:
COUNTY OF RILEY,

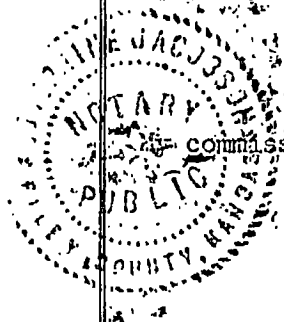
PHILIP J. UMSCHIED, being duly sworn, upon oath states, that he is the duly elected, qualified and acting Treasurer of THE TOWN BUILDING AND INVESTMENT COMPANY, INCORPORATED; that the amount of capital, to-wit, One Thousand Dollars as stated in the Articles of Incorporation as the minimum with which this corporation would commence business, has been fully paid in as required by law.

Philip J. Umschied
Treasurer Philip J. Umschied

SUBSCRIBED and SWORN to before me this 7th day of June, 1957.

Josephine Jacobson
Notary Public - Josephine Jacobson

My commission expires May 7, 1961.

STATE OF KANSAS } S.S.
RILEY, COUNTY

This instrument was filed for record on the
7th day of June, A.D. 1957, at 11:30
O'clock A.M. and duly recorded in Book
262 at page 692.
Josephine Jacobson Register of Deeds
 By _____ Deputy

Attachment: Rescan Example (15126 : Year To Date Revenue)



PUBLIC WORKS
Presentation

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

COMMISSION AGENDA REPORT

FROM: Andrea Rose, Administrative Assistant II

MEETING: October 24, 2024

SUBJECT: Geophysical Survey

PRESENTER: John Ellermann, Director of Public Works

BACKGROUND

High Plains Resources has requested a Highway Use Permit (2024-011) to conduct geophysical survey along roads in Riley County. High Plains resources aims to collect data pertaining to subsurface mineral resources through vibration by driving County Roads. The seismic acquisition activities will involve the deployment of seismic equipment and personnel along various county and state roads as well as movement of vehicles and personnel along the roads and the activities will result in lane restrictions. Activities will include placement of seismic sensors and equipment along roadsides. Please see the attached info graphic on how the data collection takes place. In addition High Plains Resources included a detailed Traffic Control Plan for Seismic Acquisition Along County and State Roads, please see attachment for full scope of work.

DISCUSSION

High Plains Resources requested permission to conduct a geophysical survey along roads according to the attached map.

POSSIBLE MOTION(S)

Move to approve

Move to deny

Move to modify

Move to table

.

Enclosures:

- 2024-011 08.09.24 High Plains Resources-Vantage Geo- geophysical survey (PDF)

Permit No. 2024-011

APPLICATION FOR HIGHWAY USE PERMIT

Riley County, Kansas

High Plains Resources

No Construction requested.

Applicant Name

Type of Construction

801 E. Douglas St. PMB 2688

Wichita

KS

67202

Applicant Mailing Address

City

State

Zip

Applicant hereby requests permission to conduct a geophysical survey along roads in Riley County, KS (See attached map of route) along and/or across the public roads of Riley County, Kansas, according to the details and route shown on the attached plans and standards for said construction.

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

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

- A. Facility shall be installed in conformance with all items on approved plans, pertinent national codes/standards and the Riley County Highway Use Permit Requirements and Procedures. Any request for variance shall be an addendum to this application. Any utility sharing facilities with another entity is required to obtain a separate Highway Use Permit for their installation.
- B. A refundable deposit as specified in the Riley County Highway Use Permit Requirements and Procedures, made payable to Riley County, Kansas, shall accompany this application to guarantee satisfactory performance of the conditions of this permit.
- C. The County Engineer and/or the Township Trustee shall have the authority to require any needed repairs resulting from such construction in the road right-of-way for a period of one year from date of completed construction.
- D. In the event of road improvement or maintenance within the right-of-way, the applicant or its assigns will be responsible for the relocation of the facility at no cost to Riley County or the Township.
- E. **Applicant shall notify the County Engineer at least 2 business days prior to the beginning of construction and upon completion of construction at 785-537-6330.**
- F. It is understood, the work shall commence within three (3) months of the permit approval and be completed within thirty (30) days of the estimated duration of construction otherwise, the permit becomes null and void, unless an extension of time is approved.
- G. Applicant further represents it shall comply with and abide by any rule, regulation or condition of the permit made by the County Engineer and/or the Township Trustee.

Submitted by:

Submitter's signature

08/09/2024

Date

Banning Zoss, Acquisition Manager of Discovery Land Services c/o High Plains Resources

Printed Name & Title

720-317-9484

VantageGeo

Submitter's Telephone Number

Contractor Name

bzoss@discoveryland.com

713-751-9280 (Robert Beal)

Submitter's Email Address

Contractor Telephone Number

09/07/2024

11/01/2024

Proposed Date of Construction

Estimated Duration of Construction

RECOMMENDED BY:

Riley County Engineer

Permit granted this ____ day of _____, 20____.

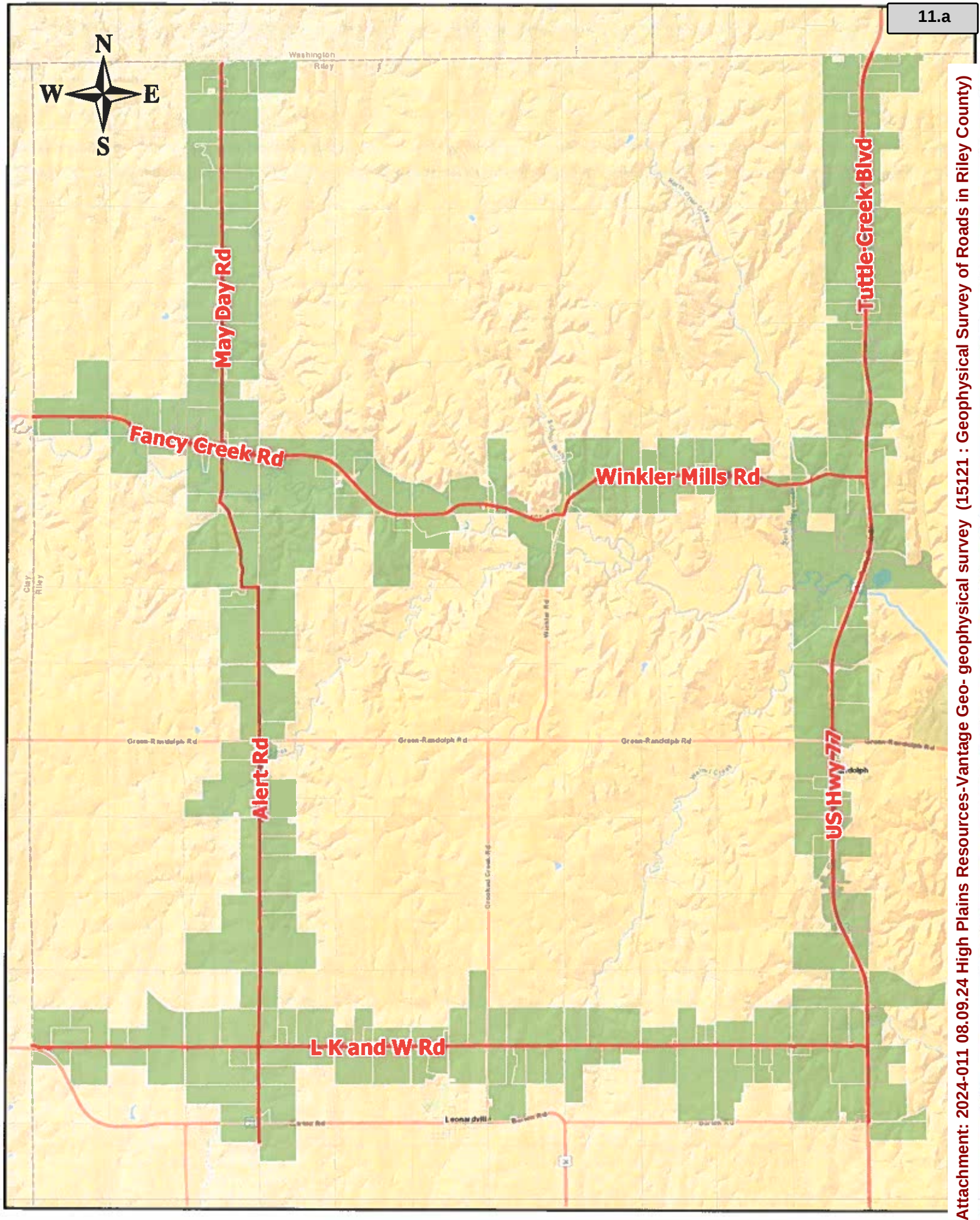
BOARD OF COUNTY COMMISSIONERS
RILEY COUNTY, KANSAS

Chairperson

Page 1 of 2

OFFICE USE ONLY:

Application Fee: 100.00\$1,000 Deposit ☒ Bond ☐ Letter ☐Receipt No. 13385Date: 8/9/2024Signature: [Signature]

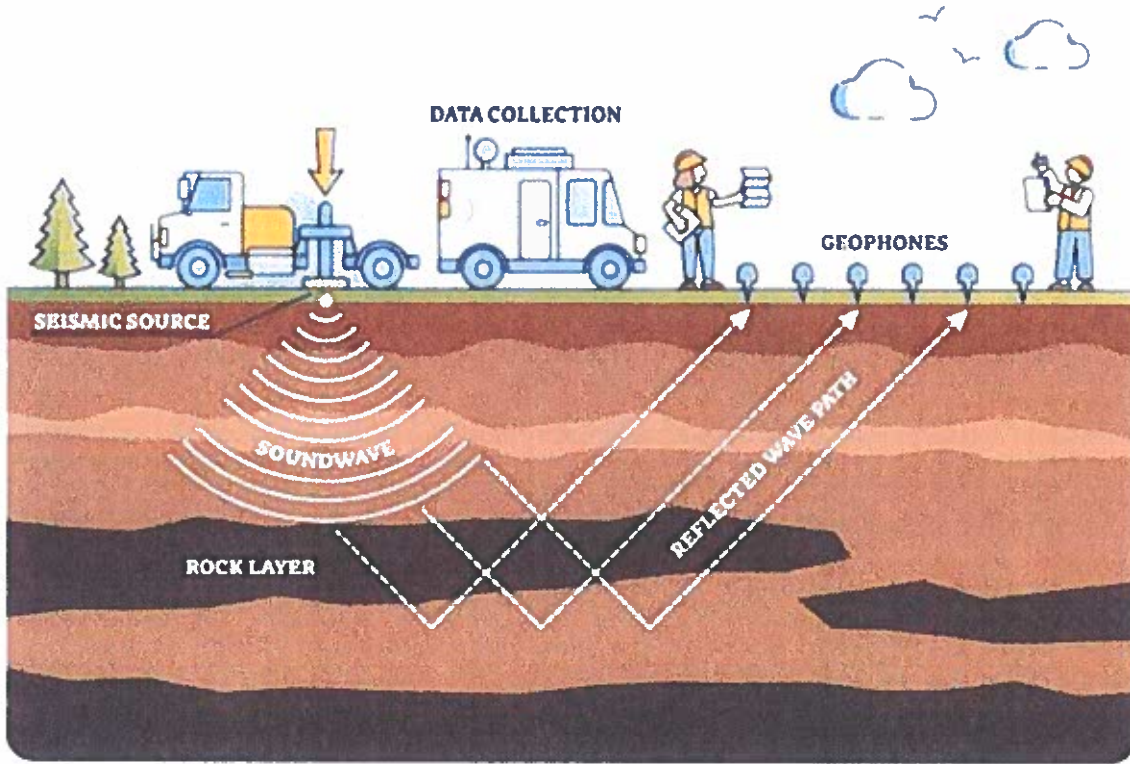


Attachment: 2024-011 08.09.24 High Plains Resources-Vantage Geo- geophysical survey (15121 : Geophysical Survey of Roads in Riley County)

2D Seismic Projected Route

EXHIBIT C

Example of a Geophysical Survey



Geophone



Deploying Geophones



Seismic Source Truck

Initial Here

Traffic Control Plan for Seismic Acquisition Along County and State Roads

Duration of Work: Start: Saturday, September 7, 2024, End: Friday, November 1, 2024

Location: Riley County, KS (See attached Projected Route Map)

Scope of Work: Deploy seismic nodes alongside of road, Utilize EnviroVibe2 seismic buggy to generate active seismic source energy, and pick up nodes once line is complete.

Hours/Days of Work: 24 hours / 7 days a week operations

Introduction

This Traffic Control Plan (TCP) outlines the procedures and measures to be implemented to ensure the safety of the public, personnel, and equipment during seismic acquisition operations along county and state roads. This plan adheres to all relevant local, state, and federal regulations and guidelines.

Objectives

1. **Safety:** Ensure the safety of all road users and seismic acquisition personnel.
2. **Minimize Disruption:** Minimize traffic disruption and maintain smooth traffic flow.
3. **Compliance:** Adhere to all relevant traffic control regulations and standards.

Scope of Work

The seismic acquisition activities will involve the deployment of seismic equipment and personnel along various county and state roads.

Activities will include:

- Placement of seismic sensors and equipment along roadsides
- Movement of vehicles and personnel along the roads (UTVs, Pickup Trucks, and a Seismic Buggy)
- Temporary lane restrictions

Key Responsibilities

- **Traffic Control Supervisor:** Oversee the implementation of the TCP and ensure compliance with all regulations.
- **Seismic Acquisition Team:** Oversee and make sure all crew members follow all safety and traffic control measures.
- **Traffic Control Personnel:** Set up, monitor, and manage traffic control devices and signals.

Traffic Control Measures**1. Advance Notification**

- Notify local authorities and the public at least two weeks prior to the commencement of seismic acquisition activities.
- Provide detailed information about the schedule, locations, and expected duration of activities.

2. Signage and Communication

- Install advance warning signs at least 500 feet before the work zones to alert drivers.
- Use standard traffic signs, such as "Survey Crew Ahead"

3. Traffic Control Devices

- Use vehicle escorts and/or flaggers to direct traffic through work zones, especially in areas with limited visibility or high traffic volumes.

4. Lane Closures

- Implement temporary lane closures as necessary.

5. Speed Reduction Measures

- Implement temporary speed limits within work zones as necessary.

6. Personnel Safety

- Equip all personnel with high-visibility safety apparel.

- Ensure personnel follow safe work practices and stay within designated safe zones.

7. Emergency Access

- Always maintain clear access for emergency vehicles.

8. Public Communication

- Supply information to the local police and sheriff departments. If necessary, have off-duty local law enforcement onsite.

9. Monitoring and Adjustment

- Continuously monitor traffic conditions and the effectiveness of the traffic control measures.
- Adjust as necessary to improve safety and minimize disruptions.

Conclusion

The implementation of this Traffic Control Plan will ensure the safe and efficient completion of seismic acquisition activities along county and state roads. By following the outlined procedures and maintaining clear communication with the public and authorities, we aim to minimize disruption and ensure the safety of all involved.

Contact Information

- **Traffic Control Supervisor:**

Eric Bourdages, mobile #: 713-427-2202, email: eric.bourdages@vantagegeo.com

- **Seismic Acquisition Team Leader:**

Chris Hauff, mobile #: 956-231-4901, email: chris.hauff@vantagegeo.com



CERTIFICATE OF LIABILITY INSURANCE

11.a
DATE (MM/DD/YYYY)
8/28/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Higginbotham Insurance Agency, Inc. 11700 Katy Freeway, Suite 1100 Houston TX 77079		CONTACT NAME: Michele Gray PHONE (A/C, No, Ext): 682-647-6029 E-MAIL ADDRESS: MGray@higginbotham.net		FAX (A/C, No):
		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A : Texas Mutual Insurance Company		22945
		INSURER B : The Travelers Indemnity Co of America		25666
		INSURER C : The Travelers Indemnity Company		25658
		INSURER D : Travelers Property Casualty Company Of America		25674
		INSURER E :		
		INSURER F :		

COVERAGES **CERTIFICATE NUMBER: 1010892590** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			H6602T351029IND24	7/1/2024	7/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 S&A POLLUTION \$ INCLUDED
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			BA0R21329324N4G	7/1/2024	7/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			CUP6T37139424N4	7/1/2024	7/1/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ Y ☐ N	N/A	0001290264	7/2/2024	7/2/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Leased/Rented Equipment			H6602T351029IND24	7/1/2024	7/1/2025	Each Item Maximum Limit Deductible \$250,000 \$500,000 \$2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The General Liability and Automobile Liability policies include a blanket automatic additional insured endorsement that provides additional insured status, and General Liability, Automobile Liability and Workers' Compensation policies include a blanket waiver of subrogation endorsement when required by written contract.

Sudden & Accidental Pollution coverage is included in the limits under the General Liability, on a per occurrence basis, subject to the terms and conditions of the policy.

See Attached...

CERTIFICATE HOLDER Riley County Public Works Attn: Jon Ellerman 6215 Tuttle Creek Blvd Manhattan KS 66503	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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LOC #: _____

**ADDITIONAL REMARKS SCHEDULE**Page 1 of

AGENCY Higginbotham Insurance Agency, Inc.		NAMED INSURED Vantage Geophysical Corporation Crest Energy Services Corp. 1021 Blackhaw Street Houston TX 77079
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

The General Liability and Auto Liability policies have a blanket Primary & Non-Contributory endorsement that affords that coverage to certificate holders when required by written contract.

Workers' Compensation Excluded Officer: Elizabeth Beal.

The Umbrella Liability is Follow Form underlying the General Liability, Automobile Liability & Workers' Compensation policies.

The Umbrella Liability provides Additional Insured status due to being follow form.

The Umbrella Liability policy includes a blanket waiver of subrogation endorsement that provides this feature only when required by written contract.

Attachment: 2024-011 08.09.24 High Plains Resources-Vantage Geo- geophysical survey (15121 : Geophysical Survey of Roads in Riley



COUNTY CLERK & ELECTIONS
Staff Update

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

STAFF REPORT

FROM: Vivienne Leyva, Public Information Officer

MEETING: October 24, 2024

SUBJECT: Riley County Communications Update October 2024

PRESENTER: Vivienne Leyva, Public Information Officer

Election Information

Voter education is the most important communications topic on my list at this time of year. The Riley County Facebook page has been approved for Voter Alerts, allowing us to send immediate notifications to local followers regarding urgent, actionable election updates. These alerts are designed for significant changes to voting locations, methods, rules, or hours and will be used sparingly for jurisdiction-wide notices only. This ensures clear, timely communication with all voters impacted by these updates. Those alerts have generated a great deal of engagement and I plan to continue using them when appropriate.

In addition, Rich Vargo participated in a live radio interview for the Kansas State University student-run station, Wildcat 91.9. We continue to produce social media posts, news releases, and I hope to edit at least one additional video to help educate voters in Riley County.

Kansas State University professors and student organizations, including the Student Governing Association (SGA), have also been working to educate young voters in particular. I will continue to provide updates and information for them as well as to the general public and members of the media.

Website and Social Media Performance

The website continues to be our most valuable digital communication tool. The schedule for the website refresh may change, as we were recently contacted by an account rep who indicated the planning meetings could start as early as December. I'll keep you informed as the schedule develops.

Social media engagement continues to slowly increase across all platforms.

Employee Day Success

Anecdotal feedback from participants has been positive and the Employee Day Committee is working to compile and evaluate survey responses. I had a wonderful time and I think the subject matter was well-received. The Committee Chairs will likely schedule some time soon to provide a formal update to the Board.

Enclosures:

- 10-24-2024 Communicataions Update for BoCC (PDF)

K-State SGA Voter Education Week



♥ Happy Voter Education Week! ♥

This week we at SGA are dedicating to educating Kansas State on voting. Today is the basics of how to vote and what you need to know.

VOTER EDUCATION WEEK!!!

VOTING HOW TO?

GO VOTE!!

HOW TO VOTE

IN-STATE (OUT OF MHK) (ONLINE)

- GO to [KSVOTES.ORG](https://myvoteinfo.voteks.org/VoterView) or <https://myvoteinfo.voteks.org/VoterView>
- Enter information
- Either UPDATE or REGISTER
- Fill out Questionnaire
- Declare Party
- Fill in the ID number, either your driver's license #, non-driver's identification card or the last 4 digits of a social security number.
- Sign & Submit

WHAT NEXT?

- Afterwards request an **advanced mail-in ballot** to have a ballot mailed to your college address (this includes dorms!)

HOW TO VOTE

IN-STATE (VOTING IN MANHATTAN) (ONLINE)

- GO to [KSVOTES.ORG](https://myvoteinfo.voteks.org/VoterView) or <https://myvoteinfo.voteks.org/VoterView>
- Enter information
- Either UPDATE or REGISTER
- Fill out Questionnaire
- Declare Party
- Fill in the ID number, either your driver's license #, non-driver's identification card, or the last 4 digits of a social security number.
- Sign & Submit

WHAT NEXT

- Go Vote!!!!

HOW TO VOTE

OUT OF STATE (ONLINE)

- Vote411.org
- Enter information
- Fill out questionnaire
- Prepare and submit form

WHAT NEXT?

- Afterward, you can request an advanced mail-in ballot to have a ballot mailed to your college address (this includes dorms!)
 - HOWEVER, certain states have different requirements: <https://www.rockthevote.org/how-to-vote/nationwide-voting-info/absentee-voting/>
- Physical forms that can be mailed in to register by mail can be found here:
 - <https://www.kssos.org/forms/elections/voter-registration.pdf> (must be postmarked by October 15th)
- Students can register to vote in person at any

VOTER EDUCATION WEEK!!!

VOTING HOW TO?

GO VOTE!!

Riley County Social Media

Facebook
Followers

RCEMS: 4,217 (+14)

Change
Since
September

RCEM: 4,794 (+9)

RC: 3,384 (+13)

RCHD: 12,683 (-10)

RCFD#1: 4,692 (0)

September 2024 Website Information

- 22,343 Users

- Popular Pages

1. Drivers Licenses
2. Search
3. Fentanyl and Opioid Awareness
4. District Court
5. Treasurer – Motor Vehicle
6. Court Dockets
7. FAQ
8. Motor Vehicle
9. Directory
10. Advance Voting



MUSEUM
Staff Update

Katharine Hensler
Museum Director
2309 Claflin Rd
Manhattan, KS 66502
Phone: 785-565-6490

STAFF REPORT

FROM: Katharine Hensler, Museum Director

MEETING: October 24, 2024

SUBJECT: Riley County Historical Museum - Staff Report

PRESENTER: Katharine Hensler, Museum Director

Riley County Historical Museum - Director's Report

October 24, 2024

Visitation and Tours:

Site Name	JUL 2024	AUG 2024	SEP 2024
Museum	248	292	209
Goodnow House	133	209	49
Wolf House	47	49	19
Pioneer Log Cabin	19	12	66
Programs & Outreach	57	40	84
TOTAL	504	602	427

Volunteer Hours	JUL 2024	AUG 2024	SEP 2024
General	56.5	116	95.5
RCHS Board of Directors	86	186.5	88.5
Community Service	32.25	24	32.25
TOTAL	174.75	326.5	216.25

2. Education and Outreach

September 3 - Dr. Tracy Brimhall's class visit; Curator Highsmith provided program on museum interpretation (13 attended)

September 9 - Fireside Chat with Doug Chapman, "The History of Mo-Town" (34 attended)

September 19 - Kelly Yarborough's class visit; Director Hensler presented the program about the 1951 flood and how to interpret and research an event using resources of a local historical collection (22 attended)

September 20 - Director Hensler and Curator Highsmith presented a guided driving tour with the Flint Hills Discovery Center titled, "Hidden History of Riley County" (15 attended)

October 8 - **Fireside Chat: A K-State Airman and His B29** with Carol Regehr (27 attended)

October 10 - RCHS Quarterly Meeting: **A History of Keats and the Wildcat Valley** - Panel Discussion with Marcella Gocken, Mel Nudson, and Kevin Larson held at the Keats Community Center (101 attended)

October 15 & 16 - **Spooky Safari** with the Sunset Zoo, 6:30pm, \$12/person, tickets available on 9/17 through the Sunset Zoo website www.sunsetzoo.com <<http://www.sunsetzoo.com>> (31/32 attended on the respective evenings)

October 19 - **3rd Annual Walking Tour of Historic Sunset Cemetery** (101 attended)

October 21 - Dr. Jessica Falcone's class visit; curators and Director Hensler provided a program about utilizing collections to interpret history, collections challenges, creating new exhibits, and NAGPRA and how it affects museum collections (14 attended)

October 22 - Billy Mills Middle School and teachers visited from Lawrence, KS; tours of Museum, Goodnow House, Scavenger Hunt, and Trivia program (64 attended)

3. Collections:

Collections Numbers	JUL 2024	AUG 2024	SEP 2024
Number of Collections Donated	8	3	1
Individual Items Donated	69	30	1
Backlogged Collections Processed	0	0	2
Backlogged Items Processed	0	0	27
Museum Acquisitions Processed	0	0	0

4. **Archives and Library** - Curator Glasglow managed ten (6) new incoming patron requests for the public in the month of September. There was one (1) appointment made to use the research library, and one (1) walk-in patron. Glasgow retired on October 1, 2024. A research team of four individuals (staff and volunteers) has been created and will continue to respond to and complete research requests as they arrive until the open curatorial position is filled. In-person appointments will be suspended due to lack of staffing.

Library and Archives Requests	JUL 2024	AUG 2024	SEP 2024
Research (external)	6	13	6
Research (internal)	0	0	1
In-Person Appointments	6	8	1
Walk-In Appointments	1	1	0

TOTAL	13	19	8
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1. **Building and Grounds** - The Goodnow House recently had a security system installed. AT&T Wireless internet will be installed in the next few weeks. The Kansas Historical Society purchased the system equipment. The RCHS will cover the monthly monitoring costs starting in October (per MOA). The RCHM staff will monitor the system.

Contractor Jerry Haffener spent approximately two weeks cleaning up the landscaping on the Goodnow property. This includes uncovering a historic walkway to the barn and resetting the walkway from the parking lot to the main house.

Museum staff continue to clean out storage spaces on-site, focusing now on the library. This will be on-going as we prepare the space for a new staff member.

2. **Staffing** - The Museum and Human Resources are actively working to fill the Curator of Archives and Library position. The position will remain open until filled. It has been posted and advertised on Indeed, Kansas Museums Association, and Society of American Archivists job boards. Interviews are ongoing.

A new As-Needed Museum Assistant was recently hired to fill one of the open positions. Eric Gudenkauf has a degree in anthropology from K-State and has experience in field archaeology, collections management, creating exhibits, and repairing historic instruments. He previously worked at the Chapman Center and currently works at Sisters of Sound in Aggieville. Welcome Eric!

3. **Riley County Historical Society** - The historical society has adopted their strategic plan which will be put into action on January 1, 2025. Once a final copy has been provided to the Museum Director, the plan will be shared with the Commissioners for review. The goal of this plan is to set guidelines for the RCHS for the next seven years for development, growth, and responsibility of their administration activities and management of their various historic sites as they do not fall under the responsibility of the County or County employees.

The RCHS will hold their annual meeting on November 19, 7pm at the Manhattan Public Library. This program is free and open to the public. The 2025-2027 slate of officers will be announced and members will be invited to cast their ballots. The guest presenter will be Raphael Yunk, Cornerstone Teaching Scholar, K-State Department of Architectural Engineering and Construction Studies and his students as they share their research and project proposals for the preservation of the Marlatt Homestead on College Ave. This event will also kick-off the RCHS' annual membership campaign.

4. **Upcoming Events**

October 27 - The Pioneer Log Cabin closes for the season, 2-5pm, City Park

October 30 - RCHM Trustees quarterly meeting, 4pm, Dallas Gallery, RCHM

October 31 - ***Trick or Treating at the Museum***, 8:30am-5pm

November 12 - ***Fireside Chat: A Veteran's Day Special*** with Jed Dunham, 5:30-7pm, Flight Crew Coffee, Free and open to the public

November 13 - RCHS Board Meeting, 3:30pm, Dallas Gallery, RCHM

Staff Report (ID # 15123)

Meeting of October 24, 2024

November 19 - ***RCHS Annual Meeting***, 7pm, Manhattan Public Library, free and open to the public

January 25 - New exhibits to open at the Riley County Historical Museum, *more information to come*

Enclosures:



COUNTY TREASURER'S OFFICE
Staff Update

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

STAFF REPORT

FROM: Shilo Heger

MEETING: October 24, 2024

SUBJECT: September 2024 Revenue Reporting - Riley County Treasurer

PRESENTER: Shilo Heger

Enclosures:

- September 2024 Financials (PDF)

Riley County Balance Sheet
September 30, 2024

14.a

Assets		Liabilities/Fund Balances		
KS State Bank-Checking	51,744,346.18	County General		13,926,155.96
KS State Bank-ARP	10,017,084.31	Disaster Fund (ARPA Funds)		10,017,084.31
Riley State Bank	161,377.96	Health Department		1,460,428.38
Outdoor Bank	5,000.00	Capital Improvements Fund		26,873,245.36
		Economic Development		315,128.18
Cash on Hand	52,445.87	RCPD Levy/Inmate Medical		1,363,286.03
CD/CDARS	14,077,189.33	Bond & Interest		259,681.05
		Road & Bridge Capital Projects		5,793,409.43
		Road & Bridge .20 Sales Tax		4,125,064.31
		Landfill Closure		45,221.90
		Special Parks & Recreation		18,794.55
		County Building		232,611.55
		County Auction		439,936.95
		Solid Waste		739,495.06
		Emergency Management		841,591.86
		Fire District #1		1,136,606.43
		Register of Deeds Tech Fund		173,531.26
		Clerk Tech Fund		184,879.13
		Treasurer Tech Fund		117,097.38
		Motor Vehicle Operations		310,379.45
		RCPD Ops/IT Reserve/Seizure		3,308,640.31
		District Court-Technology		151,577.38
		Court Services		3,925.00
		EMS Grants		5,185.21
		Museum Bequest		6,582.25
		War Memorial Fund		11,340.07
		KS Opioid Settlement		248,577.48
		LATCF Funds		100,000.00
		Miscellaneous		26,530.32
		Community Corrections		505,569.38
		JJA Prevention	Teen Court	Adult Services
		Juvenile Intake Case Manager	Juvenile Service	Special Alcohol
		County Attorney		4,367.16
		Special Prosecutor Trust	PATF	
		Benefit Districts		1,293,619.50
		University Park	Moehlman Bottoms	Deep Creek
		Carson Sewer	Valleywood	Lakeside Heights
		Hunters Island	Terra Heights	Konza
		Mertz/McGehee Drainage		
		Funds to be Distributed		1,553.03
		City Funds	Wildlife & Parks	School Funds
		Township Funds	Special Assessments	State Funds
		Cemetery Funds		
		Tax Holding Funds		2,016,348.03
		Commercial Vehicle Fees	16/20M Truck Taxes	Advance Tax
		Recreational Vehicle Tax	Current Ad Valorem Tax	Sales Tax Coll
		Motor Vehicle Tax	Delinquent PP Tax	Driver's License
		Motor Vehicle Registrations	Delinquent RL Tax	Veh Rental Excise
TOTAL ASSETS	\$ 76,057,443.65	TOTAL LIABILITIES & FUND BAL		76,057,443.65

Attachment: September 2024 Financials (15090 : September Treasurer's Report-2024)

Investments and Interest
September 30, 2024
Investments & Year to Date Interest

Bank	CDs	Checking Savings	Year to Date Interest	2023 Interest
KS State Bank	\$0.00	\$61,761,430.49	\$2,820,850.45	
Riley State Bank	\$5,800,000.00	\$161,377.96	\$150,874.75	
Peoples State Bank	\$0.00	\$5,000.00	\$49.64	
Sunflower	\$0.00	\$0.00	\$0.00	
UMB	\$0.00	\$0.00	\$0.00	
Landmark National Bank	\$0.00	\$0.00	\$0.00	
Intrust	\$2,300,000.00	\$0.00	\$280,650.76	
Capitol Federal	\$0.00	\$0.00	\$48,061.92	
Community 1st National Bank	\$2,000,000.00	\$0.00	\$0.00	
United Bank	\$3,500,000.00	\$0.00	\$22,249.59	
Municipal Investment Pool	\$0.00	\$0.00	\$0.00	
Commerce Bank	\$477,189.33	\$0.00	\$40,399.63	
Central National Bank	\$0.00	\$0.00	\$0.00	
Total	\$14,077,189.33	\$61,927,808.45	\$3,363,136.74	\$3,212,456.84
Cash & Transfer items	\$52,445.87			
Total on Deposit	\$76,057,443.65			

	2024	2023
Interest Transfers		
Capital Improvements #145	\$691,711.57	\$545,253.65
Emergency 911 #148	\$27,945.21	\$34,542.01
Reg of Deeds Technology #106	\$6,942.01	\$7,849.63
Clerk Technology #107	\$7,070.55	\$7,391.06
Treasurer Technology #108	\$4,495.89	\$4,796.87
RCPD Seizure Funds	\$12,164.07	\$15,305.20
Total Transfers	\$750,329.30	\$615,138.42
Net Interest to County General	\$2,612,807.44	\$2,597,318.42

Budget	\$ 2,000,000.00	\$100,000.00
% Collected	130.64%	2597.32%
Interest - ARPA Fund	\$525,742.55	\$695,016.71

Interest rate on active checking account 5.35%
Interest rate on one year investments 4.77%

Attachment: September 2024 Financials (15090 : September Treasurer's Report-2024)

**General Fund Revenue Detail
Through September 30, 2024**

	September		Year To Date		
	Actual	Budget	Actual	Budget	Variance
Motor Vehicle					
Motor Vehicle	814,474	759,347	1,880,479	1,818,437	62,042
Vehicle Rental Excise	27,647	22,529	44,130	45,059	-929
Recreational Vehicle	7,949	7,450	16,797	17,840	-1,043
Commercial Vehicles	5,388	0	83,491	84,447	-956
Ad Valorem					
RL/Oil/PP	767,350	1,307,795	25,451,163	26,155,925	-704,762
Intangible	3,177	9,980	271,181	199,608	71,573
16/20 M Trucks	899	751	15,102	15,017	85
Watercraft	364	783	15,435	15,667	-232
Delinquent Tax	63,775	0	295,799	0	295,799
Sales Tax	207,620	166,666	1,708,723	1,500,002	208,721
Payment In Lieu of Tax	0	0	45,682	40,000	5,682
City/County Highway	0	0	774,859	828,759	-53,900
Interest/Penalties	16,000	25,000	289,921	225,000	64,921
Investment Interest	327,953	166,666	2,612,807	1,500,002	1,112,805
Recording Fees	32,026	25,000	286,940	225,000	61,940
Hertiage Trust Fund	2,358	0	21,207	0	21,207
Juvenile Supervision Fees	0	41	156	377	-221
Diversion Fees	4,563	5,000	36,375	45,000	-8,625
Franchise Fees	0	0	17,557	26,250	-8,693
Miscellaneous	9,083	0	27,042	0	27,042
Departments					
Clerk	149	250	866	2,250	-1,384
Register of Deeds	2,944	2,084	32,456	18,748	13,708
Treasurer	265	666	2,692	6,002	-3,310
Clerk of the District Court	5,511	3,334	27,456	29,998	-2,542
Emergency Management	0	0	80,814	85,907	-5,093
Coroner	0	0	0	0	0
Fair	4,466	1,666	25,651	15,002	10,649
Museum	0	0	0	0	0
Election	82	1,000	67,232	9,000	58,232
Ambulance/EMS	126,167	135,412	1,413,230	1,218,715	194,515
Appraiser	127	1,500	6,313	13,500	-7,187
Planning & Development	4,275	3,166	26,765	28,502	-1,738
Information Systems	0	0	15,240	0	15,240
General-General	5,215	0	59,686	0	59,686
Public Works	37,009	40,000	418,890	360,000	58,890
Noxious Weed	5,153	9,166	88,310	82,502	5,808
Total Before Transfers	2,481,990	2,695,252	36,160,447	34,612,516	1,547,931
Transfers In	0	0	48,448	0	0
Total After Transfers	2,481,990	2,695,252	36,208,896	34,612,516	1,596,380
Over/Under Budget Before Transfers	-7.91%		4.47%		
Over/Under Budget After Transfers	-7.91%		4.61%		

Attachment: September 2024 Financials (15090 : September Treasurer's Report-2024)

2024 General Fund Revenue
Year To Date

14.a

	September		Year To Date		
	Actual	Budget	Actual	Budget	% of Budget Collected
Motor Vehicle					
Motor Vehicle	814,474	759,347	1,880,479	1,998,282	94.10%
Vehicle Rental Excise	27,647	22,529	44,130	45,059	97.94%
Recreational Vehicle	7,949	7,450	16,797	19,606	85.67%
Commercial Vehicles	5,388	0	83,491	84,447	98.87%
Ad Valorem					
RL/Oil/PP	767,350	1,307,795	25,451,163	26,155,925	97.31%
Intangible	3,177	9,980	271,181	199,608	135.86%
16/20 M Trucks	899	751	15,102	15,017	100.56%
Watercraft	364	783	15,435	15,667	98.52%
Delinquent Tax	63,775	0	295,799	0	0.00%
Sales Tax	207,620	166,666	1,708,723	2,000,000	85.44%
Payment In Lieu of Tax	0	0	45,682	40,000	114.21%
City/County Highway	0	0	774,859	1,105,011	70.12%
Interest/Penalties	16,000	25,000	289,921	300,000	96.64%
Investment Interest	327,953	166,666	2,612,807	2,000,000	130.64%
Recording Fees	32,026	25,000	286,940	300,000	95.65%
Hertiage Trust Fund	2,358	0	21,207	0	0.00%
Juvenile Supervision Fees	0	41	156	500	31.13%
Diversion Fees	4,563	5,000	36,375	60,000	60.62%
Franchise Fees	0	0	17,557	35,000	50.16%
Miscellaneous	9,083	0	27,042	0	0.00%
Departments					
Clerk	149	250	866	3,000	28.88%
Register of Deeds	2,944	2,084	32,456	25,000	129.82%
Treasurer	265	666	2,692	8,000	33.65%
Clerk of the District Court	5,511	3,334	27,456	40,000	68.64%
Emergency Management	0	0	80,814	85,907	0.00%
Coroner	0	0	0	0	0.00%
Fair	4,466	1,666	25,651	20,000	128.26%
Museum	0	0	0	0	0.00%
Election	82	1,000	67,232	12,000	560.27%
Ambulance/EMS	126,167	135,412	1,413,230	1,624,951	86.97%
Appraiser	127	1,500	6,313	18,000	35.07%
Planning & Development	4,275	3,166	26,765	38,000	70.43%
Information Systems	0	0	15,240	0	0.00%
General-General	5,215	0	59,686	0	0.00%
Public Works	37,009	40,000	418,890	480,000	87.27%
Noxious Weed	5,153	9,166	88,310	110,000	80.28%
Total Before Transfers	2,481,990	2,695,252	36,160,447	36,838,980	98.16%
Transfers In	9,711	0	58,159	300,000	19.39%
Total After Transfers	2,491,701	2,695,252	36,218,607	37,138,980	97.52%
Over/Under Budget Before Transfers	-7.91%				
Over/Under Budget After Transfers	-7.55%				
September = 75.00% of the Budget					

Attachment: September 2024 Financials (15090 : September Treasurer's Report-2024)

**Sales Tax Received
September 30, 2024**

14.a

County General					
	2023	2024	Prior Year Variance	2024 Budget	% Over Budget
January (Nov)	193,878.41	183,689.10	-5.26%	166,667	10.21%
February (Dec)	211,882.26	207,797.81	-1.93%	166,667	24.68%
March (Jan)	168,813.93	170,859.67	1.21%	166,667	2.52%
April (Feb)	170,747.53	174,539.13	2.22%	166,667	4.72%
May (Mar)	197,338.15	188,313.31	-4.57%	166,667	12.99%
June (Apr)	176,160.38	186,323.40	5.77%	166,667	11.79%
July (May)	182,832.23	195,968.02	7.18%	166,667	17.58%
August (June)	201,283.34	193,612.81	-3.81%	166,667	16.17%
September (July)	167,263.67	207,620.11	24.13%	166,667	24.57%
October (Aug)	193,329.61	0.00	-100.00%	166,667	-100.00%
November (Sept)	216,907.02	0.00	-100.00%	166,667	-100.00%
December (Oct)	193,516.34	0.00	-100.00%	166,667	-100.00%
Year to Date	\$2,273,952.87	\$1,708,723.36		\$ 2,000,000.00	-14.56%

	2023	2024
Sales Tax Collected	\$2,273,952.87	\$1,708,723.36
Budget	\$1,800,000.00	\$2,000,000.00
% of Budget Collected	126.33%	85.44%
% Over Budget	26.33%	10.44%

Attachment: September 2024 Financials (15090 : September Treasurer's Report-2024)

**Sales Tax Received
September 30, 2024**

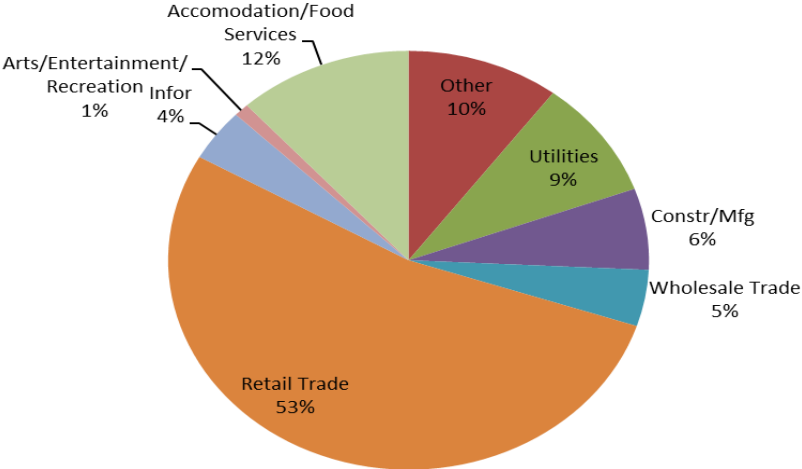
14.a

	Road & Bridge			2024 Budget	% Over Budget
	2023	2024	Prior Year Variance		
January (Nov)	193,878.40	212,079.24	9.39%	166,667	27.25%
February (Dec)	211,882.25	239,257.27	12.92%	166,667	43.55%
March (Jan)	195,644.52	196,726.95	0.55%	166,667	18.04%
April (Feb)	197,885.43	200,963.47	1.56%	166,667	20.58%
May (Mar)	228,702.28	216,822.94	-5.19%	166,667	30.09%
June (Apr)	204,158.59	214,531.81	5.08%	166,667	28.72%
July (May)	211,890.83	225,636.56	6.49%	166,667	35.38%
August (June)	232,392.78	221,097.24	-4.86%	166,667	32.66%
September (July)	193,115.20	237,092.96	22.77%	166,667	42.26%
October (Aug)	223,209.72	0.00	-100.00%	166,667	-100.00%
November (Sept)	250,431.18	0.00	-100.00%	166,667	-100.00%
December (Oct)	223,425.34	0.00	-100.00%	166,667	-100.00%
Year to Date	\$2,566,616.52	\$1,964,208.44		\$ 2,000,000.00	-1.79%

	2023	2024
Sales Tax Collected	\$2,566,616.52	\$1,964,208.44
Budget	\$1,800,000.00	\$2,000,000.00
% of Budget Collected	142.59%	98.21%
% Over Budget	42.59%	23.21%

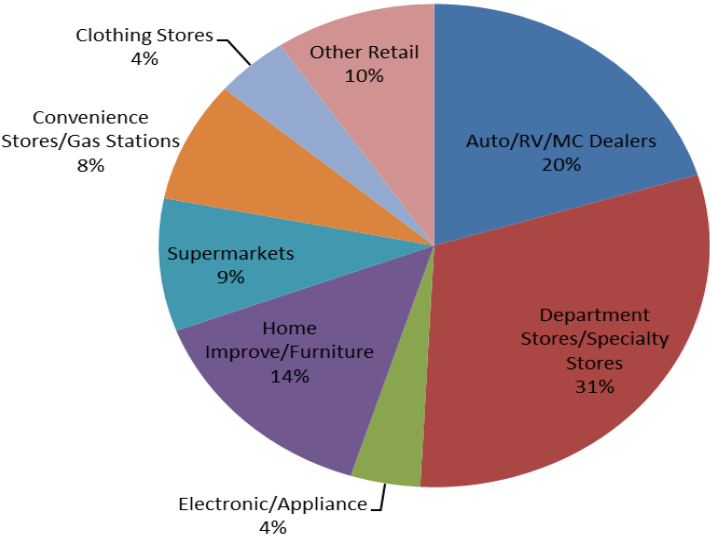
Attachment: September 2024 Financials (15090 : September Treasurer's Report-2024)

September Sales Tax Report
July Sales by Type



Other	10.27%	85,123.95
Utilities	9.19%	76,197.82
Constr/Mfg	6.27%	51,994.73
Wholesale Trade	4.36%	36,103.54
Retail Trade	53.12%	440,401.75
Infor	4.03%	33,378.64
Arts/Entertainment/ Recreation	1.02%	8,448.42
Accommodation/Food Services	11.74%	97,347.54
		828,996.39

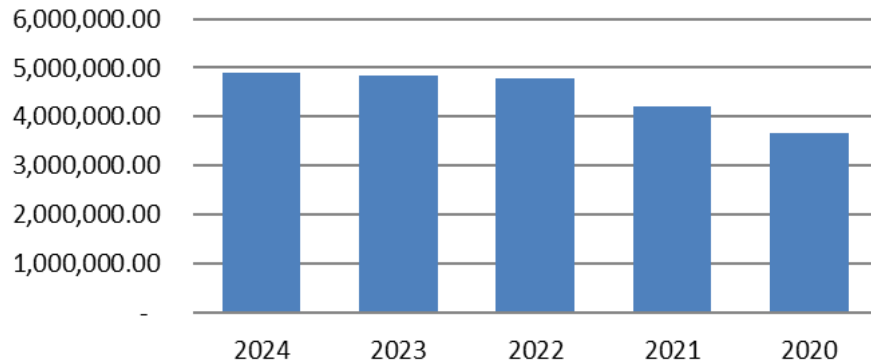
September Sales Tax Report
July Retail Sales



Auto/RV/MC Dealers	20.27%	89,271.04
Department Stores/Specialty Stores	30.54%	134,493.85
Electronic/Appliance	4.09%	18,005.80
Home Improve/Furniture	14.37%	63,289.45
Supermarkets	8.88%	39,089.69
Convenience Stores/Gas Stations	8.10%	35,670.98
Clothing Stores	4.31%	18,994.02
Other Retail	9.44%	41,586.92
		440,401.75

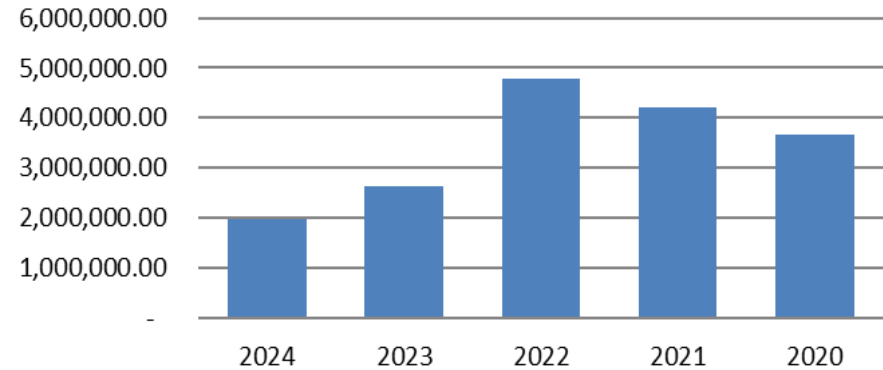
Sales Tax Data September 2024

.50% General Fund Sales Tax Year to Date Sept (July Sales)



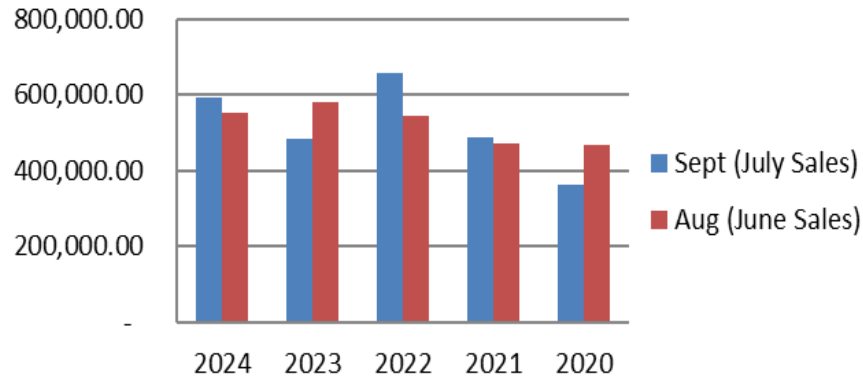
General Fund Sales Tax year to date is 1.56% higher than September 2023

Road & Bridge Sales Tax Year to Date Sept (July Sales)



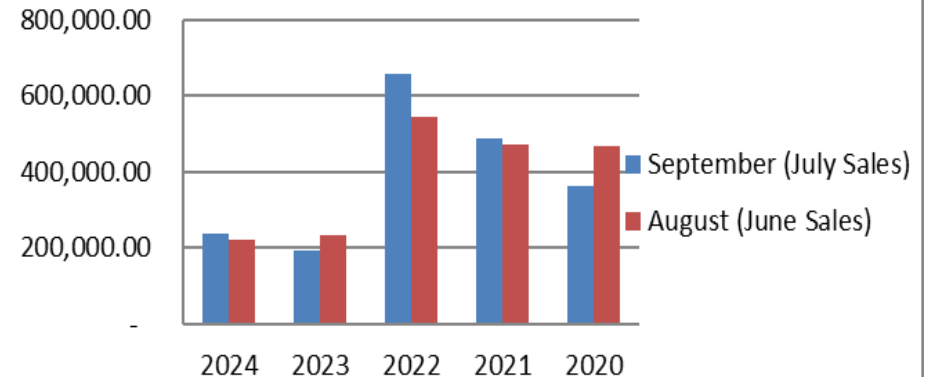
Road & Bridge Sales Tax year to date is 25.53% lower than September 2023

.50% General Fund Sales Tax Prior month comparison



General Fund Sales Tax is 7.23% higher than August 2024.

.20 R&B Sales Tax History Prior month comparison



Road & Bridge Sales Tax is 7.23% lower than August 2024.

September 2024 (July Sales)

			State
Sales Tax			Treasurer
Leonardville	474,097.04	0.003658	1,734.44
Ogden	474,097.04	0.015006	7,114.20
Randolph	474,097.04	0.001236	586.06
Riley	474,097.04	0.009616	4,559.14
Manhattan	474,097.04	0.619716	293,805.64
County	474,097.04	0.350767	166,297.56
		0.999999	474,097.04
Use Tax			
Leonardville	117,806.39	0.003658	430.99
Ogden	117,806.39	0.015006	1,767.78
Randolph	117,806.39	0.001236	145.62
Riley	117,806.39	0.009616	1,132.89
Manhattan	117,806.39	0.619716	73,006.56
County	117,806.39	0.350767	41,322.55
		0.999999	117,806.39
General Sales Tax			591,903.43
R&B Sales Tax			237,092.96
			828,996.39