



**Board of Riley County
Commissioners
Regular Meeting
Agenda
November 13, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Sign a Tax Roll Correction
4. Sign Riley County Employee Action Form(s)

Review Minutes

5. Board of Riley County Commissioners - Regular Meeting - Nov 9, 2023 8:30 AM

Review Tentative Agenda

6. Tentative Agenda

Press Conference Topics

7. Discuss Press Conference

9:00 AM

Rich Vargo, County Clerk

8. Year to date budget and expenditure reports

9:15 AM

John Ellermann, Public Works Director/County Engineer

9. Public Works Project Update

9:30 AM

Press Conference

10. Change of Canvass Date for General Election - Rich Vargo (2 -3 minutes)

9:35 AM

Clancy Holeman, Counselor/Director of Administrative Services

11. Administrative Work Session

12. Pending County Projects County Counselor

12:00 PM

County Officials Luncheon

13. County Officials' Luncheon Agenda

Adjournment

Announcements

A commissioner will be on In Focus live at 9:05 a.m. Tuesday, November 14, 2023 (JF).

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



COUNTY CLERK & ELECTIONS
Tax Roll Correction

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

COMMISSION AGENDA REPORT

FROM: Lori Muir, Real Estate Specialist

MEETING: November 13, 2023

SUBJECT: Sign a Tax Roll Correction

PRESENTER: Rich Vargo, County Clerk

POSSIBLE MOTION(S)

Move to approve the Tax Roll Correction.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- image30256 (PDF)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR

2023/11/08

3.a

Taxpayer ID MCCA0118
Owner ID MCCA0118

Control # 2023002006

Tax Year 2023
Tract # 943000D

MCCALL CATS LLC

CAMA # 216-14-0-30-09-003-00-0-01

BARTON PLACE #2
TRACT D

530 MCCALL RD STE 110

TU 2 Manhattan City
Parcel 288457

MANHATTAN, KS 66502-5054

USD 383

Property Address WREATH AVE

APPRAISER SECTION (Value)

2023/11/08 LMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
RU	129900	8620	138520

Appraised After Correction:

CL	Land	Imp	Total
RU	64950	8620	73570

Net Change
64950-

Total	Land	Imp	Total
129900	8620	138520	

Total	Land	Imp	Total
64950	8620	73570	

Net Change
64950-

Assessed Prior to Correction:

RU			
14939	991	15930	

Assessed After Correction:

RU			
7469	991	8460	

Net Change
7470-

Total			
14939	991	15930	
SB41	4836		

Total			
7469	991	8460	
SB41	4836		

Total
7470-
SB41

CLERK SECTION (Tax)

2023/11/08 LMUIR

ORDER PRINTED

Tax Prior to Correction:

Levy	Gen Tax	
150.37500	2395.48	
SB41 \$	96.72	
SB41 Tax Dollars	2298.76	

Tax After Correction:

Levy	Gen Tax	
150.37500	1272.18	
SB41 \$	96.72	
SB41 Tax Dollars	1175.46	

Net Change
1123.30-
1123.30-

TREASURER SECTION (Summary)

Net Change in Assessed Value
(no SB41 influence)

7470-

Applicable Mill Levy

150.37500

Net Change in Levied Tax Dollars

1123.30-

Net Change in SB41 Exemption

Type of Correction DECREASE

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

Tax Statement # 21334

Comments BOTA Stipulated 2023 Value

Docket 2023-2457-EQ

Net Change in Total Tax Dollars

1123.30-

Owner MCCA0118

MCCALL CATS LLC

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

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image30256 (14291 : Tax Roll Corrections)



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: November 13, 2023

SUBJECT: Sign Riley County Employee Action Form(s)

PRESENTER: Elizabeth Ward, Human Resources Director

Enclosures:

- 2023-11 PW JKieffer EAF (DOCX)
- 2023-11 Fire TZinkus EAF (DOCX)

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Joseph Kieffer**Status Change Date:** 11/20/2023**Status Change:** New Hire**Date of Hire:** 11/20/2023**Seniority:** 0 Year(s), 0 Month(s)**Position:** Public Works Operator II**Position Type:** Full-Time**Pay Range:** 7**Pay Type:** Hourly**Base Rate:** \$23.98**Annualized Pay:** \$49,878.40**Funds Codes:** County General [1], Public Works [40]**Supervisor:** Alvin Perez**Department Head:** John Ellermann

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2023-11 PW JKieffer EAF (14290 : Employee Action Form (Green Sheet))

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Trevor Zinkus**Status Change Date:** 11/16/2023**Status Change:** New Hire**Date of Hire:** 11/16/2023**Seniority:** 0 Year(s), 0 Month(s)**Position:** Volunteer Firefighter Stipend**Position Type:** As-Needed**Pay Range:** TASND**Pay Type:** Hourly**Base Rate:** \$0.00**Annualized Pay:** \$0.00**Funds Codes:** 183-Riley Co Fire District #1, 183-Fire District #1**Supervisor:** John Martens**Department Head:** Russel Stukey

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2023-11 Fire TZinkus EAF (14290 : Employee Action Form (Green Sheet))



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
November 16, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

9:00 AM

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

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

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

9:00 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Discuss Intergovernmental Luncheon
2. Approve payroll/accounts payables (when completed)

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:30 AM

Clancy Holeman, Counselor/Director of Administrative Services

3. Administrative Work Session

9:50 AM

Canvass for General Election

10:00 AM

Gary Fike, County Extension Director

4. Staff update

10:15 AM

Brian Peete, RCPD Director

5. RCPD update

10:30 AM

Elizabeth Ward, Human Resource Director

6. Strategic Planning in 2024

10:50 AM

Kevin Larson, Riley County Council on Aging

7. Riley County Council on Aging update

11:05 AM

Shelley Woodard, Deputy County Counselor

Attachment: 11-16-23 tentative agenda (12887 : Tentative Agenda)

8. Public hearing for Keats Sewer

11:35 AM David Adams, EMS/Ambulance Director

9. Staff update

4:00 PM Joint City/County/County Meeting (at City Offices)

Adjournment

Announcements

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

The Northeast Kansas County Officials Meeting will be held Friday, November 17th at 8:00 a.m. at the Meadowlark Extension Building at 1615 Branch Street, Seneca, Kansas.

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 20, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Small Business Saturday Proclamation

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:30 AM

Press Conference

2. Small Business Saturday Proclamation - Kathryn Focke and Peete Frasco (3-5 minutes)

9:40 AM

Clancy Holeman, Counselor/Director of Administrative Services

3. Administrative Work Session

10:00 AM

Julie Gibbs, Health Department Director

4. Progress of the Community Health Educator

11:00 AM

Executive Sessions to discuss department head evaluations

5. 11:00 Amanda Webb, Planning/Special Projects Director
6. 11:20 Katharine Hensler, Museum Director

12:00 PM

Law Enforcement Agency Meeting

Adjournment

Announcements

Attachment: 11-20-23 tentative agenda (12887 : Tentative Agenda)

Riley County Offices will be closed Thursday, November 23rd and Friday, November 24th in observance of the Thanksgiving Day holiday.

The Board of County Commissioners will not be in session Thursday, November 23rd.

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
Budget

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

STAFF REPORT

FROM: Rich Vargo, County Clerk

MEETING: November 13, 2023

SUBJECT: Year to date budget and expenditure reports

PRESENTER: Rich Vargo, County Clerk

Enclosures:

- 2023 YTD Wage-Overtime Report Overview 2023-10 (PDF)
- 2023 YTD Wage-Overtime Report Detail Page 2023-10 (PDF)
- Financial reports 2023 (PDF)

2023 YTD Wages/Overtime Compared to Budget

% of Year Used

83.33%

Sept	YTD Wages	Budgeted Wages	YTD OT	Budgeted Overtime	OT Spent - % of wages	Total YTD Wages & OT	2023 Total Budget	Budget Spent
Department								
1 Attorney	\$1,317,794.66	\$1,663,906.62	\$7,157.75	\$4,291.25	0.43%	\$1,324,952.41	\$1,668,197.87	79.4
2 Clerk	\$687,601.62	\$860,540.00	\$673.00	\$4,723.00	0.08%	\$688,274.62	\$865,263.00	79.5
3 Commissioners	\$130,139.73	\$161,125.00	\$0.00	\$0.00	0.00%	\$130,139.73	\$161,125.00	80.7
4 Administrative Services	\$465,752.80	\$539,658.00	\$0.00	\$1,616.00	0.00%	\$465,752.80	\$541,274.00	86.0
6 Register of Deeds	\$272,799.15	\$341,888.00	\$6.73	\$928.00	0.00%	\$272,805.88	\$342,816.00	79.5
7 Treasurer	\$754,457.23	\$944,071.00	\$6,672.86	\$5,941.00	0.71%	\$761,130.09	\$950,012.00	80.1
10 Emergency Mgt	\$162,647.32	\$176,699.00	\$284.52	\$0.00	0.16%	\$162,931.84	\$176,699.00	92.2
17 Museum	\$287,720.59	\$327,043.00	\$0.00	\$0.00	0.00%	\$287,720.59	\$327,043.00	87.9
19 Election	\$187,401.20	\$411,932.00	\$1,302.84	\$3,114.00	0.32%	\$188,704.04	\$415,046.00	45.4
20 EMS/Ambulance	\$1,679,936.03	\$2,111,572.00	\$711,471.91	\$1,293,562.00	33.69%	\$2,391,407.94	\$3,405,134.00	70.2
22 Appraiser	\$917,811.43	\$1,083,795.00	\$2,311.12	\$11,323.00	0.21%	\$920,122.55	\$1,232,935.00	74.6
24 Planning & Development	\$338,268.26	\$466,581.00	\$239.96	\$951.00	0.05%	\$338,508.22	\$467,532.00	72.4
29 Information Tech-GIS	\$492,577.67	\$697,157.00	\$582.96	\$7,081.15	0.08%	\$493,160.63	\$704,238.15	70.0
30 General Serv.-Separation	\$68,227.95	\$75,000.00	\$0.00	\$0.00	0.00%	\$68,227.95	\$75,000.00	90.9
40 Public Works	\$2,619,696.76	\$3,430,819.00	\$24,812.76	\$90,716.00	0.72%	\$2,644,509.52	\$3,521,535.00	75.1
41 Noxious Weed	\$333,070.49	\$415,646.14	\$4,283.82	\$7,770.88	1.03%	\$337,354.31	\$423,417.02	79.6
NON-GENERAL FUNDS								
Solid Waste payroll	\$129,249.07	\$200,506.00	\$1,383.34	\$12,788.00	0.69%	\$130,632.41	\$213,294.00	61.2
Fire District #1	\$215,047.91	\$333,259.00	\$29.56	\$553.00	5.35%	\$215,077.47	\$333,812.00	64.4
Subtotal-All County Funds	\$11,060,199.87	\$14,241,197.76	\$761,213.13	\$1,445,358.28	5.35%	\$11,821,413.00	\$15,824,373.04	
Health Dept.-General Fund	\$583,491.83	\$423,806.43	\$1,135.70	\$1,579.79	0.27%	\$584,627.53	\$425,386.22	137.4
Health Dept.-Grant Funds	\$2,103,643.13	\$2,602,104.41	\$2,643.74	\$12,717.45	0.10%	\$2,106,286.87	\$2,614,821.86	80.5
Grant Funds								
Youth Court Svcs	\$40,604.20	\$41,952.00	\$772.80	\$0.00	1.84%	\$41,377.00	\$41,952.00	98.6
Juvenile Services	\$214,525.57	\$291,229.00	\$1,682.17	\$0.00	0.58%	\$216,207.74	\$291,229.00	74.2
Adult Services	\$251,294.93	\$311,345.38	\$11,518.72	\$0.00	3.70%	\$262,813.65	\$311,345.38	84.4
Subtotal Grant Funds	\$506,424.70	\$644,526.38	\$13,973.69	\$0.00	2.17%	\$520,398.39	\$644,526.38	
Totals	\$14,253,759.53	\$17,911,634.98	\$778,966.26	\$1,459,655.52	4.35%	\$15,032,725.79	\$19,509,107.50	

Attachment: 2023 YTD Wage-Overtime Report Overview 2023-10 (14286 : Year to date budget and expenditure reports)

Dept				1st Quarter	2nd Quarter	September	3rd Quarter	October	November	December	4th Quarter	YTD 2023	2023 Budget	8.b
	Department													
1	Attorney	Regular Salaries	1001	\$377,874.47	\$440,626.55	\$123,088.93	\$374,894.44	\$ 124,399.20			\$124,399.20	\$1,317,794.66	\$1,636,816	
		Seasonal/ASND	1003		\$0.00	\$0.00	\$0.00	\$ -			\$0.00	\$0.00	\$27,090	
		Overtime	1005	\$1,105.92	\$485.89	\$2,354.38	\$3,858.80	\$ 1,707.14			\$1,707.14	\$7,157.75	\$4,291	
				\$378,980.39	\$441,112.44	\$125,443.31	\$378,753.24	\$ 126,106.34	\$ -	\$ -	\$126,106.34	\$1,324,952.41	\$1,668,197	
2	Clerk	Regular Salaries	1001	\$195,148.93	\$225,761.25	\$64,307.55	\$190,541.39	\$ 64,307.55			\$64,307.55	\$675,759.12	\$845,370	
		Seasonal/ASND	1003	\$3,465.00	\$4,500.00	\$1,072.50	\$2,887.50	\$ 990.00			\$990.00	\$11,842.50	\$15,170	
		Overtime	1005	\$36.51	\$32.33	\$0.00	\$237.32	\$ 366.84			\$366.84	\$673.00	\$4,723	
				\$198,650.44	\$230,293.58	\$65,380.05	\$193,666.21	\$ 65,664.39	\$ -	\$ -	\$65,664.39	\$688,274.62	\$865,263	
3	Commissioners	Regular Salaries	1001	\$37,182.78	\$43,379.91	\$12,394.26	\$37,182.78	\$ 12,394.26			\$12,394.26	\$130,139.73	\$161,125	
4	Administrative Svcs	Regular Salaries	1001	\$119,105.43	\$157,879.41	\$48,717.34	\$146,097.89	\$ 42,670.07			\$42,670.07	\$465,752.80	\$539,658	
		Overtime	1005	\$0.00	\$0.00	\$0.00	\$0.00	\$ -			\$0.00	\$0.00	\$1,616	
				\$119,105.43	\$157,879.41	\$48,717.34	\$146,097.89	\$ 42,670.07	\$ -	\$ -	\$42,670.07	\$465,752.80	\$541,274	
6	Register of Deeds	Regular Salaries	1001	\$78,547.22	\$88,718.10	\$26,383.46	\$79,150.37	\$ 26,383.46			\$26,383.46	\$272,799.15	\$341,888	
		Seasonal/ASND	1003	\$0.00	\$0.00	\$0.00	\$0.00	\$ -			\$0.00	\$0.00	\$0	
		Overtime	1005	\$0.00	\$6.73	\$0.00	\$0.00	\$ -			\$0.00	\$6.73	\$928	
				\$78,547.22	\$88,724.83	\$26,383.46	\$79,150.37	\$26,383.46	\$0.00	\$0.00	\$26,383.46	\$272,805.88	\$342,816	
7	Treasurer	Regular Salaries	1001	\$213,834.26	\$250,965.89	\$72,396.48	\$217,096.31	\$ 72,554.07			\$72,554.07	\$754,450.53	\$944,071	
		Seasonal/ASND	1003	\$0.00	\$6.70	\$0.00	\$0.00	\$ -			\$0.00	\$6.70	\$0	
		Overtime	1005	\$346.60	\$5,584.12	\$0.00	\$742.14	\$ -			\$0.00	\$6,672.86	\$5,941	
				\$214,180.86	\$256,556.71	\$72,396.48	\$217,838.45	\$72,554.07	\$0.00	\$0.00	\$72,554.07	\$761,130.09	\$950,012	
10	Emergency Mgt	Regular Salaries	1001	\$46,479.11	\$54,211.83	\$15,489.10	\$46,467.29	\$ 15,489.09			\$15,489.09	\$162,647.32	\$152,041	
		Seasonal/ASND	1003	\$0.00	\$0.00	\$0.00	\$0.00	\$ -			\$0.00	\$0.00	\$24,658	
		Overtime	1005	\$0.00	\$44.46	\$80.02	\$240.06	\$ -			\$0.00	\$284.52	\$0	
				\$46,479.11	\$54,256.29	\$15,569.12	\$46,707.35	\$ 15,489.09	\$ -	\$ -	\$15,489.09	\$162,931.84	\$176,699	
17	Museum	Regular Salaries	1001	\$72,761.08	\$84,993.36	\$24,395.30	\$73,095.85	\$ 24,395.30			\$24,395.30	\$255,245.59	\$306,641	
		Seasonal/ASND	1003	\$9,228.75	\$9,806.25	\$3,367.50	\$9,971.25	\$ 3,468.75			\$3,468.75	\$32,475.00	\$20,402	
		Overtime	1005	\$0.00	\$0.00	\$0.00	\$0.00	\$ -			\$0.00	\$0.00	\$0	
				\$81,989.83	\$94,799.61	\$27,762.80	\$83,067.10	\$ 27,864.05	\$ -	\$ -	\$27,864.05	\$287,720.59	\$327,043	
19	Election	Regular Salaries	1001	\$50,179.82	\$58,554.79	\$16,729.94	\$50,189.82	\$ 16,729.94			\$16,729.94	\$175,654.37	\$213,206	
		Seasonal/ASND	1003	\$2,628.23	\$3,644.61	\$1,044.56	\$2,990.11	\$ 2,483.88			\$2,483.88	\$11,746.83	\$198,726	
		Overtime	1005	\$0.00	\$0.00	\$335.58	\$335.58	\$ 967.26			\$967.26	\$1,302.84	\$3,114	
				\$52,808.05	\$62,199.40	\$18,110.08	\$53,515.51	\$ 20,181.08	\$ -	\$ -	\$20,181.08	\$188,704.04	\$415,046	
20	EMS/Ambulance	Regular Salaries	1001	\$453,169.44	\$530,556.04	\$161,515.34	\$466,526.18	\$ 164,236.13			\$164,236.13	\$1,614,487.79	\$2,075,167	
		Seasonal/ASND	1003	\$17,061.31	\$30,573.64	\$4,849.82	\$13,657.87	\$ 4,155.42			\$4,155.42	\$65,448.24	\$36,405	
		Overtime	1005	\$201,596.53	\$232,016.36	\$74,375.94	\$199,403.29	\$ 78,455.73			\$78,455.73	\$711,471.91	\$1,293,562.00	

Attachment: 2023 YTD Wage-Overtime Report Detail Page 2023-10 (14286 : Year to date budget and

Dept				1st Quarter	2nd Quarter	September	3rd Quarter	October	November	December	4th Quarter	YTD 2023	2023 Budget	8.b
	Department													
				\$671,827.28	\$793,146.04	\$240,741.10	\$679,587.34	\$ 246,847.28	\$0.00	\$ -	\$246,847.28	\$2,391,407.94	\$3,405,134	
22	Appraiser	Regular Salaries	1001	\$264,019.82	\$296,112.24	\$89,333.84	\$261,113.52	\$ 90,304.85			\$90,304.85	\$911,550.43	\$1,206,442	
		Seasonal/ASND	1003	\$2,028.99	\$1,183.26	\$705.00	\$2,362.50	\$ 686.25			\$686.25	\$6,261.00	\$15,170	
		Overtime	1005	\$499.50	\$1,627.12	\$0.00	\$184.50	\$ -			\$0.00	\$2,311.12	\$11,323	
				\$266,548.31	\$298,922.62	\$90,038.84	\$263,660.52	\$ 90,991.10	\$ -	\$ -	\$90,991.10	\$920,122.55	\$1,232,935	
24	Planning & Development	Regular Salaries	1001	\$102,754.95	\$101,484.81	\$33,237.92	\$91,229.25	\$ 33,668.00			\$33,668.00	\$329,137.01	\$451,411	
		Seasonal/ASND	1003	\$645.00	4083.75	\$742.50	\$3,135.00	\$ 1,267.50			\$1,267.50	\$9,131.25	\$15,170	
		Overtime	1005	\$0.00	\$45.71	\$0.00	\$11.43	\$ 182.82			\$182.82	\$239.96	\$951	
				\$103,399.95	\$105,614.27	\$33,980.42	\$94,375.68	\$ 35,118.32	\$ -	\$ -	\$35,118.32	\$338,508.22	\$467,532	
29	Information Tech-GIS	Regular Salaries	1001	\$134,450.88	\$162,294.26	\$48,964.16	\$146,892.48	\$ 48,940.05			\$48,940.05	\$492,577.67	\$697,157	
		Seasonal/ASND	1003	\$0.00	\$0.00	\$0.00	\$0.00	\$ -			\$0.00	\$0.00	\$0	
		Overtime	1005	\$0.00	\$165.24	\$262.20	\$417.72	\$ -			\$0.00	\$582.96	\$7,081	
				\$134,450.88	\$162,459.50	\$49,226.36	\$147,310.20	\$ 48,940.05	\$ -	\$ -	\$48,940.05	\$493,160.63	\$704,238	
30	General-General	Regular Salaries	1001	\$0.00	\$0.00	\$0.00	\$0.00	\$ -				\$0.00		
		Separation Payout	1005	\$9,227.25	\$7,627.87	\$5,232.67	\$6,771.88	\$ 44,600.95			\$44,600.95	\$68,227.95	\$75,000	
				\$9,227.25	\$7,627.87	\$5,232.67	\$6,771.88	\$44,600.95	\$0.00	\$0.00	\$44,600.95	\$68,227.95	\$75,000	
40	Public Works	Regular Salaries	1001	\$755,639.18	\$892,602.76	\$255,007.58	\$741,809.25	\$ 221,803.89			\$221,803.89	\$2,611,855.08	\$3,320,454	
		Seasonal/ASND	1003	\$57.04	\$4,094.47	\$41.48	\$3,638.32	\$ 51.85			\$51.85	\$7,841.68	\$110,365	
		Overtime	1005	\$10,344.11	\$2,650.93	\$1,134.68	\$6,744.19	\$ 5,073.53			\$5,073.53	\$24,812.76	\$90,716	
				\$766,040.33	\$899,348.16	\$256,183.74	\$752,191.76	\$ 226,929.27	\$ -	\$0.00	\$226,929.27	\$2,644,509.52	\$3,521,535	
41	Noxious Weed	Regular Salaries	1001	\$92,981.24	\$112,041.64	\$32,011.90	\$96,035.73	\$ 32,011.88			\$32,011.88	\$333,070.49	\$415,646	
		Seasonal/ASND	1003	\$0.00	\$0.00	\$0.00	\$0.00	\$ -			\$0.00	\$0.00	\$0	
		Overtime	1005	\$1,026.56	\$984.68	\$0.00	\$2,264.94	\$ 7.64			\$7.64	\$4,283.82	\$7,770	
				\$94,007.80	\$113,026.32	\$32,011.90	\$98,300.67	\$ 32,019.52	\$ -	\$ -	\$32,019.52	\$337,354.31	\$423,417	
150	Solid Waste Payroll	Regular Salaries	1001	\$43,751.70	\$49,279.06	\$14,278.47	\$36,218.31				\$0.00	\$129,249.07	\$128,990	
		Seasonal/ASND	1003	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	\$0.00	\$71,516	
		Overtime	1005	\$622.69	\$760.65	\$0.00	\$0.00				\$0.00	\$1,383.34	\$12,788	
				\$44,374.39	\$50,039.71	\$14,278.47	\$36,218.31	\$0.00	\$0.00	\$0.00	\$0.00	\$130,632.41	\$213,294	
183	Fire District #1	Regular Salaries	1001	\$58,030.78	\$66,988.50	\$19,139.57	\$57,474.63				\$0.00	\$182,493.91	\$274,896	
		Seasonal/ASND	1003	\$7,625.00	\$16,561.00	\$2,341.00	\$8,368.00				\$0.00	\$32,554.00	\$58,363	
		Overtime	1005	\$14.78	\$0.00	\$7.39	\$14.78				\$0.00	\$29.56	\$553	
				\$65,670.56	\$83,549.50	\$21,487.96	\$65,857.41	\$0.00	\$0.00	\$0.00	\$0.00	\$215,077.47	\$333,812	
400	Health Dept.-General	Regular Salaries	1001	\$98,898.61	\$112,917.97	\$30,010.21	\$322,406.26	\$28,470.85			\$28,470.85	\$562,693.69	\$369,385	
		Seasonal/ASND	1003	\$5,475.62	\$11,838.32	\$312.55	\$3,484.20	\$0.00			\$0.00	\$20,798.14	\$54,421	
		Overtime	1005	\$0.00	\$898.41	\$40.23	\$148.82	\$88.47			\$88.47	\$1,135.70	\$1,579	
				\$104,374.23	\$125,654.70	\$30,362.99	\$326,039.28	\$ 28,559.32	\$ -	\$ -	\$28,559.32	\$584,627.53	\$425,386.22	

Attachment: 2023 YTD Wage-Overtime Report Detail Page 2023-10 (14286 : Year to date budget and

Dept				1st Quarter	2nd Quarter	September	3rd Quarter	October	November	December	4th Quarter	YTD 2023	2023 Budget
	<u>Department</u>												
410	Health Dept.-Grants	Regular Salaries	1001	\$607,426.37	\$704,852.09	\$199,800.66	\$584,290.53	\$ 207,074.14	\$0.00		\$207,074.14	\$2,103,643.13	\$2,557,401
		Seasonal/ASND	1003	\$0.00	\$0.00	\$0.00	\$0.00	\$ -	\$0.00		\$0.00	\$0.00	\$44,703
		Overtime	1005	\$40.50	\$1,126.63	\$587.02	\$940.33	\$ 536.28	\$0.00		\$536.28	\$2,643.74	\$12,717
				\$607,466.87	\$705,978.72	\$200,387.68	\$585,230.86	\$ 207,610.42	\$0.00	\$0.00	\$207,610.42	\$2,106,286.87	\$2,614,821
500	Community Corrections	Regular Salaries	1001	\$72,101.12	\$84,036.94	\$23,675.95	\$71,391.05	\$ 23,765.82			\$23,765.82	\$251,294.93	\$311,345
	-Adult	Seasonal/ASND	1003	\$0.00	\$0.00	\$0.00	\$0.00	\$ -			\$0.00	\$0.00	\$0
		Overtime	1005	\$1,541.35	\$2,678.91	\$10.38	\$6,578.13	\$ 720.33			\$720.33	\$11,518.72	\$0
				\$73,642.47	\$86,715.85	\$23,686.33	\$77,969.18	\$ 24,486.15	\$ -	\$ -	\$24,486.15	\$262,813.65	\$311,345
501	Community Corrections	Regular Salaries	1001	\$55,511.77	\$64,188.94	\$19,497.16	\$57,364.52	\$ 18,745.88			\$18,745.88	\$195,811.11	\$245,651
=	-Juvenile	Seasonal/ASND	1003	\$4,275.87	\$6,186.72	\$2,867.20	\$6,624.97	\$ 1,626.90			\$1,626.90	\$18,714.46	\$45,578
		Overtime	1005	\$621.25	\$804.46	\$2.60	\$727.97	\$ (471.51)			-\$471.51	\$1,682.17	\$0
				\$60,408.89	\$71,180.12	\$22,366.96	\$64,717.46	\$ 19,901.27	\$ -	\$ -	\$19,901.27	\$216,207.74	\$291,229
502	Community Corrections	Regular Salaries	1001	\$12,564.44	\$14,438.48	\$3,297.28	\$10,304.00	\$3,297.28			\$3,297.28	\$40,604.20	\$41,952
	-Youth Court	Seasonal/ASND	1003	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00	
		Overtime	1005	\$96.60	\$483.00	\$0.00	\$54.10	\$139.10			\$139.10	\$772.80	\$0
				\$12,661.04	\$14,921.48	\$3,297.28	\$13,794.48	\$3,297.28	\$0.00	\$0.00	\$3,436.38	\$41,377.00	\$41,952
	Totals			\$4,222,024.36	\$4,947,387.04	\$1,435,439.60	\$4,448,003.93	\$1,418,607.74	\$0.00	\$0.00	\$1,418,746.84	\$15,032,725.79	\$19,509,101

Attachment: 2023 YTD Wage-Overtime Report Detail Page 2023-10 (14286 : Year to date budget and

2023 YTD BUDGET ACTIVITY

% of Year 83.3

			1st QTR	2nd QTR	3rd QTR	OCT	4TH QTR	TOTAL	AVAILABLE	
	DEPARTMENT	BUDGET	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	BUDGET	% USED
	Attorney	\$2,529,299	\$532,383	\$635,846	\$586,793	\$179,757	\$179,757	\$1,934,780	\$594,519	76.49%
	Clerk	\$1,322,992	\$274,991	\$309,730	\$286,816	\$91,867	\$91,867	\$963,404	\$359,588	72.82%
	County Commissioners	\$276,310	\$52,164	\$63,241	\$54,674	\$16,242	\$16,242	\$186,320	\$89,990	67.43%
	Admin. Svcs/Counselor	\$803,003	\$160,211	\$208,787	\$200,542	\$57,590	\$57,590	\$627,130	\$175,873	78.10%
	Register of Deeds	\$537,353	\$103,195	\$123,219	\$111,964	\$42,863	\$42,863	\$381,241	\$156,112	70.95%
	Treasurer	\$1,386,845	\$303,700	\$347,209	\$319,754	\$103,733	\$103,733	\$1,074,397	\$312,448	77.47%
	District Court	\$177,000	\$35,666	\$45,576	\$35,063	\$17,060	\$17,060	\$133,365	\$43,635	75.35%
1.00	Emergency Management	\$311,312	\$66,747	\$84,187	\$82,578	\$23,512	\$23,512	\$257,023	\$54,289	82.56%
	Coroner	\$117,000	\$22,927	\$64,215	\$27,215	\$7,470	\$7,470	\$121,827	-\$4,827	104.13%
	Juvenile Detention	\$101,650	\$17,409	\$17,409	\$17,409	\$17,409	\$17,409	\$69,637	\$32,013	68.51%
	Fair	\$110,500	\$10,269	\$40,129	\$42,888	\$3,868	\$3,868	\$97,154	\$13,346	87.92%
1.00	Museum	\$466,472	\$105,974	\$121,180	\$108,116	\$37,957	\$37,957	\$373,227	\$93,245	80.01%
	Election	\$732,394	\$96,945	\$170,862	\$109,416	\$43,128	\$43,128	\$420,351	\$312,043	57.39%
	Ambulance	\$5,393,865	\$1,039,159	\$1,221,938	\$1,107,835	\$395,378	\$395,378	\$3,764,310	\$1,629,555	69.79%
	Appraiser	\$1,878,456	\$386,705	\$426,240	\$392,427	\$127,420	\$127,420	\$1,332,792	\$545,664	70.95%
	Planning & Development	\$707,392	\$168,004	\$145,089	\$131,794	\$48,835	\$48,835	\$493,722	\$213,670	69.79%
	Budget Appropriations	\$1,877,098	\$859,499	\$47,011	\$908,136	\$0	\$0	\$1,814,646	\$62,452	96.67%
	Insurance	\$811,218	\$254,210	-\$166	\$421,205	\$5,048	\$5,048	\$680,298	\$130,920	83.86%
	Information Systems	\$1,753,072	\$281,193	\$387,838	\$398,431	\$91,387	\$91,387	\$1,158,849	\$594,223	66.10%
	County General-General	\$7,872,788	\$302,683	\$2,213,104	\$349,472	\$141,490	\$141,490	\$3,006,750	\$4,866,038	38.19%
	Public Works	\$9,098,647	\$1,406,511	\$2,022,655	\$1,825,553	\$1,311,742	\$1,311,742	\$6,566,460	\$2,532,187	72.17%
	Noxious Weed	\$833,997	\$182,800	\$238,651	\$148,230	\$44,396	\$44,396	\$614,076	\$219,921	73.63%
	Juvenile Supervision	\$1,400	\$0	\$0	\$0	\$0	\$0	\$0	\$1,400	0.00%
	Payroll Clearing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	General Fund Transfers	\$3,368,922	\$3,368,922	\$3,000,000	\$0	\$12,867	\$12,867	\$6,381,789	-\$3,012,867	189.43%
	County General subtotal	\$42,468,985	\$10,032,268	\$11,933,950	\$7,666,310	\$2,821,019	\$2,821,019	\$32,453,547	\$10,015,438	76.42%
	Less Budget Stabilization	\$4,000,000								
	General Fund w/out Budget Stabilization	\$38,468,985								

Attachment: Financial reports 2023 (14286 : Year to date budget and expenditure reports)

2023 YTD BUDGET ACTIVITY

% of Year 83.3

			1st QTR	2nd QTR	3rd QTR	OCT	4TH QTR	TOTAL	AVAILABLE	
	DEPARTMENT	BUDGET	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	BUDGET	% USED
2.00	Riley County Health Dept #30	\$5,321,818	\$1,295,689	\$1,428,441	\$1,281,341	\$484,841	\$484,841	\$4,490,312	\$831,506	84.38%
	Disaster Fund #3	\$7,209,348	\$206	\$94,665	\$575,566	\$299,430	\$299,430	\$969,867	\$6,239,481	13.45%
	21st District Adult Drug Court #40	\$0	\$675	\$3,074	\$661	\$1,043	\$1,043	\$5,454	-\$5,454	#DIV/0!
	Court Tech Fund #50	\$0	\$0	\$0	\$9,867	\$0	\$0	\$9,867	-\$9,867	#DIV/0!
	Court Services #51	\$0	\$0	\$0	\$9,867	\$675	\$675	\$10,542	-\$10,542	#DIV/0!
	EMS Grants #52	\$5,356	\$833	\$0	\$0	\$0	\$0	\$833	\$4,523	15.55%
	KS Opioid Settlement #53	\$0		\$0	\$0	\$56,656	\$56,656	\$56,656	-\$56,656	0.00%
	LATCF Funds #54	\$0		\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	Register of Deeds Tech Fund #106	\$166,459	\$1,752	\$42,796	\$3,761	\$3,000	\$3,000	\$51,308	\$115,151	30.82%
	Clerk's Tech Fund #107	\$163,713	\$0	\$0	\$0	\$0	\$0	\$0	\$163,713	0.00%
	Treasurer's Tech Fund #108	\$88,985	\$0	\$0	\$0	\$0	\$0	\$0	\$88,985	0.00%
	War Memorial #112	\$11,370	\$0	\$360	\$0	\$0	\$0	\$360	\$11,010	3.17%
	County Auction #118	\$238,637	\$589	\$1,804	\$1,836	\$0	\$0	\$4,230	\$234,407	1.77%
	P.A.T.F #128	\$0	\$0	\$0	\$0	\$2,709	\$2,709	\$2,709	-\$2,709	0.00%
	Motor Vehicle Operations #130	\$381,700	\$4,323	\$20,621	\$13,318	\$8,031	\$8,031	\$46,293	\$335,407	12.13%
	Special Alcohol Programs #132	\$7,883	\$5,325	\$0	\$0	\$0	\$0	\$5,325	\$2,558	67.55%
2.00	Community Corrections #144	\$1,078,757	\$273,158	\$290,120	\$292,332	\$84,846	\$84,846	\$940,456	\$138,301	87.18%
	Capital Improvements Fund #145	\$7,094,212	\$340,614	\$477,977	\$883,097	\$4,655	\$4,655	\$1,706,343	\$5,387,869	24.05%
	Economic Development #146	\$282,275	\$84,052	\$8,944	\$30,834	\$0	\$0	\$123,830	\$158,445	43.87%
	Emergency 911 #148	\$907,952	\$176,295	\$20,170	\$198,701	\$11,466	\$11,466	\$406,632	\$501,320	44.79%
	Solid Waste #150	\$2,700,393	\$472,540	\$745,898	\$799,459	\$253,565	\$253,565	\$2,271,461	\$428,932	84.12%
	County Building #152	\$393,000	\$72,211	\$156,299	\$59,494	\$6,576	\$6,576	\$294,580	\$98,420	74.96%
	Road & Bridge Capital Projects #157	\$3,736,590	\$0	\$6,292	\$805	\$22,816	\$22,816	\$29,913	\$3,706,677	0.80%
	Road & Bridge Capital Projects #188	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	RCPD Operations #173	\$5,300,016	\$1,400,594	\$1,472,957	\$1,143,509	\$27,886	\$27,886	\$4,044,945	\$1,255,071	76.32%
	Landfill Closure #180	\$56,143	\$1,341	\$8,272	\$7,749	\$1,674	\$1,674	\$19,036	\$37,107	33.91%
	Bond & Interest # 181	\$545,592	\$33,644	\$99,535	\$314,374	\$0	\$0	\$447,553	\$98,040	82.03%
	Riley Co Fire Dist #1 #183	\$1,258,295	\$227,309	\$260,669	\$237,439	\$49,424	\$49,424	\$774,841	\$483,454	61.58%
	Riley Co Fire Dist Cap Out #184	\$412,666	\$0	\$0	\$0	\$0	\$0	\$0	\$412,666	0.00%
	Fire Station Projects #185	\$500,000	\$0	\$0	\$5,505	\$195	\$195	\$5,700	\$494,300	1.14%

Attachment: Financial reports 2023 (14286 : Year to date budget and expenditure reports)

2023 YTD BUDGET ACTIVITY

% of Year 83.3

			1st QTR	2nd QTR	3rd QTR	OCT	4TH QTR	TOTAL	AVAILABLE	
	DEPARTMENT	BUDGET	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	BUDGET	% USED
	Keats Capital Project #236	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	University Park W&S #230	\$164,165	\$13,881	\$26,249	\$32,874	\$10,133	\$10,133	\$83,137	\$81,028	50.64%
	Univ Park W/S Reserve #284	\$141,624	\$0	\$20,791	\$46,487	\$1,250	\$1,250	\$68,528	\$73,096	48.39%
	Hunters Island Water #238	\$31,335	\$3,247	\$10,206	\$7,910	\$3,057	\$3,057	\$24,420	\$6,915	77.93%
	Hunters Island Reserve #241	\$10,123	\$0	\$0	\$0	\$0	\$0	\$0	\$10,123	0.00%
	Carson Sewer Operations #239	\$64,083	\$1,636	\$2,923	\$3,306	\$228	\$228	\$8,093	\$55,990	12.63%
	Carson Sewer Reserve #237	\$71,533	\$0	\$0	\$0	\$0	\$0	\$0	\$71,533	0.00%
	Deep Creek Sewer #242	\$15,334	\$513	\$1,068	\$2,870	\$275	\$275	\$4,727	\$10,607	30.82%
	Deep Creek Reserve #243	\$26,056	\$0	\$0	\$0	\$0	\$0	\$0	\$26,056	0.00%
	Moehlman Bottoms #244	\$18,462	\$978	\$4,420	\$2,831	\$1,466	\$1,466	\$9,696	\$8,766	52.52%
	Moehlman Bottoms Reserve #245	\$7,353	\$0	\$0	\$0	\$0	\$0	\$0	\$7,353	0.00%
	Terra Hts Sewer #252	\$47,229	\$1,986	\$2,874	\$7,253	\$1,493	\$1,493	\$13,606	\$33,623	28.81%
	Terra Hts Sinking #254	\$85,216	\$0	\$0	\$0	\$0	\$0	\$0	\$85,216	0.00%
	Konza Water Operations #256	\$109,703	\$7,433	\$21,629	\$18,391	\$5,938	\$5,938	\$53,392	\$56,311	48.67%
	Konza Water Reserve #257	\$164,327	\$0	\$0	\$0	\$0	\$0	\$0	\$164,327	0.00%
	Valleywood Cap Reserve #282	\$94,740	\$0	\$0	\$0	\$0	\$0	\$0	\$94,740	0.00%
	Valleywood Operations #248	\$42,015	\$333	\$805	\$4,049	\$0	\$0	\$5,187	\$36,828	12.35%
	Mertz/McGehee Drainage #322	\$6,183	\$0	\$0	\$0	\$0	\$0	\$0	\$6,183	0.00%
	Lakeside Heights Sewer #285	\$2,500	\$71	\$107	\$255	\$0	\$0	\$432	\$2,068	17.30%
	Lakeside Heights Sewer Capital #286	\$5,759	\$0	\$0	\$0	\$5,000	\$5,000	\$5,000	\$759	86.82%
		\$38,968,900	\$4,421,230	\$5,229,967	\$5,995,738	\$1,348,328	\$1,348,328	\$16,995,263	\$21,973,637	
	Total including General Fund	\$81,437,885	\$14,453,498	\$17,163,917	\$13,662,049	\$4,169,347	\$4,169,347	\$49,448,811	\$31,989,074	

Attachment: Financial reports 2023 (14286 : Year to date budget and expenditure reports)

2023 YTD BUDGET ACTIVITY

% of Year 83.3

COUNTY GENERAL-GENERAL		BUDGET	1st QTR EXP.	2nd QTR EXP.	3rd QTR EXP.	OCT. EXP.	4th QTR EXP.	TOTAL EXP.	AVAILABLE BUDGET	% USED
Personnel	1000	\$87,883	\$9,636	\$8,414	\$6,773	\$46,536	\$46,536	\$71,359	\$16,524	81.20%
Contractual	2000	\$1,292,150	\$292,801	\$313,150	\$342,263	\$94,954	\$94,954	\$1,043,168	\$248,982	80.73%
Commodities	3000	\$2,500	\$247	\$1,220	\$437	\$0	\$0	\$1,904	\$596	76.15%
Misc-Budget Stabilization		\$4,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$4,000,000	0.00%
Capital Outlay	4000	\$2,490,255	\$0	\$682	\$0	\$0	\$0	\$682	\$2,489,573	0.03%
Transfers Out	604	\$0	\$0	\$1,890,133	\$0	\$0	\$0	\$1,890,133	-\$1,890,133	#DIV/0!
Grand Total		\$7,872,788	\$302,683	\$2,213,600	\$349,472	\$141,490	\$141,490	\$3,007,246	\$4,865,542	38.20%
Other Expense Totals		Year-To-Date								
Indigent Attorney		\$296,424								
Incidentals:										
Postage		\$118								
Computer Software		\$0								
Mileage		\$1,182								
Copies		\$4,507								
Misc Fees		\$0								
Meals		\$0								
		\$5,806								
Base Panel fees		\$0								
Off Panel		\$290,618								

Attachment: Financial reports 2023 (14286 : Year to date budget and expenditure reports)

2023 YTD BUDGET ACTIVITY

% of Year 83.3

DEPARTMENT	OCTOBER		OCTOBER	YEAR-TO-DATE THRU OCTOBER		Y-T-D	2023
	2022	2023	DIFFERENCE	2022	2023	DIFFERENCE	BUDGET
Attorney	\$167,532	\$179,757	\$12,225	\$1,678,838	\$1,934,779	\$255,941	\$2,529,299
Clerk	\$84,550	\$91,867	\$7,317	\$825,416	\$963,405	\$137,989	\$1,322,992
County Commissioners	\$15,239	\$16,242	\$1,003	\$172,073	\$186,320	\$14,247	\$276,310
Admin. Svcs/Counselor	\$48,038	\$57,590	\$9,552	\$494,272	\$627,130	\$132,858	\$803,003
Register of Deeds	\$41,212	\$42,863	\$1,651	\$358,973	\$381,241	\$22,268	\$537,353
Treasurer	\$86,207	\$103,733	\$17,526	\$719,676	\$1,074,396	\$354,720	\$1,386,845
District Court	\$13,253	\$17,060	\$3,807	\$147,172	\$133,365	-\$13,807	\$177,000
Emergency Management	\$19,473	\$23,512	\$4,039	\$210,944	\$257,024	\$46,080	\$311,312
Coroner	\$6,304	\$7,470	\$1,166	\$65,892	\$121,826	\$55,934	\$117,000
Juvenile Detention	\$19,867	\$17,409	-\$2,458	\$83,881	\$69,637	-\$14,244	\$101,650
Fair	\$0	\$3,868	\$3,868	\$91,997	\$97,154	\$5,157	\$110,500
Museum	\$29,896	\$37,957	\$8,061	\$279,966	\$373,227	\$93,261	\$466,472
Election	\$40,840	\$43,128	\$2,288	\$484,285	\$420,351	-\$63,934	\$732,394
Ambulance	\$310,096	\$395,378	\$85,282	\$3,097,966	\$3,764,309	\$666,343	\$5,393,865
Appraiser	\$119,964	\$127,420	\$7,456	\$1,236,830	\$1,332,792	\$95,962	\$1,878,456
Planning & Development	\$72,680	\$48,835	-\$23,845	\$501,979	\$493,722	-\$8,257	\$707,392
Budget Appropriations	\$0	\$0	\$0	\$1,628,622	\$1,814,646	\$186,024	\$1,877,098
Insurance	-\$5,812	\$5,048	\$10,860	\$604,314	\$680,298	\$75,984	\$811,218
Information Systems/GIS	\$69,474	\$91,387	\$21,913	\$1,046,255	\$1,158,850	\$112,595	\$1,753,072
County General-General	\$211,271	\$141,490	-\$69,781	\$1,104,726	\$3,006,751	\$1,902,025	\$7,872,788
Public Works	\$471,008	\$1,311,742	\$840,734	\$6,132,859	\$6,566,461	\$433,602	\$9,098,647
Noxious Weed	\$40,317	\$44,396	\$4,079	\$560,292	\$614,077	\$53,785	\$833,997
General Fund	\$1,861,408	\$2,808,152	\$946,744	\$21,527,230	\$26,071,761	\$4,544,531	\$39,098,663

Attachment: Financial reports 2023 (14286 : Year to date budget and expenditure reports)

2023 YTD BUDGET ACTIVITY

% of Year 83.3

DEPARTMENT	OCTOBER		OCTOBER	YEAR-TO-DATE THRU OCTOBER		Y-T-D	2023
	2022	2023	DIFFERENCE	2022	2023	DIFFERENCE	BUDGET
Health Department - 30	\$415,539	\$484,841	\$69,302	\$4,081,922	\$4,490,312	\$408,390	\$5,321,818
Disaster Fund - 3	\$13,000	\$299,430	\$286,430	\$243,602	\$969,867	\$726,265	\$7,209,348
EMS Grants Fund - 52	\$0	\$0	\$0	\$480	\$833	\$353	\$5,356
KS Opioid Settlement - 53	\$0	\$56,656	\$0	\$0	\$56,656	\$56,656	\$0
LATCF Funds - 54	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Register of Deeds Tech Fund - 106	\$0	\$3,000	\$3,000	\$79,773	\$51,308	-\$28,465	\$166,459
Clerk's Tech Fund - 107	\$0	\$0	\$0	\$0	\$0	\$0	\$163,713
Treasurer's Tech Fund - 108	\$0	\$0	\$0	\$77,860	\$0	-\$77,860	\$88,985
War Memorial - 112	\$0	\$0	\$0	\$600	\$360	-\$240	\$11,370
County Auction - 118	\$0	\$0	\$0	\$2,942	\$4,230	\$1,288	\$238,637
P.A.T.F - 128	\$1,623	\$2,709	\$1,086	\$1,623	\$3,289	\$1,666	\$0
Motor Vehicle Operations - 130	\$27,728	\$8,031	-\$19,697	\$334,040	\$46,294	-\$287,746	\$381,700
Special Alcohol Programs- 132	\$0	\$0	\$0	\$1,833	\$5,325	\$3,492	\$7,883
Community Corrections - 144	\$67,726	\$84,846	\$17,120	\$791,805	\$940,455	\$148,650	\$1,078,757
Capital Improvements Fund - 145	\$148,098	\$4,655	-\$143,443	\$1,377,348	\$1,706,343	\$328,995	\$7,094,212
Economic Development - 146	\$0	\$0	\$0	\$113,902	\$123,830	\$9,928	\$282,275
Emergency 911 - 148	\$168,010	\$11,466	-\$156,544	\$376,828	\$406,633	\$29,805	\$907,952
Solid Waste - 150	\$225,875	\$253,565	\$27,690	\$2,105,742	\$2,271,461	\$165,719	\$2,700,893
County Building - 152	\$24,909	\$6,576	-\$18,333	\$231,345	\$294,579	\$63,234	\$393,000
Road & Bridge Capital Projects 1/2 - 157	\$1,554	\$22,816	\$21,262	\$58,696	\$29,913	-\$28,783	\$3,736,590
Road & Bridge Capital Projects 0.2 - 188	\$0	\$0	\$0	\$0	\$0	\$0	\$0
RCPD Operations - 173	\$43,000	\$27,886	-\$15,114	\$3,674,589	\$4,044,946	\$370,357	\$5,300,016
Landfill Closure - 180	\$1,175	\$1,674	\$499	\$18,571	\$19,036	\$465	\$56,143
Bond & Interest - 181	\$0	\$0	\$0	\$451,382	\$447,553	-\$3,829	\$545,592
Riley Co Fire Dist #1 - 183	\$47,962	\$49,424	\$1,462	\$897,029	\$774,840	-\$122,189	\$1,258,295
Riley Co Fire Dist Cap Ou - 184	\$0	\$0	\$0	\$111,006	\$0	-\$111,006	\$412,666
Fire Station Projects - 185	\$0	\$195	\$195	\$150	\$5,700	\$5,550	\$500,000

Attachment: Financial reports 2023 (14286 : Year to date budget and expenditure reports)

2023 YTD BUDGET ACTIVITY

% of Year 83.3

DEPARTMENT	OCTOBER		OCTOBER	YEAR-TO-DATE THRU OCTOBER		Y-T-D	2023
	2022	2023	DIFFERENCE	2022	2023	DIFFERENCE	BUDGET
University Park W&S - 230	\$10,111	\$10,133	\$22	\$78,201	\$83,137	\$4,936	\$164,165
Keats Capital Project - 236	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Univ Park W/S Reserve - 284	\$0	\$1,250	\$1,250	\$24,297	\$1,250	-\$23,047	\$141,624
Hunters Island Water - 238	\$2,536	\$3,057	\$521	\$23,982	\$24,421	\$439	\$31,335
Hunters Island Reserve - 241	\$0	\$0	\$0	\$0	\$0	\$0	\$10,123
Carson Sewer Operations - 239	\$2,944	\$228	-\$2,716	\$13,660	\$8,094	-\$5,566	\$64,083
Carson Sewer Reserve - 237	\$0	\$0	\$0	\$0	\$0	\$0	\$71,533
Deep Creek Sewer - 242	\$298	\$275	-\$23	\$9,438	\$4,726	-\$4,712	\$15,334
Deep Creek Reserve - 243	\$2,620	\$0	-\$2,620	\$11,766	\$0	-\$11,766	\$26,056
Moehlman Bottoms - 244	\$1,056	\$1,466	\$410	\$8,057	\$9,696	\$1,639	\$18,462
Moehlman Botoms Reserve - 245	\$0	\$0	\$0	\$0	\$0	\$0	\$7,353
Terra Hts Sewer - 252	\$362	\$1,493	\$1,131	\$14,084	\$13,605	-\$479	\$47,229
Terra Hts Sinking - 254	\$0	\$0	\$0	\$12,251	\$0	-\$12,251	\$85,216
Konza Water Operations - 256	\$4,613	\$5,938	\$1,325	\$55,335	\$53,391	-\$1,944	\$109,703
Konza Water Reserve - 257	\$0	\$0	\$0	\$4,186	\$0	-\$4,186	\$164,327
Valleywood Cap Reserve - 282	\$0	\$0	\$0	\$0	\$0	\$0	\$42,015
Valleywood Operations - 248	\$0	\$0	\$0	\$3,351	\$5,187	\$1,837	\$94,740
Mertz/McGehee Drainage - 322	\$0	\$0	\$0	\$0	\$0	\$0	\$6,183
Lakeside Heights Sewer - 285	\$1	\$0	-\$1	\$345	\$432	\$87	\$2,500
Lakeside Heights Sewer Cap - 286	\$0	\$5,000	\$5,000	\$0	\$5,000	\$5,000	\$5,759
Total Including General Fund	\$3,072,148	\$4,154,762	\$1,025,958	\$36,819,249	\$42,974,463	\$6,155,214	\$78,068,063

Attachment: Financial reports 2023 (14286 : Year to date budget and expenditure reports)

2023 YTD BUDGET ACTIVITY

% of Year 83.3

[illegible]

Attachment: Financial reports 2023 (14286 : Year to date budget and expenditure reports)

2023 YTD BUDGET ACTIVITY

% of Year 83.3

	2019	2020	2021	2022	2023	Total
Dental	\$0	\$0	\$0	\$0	\$0	\$0
Physician	\$145,388	\$163,648	\$191,373	\$206,854	\$187,324	\$894,587
Laboratory	\$0	\$0	\$0	\$0	\$0	\$0
Hospital	\$0	\$0	\$0	\$0	\$0	\$0
Advertising/Legal	\$0	\$0	\$0	\$0	\$0	\$0
Prescriptions	\$0	\$0	\$0	\$0	\$0	\$0
Bldg Maintenance	\$88,000	\$103,569	\$71,043	\$60,486	\$98,441	\$421,538
Land Rental/Lease	\$1,272	\$0	\$0	\$0	\$0	\$1,272
Office Supplies	\$125	\$0	\$0	\$0	\$0	\$125
Office Space Rental	\$10,525	\$9,625	\$10,500	\$10,500	\$9,000	\$50,150
Juvenile Transport	\$3,735	\$2,144	\$152	\$237	\$0	\$6,269
Water, Electric	\$0	\$252	\$444	\$352	\$169	\$1,217
Storm Drainage	\$203	\$0	\$0	\$0	\$0	\$203
Other Commodities/Contractual	\$8,091	\$693,906	\$91,239	\$21,447	\$0	\$814,683
Budget Appropriation	\$4,291,380	\$4,420,348	\$4,391,746	\$4,597,175	\$3,750,012	\$21,450,661
Total	\$4,548,719	\$5,393,492	\$4,756,498	\$4,897,050	\$4,044,946	\$23,640,705

Attachment: Financial reports 2023 (14286 : Year to date budget and expenditure reports)

2023 YTD BUDGET ACTIVITY

% of Year 83.3

RCPD						
OFF-SITE INMATE MEDICAL EXPENSES PAID BY ADVANCED CORRECTIONAL HEALTHCARE						
INCLUDED IN 2023 \$31,000 POOL						
	1st Quarter	2nd Quarter	3rd Quarter	OCT	4th Quarter	TOTAL EXPENSES
Dental	\$0	\$0	\$0	\$0	\$0	\$0
Physician	\$0	\$6,326	\$603	\$1,356	\$1,356	\$8,285
Laboratory	\$0	\$45	\$0		\$0	\$45
Hospital	\$0	\$0	\$7,880	\$2,187	\$2,187	\$10,067
Prescriptions	\$2,039	\$3,536	\$5,501	\$2,983	\$2,983	\$14,058
Supplies	\$0	\$0	\$3,501		\$0	\$3,501
TOTAL	\$2,039	\$9,907	\$17,486	\$6,526	\$6,526	\$35,957
Savings from Medicaid Rate	\$3,994	\$0	\$0		\$0	\$3,994
\$31,000 Pool Balance				-\$4,957		-\$4,957
Quarterly ADP: (Contract)						
County Inmate (72 base census)	326	346	369	126	126	
Non-County Inmate (0 base census)	0					
Billing Adjustments for prior years	\$0	\$2,466	\$0	\$0	\$0	\$2,466



PUBLIC WORKS
Project Update

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

MEMORANDUM

FROM: John Ellermann, Public Works Director

MEETING: November 13, 2023

SUBJECT: Public Works Project Update

PRESENTER: John Ellermann

Update on the projects and activities by the Public Works staff and crew.

Enclosures:

- 111323 Project Update (PDF)

Project Update

Public Works Department

11/11/2023

Kitten Creek Culvert Replacement (N.5-22.5)

- Approximately 1.5 mi N. of Anderson Ave.
- Olsson and Associates
- Working on easements

Winkler Mills Bridge (H.0-5.9)

- Approximately 0.1 mi. N. of Fancy Creek Rd.
- Bartlett & West
- Bid documents and bid date.

Fancy Creek Bridge (K.0-6.2)

- Approximately 1.25 mi. W. of Tuttle Creek Blvd.
- Schwab-Eaton
- Considered Historic by State Historic Preservation Office
- SHPO approval of documentation of bridge
- [Reese Construction low bid – waiting contract.](#)

Parallel Rd. Culvert (C.7-0.0)

- Approximately 0.2 mi E. of May Day Rd.
- Schwab-Eaton
- Easements and [possible early January bid date.](#)

Flat Rock Rd. Culvert (O.3-1.3)

- Approximately 0.5 mi. W. of Swede Creek Rd.
- SMH
- [Ebert – Box poured, cure time and backfill.](#)

Union Rd Culvert (I.0-0.9)

- Approximately 0.9 mi. S. of Green-Randolph Rd.
- SMH
- [Reece – Box poured, cure time and backfill.](#)

Marlatt Rd Improvement

- Benesch proposal review
- Dennison to Seth Child
- Cost share with City – [trail and Browning Intersection. - MOU](#)

Parks:

- [Tree planting – small saplings and some larger trees.](#)
- [Staining eaves on Keats shelter](#)

- Winterizing irrigation systems.
- Sprayed for broadleaf weeds.
- Installed a covered bench at Keats Park.
- Seeded and overseeded various areas around buildings and parks.
- Pump for Lift station at Fairmont stopped working. TCA scheduled.
- Prepping equipment for winter operations.
- Evaluations

Operations:

- Asphalt shouldering various roads.
- Installed culverts for Townships.
- Made and installed sign for N. County EMS station.
- Pavement markings have been installed.
- Small structure repairs.
- Gravel crew grading roads and cleaning ditches as weather permits.
- Pre-Cast RCB's estimated start dates
 - Homestead Rd – Completed
 - Swede Creek – End of month/first December
- Eric Z. – Snow Rodeo, Denver Co. – 4th in MG, 17th in Loader, 30th in Skid Steer
- Crack filling for Randolph and Riley.

Miscellaneous

- Dump Trucks: All trucks have been delivered and are in service!!!!!!.
- Open Positions: Purchasing Agent,
- University Park Lagoon Project-Lagoon size determined. Continue to work on grant and funding applications. Public Hearing for KDHE SRF – December 14 @10:50. Passed the first stage of approvals for the Small-Town Water & Sewer Infrastructure Assistance Grant. Search for lagoon property. Terracon to perform additional soil sampling.
- RCPS Headquarters Station – Architect and engineers working on final design. Rezoning.
- Local Road Safety Plan – Draft Copy.
- Election Room Door and hardware have been ordered. Ramps to alley installed.
- Working on design schematics, roof, and walls for 4th floor CPE.
- Keats Shelter – Damages over past 2-3 months of use. Checking into charging for or charging a deposit.
- Kansas Ave into Riley – request to lower speed limit from 45 to 30. Resolution and CAR
- Working on specification on equipment approved in CIP.
- Transfer Station restrooms. Out of service to the public.
- Hess & Sons finished scrap metal and white goods.
- Tour of LEC.
-



**COUNTY
COUNSELOR/ADMINISTRATIVE
SERVICES**
Staff Update

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

STAFF REPORT

FROM: Clancy Holeman, Riley County Counselor

MEETING: November 13, 2023

SUBJECT: Pending County Projects County Counselor

PRESENTER: Clancy Holeman, Riley County Counselor

Enclosures:

- FINAL Commission List 11.13.2023 (DOCX)

PENDING COUNTY PROJECTS ▪ June, 2023 and through November8, 2023 Submitted by Clancy Holeman, Riley County Counselor

NOTE: The below lists are not intended to be a comprehensive list of all “pending” Commission or other County Department/Division projects underway. Instead, the below lists represent an ongoing “snapshot” of the current status of selected pending projects which have either consumed significant staff time or involve county issues of widespread significance. Additional entries show selected project work for individual county departments. The sequence of entries below is not intended to reflect the priority assigned to any work described. All entries more than 6 months old have been removed (with the exception of some entries when historical information may be useful). ***Bold type entries are the most recent.***

COMMISSION LIST

I. Projects By Category:

American Rescue Plan: Discussion with staff about possibly engaging consultant to assist County with federal/state requirements in future use of County’s \$14M allocation of ARPA funds. Similar concept to staff’s use of consultant with prior CARES funding. Unlike CARES funding, a primary focus of ARPA funding is infrastructure. (8-31-21)

Board of Riley County Commissioners:) Prepare for public hearing on special use authorization on BOCC agenda 5-1-23. (4-30-23) Attend and participate in 5-1-23 BOCC public meeting. (5-1-23) Return 5-2-23 call from citizen requesting a “fence view.” Leave voicemail. (5-3-23) Discuss with citizen their return call requesting a “fence view.” I’ll send packet for citizen to complete and return, cautioning this matter may not be subject to fence view process. Citizen says they understand that is a possibility. (5-3-23) Attend and participate in BOCC public meeting. (5-4-23) New request for fence view. Advise packet will be mailed to them. (5-4-23) Prepare for BOCC public meeting of 5-8-23. (5-6-23;5-7-23) Attend and participate in regular BOCC public meeting. (5-18-23; 5-22-23; 6-1-23) Work on county budget preparation information. (5-18-23; 5-19-23) Review information from a department on township legal issue.(5-21-23) Work on scheduling future executive session. (5-22-23) Preparation for presentation to BOCC during its June 1, 2023 meeting of City of Ogden “Interlocal Service Agreement”—fourth of those agreements presented to our 4 “small cities”. Prepare correspondence to City of Ogden attorney. (5-30-23) Attend and participate in BOCC meetings. (6-1-23; 6-5-23) Mail City of Ogden attorney fully executed originals of “Interlocal Service Agreement—sales tax reimbursement. (6-5-23) Review request for letter of support from BOCC. (6-6-23) Work on county budget preparation information. (6-6-23) Work on fence view scheduling and notice. (6-5-23; 6-6-23-6-7-23) Prepare requested letters of support for telecommunications providers’ applications for state of Kansas LINC grant program. (6-9-23). Email completed letter of support to contact for one provider, as requested by Cox Communications. (6-12-23) Work on 2 fence view applications. Attend and participate in BOCC public meetings. (6-8-23; 6-12-23) Conversation with opposing counsel on pending litigation in Riley County District Court. (6-14-23) Provide TVT BOCC-signed letter of support. (6-14-23) Work on scheduling fence views. Notices out to applicants and adjoining landowners served by the fence. (6-15-23) Teams meeting with Bond Counsel and Craig, Shelley and Rich about route for financing two pending county projects. I review and approve authorizing resolution and send it on to Bond Counsel for review. (6-21-23) Attend and participate in BOCC meetings.(6-22-23; 6-26-23; 6-29-23) Attend delinquent tax sale. (6-23-23) Work on scheduling of fence view. (6-22-23; 6-23-23; 6-26-23; 6-27-23) Work on and provide letter of support from BOCC for City of Ogden grant application federal program. (6-28-23; 6-29-23; 7-1-23) Work on District Court appeal by Prairiewood of BOCC approval of preliminary and final development plans for Liquid Art Winery. (6-29-23; 7-1-23) Work on county budget analysis for BOCC. (7-2-23; 7-3-23; 7-4-23) Prepare for BOCC public meeting of July 6, 2023. (7-5-23) Communicate with counsel for fence view applicant Hopkins. Request property access address detail. (7-5-23) Attend and participate in BOCC meetings. (7-6-23;7-10-23) Register

Attachment: FINAL Commission List 11.13.2023 (14292 : Clancy's Commission List)

for upcoming KAC zoom on LAVTR. (7-11-23) Work on fence view scheduled for 7-13-23. (7-11-23) Work on scheduling of different upcoming fence view for end of July, 2023. (7-7-23; 7-8-23; 7-9-23; 7-11-23) Work on Bala Township “county property” issue. (7-10-23; 7-11-23) Work on fence view scheduled for 7-13-23. (7-10-23; 7-12-23) Legal analysis of appropriation question involving outside agency. (7-12-23) Attend and participate in BOCC meetings. (7-13-23; 7-17-23) Attend and participate in Hopkins/Pralle fence views. (7-13-23) Final additional notices of Nelson fence view to occur July 24, 2023 prepared and mailed to both parties. (7-14-23) Prepare for 7-24-23 BOCC meeting. Attend and participate in BOCC meetings. (7-20-23; 7-24-23) Attend and participate in Nelson and Rhoton fence view. (7-24-23) Attend and participate in BOCC meetings. (7-27-23; 7-31-23) Work on Hopkins/Pralle fence view. (7-28-23) Attend and participate in BOCC meetings. (8-10-23; 8-14-23) Work on commission agenda report for draft fence view order on Hopkins/Pralle view. (8-14-23; 8-15-23) Attend and participate in BOCC meetings. (8-17-2023; 8-21-23; 8-24-23; 8-28-23; 8-31-23) *Prepare letter of support for City of Ogden grant application.* (9-13-23) *Attend and participate in BOCC meetings.* (9-7-23; 9-11-23) *Assist in finalization of annual County financial audit.* (9-14-23) *Attend and participate in BOCC meeting.* (10-12-23.) *Work on pending litigation “I”.* (10-13-23) *Attend and participate in BOCC meeting* (10-16-23.) *Attend and participate in BOCC meetings.* (10-19-23; 10-23-23) *Work on communication project.* (10-24-23; 10-25-23.) *Review contractual provisions for subsequent use.* (10-25-23.) *Attend and participate in BOCC meeting.* (10-26-23.) *Attend and participate in County/City/USD 383 meeting.* (10-26-23.) *Attend and participate in BOCC public meeting in City of Ogden.* (10-30-23.) *Attend and participate in BOCC meeting.* (11-2-23.) *Prepare for late arrival to BOCC meeting on November 6, 2023.* (11-5-23.) *Work on Fire District project.* (11-7-23)

“Constitutional Protection of County Home Rule”:

County Counselors Association of Kansas:

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

Countywide Emergency Radio Communications System Upgrade: The upgrade is complete. But now the “program” phase has been completed, additional work from this department will be provided, as necessary, during the “maintenance” and “warranty” periods now underway. Discussion with contract administrator for vendor (L3Harris) scheduled for August 27, 2021. Discussion held with vendor contract administrator. Discussion with EM Director (8-30-21). Working toward final documents of “program” phase. Conversation with EM Director. (9-24-21) Conversation with L3Harris contract administrator, moving this matter toward likely resolution by the BOCC on 9-30-21. (9-24-21) Review appropriately continues among EM, KSU and Emergency Dispatch personnel regarding close out of this phase of the project. (9-24-21) Draw Commission Agenda Report and place on 9-30-21 agenda for BOCC review and approval of contract documents. (9-28-21) Discuss final contract documents for agenda separately with EM Director and L3Harris Contract Administrator. (9-29-21) Obtain BOCC approval of Amendment 1 to Master Service Agreement. (9-30-21)

“Dark Store”:

District Court:

Federal Rules on Vaccination Mandate:

First Christian Church: Now this property is “listed” as a “historic site,” there are state law restrictions applicable whenever a “project” is undertaken involving potential repair, damage or destruction of the site or its structure. Discuss text of journal entry proposed by counsel for Respondents. (12-9-22; 12-11-22) Request transcript of Court’s ruling. Arrange for generation of check based on invoice from court reporter. (12-20-22) Work on pending appeal by neighboring property owner. (12-27-22; 12-28-22; 12-29-22) Review transcript and notify opposing counsel I will provide revised version of her proposed journal entry—in order to conform

the journal entry to the text of the transcript. (1-4-23) Provide opposing counsel proposed revised journal entry. (1-29-23) Following exchange of respective journal entries in February, 2023, counsel review proposed changes and agree on final version for filing with court. (2-28-23; 3-3-23; 3-5-23) Prepare notice of appeal, following legal research. (4-3-23; 4-4-23; 4-5-23) File Notice of Appeal in District Court. (4-5-23) Finalize notice of appeal, given appointment of Lyon County District Judge at outset of appeal. Discuss with staff of Lyon County District Court Judge and with Riley County District Court Clerk staff member. Provide copy of notice of appeal to Lyon County District Court Judge who was assigned and heard appeal. (4-6-23) Work on appeal. (5-24-23; 5-30-23; 5-31-23; 6-1-23) Legal research on appeal. (6-2-23; 6-5-23) Work on appeal. (6-13-23; 6-14-23; 6-15-23.) Work with opposing counsel on Court of Appeals request for additional document from me. We are in agreement its equivalent is already part of the Record on Appeal. I will file response with Court of Appeals stating that fact. (7-17-23; 7-19-23) Communication with opposing counsel on immediately preceding issue. (7-21-23; 7-22-23; 7-24-23-7-25-23) Work on immediately preceding response and file with Court of Appeals. (7-21-23; 7-22-23; 7-23-23; 7-24-23; 7-25-23) Court of Appeals has retained jurisdiction based upon my Response to Order to Show Cause. Draft and file Motion for extension of time to file brief in support of County's position. (7-31-23) *Work on record on appeal.* (9-11-23;9-12-23;9-13-23)*Work on Appeal.* (9-14-23;9-15-23;9-16-23;9-17-23;9-18-23;9-19-23; 9-20-23; 10-4-23;10-5-23-10-6-23;10-7-23;10-8-23;10-10-23; 10-11-23.) *Work on appeal.* (10-12-23; 10-17-23; 10-18-23.) *Conversation with opposing counsel and agree to extend her time to file brief.* (11-3-23)

Indigent Legal Services: Attorney contracts for 2022 were created and emailed to current attorneys under contract. (11-3-21) Notice to Riley County Bar Association of at least one attorney vacancy effective January 1, 2022. (11-4-21) Proposed 2022 contracts have been provided to all current lawyers under contracts. None returned as of 11-23-21. No indigent legal service contracts are in place for calendar year 2022. Work on various issues related to this service. (2-10-23; 2-13-23; 2-14-23; 2-15-23; 2-16-23; 2-19-23; 2-20-23; 2-21-23; 2-22-23; 2-24-23; 2-26-23; 2-27-23; 2-28-23; 3-1-23; 3-2-23; 3-3-23; 3-4-23; 3-6-23; 3-7-23; 3-8-23) Work on various issues related to this service. (3-19-23) Work at staff level on compensation for this service. (3-28-23) schedule next staff level discussion of compensation for this service. Discuss with Deputy Counselor compensation for this service. (3-29-23) Work on project. (6-1-23) Work on project. (6-8-23) Draw up final version of CAR; RFP; and Contract. (6-19-23; 6-20-23) Obtain BOCC approval of form RFP and Contract. (6-22-23) Finalize RFP and contract and distribute to local Bar Association membership with encouragement to apply well before August 4, 2023 deadline for proposals because they will be considered as they are submitted. (6-29-23; 6-30-23) Create documents for publication in newspaper and placement on county website for this service. (7-7-23; 7-10-23; 7-11-23; 7-12-23) Deadline for proposals to arrive in Clerk's office 5 p.m. August 4. *Work on issue related to service.* (10-25-23.)

Legislation: Invitations out to state delegation for December 12, 2022 legislative conference, along with copy of agenda. (12-1-22) Reminders out to legislative delegation of 12-12-22 legislative conference. (12-8-22) Preparation for legislative conference. (12-11-22) Attend and participate in legislative conference. (12-12-22) Discuss legislative issue with County Appraiser. Review information and advise. (12-27-22) Discuss with 2 other county's county counselors possibility of linking up both our respective legislative delegations and lobbyists for cooperative action on potential "nuisance abatement" statute during 2023 legislative session. (12-29-22) Discuss with County Clerk and legislative delegation member the RNR statute. (1-3-23) Drive to Topeka and pick up lobbyist badge for 2023 state legislative session. (1-3-23) Week of January 23, 2023: Work on "vacant lot" house bill (HB 2083) and discuss with our legislative delegation; Work on RNR statute modification bill (HB 2002) and provide BOCC written testimony in support. Review legislative issues identified by contract lobbyist. (1-27-23.) Work on Nuisance Abatement legislation proposal on Riley County platform. (1-25-23;1-26-23; 1-27-23) Work on SB 90 and HB 2148—Treasurers' Association auto tag fee bill. (1-26-23; 1-27-23) Review proposed schedule for temporary financing of High Plains Road project. (1-28-23) Review testimony from County Clerk's association on HB & HB involving election matters. (2-6-23) Work on SB 162 (nuisance abatement) (2-9-23;2-10-23) Complete testimony in support and deliver required 75 paper copies to lobbyist for routing to Senate Local Government committee secretary.(2-10-23)

Provide Riley County state legislative delegation, contract lobbyist, and KAC Riley County's testimony in support of SB 162. (2-10-23) Route to Rep. Mike Dodson County Appraiser's input on: HB2232 (Appraiser Qualifications); HB 2319 (tax exemption on business property in competition with property owned or operated by government); HB 2201(requiring 5 years valuations listed on CVNs); HB 2200 (exemption on homestead, retired, military); HB 2220 (5yr property tax exemption on startups); HB 2231 (tax exemptions for daycare); HB2056, HB 2057, HB 2237(no position from appraisers' association or Appraiser). Provide BOCC testimony and our SB 162 to another county at that other county's request—they are struggling with a number of "nuisance" real properties. (2-10-23) Work on SB 1623 and prepare for upcoming legislative hearing. (2-13-23) Attend and participate in legislative hearing on SB 162 before Senate Local Government Committee. (2-14-23) Zoom with Treasurer and County Clerk on SB 248. (3-1-23) Work on SB 248 & 252 analysis for relay to KAC and legislative delegation. (3-2-23;3-3-23; 3-7-23; 3-8-23) Work on analyzing SB 228 (amendment of multiple statutory provisions on jail administration) in response to legislative delegation member's question; after requesting and receiving impact opinion from RCPD on any change county might support for reimbursement of jail inmate medical costs. Communicate with legislator. (3-8-23; 3-13-23;3-14-23) Communicate with contract lobbyist to work on scheduling "virtual" follow up legislative conference with delegation. Work with Cindy K. (3-15-23). Analyze and prepare for discussion of potential litigation in upcoming executive session. (3-15-23) Discuss legislative matter with member of delegation. (3-15-23) Communicate with legislative delegation to schedule virtual follow up legislative conference either April 10, 2023, or April 17, 2023. (3-16-23) Communicate with contract lobbyists. (3-17-23) Communicate with responding delegation members about their preferred dates. (3-18-23;3-19-23) Review communication from delegation member on pending bills. (3-19-23) Communicate with County Appraiser on proposed SCR freezing real property tax values at no more than 3% increase annually.(3-19-23) Work with PIO and County Appraiser on public statement regarding legislative item. (3-20-23; 3-21-23 Respond to staff communication on apparent status of SB 248 (exemption for "food" in existing and future local sales taxes) and HB 2002 (RNR notice costs paid by the state). (3-22-23) Work at county staff level on SB 248; SB 252. (3-1-23; 3-2-23; 3-3-23) Prepare for discussion with BOCC I'll suggest at tonight's public meeting in City of Riley. (3-30-2023) SB 323—requiring election of all county appraisers statewide. (3-30-23) Work on H Sub SB 42. Discuss with contract lobbyist. (4-2-23; 4-3-23) Work with PIO and County Appraiser on possible press release regarding SCR 1610. (3-21-23; 3-22-23) Prepare for March 27, 2023 Intergovernmental Luncheon and legislative update to present. (3-26-23) Attend and participate in Intergovernmental Luncheon—statutory update. (3-27-23) Work with PIO and County Appraiser on possible press release regarding SCR 1610. (3-27-23) Email delegation invitation to virtual follow up legislative conference scheduled for April 10, 2023, 10:30-11:30 a.m. (4-3-23) Review amended HB 2002—eliminating that portion of existing locally voter approved sales taxes generated by food sales; SCR 1611—4% ceiling on annual property valuations. (4-6-23) Draft agenda for 4-10-23 virtual legislative conference. Invitations out to contract lobbyist and KAC lobbyist. (4-7-23) Discussion with county's contract lobbyist on status of various legislative items following legislature's 4:30 a.m. adjournment Friday morning. (4-7-23) Draft agenda for virtual legislative conference. (4-7-23) Assist BOCC with conducting virtual legislative conference. (4-10-23) Review portions of 127-page Conference Committee Report on SB 8 "competition" and a host of other legislative issues. (4-27-23) Conversation with contract lobbyists to schedule teams meeting. (8-2-23) Communicate with contract lobbyists to schedule upcoming Teams meeting. (8-3-23; 8-4-23;8-6-23) Prepare for Thursday upcoming presentation to BOCC of 2024 session legislative requests for KAC legislative platform. (8-6-23) Teams meeting with contract lobbyists. (8-9-23) Meeting with member of state legislative delegation and BOCC member. (8-21-23) Attend and participate in first KAC legislative policy committee meeting. (8-30-23) *Discuss with BOCC potential annual legislative conference dates in December, 2023.(10-16-23) Notify delegation members conference scheduled on the following date which worked for a majority of responding legislators: December 14, 2023, noon to 2 pm. (10-26-23) Work on agenda for legislative conference (10-27-23; 10-30-23)*

Leonardville North County EMS Station: Follow up call to City of Leonardville attorney. (4-11-23) Set up phone appointment with City of Leonardville Attorney—to discuss having city begin process of opening the

easement as an alley for access to the site. (5-3-23) Phone discussion with City of Leonardville attorney and arrange for teams meeting next Tuesday (5-9-23) with him, Craig and me to discuss details of City legally “opening” alley to site of ambulance and performing tree trimming along that alley. (5-3-23)

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

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

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

Riley County Annual Legislative Conference: Discussion with County Register of Deeds to schedule meeting week of December 5th to review documentation of long-term revenue loss to Riley County caused by legislature’s past elimination of the mortgage registration fee. (12-1-22) Work preparing for 12-12-22 legislative conference. (12-8-22; 12-11-22) Discuss legislative conference information with County Appraiser. (12-8-22) Discuss legislative conference information in meeting with County Register of Deeds. (12-9-22) *Work with members of delegation; 2023 Annual Legislative Conference scheduled for Thursday, December 14th, from noon to 2 p.m., BOCC chambers. (10-23-23) Conversation with member of delegation—confirming member will attend. (10-24-23.)*

Riley County District Court: Discussion regarding BOCC consideration of funding potential “resolution docket” to assist with case backlog. (4-27-23)

Rural Economic Development Advisory Board:

Staff Budget and Planning Committee:

White Canyon Benefit District: White Canyon benefit district’s residents’ request, made during this date’s public commission meeting, asking whether Riley County willing to supplement the cost of the benefit district’s proposed private road improvement project. No dollar figure provided by benefit district residents. County staff instructed to provide BOCC at upcoming meeting most recent Riley County Public Works’ “estimate” of “northern route” as an option to current benefit district project proposed. (8-30-21)

II. Projects by Department or Division:

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

Riley County Appraiser’s Office: Discuss separate exemption through bond issue. (5-3-23) Analyze IRB issue and advise Department Head. (5-5-23) Advise on legal question. (5-19-23) Assist Dept. Head with legal issue. (5-30-23) Advise on separate legal issue different from immediately preceding first two issues. (5-30-23) Discussion with Department Head. (6-13-23) Return call from Department Head. Discussion with Department Head of legal issue. (6-14-23) Meeting with County Appraisal and legal staff on nuisance property issue. (6-14-23) Communicate with Department Head on legal issue. (6-20-23) Assist and advise Dept. Head on BOTA issue. (7-18-23;7-19-23) Advise Department Head on BOTA issue. (7-20-23)

Communicate with Department Head and Deputy County Counselors about BOTA issue. (8-9-23) Communicate with Department Head and this office's Deputies regarding property tax exemption issue. (8-13-23) Communicate with Department Head and this office's Deputies regarding property tax valuation issue. (8-13-23) Discuss with Department Head and advise on legal issue. (8-14-23; 8-15-23)

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

Riley County Clerk: Assist with KORA issue. (5-3-23) Assist with same KORA issue through communication with outside requester; communication with I.T. based on prior provision of similar information requested in 2021. (5-4-23) Work on request for electronic data. (5-22-23; 5-23-23; 5-26-23) Discuss contract issue. (6-2-23) Discuss contract issue. (6-13-23; 6-14-23) Work on same contract issue. (6-14-23) Teams meeting with Clerk and Election Supervisor on contract issue. (6-15-23) Confirm with County Clerk and Election Supervisor vendor has agreed to contractual provisions attachment; advise to place on BOCC agenda of public meeting on 6-22-23. (6-19-23) Work on separate proposed contract. Schedule Teams Meeting with Department Head and Election Supervisor for 6-21-23. (6-20-23) Teams meeting with Department Head and Election Supervisor on contract issue. Discuss. (6-21-23) Work with staff and advise on open records act issue. (7-24-23; 7-25-23; 7-26-23) Work on new open records act issue. (7-27-23; 7-28-23; 7-31-23; 8-1-23) Work on open records act issues. (8-2-23; 8-3-23; 8-4-23; 8-7-23; 8-8-23; 8-9-23) *Advise and assist on open record act issue. (9-12-23; 9-13-23) Schedule meeting with staff of two departments to plan means of addressing particular type of KORA request in most fair and efficient manner to reduce, potentially, two departmental workloads. (9-13-23; 9-14-23) Reschedule forgoing meeting to 10-27-23. (10-19-23) Work on contract law issue. (10-24-23) Assist with legal issue. (11-3-23; 11-5-23; 11-6-23.)*

Riley County Community Corrections:

Riley County Emergency Management: *Work on project issue. (11-7-23; 11-8-23)*

Riley County Emergency Medical Services: City Commission has asked counsel for both entities to develop a document allowing County use and potential improvements to alley providing access to lot purchased by County for North County ambulance station. I send email to counsel for City of Leonardville advising of this and inviting him to call me to discuss. (12-7-22) City Attorney responds and confirms parties understand what's necessary. Consultation with Craig. (12-8-22) Discuss with Department Head arrangement for site visit on 12-21-22. (12-20-22) Site visit with Department Head and Deputy County Counselor to be rescheduled. (12-21-22) Work on North County ambulance station design project. Discuss with Department Head. (1-29-23) Respond to communication from outside counsel on pending matter. (3-19-23) Prepare for teams meeting tomorrow morning on opening of alley easement for estimated September, 2023 completion of Leonardville North County Ambulance station. (5-8-23)

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

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

regarding University Park's agreement to contract terms for land swap as relayed previously by Department Head to University Park Advisory Board members. (4-27-23) *Work on contract law issue. (11-7-23; 11-8-23.) Work on separate contract law issue. (11-7-23)*

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

Riley County Health Department: Advise Department Head on issue involving small city. (6-19-23) *Work on contract law issue. (10-12-23;10-13-23.)Work on contract law issue. (10-19-23;10-23-23; 10-24-23.)*

Riley County Historical Museum:

Riley County Human Resources. (5-3-23) Work with HR and Department Head on personnel issue. (5-4-23) Discuss with staff "COVID" working group (Ambulance; RCHD; HR; Clerk) end of the public health emergency and benefits question raised. ((5-4-23) Communicate with HR and Department Head on personnel issue. (5-4-23) Discussion with Deputy County Counselor Woodard regarding legal issues surrounding immediately preceding legal issue. (5-4-23) Work on immediately preceding issue. Communicate with HR and Department Head. Schedule meeting with HR and Department for 5-5-23 (5-4-23) Meet with HR and assist with unrelated personnel issue. (5-4-23) Meet with Department Head and Deputy Counselor Woodard on issue scheduled on 5-4-23. (5-5-23) Teams meeting with HR and department leadership on personnel issue. Follow up with HR on same personnel issue. (5-8-23) Conversation with HR on different personnel issue. (5-8-23) Discuss personnel issue with HR Director. (5-19-23) Work on personnel issue. (5-22-23) Communicate with HR on pending litigation matter. (5-22-23) Assist HR with personnel issue. (5-31-23) Assist HR with personnel issues. (6-6-23) Assist HR with contractual issue. (6-7-23) Assist HR and county department with personnel issue. (6-12-23) Exchange communications with HR and department about personnel issue discussion rescheduling. (6-16-23) Communication from Dept. on personnel issue. Analyze. (6-15-23) Work on legal issue for Department. (6-25-23) Assist Department with legal issue. (6-26-23) Assist Director and a Department Head with HR matter. (7-11-23; 7-12-23) Discuss 3 different personnel law issues with Director. (7-18-23) Advise Department on 2 unrelated personnel law issues. (7-21-23) Discuss personnel law issue. (8-2-23) Communicate with HR regarding legal issue. (8-9-23) Communicate with HR regarding search to fill vacant Legal Assistant Position. (8-13-23) *Finalize Greed Dot Contract. (9-12-23) Conversation with HR. (10-12-23.) Review example of proposed Performance Review new form to be completed by 10-16-23.(10-12-23) Work with a department on HR issue "IV." (10-13-23.) Work with Department on unrelated HR issue("V"). (10-16-23.) Work with Department on unrelated HR issue "VI".(10-16-23.) Work with department on Personnel issue I. (10-19-23;10-23-23; 10-25-23.) Work with division on personnel law issue II. (10-24-23.) Work with Division and Department Head on personnel law issue II. (10-25-23;10-26-23;10-27-23;10-28-23-10-29-23;10-30-23) Work with Division and Department Head on personnel law issue. (11-1-23.) Work with Division and Department on personnel law issues. (11-2-23;11-3-23; 11-5-23;11-6-23.)*

Riley County Information Technology/GIS Follow up on "shapefile" request from company. (6-5-23) *Work with department on contract law issue. (10-24-23.)*

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

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

Attachment: FINAL Commission List 11.13.2023 (14292 : Clancy's Commission List)

Riley County Public Information Officer: *Conversation on lawful options for final version of BOCC minutes. (10-24-23.)*

Riley County Planning & Development: Relay information obtained to Planning & Development. (5-3-23) Assist Dept. Head with road renumbering issue. (5-30-23) Draw up agreed order withdrawing my motion finding requests for admission provided appellant are admitted. File approved order electronically. (6-5-23; 6-6-23) Schedule meeting with Department Head and staff on nuisance property. (6-9-23) Work on benefit district project and its authorization. (6-12-23; 6-13-23) Communicate with staff on nuisance property. (6-14-23) Work on Prairiewood appeal to District Court. (7-25-23; 7-26-23) Communicate with staff on different property in violation of county codes. (7-27-23) Work on Prairiewood appeal to District Court. (8-1-23; 8-2-23) Work on Prairiewood appeal to District Court. (8-3-23; 8-4-23; 8-6-23; 8-7-23; 8-8-23; 8-9-23) Work on Prairiewood appeal to District Court. (8-10-23; 8-11-23; 8-12-23; 8-13-23; 8-14-23; 8-15-23; 8-16-23) Work on Prairiewood appeal to District Court. (8-17-23; 8-18-23; 8-19-23; 8-20-23; 8-21-23; 8-22-23; 8-23-23; 8-24-23; 8-25-23; 8-26-23; 8-27-23; 8-28-23) Represent County in District Court hearing on Prairiewood appeal. (8-29-23) *Conversation with landowner. (10-12-23.) Review and approve Comprehensive Plan resolution "as to form" for 10-16-23 BOCC meeting. 10-12-13.) Work on pending litigation. (10-13-23) Work on pending litigation "III". (10-13-23.) Work on pending project "I". (10-13-23.) Conversation with opposing counsel in pending appeal "II." (10-13-23) Work on benefit district project. (11-6-23; 11-7-23.) Work to schedule meeting with business and staff on different pending legal issue. (11-7-23; 11-8-23)*

Riley County Public Information Officer: (5-8-23) Further communication with PIO and working group about same informational program. (5-8-23) Communication from PIO requesting legal advice. (7-24-23)

Riley County Public Works:) Discuss with Department Head and Assistant County Engineer transfer station operation. (5-2-23) Work toward potential agreement on parking lot. (5-3-23) Work toward potential agreement on parking lot. (5-4-23) Discuss potential contract and bid documents on culvert replacement. Advise Assistant County Engineer. (5-5-23) Communicate with Staff on completion of review of contract issue. (5-19-23) Analyze contract issue on separate project at request of Department Head. Discuss with Department Head. (5-19-23) Teams meeting with Department Head on lease issue; and on township issue. (5-23-23) Communicate with landowner. (5-24-23) Continue work on lease issue. (5-24-23; 6-6-23) Work on same lease issue. (6-11-23; 6-12-23) Discuss transfer station operation with Department Head and Assistant County Engineer (6-12-23; 6-13-23; 6-14-23) Work on benefit district project and its authorization (6-12-23; 6-13-23) Discuss transfer station issue with Department Head and Assistant County Engineer. (6-14-23) Communicate with Department Head and Assistant County Engineer about opportunity to Teams Meet with Operator and his counsel 6-23-23. (6-19-23) Send invitations for Teams Meeting to Operator, his counsel, Department Head and Assistant County Engineer. (6-20-23) Work on parking lot lease project. (6-19-23; 6-20-23; 6-21-23; 6-22-23; 6-26-23) Work on contract for transfer station. Communicate with Department Head and Assistant County Engineer. (7-1-23) Communication from KDOT on City of Ogden bridge inspection. (7-1-23) Work on contract for transfer station. (7-1-23; 7-2-23; 7-5-23) Review and approve "as to form" term sheets and associated bond counsel documents for financing of two distinct scheduled construction projects. (7-20-23) Work with bond counsel on financing for two distinct scheduled projects. (7-24-23; 7-25-23) Review and approve as to form contract documents for public safety headquarters construction project—Construction Manager at Risk. (7-27-23) Work on contract for transfer station. (8-3-23; 8-4-23) Review for BOCC signature at this Thursday's scheduled public meeting, proposed final contract returned today by transfer station operator. (8-14-23) *Discuss land use issue with Department Head. (10-12-23.) Communicate with potential vendor on project. (10-13-23.) Communicate with county insurer on project. (10-13-23.) Contract law issue. (11-6-23.)*

Attachment: FINAL Commission List 11.13.2023 (14292 : Clancy's Commission List)

Riley County Register of Deeds: Discuss legislative conference issue with Department Head. (12-6-22; 12-7-22) Advise on legal issue. (2-12-23) Communicate with Department head on deed issue. (3-17-23) Discuss with Deputy Counselor correction deed prepared for filing. (3-28-23) *Communicate with three offices, their staff and department heads on common legal issue. (11-7-23) Communicate with department head on same issue. (11-8-23)*

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

RILEY COUNTY POLICE DEPARTMENT—Administered by Law Enforcement Agency (“Law Board”):

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

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

Administrative Matters: Discuss with HR CAR I'll prepare for transition of Counselor position based upon my scheduled 2025 retirement. (5-19-23) Work on transition of Deputy position given incumbent's scheduled retirement. (5-22-23;5-23-23) Discuss and decide with staff on renewal of “Hawver” subscription. (5-30-23) Register for June 20 webinar on Title VI requirements under ARPA; to be conducted by Officer of Recovery. (6-5-23) Information to Office Manager on invoice for Westlaw. (7-5-23) Partners' Meeting. (7-21-23) Review and approve proposed CAR drafted by H.R. for upcoming position vacancy due to a retirement. (7-27-23) Work with HR and staff working group preparing for candidate interviews for 2 positions. (7-27-23;7-28-23) Staff meeting to discuss departmental input, as requested by PIO, on survey regarding retention and recruitment and retention. Provide info to PIO. (8-2-23) Review, approve Department timecards.(8-6-23) Work on transition of department for upcoming vacancy in Office Manager position. Review all internal applications. Communicate with both Riley County Deputy County Counselors and H.R. Director. (8-6-23) Work on transition of department to fill vacancy in Legal Assistant position. (8-10-23;8-11-23; 8-13-23)Review City/County/County agenda for 8-17-23 meeting. (8-13-23) Work on upcoming retirement receptions for department. (8-11-23; 8-14-23; 8-15-23;8-16-23;8-17-23) Continued work on transition of department to fill vacancy in Legal Assistant position. (8-15-23) Participate in panel interview of candidate for Legal Assistant I position.9 (8-18-23) Attend retirement reception in BOCC chambers for Jill Seaton. (8-31-23)

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

County Counselor Association of Kansas:

Department Head Committee: Attend and participate in committee meeting. (7-5-23) Attend and participate in meeting. (7-19-23) Attend and participate in committee meeting. (8-2-23) *Attend and participate in Committee Meeting. (10-18-23) Attend and participate in committee meeting. (11-1-23.)*

Intergovernmental Luncheon:)

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

Kansas Association of Counties:

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

Staff Riley County Employee Recognition Day Planning Committee: Attend and participate in committee work planning Employee Recognition Day. (6-20-23) Analyze proposed venue contract. Conversation with County's insurer. Voicemail left with PIO. (7-5-23) Attend and participate in Committee meeting (7-18-23) Communicate with sales representative for AMC Theatre. (8-2-23; 8-3-23) Communicate with AMC representative and our insurer regarding event. (8-13-23) Attend and participate in committee meeting. (8-15-23) Communicate with our insurer and attorney for venue regarding Recognition Day. (8-15-23) Communicate with attorney for venue regarding Recognition Day. (8-16-23; 8-17-23) *Attend and participate in Employee Day. (10-9-23.) Work on future Employee Recognition Day issue. (10-18-23)*

Staff Road Renaming Committee:

County Officials' Luncheon Agenda

Monday, November 13, 2023

12:00 pm - 1:00 pm
BOCC CHAMBERS

- Three Topics to discuss today:
 1. Incident Support Team – Russel Stukey
 2. Milestone and Employee Recognition – Elizabeth Ward
 3. Strategic Planning 2024 – Elizabeth Ward
- AJ's Pizza will be provided.
- Please RSVP to Cindy Kabriel by Thursday, November 9th at 5pm so she can estimate appropriately for the lunch order.
(ckabriel@rileycountyks.gov)