



**Board of Riley County
Commissioners
Regular Meeting
Agenda
November 17, 2022**

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

Cindy Kabriel
785-565-6200

Commission Chambers

9:00 AM

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

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

[District 1 – John Ford, Member](#)

9:00 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Highway Use Permit, Cox Communications
4. Retail Dealer's 2023 Cereal Malt Beverages License for Stagg Hill Golf Club
5. 2023 Riley County and Pawnee Mental Health Services Contract
6. Approve payroll/accounts payables (when completed)

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Nov 14, 2022 8:30 AM

Review Tentative Agenda

8. Tentative Agenda

Press Conference Topics

9. Discuss Press Conference

9:15 AM

Amy Manges, Register of Deeds

10. Year-To-Date-Revenue

9:30 AM

Clancy Holeman, Counselor/Director of Administrative Services

11. Administrative Work Session

9:50 AM

Shilo Heger, Treasurer

12. October 2022 Revenue Reporting - Riley County Treasurer

- 10:00 AM Gary Fike, County Extension Director**
13. November 2022 Extension Staff Report
- 10:15 AM Kurt Moldrup, Interim RCPD Director**
14. RCPD update
- 10:30 AM John Ellermann, Public Works Director/County Engineer**
15. Construction Management at Risk Selection Phase I

Adjournment**Announcement**

Good Morning Manhattan Virtual Meeting will be held today 7:30 - 8:30 a.m. via Zoom.

Beginning at 7:30 a.m. Thursday, November 17, 2022 lasting until approximately 8:30 a.m., the BOCC will be in its usual public meeting location, joining a Zoom meeting hosted by the Chamber of Commerce. This Chamber of Commerce Zoom call will be placed on a speaker phone, so BOCC members can “listen” to the presentations made by the scheduled speakers. But BOCC members will not participate in the Chamber of Commerce meeting. BOCC members will be “muted” during the Chamber of Commerce Zoom call.

Members of the Public are welcome to attend, in the BOCC Chambers, beginning at 7:30 a.m., on the above date, in order to listen to the Chamber of Commerce Zoom call.

At the conclusion of the Chamber of Commerce’s Zoom call, the BOCC will be on break until 9:00 a.m., when the regular meeting of the BOCC will begin at the BOCC’s same usual public meeting location. Riley County will begin its live stream of its regular meeting beginning at 9:00 a.m.

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.



PUBLIC WORKS
Permit

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

COMMISSION AGENDA REPORT

FROM: Shannon Sterling, Administrative Assistant II

MEETING: November 17, 2022

SUBJECT: Highway Use Permit, Cox Communications

PRESENTER: John Ellermann, PE, Director of Public Works

BACKGROUND

Cox Communications is requesting permission to work in the right of way to replace 345 feet of CIC along Rocky Ford Avenue.

RECOMMENDATION(S)

Staff recommends approval of the Highway Use Permit as presented

POSSIBLE MOTION(S)

Move to approve the Highway Use Permit granting the Cox Communications permission to complete the work as outlined on the Permit.

The Board agreed by consensus to

Enclosures:

- 11.01.22_Cox Communications_Rocky Ford Ave (PDF)

**Riley County Public Works Department
Highway Use Permit - Document Management Form**

Project Number: NR – 117403, Rocky Ford Avenue

Requesting Party: Cox Communications, 901 George Washington Blvd, Wichita, KS 67211

Processing Procedure: Date and initial completed steps.

1. The public works department sends a copy of the document management form and permit to Operations Manager (OM) & Assistant County Engineer for recommendation.

Comments: Ensure all areas are backfilled, re-establish elevations and repair the existing right of way profiles within the work area. Maintain proper traffic control procedures during construction. **PROPERLY REPAIR ANY DAMAGE TO ROCK OR ASPHALT SURFACES.**

Signature: *[Signature]* 11/9/22

2. The public works department sends a copy of Highway Use Permit to Township for recommendation. Township will call Public Works with any recommendations, if applicable.

Comments: Manhattan Township - No Comments

The public works department attaches document management form to permit and gets recommendation signature from County Engineer. If recommended proceed by submitting scanned .pdf file (to include: Doc. Management Form and Original Highway Use Permit, with County Engineer signature and any additional maps or pages) to Minute Traq for scheduling of Commission meeting agenda. Place "Sign Here" post-it on original and deliver original to County Clerk's designated employee. Keep one copy here for our files.

Date 11/9/22 by SS

3. County Clerk via Minute Traq schedules permit to be signed by Chairman during next BOCC business meeting.
4. BOCC Chairman signs and dates permit. County Clerk produces 2 copies of permit including attached maps and sends to Administrative Clerk Public Works **the next business day**. County Clerk keeps original.
5. The public works department distributes copies of permit received from County Clerk.

CC: Petitioner ☐

Operations Manager ☐

Township Trustee: Shawn Linenberger (if on Township Road) ☐

Highway Use Permit filed with Document Management Form attached ☐

Date _____ by _____

Submitted by: _____

Date Submitted: _____

Attachment: 11.01.22_Cox Communications_Rocky Ford Ave (12985 : Highway Use Permit)

Permit No. _____

APPLICATION FOR HIGHWAY USE PERMIT

Riley County, Kansas

Michael Clingan
Applicant Name

Replacement of underground coax
Type of Construction

901 S George Washington Blvd
Applicant Mailing Address

Wichita
City

KS
State

67211
Zip

Applicant hereby requests permission to Replace 345' of CIC crossing Rocky Ford Ave
along and/or across the public roads of Riley County, Kansas, according to the details and route shown on the attached plans and standards
for said construction.

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

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

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

Submitted by:

Michael Clingan
Submitter's signature

11/1/2022

Date

Michael Clingan LUC Agent
Printed Name & Title

785-215-6720
Submitter's Telephone Number

SpliceCo Incorporated
Contractor Name

wicrow@cox.com
Submitter's Email Address

816-309-6605
Contractor Telephone Number

12/10/2022
Proposed Date of Construction

60 days
Estimated Duration of Construction

RECOMMENDED BY:

John Ellerman
Riley County Engineer

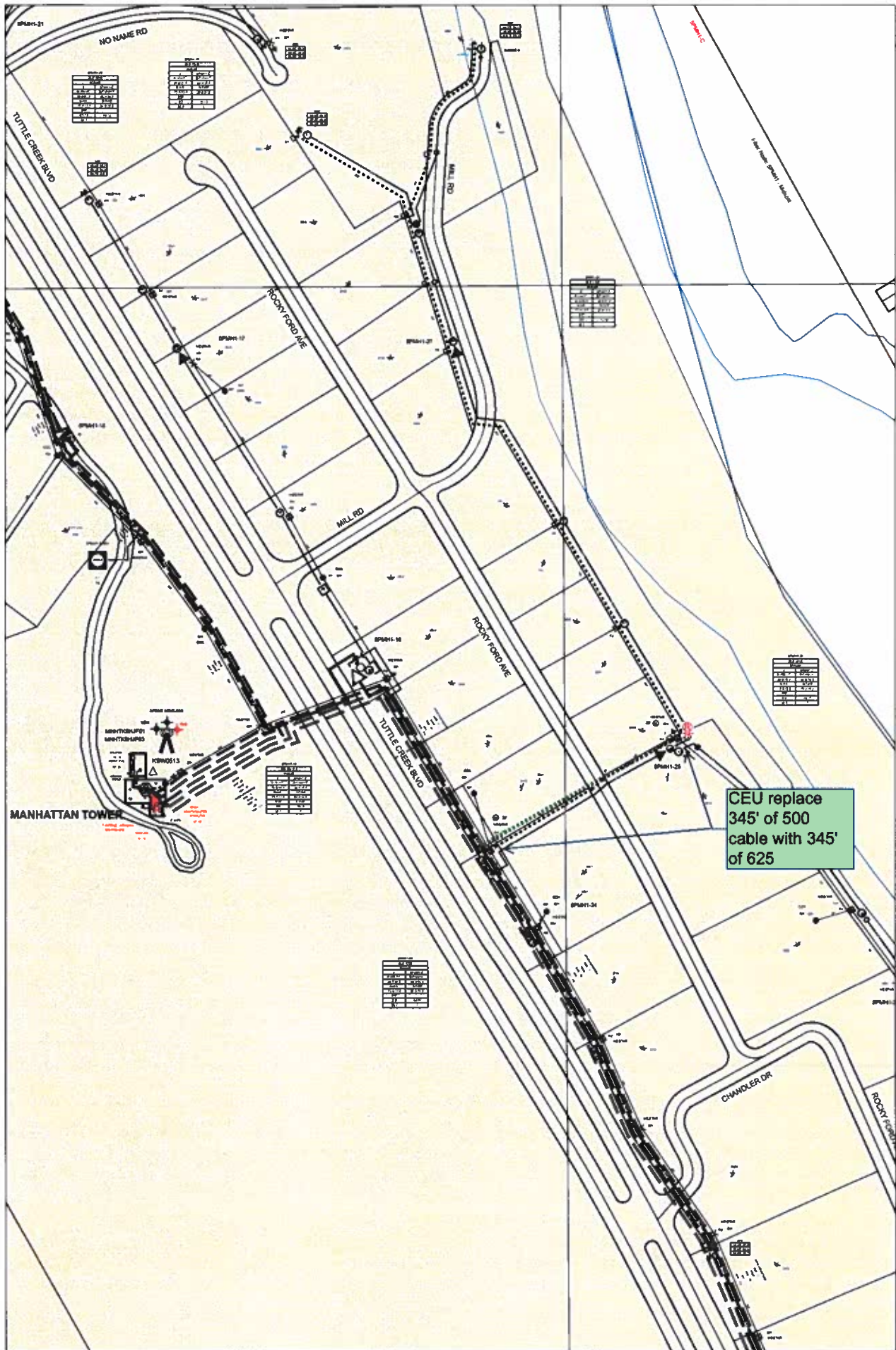
Permit granted this ____ day of _____, 20____.

BOARD OF COUNTY COMMISSIONERS
RILEY COUNTY, KANSAS

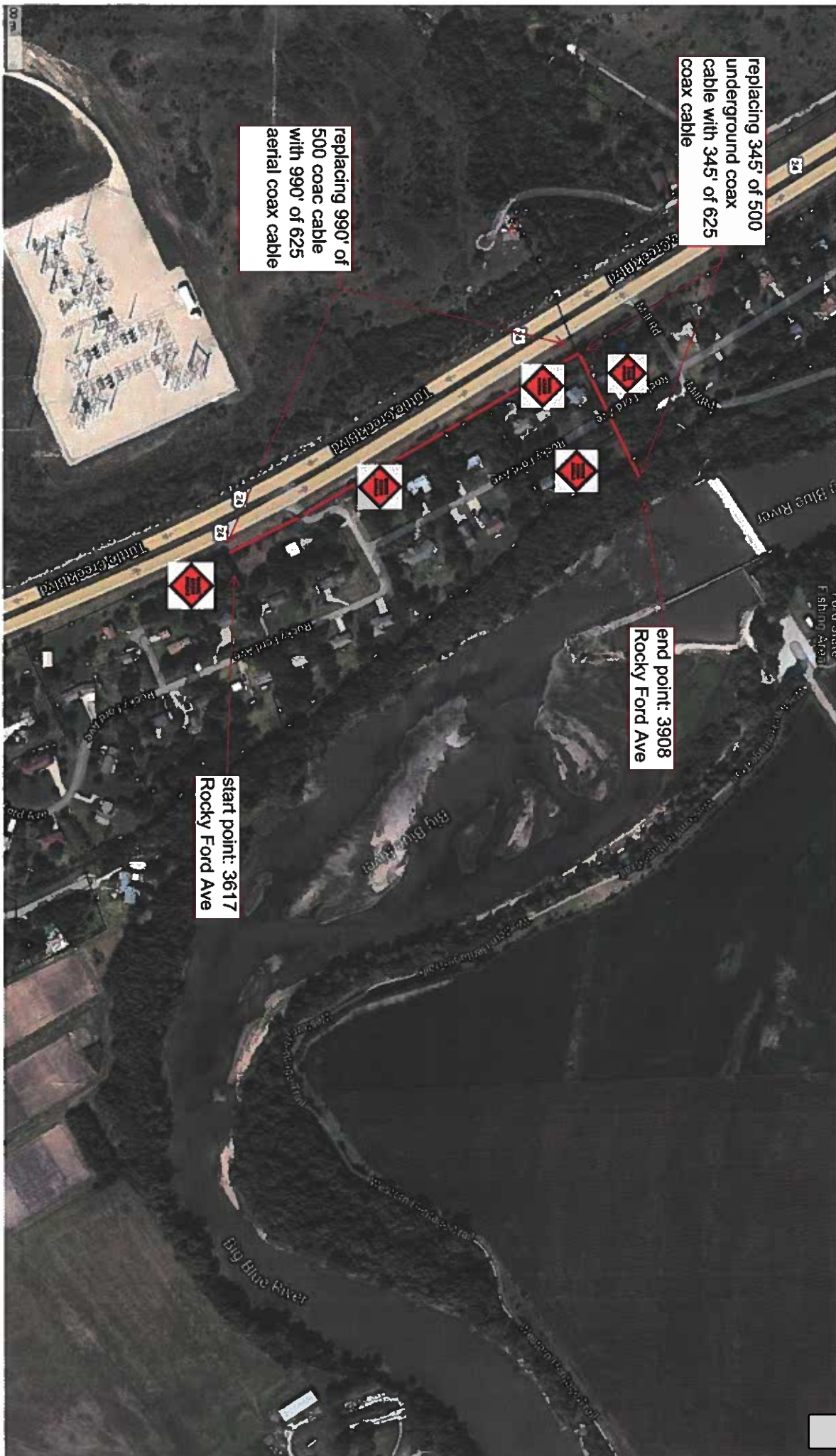
Chairperson

OFFICE USE ONLY:

Application Fee: \$100.00\$1,000 Deposit X Bond _____ Letter _____Receipt No. 012934 Date: 11-1-22Signature: Shelley



Notes: NR-117403-south Site Survey-4140 Tuttle Creek Blvd-Manhattan





COUNTY CLERK & ELECTIONS
License

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

COMMISSION AGENDA REPORT

FROM: Annaliese Trout, Account Clerk/License

MEETING: November 17, 2022

SUBJECT: Retail Dealer's 2023 Cereal Malt Beverages License for Stagg Hill Golf Club

PRESENTER: Rich Vargo, County Clerk

POSSIBLE MOTION(S)

Move to sign a Retail Dealer's 2023 Cereal Malt Beverages License for Stagg Hill Golf Club, 4441 Stagg Hill Road, Manhattan, Kansas 66502.

Move to deny

Enclosures:

- 11-17-22 Retail Dealers 2023 License CMB Stagg Hill Golf Club (PDF)

KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES

Fee, \$ 125

RETAIL

No. 1

DEALER'S

2023

LICENSE

TO ALL WHOM IT MAY CONCERN:

License is hereby granted to Stagg Hill Golf Club to sell at retail

CEREAL MALT BEVERAGES

Consumption on Premises

(State if for consumption on the premises, or for sale in original and unopened containers and not for consumption on the premises.)

at 4441 Stagg Hill Rd Manhattan, KS 66502
(Give exact location, with street number, if any.)

in the Township of Manhattan in Riley County, Kansas,
Application therefor, on file in the office of the County Clerk of said County, having been approved by the governing body of said Township, as provided by the Laws of Kansas, and the regulations of the Board of County Commissioners.

This License will expire December 31, 2023, unless sooner revoked, is not transferable, nor will any refund of the fee be allowed thereon.

Done by the Board of County Commissioners of Riley County, Kansas,

(SEAL) this 17th day of November, 2022

Attest: _____

County Clerk

Chairman

Form B-374



COUNTY CLERK & ELECTIONS
Contract

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

COMMISSION AGENDA REPORT

FROM: Darell Edie, Budget & Finance Officer

MEETING: November 17, 2022

SUBJECT: 2023 Riley County and Pawnee Mental Health Services Contract

PRESENTER: Rich Vargo

POSSIBLE MOTION(S)

Move to approve the 2023 Riley County and Pawnee Mental Health Services contract.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- Riley County and Pawnee Mental Health Services Contract 2023 (PDF)

CONTRACT

Riley County and Pawnee Mental Health Services

THIS CONTRACT, made and entered into this 7 day of November, 2022 by and between the Board of County Commissioners of Riley County, Kansas, hereinafter referred to as "Board," and Pawnee Mental Health Services, a non-profit corporation, an established and licensed community mental health center of Kansas, hereinafter referred to as "Center."

WHEREAS, the Board of County Commissioners of Riley County, Kansas have determined to contract for mental health services within Riley County, Kansas, with a non-profit corporation, pursuant to K.S.A. 19-4007; and

WHEREAS, Pawnee Mental Health Services is a Kansas not-for-profit corporation, established and licensed community mental health center; and

WHEREAS, the parties desire that Pawnee Mental Health Services provide mental health services for the citizens of Riley County, by contract;

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, it is understood and agreed by the parties hereto as follows:

1. **SERVICES TO BE RENDERED:** The Center agrees to provide all services required of a licensed community mental health center to the residents of Riley County, such as but not limited to Outpatient Services, Community Support Services, Consultation and Education, and Emergency Services.
2. **TERM:** The term of the contract shall be from January 1, 2023 to December 31, 2023. Negotiations for the renewal of this contract shall be completed by the parties hereto on or before July 15, 2023. In the event the Center anticipates renewal of this contract, Center's proposed budget and the expected contribution from the Board shall be submitted to the Board prior to July 1, 2023 so that the Board may prepare its budget in compliance with the statutory schedule.
3. **STATUTORY COMPLIANCE:** The Center agrees to comply with the requirements of K.S.A. 19-4007 and all other applicable statutes.
4. **APPROPRIATION:** The Board has agreed to provide Pawnee Mental Health Services \$300,000 for 2023 as partial financial support of mental health services.

5. **SELECTION OF CENTER BOARD OF DIRECTORS:** The number, qualification, geographical distribution, and method of selection of the Board of Directors of the Center shall not be changed or amended during the term of this contract without the written approval of the Board.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have executed this contract the day first above written.

ATTEST:

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

Chair

Commissioner

Commissioner

ATTEST:

PAWNEE MENTAL HEALTH SERVICES

Chair



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
November 21, 2022**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

[District 1 – John Ford, Member](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Small Business Saturday Proclamation
2. National Native American Heritage Month Proclamation

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Clancy Holeman, Counselor/Director of Administrative Services

3. Administrative Work Session

9:15 AM

David Adams, EMS/Ambulance Director

4. Staff update

9:30 AM

Press Conference

5. Presentation of Small Business Saturday Proclamation - Greg McKinley and Jack Cunningham (2-3 minutes)
6. Presentation of National Native American Heritage Month Proclamation - Greg McKinley and Elizabeth Ward (2-3 minutes)

9:35 AM

John Ellermann, Public Works Director/County Engineer

7. Lakeside Heights

10:00 AM

Canvass

10:30 AM

Clancy Holeman, Counselor/Director of Administrative Services

Attachment: 11-21-22 tentative agenda (11713 : Tentative Agenda)

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

12:00 PM

Law Enforcement Agency Meeting

Adjournment

Announcements

Riley County Offices will be closed Thursday, November 24th and Friday, November 25th in observance of the Thanksgiving Day holiday.

The Board of County Commissioners will not be in session Thursday, November 24th.

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: 11-21-22 tentative agenda (11713 : Tentative Agenda)



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
November 28, 2022**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

[District 1 – John Ford, Member](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

Review Minutes

Press Conference Topics

Review Tentative Agenda

9:00 AM

Clancy Holeman, Counselor/Director of Administrative Services

1. Administrative Work Session

9:15 AM

Lori Feldkamp, Big Lakes Developmental Center Director

2. Big Lakes Developmental Center update

9:30 AM

Press Conference

9:45 AM

Clancy Holeman, Counselor/Director of Administrative Services

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

11:00 AM

Anna Burson, Appraiser

4. Tatarrax parcel information

11:15 AM

John Ellermann, Public Works Director/County Engineer

5. University Park lagoon project request to borrow funds

12:00 PM

Intergovernmental Luncheon

Attachment: 11-28-22 tentative agenda (11713 : Tentative Agenda)

Adjournment

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

Attachment: 11-28-22 tentative agenda (11713 : Tentative Agenda)



REGISTER OF DEEDS
Staff Update

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

STAFF REPORT

FROM: Amy Manges, Register of Deeds

MEETING: November 17, 2022

SUBJECT: Year-To-Date-Revenue

PRESENTER: Amy Manges

Enclosures:

- BOCC Report - November 2022 (DOC)
- Revenue Loss (XLSX)

TO: Board of County Commissioners
FROM: Amy Manges, Register of Deeds
DATE: November 17, 2022
SUBJECT: 2022 Year-To-Date Revenue

The following is a brief summary of revenue figures through 3:00 p.m., November 14, 2022 with comparable year-to-date information for 2021:

	<u>2021</u>	<u>2022</u>
Total Mortgage Amount (Indebtedness)	\$615,239,539	\$730,137,135
Recording Fees	\$585,593	\$421,612
Heritage Trust Fund	\$43,369	\$31,005
Register of Deeds Tech Fund	\$86,738	\$62,010
Treasurer Tech Fund	\$21,685	\$15,503
Clerk Tech Fund	\$21,685	\$15,503
Copy Fees	\$40,881	\$36,887
 Total Year-To-Date Revenue	 \$799,951	 \$582,520

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

<u>Plats</u>	<u>2021</u>	<u>2022</u>
Total Plats Filed	33	19
Total Platted Lots	74	60

Estimated 2022 Revenue

Recording Fees = \$275,000

Heritage Trust Fund = \$25,000

Copy Fees = \$20,000

Total = \$320,000

Register of Deeds Tech Fund = \$45,000

Attachment: BOCC Report - November 2022 (12993 : Year To Date Revenue)

Staff Update:

- Recorded 5,775 documents in 2019
7,400 documents in 2020
8,642 documents in 2021
6,900 documents in 2022
- Continue to work on back-file indexing
- Rescanning books 239 – 332 from years 1953 thru 1969
- Continue to cross train employees
- Tracking daily revenue loss due to changes in filing fees and mortgage registration fees. Total revenue lost in 2022 due to fee changes totals \$1,478,894.80
- Compiled requested revenue loss totals from Jan. 1, 2015 thru Nov. 14, 2022.
(see chart)

Year	Actual revenue lost	Joint mortgages not included	Potential revenue from joint mortgages
2015	\$ 138,167.53	\$ -	
2016	\$ 195,308.23	\$ -	
2017	\$ 298,144.87	\$ -	
2018	\$ 493,154.01	\$ -	
2019	\$ 613,054.65	\$ 19,358,902.54	\$ 50,333.15
2020	\$ 1,134,153.19	\$ 1,003,921,600.00	\$ 2,610,196.16
2021	\$ 1,156,991.10	\$ 27,901,773.38	\$ 72,544.62
2022	\$ 1,478,894.80	\$ 21,847,034.68	\$ 56,802.30
Total	\$ 5,507,868.38	\$ 1,073,029,310.60	\$ 2,789,876.23

- * Revenue loss is figured by applying the old fee structure to every business day and documenting the difference.
- * Frontier Farm Credit, FLCA and United States Department of Agricultural loans are not included as they did not pay the mortgage registration fee.
- * Questionable mortgage amounts have been excluded from these calculations.
- * Joint mortgages are loans with legal descriptions in one or more counties. Fees were split according to the value of the property in each county.



COUNTY TREASURER'S OFFICE
Staff Update

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

STAFF REPORT

FROM: Shilo Heger

MEETING: November 17, 2022

SUBJECT: October 2022 Revenue Reporting - Riley County Treasurer

PRESENTER: Shilo Heger

Enclosures:

- October 2022 Financials (PDF)

Riley County Balance Sheet
October 31, 2022

12.a

Assets		Liabilities/Fund Balances		
KS State Bank-Checking	45,039,607.62	County General		23,464,121.97
KS State Bank-ARP	14,202,843.99	Disaster Fund (ARPA Funds)		14,202,843.99
Riley State Bank	131,681.16	Health Department		1,330,072.90
Leonardville State Bank	5,000.00	Capital Improvements Fund		9,151,241.25
Sunflower Bank	0.00	Economic Development		181,640.41
Cash on Hand	54,482.70	RCPD Levy/Inmate Medical		1,463,696.28
CD/CDARS	6,453,904.51	Bond & Interest		211,314.95
		Road & Bridge Capital Projects		6,487,159.89
		Landfill Closure		50,246.72
		County Building		274,818.73
		County Auction		253,102.74
		Solid Waste		746,243.68
		Emergency Management		708,671.40
		Fire District #1		729,325.58
		Register of Deeds Tech Fund		183,006.69
		Clerk Tech Fund		144,949.52
		Treasurer Tech Fund		92,236.62
		Motor Vehicle Operations		61,237.04
		RCPD Ops/IT Reserve/Seizure		2,806,647.03
		District Court-Technology		174,718.32
		Court Services		4,542.95
		EMS Grants		5,443.54
		Museum Bequest		6,582.25
		War Memorial Fund		10,970.07
		Miscellaneous		53,175.87
		Community Corrections		260,143.64
		JJA Prevention	Teen Court	Adult Services
		Juvenile Intake Case Manager	Juvenile Service	Special Alcohol
		County Attorney		4,283.11
		Special Prosecutor Trust	PATF	
		Benefit Districts		971,995.02
		University Park	Moehlman Bottoms	Deep Creek
		Carson Sewer	Valleywood	Lakeside Heights
		Hunters Island	Terra Heights	Konza
		Mertz/McGehee Drainage		
		Funds to be Distributed		359.14
		City Funds	Wildlife & Parks	School Funds
		Township Funds	Special Assessments	State Funds
		Cemetery Funds		
		Tax Holding Funds		1,852,728.68
		Commercial Vehicle Fees	16/20M Truck Taxes	Advance Tax
		Recreational Vehicle Tax	Current Ad Valorem Tax	Sales Tax Coll
		Motor Vehicle Tax	Delinquent PP Tax	Driver's License
		Motor Vehicle Registrations	Delinquent RL Tax	Veh Rental Excise
TOTAL ASSETS	\$ 65,887,519.98	TOTAL LIABILITIES & FUND BAL		65,887,519.98

Attachment: October 2022 Financials (12957 : October Treasurer's Report-2022)

Investments and Interest
October 31, 2022
Investments & Year to Date Interest

Bank	CDs	Checking Savings	Year to Date Interest	2021 Interest
KS State Bank	\$0.00	\$59,242,451.61	\$560,501.25	
Riley State Bank	\$0.00	\$131,681.16	\$696.17	
Peoples State Bank	\$0.00	\$5,000.00	\$5.49	
Sunflower	\$0.00	\$0.00	\$0.00	
UMB	\$1,700,000.00	\$0.00	\$1,775.61	
Landmark National Bank	\$0.00	\$0.00	\$0.00	
Intrust	\$0.00	\$0.00	\$600.17	
Capitol Federal	\$0.00	\$0.00	\$0.00	
Community 1st National Bank	\$0.00	\$0.00	\$0.00	
United Bank	\$0.00	\$0.00	\$0.00	
Municipal Investment Pool	\$1,100,000.00	\$0.00	\$0.00	
Commerce Bank	\$3,653,904.51	\$0.00	\$7,734.50	
Central National Bank	\$0.00	\$0.00	\$0.00	
Total	\$6,453,904.51	\$59,379,132.77	\$571,313.19	\$107,389.02
Cash & Transfer items	\$54,482.70			
Total on Deposit	\$65,887,519.98			
			2022	2021
Interest Transfers				
Capital Improvements #145			\$97,892.50	\$4,539.98
Emergency 911 #148			\$8,038.12	\$433.22
Reg of Deeds Technology #106			\$1,853.76	\$91.16
Clerk Technology #107			\$1,420.31	\$58.95
Treasurer Technology #108			\$885.32	\$30.58
RCPD Seizure Funds			\$2,912.10	\$156.09
Total Transfers			\$113,002.11	\$5,309.98
Net Interest to County General			\$458,311.08	\$99,574.73
Less Interest Paid for Treasury Bond			-\$2,633.40	
Net Interest Earned			\$455,677.68	
Budget			\$ 25,000.00	\$200,000.00
% Collected			1833.24%	49.79%
% Over(Under Budget)			1749.91%	
Interest to CIP - Radio Project			\$0.00	\$2,504.31
Interest - ARPA Fund			\$124,361.21	\$888.53
Interest rate on active checking account		3.67%		
Interest rate on one year investments		3.750%		

Attachment: October 2022 Financials (12957 : October Treasurer's Report-2022)

**General Fund Revenue Detail
Through October 31, 2022**

	October		Year To Date		
	Actual	Budget	Actual	Budget	Variance
Motor Vehicle					
Motor Vehicle	202,432.46	182,287.89	2,049,516.88	2,025,421.00	24,095.88
Vehicle Rental Excise	0.00	0.00	37,492.28	23,275.00	14,217.28
Recreational Vehicle	1,986.38	1,698.84	19,394.64	18,876.00	518.64
Commercial Vehicles	0.00	0.00	84,288.60	80,995.00	3,293.60
Ad Valorem					
RL/Oil/PP	52.13	0.00	23,552,142.80	23,798,682.00	-246,539.20
Intangible	0.00	0.00	261,266.29	243,862.00	17,404.29
16/20 M Trucks	0.00	0.00	17,340.10	18,250.00	-909.90
Watercraft	0.00	0.00	10,611.26	12,028.00	-1,416.74
Delinquent Tax	32,215.83	0.00	474,753.80	0.00	474,753.80
Sales Tax	146,657.85	141,666.67	1,813,803.86	1,416,666.67	397,137.19
Payment In Lieu of Tax	0.00	0.00	40,087.00	18,500.00	21,587.00
City/County Highway	260,821.66	236,788.00	1,055,648.78	947,152.00	108,496.78
Interest/Penalties	40,109.53	20,833.33	416,768.34	208,333.33	208,435.01
Investment Interest	54,484.09	2,083.33	458,311.08	20,833.33	437,477.75
Recording Fees	28,865.00	22,916.67	408,490.00	229,166.67	179,323.33
Hertiage Trust Fund	2,127.00	2,083.33	30,033.00	20,833.33	9,199.67
Juvenile Supervision Fees	50.00	25.00	404.34	250.00	154.34
Diversion Fees	0.00	4,583.33	40,240.59	45,833.33	-5,592.74
Franchise Fees	6,810.54	9,500.00	28,707.93	38,000.00	-9,292.07
Miscellaneous	0.00	0.00	1,842.62	0.00	1,842.62
Departments					
Clerk	228.00	250.00	4,589.46	2,500.00	2,089.46
Register of Deeds	1,894.45	1,666.67	35,457.89	16,666.67	18,791.22
Treasurer	393.53	625.00	3,718.38	6,250.00	-2,531.62
Clerk of the District Court	4,140.31	3,750.00	29,674.15	37,500.00	-7,825.85
Emergency Management	0.00	0.00	33,490.00	0.00	33,490.00
Coroner	0.00	0.00	9,692.13	0.00	9,692.13
Fair	3,997.00	1,666.67	23,312.00	16,666.67	6,645.33
Museum	0.00	0.00	20,658.74	0.00	20,658.74
Election	182.28	416.67	1,190.86	4,166.67	-2,975.81
Ambulance/EMS	146,973.75	100,307.33	1,254,468.77	1,003,073.33	251,395.44
Appraiser	148.95	1,300.00	6,504.78	13,000.00	-6,495.22
Planning & Development	3,952.00	2,916.67	36,010.00	29,166.67	6,843.33
Information Systems	0.00	0.00	15,175.00	0.00	15,175.00
General-General	11,602.20	0.00	384,785.88	0.00	384,785.88
Public Works	20,506.31	40,000.00	393,395.61	400,000.00	-6,604.39
Noxious Weed	4,283.17	8,333.33	107,080.96	83,333.33	23,747.63
Total Before Transfers	974,914.42	785,698.73	33,160,348.80	30,779,281.00	2,381,067.80
Transfers In	13,536.19		59,130.95	0.00	0.00
Total After Transfers	988,450.61	785,698.73	33,219,479.75	30,779,281.00	2,440,198.75
Over/Under Budget Before Transfers	24.08%		7.74%		
Over/Under Budget After Transfers	25.81%		7.93%		

Attachment: October 2022 Financials (12957 : October Treasurer's Report-2022)

**2022 General Fund Revenue
Year To Date**

12.a

	October		Year To Date		
	Actual	Budget	Actual	Budget	% of Budget Collected
Motor Vehicle					
Motor Vehicle	202,432.46	182,287.89	2,049,516.88	2,025,421.00	101.19%
Vehicle Rental Excise	0.00	0.00	37,492.28	23,275.00	161.08%
Recreational Vehicle	1,986.38	1,698.84	19,394.64	18,876.00	102.75%
Commercial Vehicles	0.00	0.00	84,288.60	80,995.00	104.07%
Ad Valorem					
RL/Oil/PP	52.13	0.00	23,552,142.80	23,798,682.00	98.96%
Intangible	0.00	0.00	261,266.29	243,862.00	107.14%
16/20 M Trucks	0.00	0.00	17,340.10	18,250.00	95.01%
Watercraft	0.00	0.00	10,611.26	12,028.00	88.22%
Delinquent Tax	32,215.83	0.00	474,753.80	0.00	0.00%
Sales Tax	146,657.85	141,666.67	1,813,803.86	1,700,000.00	106.69%
Payment In Lieu of Tax	0.00	0.00	40,087.00	37,000.00	108.34%
City/County Highway	260,821.66	236,788.00	1,055,648.78	947,152.00	111.46%
Interest/Penalties	40,109.53	20,833.33	416,768.34	250,000.00	166.71%
Investment Interest	54,484.09	2,083.33	458,311.08	25,000.00	1833.24%
Recording Fees	28,865.00	22,916.67	408,490.00	275,000.00	148.54%
Hertiage Trust Fund	2,127.00	2,083.33	30,033.00	25,000.00	0.00%
Juvenile Supervision Fees	50.00	25.00	404.34	300.00	134.78%
Diversion Fees	0.00	4,583.33	40,240.59	55,000.00	73.16%
Franchise Fees	6,810.54	9,500.00	28,707.93	38,000.00	75.55%
Miscellaneous	0.00	0.00	1,842.62	0.00	0.00%
Departments					
Clerk	228.00	250.00	4,589.46	3,000.00	152.98%
Register of Deeds	1,894.45	1,666.67	35,457.89	20,000.00	177.29%
Treasurer	393.53	625.00	3,718.38	7,500.00	49.58%
Clerk of the District Court	4,140.31	3,750.00	29,674.15	45,000.00	65.94%
Emergency Management	0.00	0.00	33,490.00	0.00	0.00%
Coroner	0.00	0.00	9,692.13	0.00	0.00%
Fair	3,997.00	1,666.67	23,312.00	20,000.00	116.56%
Museum	0.00	0.00	20,658.74	0.00	0.00%
Election	182.28	416.67	1,190.86	5,000.00	23.82%
Ambulance/EMS	146,973.75	100,307.33	1,254,468.77	1,203,688.00	104.22%
Appraiser	148.95	1,300.00	6,504.78	15,600.00	41.70%
Planning & Development	3,952.00	2,916.67	36,010.00	35,000.00	102.89%
Information Systems	0.00	0.00	15,175.00	0.00	0.00%
General-General	11,602.20	0.00	384,785.88	0.00	0.00%
Public Works	20,506.31	40,000.00	393,395.61	480,000.00	81.96%
Noxious Weed	4,283.17	8,333.33	107,080.96	100,000.00	107.08%
Total Before Transfers	974,914.42	785,698.73	33,160,348.80	31,508,629.00	105.24%
Transfers In	13,536.19		59,130.95	0.00	0.00%
Total After Transfers	988,450.61	785,698.73	33,219,479.75	31,508,629.00	105.43%
Over/Under Budget Before Transfers	24.08%				
Over/Under Budget After Transfers	25.81%				
September =75.00% of the Budget					

Attachment: October 2022 Financials (12957 : October Treasurer's Report-2022)

**Sales Tax Received
October 31, 2022**

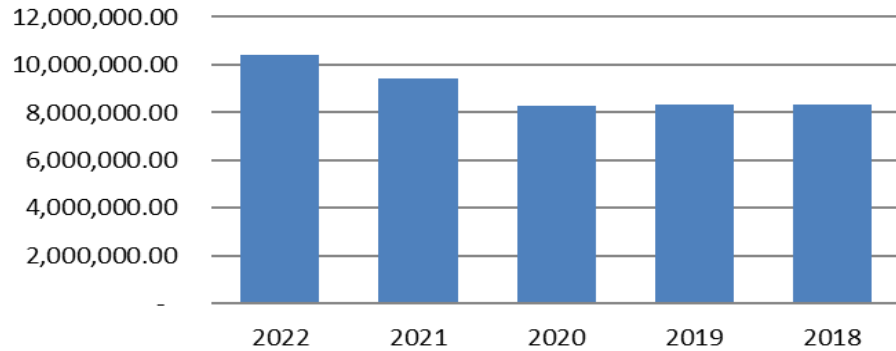
12.a

	County General		Road & Bridge Cap Fund		Prior Year Variance	Total Collected	2022 Budget	% Over Budget
	2021	2022	2021	2022				
January (Nov Sales)	158,605.23	176,613.72	158,605.22	176,613.72	11.35%	353,227.44	283,333.33	24.6%
February (Dec sales)	166,103.83	203,380.11	166,103.82	203,380.11	22.44%	406,760.22	283,333.33	43.5%
March (Jan sales)	166,534.18	164,982.21	166,534.17	164,982.20	-0.93%	329,964.41	283,333.33	16.4%
April (Feb sales)	152,296.10	153,999.52	152,296.09	153,999.52	1.12%	307,999.04	283,333.33	8.7%
May (Mar sales)	176,602.73	191,055.04	176,602.72	191,055.03	8.18%	382,110.07	283,333.33	34.8%
June (Apr sales)	176,260.61	194,557.33	176,260.61	194,557.33	10.38%	389,114.66	283,333.33	37.3%
July (May sales)	176,957.79	166,841.98	176,957.78	166,841.98	-5.72%	333,683.96	283,333.33	17.7%
August (June sales)	166,514.97	188,561.83	166,514.96	188,561.83	13.24%	377,123.66	283,333.33	33.1%
September (July sales)	172,562.19	227,154.27	172,562.18	227,154.26	31.64%	454,308.53	283,333.33	60.3%
October (Aug sales)	184,747.23	146,657.85	184,747.23	146,657.84	-20.62%	293,315.69	283,333.33	3.5%
November (Sept sales)	152,750.23		152,750.23		-100.00%	0.00	283,333.33	-100.00%
December (Oct sales)	213,312.75		213,312.74		-100.00%	0.00	283,333.33	-100.00%
Year to Date	\$2,063,247.82	\$1,813,803.86	\$2,063,247.75	\$1,813,803.82	-12.09%	\$3,627,607.68	\$3,400,000.00	6.6%

	2021	2022
Sales Tax Collected	\$4,126,495.57	\$3,627,607.68
Budget	\$3,000,000.00	\$3,400,000.00
% of Budget Collected	137.55%	106.69%
% Over Budget	37.55%	23.36%

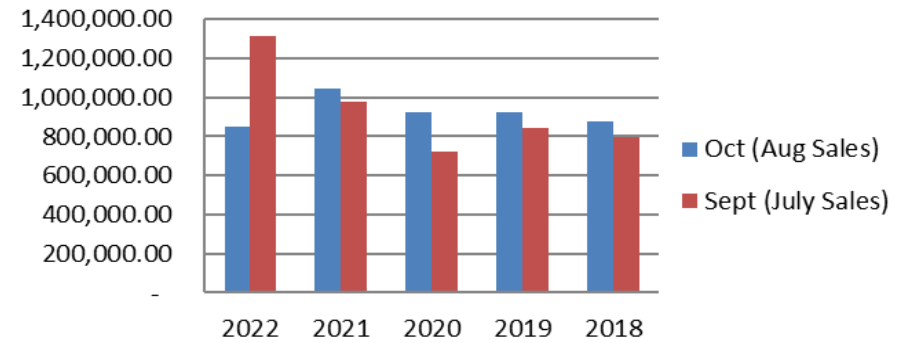
Attachment: October 2022 Financials (12957 : October Treasurer's Report-2022)

Sales Tax History Year to Date Oct (Aug Sales)



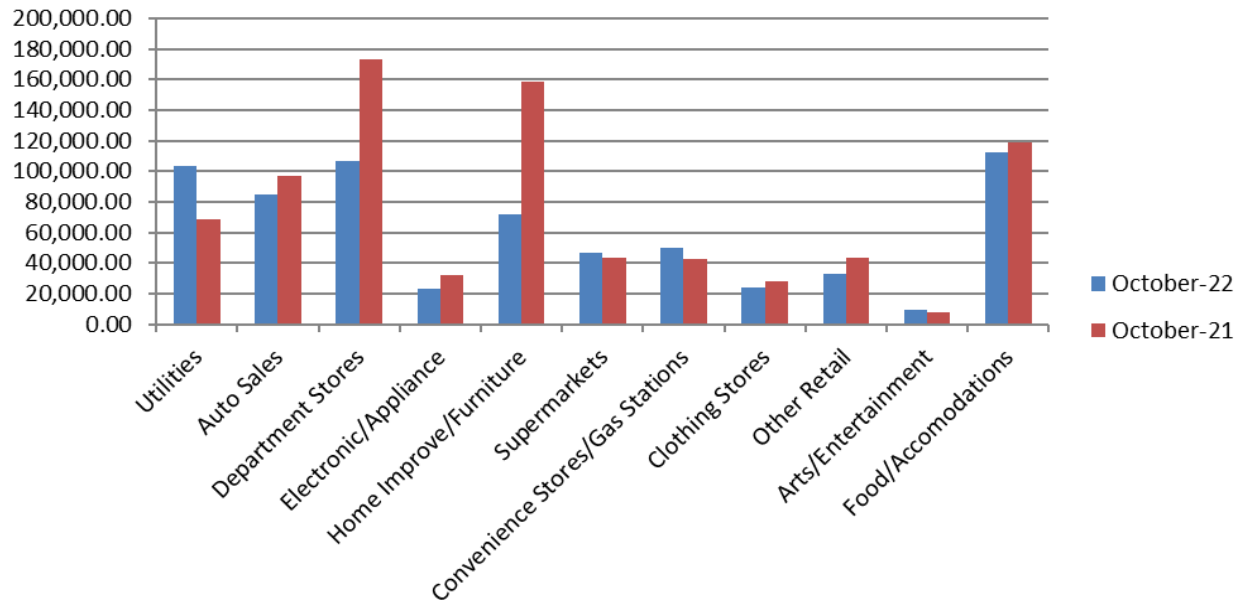
Year to Date Sales Tax is up 10.35% compared to October 2021

Sales Tax History Prior month comparison



October 2022 Sales Tax is down 35.44% compared to September 2022

Prior Year Comparison October 2021- October 2022



October 2022 Sales Tax is down 18.72% compared to October 2021

Note: There was a reporting problem in Sept. where the reporting period was left open longer and the reporting period in October was shorter.

Auto/RV/MC Dealers	-13.0%
Department Stores/Specialty Stores	-38.3%
Electronic/Appliance	-28.3%
Home Improve/Furniture	-54.4%
Supermarkets	8.6%
Convenience Stores/Gas Stations	17.8%
Clothing Stores	-15.0%
Other Retail	-23.1%
Utilities	50.5%
Arts/Entertainment/ Recreation	14.5%
Accommodation/Food Services	-5.3%

**Sales Tax/Use Tax Comparison
2021/2022**

	2021	2022		2021	2022		2021	2022	
	Use Tax		% Change	Sales Tax		% Change	Total		% Change
Janaury (Nov Sales)	140,065.96	190,402.94	35.94%	731,676.02	807,598.12	10.38%	871,741.98	998,001.06	14.48%
February (Dec Sales)	140,908.95	227,253.05	61.28%	777,357.41	939,684.71	20.88%	918,266.36	1,166,937.76	27.08%
March (Jan Sales)	161,815.02	191,402.32	18.28%	758,830.43	755,219.05	-0.48%	920,645.45	946,621.37	2.82%
April (Feb Sales)	174,167.99	173,047.61	-0.64%	667,765.52	710,558.25	6.41%	841,933.51	883,605.86	4.95%
May (Mar Sales)	112,712.06	205,562.49	82.38%	863,595.03	890,657.42	3.13%	976,307.09	1,096,219.91	12.28%
June (Apr Sales)	148,631.96	198,980.22	33.87%	825,783.79	917,334.83	11.09%	974,415.75	1,116,315.05	14.56%
July (May Sales)	152,751.87	175,955.41	15.19%	825,518.10	781,336.83	-5.35%	978,269.97	957,292.24	-2.14%
August (Jun Sales)	171,338.18	189,906.14	10.84%	769,597.25	901,057.12	17.08%	940,935.43	1,090,963.26	15.94%
September (Jul Sales)	159,656.02	294,419.13	84.41%	815,450.80	1,019,828.55	25.06%	975,106.82	1,314,247.68	34.78%
October (Aug Sales)	192,104.36	94,837.19	-50.63%	851,857.11	753,681.88	-11.52%	1,043,961.47	848,519.07	-18.72%
November (Sep Sales)	149,523.03	0.00	-100.00%	713,631.18	0.00	-100.00%	863,154.21	0.00	-100.00%
December (Oct Sales)	212,705.58	0.00	-100.00%	992,672.62	0.00	-100.00%	1,205,378.20	0.00	-100.00%



EXTENSION
Staff Update

Gary Fike
County Extension
Director
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-537-6350

STAFF REPORT

FROM: Gary Fike, County Extension Director
MEETING: November 17, 2022
SUBJECT: November 2022 Extension Staff Report
PRESENTER: Gary Fike

County Extension Director Gary Fike will discuss current programming efforts by extension staff.

Enclosures:

- November 2022 Staff Update (PPTX)

November 2022 Riley County Extension Report

GARY D. FIKE

COUNTY EXTENSION DIRECTOR

K-STATE
Research and Extension

Riley County

What We Have Been Up To!

- u Extension Annual Meeting/Elections
 - u New executive board members
- u 4-H Achievement Night
- u Medicare appointments (\$275,000)
- u Farm Show Booth (G&G)
- u Childcare program at Public Works
- u Performance reviews of agents
- u VITA review by the IRS; ordering pubs
- u Recruiting new volunteers
- u New 4-H Year began in October: enrollment
- u Brandy working on Book in a Bag program in schools
- u RCREDAD meeting on Farm Transitioning
- u Financial Trivia Lunch and Learn tomorrow for county employees

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Future

- u Joint Board Meeting
- u UMF Class scheduled
- u Training of new VITA volunteers
- u VITA booked for next spring dates to be open
- u Rural Revitalization Conference being planned

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Riley County



PUBLIC WORKS
Work Session

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

COMMISSION AGENDA REPORT

FROM: John Ellermann, PE, PublicWorks Director

MEETING: November 17, 2022

SUBJECT: Construction Management at Risk Selection Phase I

PRESENTER: John Ellermann

BACKGROUND

At a previous meeting the Board had approved a recommendation to use a Construction Management at Risk (CM@R) form of procurement for the Public Safety Headquarters. By doing so Kansas statutes dictate the process to follow in selecting the CM@R.

In Phase I of the procurement process the Board shall evaluate the qualifications of all firms and prepare a short list of contractors. The short list shall be a minimum of 3 and a maximum of 5 qualified firms which have the best and most relevant qualifications to perform the services required of the project.

The firms selected to the short list will then proceed to phase II of the selection process and invited to submit Request for Proposals.

Phase III will be an interview of the firms.

DISCUSSION

NA

FISCAL IMPACT

NA

RECOMMENDATION(S)

NA

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: