Board of Riley County Commissioners
Regular Meeting
Agenda
December 14, 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. Retail Dealer's 2024 Cereal Malt Beverages Licenses for Dara's Fast Lane, 5321 Tuttle Creek Blvd. & Dara's Fast Lane, 1132 Pillsbury Drive
4. Sign Riley County Employee Action Form(s)
5. Approve payroll/accounts payables (when completed)

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Dec 11, 2023 8:30 AM

Review Tentative Agenda

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

9:00 AM **Clancy Holeman, Counselor/Director of Administrative Services**

9. Administrative Work Session

9:20 AM **Kevin Larson, RCCOA**

10. Riley County Council on Aging update

9:30 AM **Shilo Heger, Treasurer**

11. November 2023 Revenue Reporting - Riley County Treasurer

9:45 AM **Jason Smith, Manhattan Area Chamber of Commerce**

12. Economic development update

10:00 AM **Julie Gibbs, Health Department Director**

13. RCHD Monthly Update
14. RCHD WIC Update

10:30 AM **Budget and Planning Committee - Brittany Phillips, Budget and Finance Officer**

15. Monthly Cash Flow Report for November 2023

10:40 AM **David Adams, EMS/Ambulance Director**

16. Request To Fill Open Position

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

17. University Park Lagoon Project

11:00 AM **John Ellermann, Public Works Director/County Engineer**

18. Transfer of Funds from the Public Works/Parks Budget to the CIP

11:05 AM **Shelley Woodard, Deputy County Counselor**

19. Keats Sewer Project Kansas Water Office Grant Application Update

12:00 PM **Legislative Conference**

20. The 2024 Legislative Session Riley County Priorities

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.

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

COUNTY CLERK & ELECTIONS
License

COMMISSION AGENDA REPORT

FROM: **Annaliese Trout, Account Clerk/License**

MEETING: **December 14, 2023**

SUBJECT: **Retail Dealer's 2024 Cereal Malt Beverages Licenses for Dara's Fast Lane, 5321 Tuttle Creek Blvd. & Dara's Fast Lane, 1132 Pillsbury Drive**

PRESENTER: **Rich Vargo, County Clerk**

POSSIBLE MOTION(S)

Move to sign Retail Dealer's 2024 Cereal Malt Beverages Licenses for Dara's Fast Lane, 5321 Tuttle Creek Blvd. & Dara's Fast Lane, 1132 Pillsbury Drive.

Move to deny

Enclosures:

- 2024 Retail Dealers License (PDF)

KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES

Fee, $ 75.00

No. 2

RETAIL DEALER'S 2024 LICENSE

TO ALL WHOM IT MAY CONCERN:

License is hereby granted to Dara's Fast Lane to sell at retail

CEREAL MALT BEVERAGES

Sale in original and unopened containers and not for consumption on the premises

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

at 5321 Tuttle Creek Blvd 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, 2024, 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 14th day of December, 20 23

Attest:

County Clerk Chairman

Form B-374

KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES

Fee, $ 75.00

No. 3

RETAIL DEALER'S 2024 LICENSE

TO ALL WHOM IT MAY CONCERN:

License is hereby granted to Dara's Fast Lane to sell at retail

CEREAL MALT BEVERAGES

Sale in original and unopened containers and not for consumption on the premises

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

at 1132 Pillsbury Dr 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, 2024, 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 14th day of December, 20 23

Attest: ______

County Clerk Chairman

Form B-374

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

COUNTY CLERK & ELECTIONS
Personnel

COMMISSION AGENDA REPORT

FROM: **Elizabeth Ward, Human Resources Director**

MEETING: **December 14, 2023**

SUBJECT: **Sign Riley County Employee Action Form(s)**

PRESENTER: **Elizabeth Ward, Human Resources Director**

Enclosures:
- 2023-12 CVinson EAF (DOCX)
- 2023-12 CC APellant EAF (DOCX)

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Caitlin Vinson

Status Change Date: 12/23/2023

Status Change: Transfer

Date of Hire: 12/23/2023

Seniority: 1 Year(s), 3 Month(s)

Position: Paramedic

Position Type: PRN

Pay Range: 4

Pay Type: Hourly

Base Rate: $22.74

Annualized Pay: $7,276.80

Funds Codes: County General [1], EMS/Ambulance[20]

Supervisor: Joshua Gering

Department Head: David Adams

BoCC Chair	______________________________	Date:	____________________
BoCC Member	______________________________	Date:	____________________
BoCC Member	______________________________	Date:	____________________

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Andrew Pellant

Status Change Date: 01/02/2024

Status Change: New Hire

Date of Hire: 01/02/2024

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

Position: Intensive Supervision Officer/Case Manager – Drug Court

Position Type: Full-Time

Pay Range: 12

Pay Type: Hourly

Base Rate: $32.95

Annualized Pay: $68,536.00

Funds Codes: Community Corrections[144], CommCorr-Adult Services[500]

Supervisor: Shelly Williams

Department Head: Shelly Williams

BoCC Chair ______________________________________ Date: ______________________

BoCC Member ______________________________________ Date: ______________________

BoCC Member ______________________________________ Date: ______________________

Board of Riley County Commissioners

Regular Meeting

TENTATIVE Agenda

December 18, 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

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM **Robbin Cole, Pawnee Mental Health Services Director**

1. Pawnee Mental Health Services update

9:15 AM **David Adams, EMS/Ambulance Director**

2. Staff update

9:30 AM **Press Conference**

3. Presentation of retirement plaque to Linda King - Kathryn Focke (3 minutes)

9:40 AM **Elizabeth Ward, Human Resources Director**

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

10:00 AM **Brittany Phillips, Budget and Finance Officer**

5. 2023 Budget Hearing

10:10 AM **Clancy Holeman, Counselor/Director of Administrative Services**

6. Administrative Work Session

10:30 AM **Amanda Webb, Planning/Special Projects Director**

7. Comprehensive Plan update

11:30 AM **David Adams, EMS/Ambulance Director**

8. Station update

12:00 PM **Law Enforcement Agency Meeting**

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.

Board of Riley County Commissioners
Regular Meeting
TENTATIVE Agenda
December 21, 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

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:15 AM **Amy Manges, Register of Deeds**

1. Staff update

9:30 AM **Clancy Holeman, Counselor/Director of Administrative Services**

2. Administrative Work Session

9:50 AM **Break**

10:00 AM **Gary Fike, County Extension Director**

3. Staff update

10:30 AM **Clancy Holeman, Counselor/Director of Administrative Services**

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

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.

Riley County Offices will be closed on Monday, December 25th in observance of the Christmas Day holiday.

The Board of County Commissioners will not be in session on Monday, December 25th.

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.

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

COUNTY TREASURER'S OFFICE
Staff Update

STAFF REPORT

FROM: **Shilo Heger**

MEETING: **December 14, 2023**

SUBJECT: **November 2023 Revenue Reporting - Riley County Treasurer**

PRESENTER: **Shilo Heger**

Enclosures:

- November 2023 Financials (PDF)

Riley County Balance Sheet
November 30, 2023

Assets

KS State Bank-Checking	55,849,230.88
KS State Bank-ARP	13,470,421.60
Riley State Bank	141,910.48
Leonardville State Bank	5,000.00
Sunflower Bank	0.00
Cash on Hand	34,482.11
CD/CDARS	12,066,475.37
TOTAL ASSETS	**$ 81,567,520.44**

Liabilities/Fund Balances

County General	21,271,325.59
Disaster Fund (ARPA Funds)	13,470,421.60
Health Department	1,122,026.55
Capital Improvements Fund	13,874,678.78
Economic Development	340,085.60
RCPD Levy/Inmate Medical	1,415,568.30
Bond & Interest	249,004.92
Road & Bridge Capital Projects	6,729,684.59
Road & Bridge .20 Sales Tax	1,937,430.53
Landfill Closure	42,442.41
County Building	186,435.47
County Auction	306,839.91
Solid Waste	630,305.25
Emergency Management	705,091.61
Fire District #1	864,887.38
Register of Deeds Tech Fund	165,379.91
Clerk Tech Fund	166,414.58
Treasurer Tech Fund	111,107.49
Motor Vehicle Operations	348,515.12
RCPD Ops/IT Reserve/Seizure	2,490,774.44
District Court-Technology	163,514.38
Court Services	3,375.00
EMS Grants	6,610.91
Museum Bequest	6,582.25
War Memorial Fund	11,310.07
KS Opioid Settlement	133,368.74
LATCF Funds	100,000.00
Miscellaneous	38,643.69

Community Corrections			396,809.71
JJA Prevention	Teen Court	Adult Services	
Juvenile Intake Case Manager	Juvenile Service	Special Alcohol	

County Attorney			3,168.17
Special Prosecutor Trust	PATF		

Benefit Districts			1,290,426.95
University Park	Moehlman Bottoms	Deep Creek	
Carson Sewer	Valleywood	Lakeside Heights	
Hunters Island	Terra Heights	Konza	
Mertz/McGehee Drainage			

Funds to be Distributed			480,228.08
City Funds	Wildlife & Parks	School Funds	
Township Funds	Special Assessments	State Funds	
Cemetery Funds			

Tax Holding Funds			12,505,062.46
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 LIABILITIES & FUND BAL 81,567,520.44

Investments and Interest
November 30, 2023
Investments & Year to Date Interest

Bank	CDs	Checking Savings	Year to Date Interest	2022 Interest
KS State Bank	$0.00	$69,319,652.48	$2,844,285.56	
Riley State Bank	$3,400,000.00	$141,910.48	$457.18	
Peoples State Bank	$0.00	$5,000.00	$35.70	
Sunflower	$0.00	$0.00	$0.00	
UMB	$0.00	$0.00	$56,399.99	
Landmark National Bank	$0.00	$0.00	$0.00	
Intrust	$6,300,000.00	$0.00	$0.00	
Capitol Federal	$1,000,000.00	$0.00	$0.00	
Community 1st National Bank	$0.00	$0.00	$0.00	
United Bank	$400,000.00	$0.00	$0.00	
Municipal Investment Pool	$0.00	$0.00	$27,911.07	
Commerce Bank	$966,475.37	$0.00	$72,095.49	
Central National Bank	$0.00	$0.00	$0.00	
Total	**$12,066,475.37**	**$69,466,562.96**	**$3,001,184.99**	**$866,534.32**
Cash & Transfer items	$34,482.11			
Total on Deposit	**$81,567,520.44**			

	2023	2022
Interest Transfers		
Capital Improvements #145	$545,253.65	$97,892.50
Emergency 911 #148	$34,542.01	$8,038.12
Reg of Deeds Technology #106	$7,849.63	$1,853.76
Clerk Technology #107	$7,391.06	$1,420.31
Treasurer Technology #108	$4,796.87	$885.32
RCPD Seizure Funds	$15,305.20	$2,912.10
Total Transfers	$615,138.42	$113,002.11
Net Interest to County General	**$2,386,046.57**	**$753,532.21**
Less Interest Paid for Treasury Bond	**$0.00**	**-$2,633.40**
Net Interest Earned	**$2,386,046.57**	**$750,898.81**
Budget	**$ 100,000.00**	**$25,000.00**
% Collected	2386.05%	3014.13%
Interest - ARPA Fund	**$635,602.50**	**$888.53**

Interest rate on active checking account	5.48%
Interest rate on one year investments	5.56%

Attachment: November 2023 Financials (14338 : November Treasurer's Report-2023)

General Fund Revenue Detail
Through November 30, 2023

	November		Year To Date		
	Actual	Budget	Actual	Budget	Variance
Motor Vehicle					
Motor Vehicle	0.00	0.00	2,095,437.68	2,033,757.00	61,680.68
Vehicle Rental Excise	0.00	0.00	48,426.20	21,156.00	27,270.20
Recreational Vehicle	0.00	0.00	19,895.58	18,872.00	1,023.58
Commercial Vehicles	0.00	0.00	86,778.86	80,380.00	6,398.86
Ad Valorem					
RL/Oil/PP	0.00	0.00	24,684,539.89	25,294,617.00	-610,077.11
Intangible	0.00	0.00	253,697.20	195,087.00	58,610.20
16/20 M Trucks	0.00	0.00	13,472.22	16,770.00	-3,297.78
Watercraft	0.00	0.00	11,090.67	7,683.00	3,407.67
Delinquent Tax	0.00	0.00	372,856.94	0.00	372,856.94
Sales Tax	216,907.02	150,000.00	2,080,436.53	1,650,000.00	430,436.53
Payment In Lieu of Tax	0.00	0.00	42,953.00	20,000.00	22,953.00
City/County Highway	0.00	0.00	1,033,936.67	1,105,011.00	-71,074.33
Interest/Penalties	25,224.64	25,000.00	311,700.44	275,000.00	36,700.44
Investment Interest	221,702.08	8,333.33	2,386,046.57	91,666.67	2,294,379.90
Recording Fees	23,856.00	25,000.00	334,602.00	275,000.00	59,602.00
Hertiage Trust Fund	1,755.00	2,083.33	24,706.00	22,916.67	1,789.33
Juvenile Supervision Fees	0.00	41.67	138.15	458.33	-320.18
Diversion Fees	0.00	4,666.67	46,432.30	51,333.33	-4,901.03
Franchise Fees	0.00	0.00	24,997.19	35,000.00	-10,002.81
Miscellaneous	3,737.58	0.00	4,861.10	0.00	4,861.10
Departments					
Clerk	182.75	250.00	18,724.98	2,750.00	15,974.98
Register of Deeds	2,058.50	2,083.33	33,572.15	22,916.67	10,655.48
Treasurer	805.08	666.67	4,234.16	7,333.33	-3,099.17
Clerk of the District Court	0.00	3,750.00	44,110.33	41,250.00	2,860.33
Emergency Management	0.00	375.00	86,517.30	4,125.00	82,392.30
Coroner	0.00	0.00	4,193.60	0.00	4,193.60
Fair	1,667.50	1,666.67	28,251.50	18,333.33	9,918.17
Museum	10.00	0.00	10.00	0.00	10.00
Election	6,108.19	416.67	8,416.94	4,583.33	3,833.61
Ambulance/EMS	225,957.02	110,430.42	1,825,175.73	1,214,734.58	610,441.15
Appraiser	26.75	1,416.67	5,102.83	15,583.33	-10,480.50
Planning & Development	3,375.00	3,166.67	35,216.57	34,833.33	383.24
Information Systems	0.00	0.00	24,932.44	0.00	24,932.44
General-General	4,090.90	0.00	136,808.23	0.00	136,808.23
Public Works	52,335.80	40,000.00	382,067.49	440,000.00	-57,932.51
Noxious Weed	5,709.10	10,000.00	105,246.36	110,000.00	-4,753.64
Total Before Transfers	**795,508.91**	**389,347.08**	**36,619,585.80**	**33,111,150.92**	**3,508,434.88**
Transfers In	0.00		28,183.06	0.00	0.00
Total After Transfers	**795,508.91**	**389,347.08**	**36,647,768.86**	**33,111,150.92**	**3,536,617.94**
Over/Under Budget Before Transfers	**104.32%**		**10.60%**		
Over/Under Budget After Transfers	**104.32%**		**10.68%**		

Prepared by Shilo Heger
12/02/2023

2023 General Fund Revenue
Year To Date

	November		Year To Date		
	Actual	Budget	Actual	Budget	% of Budget Collected
Motor Vehicle					
Motor Vehicle	0.00	0.00	2,095,437.68	2,033,757.00	103.03%
Vehicle Rental Excise	0.00	0.00	48,426.20	21,156.00	228.90%
Recreational Vehicle	0.00	0.00	19,895.58	18,872.00	105.42%
Commercial Vehicles	0.00	0.00	86,778.86	80,380.00	107.96%
Ad Valorem					
RL/Oil/PP	0.00	0.00	24,684,539.89	25,294,617.00	97.59%
Intangible	0.00	0.00	253,697.20	195,087.00	130.04%
16/20 M Trucks	0.00	0.00	13,472.22	16,770.00	80.34%
Watercraft	0.00	0.00	11,090.67	7,683.00	144.35%
Delinquent Tax	0.00	0.00	372,856.94	0.00	0.00%
Sales Tax	216,907.02	150,000.00	2,080,436.53	1,800,000.00	115.58%
Payment In Lieu of Tax	0.00	0.00	42,953.00	40,000.00	107.38%
City/County Highway	0.00	0.00	1,033,936.67	1,105,011.00	93.57%
Interest/Penalties	25,224.64	25,000.00	311,700.44	300,000.00	103.90%
Investment Interest	221,702.08	8,333.33	2,386,046.57	100,000.00	2386.05%
Recording Fees	23,856.00	25,000.00	334,602.00	300,000.00	111.53%
Hertiage Trust Fund	1,755.00	2,083.33	24,706.00	25,000.00	0.00%
Juvenile Supervision Fees	0.00	41.67	138.15	500.00	27.63%
Diversion Fees	0.00	4,666.67	46,432.30	56,000.00	82.91%
Franchise Fees	0.00	0.00	24,997.19	35,000.00	71.42%
Miscellaneous	3,737.58	0.00	4,861.10	0.00	0.00%
Departments					
Clerk	182.75	250.00	18,724.98	3,000.00	624.17%
Register of Deeds	2,058.50	2,083.33	33,572.15	25,000.00	134.29%
Treasurer	805.08	666.67	4,234.16	8,000.00	52.93%
Clerk of the District Court	0.00	3,750.00	44,110.33	45,000.00	98.02%
Emergency Management	0.00	375.00	86,517.30	4,500.00	0.00%
Coroner	0.00	0.00	4,193.60	0.00	0.00%
Fair	1,667.50	1,666.67	28,251.50	20,000.00	141.26%
Museum	10.00	0.00	10.00	0.00	0.00%
Election	6,108.19	416.67	8,416.94	5,000.00	168.34%
Ambulance/EMS	225,957.02	110,430.42	1,825,175.73	1,325,165.00	137.73%
Appraiser	26.75	1,416.67	5,102.83	17,000.00	30.02%
Planning & Development	3,375.00	3,166.67	35,216.57	38,000.00	92.68%
Information Systems	0.00	0.00	24,932.44	0.00	0.00%
General-General	4,090.90	0.00	136,808.23	0.00	0.00%
Public Works	52,335.80	40,000.00	382,067.49	480,000.00	79.60%
Noxious Weed	5,709.10	10,000.00	105,246.36	120,000.00	87.71%
Total Before Transfers	**795,508.91**	**389,347.08**	**36,619,585.80**	**33,520,498.00**	**109.25%**
Transfers In	0.00	0.00	28,183.06	300,000.00	0.00%
Total After Transfers	**795,508.91**	**389,347.08**	**36,647,768.86**	**33,820,498.00**	**108.36%**
Over/Under Budget Before Transfers	**104.32%**				
Over/Under Budget After Transfers	**104.32%**				
November = 91.67% of the Budget					

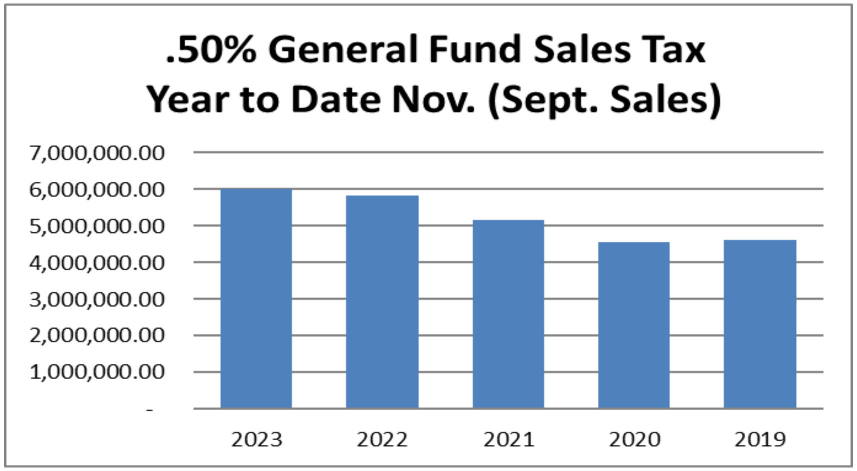
Prepared by Shilo Heger 12/02/2023

Sales Tax Received
October 31, 2023

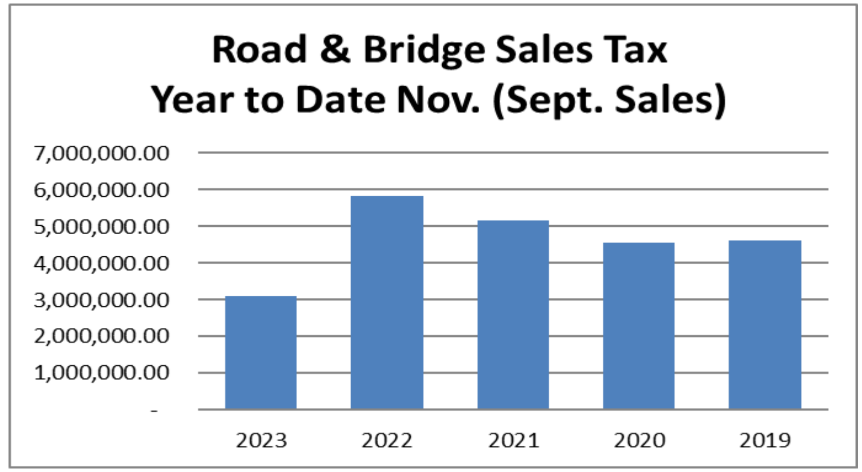
	County General			2013 R&B .50% Sales Tax	2013 R&B .50% Sales Tax	2023 R&B .20% Sales Tax				
	2022	2023	Prior Year Variance	2022	2023		Prior Year Variance	Total Collected	2023 Budget	% Over Budget
January (Nov)	176,613.72	193,878.41	9.78%	176,613.72	193,878.40	0.00	9.78%	387,756.81	300,000.00	29.25%
February (Dec)	203,380.11	211,882.26	4.18%	203,380.11	211,882.25	0.00	4.18%	423,764.51	300,000.00	41.25%
March (Jan)	164,982.21	168,813.93	2.32%	164,982.20	0.00	195,644.52	18.59%	364,458.45	300,000.00	21.49%
April (Feb)	153,999.52	170,747.53	10.88%	153,999.52	0.00	197,885.43	28.50%	368,632.96	300,000.00	22.88%
May (Mar)	191,055.04	197,338.15	3.29%	191,055.03	0.00	228,702.28	19.70%	426,040.43	300,000.00	42.01%
June (Apr)	194,557.33	176,160.38	-9.46%	194,557.33	0.00	204,158.59	4.93%	380,318.97	300,000.00	26.77%
July (May)	166,841.98	182,832.23	9.58%	166,841.98	0.00	211,890.83	27.00%	394,723.06	300,000.00	31.57%
August (June)	188,561.83	201,283.34	6.75%	188,561.83	0.00	232,392.78	23.24%	433,676.12	300,000.00	44.56%
September (July)	227,154.27	167,263.67	-26.37%	227,154.26	0.00	193,115.20	-14.98%	360,378.87	300,000.00	20.13%
October (Aug)	146,657.85	193,329.61	31.82%	146,657.84	0.00	223,209.72	52.20%	416,539.33	300,000.00	38.85%
November (Sept)	215,216.37	216,907.02	0.79%	215,216.36	0.00	250,431.18	16.36%	467,338.20	300,000.00	55.78%
December (Oct)	194,581.96		-100.00%	194,581.95	0.00		-100.00%	0.00	300,000.00	-100.00%
Year to Date	**$2,223,602.19**	**$2,080,436.53**		**$2,223,602.13**	**$405,760.65**	**$1,937,430.53**	**-6.44%**	**$4,423,627.71**	**$3,600,000.00**	**22.88%**

	2022	2023
Sales Tax Collected	**$4,447,204.32**	**$4,423,627.71**
Budget	**$3,400,000.00**	**$3,600,000.00**
% of Budget Collected	**130.80%**	**122.88%**
% Over Budget	**30.80%**	**31.21%**

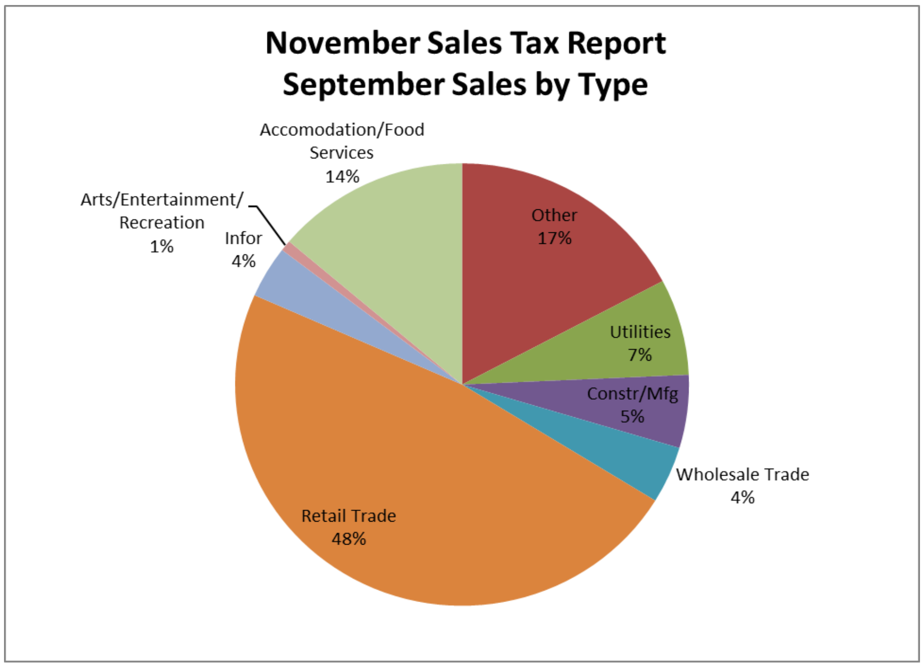
Prepared by Shilo Heger 12/02/2023

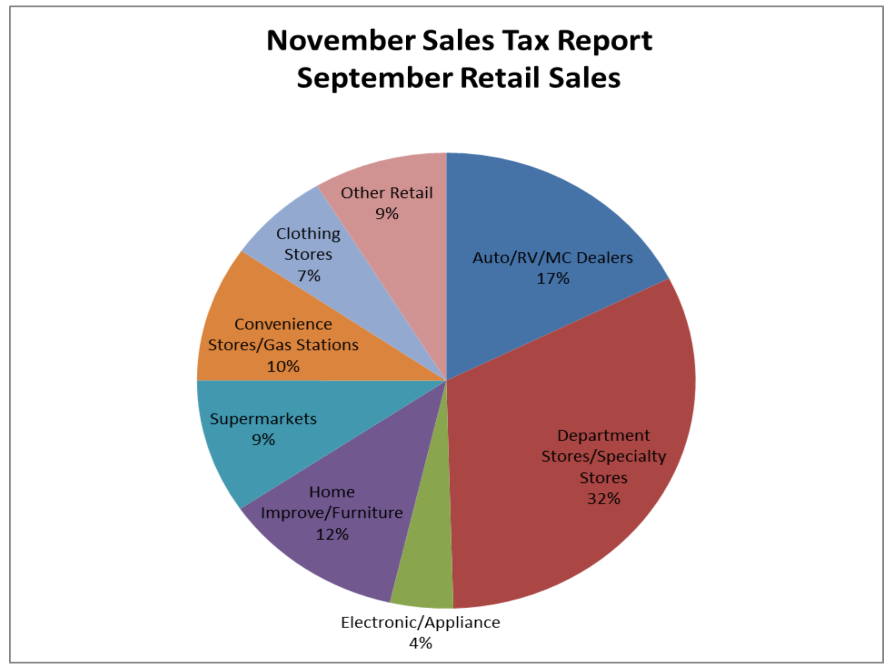


November 2023 YTD increase of 3.06%



November 2023 YTD decrease of 46.65%





Prepared by Shilo Heger 12/02/2023

November 2023 (Sept Sales)

			State Treasurer
Sales Tax			
Leonardville	526,115.71	0.003644	1,916.99
Ogden	526,115.71	0.015265	8,031.14
Randolph	526,115.71	0.001253	659.23
Riley	526,115.71	0.009492	4,993.77
Manhattan	526,115.71	0.623408	327,984.54
County	526,115.71	0.346939	182,530.04
		1.000001	526,115.71
Use Tax			
Leonardville	99,086.57	0.003644	361.04
Ogden	99,086.57	0.015265	1,512.55
Randolph	99,086.57	0.001253	124.16
Riley	99,086.57	0.009492	940.51
Manhattan	99,086.57	0.623408	61,771.33
County	99,086.57	0.346939	34,376.98
		1.000001	99,086.57
.50 Sales Tax			**625,202.28**
		.20 Sales Tax	**250,431.18**
		Total Sales Tax	**875,633.46**

HEALTH DEPARTMENT
Update

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

COMMISSION AGENDA REPORT

FROM: **Julie Gibbs**

MEETING: **December 14, 2023**

SUBJECT: **RCHD Monthly Update**

PRESENTER: **Julie Gibbs**

See attached

Enclosures:
- BOCCmonthlypresdec23 [Autosaved] (PDF)

BOH Monthly Report December 2023

Julie Gibbs, MPH
Riley County Health Department
2030 Tecumseh Rd.
Manhattan, Kansas 66502

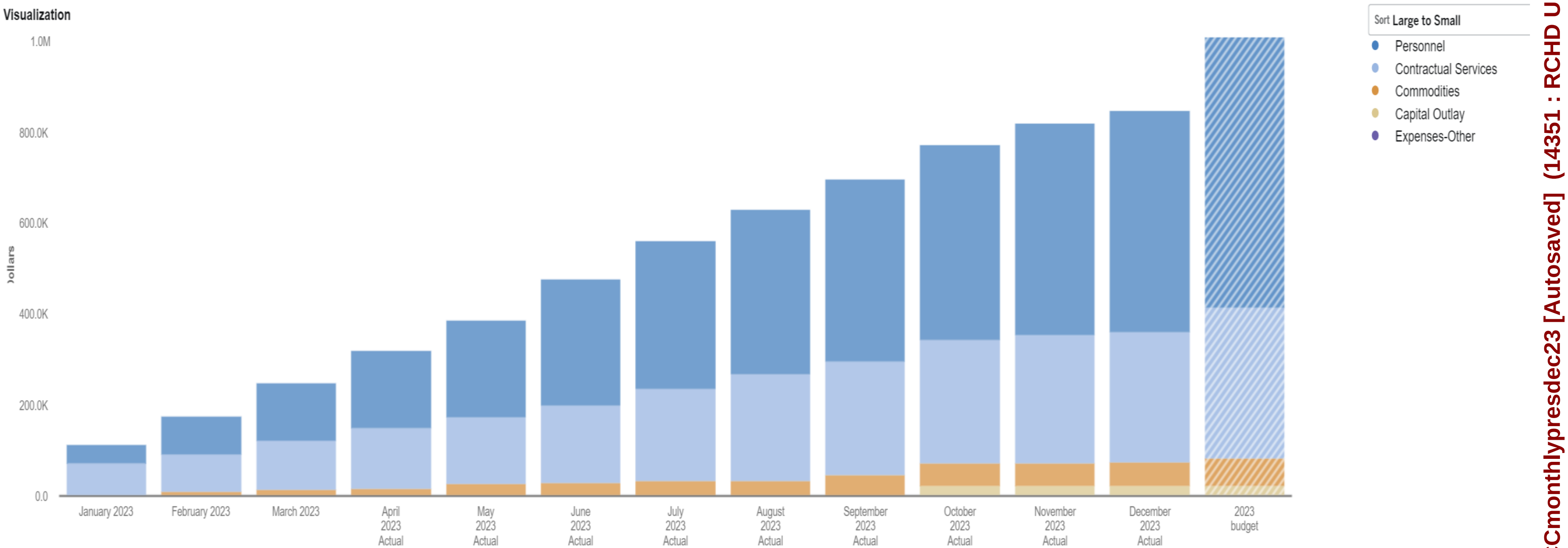
Healthy people in a healthy comm...

RCHD Expenses

Cumulative Expenses by Department

General Fund Cumulative Revenues by Department.

Visualization



Cumulative Expenses

Expand All	January 2023	February 2023	March 2023	April 2023 Actual	May 2023 Actual	June 2023 Actual	July 2023 Actual	August 2023 Actual	September 2023 Actual	October 2023 Actual	November 2023 Actual	December 2023 Actual	2023 budget	2023 Variance	2023
Personnel	$ 40,834	$ 82,671	$ 126,831	$ 171,615	$ 213,109	$ 277,962	$ 324,765	$ 362,896	$ 400,224	$ 430,686	$ 467,011	$ 485,987	$ 593,414	-107,427	
Contractual Services	72,999	83,461	108,265	132,742	146,049	171,213	203,926	235,141	250,506	271,225	281,600	288,549	331,399	-42,850	
Commodities	733	10,101	12,572	15,544	26,021	27,000	31,818	32,587	45,442	49,899	51,042	51,626	61,685	-10,059	
Capital Outlay	0	0	2,081	2,081	2,081	2,081	2,081	2,081	2,081	22,777	22,777	22,777	22,777	0	
Expenses-Other	0	0	0	0	0	100	182	182	182	182	182	182	0	182	
Total	$ 114,566	$ 176,233	$ 249,749	$ 321,981	$ 387,261	$ 478,356	$ 562,772	$ 632,887	$ 698,435	$ 774,769	$ 822,611	$ 849,121	$ 1,009,275	-160,154	-15.87%

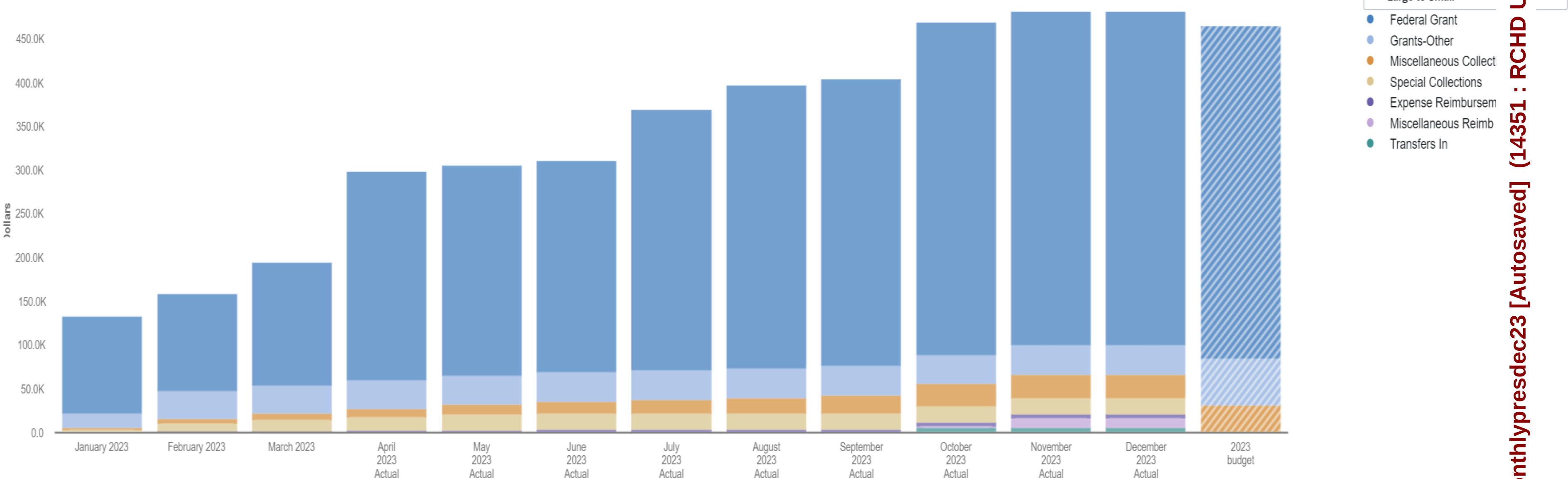
Data filtered by Expenses, Health Department, Health Department General and exported on December 11, 2023. Created with OpenGov

RCHD Revenue

Cumulative Revenues by Department

General Fund Cumulative Revenues by Department.

Visualization



Cumulative Revenues

	January 2023	February 2023	March 2023	April 2023 Actual	May 2023 Actual	June 2023 Actual	July 2023 Actual	August 2023 Actual	September 2023 Actual	October 2023 Actual	November 2023 Actual	December 2023 Actual	2023 budget	2023 Variance	iance
Federal Grant	$ 111,437	$ 111,437	$ 140,608	$ 238,928	$ 240,536	$ 242,628	$ 298,235	$ 323,745	$ 329,002	$ 380,800	$ 380,800	$ 380,800	$ 380,800	0	0.00%
Grants-Other	16,000	32,400	32,400	32,400	33,400	33,400	33,400	33,400	33,400	33,400	33,400	33,400	53,639	-20,239	7.73%
Miscellaneous Collection	2,108	4,216	7,074	9,182	11,290	13,398	15,657	17,765	20,373	25,131	27,239	27,239	31,787	-4,548	4.31%
Special Collections	4,170	9,960	13,260	15,450	18,090	18,480	18,630	18,630	18,630	18,630	18,630	18,630	0	18,630	--
Expense Reimbursement	346	1,847	1,977	3,256	3,516	4,178	4,184	4,184	4,419	4,419	4,419	4,419	0	4,419	--
Miscellaneous Reimb	0	0	0	0	0	0	0	0	0	1,609	10,335	10,335	0	10,335	--
Transfers In	0	0	0	0	0	0	0	0	0	6,656	6,656	6,656	0	6,656	--
Total	$ 134,061	$ 159,860	$ 195,320	$ 299,217	$ 306,832	$ 312,084	$ 370,106	$ 397,724	$ 405,824	$ 470,645	$ 481,479	$ 481,479	$ 466,226	15,253	3.27%

Data filtered by Revenues, Health Department, Health Department General and exported on December 11, 2023. Created with OpenGov

MCH Update

BaM classes in September = 85 participants!

Health Equity Project – Yoga "well-being" classes = 31 in November

- FREE Childcare provided

Awarded KDHE Core/SIPP grant

- Safe sleep bundles

Clinic Updates

1052 total immunizations (668 patients)

132 family planning visits

856 total appointments in November

CCL Update

November	Riley	Geary	Clay	Dickinson	Pott	Total
Initial Inspections	1				1	2
Initial Compliance						
Annual Inspections	4	3	2	2	3	14
Annual Compliance	2	2				4
KDHE compliance Inspections			1		2	3
Complaint First Visit	1	1		1		3
Complaint Second Visit						
Illegal Care Complaints						
	8	6	3	3	6	26
Amendments						
Exceptions						
Consults						
Home Orientation		1				1
Center Orientation						
School Age Orientation						

CCL Update

	December	Riley	Geary	Clay	Dickinson	Pott	Total
School Age Program		7				1	8
Child Care Center		15	7	1	7	7	37
R & R Agency		1					1
School Age Drop In Program		9				3	12
Group Day Care Home		29	13	11	10	15	78
Head Start Child Care							
Licensed Day Care Home		41	14	13	15	33	116
Preschool			1	2	3		6
	Totals	102	35	27	35	59	258
		-1		-1			-2

Raising Riley Update

Parent Education

Circle of Security = 3 families	Build your Bounce Training = 4 parents	Parent Book Club = 4 parents

Provider Education and Support

Trauma Informed Care Training = 15 providers	CPR and FA = 6 providers

Outreach

Holiday event at No Stone Unturned = 25 adults and 30 kids!

Upcoming Events

Holiday Party for Providers on December 11	Family Holiday event on December 16

Grant Update

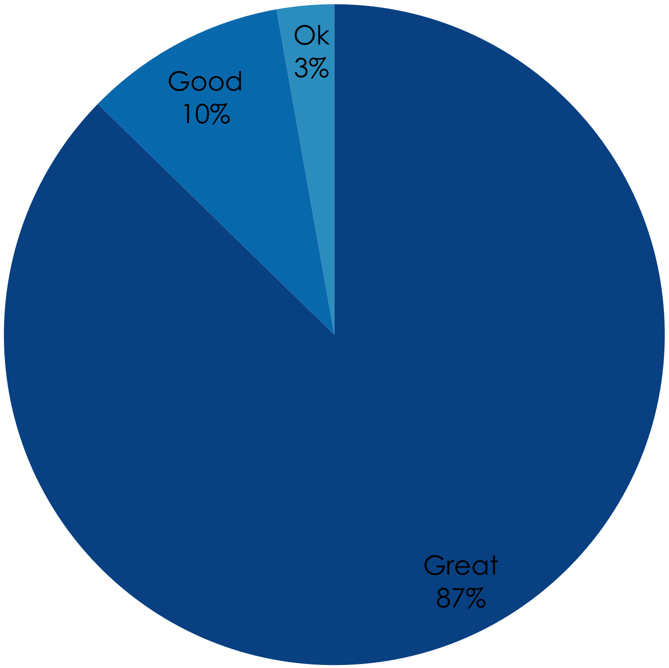
MRC Unit Leader – Offer pending

DECK Coordinator – 6 interviews scheduled this week

Workforce Development – received contract

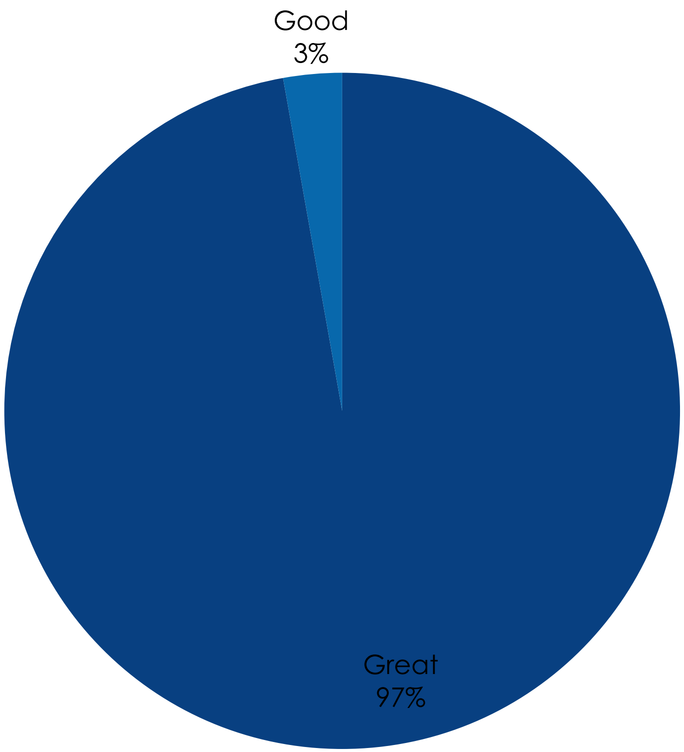
Family Planning Customer Survey Results

Time between making appointments and being seen



Family Planning Customer Survey Results

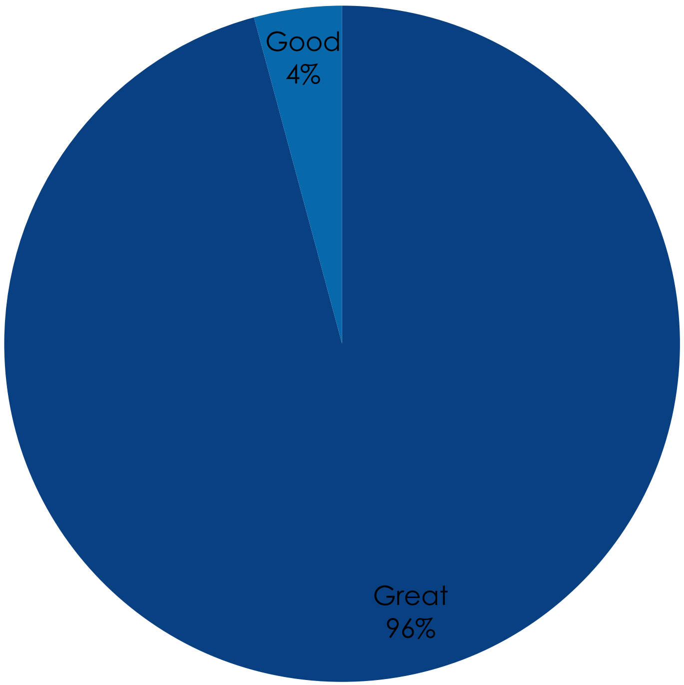
Curtesy of staff



RILEY COUNTY

Family Planning Customer Survey Results

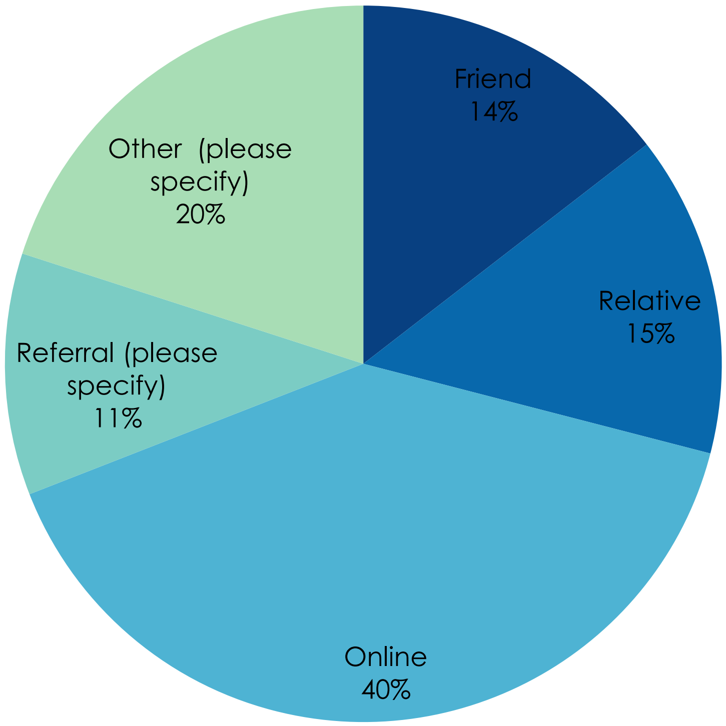
Clearly explains what you want to know.



RILEY COUNTY

Family Planning Customer Survey Results

How did you hear about us?



RILEY COUNTY

Family Planning Customer Survey Results

Super friendly, fast, effective
The Dr. I had was amazing
Pleasant Thereasa was superb
easy appointments
how fast you get in and out
friendly community
The workers
Kind, friendly environment.
friendly staff
convenience
very welcoming
How kind the staff is
Nurse Practioner is excellent and professional. Down to earth and talked to me
The girl who saw me was so nice
quick, friendly
The people. they always make me feel so welcomed
people very friendly, kind, always smiling
kindness of provider
friendly and clean

RILEY COUNTY

Director’s To-Do List

- Progress Report on 2025 Strategic Plan
- 2023 Annual Report
- Prepare for third CNA (spring 2024) – collaborating with FHWC
- Prepare for reaccreditation (2025)

THANK YOU!

RILEY COUNTY

RILEY COUNTY

HEALTH DEPARTMENT
Update

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

COMMISSION AGENDA REPORT

FROM: **Kaylyn Speth**

MEETING: **December 14, 2023**

SUBJECT: **RCHD WIC Update**

PRESENTER: **Kaylyn Speth**

see attached

Enclosures:

- 2024 RC STATE OF WIC (PDF)

WOMEN, INFANTS, & CHILDREN

RILEY COUNTY WIC

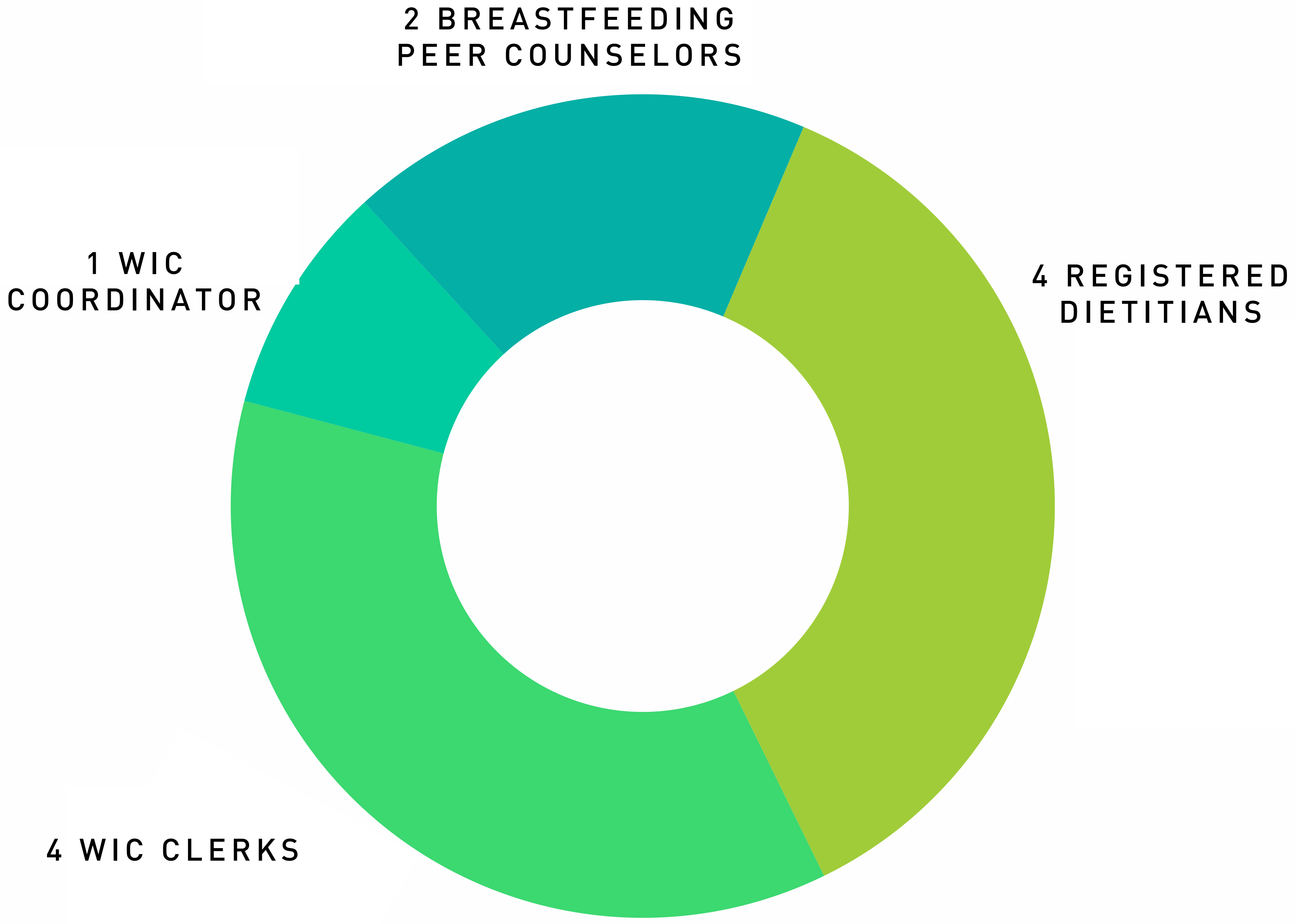
2023 UPDATE

WHO WE SERVE

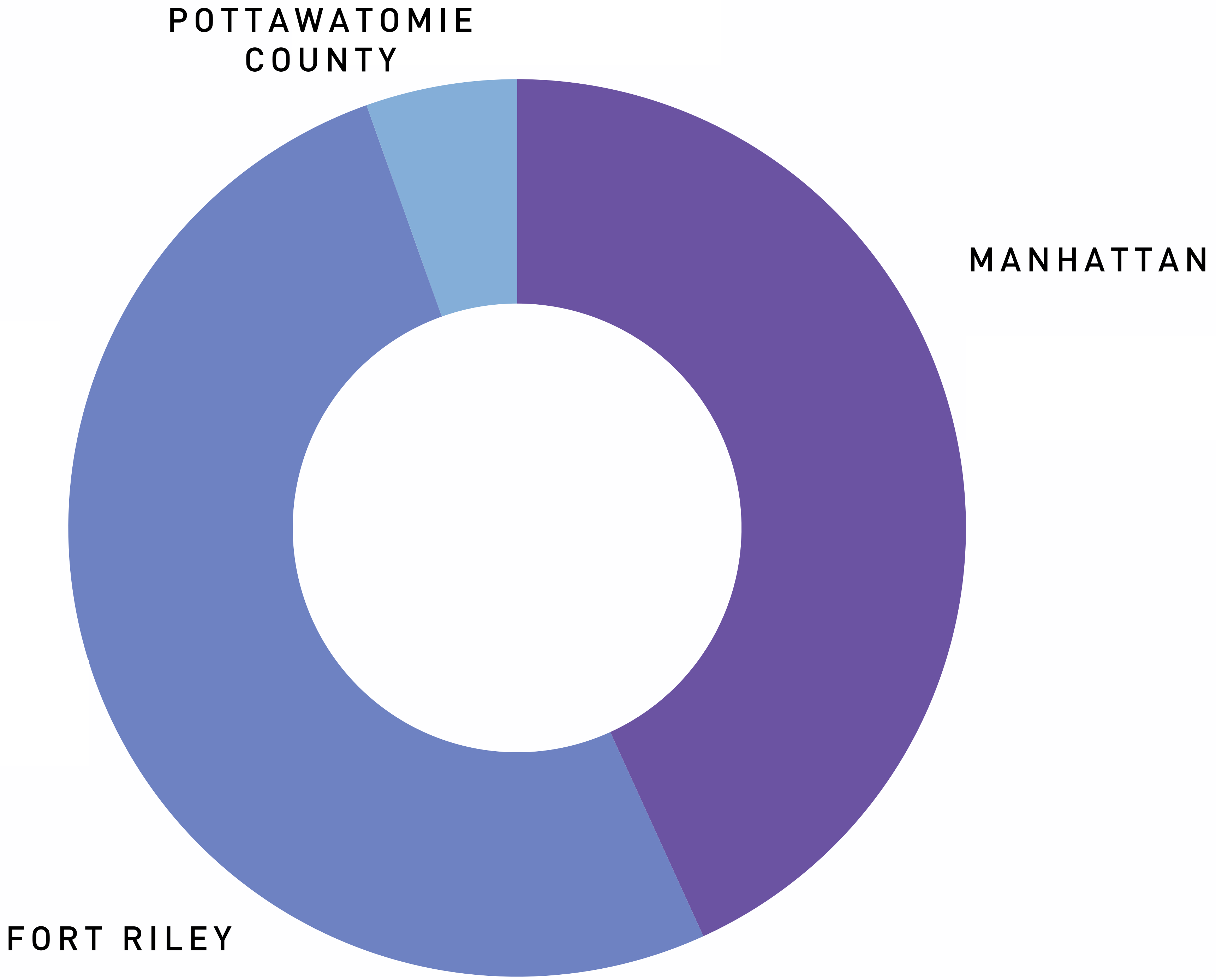
PREGNANT WOMEN
BREASTFEEDING AND POSTPARTUM WOMEN
INFANTS
CHILDREN UP TO AGE 5

WHO MEET 185% OF THE FEDERAL POVERTY LEVEL

HOW WE SERVE



STAFFING



CASELOAD

PILLARS OF WIC

1 NUTRITION EDUCATION

2 HEALTHY FOODS

3 BREASTFEEDING SUPPORT

4 CONNECTION TO SERVICES

FAST FACTS

83% OF VOTERS SUPPORT WIC

76% OF VOTERS SUPPORT INCREASING VALUE OF WIC BENEFIT

EVERY DOLLAR SPENT ON WIC HAS A $2.48 RETURN ON INVESTMENT

ECONOMIC IMPACT

$1.5 MILLION WIC DOLLARS SPENT AT AREA STORES IN FFY2023

HEALTH IMPACT

IMPROVES:

- MATERNAL / INFANT OUTCOMES
- BREASTFEEDING INITIATION AND DURATION RATES
- NUTRIENT INTAKE

BEHAVIOR CHANGES:

- EAT MORE FRUITS AND VEGETABLES
- DRINK MORE WATER
- TRY NEW FOODS

2023 ACCOMPLISHMENTS

PARTNERSHIP WITH MART - RECEIVED NWA HEALTH EQUITY CHAMPION AWARD

POWER OF PRODUCE - ROUNDTABLE DISCUSSION WITH SEN. MARSHALL, USDA-FNS ADMINISTRATORS

2023 COMMUNITY OUTREACH

2023 CONTINUING EDUCATION

NUTRITION SERVICES PLAN 2023

CLINIC

CDC DEVELOPMENTAL MILESTONES CHECKLIST

645 CHECKLISTS COMPLETED
22 REFERRALS MADE
9 ENROLLED IN SERVICES

BREASTFEEDING

EXPAND BFPC PROGRAM TO FT. RILEY CLINIC

AMELIA POSLIGUA

NUTRITION SERVICES PLAN 2024

CLINIC

PROMOTE VITAMIN USE FOR ALL WOMEN OF CHILDBEARING AGE

BREASTFEEDING

BECOME A 'BREASTFEEDING FRIENDLY LOCAL HEALTH DEPARTMENT'

Attachment: 2024 RC STATE OF WIC (14352 : RCHD WIC Update)

LOOKING FORWARD

MAKING WIC MORE ACCESSIBLE

PARTICIPATING IN MODERNIZATION DISCUSSIONS

PILOTING NUTRITION EDUCATION PLATFORM

CONTACT INFORMATION

Kaylyn Speth, MS, RD, LD, CLC
WIC Coordinator
785-776-4779 x7618
kspeth@rileycountyks.gov

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

COUNTY CLERK & ELECTIONS
Budget

MEMORANDUM

FROM: **Brittany Phillips, Budget & Finance Officer**

MEETING: **December 14, 2023**

SUBJECT: **Monthly Cash Flow Report for November 2023**

PRESENTER: **Brittany Phillips, Budget & Finance Officer**

Cash Flow Reports for the Economic Development Fund, County Building Fund, Capital Improvement Fund, Road & Bridge 1/2 Cent Sales Tax Fund and Road & Bridge 0.2 Cents Sales Tax Fund.

Enclosures:

- November 2023 Cash Flows (PDF)

2023 Riley County Economic Development Cash Flow Analysis

% of Year: 91.7

Month	Revenue	Reimbursements	Other	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar A/P	Total Expenditures
Jan	$282,275.00			$282,275.00	$84,052.20			$84,052.20
Feb				$0.00				$0.00
Mar				$0.00				$0.00
Apr				$0.00	$1,000.00			$1,000.00
May				$0.00				$0.00
Jun				$0.00	$7,943.86			$7,943.86
Jul				$0.00	$30,508.00			$30,508.00
Aug				$0.00	$325.75			$325.75
Sep				$0.00				$0.00
Oct				$0.00				$0.00
Nov				$0.00				$0.00
Dec				$0.00				$0.00
	$282,275.00	$0.00	$0.00	$282,275.00	$123,829.81	$0.00	$0.00	$123,829.81

Cash Reconciliation	
2023 Beginning Unencumbered Cash	$181,640.41
2023 Revenue	$282,275.00
Less 2023 Expenditures/Encumbrances	$123,829.81
2023 Ending Unencumbered Cash	$340,085.60
Less Est. Project Balance for CY	$135,623.94
2023 Projected Unencumbered Cash	$204,461.66

Riley County 2023 Budget Authority Summary		% Budget Expended
2023 Budgeted Expenditures	$282,275	
Expenditures to Date	$123,830	43.87%
2023 Remaining Budget Authority	$158,445	

Riley County 2023 Budgeted Revenue		% Budgeted Revenue
2023 Budgeted Revenue	$282,275	
Revenue to Date	$282,275	100.00%

2023 Detailed Expenditures per Project and per Department

Projects	Project Estimate	Prior Year Expenditures	2023 Actual Expenditures/ Encumbrances	Remaining Project Estimate Totals	Completed Projects (Over) Under Estimate
APPROPRIATIONS					
Chamber of Commerce	$55,000.00	$0.00	$55,000.00	$0.00	$0.00
Flint Hills Veterans Coalition	$1,015.00	$0.00	$1,016.00	-$1.00	$0.00
Downtown Manhattan	$5,000.00	$0.00	$5,000.00	$0.00	$0.00
Riley Co. General Eco Devo	$132,850.00	$0.00		$132,850.00	
APPROPRIATION TOTALS	$193,865.00	$0.00	$61,016.00	$132,849.00	$0.00
MEMBERSHIPS					
FHMPO Contribution	$5,201.00	$0.00	$2,426.06	$2,774.94	$0.00
FHRLP Underwriters & Sponsors	$1,000.00		$1,000.00	$0.00	$0.00
MEMBERSHIP TOTALS	$6,201.00	$0.00	$3,426.06	$2,774.94	$0.00
CONTRACTS					
Auto Lane Development (2024)	$121,139.60	$109,025.64		$12,113.96	
CONTRACT TOTALS	$121,139.60	$109,025.64	$0.00	$12,113.96	$0.00
DEBT OBLIGATION TRANSFER					
Konza Water Debt Payment Transfer	$658,501.67	$359,504.67	$52,153.00	$246,844.00	
DEBT OBLIGATION TRANSFER TOTALS	$658,501.67	$359,504.67	$52,153.00	$246,844.00	$0.00
PROJECTS					
Comprehensive plan update	$25,000.00	$0.00	$325.75	$24,674.25	
CASA Moving Expenses	$6,909.00		$6,909.00	$0.00	$0.00
PROJECT TOTALS	$31,909.00	$0.00	$7,234.75	$24,674.25	$0.00
TOTALS	$1,011,616.27	$468,530.31	$123,829.81	$419,256.15	$0.00

Remaining Approved Projects less lease/debt payments/reserve $135,623.94

(not included as these payments are subject to approval with annual budget)

Completed Projects

2023 Riley County Building Cash Flow Analysis FUND 152

% of Year: 91.7

Month	Revenue	Reimbursements	Other	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar A/P	Total Expenditures
Jan	$149,608.81		$33.50	$149,642.31	$13,901.75			$13,901.75
Feb		$10.00	$33.50	$43.50	$31,597.04	$6,705.00		$38,302.04
Mar	$8,632.12	$43.50		$8,675.62	$26,712.00		$7,743.19	$34,455.19
Apr			$33.50	$33.50	$65,361.32			$65,361.32
May	$102,430.28		$43.50	$102,473.78	$48,444.94			$48,444.94
Jun		$10.00	$33.50	$43.50	$42,492.55			$42,492.55
Jul		$40.00		$40.00	$20,476.91			$20,476.91
Aug				$0.00	$27,066.17			$27,066.17
Sep	$20,290.96	$20.00		$20,310.96	$10,178.06			$10,178.06
Oct	$4,832.69			$4,832.69	$6,575.53			$6,575.53
Nov				$0.00	$16,729.32			$16,729.32
Dec				$0.00				$0.00
	$285,794.86	$123.50	$177.50	$286,095.86	$309,535.59	$6,705.00	$7,743.19	$323,983.78

Cash Reconciliation	
2023 Beginning Unencumbered Cash	$226,096.00
2023 Revenue	$286,095.86
Less 2023 Expenditures/Encumbrances	$323,983.78
2023 Ending Unencumbered Cash	$188,208.08

Riley County 2023 Budget Authority Summary		% Budget Expended
2023 Budgeted Expenditures	$393,000	
Expenditures to Date	$323,984	82.44%
2022 Remaining Budget Authority	$69,016	

Riley County 2023 Budgeted Revenue		% Budgeted Revenue
2023 Budgeted Revenue	$286,015	
Revenue to Date	$286,096	100.03%

2023 Riley County CIP Cash Flow Analysis

% of Year: 91.7

FUND 145

Month	Revenue	Transfers In	Reimbursements	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar A/P	Total Expenditures
Jan	$93,613.31	$1,786,668.00		$1,880,281.31	$288,002.84			$288,002.84
Feb				$0.00	$41,874.67			$41,874.67
Mar				$0.00	$10,736.96		$83,051.19	$93,788.15
Apr	$117,085.12	$99,535.00		$216,620.12	$366,903.19			$366,903.19
May	$3,812.00			$3,812.00	$11,539.12			$11,539.12
Jun	$5,805.00	$4,890,132.96		$4,895,937.96		$44,303.00		$44,303.00
Jul	$136,765.15			$136,765.15	$605,137.50			$605,137.50
Aug			$405.00	$405.00	$155,537.50	$410,043.65		$565,581.15
Sep	$216,868.67			$216,868.67	$122,421.71			$122,421.71
Oct	$203,876.32			$203,876.32	$4,655.00	$234,021.00		$238,676.00
Nov	$5,457.37			$5,457.37	$5,855.00	$234,021.00		$239,876.00
Dec				$0.00				$0.00
Totals	$783,282.94	$6,776,335.96	$405.00	$7,560,023.90	$1,612,663.49	$922,388.65	$83,051.19	$2,618,103.33

Cash Reconciliation	
2023 Beginning Unencumbered Cash	$8,026,215.00
2023 Revenue	$7,560,023.90
Less 2023 Expenditures/Encumbrances	$2,618,103.33
2023 Ending Unencumbered Cash	$12,968,135.57
Less Remaining Approved Projects	$1,914,776.85
2023 Projected Unencumbered Cash	$11,053,358.72
LESS RESERVED FUNDS	$4,545,882.68
Projected 2023 Cash w/out Reserves	$6,507,476.04

Riley County 2023 CIP Budget Authority Summary		% Budget Expended
2023 CIP Budgeted Expenditures	$7,987,210	
Expenditures to Date	$1,612,663	20.19%
2023 Remaining Budget Authority	$6,374,547	

Riley County 2023 CIP Budgeted Revenue		% Budgeted Revenue
2023 CIP Budgeted Revenue	$4,996,668	
Revenue to Date	$7,560,024	151.30%

Reserved Funds:	
CIP Reserve	500,000.00
Fair Reserve	96,807.55
FFE Reserve	1,172,274.17
Hardware Refresh	886,668.00
CARES Funds	1,890,133
TOTAL RESERVE	4,545,882.68

Radio Tower Hardware/Software update 2025

To be spent on North Co. EMS Facility & Public Safety HQ after ARPA funds are used

2023 CIP Detailed Expenditures per Project and per Dept

Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	Reserved for Approved Projects	Paid Prior Year(s) Encumbrances	2023 Actual Expenditures	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
		PUBLIC WORKS:							
13-13PW005		Unassigned - design cost for culverts	$35,000.00	$16,100.00				$18,900.00	
14-14PW004	465	Tabor Valley Bridge	$35,000.00	$34,128.25		$807.00		$0.00	$64.75
16-16PK003	71	Parking lot for CICO Playground	$18,000.00	$7,078.29			$10,921.71	$0.00	
18-18PW012	27	Fairgrounds ADA Walkway	$170,000.00	$104,648.05				$65,351.95	
19-19LEC005		Andover Control Replacement	$297,000.00	$253,504.00		$43,496.00		$0.00	
20-20LEC002		Replace Air Regulators on 1/2 Jail Doors	$30,000.00	$13,238.55				$0.00	$16,761.45
20-20LEC003		Rewire Elevator Safety Systems	$40,000.00	$0.00				$40,000.00	
20-20PK004		CICO Parking Lot Engineering	$10,000.00	$0.00				$10,000.00	
21-21LEC002		Elevator Repair-LEC Lobby	$45,000.00	$0.00				$45,000.00	
21-21LEC004		Canopy to Cover Fuel Island	$45,000.00	$0.00				$0.00	$45,000.00
22-22LEC001		Master Control Door and Camera - American Digital Security	$275,000.00	$0.00		$209,348.65		$0.00	$65,651.35
22-22LEC002		New Roof top HVAC Unit	$60,000.00	$0.00				$60,000.00	
21-21PW001		Tandem Axle Truck w/Plow & Spreader	$205,000.00	$0.00		$200,695.00	$4,305.00	$0.00	
21-21PW002		Semi Truck	$85,000.00	$0.00				$85,000.00	
21-21PW007		Imaging Software & Conversion	$75,000.00	$0.00				$75,000.00	
21-21PW009		Tandem Axle Truck w/ Plow & Spreader	$238,676.00	$0.00		$234,021.00	$4,655.00	$0.00	$0.00
21-21PW010		Tandem Axle Truck w/ Plow & Spreader	$238,676.00	$0.00		$234,021.00	$4,655.00	$0.00	
22-22PW001	465	Tabor Valley Bridge	$255,000.00	$166,860.83			$53,524.89	$0.00	$34,614.28
23-23PW001		Carnegie Elevator Modernization	$75,000.00					$75,000.00	
23-23PW002		Health Department Elevator Modernization	$75,000.00					$75,000.00	
23-23PW003		Carnegie Boiler	$75,000.00					$75,000.00	
23-23PW004		Dump Truck Bed (Unit 26)	$70,000.00					$70,000.00	
23-23PW005		Dump Truck Bed (Unit 27)	$70,000.00					$70,000.00	
23-23PW006		550 Diesel Truck w/ Snow Plow & Spreader	$120,000.00					$120,000.00	
23-23PW007		32' Hydraulic Gooseneck Trailer	$45,000.00					$45,000.00	
23-23LEC001	986	Replace Roof	$404,000.00					$404,000.00	
23-23PK001		Large Area Mower w/ Cab	$72,000.00					$72,000.00	
23-23PK002		Playground Equipment CICO Park (PK trx $75000) & 18-18PK003, 21-21PK008	$375,000.00	$0.00				$375,000.00	
		PUBLIC WORKS TOTAL	$3,538,352.00	$595,557.97		$922,388.65	$78,061.60	$399,251.95	$162,091.83
		EMERGENCY MEDICAL SERVICE							
13-13AM001	302	Design of the EMS Facility Enhancement	$100,000.00	$25,770.00				$74,230.00	
20-20AM003	302	EMS Facility Engineering Design Cost	$50,000.00	$0.00				$50,000.00	
21-21AM003	302	2 SUV Replacement Vehicles	$120,000.00	$111,539.00			$8,461.00	$0.00	$0.00
22-22AM001		EMS AMBULANCE	$325,000.00	$0.00				$325,000.00	
22-22AM002		ZOLL "X" ERIES Cardiac Monitor	$94,000.00	$94,000.00			$0.00	$0.00	
23-23AM001		Overhead Alerting Systems	$187,545.61					$187,545.61	
23-23AM002		Patient Mover Replacement	$69,265.00					$69,265.00	
23-23AM003		ZOLL "X" ERIES Cardiac Monitor	$48,726.00					$48,726.00	
		EMS TOTAL	$994,536.61	$231,309.00			$8,461.00	$754,766.61	$0.00

		CLERK					
21-21CK001		Open.Gov software	$202,620.00	$88,370.00	$44,675.00	$69,575.00	
		CLERK TOTAL	$202,620.00	$88,370.00	$44,675.00	$69,575.00	$0.00
		Elections					
23-23EL001		Election Systems Software Equipment Upgrade	$300,475.00	$0.00	$296,370.00	$0.00	$4,105.00
23-23EL002	985	CPE 4th Floor Renovations - Elections	$350,000.00			$350,000.00	
		CLERK TOTAL	$300,475.00	$0.00	$296,370.00	$350,000.00	$4,105.00
		ATTORNEY					
		ATTORNEY TOTAL	$0.00	$0.00	$0.00	$0.00	$0.00
		APPRAISER					
21-21AP001		Replacement Vehicle	$35,144.00	$0.00		$35,144.00	
		APPRAISER TOTAL	$35,144.00	$0.00	$0.00	$35,144.00	$0.00
		BOCC					
		BOCC TOTAL	$0.00	$0.00	$0.00	$0.00	$0.00
		PLANNING & DEVELOPMENT					
		PLANNING & DEVELOPMENT TOTAL	$0.00	$0.00	$0.00	$0.00	$0.00

Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	Reserved for Approved Projects	Paid Prior Year(s) Encumbrances	2023 Actual Expenditures	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate
		NOXIOUS WEED							
22-22NW001		Mower Replacement	$135,000.00	$0.00			$112,700.00	$0.00	$22,300.00
		NOXIOUS WEED TOTAL	$135,000.00	$0.00			$112,700.00	$0.00	$22,300.00
		EMERGENCY MANAGEMENT							
16-16EM002		Standby/Backup Generator Pottorf Hall	$40,000.00	$0.00				$40,000.00	
20-20EM005		Bi-directional amplifiers (radio project)	$35,000.00	$18,960.71				$16,039.29	
21-21EM001		Mobile Command Post Upgrade/Equip Refresh	$125,000.00	$0.00				$125,000.00	
21-21EM002		EM Storage Building	$125,000.00	$0.00				$125,000.00	
23-23EM001		Outdoor Warning Siren Upgrade	$85,000.00					$85,000.00	
		EMERGENCY MANAGEMENT TOTAL	$410,000.00	$18,960.71			$0.00	$306,039.29	$0.00
		OTHER							
13-13PW009		Motor Grader (Lease Purchase through 2023)	$1,010,604.70	$550,604.70			$460,000.00	$0.00	$0.00
18-18EM003	21	Hardware Refresh Reserve (through 2025)	$1,182,221.00		$886,668.00			$1,182,221.00	
Lease pmt to 2033	21	Radio Infrastructure Project Lease (15 yr term through 2033)	$6,401,938.00	$1,707,184.00			$426,795.89	$4,267,958.11	
B&I Trx to 2025		2010-B G.O. Bond payment (15 yr term through 2025)	$2,849,815.47	$2,298,515.63			$185,600.00	$365,699.84	
CARES Funds	977/978	North Co. EMS Facility & Public Safety HQ Reserved			$1,890,133			$0.00	
		OTHER TOTAL	$11,444,579.17	$4,556,304.33	$2,776,800.96		$1,072,395.89	$5,815,878.95	$0.00
		TOTAL	$17,060,706.78	$5,490,502.01	$2,776,800.96	$922,388.65	$1,612,663.49	$7,730,655.80	$188,496.83

Remaining Approved Projects less lease/debt payments $1,914,776.85

(not included as these payments are subject to approval with annual budget)

Completed Projects

2023 Detailed Expenditures per Project by Month

Project #	Project Code	Projects	Approved Project Estimate	Prior Year Expenditures	Reserved for Approved Projects	Jul	Aug	Sep	Oct	Nov	Dec	Encumbrances	Jan/Feb Mar	Expenditures to Date	Remaining Project Estimate	Completed Projects (Over) Under Approved Estimate	
		PUBLIC WORKS:															
13-13PW005		Unassigned - design cost for culverts	$35,000.00	$16,100.00										$16,100.00	$18,900.00		
14-14PW004	465	Tabor Valley Bridge	$35,000.00	$34,128.25								$807.00		$34,935.25	$0.00	$64.75	
16-16PK003	71	Parking lot for CICO Playground	$18,000.00	$7,078.29				$10,921.71						$18,000.00	$0.00		
18-18PW012	27	Fairgrounds ADA Walkway	$170,000.00	$104,648.05										$104,648.05	$65,351.95		
19-19LEC005		Andover Control Replacement	$297,000.00	$253,504.00								$43,496.00		$297,000.00	$0.00		
20-20LEC002		Replace Air Regulators on 1/2 Jail Doors	$30,000.00	$13,238.55										$13,238.55	$0.00	$16,761.45	
20-20LEC003		Rewire Elevator Safety Systems	$40,000.00	$0.00										$0.00	$40,000.00		
20-20PK004		CICO Parking Lot Engineering	$10,000.00	$0.00										$0.00	$10,000.00		
21-21LEC002		Elevator Repair-LEC Lobby	$45,000.00	$0.00										$0.00	$45,000.00		
21-21LEC004		Canopy to Cover Fuel Island	$45,000.00	$0.00										$0.00	$0.00	$45,000.00	Cancelled
22-22LEC001		Master Control Door and Camera - American Digital Security	$275,000.00	$0.00								$209,348.65		$209,348.65	$0.00	$65,651.35	
22-22LEC002		New Roof top HVAC Unit	$60,000.00	$0.00										$0.00	$60,000.00		
21-21PW001		Tandem Axle Truck w/Plow & Spreader	$205,000.00	$0.00			$4,305.00					$200,695.00		$205,000.00	$0.00		
21-21PW002		Semi Truck	$85,000.00	$0.00										$0.00	$85,000.00		
21-21PW007		Imaging Software & Conversion	$75,000.00	$0.00										$0.00	$75,000.00		
21-21PW009		Tandem Axle Truck w/ Plow & Spreader	$238,676.00	$0.00					$4,655.00			$234,021.00		$238,676.00	$0.00		
21-21PW010		Tandem Axle Truck w/ Plow & Spreader	$238,676.00	$0.00					$4,655.00			$234,021.00		$238,676.00	$0.00		
22-22PW001	465	Tabor Valley Bridge	$255,000.00	$166,860.83										$220,385.72	$0.00	$34,614.28	
23-23PW001		Carnegie Elevator Modernization	$75,000.00	$0.00										$0.00	$75,000.00		
23-23PW002		Health Department Elevator Modernization	$75,000.00	$0.00										$0.00	$75,000.00		
23-23PW003		Carnegie Boiler	$75,000.00	$0.00										$0.00	$75,000.00		
23-23PW004		Dump Truck Bed (Unit 26)	$70,000.00	$0.00										$0.00	$70,000.00		
23-23PW005		Dump Truck Bed (Unit 27)	$70,000.00	$0.00										$0.00	$70,000.00		
23-23PW006		550 Diesel Truck w/ Snow Plow & Spreader	$120,000.00	$0.00										$0.00	$120,000.00		
23-23PW007		32' Hydraulic Gooseneck Trailer	$45,000.00	$0.00										$0.00	$45,000.00		
23-23LEC001	986	Replace Roof	$404,000.00	$0.00										$0.00	$404,000.00		
23-23PK001		Large Area Mower w/ Cab	$72,000.00	$0.00										$0.00	$72,000.00		
23-23PK002		Playground Equipment CICO Park (PK trx $75000) & 18-18PK003, 21-21PK008	$375,000.00	$0.00										$0.00	$375,000.00		
		EMERGENCY MEDICAL SERVICE															
13-13AM001	302	Design of the EMS Facility Enhancement	$100,000.00	$25,770.00										$25,770.00	$74,230.00		
20-20AM003	302	EMS Facility Engineering Design Cost	$50,000.00	$0.00										$0.00	$50,000.00		
21-21AM003	302	2 SUV Replacement Vehicles	$120,000.00	$111,539.00										$120,000.00	$0.00		
22-22AM001		EMS AMBULANCE	$325,000.00	$0.00										$0.00	$325,000.00		
22-22AM002		ZOLL "X" ERIES Cardiac Monitor	$94,000.00	$94,000.00										$94,000.00	$0.00		
23-23AM001		Overhead Alerting Systems	$187,545.61	$0.00										$0.00			
23-23AM002		Patient Mover Replacement	$69,265.00	$0.00										$0.00			
23-23AM003		ZOLL "X" ERIES Cardiac Monitor	$48,726.00	$0.00										$0.00			
		CLERK															
21-21CK001		Open.Gov software	$202,620.00	$88,370.00										$133,045.00	$69,575.00		
		Election															
23-23EL001		Election Systems Software Equipment Upgrade	$300,475.00	$0.00		$145,137.50	$151,232.50							$296,370.00	$0.00	$4,105.00	
23-23EL002	985	CPE 4th Floor Renovations - Elections	$350,000.00	$0.00										$0.00	$350,000.00		
		ATTORNEY															
		APPRAISER															
21-21AP001		Replacement Vehicle	$35,144.00	$0.00										$0.00	$35,144.00		
		BOCC															
														$0.00	$0.00		
		PLANNING & DEVELOPMENT															
			$0.00	$0.00										$0.00	$0.00		
		NOXIOUS WEED															
22-22NW001		Mower Replacement	$135,000.00	$0.00				$111,500.00		$1,200.00				$112,700.00	$0.00	$22,300.00	
		EMERGENCY MANAGEMENT															
16-16EM002		Standby/Backup Generator Pottorf Hall	$40,000.00	$0.00										$0.00	$40,000.00		
20-20EM005		Bi-directional amplifiers (radio project)	$35,000.00	$18,960.71										$18,960.71	$16,039.29		
21-21EM001		Mobile Command Post Upgrade/Equip Refresh	$125,000.00	$0.00										$0.00	$125,000.00		
21-21EM002		EM Storage Building	$125,000.00	$0.00										$0.00	$125,000.00		
23-23EM001		Outdoor Warning Siren Upgrade	$85,000.00	$0.00										$0.00	$85,000.00		
		OTHER															
13-13PW009		Motor Grader (Lease Purchase through 2023)	$1,010,604.70	$550,604.70		$460,000.00								$1,010,604.70	$0.00	$0.00	
18-18EM003	21	Hardware Refresh Reserve (through 2025)	$1,182,221.00	$0.00	$886,668.00									$886,668.00	$295,553.00		
Lease to 2033	21	Radio Project Lease (15 yr term through 2033)	$6,401,938.00	$1,707,184.00										$2,133,979.89	$4,267,958.11		
B&I Trx to 2025		2010-B G.O. Bond pmt (15 yr term through 2025)	$2,849,815.47	$2,298,515.63										$2,484,115.63	$365,699.84		
CARES Money	977/978	North Co. EMS Facility & Public Safety HQ Reserved			$1,890,133									$0.00			
		TOTALS	$17,410,706.78	$5,490,502.01	$2,776,800.96	$605,137.50	$155,537.50	$122,421.71	$9,310.00	$1,200.00	$0.00	$922,388.65	$0.00	$8,912,222.15	$8,004,451.19	$188,496.83	

$2,535,052.14

Completed Projects

Remaining Approved Projects less lease/debt payments/hardware refresh

(not included as these payments are subject to approval with annual budget)

Project Number	Project Code	Projects	Received FFE Monies	Approved Projects Amount	Expenditures to Date	Remaining from Received Monies - Expenditures
16-16PW006	447	Fancy Creek Bridge E.2/5.6	$ 516,992.20		$ 516,992.20	$ -
17-17PW014	412	Anderson Avenue Bridge	$ 315,709.25		$ 147,260.53	$ 168,448.72
		Unassigned	$ 553,254.73			$ 553,254.73
		Unassigned				$ -
18-18PW013		Wieter Rd Project		$ 27,260.00	$ 27,260.00	$ (27,260.00)
20-20PW010	509	Welsh Road Overlay	$ 243,640.58		$ 233,509.12	$ 10,131.46
		Unassigned	$ 234,041.53			$ 234,041.53
22-22PW001	465	Tabor Bridge Project		$ 255,000.00	$ 211,708.44	$ (211,708.44)
		Unassigned	$ 228,497.50			$ 228,497.50
		Unassigned	$ 216,868.67			$ 216,868.67
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
Total			$ 2,309,004.46	$ 282,260.00	$ 1,136,730.29	$ 1,172,274.17

2023 Riley County 1/2 Cent Sales Tax Cash Flow Analysis

% of Year: 91.7

Month	Sales Tax Revenue	Reimbursements	KDOT	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar A/P	Total Expenditures
Jan	$193,878.40			$193,878.40				$0.00
Feb	$211,882.25			$211,882.25				$0.00
Mar				$0.00			$368.01	$368.01
Apr				$0.00		$675.00		$675.00
May				$0.00	$2,900.00	$1,458.75		$4,358.75
Jun				$0.00	$3,392.00	$508.75		$3,900.75
Jul				$0.00	$769.36			$769.36
Aug				$0.00	$36.00	$4,323.00		$4,359.00
Sep				$0.00		$158.75		$158.75
Oct			$1,905.58	$1,905.58	$22,815.62	$11,989.50		$34,805.12
Nov		$500.00		$500.00	$182,069.41	$302.40		$182,371.81
Dec				$0.00				$0.00
	$405,760.65	$500.00	$1,905.58	$408,166.23	$211,982.39	$19,416.15	$368.01	$231,766.55

Cash Reconciliation	
2023 Beginning Unencumbered Cash	$6,553,284.91
2023 Revenue	$408,166.23
Less 2023 Expenditures/Encumbrances	$231,766.55
2023 Ending Unencumbered Cash	$6,729,684.59
Remaining 2023 Projected Revenue	-$108,166.23
Less Est. Project Balance for Projects	$4,904,948.86
Less Est. Project Balance for Overlay	$350,000.00
2023 Projected Unencumbered Cash	$1,366,569.50

Riley County 2023 Budget Authority Summary		% Budget Expended
2023 Budgeted Expenditures	$3,736,590	
Expenditures to Date	$231,767	6.20%
2023 Remaining Budget Authority	$3,504,823	

Riley County 2023 Budgeted Revenue		% Budgeted Revenue
2023 Budgeted Revenue	$300,000	
Revenue to Date	$408,166	136.06%

2023 Detailed Expenditures per Project and per Department

Project Code	Projects	Project Estimate	Prior Year Expenditures	Paid Prior Year(s) Encumbrances	2023 Actual Expenditures	Remaining Project Estimate Totals	Completed Projects (Over) Under Estimate
	CULVERTS						
457	Flat Rock Road	$113,500.00	$52,707.29	$1,506.25	$109,025.24	-$49,738.78	
458	Parallel Road	$117,000.00	$51,440.37	$6,419.50	$110.00	$59,030.13	
403	Kitten Creek Road	$148,000.00	$54,790.60	$4,953.00		$88,256.40	
459	Union Road	$125,000.00	$56,605.00	$967.40	$102,421.64	-$34,994.04	
	CULVERT TOTALS	$503,500.00	$215,543.26	$13,846.15	$211,556.88	$62,553.71	$0.00
	BRIDGES						
461	Fancy Creek K.0/6.2	$653,800.00	$53,909.92	$5,570.00	$425.51	$593,894.57	
454	West 32nd Avenue	$1,004,750.00	$1,457,716.60			-$452,966.60	-$452,966.60
455	Rose Hill	$654,200.00	$159,048.83		$0.00	$495,151.17	
460	Winkler Mills Bridge	$1,200,000.00	$102,835.61		$0.00	$1,097,164.39	$1,097,164.39
	BRIDGE TOTALS	$3,512,750.00	$1,773,510.96	$5,570.00	$425.51	$1,733,243.53	$644,197.79
	RECONSTRUCTION						
431	McDowell Creek Road (north end)	$3,000,000.00	$515,848.38		$0.00	$2,484,151.62	$2,484,151.62
	RECONSTRUCTION TOTALS	$3,000,000.00	$515,848.38	$0.00	$0.00	$2,484,151.62	$2,484,151.62
	OVERLAY						
	4 Unidentified Overlays	$800,000.00	$175,000.00			$625,000.00	
	OVERLAY TOTALS	$800,000.00	$175,000.00	$0.00	$0.00	$625,000.00	$0.00
	TOTALS	$7,816,250.00	$2,679,902.60	$19,416.15	$211,982.39	$4,904,948.86	$3,128,349.41

Completed Projects

Project Estimates for 2023	Total	Updated
Culverts-Fancy Creek/Sherman	$ -	$ -
Rosehill Road Bridge	$ -	$ -
Senn Road Bridge	$ -	$ -
Overlay TBD and approved by BOCC	$ 350,000	$ 350,000
TOTAL	$ 350,000	$ 350,000

Attachment: November 2023 Cash Flows (14341 : Monthly Cash Flow Reports for November 2023)

2023 Detailed Expenditures per Project by Month

Project Code	Projects	Project Estimate	Prior Year Expenditures	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Encumbrances	Expenditures to Date	Remaining Project Estimate
	CULVERTS												
457	Flat Rock Road	$113,500.00	$52,707.29	$89.00	$384.68	$36.00		$2,115.77	$103,499.79		$1,506.25	$163,238.78	-$49,738.78
458	Parallel Road	$117,000.00	$51,440.37						$110.00		$6,419.50	$57,969.87	$59,030.13
403	Kitten Creek Road	$148,000.00	$54,790.60								$4,953.00	$59,743.60	$88,256.40
459	Union Road	$125,000.00	$56,605.00	$3,303.00	$384.68			$20,343.99	$78,389.97		$967.40	$159,994.04	-$34,994.04
	BRIDGES												
461	Fancy Creek K.0/6.2	$653,800.00	$53,909.92					$355.86	$69.65		$5,570.00	$59,905.43	$593,894.57
454	West 32nd Avenue	$1,004,750.00	$1,464,031.69									$1,464,031.69	-$459,281.69
455	Rose Hill	$654,200.00	$159,048.83									$159,048.83	$495,151.17
460	Winkler Mills Bridge	$1,200,000.00	$102,835.61									$102,835.61	$1,097,164.39
	RECONSTRUCTION												
431	McDowell Creek Road (north end)	$3,000,000.00	$515,848.38									$515,848.38	$2,484,151.62
	OVERLAY												
	4 overlays unidentifed	$800,000.00	$175,000.00									$175,000.00	$625,000.00
	TOTALS	$7,816,250.00	$2,686,217.69	$3,392.00	$769.36	$36.00	$0.00	$22,815.62	$182,069.41	$0.00	$19,416.15	$2,917,616.23	$4,898,633.77
											$231,398.54		

Completed Projects

2023 Riley County .2% Cent Sales Tax Cash Flow Analysis

% of Year: 91.7

Month	Sales Tax Revenue	Reimbursements	KDOT	Total Revenue	Expenditures	Encumbrances	Jan/Feb/Mar A/P	Total Expenditures
Jan				$0.00				$0.00
Feb				$0.00				$0.00
Mar	$195,644.52			$195,644.52				$0.00
Apr	$197,885.43			$197,885.43				$0.00
May	$228,702.28			$228,702.28				$0.00
Jun	$204,158.59			$204,158.59				$0.00
Jul	$211,890.83			$211,890.83				$0.00
Aug	$232,392.78			$232,392.78				$0.00
Sep	$193,115.20			$193,115.20				$0.00
Oct	$223,209.72			$223,209.72				$0.00
Nov	$250,431.18			$250,431.18				$0.00
Dec				$0.00				$0.00
	$1,937,430.53	$0.00	$0.00	$1,937,430.53	$0.00	$0.00	$0.00	$0.00

Cash Reconciliation	
2023 Beginning Unencumbered Cash	$0.00
2023 Revenue	$1,937,430.53
Less 2023 Expenditures/Encumbrances	$0.00
2023 Ending Unencumbered Cash	$1,937,430.53
Remaining 2023 Projected Revenue	$0.00
Less Est. Project Balance for CY	$0.00
2023 Projected Unencumbered Cash	$1,937,430.53

Riley County 2023 Budget Authority Summary		% Budget Expended
2023 Budgeted Expenditures	$0	
Expenditures to Date	$0	#DIV/0!
2023 Remaining Budget Authority	$0	

Riley County 2023 Budgeted Revenue		% Budgeted Revenue
2023 Budgeted Revenue	$1,500,000	
Revenue to Date	$1,937,431	129.16%

2023 Detailed Expenditures per Project and per Department

Project Code	Projects	Project Estimate	Prior Year Expenditures	2023 Actual Expenditures/ Encumbrances	Remaining Project Estimate Totals	Completed Projects (Over) Under Estimate
	CULVERTS					
	CULVERT TOTALS	$0	-	-	-	-
	BRIDGES					
	BRIDGE TOTALS	0.00	-	-	-	-
	RECONSTRUCTION					
	RECONSTRUCTION TOTALS	$0	-	-	-	-

OVERLAY

OVERLAY TOTALS	$0	-	-	-	-
TOTALS	$0	-	-	-	-

Completed Projects

Project Estimates for 2021	**Total**	**Updated**
Culverts-Fancy Creek/Sherman	$ -	$ -
Rosehill Road Bridge	$ -	$ -
Senn Road Bridge	$ -	$ -
Overlay TBD and approved by BOCC		
TOTAL	$ -	$ -

2023 Detailed Expenditures per Project by Month

Project Code	Projects	Project Estimate	Prior Year Expenditures	Jun	Expenditures to Date	Remaining Project Estimate
	CULVERTS					
	BRIDGES					
	RECONSTRUCTION					
	TOTALS	$0	$0	$0.00	-	$0

Completed Projects

EMS/AMBULANCE
Personnel

David Adams
EMS/Ambulance
Director
2011 Claflin Rd
Manhattan, KS 66502
Phone: 785-539-3535

COMMISSION AGENDA REPORT

FROM: **David Adams, EMS/Ambulance Director**

MEETING: **December 14, 2023**

SUBJECT: **Request To Fill Open Position**

PRESENTER: **David Adams, EMS/Ambulance Director**

BACKGROUND

This is a request to fill an open full time EMT position within the EMS/Ambulance department.

DISCUSSION

This is a budgeted full time EMT position which was recently vacated. This position provides direct patient care and is assigned to an ambulance and is also responsible for working event standbys.

FISCAL IMPACT

This is a budgeted position with no adverse effects to our budget. Failure to fill this opening will result in increased overtime costs as this position must be staffed when assigned to a shift.

RECOMMENDATION(S)

Staff recommend approval to fill this position.

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:

- EMS -EMT Position Description (PDF)
- 2023-12 EMT PAF (DOCX)

RILEY COUNTY, KANSAS JOB DESCRIPTION

Job Title:	**Emergency Medical Technician (EMT) – Full Time and Part Time**		
Department:	EMS/Ambulance Services		
Reports To:	EMS/Ambulance Station Captain		
Pay Grade:	**EMT**	**Status:**	**Full Time/Part Time**
FLSA Status:	Non-Exempt		

POSITION SUMMARY: The EMT will provide direct patient care within their scope of practice independently and in support of their partner in pre-hospital and inter-facility transfer settings. The EMT will participate in maintenance of facilities, equipment and ambulances. EMT's must work independently prioritize multiple tasks and maintain a high level of patient/customer satisfaction. EMT's work 12/24/36 hour shift structures.

ESSENTIAL FUNCTIONS:
- Proficiently performs skills within the scope of practice of an EMT in a compassionate caring manner
- Proficiently performs BLS skills: basic airway management, statutorily allowed medication administration, three and 12-lead EKG placement. This list is not all inclusive.
- Ability to lead, anticipate and react to partners needs in support of patient care
- Ability to work independently, multi-task and manage a multi-casualty scene
- Maintains professional image and promotes harmonious relationships among EMS, health care and other public service personnel and encourages communication at all levels
- Accurate and timely documentation of the electronic medical record
- Shows initiative participating in routine shift duties (daily, weekly and monthly activities)
- Is available for event standby time per guidelines.

SECONDARY FUNCTIONS:
- Maintains positive and professional relationship with local emergency service providers, hospital staff, physicians, and other community shareholders.
- Performs other duties as assigned.

POSITION REQUIREMENTS:

Education: High School diploma or equivalent required. Successful completion of EMT training program required.

Certificate(s)/License(s):
- Department specific CPR credentialing within 180 days of hire.
- Valid Kansas Driver's License History of minimal violations. Satisfactory Motor Vehicle Record and insurability also required.
- Certified by the Kansas Board of Emergency Medical Services (KSBEMS) as an Emergency Medical Technical (EMT) obtained prior to hire date or job transfer date.

Skills:
Ability to appraise emergency medical services and making appropriate decisions that could affect the

Updated Jan 2023

population of the county. Ability to understand complex oral and written instruction, ability to speak and write effectively, and ability to give clear, concise instruction orally and in writing. Must demonstrate compassion and professionalism and have the ability to inspire and motivate others along with the emotional intelligence to provide care during emotionally stressful situations. Must be able to assess patient needs and possess quality psychomotor skills**.**

Supervisory Controls: The EMS/Ambulance Director/Assistant Director set overall goals and objectives develop the projects, deadlines and work assignments.

Supervisory Responsibility: None.

Guidelines: Federal, State, and County laws and regulations are the basic written guidelines. Established principles of emergency medical services and written emergency plans are guiding documents. EMS/Ambulance Director (or designee) provides guidelines and general direction. Guidelines may be provided orally or in writing. Other guides are available but the use of these require extensive training, previous experience and good judgment to interpret and adapt to a variety of specific situations.

Complexity: This position makes decisions which involve the assessment of unusual circumstances, variations in approach, the use of incomplete and/or conflicting data. This position requires the employee to routinely exercise independent judgement and make careful interpretations of more technical and complicated guidelines. Meeting and dealing with many individuals of varying interests and levels of responsibility creates complexities of a high degree. These encounters often involve concepts, theories, or programs with undefined issues and elements.

Scope and Effect of Work: This position is responsible for making sound decisions that limit the County's liability exposure, improve public relations and enhance the County's professional image. If errors are made, the County's image is affected, accountability is lost, operations and projects are slowed or failed, services are not well provided and people's life's are affected and/or threatened.

Personal Contacts: Many contacts are involved. These include local, state and federal officials both within the emergency medical/ambulance services and in other agencies, volunteers, emergency medical victims, news media, contractors, and private citizens. Contacts may be initiated by the EMS/Ambulance Director, by other officials, or by members of the public. They may be groups or individuals and may be scheduled in advance or impromptu at the workplace, other offices, the homes of citizens, or other locations throughout the County or State.

Purpose of Contacts: To exchange information; to receive instructions and to coordinate work scheduling; to receive requests for service; to instruct or train others; and to ensure the effective performance of tasks by others.

Physical Demand/Effort: The physical demands described are representative of those required met to successfully perform the essential functions of this job.

Occasionally required to sit in a stationary position. Frequently heavy physical demands when working the clinical area. The employee occasionally lifts/pushes/pulls 50+lbs, frequently lifts up of 25-50lbs and constant lift of up to 25lbs. Frequently performs activities that require stooping, bending and reaching, squatting, balancing, and trunk twisting throughout the shift. Frequently communicate verbally and in written form. Required to have good visual, auditory and color determination. Will include high stress situations and several activities simultaneously.

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

While performing the duties of this job, the employee is exposed to blood, body fluids, fumes, or airborne particles, and sharp objects potentially contaminated with blood borne pathogens or other infectious agents. The noise level in the work environment is usually moderate. Working environment may quickly change from an office setting, to an indoor acute care clinical setting or to an uncontrolled, unpredictable pre-hospital setting. May be exposed to extreme heat or cold environment, wet or slippery surfaces. May be exposed to patients with communicable diseases. Wears personal protective equipment as needed.

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

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

RILEY COUNTY POSITION ACTION FORM

Requisition Approval Process

Submitted by Ashley Martinek on 12/12/2023 at 03:51 PM

Internal Position Details (not displayed on job posting)

Company Riley County, KS	**Position Template** EMT [EMSEMT]	**Work Location** Health Department/EMS
Job ID 2118492	**Salary** $16.38-$17.80	**Supervisor Position** No
Pay Grade EMT [EMT]	**EEO Class** Technicians [3]	**Workers Compensation** 7705 [7705]
Cost Center 1 County General [1]	**Cost Center 2** EMS/Ambulance [20]	**Cost Center 3** --
1 Job Slot EMT-1		

Supervisor: Joshua Gering

Department Head: David Adams

☒No changes to Position or Budget ☒Position Description attached Total annual hours: 2080

☒Budgeted ☐New or updated position description

☐New request for budget (details attached)

Salary: $37,024.00 Budget for Benefits: $14,624.48 Total proposed annual budget: $51,648.48

Additional Position Comments: ____

BoCC Chairwoman ______________________________ Date: ________________

BoCC Member ______________________________ Date: ________________

BoCC Member ______________________________ Date: ________________

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

PUBLIC WORKS
Project

COMMISSION AGENDA REPORT

FROM: **Evan McMillan, Assistant County Engineer**

MEETING: **December 14, 2023**

SUBJECT: **University Park Lagoon Project**

PRESENTER: **Evan McMillan, Assistant County Engineer**

BACKGROUND:

The University Park Benefit District treatment facility is being replaced in order to comply with the EPA Consent Order, and meet permitting requirements. A non-discharging lagoon was selected as the best option for replacing the existing mechanical facility.

Two potential locations have been selected for the new lagoon, both of which are located just West of the district's water tower. Soil borings were scheduled last week to determine the depth of the bedrock present in the area, and to investigate a few more locations that were expected to have less rock.

In addition to the lagoon treatment facility, there will also be a lift station and additional force mains required to route the waste to the lagoon. Depending on the final lagoon location, there is also the possibility of having to reroute a small portion of the districts water supply main.

DISCUSSION:

The University Park Lagoon project is estimated to cost around $1,962,210.00, with an estimated amount of $462,210.00 to be funded through KDHE's low interest State Revolving Loan Fund Program. A breakdown of the estimated customer assessments, based on the funding obtained, is attached. It is worth noting that these assessments are based on preliminary cost estimates, and are broken down on a per lot basis.

Due to the reduced maintenance and monitoring of a lagoon treatment system, it is expected that the current sewer rate will stay in place over the next few years, pending any other unexpected infrastructure improvements to the district.

FISCAL IMPACT:

See the attached table for preliminary estimates of assessments.

ALTERNATIVES:

N/A

RECOMMENDATIONS:

Staff recommends that we continue moving forward with pursuing a loan from KDHE's State Revolving Loan Fund Program in the amount of $462,210.00.

POSSIBLE MOTION(S):

Staff continue with pursuit of loan from KDHE State Revolving Loan Fund Program.

Enclosures:

- PDF Placeholder (PDF)

Total Cost Breakdown (Assuming STWSIA)				
Loans	Remaining Cost	Annual Cost	Total Cost	
USDA & SRF	$ 101,685.96	$ 31.75	$ 1,270.06	
USDA	$ 254,214.89	$ 79.38	$ 3,175.15	
SRF	$ 323,546.22	$ 100.49	$ 4,019.44	
SRF Loan (No Forgiveness)	$ 462,208.89	$ 143.55	$ 5,742.06	
SRF Loan (No Forgiveness)	$ 1,962,208.89	$ 609.42	$ 24,376.69	(no STWSIA)

RILEY COUNTY

PUBLIC WORKS
Presentation

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

COMMISSION AGENDA REPORT

FROM: **John Ellermann, Director of Public Works**

MEETING: **December 14, 2023**

SUBJECT: **Transfer of Funds from the Public Works/Parks Budget to the CIP**

PRESENTER: **John Ellermann, Director of Public Works**

BACKGROUND

The Public Works/Parks Budget has a line item for Community projects which is split amongst the rural communities, University Park, Zeandale Park and Riley County. University Park is in the process of building sports courts for an estimated cost of $28,500. This project is planned to be done in stages with the first stage being pouring an 84' x 54' concrete slab.

At the December 2022 meeting the Riley County Park Board allocated $7,000 to University Park from the community park fund to begin this project. University Park is planning to request future community park funds to complete the project. Therefore, they are requesting to transfer the $7000 to CIP in order to add to the future allocations.

DISCUSSION

Transfer of $7,000 to University Park sports court project in CIP

FISCAL IMPACT

None

RECOMMENDATION(S)

To reserve the funds for the project intended, staff would recommend the above mentioned monies be transferred to CIP.

POSSIBLE MOTION(S)

The Board agreed by consensus to transfer $7,000 from the Public Works/Parks budget to CIP for the University Park project.

Enclosures:

COUNTY COUNSELOR/ADMINISTRATIVE SERVICES
Project

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

COMMISSION AGENDA REPORT

FROM: **Shelley Woodard, Deputy County Counselor**

MEETING: **December 14, 2023**

SUBJECT: **Keats Sewer Project Kansas Water Office Grant Application Update**

PRESENTER: **Shelley Woodard, Deputy County Counselor**

BACKGROUND

On December 11, 2023, I discussed a recently announced grant opportunity for which the Keat Sewer District Project is eligible to apply. At that time, the Board approved submitting applications for both the non-discharging lagoon, and for the connection to the City of Manhattan for the Keats Sewer District Project.

DISCUSSION

After confirming we can apply for both projects, Kansas Water Office Liaison said they do not recommend submitting more than one project for consideration. This was confirmed on a weekly grant call held on December 12, 2023. We can still apply for both if we choose to, or we can choose to apply for only one of the projects. If we apply for both, we can explain in the application why we are applying for both.

FISCAL IMPACT

Staff time for County Counselor's Office. Staff time for Planning and Development. Staff time for Public Works. Costs invoiced by BG Consultants.

RECOMMENDATION(S)

Counsel recommends the Board recognizes this is a gamble because of the unknowns and evaluate the risks. This is a decision only the Board should make. Counsel recommends either moving forward with both applications, or choosing one project to submit for consideration.

POSSIBLE MOTION(S)

A. I move the Board approves submitting grant applications to the Kansas Water Office for both the non-discharging lagoon and for the connection to the City of Manhattan sewer for the Keats Sewer Project.

B. I move the Board approves submitting grant applications to the Kansas Water Office for the __________ option but not for the __________ option for the Keats Sewer Project.

C. I move the Board does not approve submitting grant applications to the Kansas Water Office for either option for the Keats Sewer Project.

The Board agreed by consensus to

Enclosures:

- Amanda Webb's Memo (PDF)

PLANNING & DEVELOPMENT
ENVIRONMENTAL HEALTH

Date: December 12, 2023

To: Board of County Commissioners

From: Amanda Webb, Planning Director

Re: Keats sewer benefit district – Kansas Water Office (KWO) grant

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We recently learned of a brand new "once-in-a-lifetime" grant opportunity through the Kansas Water Office that has the potential to fund up to 100% of construction costs for the Keats sewer project. All grant applications are due by December 29, 2023. It is imperative we apply for this grant as this could really make a financial difference for the people of Keats.

We brought the recommendation to apply for both the non-discharging lagoon and the city of Manhattan connection to the BOCC at the December 11, 2023 meeting and received support. On December 12, 2023, we spoke with our Witt O'Brien's contact who said applying for both options is not recommended, and that we should select and only apply for one option. However, we confirmed that we can apply for both should we choose, but the concerns relayed indicate the KWO may become confused as to which project we're going for, that we're asking the state to make that decision, and that we're not as far along as we actually are with this project, and that any combination of these issues could render our application(s) denied. We acknowledge the recommendation to not proceed with two applications and understand the concerns; however, we have the necessary information for both options to be able to submit complete applications for both. We have a Preliminary Engineering Report and an Engineer's Opinion of Probable Cost for both projects. We also have timelines, budgets, and a scope of work for each. Most of the remainder of the application asks questions specific to the issue being addressed, which will be the same answer no matter which option we apply for. We can explain within the application why we are applying for both options. I have a message in to the KWO in the hopes of scheduling a meeting to talk directly to someone in that office for guidance. As of writing this memo, I have not received response.

The concern is that should we choose to apply for one option over the other and they do not fund that option, we cannot go back and request the second option, unless another round of funding is opened, which is not a guarantee. It really comes down to funding. We know that no matter which option we go forward with, we will need to receive significant funding to make this financially feasible for the people of Keats. We can make both applications work should the BOCC still direct us to move forward with both. If the BOCC does not want to risk applying for both, staff requests direction as to which project to apply for.

COUNTY COUNSELOR/ADMINISTRATIVE SERVICES
Luncheon Agenda

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

MEMORANDUM

FROM: **Jana Chingway, Office Manager**

MEETING: **December 14, 2023**

SUBJECT: **The 2024 Legislative Session Riley County Priorities**

PRESENTER: **Clancy Holeman, Riley County Counselor**

Enclosures:

- Legislative Conference Agenda 2023 with Exhibits (PDF)

RILEY COUNTY LEGISLATIVE CONFERENCE AGENDA

Thursday, December 14, 2023
12:00 p.m. - 2:00 p.m.
County Commission Meeting Room
115 North Fourth Street - First Floor

THE 2024 LEGISLATIVE SESSION

12:00 pm: **Catered Lunch**

12:30 pm: **Welcome and Introductions**

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

Riley County Priorities - Clancy Holeman, Riley County Counselor:

12:35 pm: **1. County Nuisance Abatement Authority Statewide (See attached Exhibit 1)**

a. The Statewide Problem **(See attached Exhibit 2)**
b. The Legislative Solution - **SB 162 (See attached Exhibit 1)**
c. Discussion by Commissioners and Delegation

12:55 pm: **2. Missing Demand Transfers to Counties Statewide (See attached Exhibit 3)**

a. The Statewide Problem
b. The Legislative Solution
c. Discussion by Commissioners and Delegation

1:30 pm: **3. SCR 1611 and Supplemental Note (See attached Exhibit 4)**

a. The Statewide Problem **(See attached Exhibit 5)**
b. The Legislative Solution
c. Discussion by Commissioners and Delegation

2:00 pm: **Closing Remarks by the Board of Riley County Commissioners**

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 for assistance.

KANSAS ASSOCIATION OF COUNTIES

KANSAS ASSOCIATION OF COUNTIES
Legislative Request Form | 2024 Legislative Session

Instructions: Three entities are eligible to submit a policy request. They are: (1) a member county, (2) a KAC affiliate organization, or (3) a KAC associate organization. Any county official submitting a request must have support from the official's respective county or affiliate/associate organization before submission. It is preferred that all requests also include a prior discussion with a Kansas legislator before submission. Please submit requests typed on this form. Do not submit handwritten forms. Deadline for submitting this request form: **Friday, August 11, 2023**.

1. Contact Information

Name:	Clancy Holeman
Title:	Riley County Counselor
Entity:	Riley County
Telephone:	785-565-6844
Email:	choleman@rileycountyks.gov

2. Describe the legislative issue.

Under existing law, Kansas counties are prohibited from abating real property nuisances and assessing the county's costs for such abatement as a lien on the nuisance real property. In contrast, Kansas cities have legal authority to do this.

Our proposed S.B.162 (Exhibit A) grants this authority to Riley County for a period of 3 years. If S.B. 162 is passed and signed into law, it will become effective July 1, 2024.

3. Describe any history on the issue.

S.B. 162 is our identical copy of Sedgwick County's S.B. 52, which was passed during the 2021 legislative session. Since July 1, 2021, Sedgwick County has had the lawful authority to clean up nuisance real properties and place county costs on the lien of the offending real property. Sedgwick County's authority to do so under existing law will "sunset" July 1, 2024, unless the legislature acts to extend S.B. 52 for a longer period of time.

On February 14, 2023, Riley County testified in support of S.B. 162 in the Senate's "Committee on Local Government". See the written and verbal testimony from Riley County proponents, and the associated nuisance property photos which they described, attached as Exhibits B, C & D.

Exhibit 1

4. Why does the issue need legislative resolution?

   Our county's history shows its available legal authority, which depends upon district court litigation, is very often insufficient to abate nuisance real properties.

5. Who will support the legislation? Who will oppose it?

   We are confident of potential widespread county support. That's because many counties will likely find their current lawful remedies are insufficient to abate the worst real property nuisances they face.

6. Do other counties support or oppose the legislation? Why or why not?

   Yes. Crawford County was present and supported us during the February 14, 2023, hearing. We have received interest in this matter from Butler County. We are convinced that, when enough counties are aware of this proposed solution, many more will support it.

7. Does this issue or problem have statewide effects and why?

   It affects all counties with nuisance real properties. Current law specifically forbids counties from using the "self-help" which S.B. 162, if enacted, provides to Riley County.

8. Has this legislation had previous introductions at the Legislature? If so, when?

   It was introduced in past legislative sessions. But the "Committee on Local Government" hearing February 14, 2023, was encouraging. There appeared to be no immediate dislike of the bill from committee members. Committee members asked good questions which proponents were able to answer. We believe that Committee will be open to a broader hearing during the 2024 session. Committee members will likely want to consider whether "special" legislation such as SB 162 and its predecessor (Sedgwick County SB 52) are appropriate. It is possible, if shown the need, this committee might support general legislation applicable to all 105 counties.

9. Which legislator did you approach and what was the response? Who will champion this bill during the legislative session?

   We have not yet directly approached the Riley County delegation about next session's platform. But we believe the Riley County delegation will support S.B. 162 as a logical state solution to a real local problem.

10. When (specific date) did your county, affiliate, or associate approve this proposal?

    The Board of Riley County Commissioners approved this proposal during its regular public meeting August 10, 2023.

11. Will you be present at the KAC Annual Conference during the legislative policy discussion to advocate for, and answer questions relating to, this legislation?

    Yes. And we welcome any counties to bring us their questions or concerns. They can be answered.

12. Attach any helpful documentation. See attached exhibits A, B, C & D.

PLEASE ANSWER ALL QUESTIONS TO ENSURE THAT THE COMMITTEE GIVES THOROUGH CONSIDERATION OF YOUR REQUEST

Please return to: Jay Hall, KAC Deputy Director and General Counsel
hall@kansascounties.org

Kansas Association of Counties, 715 SW 10th Avenue, Topeka, Kansas 66612

Deadline for Submission: August 11, 2023

Session of 2023

SENATE BILL No. 162

By Committee on Local Government

2-6

AN ACT creating the Riley county unincorporated area nuisance abatement act; establishing procedures for the removal and abatement of nuisances; providing for the assessment of costs of such abatement.

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

Section 1. (a) The provisions of sections 1 through 6, and amendments thereto, shall be known and may be cited as the Riley county unincorporated area nuisance abatement act.

(b) Before any nuisance abatement process shall be commenced under the Riley county unincorporated area nuisance abatement act, Riley county first shall have obtained a conviction for a county code violation resulting from such nuisance within the 12-month period prior to the issuance of any order as provided in section 2, and amendments thereto.

(c) (1) The board of county commissioners may order the removal or abatement of any nuisance from any lot or parcel of ground within the unincorporated area of the county. The board may order the repair or demolition of any structure or the removal or abatement of any other type of nuisance.

(2) The order shall provide that all costs associated with the abatement shall be paid by the owner of the property on which the nuisance is located.

Sec. 2. (a) Whenever the board of county commissioners or other agency designated by the board files with the Riley county clerk a statement in writing describing a nuisance and declaring that such nuisance is a menace and dangerous to the health of the inhabitants of the county, the board of county commissioners, by resolution, may make such determination and issue an order requiring the nuisance be removed or abated.

(b) Except as provided by subsection (c), the board of county commissioners shall order the owner of the property to remove and abate the nuisance within not less than 10 days, to be specified in the order. The board or its designated representative may grant extensions of the time period indicated in the order. The order shall state that, before the expiration of the waiting period or any extension, the recipient may request a hearing before the board or its designated representative. The order shall be served on the owner by personal service in accordance with

EXHIBIT A

K.S.A. 60-303, and amendments thereto.

(c) If the owner of the property has failed to accept delivery or otherwise failed to effectuate receipt of a notice sent pursuant to this section during the preceding 24-month period, the board of county commissioners may provide notice of the issuance of any further orders to abate or remove a nuisance from the property in the manner provided by subsection (d) or as provided in this subsection. The board may provide notice of the order by such methods including, but not limited to, door hangers conspicuously posting notice of the order on the property, personal notification, telephone communication or first-class mail. If the property is unoccupied and the owner is a nonresident, notice provided by this section shall be given by telephone communication or first-class mail.

(d) If the owner of the property fails to comply with the order for a period longer than that named in the order or any extensions of such time period, the board of county commissioners may proceed to order the repair or demolition of any structure and have the items described in the order removed and abated from the lot or parcel of ground. If the county abates or removes the nuisance, the county shall give notice to the owner by certified mail, return receipt requested, of the total cost of the abatement or removal incurred by the county. The notice also shall state that payment of the cost is due and payable within 60 days following the mailing of the notice.

(e) If the cost of the removal or abatement is not paid within the 60-day period, the cost shall be assessed and charged against the lot or parcel of land on which the nuisance was located. If the cost is to be assessed, the county clerk, at the time of certifying other county taxes, shall certify the costs, and the county clerk shall extend the cost on the tax roll of the county against the lot or parcel of land. Such cost shall be collected by the county treasurer.

(f) In assessing the cost of removal and abatement of a nuisance, the county shall subtract from the total cost of the abatement or removal incurred by the county the value of the property removed or abated. If the value of the property removed or abated is greater than the cost of the removal or abatement incurred by the county, the county shall pay the owner the difference. If the value of the property is contested, the property owner may request a hearing before the board or its designated representative prior to the 60 days following receipt of notice of costs due and payable under subsection (d).

(g) All orders and notices shall be served on the owner of record or, if there is more than one owner of record, then on at least one such owner.

(h) Any decision of the board of county commissioners or its designated representative is subject to review in accordance with the Kansas judicial review act.

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

Sec. 4. The board of county commissioners may adopt a resolution to establish any policies, procedures, designated body or other related matters for hearings that property owners or their agents may request pursuant to the Riley county unincorporated area nuisance abatement act.

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

Sec. 6. The Riley county unincorporated area nuisance abatement act, sections 1 through 6, and amendments thereto, shall expire on July 1, 2026.

Sec. 7. This act shall take effect and be in force from and after its publication in the statute book.

RILEY COUNTY
BOARD OF COMMISSIONERS

115 N. 4th Street, 1st Floor
Manhattan, Kansas 66502
Phone: 785-565-6844
Fax: 785-565-6847
Email: bocc@rileycountyks.gov

February 14, 2023

Carolyn McGinn, Chair
Senate Local Government Committee
State Capitol, Room 142-S
Topeka, KS 66612

Re: Written and Oral Testimony in Support of SB 162

Dear Chair McGinn and Members of the Committee:

The Board of Riley County Commissioners has introduced and unanimously supports SB 162.

This legislation allows Riley County to abate public nuisance properties by cleaning them up and imposing those costs upon the real property.

Current law, represented by a Kansas Court of Appeals decision, prohibits every county from doing the above. That court decision limits counties' ability to resolve even extreme public nuisance properties. Instead, counties can only file suit in district court, then rely upon the possibility a district court may impose a small fine or limited jail time. The experience of our lawyers in such cases is that courts are extremely reluctant to impose even small fines when a public nuisance is brought before them. And almost never is even a short jail sentence likely.

The best evidence why this statute is necessary can be seen in the photos of 3 different properties. All 3 are located in the unincorporated area of Riley County. Those photos are attached as "Property 1," "Property 2" and "Property 3." All aerial photos attached to my testimony date from 2022. But all other photos you will see today were taken within the past 2 weeks. You will hear more about the specifics of these 3 properties from our lawyers. You will hear more from them about why the current system doesn't work. You will understand why SB 162 is a solution worthy of this committee's support.

Thank you for allowing this Board to testify in support of SB 162.

Sincerely,

BOARD OF COMMISSIONERS OF
RILEY COUNTY, KANSAS

Kathryn G. Focke, Chair

John Ford, Vice Chair

Greg McKinley, Member

EXHIBIT B

2022

Property 1

1:750

0 0.01 0.01 0.02 mi

0 0.01 0.02 0.04 km

Attachment: Legislative Conference Agenda 2023 with Exhibits (14358 : Legislative Conference Agenda)

2022

Property 2

Attachment: Legislative Conference Agenda 2023 with Exhibits (14358 : Legislative Conference Agenda)

2022

1:1,000

0 0.01 0.01 0.03 mi

0 0.01 0.03 0.05 km

Property 3

RILEY COUNTY
COUNSELOR'S OFFICE

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February 14, 2023

Carolyn McGinn, Chair
Senate Local Government Committee
State Capitol, Room 142-S
Topeka, KS 66612

Re: Written and Oral Testimony in Support of SB 162

Dear Chair McGinn and Members of the Committee:

I'd like to begin by talking about "Property #1."

Property #1 is an uninhabited house which has been under construction by the same property owner since 2004. All 3 "Property #1" photos before you today show this house remains today unfinished after 18 years.

I have been in litigation in Riley County District Court on this property with the same owner since 2017. The Court entered judgment in Riley County's favor in 2021, finding the property violates Riley County's zoning and property maintenance codes. The court order required the owner to bring this property into compliance by December, 2021. That did not happen.

In May, 2022, the Court found the property owner in contempt for failing to resolve these violations.

In September, 2022, the property owner filed an appeal of the contempt order with the Kansas Court of Appeals. That appeal continues today, but the owner has not yet filed his brief. After 18 years, followed by almost 5 years of litigation, "Property #1" is today still in violation of multiple provisions of the Riley County zoning and property maintenance codes. And this is after a District Court Judge found both the violations have been proven and the property owner is in contempt of court.

We in Riley County believe SB 162 would have ended this dispute years ago. Riley County would have had the authority to simply enter this nuisance property, clear away all the obvious junk and trash, and assess the costs of such clean up against the property itself.

Next I'd like to talk briefly about "Property #2".

" Property #2" is located near the Manhattan Regional Airport. No court case is pending on this property. But that's because the owner of "Property #2" has managed to avoid service necessary to bring him within the jurisdiction of the district court. SB 162 solves this problem by including a fair process which allows counties to proceed with clean up of nuisance properties even in those circumstances where the nuisance property owner is purposely avoiding personal service of process. Had SB 162 been in place already, "Property #2" would have been cleaned up long ago.

Finally, I'd like to talk briefly about "Property #3." No court case is pending on this property. But it does have a long history of contact with Riley County's zoning and property maintenance officials regarding apparent violations. This property sits on Highway 177 and is part of the "gateway" entrance to the City of Manhattan. It's also in the unincorporated area of Riley County. The 3 different photos of "Property No. #3"

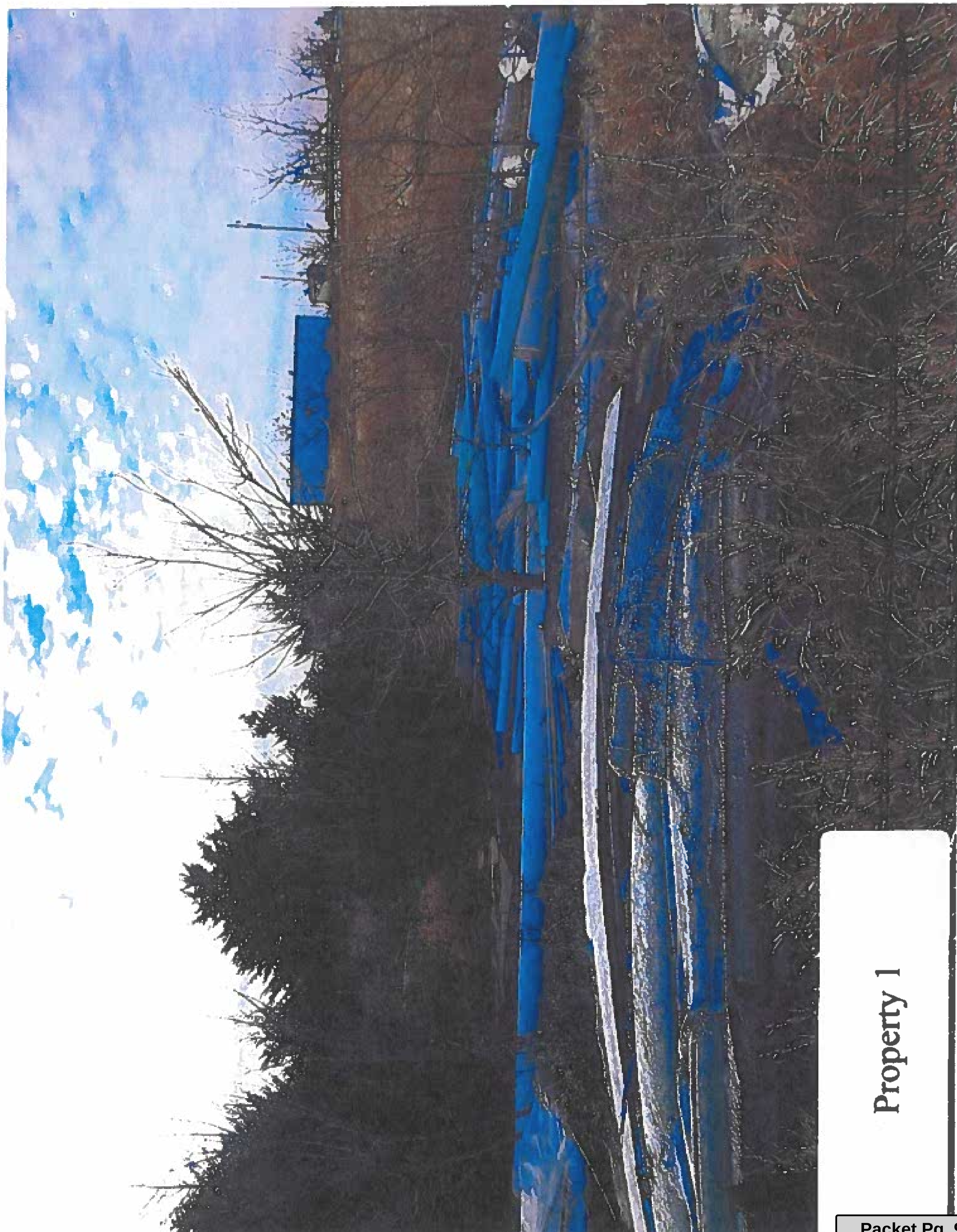
EXHIBIT C

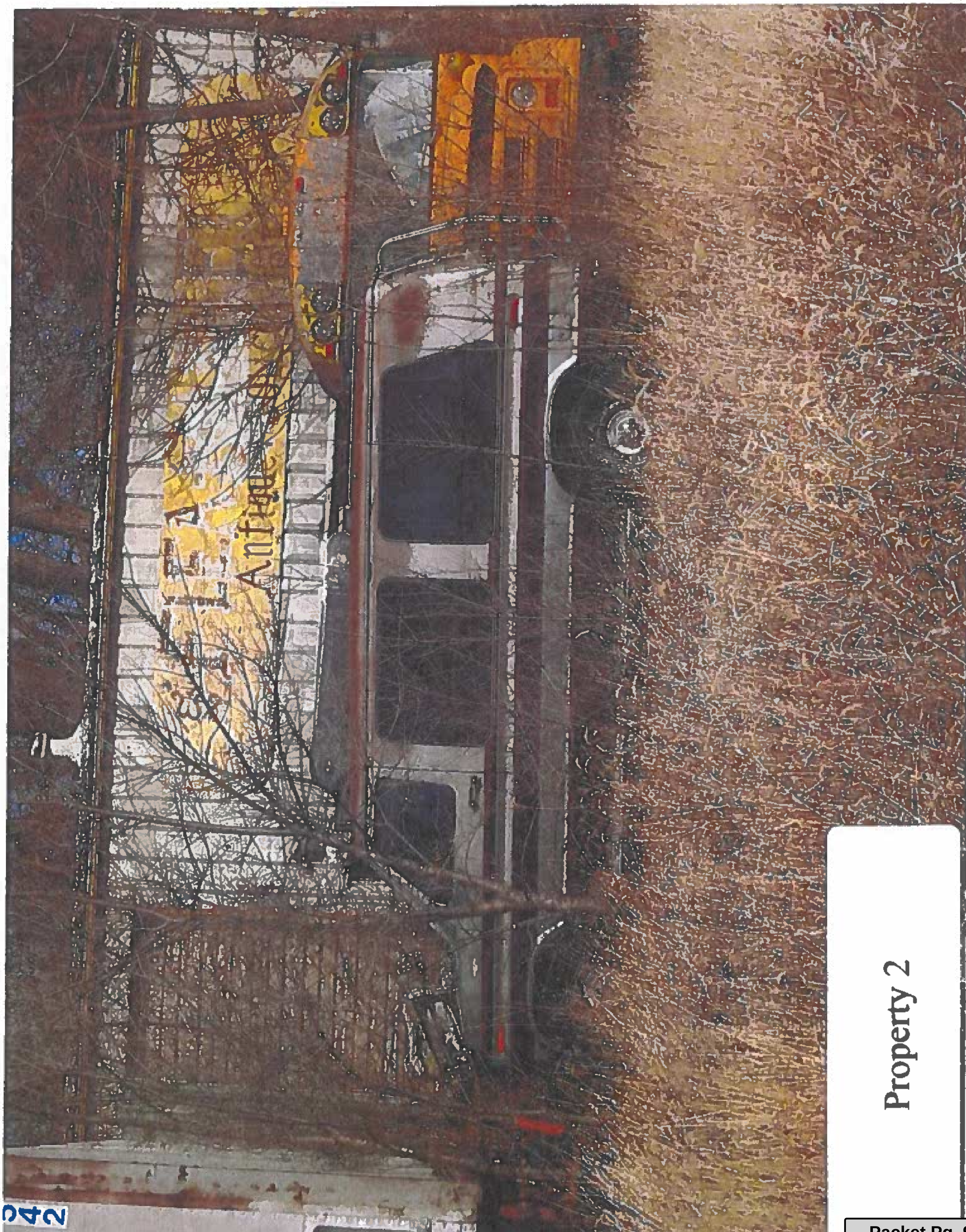
attached to the testimony of our conferees today are the best possible evidence of another property which should be subjected to enforcement under SB 162. "Property #3" is one of the first properties any visitor to the City of Manhattan sees when entering our community.

Thank you for allowing me to testify in support of SB 162.

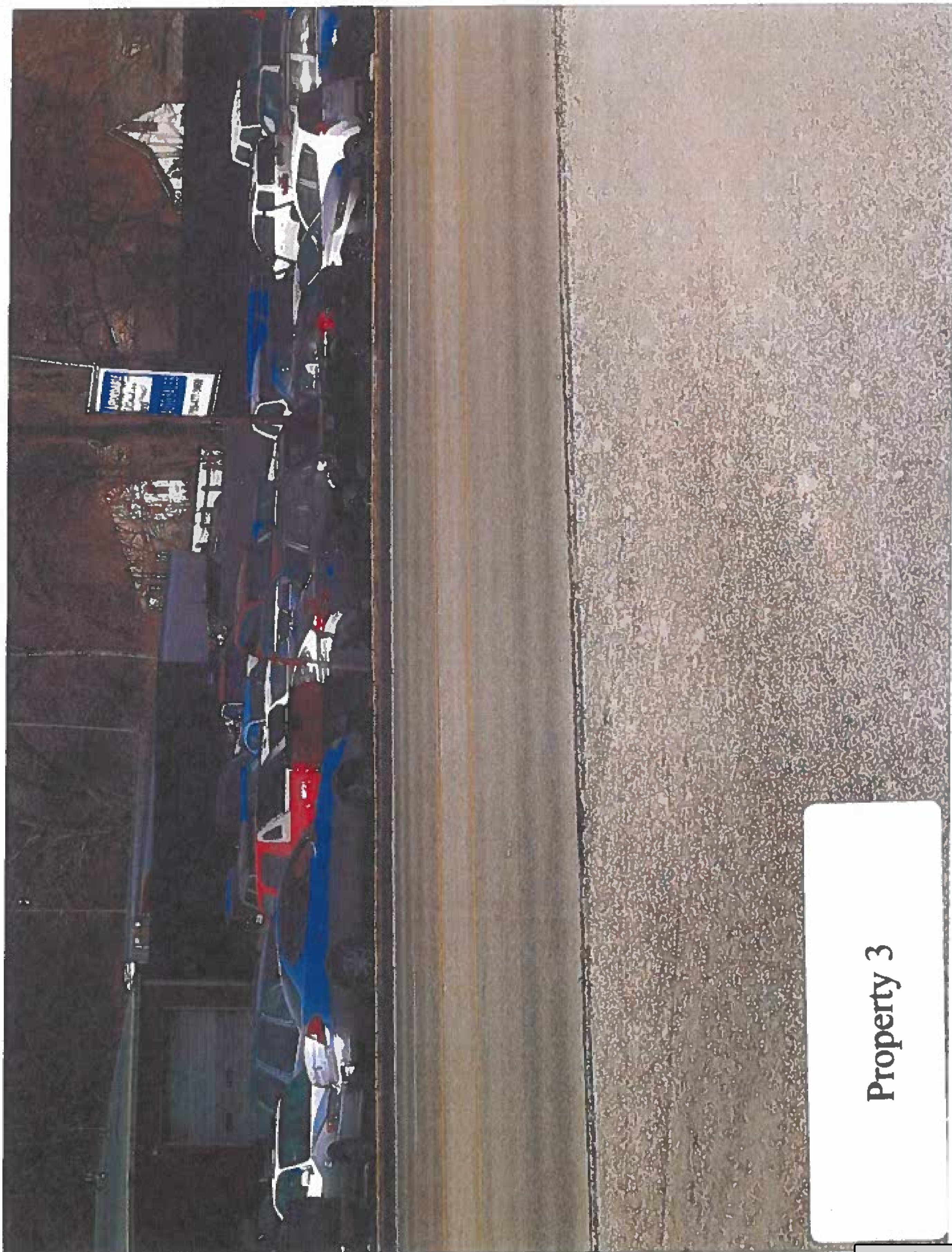
Sincerely,

Craig D. Cox
Deputy County Counselor


Property 1



Property 2



Attachment: Legislative Conference Agenda 2023 with Exhibits (14358 : Legislative Conference Agenda)

RILEY COUNTY
COUNSELOR'S OFFICE

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February 14, 2023

Carolyn McGinn, Chair
Senate Local Government Committee
State Capitol, Room 142-S
Topeka, KS 66612

Re: Written and Oral Testimony in Support of SB 162

Dear Chair McGinn and Members of the Committee:

Riley County's SB 162, before you today, is identical to SB 52, the "Sedgwick County Urban Area Nuisance Abatement Act," from the 2021 legislative session. SB 52 was first amended by this committee, then subsequently passed by both chambers, and thereafter became law July 1, 2021. SB 52 now appears in current law as K.S.A. 19-26,115 et seq. That statute includes a "sunset" provision, ending it July 1, 2024. K.S.A. 19-26,120. We believe it's important you know Riley County is today asking for your support of the very same limited nuisance abatement authority which you allowed Sedgwick County in 2021. SB 162 is nothing new, except our bill's title, the county it grants nuisance abatement authority to, and SB 52's designation of Sedgwick County as an "urban area."

The legal reason why Riley County needs SB 162 is the Court of Appeals decision in *Barnes v. Board of County Commissioners of Cowley County*, 47 Kan. App. 2d 353 (2012). That case stands for the rule counties have no right to "utilize self-help to abate nuisances" because the "only statutory authority for a county to *enforce* its resolutions is K.S.A. 19-101d" (emphasis in original), The Court of Appeals then examined the text of K.S.A. 19-101d and concluded, "This statute provides no authority for self-help remedies." 47 Kan. App. 2d at 364-365. So unlike cities, counties have no statutory authority to use "self-help" to clean up the type of nuisance properties you see today in the 9 distinct photographs before you as "Property #1," "Property #2" and "Property #3." SB 162 provides Riley County currently absent enforcement authority.

There are two powerful practical reasons why this committee should pass SB 162. As described above, SB 162 mirrors identical legislation you passed in 2021 for Sedgwick County. SB 162 includes the same 3-year "sunset" provision. Common sense tells us this "sunset" gives you an opportunity to evaluate whether Riley County uses this new authority in a fair and responsible manner. Second, by designating Riley County an "urban area" under Article 2, Section 17 of the Kansas Constitution, enactment of SB 162 will place Riley County under "uniform" legislation. This means Riley County will be unable to "charter out" from and change any of SB 162's text. You will know exactly what limitations exist on Riley County's statutory authority for "self-help" on our nuisance properties the entire time you leave our authority in place.

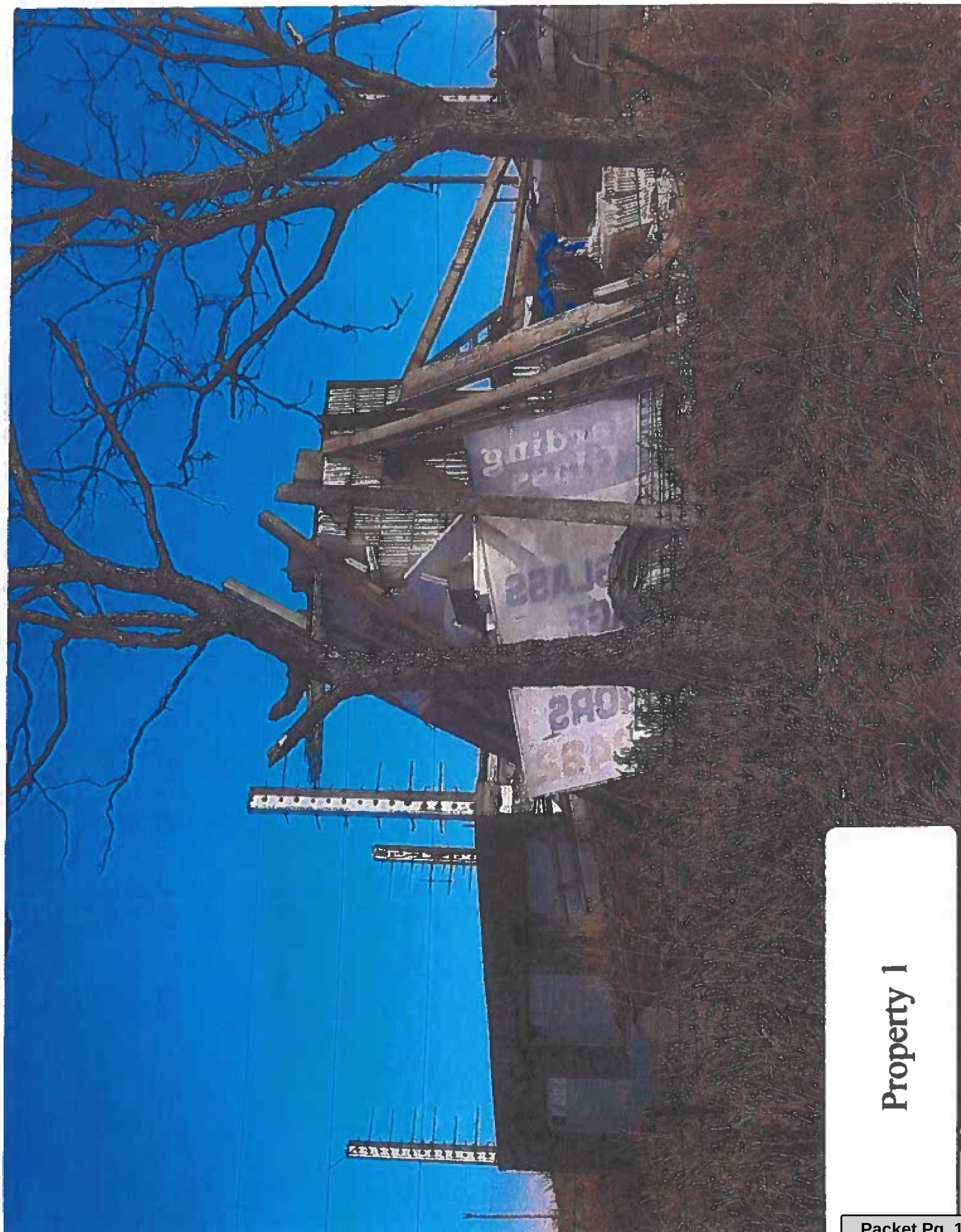
I am confident Riley County's conduct will justify your trust in us.

Thank you for allowing me to testify in support of SB 162.

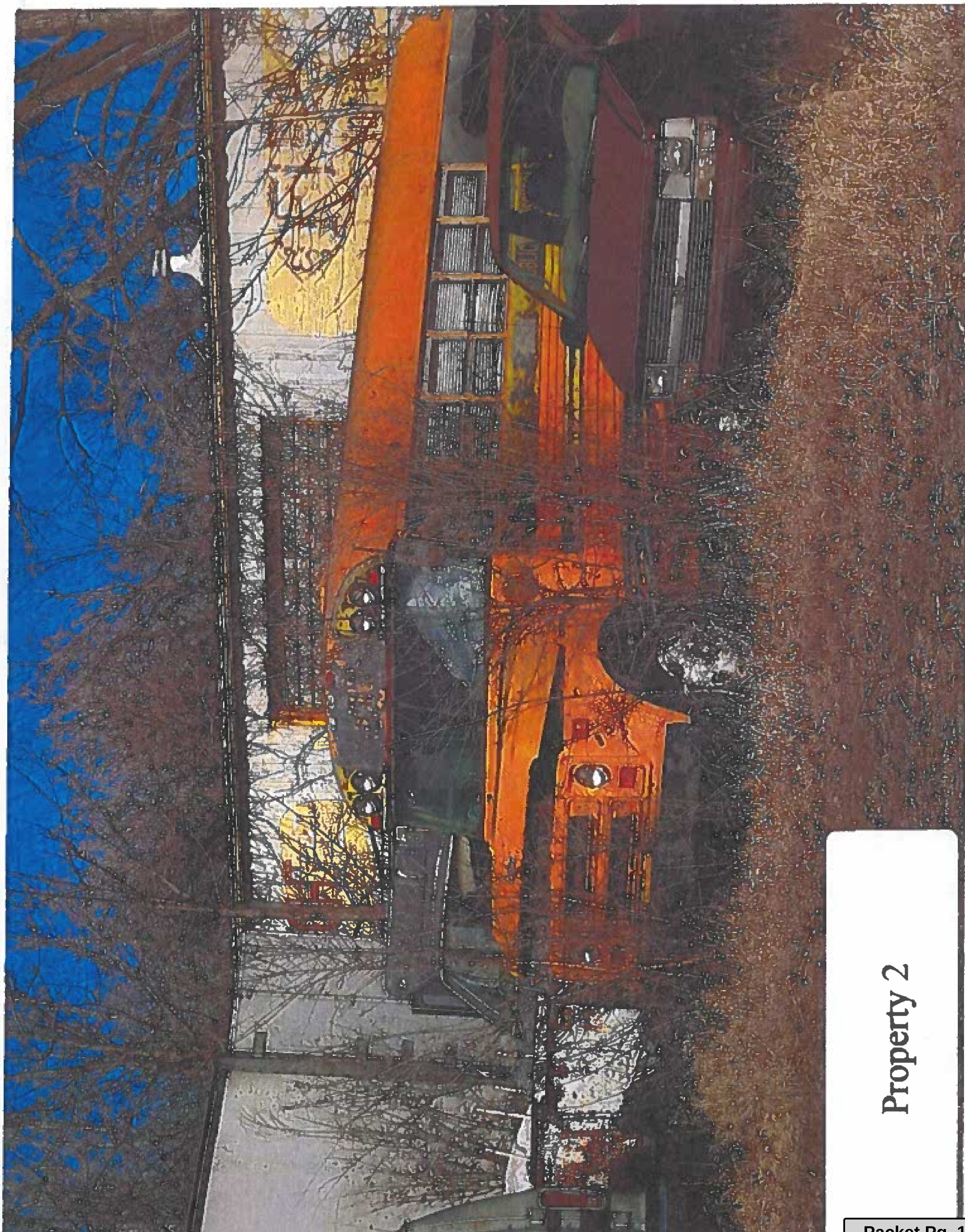
Sincerely,

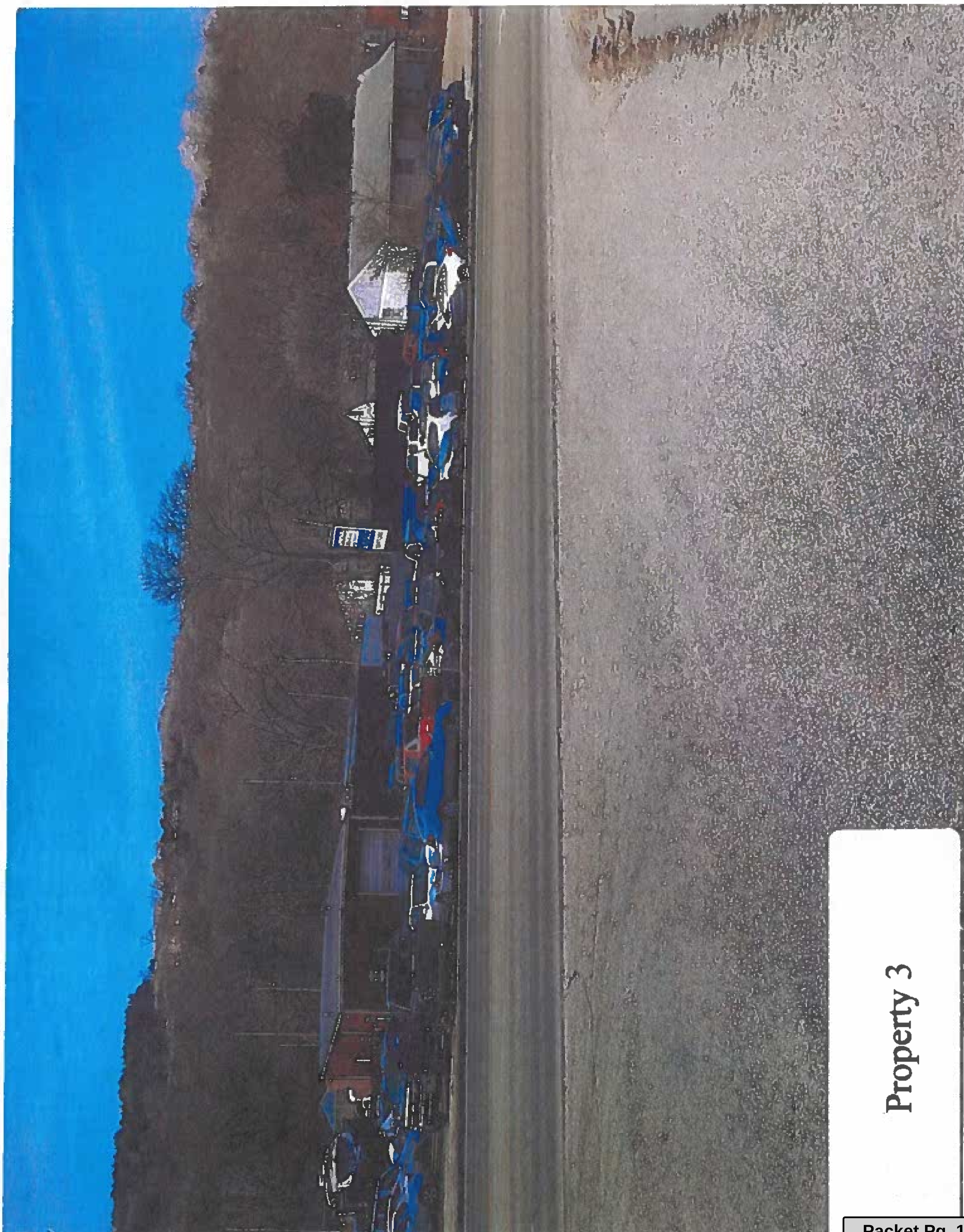
Clancy Holeman
Riley County Counselor

EXHIBIT D



Property 1


Property 2


Property 3

NOT DESIGNATED FOR PUBLICATION

No. 125,756

IN THE COURT OF APPEALS OF THE STATE OF KANSAS

BOARD OF COUNTY COMMISSIONERS OF RILEY COUNTY, KANSAS,
Appellee,

v.

GARY L. KILNER,
Appellant.

MEMORANDUM OPINION

Appeal from Riley District Court; JOHN F. BOSCH, judge. Oral argument held September 19, 2023. Opinion filed November 9, 2023. Appeal dismissed.

P. Bernard Irvine, of Morrison, Frost, Olsen, Irvine & Schartz, LLP, of Manhattan, for appellant.

Craig D. Cox, deputy county counselor, for appellee.

Before BRUNS, P.J., PICKERING, J., and TIMOTHY G. LAHEY, S.J.

PER CURIAM: Gary L. Kilner appeals from a decision of the district court finding him in violation of the Riley County Zoning Regulations and the Riley County Property Maintenance Code. On appeal, he raises several issues relating to the district court's decision. However, he failed to file this appeal in the time prescribed by the Kansas Legislature in K.S.A. 2022 Supp. 60-2103(a). Because appellate courts in Kansas have jurisdiction to entertain an appeal in a civil case only if it is taken within the time limitations and in the manner prescribed by the applicable statutes, we have no jurisdiction to consider the issues presented. Thus, we dismiss this appeal.

Exhibit 2

FACTS

In April 2004, Kilner bought a 21-acre parcel of land located in rural Riley County which was zoned for agricultural use. Shortly thereafter, Kilner applied for a building permit to build a residential building on a small tract of 1.86 acres at the south tip of his property, naming himself as the builder. After Riley County granted the building permit, Kilner began construction in 2004. However, Kilner never finished construction of the residence, and he has no current plans to complete the construction. Kilner does not reside in the house or elsewhere on the 21-acre tract.

On April 7, 2017, the Board of Riley County Commissioners (Riley County) filed a petition against Kilner alleging a zoning violation and a property maintenance violation. In response to Riley County's petition, Kilner moved to dismiss for lack of jurisdiction based on his claim that the property is exempt from regulations under the agricultural exception in K.S.A. 19-2921.

From December 18, 2017, through April 15, 2021, the district court allowed the parties to enter into a number of agreements and continuances in an attempt to allow Kilner to comply with the county regulations. Although Kilner made some progress, he failed to bring the property into compliance.

On June 23, 2021, the district court filed an order to appear and show cause requesting a sanction be imposed on Kilner for failure to comply with the agreed orders to resolve the case. In July 2021, the district court held a two-day evidentiary hearing on the order to appear and show cause. At the end of the hearing, the district court requested additional briefing from the parties regarding Kilner's claim of an agricultural exception to the zoning and property maintenance regulations.

On September 16, 2021, the district court orally announced its decision to the parties from the bench and filed a memorandum order on that same day. After examining K.S.A. 19-2921 and applying it to the facts of this case, the district court concluded that Kilner "does not fall under the definition of a family farmer that the legislature was trying to protect from government regulation" because he is not a farmer-owner who intends to live and engage in agricultural purposes on the land. Accordingly, the district court ruled in favor of the Riley County, finding that Kilner was in violation of both the zoning ordinance and the property maintenance regulation. As such, the court ordered that Kilner should bring his property into compliance within 90 days—by December 15, 2021—or be held in indirect civil contempt and serve 90 days in jail.

On April 14, 2022, Riley County filed a motion requesting an order to appear and show cause. At a hearing held on May 11, 2022, Kilner claimed he never received the district court's September 16, 2021 memorandum order, and that he was not aware of the order until April 16, 2022. Based on Kilner's claim that he did not receive the district court's written order, the district court extended Kilner's time to appeal, allowing him to file an appeal within 30 days from the date of the hearing. Nevertheless, Kilner failed to do so.

On June 8, 2022, Kilner instead filed a "Motion to Reconsider Order" in response to the district court's extension of time to appeal. In the motion, Kilner asserted the same arguments that he previously asserted below and asked the court to reconsider its September 16, 2021 ruling.

On July 20, 2022, the district court filed an order of contempt. The court ruled that Kilner had not complied with the district court's September 16, 2021 memorandum order because he had failed to bring his property into compliance with the zoning regulations and maintenance code by the deadline. Rather than impose jail time, the district court ordered a $100 per day fine at the statutory interest rate of 4.25% per K.S.A. 16-204(e)(1) until Kilner brings his property into compliance with the court's order. The court ordered the fine to begin on August 1, 2022.

On August 17, 2022, the district court denied Kilner's motion to reconsider. In denying the motion to reconsider, the district court noted that Kilner asked the court to revisit the issues, but he "has not produced any new evidence nor given the court any new authority that the court has not already considered." On September 15, 2022, Kilner filed his first and only notice of appeal, indicating that he was appealing from "the Court's Judgments entered on July 20, 2022 and August 17, 2022; and all other rulings, and orders on all issues relating and decided therein . . . ."

ANALYSIS

At the outset, we must determine whether our court has appellate jurisdiction over this appeal. The issues raised by Kilner in this appeal arise directly from the district court's September 16, 2021 order. Although Kilner refers to the district court's July 2022 and August 2022 rulings in his notice of appeal, he does not raise issues from these subsequent posttrial rulings in his appeal. The issues raised by Kilner stem directly from the district court's September 16, 2021 order. Consequently, we must examine whether this court has jurisdiction over issues decided by the district court in its decision filed on September 16, 2021.

"The question of whether this court has jurisdiction is a question of law over which we exercise unlimited review. *City of Wichita v. Trotter*, 316 Kan. 310, 312, 514 P.3d 1050 (2022). The right to appeal is strictly statutory in nature and is not contained in either the Constitution of the United States or the Constitution of Kansas. See *In re A.A.-F.*, 310 Kan. 125, 135, 444 P.3d 938 (2019).

In fact, Article 3, section 3 of the Kansas Constitution provides that the Kansas Supreme Court shall have "such appellate jurisdiction as may be provided by law." Thus, our Supreme Court has held that appellate courts "may exercise jurisdiction only under circumstances allowed by statute" and do not "have discretionary power to entertain appeals from all district court orders." *Kansas Medical Mut. Ins. Co. v. Svaty*, 291 Kan. 597, 609-10, 244 P.3d 642 (2010); see also *Wiechman v. Huddleston*, 304 Kan. 80, 86-87, 370 P.3d 1194 (2016); *State v. McGaugh*, 56 Kan. App. 2d 286, Syl. ¶ 1, 427 P.3d 978 (2018). In addition, "[a]n appellate court . . . has a duty to question jurisdiction on its own initiative." *Wiechman,* 304 Kan. at 84. When the record discloses a lack of appellate jurisdiction, we are required to dismiss the appeal. 304 Kan. at 85.

On September 16, 2021, the district court announced its decision from the bench and—later that day—filed a memorandum order with the Clerk of the Riley County District Court. Based on our review of the record, we find that the order met the requirements set forth in K.S.A. 2022 Supp. 60-258, and it served as the final judgment of the district court on the claims asserted by Riley County in its petition. Furthermore, the order resolved the issues Kilner brought in his counterclaim.

K.S.A. 2022 Supp. 60-2103(a) provides that "the time within which an appeal may be taken shall be 30 days from the entry of the judgment . . . ." In addition, if Kilner desired to file a motion to alter and amend the judgment—which would have tolled the deadline for appeal—he had 28 days from the date the district court entered its written order of the final judgment. K.S.A. 2022 Supp. 60-259(f). In other words, his deadline to file a motion to alter or amend was October 14, 2021, and his deadline to file a notice of appeal was October 16, 2021. Unfortunately, he filed neither a motion to alter or amend nor a notice of appeal prior to the expiration of these deadlines.

Although Kilner was present at the hearing on September 16, 2021, and heard the district court's announcement of its final judgment from the bench, he alleges that he was not aware of the written decision until April 16, 2022. Even if this is accurate, Kilner took no action to bring this to the attention of the district court until the following month. It was only after Riley County filed a motion to appear and show cause seeking enforcement of judgment that Kilner first raised the issue to the district court at a hearing held on May 11, 2022.

The district court candidly admitted at the hearing that it did not know whether it had the legal authority to extend the deadline for filing an appeal after it had already expired. Regardless, the district court graciously ordered that Kilner could file an appeal within 30 days from the date of the hearing. Yet, he did not do so. Instead, he filed a motion to reconsider—which he argues was actually a motion to alter or amend judgment—the following month even though the district court had not extended the deadline to file motions. Even if we assume that the motion to reconsider was in substance a motion to alter or amend judgment, it was not filed until more than seven months after this deadline had expired under K.S.A. 2022 Supp. 60-259(f).

On September 15, 2022, Kilner finally filed a notice of appeal. This was nearly a year after the final judgment was entered by the district court. Moreover, it was nearly five months after Kilner claims that he became aware of the written order entered on September 16, 2021. It was also over four months after the district court ostensibly gave Kilner 30 days to appeal after the hearing on May 11, 2022.

As our Supreme Court has held, "[t]he Kansas Legislature . . . removed all discretion from the district court to extend the time in which to file a K.S.A. 60-259(f) motion. See K.S.A. 60-206(b)." *Board of Sedgwick County Comm'rs v. City of Park City*, 293 Kan. 107, 118, 260 P.3d 387 (2011). As such, even if we treat Kilner's motion to reconsider as a motion to alter and amend, the district court would not have had the legal authority to extend the deadline for the filing of the motion that had expired many months before it was filed. Furthermore, because the district court lacked jurisdiction to entertain an untimely motion to alter or amend judgment, this court does not have appellate jurisdiction over this appeal. See *State v. Robertson*, 309 Kan. 602, 604, 439 P.3d 898 (2019).

Likewise, the timely filing of a notice of appeal—within 30 days from the entry of a final judgment under K.S.A. 2022 Supp. 60-2103(a)—is jurisdictional. As a result, an appellant's failure to file a notice of appeal within the time requirements of K.S.A. 2022 Supp. 60-2103(a) deprives an appellate court of jurisdiction. *In re Care and Treatment of Emerson*, 306 Kan. 30, 34, 392 P.3d 82 (2017); see also *Board of Sedgwick County Comm'rs*, 293 Kan. at 119. As discussed above, the record confirms that Kilner was present at the hearing when the district court's judgment was announced. Moreover, Riley County argues that in a subsequent letter to the district court Kilner confirmed he was also aware of the written order on the same day as the hearing. But even if he was unaware of the written decision, K.S.A. 2022 Supp. 60-258 states that "[f]ailure of service of a copy of the judgment form does not affect the judgment's validity."

K.S.A. 2022 Supp. 60-2103(a) provides that a district court "may extend the time for appeal not exceeding 30 days from the expiration of the *original time* herein prescribed." (Emphasis added.) Based on the plain language of the statute, the district court had the discretion to extend the deadline to file an appeal only until—at the latest—November 17, 2021. Kilner has provided us with no legal authority in his brief or at oral argument to support his position that a district court has the discretion to extend the deadline for the filing of a notice of appeal beyond the time set forth in the statute. Similarly, he has provided us with no authority that allows for the extension of the time to file an appeal after the deadline has already expired.

Our Supreme Court has made it clear that Kansas courts have no authority to create equitable remedies to extend statutory limitations on jurisdiction in civil cases. *Wiechman*, 304 Kan. at 81; *Board of Sedgwick County Comm'rs*, 293 Kan. at 111. Here, even if such judicially created equitable remedies were allowed to create an exception to statutory jurisdictional requirements, we do not find that they would be appropriate under the circumstances presented in this case. As discussed above, Kilner waited several months to file a notice of appeal after the date on which he claims to have found out about the written order entered on September 16, 2021. He also failed to file a notice of appeal within the 30 days the district court purportedly gave him to do so at the hearing on May 11, 2022.

We, therefore, conclude that this court does not have appellate jurisdiction over the issues presented, and we dismiss this appeal.

Appeal dismissed.

The Impact of Demand Transfer Losses

By Wendi Stark, Research Associate, League of Kansas Municipalities

Since 2001, cities and counties in Kansas have lost at least $3,470,603,394 as a result of the state's decision not to fund demand transfers. It is very important to note that while some of these monies are often referred to as "state aid" in budget documents, the history of these funds does not support that classification. The Local Ad Valorem Property Tax Reduction (LAVTRF) and the County-City Revenue Sharing (CCRS) funds (explained below) were part of an agreement between the state and local governments that involved the loss of revenue sources in exchange for the establishment of these funds.

The past 21 years are illustrated on data tables provided with this article.

Reduction in LAVTRF

Fiscal Year	Statute	Actual	Loss
2001	$60,315,000	$54,139,000	$6,176,000
2002	$61,980,000	$54,680,000	$7,300,000
2003	$62,431,000	$26,247,000	$36,184,000
2004	$64,636,000	$0	$64,636,000
2005	$66,521,000	$0	$66,521,000
2006	$66,682,000	$0	$66,682,000
2007	$71,233,000	$0	$71,233,000
2008	$71,063,598	$0	$71,063,598
2009	$69,860,878	$0	$69,860,878
2010	$67,430,000	$0	$67,430,000
2011	$81,788,000	$0	$81,788,000
2012	$87,665,000	$0	$87,665,000
2013	$92,021,000	$0	$92,021,000
2014	$88,644,600	$0	$88,644,600
2015	$90,203,785	$0	$90,203,785
2016	$96,519,286	$0	$96,519,286
2017	$96,940,047	$0	$96,940,047
2018	$99,759,907	$0	$99,759,907
2019	$100,456,720	$0	$100,456,720
2020	$102,786,463	$0	$102,786,463
2021	$113,456,376	$0	$113,456,376
2022	$128,300,027	$0	$128,300,027
Total Through FY 2022	$1,840,693,687	$135,066,000	$1,705,627,687

LAVTRF (Local Ad Valorem Property Tax Reduction)

Established under K.S.A. 79-2959, LAVTRF is currently supposed to transfer 3.63% of state sales and use taxes to cities and counties. Revenue sharing in this manner dates to the 1930s, with the current statutory framework having been established in 1965. At that time, the local share of certain cigarette revenue stamp taxes and cereal malt beverage taxes were rolled into the state general fund and a direct transfer was made into the LAVTRF to replace the loss of these funds (Kansas Session Laws, Chapter 530, 1965). Since 2001, Kansas cities and counties have not received $1,705,627,687 in LAVTRF funding.

CCRS (County City Revenue Sharing)

Established under K.S.A. 79-2964, CCRS is supposed to transfer 2.823% of state sales and use taxes to cities and counties. CCRS was established in 1978 as part of an agreement between the State and local governments regarding several different taxes. In particular, the local share of cigarette and liquor enforcement tax revenues was traded for the establishment of the CCRS (Kansas Session Laws, Chapter 401, 1978). Since 2001, Kansas cities and counties have not received $1,352,783,001 in CCRS revenue sharing.

SCCHF (Special City-County Highway Fund)

Established under K.S.A. 79-3425(I), this portion of the Special City-County Highway Fund is funded by the motor vehicle property tax. The other portion of SCCHF is funded by the motor fuels tax and transfers from that portion of the fund have not been reduced to date. Since 2001, Kansas cities and counties have not received $412,192,706 in CCRS revenue sharing.

Wendi Stark *is the League's Research Associate. She can be reached at wstark@lkm.org or (785) 354-9565.*

Exhibit 3

Reduction in CCRS

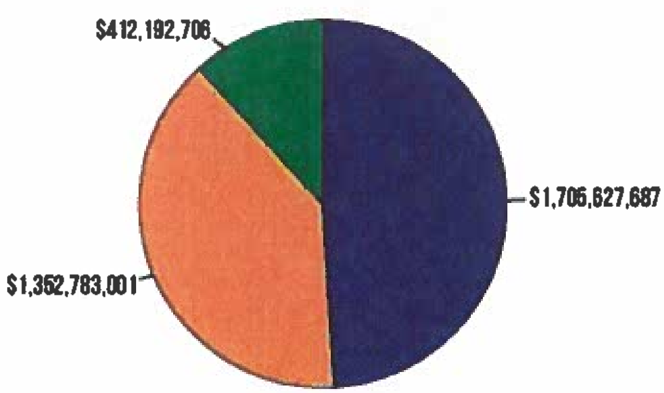
Fiscal Year	Statute	Actual	Loss
2001	$46,004,000	$34,531,000	$11,473,000
2002	$46,901,000	$34,876,000	$12,025,000
2003	$47,868,000	$16,741,000	$31,127,000
2004	$51,564,063	$0	$51,564,063
2005	$53,422,952	$0	$53,422,952
2006	$56,609,567	$0	$56,609,567
2007	$57,920,881	$0	$57,920,881
2008	$55,206,431	$0	$55,206,431
2009	$54,329,823	$0	$54,329,823
2010	$52,570,000	$0	$52,570,000
2011	$63,606,000	$0	$63,606,000
2012	$68,175,000	$0	$68,175,000
2013	$71,563,000	$0	$71,563,000
2014	$68,937,660	$0	$68,937,660
2015	$70,150,216	$0	$70,150,216
2016	$75,061,693	$0	$75,061,693
2017	$75,388,912	$0	$75,388,912
2018	$77,581,878	$0	$77,581,878
2019	$78,123,779	$0	$78,123,779
2020	$79,935,588	$0	$79,935,588
2021	$88,233,430	$0	$88,233,430
2022	$99,777,128	$0	$99,777,128
Total Through FY 2022	$1,438,931,001	$86,148,000	$1,352,783,001

Reduction in SCCHF

Fiscal Year	Statute	Actual	Loss
2001	$18,068,010	$10,343,000	$7,725,010
2002	$15,729,000	$10,447,000	$5,282,000
2003	$19,498,652	$10,063,000	$9,435,652
2004	$20,454,000	$5,032,000	$15,422,000
2005	$22,056,000	$10,064,000	$11,992,000
2006	$25,811,513	$10,064,000	$15,747,513
2007	$29,031,000	$10,064,000	$18,967,000
2008	$29,685,531	$10,064,000	$19,621,531
2009	$22,000,000*	$0	$22,000,000
2010	$22,000,000*	$0	$22,000,000
2011	$22,000,000*	$0	$22,000,000
2012	$22,000,000*	$0	$22,000,000
2013	$22,000,000*	$0	$22,000,000
2014	$22,000,000*	$0	$22,000,000
2015	$22,000,000*	$0	$22,000,000
2016	$22,000,000*	$0	$22,000,000
2017	$22,000,000*	$0	$22,000,000
2018	$22,000,000*	$0	$22,000,000
2019	$22,000,000*	$0	$22,000,000
2020	$22,000,000*	$0	$22,000,000
2021	$22,000,000*	$0	$22,000,000
2022	$22,000,000	$0	$22,000,000
Total Through FY 2022	$180,333,706	$76,141,000	$412,192,706

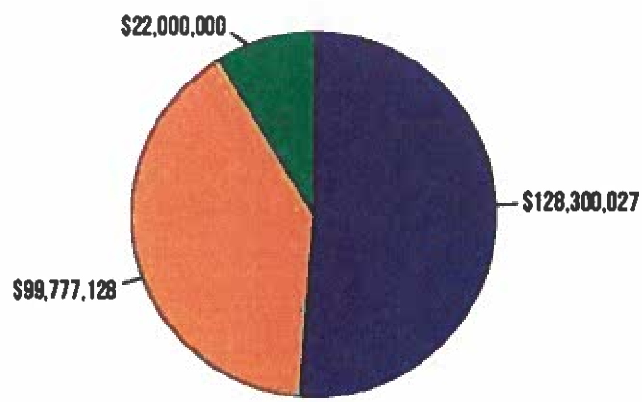
**The Kansas Department of Transportation has quit calculating this number. This represents a conservative estimate of the amount that should have been transferred.*

Total of All Demand Transfer Losses Since 2001



Total: $3,470,603,394

Total of Demand Transfer Losses for 2022



Total: $250,077,155

Senate Concurrent Resolution No. 1611

By Committee on Assessment and Taxation

4-4

A PROPOSITION to amend section 1 of article 11 of the constitution of the state of Kansas; relating to property taxation; limiting valuation increases for real property.

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

Section 1. The following proposition to amend the constitution of the state of Kansas shall be submitted to the qualified electors of the state for their approval or rejection: Section 1 of article 11 of the constitution of the state of Kansas is hereby amended to read as follows:

"**§ 1. System of taxation; classification; exemption.** (a) The provisions of this subsection shall govern the assessment and taxation of property on and after January 1, ~~2013~~ *2025*, and each year thereafter. Except as otherwise hereinafter specifically provided, the legislature shall provide for a uniform and equal basis of valuation and rate of taxation of all property subject to taxation. The legislature may provide for the classification and the taxation uniformly as to class of recreational vehicles and watercraft, as defined by the legislature, or may exempt such class from property taxation and impose taxes upon another basis in lieu thereof. The provisions of this subsection shall not be applicable to the taxation of motor vehicles, except as otherwise hereinafter specifically provided, mineral products, money, mortgages, notes and other evidence of debt and grain.

The valuation of any real property shall not increase by more than 4% in any taxable year except when:

(1) The property includes new construction or improvements have been made to the property;

(2) the class or subclass of the property changes for assessment rate purposes;

(3) the property becomes disqualified from exemption;

(4) the property is first listed as escaped or omitted property;

(5) the legal description of the land, lot or parcel changes,

Exhibit 4

except that the total valuation of all property affected by a legal description change shall not exceed the total valuation of the affected property for the previous year by more than 4%; or

(6) title to the property is transferred, changed or conveyed to another person.

The legislature may define new construction or improvements by law and enact such other legislation as is necessary to administer this provision.

Property shall be classified into the following classes for the purpose of assessment and assessed at the percentage of value prescribed therefor:

Class 1 shall consist of real property. Real property shall be further classified into seven subclasses. Such property shall be defined by law for the purpose of subclassification and assessed uniformly as to subclass at the following percentages of value:

(1) Real property used for residential purposes including multi-family residential real property and real property necessary to accommodate a residential community of mobile or manufactured homes including the real property upon which such homes are located.......... 11½%

(2) Land devoted to agricultural use which shall be valued upon the basis of its agricultural income or agricultural productivity pursuant to section 12 of article 11 of the constitution.......... 30%

(3) Vacant lots.......... 12%

(4) Real property which is owned and operated by a not-for-profit organization not subject to federal income taxation pursuant to section 501 of the federal internal revenue code, and which is included in this subclass by law.......... 12%

(5) Public utility real property, except railroad real property which shall be assessed at the average rate that all other commercial and industrial property is assessed.......... 33%

(6) Real property used for commercial and industrial purposes and buildings and other improvements located upon land devoted to agricultural use.......... 25%

(7) All other urban and rural real property not otherwise specifically subclassified.......... 30%

Class 2 shall consist of tangible personal property. Such tangible personal property shall be further classified into six subclasses, shall be defined by law for the purpose of subclassification and assessed uniformly as to subclass at the following percentages of value:

(1) Mobile homes used for residential purposes.......... 11½%

(2) Mineral leasehold interests except oil leasehold interests the average

daily production from which is five barrels or less, and natural gas leasehold interests the average daily production from which is 100 mcf or less, which shall be assessed at 25%.............................. 30%

(3) Public utility tangible personal property including inventories thereof, except railroad personal property including inventories thereof, which shall be assessed at the average rate all other commercial and industrial property is assessed......................... 33%

(4) All categories of motor vehicles not defined and specifically valued and taxed pursuant to law enacted prior to January 1, 1985....... 30%

(5) Commercial and industrial machinery and equipment which, if its economic life is seven years or more, shall be valued at its retail cost when new less seven-year straight-line depreciation, or which, if its economic life is less than seven years, shall be valued at its retail cost when new less straight-line depreciation over its economic life, except that, the value so obtained for such property, notwithstanding its economic life and as long as such property is being used, shall not be less than 20% of the retail cost when new of such property..... 25%

(6) All other tangible personal property not otherwise specifically classified.. 30%

(b) All property used exclusively for state, county, municipal, literary, educational, scientific, religious, benevolent and charitable purposes, farm machinery and equipment, merchants' and manufacturers' inventories, other than public utility inventories included in subclass (3) of class 2, livestock, and all household goods and personal effects not used for the production of income, shall be exempted from property taxation."

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

"*Explanatory statement.* This amendment would limit annual valuation increases to 4% for real property for purposes of property taxation except when the property includes new construction or improvements have been made to the property, the class or subclass of the property changes, the property becomes disqualified from exemption, the property is first listed as escaped or omitted property, the legal description of the property changes or title to the property is transferred, changed or conveyed to another person.

"A vote for this proposition would limit annual valuation increases to 4% for real property except when the property includes new construction or improvements have been made to the property, the class or subclass of the property changes, the property becomes disqualified from exemption, the property is first listed as escaped or omitted property, the legal description of the property changes or title to the property is transferred, changed or conveyed to another person. The amendment would also authorize the legislature to define new construction or improvements and to enact such other legislation as is necessary to administer the provision.

"A vote against this proposition would provide no change to the Kansas constitution."

Sec. 3. This resolution, if approved by two-thirds of the members elected (or appointed) and qualified to the Senate and two-thirds of the members elected (or appointed) and qualified to the House of Representatives, shall be entered on the journals, together with the yeas and nays. The secretary of state shall cause this resolution to be published as provided by law and shall cause the proposed amendment to be submitted to the electors of the state at the general election in November in the year 2024, unless a special election is called at a sooner date by concurrent resolution of the legislature, in which case such proposed amendment shall be submitted to the electors of the state at the special election.

SESSION OF 2023

SUPPLEMENTAL NOTE ON SENATE CONCURRENT RESOLUTION NO. 1611

As Adopted by Senate on Final Action

Brief*

SCR 1611, if adopted by a two-thirds majority of each chamber of the Kansas Legislature and approved by voters, would amend the *Kansas Constitution* to generally limit, for property tax purposes, the valuation growth of any real property to 4 percent per year. The limit would not apply when:

- The property includes new construction or improvements have been made;
- The class or subclass of the property changes for assessment rate purposes;
- The property becomes disqualified from exemption;
- The property is first listed as escaped or omitted property;
- The legal description of the parcel changes, except the valuation of all property affected by a legal description change would not be permitted to exceed 4 percent of the total valuation of the affected property of the previous year; or
- Title to the property is transferred, changed, or conveyed to another person.

*Supplemental notes are prepared by the Legislative Research Department and do not express legislative intent. The supplemental note and fiscal note for this bill may be accessed on the Internet at http://www.kslegislature.org

The Legislature would be authorized to define "new construction or improvements" and enact other implementing legislation.

The resolution requires the following explanatory statement to be printed on the ballot with the text of the amendment if it is submitted to the voters for their approval:

> This amendment would limit annual valuation increases to 4 percent for real property for purposes of property taxation except when the property includes new construction or improvements have been made to the property, the class or subclass of the property changes, the property becomes disqualified from exemption, the property is first listed as escaped or omitted property, the legal description of the property changes, or title to the property is transferred, changed or conveyed to another person.
>
> A vote for this proposition would limit annual valuation increases to 4 percent for real property for purposes of property taxation except when the property includes new construction or improvements have been made to the property, the class or subclass of the property changes, the property becomes disqualified from exemption, the property is first listed as escaped or omitted property, the legal description of the property changes, or title to the property is transferred, changed, or conveyed to another person. The amendment would also authorize the legislature to define new construction or improvements and to enact such other legislation as is necessary to administer the provision.
>
> A vote against this proposition would provide no change to the *Kansas Constitution*.

If approved by two-thirds of the Legislature, the text of the resolution and the yea and nay votes of both the Kansas House of Representatives and the Kansas Senate would be published in the journals of both chambers.

The resolution requires the proposed constitutional amendment to be submitted to voters at the general election to be held in November 2024, unless a special election is called at a sooner date by concurrent resolution of the Legislature.

Background

The concurrent resolution was introduced by the Senate Committee on Assessment and Taxation at the request of Senator Blasi.

Taxation; constitutional amendment; property tax; valuation growth, 4 percent

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September 11, 2023

SCR 1611

Good morning, Commissioner's,

I am writing in response to the below purposed changes to the Kansas Constitution:

The valuation of any real property shall not increase by more than 4% in any taxable year except when: (1) The property includes new construction or improvements have been made to the property; (2) the class or subclass of the property changes for assessment rate purposes; (3) the property becomes disqualified from exemption; (4) the property is first listed as escaped or omitted property; (5) the legal description of the land, lot or parcel changes, except that the total valuation of all property affected by a legal description change shall not exceed the total valuation of the affected property for the previous year by more than 4%; or (6) title to the property is transferred, changed or conveyed to another person. The legislature may define new construction or improvements by law and enact such other legislation as is necessary to administer this provision.

First and foremost, this proposal appears unconstitutional and would over time create inequity within the property tax system itself. The appraiser's office is tasked with valuing property in the State of Kansas at market value. The appraiser's office does not determine the level of property taxation. Using the market to establish the value of property promotes an equitable and fair distribution of property tax liability once the mill levies are set.

Market value is a direct result of the interacting forces of supply and demand, market value does not respect valuation caps. Not all market areas are the same. Sales are how we determine what is happening in the market. Those sales tell us which areas of the county have higher demand from buyers. That's one reason why in some areas of the county higher sale prices can drive property valuation increases higher. Using market value ensures equity and uniformity. A property's value determines that individual property owner's share of the overall tax "pie' and encourages an equitable distribution of all shares of the total tax amount required to fund county services.

If legislators decide to cap valuation increases as proposed in SCR 1611, they are saying regardless of what the market is doing, no property will ever increase at a rate greater than 4% until it is sold. In my opinion, this is not logical. I believe SCR 1611, as written, is not a fair method of valuing property.

For example, when analysis is completed which shows market data for homes selling **below** 150k are increasing in value about 2% per year, but homes ranging from $150k-$250k are increasing in value by 8% per year, a reasonable expectation is any valuation increase would follow that market data to ensure fair and equitable valuation among similar properties. But in

Exhibit 5

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APPRAISER'S OFFICE

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this example one group of similar homes (market value below 150K) will be appraised at their full market price of 2%. Yet another group of similar homes will be appraised artificially with a 4% capped valuation increase (without regard to their market value increase of 8%). These homeowners in the second group will no longer be paying their fair share, but a smaller share of the overall property tax "pie." And the homeowners in the first group will no longer be paying their fair share, but a larger share of the overall property tax "pie".

Artificially capping the valuation erodes the constitutionally required fairness of the property tax system.

Instead of capping property tax valuations, more fairness and equity could be created by reducing the total number of property tax exemptions across the state or reviewing and updating the "property tax" relief programs such as Homestead.

Kind Regards,

Anna Burson