



**Board of Riley County
Commissioners
Regular Meeting
Agenda
October 31, 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. Certification of Voting Delegate for KAC 49th Annual Conference & Exhibition
4. Sign Riley County Employee Action Form(s)
5. Approve payroll/accounts payables (when completed)

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Oct 28, 2024 8:30 AM

Review Tentative Agenda

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

9:00 AM

Clancy Holeman, Counselor/Director of Administrative Services

9. Administrative Work Session
10. Indigent Legal Services RFP

9:20 AM

Evan McMillan, Assistant County Engineer

11. Bid opening for Kitten Creek Road culvert replacement

9:30 AM

Clancy Holeman, Counselor/Administrative Services

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

- 10:30 AM** **Jamie Bevel, Project Implementation Manager CARES Coordinator**
13. Opioid Abatement Platform Stage CARES (Zoom)
- 10:45 AM** **Cory Meyer, IT/GIS Director**
14. IT/GIS Staff Update - October 2024
- 11:00 AM** **Executive session to discuss a performance matter involving non-elected personnel**
- 2:30 PM** **Executive session to discuss a performance matter involving non-elected personnel**
- Adjournment**

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



COUNTY CLERK & ELECTIONS
Meeting information

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

COMMISSION AGENDA REPORT

FROM: Cindy Kabriel, Senior Administrative Assistant

MEETING: October 31, 2024

SUBJECT: Certification of Voting Delegate for KAC 49th Annual Conference & Exhibition

PRESENTER: Rich Vargo, County Clerk

POSSIBLE MOTION(S)

Move to appoint _____, as the voting delegate for the KAC 49th Annual Conference & Exhibition; _____, as 1st Alternate; and _____, as 2nd Alternate.

Enclosures:



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 31, 2024

SUBJECT: Sign Riley County Employee Action Form(s)

PRESENTER: Elizabeth Ward, Human Resources Director

Enclosures:

- 2024-10 Fire ZPielsticker EAF (DOCX)
- 2024-10 Election CHerrin EAF (DOCX)
- 2024-10 Election NLee EAF (DOCX)
- 2024-10 Fire JWessel EAF (DOCX)
- 2024-10 Fire LMuir EAF (DOCX)

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Zach Pielsticker

Status Change Date: 10/23/2024

Status Change: New Hire

Date of Hire: 11/05/2024

Seniority: 0 Year(s), 0 Month(s)

Position: Volunteer Firefighter

Position Type: As Needed

Pay Range: TASND

Pay Type: Stipend

Base Rate: \$0.00

Annualized Pay: \$0.00

Funds Codes: 183- Fire District #1/183- Fire District #1

Supervisor: Douglas Russell

Department Head: Russel Stukey

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-10 Fire ZPielsticker EAF (15133 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Chuck Herrin**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 CHerrin EAF (15133 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Nathan Lee**Status Change Date:** 10/07/2024**Status Change:** New Hire**Date of Hire:** 10/07/2024**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 NLee EAF (15133 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Jake Wessel**Status Change Date:** 10/28/2024**Status Change:** New Hire**Date of Hire:** 11/12/2024**Seniority:** 0 Year(s), 0 Month(s)**Position:** Volunteer Firefighter**Position Type:** As Needed**Pay Range:** TASND**Pay Type:** Stipend**Base Rate:** \$0.00**Annualized Pay:** \$0.00**Funds Codes:** 183-Fire District #1/183- Fire District #1**Supervisor:** Douglas Russell**Department Head:** Russel Stukey

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-10 Fire JWessel EAF (15133 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Lori Muir**Status Change Date:** 11/18/2024**Status Change:** Transfer**Date of Hire:** 8/3/1998**Seniority:** 26 Year(s), 2 Month(s)**Position:** Administrative Services Manager**Position Type:** Full-Time**Pay Range:** 17**Pay Type:** Exempt**Base Rate:** \$3,640.80**Annualized Pay:** \$94,660.80**Funds Codes:** 1- General/40- Public Works**Supervisor:** John Ellermann**Department Head:** John Ellermann

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2024-10 Fire LMuir EAF (15133 : Employee Action Form (Green Sheet))



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
November 04, 2024**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Clancy Holeman, Counselor/Director of Administrative Services

1. Administrative Work Session

9:20 AM

Bryant Parker, Deputy County Counselor

2. Mental Health Task Force Resolution

9:30 AM

Press Conference

3. RCPD Update - Greg Steere (3-5 minutes)
4. 2024 General Election - Rich Vargo (2 minutes)

9:40 AM

Brittany Phillips, Budget and Finance Officer

5. ARPA Obligations

9:50 AM

Charlene Brownson, Riley County Genealogical Society Vice President

6. Approval of historical marker at the Genealogical Library

10:00 AM

Russel Stukey, Emergency Management Director

7. Staff update

Adjournment

Attachment: 11-04-24 tentative agenda (14247 : 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.



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
November 07, 2024**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Elizabeth Ward, Human Resources Director

1. Human Resources update

9:30 AM

Anna Burson, Appraiser

2. Staff update

10:15 AM

Clancy Holeman, Counselor/Director of Administrative Services

3. Administrative Work Session

10:30 AM

Danielle Dulin, Manhattan City Manager

4. General update City of Manhattan

Adjournment

Announcements

Riley County Offices will be closed Monday, November 11th in observance of the Veterans Day holiday.

The Board of County Commissioners will not be in session on Monday, November 11th.

Attachment: 11-07-24 tentative agenda (14247 : 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.

Attachment: 11-07-24 tentative agenda (14247 : Tentative Agenda)



**COUNTY
COUNSELOR/ADMINISTRATIVE
SERVICES**
Recommendations

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

COMMISSION AGENDA REPORT

FROM: Clancy Holeman, County Counselor
MEETING: October 31, 2024
SUBJECT: Indigent Legal Services RFP
PRESENTER: Clancy Holeman, County Counselor

BACKGROUND

Riley County published "Request for Proposals No. 2024-A," (hereinafter "RFP") with a deadline to receive a minimum of 6 proposals acceptable to the BOCC by Monday, October 28, 2024, at 5:00 p.m.

The purpose was to try and re-establish a system of providing indigent legal services for litigants in certain identified cases in the district court which constitutionally (or by statute) require appointment of counsel. Unfortunately, there were only two submissions. One of those submissions by an individual attorney complied with the terms of the RFP. The second submission by a group of six lawyers did not comply with the terms of the RFP.

DISCUSSION

Attached is a copy of the RFP (Exhibit A) and a copy of the contract offered by the BOCC to any attorney (or group of attorneys) willing to follow the requirements of the RFP and be found acceptable by the BOCC. Highlighted in yellow are those provisions of the RFP and the proposed contract which the submission by the group of six attorneys failed to comply with.

FISCAL IMPACT

N/A

RECOMMENDATION(S)

I recommend the Board find that RFP No. 2024-A expired by its terms at 5:00 p.m. on Monday, October 28, 2024, because there was only one attorney submitting who complied with the proposal terms of the RFP.

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:

- Exhibit A_RFP No 2024-A (PDF)
- Exhibit B_Agreement (PDF)

REQUEST FOR PROPOSALS No. 2024-A

The Board of Commissioners of Riley County (hereinafter "Board") requests proposals from at least six individual attorneys licensed to practice in Kansas. This Board has a statutory obligation to pay for certain identified indigent legal services. This Board has no statutory obligation to locate, employ or contract with attorneys to provide those services. This proposal is for contracts providing indigent defense services in Riley County. Such contracted legal services are only for those District Court Cases in which the Court is required to appoint an attorney. Such contracts shall have identical terms for each contracting attorney, including but not limited to the amount of compensation and any expense reimbursements described therein. A copy of the contract offered to any successful Proposer may be found on the Riley County website at: www.rileycountyks.gov. See that contract for details of the type of cases assigned and the Board's expectations of performance. These contracts will be for a term of 3 years. The Board's intent is to assist the District Court in meeting its constitutional duty to appoint counsel in certain cases. This service has a local history worth noting.

The work formerly performed by up to six attorneys performing the legal services described herein under contract with the Board historically generated an *average* of approximately 20 hours of reported work by every contracting attorney each week during a calendar year. But the total hours of work for each contracting individual attorney naturally varied, depending upon the number and difficulty of cases assigned by the District Court. Despite this variation in hours worked under the contracts, every contracting attorney received the same monthly base compensation during the term of their own individual contract. That monthly compensation was paid to each contracting attorney whether the hours they worked and reported for each week totaled more or less than 20 hours. The contracts were not intended by the Board to provide any guarantee of hours worked either more or less than 20 hours each week. The contracts were not intended by the Board to allow contracting attorneys to "specialize" in working only on certain categories of cases assigned by the District Court. The contracts were not intended by the Board to provide an amount of compensation sufficient to be the sole source of income received by any practicing attorney who signed it. Instead, the contracts were intended by the Board to provide an amount of compensation sufficient to supplement each attorney's income from other sources received by contracting attorneys.

Near the end of calendar year 2021, four attorneys signed offered contracts with the Board to provide the foregoing services during 2023. But they refused to begin performance under those contracts when it became clear the Board had not been able to enter into contracts with a total of six attorneys. A subsequent Request for Proposal by the Board in the summer of 2023, intended to contract with up to six attorneys again, generated no Proposals from any attorney, despite the Board's offer of a 26% increase in annual compensation.

This RFP is intended by the Board to assist the Courts by returning to a contracting system which anticipates (and requires) contracts with six attorneys. Thereafter, the Board reserves sole discretion to terminate any or all contracts entered into, if this system becomes un-manageable, as determined in the Board's sole discretion. Every contract offered will be for a three (3) calendar year term, and none of them are effective until six attorneys acceptable to the Board have signed their contract and the Board has executed all six such contracts. Monthly compensation for that entire term will be \$6,833.34 per lawyer. There will be no increases during the three (3) calendar year term, all six contracting attorneys will have the contractual right to withdraw from their contract upon 30 days written notice to the Board. This monthly compensation amounts to base compensation of \$82,000 annually for each contracting attorney (not including expenses specifically allowed within each contract.) This represents a 40% increase over the compensation offered (and rejected) in 2021 and a 16 % increase over the compensation offered but which generated no Proposals in the summer of 2023.

Proposals shall be submitted in an envelope clearly marked "Response to Request for Proposals No. 2024-A" to the Board of Commissioners of Riley County, Kansas, c/o the Riley County Clerk, 110

EXHIBIT A

Courthouse Plaza, Manhattan, Kansas, and received no later than 5:00 p.m. on Monday, October 28, 2024. Proposers may submit Proposals individually, or in a group of no more than six attorneys. Interested Proposers are encouraged to submit Proposals well in advance of October 28, 2024. That is because Proposals may be publicly opened by the Board of Riley County Commissioners as such Proposals are received. Received Proposals may be publicly opened during the next available public meeting convenient to the Board. The Board may refer such publicly opened proposal to the Riley County Counselor for review and subsequent recommendation to the Board. The Board may require any Proposer to make a public presentation to the Board at a public meeting after the date their proposal is opened. The Board may also immediately select any submitted proposal upon its public opening.

The start date of each of any six individual attorneys selected by the Board will be governed by terms of each attorney's contract generated hereunder. All six attorneys selected must be prepared to begin receiving District Court assignments of cases, and performing contract work upon those assigned cases, immediately upon the complete execution of all six contracts. Each selected attorney's individual contract will be conditioned upon a total of six attorney(s) have been selected by the Board and have entered into completely executed contracts. If less than six attorneys submit Proposals, or if less than six attorneys are selected and enter into contracts, this RFP is void and no attorneys will be placed under contract with the Board as described in this RFP.

All six attorneys who sign their contract generated hereunder shall accept cases assigned by the District Court for any and all of the categories of cases identified in this Proposal and in their contracts generated hereunder, subject only to each attorney's right or responsibility to refuse an assigned case as required or allowed by the Kansas Rules of Professional Conduct. For example, each of the six attorneys contracting with the Board shall reject assignment of any case in the event of an actual conflict of interest under the Kansas Rules of Professional Conduct. Each of the six attorneys shall immediately notify the District Court Judge assigned the case if that attorney cannot accept an assigned case for any reason. That attorney shall then assist and cooperate with the District Court Judge assigned the case in re-assigning such case first, if possible, to one of the other attorneys among the contracting six attorneys providing legal services under a contract generated pursuant to this RFP. If none of the six attorneys providing legal services under a contract generated hereunder are able to accept such re-assignment, the attorney refusing an assigned case shall continue to cooperate with the District Court Judge assigned the case in re-assigning such case to a substitute attorney not currently under a contract generated hereunder.

This Proposal terminates as soon as six individual attorneys acceptable to the Board enter into fully executed contracts generated hereunder, or at 5:00 p.m. Monday, "October 28, 2024, whichever occurs first. No more than six individual attorneys acceptable to the Board will be selected to sign contracts generated hereunder.

No "panel" of attorneys is intended by the Board to be created by this Proposal or the six contracts generated hereunder. Instead, all six attorneys who contract individually with the Board shall cooperate with one another professionally to provide the legal services identified in the contract. All six attorneys shall cooperate with one another to substitute for the other contracting attorneys in court appearances when necessary. All six contracting attorneys shall accept those cases which are re-assigned by the District Court due to a conflict and when cases are re-assigned by the District Court for any other reason, such as to promote the fair and even distribution of contract work. All six such attorneys shall cooperate with the other attorneys contracting for these legal services, the District Court, and the District Court Administrator at all times to ensure the workload of all six contracting attorneys is as evenly distributed as possible based, in part, upon the hours of work reported by each attorney to the District Court Administrator. Regular meetings among all six contracting attorneys are encouraged, to promote a fair and even distribution of all contract work. The hours of work reported to the District Court Administrator, as required by the contracts generated hereunder, shall be one measure of the fair and even distribution of contract work.

All six contracting attorneys are encouraged to notify the District Court, the District Court

Administrator and County Counselor, in writing, if they believe the contract work is not being fairly and evenly distributed among the six contracting attorneys. That written notice must include a statement by the contracting attorney they have first attempted to address the issue with the other contracting attorneys. Upon receipt of such a written notice, the District Court, District Court Administrator and County Counselor shall work cooperatively to address the issue(s) raised in the notice. That may include a meeting with some or all of the six contracting attorneys, in the sole discretion of the District Court, District Court Administrator and County Counselor. If the issue(s) raised cannot be successfully addressed by the District Court, District Court Administrator and County Counselor, for example, by re-assignment of cases, the Board reserves the sole right at all times to terminate any one or more, or all six such contracts.

All Proposals shall be submitted under the following terms and conditions:

1. No more or less than six individual attorneys shall be selected. If less than six qualified individual Proposers are selected by the Board of Riley County Commissioners as provided herein, this RFP and the contract it describes are null and void and no attorneys will be contracted with to provide the services described herein. In that event, all signed contracts by less than six attorneys are immediately terminated with no further action from the Board and are of no effect. Both individual attorney Proposals and Proposals with groups up to six attorneys identified are acceptable. No Proposals with groups of more than six attorneys are acceptable. Proposals shall contain the total years of practice of each attorney. And the total years of practice of each attorney in the areas set forth in the contract will be required. Preference will be given to attorneys Proposing who have practiced law in Kansas for no less than two years. Each attorney proposing must state in their Proposal they have read the contract offered herein and are willing to perform as required therein and they have no objection to any portion of this RFP or to the proposed contract's terms.

2. It is preferred (but not required) that no more than one attorney from the same firm be included in any proposal. It is preferred (but not required) that no more than one attorney from the same firm be selected by the Board to provide the services hereunder. All six attorneys entering into contracts with the Board shall be individually responsible for coordination with the District Court of their court appearances for services provided hereunder. Each individual attorney providing contract services hereunder who is unavailable for a court appearance for any reason shall be individually responsible for contacting and providing qualified substitute attorneys. Those individual attorneys searching for a substitute attorney shall first contact the other attorneys currently serving in identical contracts with the Board. If none of those other attorneys currently serving in similar contracts with the Board are available to substitute, then the attorney shall contact other qualified substitute attorneys.

3. No more or less than six individual attorneys shall be selected from the Proposals by the Board to perform all described services. Selection of attorneys is in the Board's sole discretion.

4. In the event multiple Proposals are submitted, the Board may consider the experience of individual proposers in arriving at the Board's decision.

5. The Board may reject any or all Proposals and may waive any irregularities in the Proposal process. Each individual attorney selected hereunder shall be required to enter into a written contract incorporating the terms set forth in this Request for Proposal and setting out additional terms.

6. The District Court on a rotation basis will assign all six contracting attorneys to cases. All six contracting attorneys shall make such arrangements necessary to assure they (or a qualified substitute they have found) are available for court throughout the week during all regular business hours of the Court. Contracting attorneys shall be required to be available to the Court and their clients by telephone, email, and text during regular business hours.

7. The term of all six contracts shall be from the date of the Board's execution of a total of six

identical contracts, to December 31, 2027.

8. All six contracting attorneys shall coordinate and cooperate with the District Court on all scheduling issues which arise for any of the six attorneys who have entered into contract hereunder. But it shall remain at all times the primary responsibility of all six individual attorneys providing services hereunder to resolve their own scheduling issues in a manner in conformity with the contracts executed. It is never the primary responsibility of the District Court, District Court Administrator, District Court Clerk, Board or County Counselor to resolve such scheduling issues. Any of the six contracting attorneys who do not perform as required in this paragraph are subject to the immediate termination of their contract by the Board, in the Board's sole discretion.

9. In addition to their monthly compensation, all six contracting attorneys will also be reimbursed for their cost of internet searches in "child in need of care" cases to locate parties; along with discovery expenses related to copying discs supplied by the Riley County Attorney's Office; to the extent all such listed expenses are documented by the attorney and thereby shown to be directly related to services provided hereunder. All monthly payments, including all authorized reimbursable expenses described in this Request for Proposals, shall be documented by vouchers submitted to and approved by the District Court Administrator of the 21st Judicial District. The District Court Administrator shall forward copies of all such submitted vouchers, upon their receipt, to the Clerk of Riley County.

10. Expert witnesses and forensic experts may be employed with the approval of the District Court. That approval shall include the individual to be employed, the purpose for which the individual is to be employed, and the maximum compensation for the services to be provided.

11. All six contracting attorneys will be reimbursed for their costs up to \$150.00 actual expenses for obtaining legal education hours required by Kansas Administrative Order No. 100, which requires six hours of CLE specifically for "Child in Need of Care" representation and/or service as a Guardian ad Litem (Additional out-of-county mileage and out-of-county meal reimbursement related to Kansas Administrative Order 100 shall be limited to such CLE when it can only be obtained outside Riley County. All six contracting attorneys shall make reasonable efforts to obtain such CLE within Riley County.

12. All six contracting attorneys will be reimbursed up to \$210 annually or ½ of the total cost (whichever is greater), but not exceeding a total cost of \$500, for purchase of software necessary for calculation of child support amounts in Child in Need of Care cases assigned. Adequate supporting documentation must be submitted prior to reimbursement. Upon termination of any attorney's services under such contract, that software which was purchased will be provided to any remaining attorney under contract for these services, or to the District Court Administrator for the use of any new attorney thereafter contracting with the County for these services. The exiting attorney will be paid for any unreimbursed portion of the software cost previously paid by that attorney in that calendar year, up to a maximum of \$210.00 or ½ of the total cost attorney paid (whichever amount is greater) but not exceeding a total cost of \$500.

13. Further, the aggregate sum of \$10,000 will be made available for additional expenses incurred by all six contracting attorneys as a result of appeals to the Appellate Court system. Within the limits of that sum, all six attorneys will be paid at the rate of \$100.00 per hour for all work and appearances in conjunction with an appeal. The maximum aggregate amount be paid by the County per appellate case shall be \$3,500.

14. Any of the six contracting attorneys who fail or refuse to carry out any terms of this Request for Proposal, or any term of their executed contracts generated hereunder, are subject to immediate termination of their contract by the Board of County Commissioners.

15. If any of the six contracting attorneys resign, are terminated, or are otherwise unwilling or

unable to complete their obligations under the contracts, they may be immediately replaced by an attorney who, in the opinion of the Board, meets the qualifications required under this proposal. In the event of such a substitution, the replacement attorney must be approved by the Board of County Commissioners. It is solely the option of the Board of County Commissioners whether such substitution is made with or without a vacancy notice, re-application process or other requirements. The Board and/or County Counselor may consult with the District Court and District Court Administrator regarding selection of a substitute attorney. Those other attorneys remaining under contract at the time such replacement is being considered may submit to the Board their individual recommendations for a replacement by writing to the Riley County Counselor. But it is solely the option of the Board to select any replacement attorneys, and the recommendations described are not binding on the Board.

16. At the conclusion of the contract period, unless their contract is renewed, all six contracting attorneys shall move to withdraw from any and all assigned cases pending by written motion and subsequent order, unless they have been retained by the party represented. The Court retains sole discretion to grant or deny any portion of such a motion to withdraw. Services provided by any replacement attorney shall include assumption of responsibility for any cases pending on the effective date of the replacement attorney's contract which the District Court must now re-assign to contracting attorneys as a result of the described motion to withdraw.

17. All six contracting attorney shall consult with their clients prior to trial or disposition of any matter and shall maintain accurate, written records of time spent in court and for out-of-court activities in preparation and in conducting work on any assigned cases. Each contracting attorney shall also keep written records concerning the number of newly assigned cases he or she has received from the District Court for each month. These time and "new cases assigned" records shall be submitted to the District Court Administrator every month, at the same time that vouchers for payment are submitted and shall be submitted on a form approved by and acceptable to the District Court Administrator and the Board. No payment shall be made until these records are submitted in a form satisfactory to the District Court Administrator.

18. All six contracting attorneys shall serve during the term of their contract as independent contractors. None of the six contracting attorneys are employees of Riley and shall not be entitled to any benefits provided to Riley County employees, including but not limited to compensation increases such as merit, step or COLA adjustments.

19. Riley County will conduct a preliminary evaluation of all proposals on the basis of the information provided with the proposal, the ability of the proposer to perform, past performance, proposer's understanding of the work to be performed, and the needs of the County.

20. It is the intention of the County to review the Request for Proposal responses and select for further review those top Proposals which appear most beneficial to the County. References and other present and past clients of the proposer may be contacted. Proposers may be invited to participate in a public meeting (or meetings) before the Board at which Proposers will be given an opportunity to present the merits of their proposal to the Board, followed by public question-and-answer session with the Board.

21. Those submitting a Proposal do so entirely at their own risk and expense. There is no expressed or implied obligation by the County to reimburse any individual or firm for any cost incurred in preparing or submitting proposals, providing additional information when requested by the County, or for participating in any selection interview (or interviews).

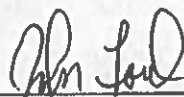
22. The County reserves the sole right to select those proposals and subsequently select for award those Proposals (or Proposal) which best meet the County's requirements, needs, budget constraints, quality levels and expectations.

23. Riley County reserves the sole right to hold any or all Proposals for 30 calendar days from

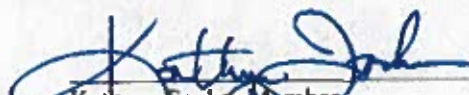
opening before rendering a decision.

Questions concerning this Request for Proposal should be directed to Clancy Holeman, Riley County Counselor, (785)565-6844. Questions concerning the mechanics of Court appointments to contracting attorneys should be directed to Chief Judge Grant Bannister, (785) 537-6373.

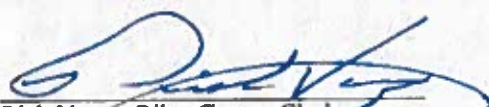
BOARD OF COUNTY COMMISSIONERS
OF RILEY COUNTY, KANSAS


John Ford, Chairman


Greg McKinley, Vice Chairman


Kathryn Focke, Member

ATTEST:


Rich Vargo, Riley County Clerk



AGREEMENT

This is an Agreement between Riley County, acting through the Board of Commissioners of Riley County, Kansas, (hereinafter "Riley County") and, an attorney (hereinafter "Attorney") licensed to practice law in the State of Kansas and currently practicing in Riley County which is entered into on the _____ day of _____ 2024.

RECITALS

Riley County desires to contract with Attorney to provide legal services in Riley County for certain cases in which attorneys must be appointed to represent individuals in actions filed in the District Court of Riley County, Kansas. Attorney desires to provide such service pursuant to the terms and conditions set forth in this agreement. The Riley County District Court Administrator (hereinafter "Court Administrator") is hereby designated the daily Administrator of this Agreement. In consideration of the promises and conditions set forth the parties agree as follows:

1. **SCOPE OF AGREEMENT.** Request for Proposals No. 2024-A, attached hereto as "Exhibit A" is incorporated herein by reference, and all its terms form a part of this Agreement as though fully set out within this Agreement. Attorney shall not provide representation under this Agreement for Off Grid or Level I juvenile felony offenses. Attorney shall provide legal services in Riley County in cases filed in Riley County in the following categories:
 - A. Representation of individuals charged with misdemeanors and traffic offenses in which the District Court is required to appoint an Attorney.
 - B. Representation of individuals involved in District Court actions filed pursuant to the Code for the Care of Children in which the District Court is required to appoint an Attorney or Guardian ad Litem.
 - C. Representation of individuals involved in District Court actions filed pursuant to the Kansas Juvenile Offenders Code in which the District Court is required to appoint an Attorney.
 - D. Representation of individuals involved in District Court actions filed pursuant to the Code of Care and Treatment of Mentally Ill persons in which the District Court is required to appoint an Attorney.
 - E. Representation of individuals involved in District Court actions filed pursuant to the Code for Alcoholism and Intoxication Treatment in which the District Court is required to appoint an Attorney.
 - F. Representation of individuals in child support enforcement contempt cases wherein incarceration is possible and the Court is required to appoint counsel.
 - G. Attorney shall be competent to act as counsel in all of the above-described categories.

2. **DETERMINATION OF ELIGIBILITY.** Determination of whether clients shall be eligible for the services provided under the terms of this agreement will be made by the District Judges of the 21st Judicial District of Kansas.
3. **TERM.** In order to promote budgeting certainty for Riley County, this Agreement is for the term described in this paragraph, at the compensation level set out herein, unless the Agreement is otherwise terminated by either party as provided herein. This Agreement shall commence only when six individual attorneys acceptable to Riley County have signed fully executed contracts with Riley County before 5 p.m. on Monday, October 28, 2024. This Agreement shall terminate on December 31, 2027, unless the Agreement is otherwise terminated either for convenience, breach or default, as set out herein. Thirty (30) days written notice to the breaching party is required.
 - 3.1 **Termination for Cause.** If Attorney shall fail to fulfill in a timely and proper manner their obligations under the Agreement, or if Attorney shall violate any of the terms, covenants, conditions, or stipulations of the Agreement, Riley County shall thereupon have the right to terminate the Agreement by promptly giving written notice to Attorney of such termination and specifying the reasons for the termination and the effective date thereof. A breach shall include, but not be limited to, failure to comply with any or all items contained in the Agreement and any appendices, exhibits or amendments thereto, if any. Notwithstanding the above, Attorney shall not be relieved of liability to Riley County by virtue of any breach of the Agreement by Attorney.
 - 3.2 **Termination for Convenience.** Riley County may terminate the Agreement in whole or in part, upon thirty (30) days written notice to Attorney, stating the effective date of the termination for convenience.
 - 3.3 **Payment Calculation Upon Termination.** In the event of termination under the Agreement by either party, any amount owed Attorney will be calculated based solely upon payment for fair value of acceptable services provided by Attorney pursuant to all Agreement terms, to the point of termination, which fair value is not the subject of a good faith dispute. The fair value of such acceptable services shall be determined in the sole discretion of Riley County.
4. **COMPENSATION OF ATTORNEYS.** For the services to be performed under the terms of this Agreement, Riley County will pay to Attorney the total sum of \$6,833.34 per month, which represents \$82,000 annually. Attorney will also be reimbursed internet searches in "child in need of care" cases to locate parties; out-of-county mileage and out-of-county meals limited to the maximum mileage and meal expenses described in the Riley County Personnel Policies and Guidelines; along with the cost of internet searches in "child in need of care" cases to locate parties; and discovery expenses related to copying discs supplied by the Riley County Attorney's Office; to the extent all such expenses are related to and are documented by Attorney to be directly related to services provided hereunder. (See paragraphs 18, 19, herein.)
 - 4.1 All monthly requests for payment, including expenses, shall be submitted by vouchers by the 4th of each month in a format to be approved by and acceptable to the Court Administrator of the 21st Judicial District who shall, in turn, submit the vouchers to the Clerk of Riley County. The vouchers

must be submitted in accordance with a time schedule prepared by the Riley County Clerk if they are to be paid in the next Riley County pay period.

- 4.2 Continuing Legal Education Reimbursement. In addition to the compensation set forth above, Attorney will be reimbursed for up to \$150.00 actual expenses for registration, mileage and meals for obtaining the continuing legal education hours required by Kansas Administrative Order No. 100, which Order requires six (6) hours of CLE specifically for "Child in Need of Care" representation and/or service as a Guardian ad Litem. Such mileage and meal reimbursement shall be limited to such CLE when it can only be obtained outside Riley County. Attorney shall make reasonable efforts to obtain such CLE within Riley County and thereby avoid the need for meal and mileage reimbursement.
- 4.3 Expert Witnesses and Forensic Experts. Expert witnesses and forensic experts may be employed with the approval of the District Court. The approval shall include the individual to be employed, the purpose for which employed and the maximum to be compensated for the service.
- 4.4 Appeals. The aggregate sum of \$10,000.00 will be budgeted by Riley County for additional expenses incurred by all six Attorneys as a result of appeals to the Kansas appellate court system. Within the limits of that sum, Attorney will be paid at the rate of \$100.00 per hour for all work and appearances in conjunction with an appeal. The maximum aggregate amount that will be paid by the County per case for legal services shall be \$3,500.00. That maximum aggregate amount per case may only be exceeded if additional costs are approved by the district court prior to submission to the county. Necessary expenses such as mileage and copying shall also be paid in addition to monthly compensation. Vouchers for payment of appellate work and expenses in connection therewith shall be submitted to and approved by the District Court Administrator for the 21st Judicial District and submitted in turn to the Clerk of Riley County.
- 4.5 Child Support Calculation Software. Attorney will be reimbursed up to \$210 annually or ½ of the total cost (whichever amount is greater), but not exceeding a total cost of \$500, for purchase of software necessary for calculation of child support amounts in Child in Need of Care cases assigned pursuant to this Agreement. Adequate supporting documentation must be submitted prior to reimbursement. Upon termination of Attorney's services under this Agreement, the software purchased will be provided to any remaining Attorney or the Court Administrator for distribution to the replacement panel member. When the software is provided to the remaining Attorney or the Court Administrator, exiting Attorney will be paid for any unreimbursed portion of the software cost previously paid by the exiting Attorney in that calendar year, up to a maximum of \$210.00 or ½ of the total cost Attorney paid (whichever amount is greater) but not exceeding a total cost of \$500.

5. **NATURE OF RELATIONSHIP.** Nothing in this Agreement shall be construed to suggest that Attorney, by entering into the Agreement, has entered into a partnership, joint venture or other relationship with any other Attorney who has contracted with Riley County to perform like services. It is agreed that the legal relationship between Attorney and Riley County is of a contractual nature. Both parties assert and believe that Attorney is acting as an independent contractor in providing the services and performing the duties required by Riley County hereunder. Attorney is at all times acting as an independent contractor and not as an officer, agent, or employee of Riley County. As an independent contractor, Attorney, and employees of Attorney, will not be within the protection or coverage of Riley County's

worker's compensation insurance, or any other insurance, including but not limited to any liability insurance coverage provided Riley County, nor shall Attorney, and employees of Attorney, be entitled to any current or future benefits provided to employees of Riley County. Further, Riley County shall not be responsible for withholding of social security, federal, and/or state income tax, or unemployment compensation from payments made by Riley County to Attorney. Attorney shall supply all labor, equipment, supplies and materials necessary to complete the required services, at Attorney's sole expense, except as explicitly described otherwise herein.

6. **TIME RECORDS.** Attorney shall maintain their written records of time spent in court and for out of court activities in preparation for and in conducting trial work for any assigned cases. These records shall be submitted in a format approved by and acceptable to the Court Administrator and shall be submitted to the Court Administrator once every month at the same time that Attorney's vouchers for payment are submitted. Court Administrator shall submit monthly a copy of such time records to the Clerk of Riley County.
7. **STANDARDS.** Attorney must be licensed to practice law in the State of Kansas and must be willing to practice in Riley County. Attorney shall provide services to all clients in a professional, skilled manner consistent with the minimum standards set forth by the Bar of the State of Kansas, the Rules of Professional Conduct, and case law and applicable court rules defining the duties of counsel and the rights of clients in assigned cases. Attorney shall consult with clients prior to trial or disposition of any matter and shall be sufficiently available to clients to provide for effective representation. Services provided shall include assumption of responsibility for any cases pending on the effective date of the agreement and which are assigned to Attorney by order of the court. At the conclusion of the agreement, unless the agreement is renewed, Attorney will withdraw from any and all pending cases by written motion and order unless retained by the party represented or the court orders that representation by the individual Attorney continue. In the event the Court orders representation continue after an attorney has withdrawn, the attorney shall be paid at the rate of \$80 per hour for all services related to the case and expenses. Unless this Agreement has been terminated, Attorney, once appointed, shall remain attorney of record until their withdrawal has been approved pursuant to an order issued by the District Court Division where such case is assigned.
8. **RETENTION OF FILES.** Attorney shall provide for retention of client files in a manner that affords protection of the clients' confidentiality interest for a period of not less than five years after the conclusion of the case.
9. **REPLACEMENT OF ATTORNEY/TERMINATION/RESIGNATION.** In the event Attorney is unable or

unwilling to complete Attorney's obligations under this agreement, Attorney may be replaced immediately by Riley County by an Attorney acceptable to Riley County. No competitive proposal for any such replacement Attorney is necessary. Any Attorney so replaced, or any Attorney who resigns from their responsibilities hereunder is not entitled to the payments described hereunder following the date of termination, unless such payments relate to work performed in conformity to all terms of the Agreement prior to termination, or prior to the effective date of Attorney's resignation. Resigning Attorney shall submit to the Court Administrator a written resignation with an effective date no less than thirty (30) calendar days from such notice. Termination shall be effective on the date identified by Riley County in any notice of termination, whether such notice is verbal or written. Attorneys remaining on contract at the time such replacement is being considered may submit their individual or group recommendations for a replacement to Riley County in writing to the Riley County Counselor. Riley County may consult with the Court Administrator or the remaining attorneys regarding selection of a replacement attorney. It is solely the option of Riley County to select replacement attorneys, and the recommendations described are not binding on Riley County.

10. **ASSIGNMENT OF ATTORNEY.** Cases shall be assigned to Attorney on a rotational basis by the Clerk of the District Court, or by court order. The Clerk of the District Court, to equalize the caseloads, or in the event of conflict, may deviate from the rotational basis for assignment, in the Clerk's sole discretion. Additionally, Attorney may, at any time, on an emergency basis, be assigned cases under this Agreement in a manner which deviates from the rotational basis for assignment. The assigned Attorney shall have the total responsibility for the case and shall appear on behalf of the client in all court matters, with the following limited exception: In the event of a scheduling conflict for Attorney, if minor court matters are involved, such as status checks or trial settings, Attorney may, with prior approval of the assigned District Court Judge, not appear personally. Otherwise, if Attorney will not personally appear, Attorney is solely responsible to make arrangements for the appearance of a qualified substitute Attorney within the group of six attorneys contracting to provide like services hereunder. **IT IS NOT THE RESPONSIBILITY OF THE COURT ADMINISTRATOR OR DISTRICT COURT CLERK OR COUNTY COUNSELOR TO PROVIDE THAT SUBSTITUTE ATTORNEY.** If Attorney is unable to provide a substitute attorney within the group of six assigned to provide like services hereunder, Attorney is solely responsible to make arrangements for the appearance of a qualified substitute attorney not within the group of six contracting attorneys.. Attorney shall notify the District Court

Administrator and the assigned District Court Judge of that substitution, within a reasonable period of time.

10.1 Payment for substitute attorneys providing coverage for a contracting Attorney under this provision shall be solely the responsibility of the County.

10.2 A contracting Attorney assigned a criminal case shall not schedule a court appearance outside the Twenty-First Judicial District on a Monday without the advance approval of the Riley County District Court Judge hearing that contracting Attorney's assigned cases.

a) Upon approval of the District Court Judge hearing the contracting Attorney's assigned docket to schedule a hearing outside of the Twenty-First District, the Clerk of the District Court will be notified by the Attorney.

b) After such notification, the Clerk of the District Court will not place any cases assigned to the contracting Attorney from first appearances on that approved date. If after such approval and notification, a case is set in the Twenty-First Judicial District on a date which the contracting Attorney had obtained approval to schedule an appearance outside of the Twenty-First Judicial District, the assigned contracting Attorney shall be responsible for moving the matter, notification and any necessary paperwork. When a Monday docket is moved to a later date due to a Monday holiday, contracting Attorneys are responsible to appear for their docketed cases on that later date. The Court will excuse from attendance on that later date any contracting Attorney with an emergency due to illness or unavoidable travel delay. All six contracting Attorneys should check the court holiday schedule in 2024 and the remainder of the contractual term and plan to be available on the Tuesdays following Monday court holidays.

11. **DUTY TO COOPERATE.** At all times hereunder, Attorney shall reasonably cooperate with the Court, the Clerk of the District Court, and the District Court Administrator on matters of scheduling court appearances, returning phone calls and responding to correspondence, all of which relates to Attorney's availability under the terms of this Agreement. Attorney's failure or refusal to so reasonably cooperate shall be considered sufficient ground for immediate termination of this Agreement, in the sole discretion of Riley County.

12. **AGREEMENT WITH KANSAS LAW.** It is agreed by and between the undersigned that all disputes and matters whatsoever arising under, in connection with or incident to this Agreement shall be litigated, if at all, in and before a state Court located in the State of Kansas, County of Riley, or if in Federal Court, at a Federal Court located in Topeka, Kansas, to the exclusion of the Courts of any other states or country. All Agreement promises shall be subject to, governed by, and construed according to the laws of the State of Kansas, without reference to its conflict of laws principles. Both parties submit to venue and jurisdiction in these courts. In the event an action or claim arises outside of the exclusive jurisdiction specified herein which names Riley County as a party, Attorney agrees to initiate, consent to and/or cooperate with any and all efforts to remove the matter to the exclusive jurisdiction named herein and otherwise to take any and all reasonable actions to achieve Riley County's objectives of this provision.

13. **CASH BASIS AND BUDGET LAWS.** The right of Riley County to enter into the Agreement is subject to the provisions of the Cash Basis Law (K.S.A. 10-1112 and 10-1113), the Budget Law (K.S.A. 79-2935), and other laws of the State of Kansas. The Agreement shall be construed and interpreted so as to ensure that Riley County shall at all times stay in conformity with such laws, and as a condition of the Agreement Riley County reserves the right to unilaterally terminate the Agreement at any time if, in the opinion of its legal counsel, the Agreement may be deemed to violate the terms of such laws. Riley County retains the sole option to review this Agreement at the end of each 1-year term.
14. **ACCEPTANCE OF AGREEMENT.** This Agreement shall not be considered accepted, approved or otherwise effective until the required approvals and certifications have been given and this is signed by the Board of County Commissioners of Riley County, Kansas before 5 p.m. on Monday, October 28, 2024.
15. **ARBITRATION, DAMAGES, WARRANTIES.** Notwithstanding any language to the contrary, no interpretation shall be allowed to find the Riley County has agreed to binding arbitration, or the payment of damages or penalties upon the occurrence of a contingency. Further, Riley County does not agree to pay attorney fees or late payment charges.
16. **ASSIGNMENT.** Neither the Agreement nor any rights or obligations hereunder shall be assigned or otherwise transferred by Attorney without the prior written consent of Riley County.
17. **SUBCONTRACTING.** None of the work or services covered by the Agreement shall be subcontracted by Attorney.
18. **RECORDS, REPORTS AND INSPECTION.**
- 18.1 Documentation of Costs. All costs incurred by Attorney for which Attorney purports to be entitled to reimbursement shall be supported by properly executed payrolls, time records, invoices, contracts or vouchers, or other official documentation evidencing in proper detail the nature and propriety of charges. All checks, payrolls, invoices, contracts, vouchers, orders or other accounting documents pertaining in whole or in part to the Agreement shall be clearly identified and readily accessible to both parties to the Agreement.
- 18.2 Maintenance of Records. Except as otherwise authorized by Riley County, Attorney shall retain such documentation for a period of three (3) years after Attorney's receipt of the final payment under the Agreement, unless action, including but not limited to litigation or audit resolution proceedings, necessitate maintenance of records beyond this three (3) year period.
19. **METHOD OF BILLING AND PAYMENT.**
- 19.1 Billing Procedures. Attorney agrees that billings and payments under the Agreement shall be processed in accordance with established budgeting, purchasing and accounting procedures of Riley

County, Kansas. Subject to the maximum amount of compensation prescribed herein, payment shall be made after receipt of vouchers and time records, and the amount of payment shall not exceed the maximum amount allowed by the Agreement.

- 19.2 **Support Documentation.** Billing shall be supported with documentation required by Riley County including, but not necessarily limited to, that documentation described in paragraph 18, above.
- 19.3 **Reimbursement Restrictions.** Payments shall be made to Attorney only for items and services provided to support the Agreement purpose when such items and services are specifically authorized by the Agreement. Riley County reserves the right to disallow reimbursement for any item or service billed by Attorney if Riley County believes that such item or service was not provided to support the Agreement purpose or was not authorized by the Agreement.
- 19.4 **Pre-disbursement Requirements.** Attorney must provide to Riley County the documentation required pursuant to the Agreement prior to any disbursements being made by Riley County to Attorney.
- 19.5 **Mailing Address.** Payments shall be mailed to Attorney's address as provided by Attorney.
20. **LICENSES, PERMITS, INSURANCE.** Attorney shall maintain all licenses, permits, and certifications required by federal, state or local authority for carrying out the Agreement. Attorney shall notify Riley County immediately if any required license, permit, or certification is canceled, suspended or is otherwise ineffective. Such cancellation, suspension, or other ineffectiveness may form the basis for immediate revocation or cancellation of the Agreement by Riley County, in Riley County's sole discretion.
21. **PUBLIC DOCUMENTS.** It is agreed that the Agreement, and all subsequent agreed amendments or addenda thereto are public documents which will be filed with the Riley County Clerk, and will be open to public inspection.
22. **SURVIVABILITY.** The following numbered paragraphs and all subparts thereof shall survive termination of this Agreement: 3.3, 8, 12, 15, 18, 19, 21, and 22.

**BOARD OF COMMISSIONERS OF
RILEY COUNTY, KANSAS**

ATTORNEY

By: _____
John Ford, Chairman

Signature _____

Print Name _____

ATTEST:

Rich Vargo, Riley County Clerk

(SEAL)

APPROVED AS TO FORM:

Clancy Holeman
Riley Countr Counselor



IT/GIS
Staff Update

Cory Meyer
IT/GIS Director
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-537-6305

STAFF REPORT

FROM: Cory Meyer

MEETING: October 31, 2024

SUBJECT: IT/GIS Staff Update - October 2024

PRESENTER: Cory Meyer

Information Technology (IT)

- Assist with Zoom and BOCC meetings, emergency Website updates, etc.
- Completed monthly transfer of SVQs & Deeds to the State; various customer requested phone programming changes.
- Ongoing account activation/deactivation, answering of help desk calls, Komtek/AS400 backups, resolution of user issues, swap of older/replacement of failed equipment, etc.
- Countywide Internet Changes Complete
- RCOB, PW, HD Backup Storage Upgrade
- Planning Phone System Upgrade
 - Dispatchable Location
 - Reviewing Full Replacement Option
 - Phone Hardware Upgrades by Department
- Monitor Upgrades by Department
- Budget Update: Review, Pricing, Quotes - 8 year projections
- Internal and External Security - Email & Internet Filter
- New EMS HQ Building - Server Built, Setup, Data Migration
- Election Move, Remodel, & Security
- ATABus Remodel
- Camera Software Security Upgrades
- Door Security Software Upgrades
- Server Operating System Upgrades

- Election Assistance
- House Bill 2842 - Courts
- Fax Line Migration
- Phone Service Migration
- Phone System Replacement
- Laptop Replacements for 2024
- Desktop Replacements for 2024

Geographic Information Systems (GIS)

- Eagleview Imagery Flight
- ESRI User Conference
- Historical Imagery Application
- Damage Assessment Application for Field Collection
- Participated in NG911 road renaming committee meeting.
- Working with Avineon on updates to GIS website for new esri map viewer
- Finalize planning/back-end work to supply access to Ortho Oblique imagery to non-County (ie. RCPD, KSUPD, KSU) users.
- Make monthly NG911 data submissions, and attend State NG911 Strategic Planning yearly meeting (via Zoom).
- Ag Survey, end of month Building Permit, Enviro. Health, and Zoning updates, etc.
- Updated GIS Website with latest city utility data, updated city zoning data, USD 383 Early learning boundaries, Impaired Streams-KDHE
- ImageNow System Replacement
- ESRI Major Version Upgrade Testing
- City/County Layer Breakdown
- Riley County UC Presentation

Enclosures: